



# Goodhue County

## Minnesota

### BOARD OF COMMISSIONERS AGENDA

COUNTY BOARD ROOM  
GOVERNMENT CENTER, RED WING

DECEMBER 19, 2023  
9:00 A.M.

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Microsoft Teams meeting

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#### PLEDGE OF ALLEGIANCE

##### Disclosures of Interest

Review and approve the previous board meeting minutes.

Documents:

[Dec 7.pdf](#)

Review and approve the county board agenda

Review and approve the following items on the consent agenda:

1. Approve 2024 EFT Delegation Request

Documents:

[2024 EFT Delegation Request.pdf](#)

2. Approve 2024 Petty Cash and Change Funds

Documents:

[2024 Petty Cash and Change Funds.pdf](#)

3. Approve Authorized Agents for Designation

Documents:

[Authorized Agents for Designation.pdf](#)

4. Approve Clerical Error List

Documents:

[Approve Clerical Error List.pdf](#)

5. Approve Designation of Depositories

Documents:

[Designation of Depositories.pdf](#)

6. Approve Interest Rate on Delinquent Taxes

Documents:

[Approve Interest Rate on Delinquent Taxes.pdf](#)

7. Approve the 2023 Donation Report

Documents:

[2023 Donations.pdf](#)

8. Approve the 2023 Radiological Emergency Response Plan for the Prairie Island Nuclear Generating Plant.

Documents:

[Radiological Emergency Response Plan 2023.pdf](#)

9. Approve the 2024 Building Permits and Inspections Agreements

Documents:

[LUM Building City Agreements.pdf](#)

10. Approve the Per Diem Rates - 2024

Documents:

[Approve the Per Diem rates - 2024.pdf](#)

11. Approve the Vehicle Allowance - 2024

Documents:

[Approve the Vehicle Allowance - 2024.pdf](#)

12. Approve the appointment of Ryan Holmes to the Board of Economic Development

Documents:

[Letterhead Todd.pdf](#)

**Regular Agenda**

**Human Resource Manager's Report**

1. Personnel Committee Packet

[Personnel Committee Packet](#)

2. Commissioner Wages - 2024

Documents:

[Commissioner Wages - 2024.pdf](#)

3. Elected Official Salary

Documents:

[Elected Salary 2024.pdf](#)  
[SalaryComplianceNoticeSheriffAttorney.pdf](#)  
[CoAttorneyOKeefe Pay Request.pdf](#)  
[Sheriff Kelly Pay Request.pdf](#)

4. 2024 Policy Changes

Documents:

[New Policies Memo.pdf](#)  
[P2CBoardPresentation.pdf](#)  
[2024 Goodhue County Personnel Policy.pdf](#)  
[DOT-Drug-and-Alcohol-Testing Policy.pdf](#)  
[Non-DOT-Drug-Testing-and-Drug-Free-Workplace.pdf](#)  
[Fleet Policy FINAL 11.2023.pdf](#)  
[Safety Policy update Final Draft 041823.pdf](#)

**Finance Director's Report**

1. Fund Balance Designations for December 31, 2023

Documents:

[Committed Fund Balances.pdf](#)

**County Administrator's Report**

1. Website Redesign & Hosting - Service Agreement

Documents:

[Neapolitan Labs Service Agreement - Binder.pdf](#)

2. 1st County Board Meeting of 2024.

Documents:

[1st county board meeting of 2024.pdf](#)

3. 2024 Budget and Levy

Documents:



Final Budget Report.pdf  
3rd draft Budget Report.pdf  
Preliminary Levy Report.pdf  
1st draft budget book.pdf

**Southeastern MN Multi County Housing & Redevelopment Authority**

1. SEMMCHRA 2024 Proposed Levy

Documents:

[2024 SEMMCHRA Levy Request.pdf](#)

**For Your Information**

1. Monthly Finance Reports

Documents:

[Capital Report 11-2023.pdf](#)  
[Debt Services Report 11-2023.pdf](#)  
[Fund Balance 11-2023.pdf](#)  
[Ditch Fund 11-2023.pdf](#)

2. Project Status Report.

Documents:

[Project Status Report 19 Dec 23.pdf](#)

3. Wanamingo Landfill

Documents:

[WanLandFill-Dec.pdf](#)

**County Board Committee Reports**

**New and Old Business**

**Review & Approve County Claims**

Documents:

[County Claims 12-19-23.pdf](#)

**ADJOURN**

**BOARD OF COMMISSIONERS' PROCEEDINGS, GOODHUE COUNTY, MN**  
**DECEMBER 7, 2023**

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The Goodhue County Board of Commissioners met on Thursday, December 7, 2023, at 4:30 p.m. in closed session to discuss pending legal matters involving employment and claims arising under Minn. Stat. 299A.465, then again in regular session at 5:00 p.m. in the Government Center County Board Room, Red Wing, with Commissioner Majerus, Flanders, Betcher, Anderson and Greseth all present.

County Board Chair Linda Flanders appeared virtually due to illness. Vice Chair, C/Greseth ran the meeting.

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

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

1. Approve the Application for Exempt Permit for Cannon Falls Youth Sporting Club at Wanamingo Sportsmens Club on May 26, 2024.
2. Approve the Appointments to the Belle Creek Watershed District.
3. Approve the Off Highway Vehicle Enforcement grant contract for 7/1/23-6/30/25.
4. Approve the Snowmobile Safety Enforcement grant contract for 7/1/23-6/30/25.
5. Approve the FY2023 SCAAP grant.
6. Approve HHS Building Lease.

**CANNON VALLEY TRAIL MANAGER'S REPORT**

**Bridge & Trail surface Replacement Project.** Trail manager, Scott Roepke, updated the board on the Bridge & Trail surface replacement project. This item was for information only.

**LAND USE MANAGEMENT DIRECTOR'S REPORT**

**Public Hearing: Request for Map Amendment (Rezone).** The request was submitted by Dale and Diane Olson (Owners) to rezone 13.92 acres from A-1 (Agriculture Protection District) to R-1 (Suburban Residence District) to establish one dwelling site. Parcel 39.008.3200. 480th Street Zumbrota, MN 55992. Part of the SW ¼ of the SW ¼ of Section 08 TWP 109 Range 15 in Pine Island Township.

- <sup>4</sup> Moved by C/Anderson, seconded by C/Greseth, and carried to approve to open the public hearing.

C/Flanders asked three times for public comment. There were no comments.

- <sup>5</sup> Moved by C/Anderson, seconded by C/Betcher, and carried to approve to close the public hearing.

- <sup>6</sup> Moved by C/Anderson, seconded by C/Betcher, and carried to approve the Planning Advisory Commission recommendation and adopt the staff report into the record; accept the application, testimony, exhibits, and other evidence presented into the record; and APPROVE the map amendment request from Dale and Diane Olson (Owners) to rezone 13.92 acres from A-1 (Agricultural Protection District) to R-1 (Suburban Residence District) and direct staff to begin the process of rezoning existing properties along 191st Avenue Way and 480th Street in Section 08 to R-1 by working with residents and Pine Island Township.

**HUMAN RESOURCE MANAGER'S REPORT**

**2024 Compensation for Non-Union Employees.** The County Board has agreed to a 3% general wage adjustment for 2024 for all positions covered by a collective bargaining agreement. This general wage adjustment takes effect on December 23, 2023. Staff recommended the Board implement the same 3% general wage adjustment, effective December 23, 2023, for all non-union employees thereby ensuring that all employees remain on a single pay grid.

**BOARD OF COMMISSIONERS' PROCEEDINGS, GOODHUE COUNTY, MN  
DECEMBER 7, 2023**

7 Moved by C/Betcher, seconded by C/Anderson, and carried to approve 3% general wage adjustment, effective December 23, 2023, for all non-union employees thereby ensuring that all employees remain on a single pay grid.

**COMMITTEE REPORTS:**

C/Betcher	•
C/Greseth	•
C/Anderson	• AMC Conference Update.
C/Majerus	•
C/Flanders	•
Administrator Arneson	•

**New and Old Business.** Administrator Arneson commented that any change requests in the committee appointments for 2024 should be submitted to Administration in the next week. C/Anderson noted that he needed to off load some of this committees due to scheduling conflicts with one another. Administrator Arneson requested C/Anderson submit the committees he could not participate into Administration so the information could be shared with the rest of the board.

Administrator Arneson also commented that any per diems for 2023 should be submitted by Friday, December 15, 2023, so that they will appear in the 2023 budget.

**Review and Approve the County Claims**

8 Moved by C/Anderson, seconded by C/Majerus, and carried to approve to pay the County claims in the amount of 01-General Revenue \$875,620.69, 03-Public Works \$628,429.11, 11- Human Service Fund \$179,841.82, 12- GC Family Services Collaborative \$00, 15- County Ditch 1 \$00; 20- National Opioid Settlement Fund \$00, 25- EDA \$00, 34-Capital Equipment \$184,595.92, 35-Debt Services \$00, 61-Waste Management \$8,212.39, 72-Other Agency Funds \$140,183.02, 81-Settlement \$5,494.80, in the total amount of \$2,022,377.75.

**Adjourn**

9 Moved by C/Anderson, seconded by C/Majerus, and carried to approve to adjourn the December 7, 2023, County Board Meeting.

SCOTT O. ARNESON  
COUNTY ADMINISTRATOR

LINDA FLANDERS, CHAIR  
BOARD OF COUNTY COMMISSIONERS

MINUTE

1. Approved the November 21, 2023, County Board Meeting Minutes. (Motion carried 5-0)
2. Approved the county board agenda. (Motion carried 5-0)
3. Approved the consent agenda as amended. (Motion carried 5-0)
4. Approved to open the public hearing. (Motion carried 5-0)
5. Approved to close the public hearing. (Motion carried 5-0)

**BOARD OF COMMISSIONERS' PROCEEDINGS, GOODHUE COUNTY, MN  
DECEMBER 7, 2023**

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6. Approved the map amendment rezone for David and Diane Olson, Pine Island Township. (Motion carried 5-0)
7. Approved the 2024 compensation for non-union employees. (Motion carried 5-0)
8. Approved the county claims. (Motion carried 5-0)
9. Approved to adjourn the November 21, 2023, County Board Meeting. (Motion carried 5-0)

DRAFT



## Brian J. Anderson

Finance Director  
Goodhue County Finance & Taxpayer Services

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*Brian.Anderson@co.goodhue.mn.us*  
509 W. Fifth St.  
Red Wing, MN 55066  
Phone (651) 385.3043  
Fax (651) 267.4878

**TO:** Board of Commissioners  
**FROM:** Brian Anderson, Finance Director  
**DATE:** December 19, 2023  
**RE:** Annual Delegation of EFT Authority (2024)

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### BACKGROUND

Minnesota statute 471.38, Subd 3a, paragraph (a) (as revised September 2017) states: “the governing body shall annually delegate the authority to make electronic funds transfers to a designated business administrator or chief financial officer or the officer’s designee.” An audit finding covering this requirement was included in the audited financial statements for the year ended December 31, 2017.

### DISCUSSION

EFTs are used on a limited basis, primarily for payment of health insurance premiums, remittance of property taxes and distribution of county share of HSA contributions.

The Finance and Taxpayer Services Office processes all payments for Goodhue County. All payments are reviewed and approved by the Finance Director (Brian Anderson).

### RECOMMENDATION

Staff recommend the Board formally delegate authority for processing EFT transactions for 2024 (through December 31, 2024) to the Finance Director (Brian Anderson), Finance Controller (Lucas Dahling), and the Finance Director’s designees (Accountant II responsible for property tax administration and the Accountant I responsible for Accounts Payable).

## GOODHUE COUNTY BOARD OF COMMISSIONERS

LINDA FLANDERS  
1<sup>st</sup> District  
1121 W 4<sup>th</sup> St.  
Red Wing, MN 55066

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

TODD GRESETH  
3<sup>rd</sup> District  
46804 Hwy 57 Blvd  
Wanamingo, MN 55983

JASON MAJERUS  
4<sup>th</sup> District  
39111 Co. 2 Blvd  
Goodhue, MN 55027

SUSAN BETCHER  
5<sup>th</sup> District  
30133 Lakeview Ave  
Red Wing, MN 55066



Lucas R. Dahling  
 Finance Controller  
 Goodhue County Finance & Taxpayer Services

[Lucas.Dahling@co.goodhue.mn.us](mailto:Lucas.Dahling@co.goodhue.mn.us)  
 509 W. Fifth St.  
 Red Wing, MN 55066  
 Phone (651) 385-3021

TO: County Board of Commissioners  
 FROM: Lucas Dahling, Finance Controller  
 SUBJECT: Approval of the Goodhue County Petty Cash and Change Funds (2024)  
 DATE: December 19, 2023

**Background:**

Staff is bringing the existing three petty cash and eight change fund balances to the Board for annual approval.

Petty cash funds – typically used for smaller type reimbursements to employees for county expenses and are replenished when needed.

Change funds – used to make change for customers; balances in these accounts remain the same.

**Discussion:**

The chart below outlines the petty cash and change fund balances by department. No changes are requested at this time.

Petty Cash		
Finance & Taxpayer Services	25	
Public Works	50	
Sheriff	100	
Total Petty Cash		175
Change Funds		
Finance & Taxpayer Services	1,000	
Court Services	100	
Recorder	50	
Sheriff	500	
HHS (PHS Administration)	100	
HHS (HHS - Finance)	100	
HHS (HHS - Front Desk)	100	
Waste Management	75	
Total Change Funds		2,025
Total Petty Cash & Change Funds		2,200

**Recommendation:**

Staff recommends the Board approve the petty cash and change fund balances for 2024.

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## Brian J. Anderson

Finance Director  
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Phone (651) 385.3043  
Fax (651) 267.4878

**TO: Board of Commissioners**

**FROM: Brian Anderson, Finance Director**

**DATE: December 19, 2023**

**RE: Authorization to designate financial institutions as depositories**

### Background

The Office of the State Auditor in a Statement of Position stated that the governing body is responsible for deciding where public funds will be deposited. Minnesota law also permits a governing body to authorize its treasurer or chief financial officer to designate depositories of funds. For public entities that delegate this authority, they recommend that the designation take place on an annual or biennial basis.

### Approval of the following resolution is requested

BE IT RESOLVED, that the below listed individuals are hereby authorized to designate financial institutions as depositories of Goodhue County funds, make investments of said funds under Minnesota Statutes 118A.01 to 118A.06, and represent Goodhue County in executing any and all documents relating to these institutions in 2024.

#### Authorized Agents:

Finance and Taxpayer Services – Brian Anderson  
Finance and Taxpayer Services – Lucas Dahling  
Administration – Andrea Benck

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## **Finance and Taxpayer Services**

Lavon Augustine, County Assessor

Goodhue County

509 W. Fifth St.  
Red Wing, MN 55066  
651-385-3040

Date: December 1, 2023

To: Goodhue County Board of Commissioners

From: Lavon Augustine, County Assessor  
Goodhue County Finance and Taxpayer Services

Subject: Consent Agenda Item – Clerical Error List

Attached is the Clerical Error and Abatement list. All changes after the County Board of Appeal and Equalization meeting must be available for review and approved by the County Board.

Please let me know if you have any questions or concerns.

Respectfully,

Lavon Augustine  
Goodhue County Assessor

### **GOODHUE COUNTY BOARD OF COMMISSIONERS**

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*An Equal Opportunity Employer*



**2023 Clerical Errors / Abatements / Omitted property**

PID#	Owner/Taxpayer	Assessment Year	Taxes Payable Yr	EMV		Taxes Before	Taxes After	Comments
				Prior	After			
55.919.0870	Jacob & Dawn Zeches	2022	2023	243,700	243,700	3,128	3,304	Homeowner claimed non-homestead
72.393.0100	Albert & Sharon Love	2022	2023	327,300	327,300	4,830	4,924	Homeowner claimed non-homestead
44.003.0501	Eric Hokanson	2022	2023	263,700	263,700	1,858	486	Parcel was not linked to ag homestead properties after purchase
42.015.0200	David Wright	2022	2023	264,500	264,500	2,278	0	Vet Exclusion was removed per VSO, but VSO determined later taxpayer qualified
64.200.0170	Tyler Rashid	2022	2023	271,400	271,400	3,740	1,748	Vet Exclusion was removed per VSO, but VSO determined later taxpayer qualified
32.999.2901	Dan Wojcik	2022	2023	0	10,000	0	66	Omitted -- DNR's 1.3 acres lease agreement was given to County
55.835.0110	Stewart Real Estate LLC	2022	2023	91,400	37,800	1,240	513	home was removed from site, but not from this record
55.420.0620	Sherrill Holmes	2022	2023	218,600	100,000	2,964	1,356	fire abatement - home damaged
40.970.271A	Tyler Andrist	2023	2023	22,400	0	146	36	fire abatement - mobile home destroyed
52.200.0100	Jamie McKnight	2022	2023	154,200	97,500	1,802	921	water damage to house
				21,786	13,354	8,432		

**2023 Tax Court settlements**

PID#	Owner/Taxpayer	Assessment Year	Taxes Payable Yr	EMV		Taxes Before	Taxes After	Comments
				Prior	After			
55.893.0030	Under The Rainbow	2020	2021	669,200	669,200	21,194	0	Supreme Court deemed exempt
55.893.0030	Under The Rainbow	2021	2022	661,400	661,400	21,304	0	Supreme Court deemed exempt
55.005.3830	Red Wing Development LLC	2021	2022	1,467,900	1,000,000	49,438	33,116	Tax Court settlement agreement
55.005.3830	Red Wing Development LLC	2022	2023	1,599,700	870,000	48,791	25,855	Tax Court settlement agreement
				140,727	58,971	81,756		

**2023 Assessor Change Sheet**

PID#	Owner/Taxpayer	Assessment Year	Taxes Payable Yr	EMV		Taxes Before	Taxes After	Comments
				Prior	After			
72.801.0550	Sigelow Homes	2023	2024	287,300	31,800	0	0	home valued on wrong parcel - this is lot only
55.728.0720	F4U LLC	2023	2024	class 220	class 22C	0	0	Class change during sales verification was incorrect; owner submitted appropriate documentation to maintain 22C class
55.728.0791	F4U LLC	2023	2024	class 220	class 22C	0	0	Class change during sales verification was incorrect; owner submitted appropriate documentation to maintain 22C class
55.850.0500	F4U LLC	2023	2024	class 220	class 22C	0	0	Class change during sales verification was incorrect; owner submitted appropriate documentation to maintain 22C class
55.508.0130	Richardson	2023	2024	475,600	49,400	0	0	house fire destroyed home in October, but home value was not removed
55.835.0110	Stewart	2023	2024	91,800	20,000	0	0	home removed for road project, but home not removed from record
72.790.0030	Sizer	2023	2024	224,800	223,200	0	0	adjustment made for LBAE, but not on the adjustment list
72.790.0020	Lueck	2023	2024	216,200	214,600	0	0	adjustment made for LBAE, but not on the adjustment list
36.023.0503	Patterson	2023	2024	655,700	653,600	0	0	Third class was removed in CAMA during a combination request, but remained in the Tax System
52.455.0280	Carlson	2023	2024	42,000	525,100	0	0	New home entered into CAMA, but appraiser did not give to clerical for entry into Tax System
46.136.0070	Bauer	2023	2024	1,083,400	854,100	0	0	Not put on the CBAE list for approval, but communicated with property owner and changed in computer system
36.140.0110	Stolte	2023	2024	class 101	Class 20A	0	0	Appraiser changed 20.15 ac parcel class from ag to res vacant land. Owner owns adjoining ag land.



## Brian J. Anderson

Finance Director  
Goodhue County Finance & Taxpayer Services

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**TO: Board of Commissioners**

**FROM: Brian Anderson, Finance Director**

**DATE: December 19, 2023**

**RE: Authorization to designate financial institutions as depositories**

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### Background

Minnesota law requires the governing body of each government entity to designate one or more financial institutions as a depository for its public funds (M.S.118A.02).

The Office of the State Auditor recommends these designations be made on either an annual or biennial basis with a follow up report to the County Board. Therefore, as of January 1, 2024, the following is a list of financial institutions that are designated as depositories of Goodhue County funds:

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<b>Financial Institution</b>	<b>Address</b>	<b>City</b>	<b>State</b>	<b>Zip code</b>
1st Financial Bank USA	PO Box 98	Dupree	SD	57623
Crescent Bank & Trust	1000 Veterans Memorial Blvd, Suite 100	Metairie	LA	70005
Farmers State Bank	110 Main St PO Box 247	Underwood	MN	56586
First Bank of the Lake	4558 Osage Beach Parkway, Suite 100	Osage Beach	MO	65065
First Farmers & Merchants Bank	3141 North Service Drive	Red Wing	MN	55066
FM Bank	702 Prentice St	Granite Falls	MN	56241
Frandsen Bank & Trust - Pine Island	128 South Main Street	Pine Island	MN	55963
Frandsen Bank & Trust - Zumbrota	1440 S Main Street	Zumbrota	MN	55992
Magic Fund	Po Box 11760	Harrisburg	PA	17108
Multi-Bank Securities	1000 Town Center, Suite 2300	Southfield	MI	48075
Merchants Bank	2835 South Service Drive	Red Wing	MN	55066
North American Banking Co	1620 South Frontage Rd	Hastings	MN	55033
RBC	60 S 6th St P10	Minneapolis	MN	55402
Riverland Bank	700 Seville Drive	Jordan	MN	55352
Security State Bank, Kenyon	602 2nd St	Kenyon	MN	55946
Security State Bank, Wanamingo	232 Main St	Wanamingo	MN	55983
The Farmer State Bank of Oakley	100 Center Ave	Oakley	KS	67748
United Prairie Bank	10 Firestone Drive	Mankato	MN	56001
Wells Fargo Bank NA	401 Plum St	Red Wing	MN	55066



**Brian J. Anderson**  
Goodhue County Auditor/Treasurer  
Goodhue County Finance & Taxpayer Services

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*Brian.anderson@co.goodhue.mn.us*  
509 W. Fifth St.  
Red Wing, MN 55066  
Phone (651) 385-3032

TO: Board of Commissioners  
FROM: Brian Anderson, Auditor/Treasurer  
Micki O'Keefe, Accountant II  
DATE: December 19, 2023  
SUBJECT: Interest Rate on Delinquent Taxes

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## **BACKGROUND**

The Department of Revenue certifies the interest rate to be used in the following year on delinquent taxes. The 1990 law change included a 10% minimum and a 14% maximum interest rate to be applied on delinquent taxes.

## **DISCUSSION**

Beginning in 2024, the interest rate for delinquent taxes, penalties, and costs will be the rate determined by the Department of Revenue under Minnesota Statutes section 270C.40, subdivision 5, without a 10 % minimum. The maximum remains 14%.

A County Board may set, by resolution, a rate lower than the interest rate determined by the Department of Revenue.

The Department of Revenue has set the interest rate for delinquent taxes, penalties, and costs to be 8% for 2024.

## **RECOMMENDATION**

Staff recommends that the County Board approve the 8% interest rate certified by the Department of Revenue. Staff feels that consistency across counties is best practice for all taxpayers.



**Scott O. Arneson**  
County Administrator  
Goodhue County

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

To: Goodhue County Board of Commissioners

Re: 2023 Donations

Date: December 13, 2023

Per the approved donation Policy, staff is to provide the county board with an annual report at the last board meeting of each year detailing all donations accepted by Department Heads or the County Administrator during the calendar year. Attached is a list of monetary donations received. In addition, the following non-monetary donations have been made to the county in 2023:

Sheriff's Department:

Dog food from Nestle Purina for K9's- 26 bags = \$1,300

Health & Human Services:

12 Easter Baskets from St Joseph's Church – value approximately \$40 each

25 bundles from Bundles of Love – value approximately \$200 each

## GOODHUE COUNTY BOARD OF COMMISSIONERS

LINDA FLANDERS  
1<sup>st</sup> District  
1121 W 4<sup>th</sup> St.  
Red Wing, MN 55066

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

TODD GRESETH  
3<sup>rd</sup> District  
46804 Hwy 57 Blvd  
Wanamingo, MN 55992

JASON MAJERUS  
4<sup>th</sup> District  
39111 Co. 2 Blvd  
Goodhue, MN 55027

SUSAN BETCHER  
5<sup>th</sup> District  
30133 Lakeview Ave.  
Red Wing, MN 55066

*An Equal Opportunity Employer*

AccountNumber	AccountDescription	VendorName	AuditDate	Amount	TransDescription
01-061-061-0000-5610	Contributions & Donations	VARIOUS PAYERS	5/18/2023 0:00	(684.00)	SNACK STATION
01-061-061-0000-5610	Contributions & Donations	VARIOUS PAYERS	6/1/2023 0:00	(417.00)	SNACK STATION
01-121-140-0000-5610	Transportation Donations	VARIOUS PAYERS	1/5/2023 0:00	(200.00)	TRANSPORT DONATIONS
01-121-140-0000-5610	Transportation Donations	VARIOUS PAYERS	1/10/2023 0:00	(180.00)	TRANSPORT DONATIONS
01-121-140-0000-5610	Transportation Donations	VARIOUS PAYERS	1/18/2023 0:00	(260.00)	TRANSPORT DONATIONS
01-121-140-0000-5610	Transportation Donations	VARIOUS PAYERS	1/27/2023 0:00	(340.00)	TRANSPORT DONATIONS
01-121-140-0000-5610	Transportation Donations	VARIOUS PAYERS	1/27/2023 0:00	(100.00)	TRANSPORT DONATIONS
01-121-140-0000-5610	Transportation Donations	VARIOUS PAYERS	1/31/2023 0:00	(260.00)	TRANSPORT DONATIONS
01-121-140-0000-5610	Transportation Donations	VARIOUS PAYERS	2/1/2023 0:00	(60.00)	TRANSPORT DONATIONS
01-121-140-0000-5610	Transportation Donations	VARIOUS PAYERS	2/14/2023 0:00	(140.00)	TRANSPORT DONATIONS
01-121-140-0000-5610	Transportation Donations	VARIOUS PAYERS	2/21/2023 0:00	(340.00)	TRANS. DONATION
01-121-140-0000-5610	Transportation Donations	VARIOUS PAYERS	2/21/2023 0:00	(20.00)	TRANS. DONATION
01-121-140-0000-5610	Transportation Donations	VARIOUS PAYERS	3/2/2023 0:00	(560.00)	DONATIONS
01-121-140-0000-5610	Transportation Donations	VARIOUS PAYERS	3/9/2023 0:00	(385.00)	TRANSPORT DONATIONS
01-121-140-0000-5610	Transportation Donations	VARIOUS PAYERS	3/24/2023 0:00	(345.00)	TRANSPORT DONATIONS
01-121-140-0000-5610	Transportation Donations	VARIOUS PAYERS	4/3/2023 0:00	(280.00)	TRANS DONATIONS
01-121-140-0000-5610	Transportation Donations	VARIOUS PAYERS	4/12/2023 0:00	(360.00)	TRANSPORT DONATIONS
01-121-140-0000-5610	Transportation Donations	VARIOUS PAYERS	4/18/2023 0:00	(160.00)	TRANSPORT DONATIONS
01-121-140-0000-5610	Transportation Donations	VARIOUS PAYERS	4/27/2023 0:00	(120.00)	TRANSPORT DONATIONS
01-121-140-0000-5610	Transportation Donations	VARIOUS PAYERS	5/4/2023 0:00	(490.00)	TRANSPORT DONATIONS
01-121-140-0000-5610	Transportation Donations	VARIOUS PAYERS	5/15/2023 0:00	(640.00)	TRANSPORT DONATIONS
01-121-140-0000-5610	Transportation Donations	VARIOUS PAYERS	5/23/2023 0:00	(160.00)	TRANSPORT DONATIONS
01-121-140-0000-5610	Transportation Donations	VARIOUS PAYERS	5/26/2023 0:00	(170.00)	TRANSPORT DONATION
01-121-140-0000-5610	Transportation Donations	VARIOUS PAYERS	6/2/2023 0:00	(420.00)	TRANSPORT DONATIONS
01-121-140-0000-5610	Transportation Donations	VARIOUS PAYERS	6/7/2023 0:00	(560.00)	DONATIONS
01-121-140-0000-5610	Transportation Donations	VARIOUS PAYERS	6/23/2023 0:00	(220.00)	DONATION
01-121-140-0000-5610	Transportation Donations	VARIOUS PAYERS	7/3/2023 0:00	(540.00)	TRANSPORT DONATIONS
01-121-140-0000-5610	Transportation Donations	VARIOUS PAYERS	7/6/2023 0:00	(20.00)	TRANSPORT DONATION
01-121-140-0000-5610	Transportation Donations	VARIOUS PAYERS	7/18/2023 0:00	(330.00)	TRANSPORT DONATIONS
01-121-140-0000-5610	Transportation Donations	VARIOUS PAYERS	7/24/2023 0:00	(180.00)	TRANS DONATION
01-121-140-0000-5610	Transportation Donations	VARIOUS PAYERS	8/2/2023 0:00	(220.00)	TRANSPORT DONATIONS
01-121-140-0000-5610	Transportation Donations	VARIOUS PAYERS	8/18/2023 0:00	(845.00)	TRANSPORT DONATIONS
01-121-140-0000-5610	Transportation Donations	VARIOUS PAYERS	9/5/2023 0:00	(600.00)	TRANSPORT DONATIONS
01-121-140-0000-5610	Transportation Donations	VARIOUS PAYERS	9/8/2023 0:00	(100.00)	TRANSPORT DONATIONS
01-121-140-0000-5610	Transportation Donations	VARIOUS PAYERS	9/18/2023 0:00	(478.22)	TRANSPORT DONATIONS
01-121-140-0000-5610	Transportation Donations	VARIOUS PAYERS	9/21/2023 0:00	(3,100.00)	DONATION
01-121-140-0000-5610	Transportation Donations	VARIOUS PAYERS	9/29/2023 0:00	(158.00)	TRANSPORT DONATIONS
01-121-140-0000-5610	Transportation Donations	VARIOUS PAYERS	10/13/2023 0:00	(796.00)	TRANSPORT DONATIONS
01-121-140-0000-5610	Transportation Donations	VARIOUS PAYERS	10/25/2023 0:00	(458.22)	DONATIONS
01-121-140-0000-5610	Transportation Donations	VARIOUS PAYERS	11/8/2023 0:00	(500.00)	TRANSPORT DONATIONS
01-121-140-0000-5610	Transportation Donations	VARIOUS PAYERS	11/17/2023 0:00	(324.00)	TRANSPORT DONATIONS
01-121-140-0000-5610	Transportation Donations	VARIOUS PAYERS	11/30/2023 0:00	(370.00)	TRANSPORT DONATIONS
01-201-000-0000-5610	Contributions & Donations	MADISON/BARB	1/26/2023 0:00	(35.00)	DONATION
01-201-000-0000-5610	Contributions & Donations	WOMENS ANGLERS OF MN	3/29/2023 0:00	(300.00)	FISH EVENT DONATION
01-201-000-0000-5610	Contributions & Donations	GEMINI INCORPORATED	5/4/2023 0:00	(1,500.00)	DRONE DONATION
01-201-000-0000-5610	Contributions & Donations	WALLEYE SEARCHERS OF MINNESOTA	5/11/2023 0:00	(1,000.00)	BADGES/BOBBERS DONAT
01-201-000-0000-5610	Contributions & Donations	SHEELS	6/15/2023 0:00	(900.00)	TRAP SHOOT TSHIRT DO
01-201-000-0000-5610	Contributions & Donations	SAUNDERS/KATHLEEN	11/29/2023 0:00	(10.00)	DONATION
01-201-233-0000-5610	Contributions & Donations	ANONYMOUS	1/26/2023 0:00	(100.00)	K9 DONATION
01-201-233-0000-5610	Contributions & Donations	VARIOUS PAYERS	3/1/2023 0:00	(30.00)	K9 CALENDARS(3) 2022
01-201-233-0000-5610	Contributions & Donations	VARIOUS PAYERS	3/16/2023 0:00	(150.00)	K9 CALENDARS
01-201-233-0000-5610	Contributions & Donations	ANONYMOUS	7/21/2023 0:00	(100.00)	K9 DONATION
01-201-233-0000-5610	Contributions & Donations	ANNONYMOUS	11/29/2023 0:00	(100.00)	K9 DONATION
01-205-000-0000-5610	Contributions & Donations	HIAWATHA VALLEY SAIL & POWER SQUADRON	11/21/2023 0:00	(2,118.53)	WP DONATION
12-430-770-0000-5611	CFC Contributions & Donations	United Way of GWP	3/24/2023 0:00	(1,250.00)	1st Qtr Goodhue County ACES
12-430-770-0000-5611	CFC Contributions & Donations	United Way of GWP	3/24/2023 0:00	(600.00)	1st Qtr Goodhue County MHI
12-430-770-0000-5611	CFC Contributions & Donations	Red Wing Youth Outreach Program	5/26/2023 0:00	(3,362.59)	Funds from Rise Up RW for Coll
12-430-770-0000-5611	CFC Contributions & Donations	Lake City Public Schools	8/31/2023 0:00	(500.00)	GC Child & Family Collab Partn
12-430-770-0000-5611	CFC Contributions & Donations	Zumbrotta-Mazeppa Public School	8/31/2023 0:00	(500.00)	GC Child & Family Collab Partn





**Marty Kelly**  
Goodhue County Sheriff

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

Date: November 20, 2023

To: Goodhue County Board of Commissioners

From: Earl Merchlewitz, Goodhue County Emergency Management Director

Re: City of Red Wing and Goodhue County Radiological Emergency Response Plan for the Prairie Island Nuclear Generating Plant (PINGP), 2021 Verification of Plan Approval/ Notice of Compliance with NUREG-0654/FEMA-REP-1, Rev.2

Goodhue County Commissioners,

- A. Each year, the *City of Red Wing and Goodhue County Radiological Emergency Response Plan for the Prairie Island Nuclear Generating Plant (PINGP)* requires review and approval by the following:
  1. Mayor, City of Red Wing
  2. President, Red Wing City Council
  3. Chairman, Goodhue County Board of Commissioners
  4. Emergency Management Director, City of Red Wing
  5. Emergency Management Director, Goodhue County
- B. On February 24, 2023, the *plan* was reviewed and approved by the Federal Emergency Management Agency (FEMA). The plan is in compliance with NUREG-0654/FEMA-REP-1, Rev.2.
- C. Since the February 2023 approval, there have been small changes to the plan and the notification process now utilizing the Vaporstream Notification system.
- D. Copies of the *plan*, and related Standard Operating Procedures/Guidelines are maintained in the Goodhue County Emergency Operations Center (EOC) and the Goodhue County Emergency Management Director's Office located at the Goodhue County Law Enforcement Center (LEC), 430 West 6<sup>th</sup> Street, Red Wing, MN 55066.
- E. A copy of the required *Annual Letter of Certification/ Notice of Compliance with NUREG-0654/FEMA-REP-1, Rev.2* as submitted to MN HSEM for state and federal compliance has been included.
- F. A copy of the February 24, 2023 letter from FEMA to HSEM indicating no significant changes having been made to emergency response plans and/or procedures for Goodhue County (City of Red Wing) regarding response to nuclear power plant radiological emergencies, furthermore, stating that Goodhue County (City of Red Wing) is in compliance with NUREG-0654/FEMA-REP-1, Rev.2 has also been included.

## OFFICE OF THE GOODHUE COUNTY SHERIFF

ADULT DETENTION  
CENTER  
651.267.2804

CIVIL DIVISION  
651.267.2601

RECORDS DIVISION  
651-267-2600

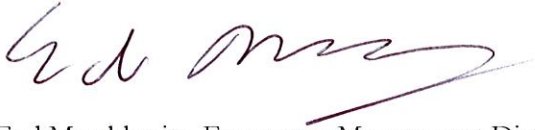
EMERGENCY  
MANAGEMENT  
651.267.2639

EMERGENCY  
COMMUNICATIONS  
651.385.3155

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- G. Goodhue County (City of Red Wing) is in full compliance with state and federal law and regulation pertaining to Radiological Emergency Preparedness (REP) to include *NUREG-0654/FEMA-REP-1, Rev.2*
- H. **A copy of the *plan* has NOT been included. The *plan* contains “safeguarded” and sensitive security information and is considered “Confidential, Non-Public”. A copy of the plan may be viewed at the EOC/Director’s Office upon request.**
- I. **The attached *Verification of Plan Approval*, Page 2 of 121 of the *plan* has been included for signing by the *Chairman* of the Goodhue County Board of Commissioners.**
- J. Any additional information or questions may be addressed through the Goodhue County Sheriff’s Office Division of Emergency Management, Emergency Management Director Earl Merchlewitz at [earl.merchlewitz@co.goodhue.mn.us](mailto:earl.merchlewitz@co.goodhue.mn.us) or phone at 651-267-2639.

Respectfully,



Earl Merchlewitz, Emergency Management Director  
Goodhue County Sheriff’s Office  
Emergency Management

[earl.merchlewitz@co.goodhue.mn.us](mailto:earl.merchlewitz@co.goodhue.mn.us) | Office: (651) 267-2639 | Mobile: (651) 764-3697

- CC:
1. Emergency Management Director, City of Red Wing
  2. Mayor, City of Red Wing
  3. President, Red Wing City Council

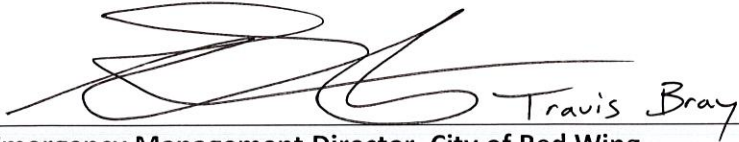
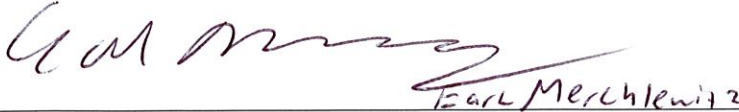
- Attachments:
1. Verification of Plan Approval  
Page 2 of 121, *City of Red Wing and Goodhue County Radiological Emergency Response Plan for the Prairie Island Nuclear Generating Plant (PINGP)*
  2. Annual Letter of Certification/ Notice of Compliance with NUREG-0654/FEMA-REP-1, Rev.2.pdf
  3. 2023 HSEM and FEMA Plan Review.pdf



**CITY OF RED WING / GOODHUE COUNTY**  
**EMERGENCY RESPONSE PLAN FOR THE PRAIRIE ISLAND NUCLEAR GENERATING PLANT**

**CONFIDENTIAL**  
**VERIFICATION OF PLAN APPROVAL**

The City of Red Wing/Goodhue County Radiological Emergency Response Plan has been reviewed and approved by the City of Red Wing Mayor, The Red Wing City Council, the City of Red Wing Emergency Management Director, the Goodhue County Board of Commissioners, and the Goodhue County Emergency Management Director.

<b>Mayor, City of Red Wing</b>	<b>Date</b>
<b>President, Red Wing City Council</b>	<b>Date</b>
<b>Chairman, Goodhue County Board of Commissioners</b>	<b>Date</b>
 Travis Bray	11-30-23
<b>Emergency Management Director, City of Red Wing</b>	<b>Date</b>
 Earl Merchlewitz	11-20-23
<b>Emergency Management Director, Goodhue County</b>	<b>Date</b>

U.S. Department of Homeland Security  
536 S. Clark St. 6<sup>th</sup> Floor  
Chicago, IL 60605



**FEMA**

February 24, 2023

Kevin Reed  
Acting Director, Division of Homeland Security  
and Emergency Management  
445 Minnesota Street Suite 223  
Saint Paul, MN 55101

Dear Director Reed:

The Regional Assistance Committee has completed the review of the Emergency Operations Plan for the State of Minnesota (dated November 2022). Also reviewed were the updated Emergency Response Plans for the Counties of Sherburne (dated October 2022), Goodhue (dated August 2022), Wright (dated October 2022) and Dakota (dated January 2022), which are site-specific to the Monticello Nuclear Generating Plant and the Prairie Island Nuclear Generating Plant.

We concur with the State's assessment that no significant changes have been made to the Concept of Operations for the State of Minnesota Emergency Operations Plan or the emergency response plans and procedures for Sherburne, Goodhue, Wright, and Dakota Counties regarding response to nuclear power plant radiological emergencies, and that the plans are in compliance with December 2019 Criteria for Preparation and Evaluation of Radiological Emergency Response Plans and Preparedness in Support of Nuclear Power Plants.

If you should have any questions, please contact me at 312-408-5389, or Edward Diaz at 312-408-5585.

Sincerely,

**SEAN P O  
LEARY**

Digitally signed by  
SEAN P O LEARY  
Date: 2023.02.24  
09:57:44 -06'00'

Sean O'Leary, Chair  
Regional Assistance Committee

Attachments: 2023 Minnesota Emergency Operations Plan Review.pdf  
2023 Dakota County Plan Review.pdf  
2023 Goodhue County Plan Review.pdf  
2023 Sherburne County Plan Review.pdf  
2023 Wright County Plan Review.pdf



**Marty Kelly**  
Goodhue County Sheriff

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

November 15, 2023  
Homeland Security Emergency Management (HSEM)  
Patrick McLaughlin, REP Administrator  
445 Minnesota Street  
St. Paul, MN 55101

Annual Letter of Certification/ Notice of Compliance with NUREG-0654/FEMA-REP-1, Rev.2

Dear Mr. McLaughlin,

Goodhue County has completed the following Radiological Emergency Preparedness (REP) activities for the calendar year 2023.

1. On February 24, 2023, the *City of Red Wing and Goodhue County Radiological Emergency Response Plan for the Prairie Island Nuclear Generating Plant (PINGP)* was reviewed and approved by the Federal Emergency Management Agency (FEMA). The plan is in compliance with NUREG-0654/FEMA-REP-1, Rev.2.
2. The plan was reviewed and updated throughout 2023.
3. On September 22<sup>nd</sup>, 2023 the *City of Red Wing and Goodhue County Radiological Emergency Response Plan for the Prairie Island Nuclear Generating Plant (PINGP)* was reviewed by MN HSEM, XCEL Energy, Goodhue Emergency Management, and the City or Red Wing Emergency Management.
4. Copies of the *City of Red Wing and Goodhue County Radiological Emergency Response Plan for the Prairie Island Nuclear Generating Plant (PINGP)*, related Standard Operating Procedures/Guidelines are maintained in the Goodhue County Emergency Operations Center (EOC) and the Goodhue County Emergency Management Director's Office located at the Goodhue County Law Enforcement Center (LEC), 430 West 6<sup>th</sup> Street, Red Wing, MN 55066.
5. On September 27<sup>th</sup>, 2021, the Goodhue County Emergency Operations Plan (EOP) was reviewed and approved by HSEM. This plan supports REP and all-hazards preparedness in Goodhue County.
6. All required MN HSEM Radiological Emergency Preparedness (REP) training for Responders has been completed. This includes the *History and Overview of the REP Program, Emergency Classification Levels, Basics of Nuclear Power, and Basics of Radiation* online training modules.
7. REP equipment has been maintained in an operational state of readiness and is available for response at all times and inventory was last updated in October 2023.
8. All REP activities and equipment information have been listed in WebEOC.

## 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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9. All alert and notification systems (sirens, IPAWS, Code Red, satellite phones, other phone tests, PIEPSEC) and procedures are tested and maintained in an operational state of readiness by the Goodhue County Emergency Communications Division (ECD). Documentation of these are maintained inside of the Public Safety Answering Point (PSAP) and the EOC.
10. The Goodhue County Emergency Communications Division (ECD) maintains several redundancy layers for remote and other siren activation and public notification methods in the event the primary Public Safety Answering Point (PSAP) is compromised.
11. The county/city EOC will be adequately equipped and staffed 24/7 to respond to an event at PINGP if necessary.
12. During 2023, the Goodhue County Emergency Management Director attended TEEX MGT-310 Threat & Hazard Identification & Risk Assessment & Stakeholder Preparedness, TEEX MGT-414 Critical Infrastructure Resilience and Community Lifelines, and TEEX AWR 213 Critical Infrastructure Security and Resilience Awareness.
13. During 2023, the Goodhue County EMD and City of Red Wing EMD attended *Minnesota Radiological Emergency Preparedness Quarterly Meetings*.
14. During 2023, the Goodhue County EMD and City of Red Wing EMD attended the *2023 Association Minnesota Emergency Managers (AMEM) Conference* during which various trainings and conferences were attended.
15. On October 16<sup>th</sup> and 17<sup>th</sup>, 2023 Goodhue County EMD and City of Red Wing EMD attended the HSEM Ingestion Pathway Planning Workshop.
16. On October 16<sup>TH</sup>, 2023 Emergency Worker Decontamination (EWD) drill/exercise was conducted for the Cannon Falls Fire Department and HSEM.
17. On October 24<sup>TH</sup>, 2023 Emergency Worker Decontamination (EWD) drill/exercise was conducted for the Red Wing Fire Department and HSEM.
18. Beginning in December 2023 Goodhue County and the City of Red Wing Emergency Management will be preparing for the May 14<sup>TH</sup>, 2024 *PINGP Full Scale, Plume Phase Drill* and the June 25<sup>th</sup>, 2024 *PINGP FEMA Evaluated Plume Phase Exercise*.

**This serves as the *Annual Letter of Certification* from Goodhue County and is being provided to the State of MN, HSEM ensuring that the annual preparedness requirements of 44 CFR350 and NUREG-0654/FEMA-REP-1, Rev 1, have been met during the calendar year 2023.**

Respectfully,



Earl Merchlewitz, Emergency Management Director  
Goodhue County Sheriff's Office  
Division of Emergency Management  
[earl.merchlewitz@co.goodhue.mn.us](mailto:earl.merchlewitz@co.goodhue.mn.us) | Office: (651) 267-2639 | Mobile: (651) 764-3697

# Goodhue County Land Use Management

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

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Building | Planning | Zoning  
Telephone: 651.385.3104  
Fax: 651.385.3106



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

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TO: Goodhue County Board of Commissioners  
FROM: Lisa M. Hanni, LUM Director / County Surveyor / County Recorder  
DATE: December 19, 2023 County Board meeting  
  
RE: Goodhue County Building Code Contracts

## **Recommendation**

Staff recommend the County Board of Commissioners approve the attached Building Code Administration contracts.

## 2024 Agreement State Building Code Administration

This agreement is made and entered into by and between the County of Goodhue, hereinafter referred to as the “County,” and the **City of Bellechester**, hereinafter referred to as the “City.”

### Witnesseth

**WHEREAS**, the City is desirous of contracting with the County for the performance of the hereinafter described State Building Code administration and duties within its boundaries by the Land Use Management Department of the County; and

**WHEREAS**, the County is agreeable and desirous of rendering such State Building Code administration services on the terms and the conditions hereinafter set forth; and

**WHEREAS**, such contracts are authorized and provided by Section 471.59 of the Minnesota State Statutes;

**NOW, THEREFORE**, pursuant to the terms of the aforesaid Statute and any amendments and revisions subsequent thereto, and in consideration of the mutual promises contained herein, it is mutually agreed between the County and the City as follows:

### Article I

The County agrees to provide, through the Land Use Management Department of Goodhue County, State Building Code administration services within the boundaries of the City to the extent and in the manner hereinafter set forth.

1. Except as otherwise specifically set forth herein, such State Building Code administration services shall only encompass duties and functions of the type coming within the jurisdiction of and customarily rendered by a Building Official under law, and shall not include services normally provided by the State of Minnesota such as issuance of electrical permits and electrical inspections or any miscellaneous city ordinances.
  2. The standard of performance, the method of providing State Building Code administration services, and other matters incident to the performance of the services under this Agreement, including personnel to be employed, shall be determined by the Director of the Land Use Management Department of the County.
-

3. The City shall, by ordinance, adopt the latest Minnesota Building Code and all referenced documents contained within.
4. Under this Agreement, the City Clerk will receive all applications for building permits within the City as required by existing laws, codes, and ordinances.
5. All applications for permits, which require a conditional use permit, a variance to existing ordinances, or other local approval or action, shall be referred to the Governing Body of the City, together with recommendations as appropriate, for action by the Governing Body.
6. Following City approval per all local rules, regulations and ordinances, the permit application and related submittals shall be forward to the Building Official of the County, who shall examine all such applications and appropriate submittals to determine compliance with the State Building Code.
7. Under this Agreement, the Building Official, or designee, of the County will provide plan review services as necessary in all instances where such plan review is mandatory by existing laws, codes, or ordinances.
8. The Building Official, or designee, of the County shall provide all job-site inspections of projects under permits as required by the State Building Code, as well as all such special inspections as shall be deemed necessary in order to insure compliance with existing laws, and upon completion of each project shall issue a Certificate of Occupancy where required.
9. The City Clerk shall collect, receipt for, disburse, and maintain records of all fees and charges collected incident to the administration of the State Building Code contained herein, according to the Schedule of Fees and Charges agreed to by both parties.

## Article II

The parties hereto further agree that the schedule of fees and charges contained herein shall apply to all permits and services performed under the provisions of this Agreement.

1. Fees and charges shall be due and payable upon permit approval, and shall be collected by the City Clerk from the applicant for said permit.
2.
  - A) The Building Official may authorize refunding of any fee which was erroneously paid or collected.
  - B) The Building Official may authorize refunding of not more than 80% of the permit fee paid when no work has been done under a permit issued in accordance with the State Building Code.
  - C) The Building Official may authorize refunding of not more than 80% of the plan review fee paid when an application for a permit for which a plan review fee has been paid is withdrawn or canceled before any plan reviewing is done.
3. The base Building Permit Fee shall be determined by the Goodhue County Fee Schedule.

4. When the Building Official requires a plan or other data, a Plan Review Fee shall be incurred and paid with the permit fee. Said Plan Review Fee shall be 40% of the base Building Permit Fee for residential occupancies. The Plan Review Fee for all non-residential occupancies shall be 65% of the base Building Permit Fee.
5. The building permit valuation shall be determined by the Building Official.
6. A) Where work for which a permit is required is started, or proceeded with, prior to obtaining said permit, a special investigation shall be made before a permit may be issued for such work.  
  
B) An investigation fee as referenced in the County Fee Schedule shall be collected and is in addition to the required permit fees, but it may not exceed the permit fee.
7. The fees and charges listed herein are exclusive of fees and charges required by the State of Minnesota pertaining to electrical permits and inspections.
8. At the discretion of the Building Official, an additional charge in accordance with the Goodhue County Fee Schedule may be required in such instances where repeated violations of the Building Codes and Ordinances make necessary an excessive number of reinspections in order to insure compliance with the provision of said codes and ordinances. Such charges shall be payable by the permittee prior to the issuance of the Certificate of Occupancy.

### Article III

The parties hereto further agree as follows:

1. The City agrees that in payment for the State Building Code administration services contained herein, the City shall remit quarterly to the County out of the fees and charges collected pursuant to this agreement during the previous quarter, eighty percent (80%) of all building permit fees and penalties, and one hundred percent (100%) of all plan review fees and all building permit surcharges required by law to be remitted to the State of Minnesota.
2. The Building Official of the County shall account for and forward to the State of Minnesota, all building permit surcharge monies required by law.
3. The City shall not assume, under this agreement, any liability for the direct payment of any salary, wage, or other compensation to any County employee performing State Building Code administration service to the City.
4. Except as otherwise specified herein, the City shall not, under this Agreement, be obligated to, or responsible for, or liable for compensation or indemnity to, any County employee performing State Building Code administration services to the City for injury or sickness arising out of said employment, and the County agrees to hold harmless the City against any such claim.



## Article IV

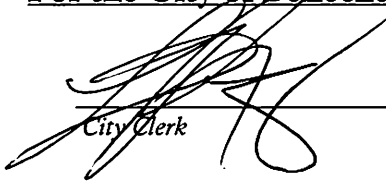
The parties hereto, the County and the City, further agree as follow:

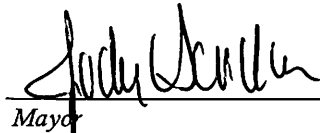
1. The City, its officers, agents, and employees, will cooperate with and assist the County in the orderly performance of services listed herein.
2. The County, its officers, its agents, and its employees, shall not assume to be liable for any intentional or negligent act of the City, or of any officer, agent, or employee of the City; and the City agrees to hold the County, its officers, its agents, and its employees harmless from any intentional or negligent act of the City, or of any officer, agent, or employee of the City; and the City agrees to defend the County, its officers, its agents, or its employees, from any claim for damages resulting from the negligent act of the City, or of any officer, agent or employee of the City.
3. The City, its officers, its agents, and its employees, shall not assume to be liable for any intentional or negligent act of the County or of any officer, agent, or employee of the County; and the County agrees to hold the City, its officers, its agents, and its employees, harmless from any intentional or negligent act of the County, or of any officer, agent, or employee of the County; and the County agrees to defend the City, its officers, its agents or its employees, from any claim for damages resulting from the negligent, or intentional act of the County, or of any officer, agent or employee of the County.
4. Unless sooner terminated as provided for herein, this Agreement shall be effective for the calendar year specified by the Agreement.
5. This agreement shall be self-renewing for additional one-year periods. At the option of the City, the Agreement may be terminated with no less than a ninety-day notice in writing to the Board of Commissioners of Goodhue County, Minnesota. Should the County desire to terminate the Agreement they shall provide no less than ninety days' notice in writing to the Governing Body of the City. The County shall annually review and adjust as necessary fees and charges to insure that such charges and fees do not exceed the actual cost of providing the service. Any change to the fees and charges shall be reflected in the County Fee Schedule.
6. It is understood that this Agreement contains the entire agreement between the County and the City and that no statement, promises, or inducements, made by any party hereto, or officer, agent, or employee of either party hereto which is not contained in this written Agreement shall be valid or binding; and this Agreement may not be enlarged, modified or altered except in writing signed by the parties and endorsed hereon. It is expressly understood between the parties hereto, that this understanding will be considered in interpreting the provisions of this Agreement, that upon notice given by any party hereto, later negotiations may be undertaken for the purpose of revising, adding to, or striking, any provision or provisions of this Agreement which appear unworkable or insufficient to perfect, maintain, and insure that the purpose of this Agreement, and any change to the original provisions of this Agreement, mutually acceptable shall be written and attached to this Agreement. As provided above, any such revision, addition, or deletion, will only apply to the provision revised, added, or deleted, and the remainder of this Agreement shall remain in full force and effect.

7. The effective date of this Agreement is January 1, 2024, and its expiration date is December 31, 2024, at which time it shall be automatically renewed unless terminated or altered by operation of law or by terms of the Agreement.

**Attest**

**For the City of Bellechester, Minnesota:**

  
\_\_\_\_\_  
*City Clerk*  
  
11-16-2023  
\_\_\_\_\_  
*Date*

  
\_\_\_\_\_  
*Mayor*  
  
11-16-2023  
\_\_\_\_\_  
*Date*

**For Goodhue County, Minnesota:**

\_\_\_\_\_  
*County Administrator*  
  
\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*County Board Chair*  
  
\_\_\_\_\_  
*Date*

## **2024 Agreement State Building Code Administration**

This agreement is made and entered into by and between the County of Goodhue, hereinafter referred to as the “County,” and the **City of Cannon Falls**, hereinafter referred to as the “City.”

### Witnesseth

**WHEREAS**, the City is desirous of contracting with the County for the performance of the hereinafter described State Building Code administration and duties within its boundaries by the Land Use Management Department of the County; and

**WHEREAS**, the County is agreeable and desirous of rendering such State Building Code administration services on the terms and the conditions hereinafter set forth; and

**WHEREAS**, such contracts are authorized and provided by Section 471.59 of the Minnesota State Statutes;

**NOW, THEREFORE**, pursuant to the terms of the aforesaid Statute and any amendments and revisions subsequent thereto, and in consideration of the mutual promises contained herein, it is mutually agreed between the County and the City as follows:

### Article I

The County agrees to provide, through the Land Use Management Department of Goodhue County, State Building Code administration services within the boundaries of the City to the extent and in the manner hereinafter set forth.

1. Except as otherwise specifically set forth herein, such State Building Code administration services shall only encompass duties and functions of the type coming within the jurisdiction of and customarily rendered by a Building Official under law, and shall not include services normally provided by the State of Minnesota such as issuance of electrical permits and electrical inspections or any miscellaneous city ordinances.
  2. The standard of performance, the method of providing State Building Code administration services, and other matters incident to the performance of the services under this Agreement, including personnel to be employed, shall be determined by the Director of the Land Use Management Department of the County.
-

3. The City shall, by ordinance, adopt the latest Minnesota Building Code and all referenced documents contained within.
4. Under this Agreement, the City Clerk will receive all applications for building permits within the City as required by existing laws, codes, and ordinances.
5. All applications for permits, which require a conditional use permit, a variance to existing ordinances, or other local approval or action, shall be referred to the Governing Body of the City, together with recommendations as appropriate, for action by the Governing Body.
6. Following City approval per all local rules, regulations and ordinances, the permit application and related submittals shall be forward to the Building Official of the County, who shall examine all such applications and appropriate submittals to determine compliance with the State Building Code.
7. Under this Agreement, the Building Official, or designee, of the County will provide plan review services as necessary in all instances where such plan review is mandatory by existing laws, codes, or ordinances.
8. The Building Official, or designee, of the County shall provide all job-site inspections of projects under permits as required by the State Building Code, as well as all such special inspections as shall be deemed necessary in order to insure compliance with existing laws, and upon completion of each project shall issue a Certificate of Occupancy where required.
9. The City Clerk shall collect, receipt for, disburse, and maintain records of all fees and charges collected incident to the administration of the State Building Code contained herein, according to the Schedule of Fees and Charges agreed to by both parties.

## Article II

The parties hereto further agree that the schedule of fees and charges contained herein shall apply to all permits and services performed under the provisions of this Agreement.

1. Fees and charges shall be due and payable upon permit approval, and shall be collected by the City Clerk from the applicant for said permit.
2.
  - A) The Building Official may authorize refunding of any fee which was erroneously paid or collected.
  - B) The Building Official may authorize refunding of not more than 80% of the permit fee paid when no work has been done under a permit issued in accordance with the State Building Code.
  - C) The Building Official may authorize refunding of not more than 80% of the plan review fee paid when an application for a permit for which a plan review fee has been paid is withdrawn or canceled before any plan reviewing is done.
3. The base Building Permit Fee shall be determined by the Goodhue County Fee Schedule.

4. When the Building Official requires a plan or other data, a Plan Review Fee shall be incurred and paid with the permit fee. Said Plan Review Fee shall be 40% of the base Building Permit Fee for residential occupancies. The Plan Review Fee for all non-residential occupancies shall be 65% of the base Building Permit Fee.
5. The building permit valuation shall be determined by the Building Official.
6. A) Where work for which a permit is required is started, or proceeded with, prior to obtaining said permit, a special investigation shall be made before a permit may be issued for such work.  
  
B) An investigation fee as referenced in the County Fee Schedule shall be collected and is in addition to the required permit fees, but it may not exceed the permit fee.
7. The fees and charges listed herein are exclusive of fees and charges required by the State of Minnesota pertaining to electrical permits and inspections.
8. At the discretion of the Building Official, an additional charge in accordance with the Goodhue County Fee Schedule may be required in such instances where repeated violations of the Building Codes and Ordinances make necessary an excessive number of reinspections in order to insure compliance with the provision of said codes and ordinances. Such charges shall be payable by the permittee prior to the issuance of the Certificate of Occupancy.

### **Article III**

The parties hereto further agree as follows:

1. The City agrees that in payment for the State Building Code administration services contained herein, the City shall remit quarterly to the County out of the fees and charges collected pursuant to this agreement during the previous quarter, eighty percent (80%) of all building permit fees and penalties, and one hundred percent (100%) of all plan review fees and all building permit surcharges required by law to be remitted to the State of Minnesota.
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4. Except as otherwise specified herein, the City shall not, under this Agreement, be obligated to, or responsible for, or liable for compensation or indemnity to, any County employee performing State Building Code administration services to the City for injury or sickness arising out of said employment, and the County agrees to hold harmless the City against any such claim.



## Article IV

The parties hereto, the County and the City, further agree as follow:

1. The City, its officers, agents, and employees, will cooperate with and assist the County in the orderly performance of services listed herein.
2. The County, its officers, its agents, and its employees, shall not assume to be liable for any intentional or negligent act of the City, or of any officer, agent, or employee of the City; and the City agrees to hold the County, its officers, its agents, and its employees harmless from any intentional or negligent act of the City, or of any officer, agent, or employee of the City; and the City agrees to defend the County, its officers, its agents, or its employees, from any claim for damages resulting from the negligent act of the City, or of any officer, agent or employee of the City.
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4. The City's and County's duty to indemnify and hold harmless the other is subject to the limitations, immunities and defenses available to municipalities in Minnesota Statutes Chapter 466 and any other applicable law.
5. Unless sooner terminated as provided for herein, this Agreement shall be effective for the calendar year specified by the Agreement.
6. This agreement shall be self-renewing for additional one-year periods. At the option of the City, the Agreement may be terminated with no less than a ninety-day notice in writing to the Board of Commissioners of Goodhue County, Minnesota. Should the County desire to terminate the Agreement they shall provide no less than ninety days notice in writing to the Governing Body of the City. The County shall annually review and adjust as necessary fees and charges to insure that such charges and fees do not exceed the actual cost of providing the service. Any change to the fees and charges shall be reflected in the County Fee Schedule.

7. It is understood that this Agreement contains the entire agreement between the County and the City and that no statement, promises, or inducements, made by any party hereto, or officer, agent, or employee of either party hereto which is not contained in this written Agreement shall be valid or binding; and this Agreement may not be enlarged, modified or altered except in writing signed by the parties and endorsed hereon. It is expressly understood between the parties hereto, that this understanding will be considered in interpreting the provisions of this Agreement, that upon notice given by any party hereto, later negotiations may be undertaken for the purpose of revising, adding to, or striking, any provision or provisions of this Agreement which appear unworkable or insufficient to perfect, maintain, and insure that the purpose of this Agreement, and any change to the original provisions of this Agreement, mutually acceptable shall be written and attached to this Agreement. As provided above, any such revision, addition, or deletion, will only apply to the provision revised, added, or deleted, and the remainder of this Agreement shall remain in full force and effect.
  
8. The effective date of this Agreement is January 1, 2024, and its expiration date is December 31, 2024, at which time it shall be automatically renewed unless terminated or altered by operation of law or by terms of the Agreement.

**Attest**

**For the City of Cannon Falls, Minnesota:**

  
\_\_\_\_\_  
*City Administrator*

  
\_\_\_\_\_  
*Mayor*

11-7-23  
\_\_\_\_\_  
*Date*

11-7-23  
\_\_\_\_\_  
*Date*

**For Goodhue County, Minnesota:**

\_\_\_\_\_  
*County Administrator*

\_\_\_\_\_  
*County Board Chair*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Date*

## 2024 Agreement State Building Code Administration

This agreement is made and entered into by and between the County of Goodhue, hereinafter referred to as the “County,” and the **City of Dennison**, hereinafter referred to as the “City.”

### Witnesseth

**WHEREAS**, the City is desirous of contracting with the County for the performance of the hereinafter described State Building Code administration and duties within its boundaries by the Land Use Management Department of the County; and

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**WHEREAS**, such contracts are authorized and provided by Section 471.59 of the Minnesota State Statutes;

**NOW, THEREFORE**, pursuant to the terms of the aforesaid Statute and any amendments and revisions subsequent thereto, and in consideration of the mutual promises contained herein, it is mutually agreed between the County and the City as follows:

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**Attest**

**For the City of Dennison, Minnesota:**

Jessica Page  
City Clerk

11-2-23  
Date

Jeff J. J. J.  
Mayor

11-2-23  
Date

**For Goodhue County, Minnesota:**

\_\_\_\_\_  
County Administrator

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Board Chair

\_\_\_\_\_  
Date



## 2024 Agreement State Building Code Administration

This agreement is made and entered into by and between the County of Goodhue, hereinafter referred to as the “County,” and the **City of Kenyon**, hereinafter referred to as the “City.”

### Witnesseth

**WHEREAS**, the City is desirous of contracting with the County for the performance of the hereinafter described State Building Code administration and duties within its boundaries by the Land Use Management Department of the County; and

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6. It is understood that this Agreement contains the entire agreement between the County and the City and that no statement, promises, or inducements, made by any party hereto, or officer, agent, or employee of either party hereto which is not contained in this written Agreement shall be valid or binding; and this Agreement may not be enlarged, modified or altered except in writing signed by the parties and endorsed hereon. It is expressly understood between the parties hereto, that this understanding will be considered in interpreting the provisions of this Agreement, that upon notice given by any party hereto, later negotiations may be undertaken for the purpose of revising, adding to, or striking, any provision or provisions of this Agreement which appear unworkable or insufficient to perfect, maintain, and insure that the purpose of this Agreement, and any change to the original provisions of this Agreement, mutually acceptable shall be written and attached to this Agreement. As provided above, any such revision, addition, or deletion, will only apply to the provision revised, added, or deleted, and the remainder of this Agreement shall remain in full force and effect.



7. The effective date of this Agreement is January 1, 2024, and its expiration date is December 31, 2024, at which time it shall be automatically renewed unless terminated or altered by operation of law or by terms of the Agreement.

**Attest**

**For the City of Kenyon, Minnesota:**

MARK R. UJA  
City Administrator

Douglas Henke  
Mayor

11-15-2023  
Date

11-14-2023  
Date

**For Goodhue County, Minnesota:**

\_\_\_\_\_  
County Administrator

\_\_\_\_\_  
County Board Chair

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

## 2024 Agreement State Building Code Administration

This agreement is made and entered into by and between the County of Goodhue, hereinafter referred to as the “County,” and the **City of Nerstrand, Minnesota**, hereinafter referred to as the “City.”

### Witnesseth

**WHEREAS**, the City is desirous of contracting with the County for the performance of the hereinafter described State Building Code administration and duties within its boundaries by the Land Use Management Department of the County; and

**WHEREAS**, the County is agreeable and desirous of rendering such State Building Code administration services on the terms and the conditions hereinafter set forth; and

**WHEREAS**, such contracts are authorized and provided by Section 471.59 of the Minnesota State Statutes;

**NOW, THEREFORE**, pursuant to the terms of the aforesaid Statute and any amendments and revisions subsequent thereto, and in consideration of the mutual promises contained herein, it is mutually agreed between the County and the City as follows:

### Article I

The County agrees to provide, through the Land Use Management Department of Goodhue County, State Building Code administration services within the boundaries of the City to the extent and in the manner hereinafter set forth.

1. Except as otherwise specifically set forth herein, such State Building Code administration services shall only encompass duties and functions of the type coming within the jurisdiction of and customarily rendered by a Building Official under law, and shall not include services normally provided by the State of Minnesota such as issuance of electrical permits and electrical inspections or any miscellaneous city ordinances.
2. The standard of performance, the method of providing State Building Code administration services, and other matters incident to the performance of the services under this Agreement, including personnel to be employed, shall be determined by the Director of the Land Use Management Department of the County.

3. The City shall, by ordinance, adopt the latest Minnesota Building Code and all referenced documents contained within.
4. Under this Agreement, the City Clerk will receive all applications for building permits within the City as required by existing laws, codes, and ordinances.
5. All applications for permits, which require a conditional use permit, a variance to existing ordinances, or other local approval or action, shall be referred to the Governing Body of the City, together with recommendations as appropriate, for action by the Governing Body.
6. Following City approval per all local rules, regulations and ordinances, the permit application and related submittals shall be forward to the Building Official of the County, who shall examine all such applications and appropriate submittals to determine compliance with the State Building Code.
7. Under this Agreement, the Building Official, or designee, of the County will provide plan review services as necessary in all instances where such plan review is mandatory by existing laws, codes, or ordinances.
8. The Building Official, or designee, of the County shall provide all job-site inspections of projects under permits as required by the State Building Code, as well as all such special inspections as shall be deemed necessary in order to insure compliance with existing laws, and upon completion of each project shall issue a Certificate of Occupancy where required.
9. The City Clerk shall collect, receipt for, disburse, and maintain records of all fees and charges collected incident to the administration of the State Building Code contained herein, according to the Schedule of Fees and Charges agreed to by both parties.

## **Article II**

The parties hereto further agree that the schedule of fees and charges contained herein shall apply to all permits and services performed under the provisions of this Agreement.

1. Fees and charges shall be due and payable upon permit approval, and shall be collected by the City Clerk from the applicant for said permit.
2.
  - A) The Building Official may authorize refunding of any fee which was erroneously paid or collected.
  - B) The Building Official may authorize refunding of not more than 80% of the permit fee paid when no work has been done under a permit issued in accordance with the State Building Code.
  - C) The Building Official may authorize refunding of not more than 80% of the plan review fee paid when an application for a permit for which a plan review fee has been paid is withdrawn or canceled before any plan reviewing is done.
3. The base Building Permit Fee shall be determined by the Goodhue County Fee Schedule.



4. When the Building Official requires a plan or other data, a Plan Review Fee shall be incurred and paid with the permit fee. Said Plan Review Fee shall be 40% of the base Building Permit Fee for residential occupancies. The Plan Review Fee for all non-residential occupancies shall be 65% of the base Building Permit Fee.
5. The building permit valuation shall be determined by the Building Official.
6. A) Where work for which a permit is required is started, or proceeded with, prior to obtaining said permit, a special investigation shall be made before a permit may be issued for such work.  
  
B) An investigation fee as referenced in the County Fee Schedule shall be collected and is in addition to the required permit fees, but it may not exceed the permit fee.
7. The fees and charges listed herein are exclusive of fees and charges required by the State of Minnesota pertaining to electrical permits and inspections.
8. At the discretion of the Building Official, an additional charge in accordance with the Goodhue County Fee Schedule may be required in such instances where repeated violations of the Building Codes and Ordinances make necessary an excessive number of reinspections in order to insure compliance with the provision of said codes and ordinances. Such charges shall be payable by the permittee prior to the issuance of the Certificate of Occupancy.

### Article III

The parties hereto further agree as follows:

1. The City agrees that in payment for the State Building Code administration services contained herein, the City shall remit quarterly to the County out of the fees and charges collected pursuant to this agreement during the previous quarter, eighty percent (80%) of all building permit fees and penalties, and one hundred percent (100%) of all plan review fees and all building permit surcharges required by law to be remitted to the State of Minnesota.
2. The Building Official of the County shall account for and forward to the State of Minnesota, all building permit surcharge monies required by law.
3. The City shall not assume, under this agreement, any liability for the direct payment of any salary, wage, or other compensation to any County employee performing State Building Code administration service to the City.
4. Except as otherwise specified herein, the City shall not, under this Agreement, be obligated to, or responsible for, or liable for compensation or indemnity to, any County employee performing State Building Code administration services to the City for injury or sickness arising out of said employment, and the County agrees to hold harmless the City against any such claim.

## Article IV

The parties hereto, the County and the City, further agree as follow:

1. The City, its officers, agents, and employees, will cooperate with and assist the County in the orderly performance of services listed herein.
2. The County, its officers, its agents, and its employees, shall not assume to be liable for any intentional or negligent act of the City, or of any officer, agent, or employee of the City; and the City agrees to hold the County, its officers, its agents, and its employees harmless from any intentional or negligent act of the City, or of any officer, agent, or employee of the City; and the City agrees to defend the County, its officers, its agents, or its employees, from any claim for damages resulting from the negligent act of the City, or of any officer, agent or employee of the City.
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**Attest**

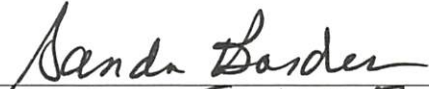
**For the City of Nerstrand, Minnesota:**



Todd Evavold, Mayor

11-21-23

Date



~~Dana Jans, City Clerk~~  
Interim

SANDRA BORDERS

11-21-2023

Date

**For Goodhue County, Minnesota:**

\_\_\_\_\_  
County Administrator

\_\_\_\_\_  
County Board Chair

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date



## 2024 Agreement State Building Code Administration

This agreement is made and entered into by and between the County of Goodhue, hereinafter referred to as the “County,” and the **City of Wanamingo**, hereinafter referred to as the “City.”

### Witnesseth

**WHEREAS**, the City is desirous of contracting with the County for the performance of the hereinafter described State Building Code administration and duties within its boundaries by the Land Use Management Department of the County; and

**WHEREAS**, the County is agreeable and desirous of rendering such State Building Code administration services on the terms and the conditions hereinafter set forth; and

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7. The effective date of this Agreement is January 1, 2024, and its expiration date is December 31, 2024, at which time it shall be automatically renewed unless terminated or altered by operation of law or by terms of the Agreement.

**Attest**

**For the City of Wanamingo, Minnesota:**



\_\_\_\_\_  
*City Administrator*

11/13/2023

\_\_\_\_\_  
*Date*



\_\_\_\_\_  
*Mayor*

Nov 13, 2023

\_\_\_\_\_  
*Date*

**For Goodhue County, Minnesota:**

\_\_\_\_\_  
*County Administrator*

\_\_\_\_\_  
*County Board Chair*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Date*



CITY OF WANAMINGO  
GOODHUE COUNTY  
STATE OF MINNESOTA

RESOLUTION 23-069

**A RESOLUTION APPROVING THE RENEWAL OF AGREEMENT WITH GOODHUE COUNTY FOR BUILDING INSPECTION AND AUTHORIZING THE MAYOR AND CITY ADMINISTRATOR TO SIGN AN AGREEMENT.**

**WHEREAS:** The City of Wanamingo has contracted with Goodhue County Land Use Management since Tom Thompson retired in December 2010; and

**WHEREAS:** The current agreement extension with Goodhue County Land Use Management terminates on December 31, 2023; and

**WHEREAS:** The City of Wanamingo has spoken with Goodhue County Land Use Management about renewing the building inspection duties, and

**WHEREAS:** Goodhue County Land Use Management has provided the City of Wanamingo with an agreement for the building inspection duties for (1) one year.

**THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WANAMINGO:** that the Mayor and City Administrator are authorized to sign the agreement with Goodhue County for building inspection on a renewal of one year.

Adopted this 13<sup>TH</sup> day of November 2023.

SIGNED:



Ryan Holmes, Mayor

ATTEST:



Michael Boulton, City Administrator

Motion: *Haugen*

Second: *Flotterud*

	<u>Aye</u>	<u>Nay</u>
Eric Dierks	<u>X</u>	___
Jeremiah Flotterud	<u>X</u>	___
Rebecca Haugen	<u>X</u>	___
Ryan Holmes	<u>X</u>	___
Stuart Ohr	___	___ <i>Absent</i>



**Tom Day**  
Human Resources Manager  
Goodhue County

---

~~Tom.Day@co.goodhue.mn.us~~

509 W. Fifth St.  
Red Wing, MN 55066  
Office (651) 385.3066

TO: Honorable Goodhue County Commissioners  
FROM: Tom Day, Human Resource Manager  
DATE: December 19, 2023  
RE: 2024 Per Diem Rates

The civilian and commissioner per diem rate is \$100 per day.

We are asking the Board to continue the 2024 per diem rates at \$100 for both the civilian rate and the commissioner rate. Once the per diem rate is set by the Board for 2024, it cannot be changed during the year.



**Tom Day**  
Human Resources Manager  
Goodhue County

---

~~Tom.Day@co.goodhue.mn.us~~

509 W. Fifth St.  
Red Wing, MN 55066  
Office (651) 385.3066

TO: Honorable Goodhue County Commissioners

FROM: Tom Day  
Human Resource Manager

DATE: December 19, 2023

RE: 2024 Vehicle Allowance

Per the current vehicle allowance policy, the County Administrator and County Engineer receive a monthly vehicle allowance:

County Administrator	\$739.00
County Engineer	\$850.00

The vehicle allowance in the 2024 budget is for a 3% increase:

County Administrator	\$761.17
County Engineer	\$875.50

We ask the Board to approve the 2024 vehicle allowances for the County Administrator and County Engineer.



**Todd Greseth**  
County Commissioner  
Goodhue County

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

To: Board of Commissioners

From: Commissioner Todd Greseth

Date: December 13, 2023

Re: EDA Appointment

I would like to recommend the appointment of Mr. Ryan Holmes to fill the vacant position on the EDA Board. I have spoken with Mr. Holmes and he is interested and has agreed to serve on the EDA Board if the board chooses to appoint him. In addition, this issue was discussed at the last Economic Development Authority meeting.

## GOODHUE COUNTY BOARD OF COMMISSIONERS

LINDA FLANDERS  
1<sup>st</sup> District  
1121 W 4<sup>th</sup> St.  
Red Wing, MN 55066

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

TODD GRESETH  
3<sup>rd</sup> District  
46804 Hwy 57 Blvd  
Wanamingo, MN 55992

JASON MAJERUS  
4<sup>th</sup> District  
39111 Co. 2 Blvd  
Goodhue, MN 55027

SUSAN BETCHER  
5<sup>th</sup> District  
30133 Lakeview Ave.  
Red Wing, MN 55066

*An Equal Opportunity Employer*



**Tom Day**  
Human Resources Manager  
Goodhue County

---

~~Tom.Day@co.goodhue.mn.us~~

509 W. Fifth St.  
Red Wing, MN 55066  
Office (651) 385.3066

TO: Honorable Goodhue County Commissioners  
FROM: Tom Day, Human Resource Manager  
DATE: December 19, 2023  
RE: Commissioner Wages

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.





**Tom Day**  
Human Resources Manager  
Goodhue County

---

Tom.Day@co.goodhue.mn.us  
509 W. Fifth St.  
Red Wing, MN 55066  
Office (651) 385.3066

TO: Goodhue County Commissioners  
FROM: Tom Day, Human Resource Manager  
DATE: December 14, 2023  
RE: 2024 Wages  
County Attorney and Sheriff

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

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 are submitting their own proposals.

The County Board has the authorization to set these salaries per MN statute 388.18 (County Attorney) and 387.20 (Sheriff). See attached.

We are asking for direction from the Board to set wages for the Sheriff and County Attorney for 2024.

If there is any additional information you need prior to the Board meeting please let us know.

## **388.18 COMPENSATION SCHEDULE, SALARIES.**

### **Subdivision 1. Minimum salaries.**

The county attorneys in all counties in this state with less than 100,000 inhabitants, according to the 1960 federal census shall receive as compensation for services rendered by them for their respective counties annual salaries not less than the following amounts based on the population according to the then last preceding federal census:

- (a) in counties with less than 10,000 inhabitants, \$4,000;
- (b) in counties with 10,000 but less than 20,000 inhabitants, \$5,000;
- (c) in counties with 20,000 but less than 30,000 inhabitants, \$6,000;
- (d) in counties with 30,000 but less than 40,000 inhabitants, \$7,000;
- (e) in counties with 40,000 or more inhabitants, \$8,000.

### **Subd. 2. Set by board.**

The county board of each of the counties specified in subdivision 1 annually shall set by resolution the salary of the county attorney which shall be paid to the county attorney at such intervals as the board shall determine but not less often than once each month. At the January meeting prior to the first date on which applicants may file for the office of county attorney the board shall set by resolution the minimum salary to be paid the county attorney for the term next following. In the event a vacancy occurs in the office of county attorney the board may set the annual salary for the remainder of the calendar year at an amount less than was set for that year. The board in any case specified in this section may not set the annual salary at an amount less than the minimums provided in subdivision 1 but it may set the salary in excess of such minimums. The salary of the county attorney shall not be reduced during the term for which the county attorney is elected or appointed.

### **Subd. 3.**

MS 1949 [Repealed, [1951 c 327 s 6](#)]

### **Subd. 3.**

MS 1974 [Repealed, [1975 c 301 s 16](#)]

### **Subd. 4. Effect upon certain sections.**

Subdivisions 1 to 3 shall not be construed as repealing any existing law which provides for a higher minimum salary in any county than the amount provided in subdivision 1, but shall be deemed to supersede the provisions of any act setting a maximum salary for the county attorney in any of the counties specified in subdivision 1.

### **Subd. 5. Budget for office.**

The county board by resolution shall provide the budget for (1) the salary of the county attorney, any assistant county attorneys and employees in the county attorney's office; (2) the salary or other fees of any attorneys or firms of attorneys employed or engaged to prosecute misdemeanors, petty misdemeanors, gross misdemeanors, municipal ordinance violations, or municipal charter, rule or regulation violations, if any; (3) other expenses necessary in the

performance of the duties of the office; and (4) the payment of premiums of any bonds required of the county attorney and any assistant county attorney or employee in the county attorney's office. The board is authorized to appropriate funds for those purposes.

§

#### **Subd. 6. Appeal from resolution of board.**

The county attorney, if dissatisfied with the action of the county board in setting the amount of the county attorney's salary or the amount of the budget for the office of county attorney, may appeal to the district court on the grounds that the determination of the county board in setting such salary or budget was arbitrary, capricious, oppressive, or in unreasonable disregard for the responsibilities and duties of said office, and the county attorney's experience, qualifications, and performance. The appeal shall be taken within 15 days after the date of the resolution setting such salary or budget by serving a notice of appeal on the county auditor and filing same with the court administrator of the district court. The county board may retain special counsel pursuant to section [388.09](#) to represent it in the appeal proceedings. The court either in term or vacation and upon ten days' notice to the chair of the board shall hear such appeal. On the hearing of the appeal the court shall review the decision or resolution of the board in like manner as though reviewed by certiorari, except new or additional evidence may be taken. The court may order the officer appealing and the board to submit briefs or other memoranda and may dispose of the appeal on such writings. If the court shall find that the board acted in an arbitrary, capricious, oppressive or unreasonable manner it shall remand the matter to the county board for further action consistent with the court's finding.

#### **History:**

[1945 c 525 s 1,2](#); [1949 c 597 s 2-4](#); [1951 c 327 s 6](#); [1967 c 718 s 2](#); [1983 c 177 s 7](#); [1983 c 345 s 10](#); [1985 c 281 s 11](#); [1986 c 444](#); [1Sp1986 c 3 art 1 s 82](#)

## **387.20 SALARIES, FEES, BUDGETS; APPEALS.**

### **Subdivision 1.Counties under 75,000.**

(a) In addition to the sheriff's salary, the sheriff shall be reimbursed for all expenses incurred in the performance of official duties for the sheriff's county and the claim for the expenses shall be prepared, allowed, and paid in the same manner as other claims against counties are prepared, allowed, and paid except that the expenses incurred by the sheriffs in the performance of service required of them in connection with persons with a mental illness either by a district court or by law and a per diem for deputies and assistants necessarily required under the performance of the services shall be allowed and paid as provided by the law regulating the apprehension, examination, and commitment of persons with a mental illness; provided that any sheriff or deputy receiving an annual salary shall pay over any per diem received to the county in the manner and at the time prescribed by the county board, but not less often than once each month.

(b) All claims for livery hire shall state the purpose for which such livery was used and have attached thereto a receipt for the amount paid for such livery signed by the person of whom it was hired.

(c) A county may pay a sheriff or deputy as compensation for the use of a personal automobile in the performance of official duties a mileage allowance prescribed by the county board or a monthly or other periodic allowance in lieu of mileage. The allowance for automobile use is not subject to limits set by other law.

### **Subd. 2.Board procedure, details.**

(a) The county board of each of the counties of less than 75,000 population annually shall set by resolution the salary of the county sheriff which shall be paid to the county sheriff at such intervals as the board shall determine, but not less often than once each month.

(b) At the January meeting prior to the first date on which applicants may file for the office of county sheriff the board shall set by resolution the minimum salary to be paid the county sheriff for the term next following.

(c) In the event a vacancy occurs in the office of county sheriff, the board may set the annual salary for the remainder of the calendar year at an amount less than was set for that year.

(d) The salary of the county sheriff shall not be reduced during the term for which the sheriff was elected or appointed.

### **Subd. 3.**

[Repealed, [1975 c 301 s 16](#)]

### **Subd. 4.**

[Repealed, [2009 c 152 s 25](#)]

### **Subd. 5.Fees, expenses, per diems.**

The county sheriff shall charge and collect all fees and per diems prescribed by law and may require such fees and per diems to be paid before performing the services for which they are charged. The sheriff shall pay all such fees and per diems to the county in the manner and at the times prescribed by the county board, but not less often than once each month. The sheriff shall not retain any additional compensation or other emolument for services in any activity of county

government. For purposes of this subdivision, (1) the expenses of the sheriff incurred in the performance of official duties for the county, (2) uniform allowances, (3) mileage and travel allowances, except as the board shall have furnished motor vehicles pursuant to Minnesota Statutes 1961, section [387.29](#), (4) living quarters provided by the county, and (5) payments for boarding prisoners, shall not be deemed an emolument of the office.

**Subd. 6. Budget.**

The county board by resolution shall provide the budget for:

- (1) the salaries of deputies, jailers, matrons, bailiffs, clerks and other employees in the office of the sheriff;
- (2) other expenses necessary in the performance of the duties of said office, including the reimbursement of the sheriff or a designee for necessary and reasonable expenses incurred in furnishing board, laundry and other services to prisoners in the county jail, provided that the county board may at its option provide for the furnishing of these services to the prisoners;
- (3) the payment of premiums of any bonds or license fees required of the sheriff or any deputy or other employee in said office; and
- (4) mileage allowances prescribed by the board and the board is authorized to appropriate funds therefor and for the salary of the sheriff.

§

**Subd. 7. Appeal on salary, budget.**

The sheriff, if dissatisfied with the action of the county board in setting the amount of the sheriff's salary or the amount of the budget for the office of sheriff, may appeal to the district court on the grounds that the determination of the county board in setting such salary or budget was arbitrary, capricious, oppressive or without sufficiently taking into account the extent of the responsibilities and duties of said office, and the sheriff's experience, qualifications, and performance. The appeal shall be taken within 15 days after the date of the resolution setting such salary or budget by serving a notice of appeal on the county auditor and filing same with the court administrator of the district court. The court either in term or vacation and upon ten days' notice to the chair of the board shall hear such appeal. On the hearing of the appeal the court shall review the decision or resolution of the board in a hearing de novo and may hear new or additional evidence, or the court may order the officer appealing and the board to submit briefs or other memoranda and may dispose of the appeal on such writings. If the court shall find that the board acted in an arbitrary, capricious, oppressive or unreasonable manner or without sufficiently taking into account the extent of the responsibilities and duties of the office of the sheriff, the sheriff's experience, qualifications, and performance, it shall make such order to take the place of the order appealed from as is justified by the record and shall remand the matter to the county board for further action consistent with the court's findings. After determination of the appeal the county board shall proceed in conformity therewith.

**Subd. 8. Time of effect.**

The provisions of subdivisions 1 to 7 shall take effect in the respective counties specified in subdivisions 1 to 7 as follows:

- (1) upon the expiration of the term of the incumbent holding the office on July 1, 1965; or
- (2) upon the occurrence prior thereto of a vacancy in the office of county sheriff; or



(3) subsequent to July 1, 1965, and upon not less than 30 days' written notice by the sheriff, the county board shall make the provisions of subdivisions 1 to 7 effective on the first day of the month following the expiration of the notice period.

**Subd. 9. Inconsistent law superseded.**

All laws relating to the salary, fees, and deputies and clerk hire for the county sheriff inconsistent herewith are superseded.

**History:**

1917 c 312 s 1; 1957 c 492 s 1; 1965 c 840 s 1-3; 1969 c 1151 s 2,3; 1973 c 156 s 1; 1975 c 94 s 1,2; 1976 c 88 s 1; 1980 c 519 s 2,3; 1985 c 281 s 10; 1986 c 444; 1Sp1986 c 3 art 1 s 82; 1995 c 189 s 8; 1996 c 277 s 1; 2009 c 152 s 15,16; 2013 c 59 art 3 s 7

2023 Salary Compliance Notices for Comparison Counties  
 (publish top three base salaries of employees)

County	Co Attorney	Sheriff
Olmsted	197,453	159,453
<b>Goodhue</b>	<b>172889*</b>	<b>172889*</b>
Winona	161,516	157,995
Mower	157,343	139559++
Steele	156,436	156,436
Rice	145,000	156,000
Filmore	132,000	123,342
Freeborn	126,600	123,725
Houston	124,425	113,042
Dodge	58,823**	115,260
Wabasha	119,000+	119,800+

\* This is actual current, not listed online for compliance

\*\* Part time county attorney

(+) going to 130,900 and 125,790 in 2024

(++) proposed 147,932 for 2024



Goodhue County Justice  
Center  
454 W. 6<sup>th</sup> Street  
Red Wing, MN 55066-2475

Telephone (651) 267-4950  
FAX (651) 267-4972

**STEPHEN F. O'KEEFE**  
*Goodhue County Attorney*

ASSISTANT COUNTY ATTORNEYS

ERIN L. KUESTER  
CHRISTOPHER J. SCHRADER  
ELIZABETH M.S. BREZA  
DAVID J. GROVE  
ANGELA R. STEIN  
JESSICA M. PERKINS  
JORDAN T. COOK  
EMMA L. RUSS

TO: Goodhue County Board of Commissioners  
Scott Arneson, Goodhue County Administrator

FROM: Stephen O'Keefe, Goodhue County Attorney

DATE: December 14, 2023

The position of County Attorney is an elected office requiring performance of duties with a high degree of independent judgement, decision making, knowledge, and accountability. I write to respectfully request the County Board modify the classification of County Attorney on the 2024 Wage Table from grade 121 to grade 122, as I believe that the elected position of County Attorney merits equal consideration with the positions currently placed at grade 122.

**Background**

In 2023, Goodhue County implemented a comprehensive pay study and modification to the existing pay structure to bring all employees onto one wage table. Job descriptions for all employees, including department heads and the elected offices of County Attorney and County Sheriff, were evaluated and placed on the new pay table. Department Head positions that had long been classified in the same grade were separated with no explanation provided by DDA for the significant change.

In an attempt to understand the rationale, the County Attorney and County Sheriff appealed their initial placement on the wage table to understand why both elected positions that had previously been graded at the same level as the HHS Director and the Public Works Director, were now placed a full grade lower. DDA maintained its ranking at grade 121 for both elected positions and did not provide information to me, specific to my position review, that would help explain the rationale for this change in treatment. DDA did, however, indicate that because these positions are elected, "the County Board may use the proposed grade as a guide". As a result, I now bring this issue to the Board as I believe that the elected positions of County Attorney and Sheriff merit further consideration in relation to county's pay structure.

**Role of County Attorney Office in County Government**

The County Attorney and Sheriff play a critical role in one of the core functions of government, public safety. These offices are on the front lines of public safety and criminal justice, ensuring that criminals are held accountable and the rights of crime victims are protected. The office of the County Attorney is a 24-7 operation that handles a high volume of work, especially in the area of criminal prosecution. We annually receive over 2,000 referrals for prosecution from our law enforcement partners. The County Attorney and my assistant

county attorneys are required to be available evenings and weekends, to respond to calls from law enforcement officers related to traffic stops, arrests, search and seizure, sexual assault, and domestic situations.

In preparation for hearings and trials, attorneys and staff are repeatedly exposed to traumatic events, images, and video related to criminal activity including homicide, child abuse, and sexual assault. For example, my office recently presented a case involving the homicide of an 8-week-old infant to a grand jury. This required myself and two of my assistant county attorneys, to review hundreds of video clips depicting the acts of child abuse. I worked 21 days straight to help prepare the case, present it to the grand jury, and obtain an indictment on multiple counts of first-degree murder. This is an example of the mental and physical stress required not only of the County Attorney, but of my assistant county attorneys and staff as well.

My office is relied upon by every county department. Our work impacts department budgets beyond our own and we play an important role in the county's overall risk management. I hold misdemeanor prosecution contracts for most major cities within the county that will bring in approximately \$172,000 dollars in revenue in 2024. I have been a member of the treatment court team since its inception and helped secure a \$500,000 grant from the Department of Justice that has supported treatment court for the past five (5) years. Goodhue County treatment court recently received a two-year funding commitment from the State of Minnesota to continue operations through 2025. I will be looking for additional grants in 2024 to provide needed help toward meeting our ever-increasing obligations to crime victims and witnesses.

#### **Unique Role of the Elective Office**

In addition to the challenging nature of the work, the office of County Attorney is an elected office carrying additional responsibilities, duties, and accountability directly to the public. Every four (4) years, I run for office and am given the opportunity to answer questions from the public about the decisions that have been made by my office and by Goodhue County as a whole. It is an incredible honor to serve the public in this capacity and I truly appreciate the support I have received from the County Board.

From a benefits perspective, the elected positions are treated differently than department heads. While classified as a "department head" in the personnel policy, elected officials are not eligible for the same benefits. For example, the County Attorney and Sheriff positions do not earn sick or vacation leave hours and therefore do not receive vacation and sick leave balance payout at retirement. In addition, the elected positions cannot participate in the newly adopted benefit for department heads permitting the conversion of up to 80 hours of accumulated vacation time to a payment into a deferred compensation account.

My experience, qualifications, and performance support reconsideration. I have over 30 years of experience working in the County Attorney's office, first as an assistant county attorney and for the past five (5) years as the elected County Attorney. To hold this position, I must maintain a law license in good standing and be admitted to practice law in the State of Minnesota and in Federal Court. I am a working lawyer who performs the wide range of work of the County Attorney while simultaneously managing a law office of nine (9) attorneys, eight (8) support staff, and the treatment court coordinator

In summary, the elected position of County Attorney holds an important and unique role in county government that is not fully accounted for in the current grade placement. I am currently compensated at grade 121, step 12 of the 2023 county pay scale; \$172,883.26. For 2024, I respectfully request the Board move the County Attorney position to grade 122, commensurate with the HHS Director and Public Works Director positions, and place my salary at step 12.

For your reference, I offer the following options:

1. Approve the request, move the County Attorney position to grade 122 of the 2024 pay table and set my salary at step 12, inclusive of the 3% adjustment previously approved by the board for non-union positions, \$185,182.40, effective December 23, 2023.

2. Approve the request in part, move the County Attorney position to grade 122 of the 2024 pay table and set my salary at step 11, inclusive of the 3% adjustment previously approved by the board for non-union positions, \$179,212.80, effective December 23, 2023.
3. Deny the request, maintain the County Attorney position at grade 121 of the 2024 pay table and keep my salary at step 12, inclusive of the 3% adjustment previously approved by the board for non-union positions, \$178,068.80, effective December 23, 2023.

Thank you for your consideration of this request.

SFO/jk





**Marty Kelly**  
Goodhue County Sheriff

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

December 19, 2023

Honorable Goodhue County Board of Commissioners,

Goodhue County made a large investment by conducting a pay study that was important and gave us the ability to compare our staff and their compensation levels. Staffing has been challenging and we are starting to see the benefits of this study. We feel confident that we can offer competitive and equitable salary packages that not only attract good candidates but also retain them.

Prior to the pay study, the office of the Sheriff was one grade lower than the County Administrator. Following the pay study implementation, it was suggested to move this position three grades lower than the County Administrator and one grade lower than some department heads. After the appeal process, DDA made no changes and referred us back to the county board stating, "This is an elected position, so the County Board may use this proposed grade as a guideline". I believe the DDA made the correct appeal assessment in that this is the board's decision and not the pay study recommendation.

I am respectfully requesting the position of Goodhue County Sheriff stay at the same level that it has historically been. It has been one grade below the County Administrator. The position of Sheriff is a unique position with responsibilities that are unlike any other department head. As an example, other department heads are allowed to cash in 80 hours of vacation time each year, which in some cases is \$7,000.00 annually. They also accrue vacation and sick time and receive a severance package upon retirement. The Sheriff is an elected position that creates other responsibilities throughout the County. I not only manage a \$16.8 million dollar budget and 115 employees, but also work with five separate city councils as we contract their policing services. I work the Prairie Island Tribal Council and twenty-one township boards. Having great working relationships with these groups is paramount to successful partnerships and public safety in our county.

My office is responsible for managing emergencies at the Prairie Island Nuclear Generating Plant, the Lake Byllesby Dam and maintaining the safety of 25 miles of the Mississippi River. These responsibilities require me to be available 24 hours a day - evenings and weekends. I am also expected to attend numerous events within the County that are outside of normal business hours. Respectfully, this pay study was a great tool to assess typical groups of employees but it could not be expected to evaluate such a unique position as your Sheriff. My current grade is 121 Step 12 (\$172,889) on the 2023 scale (\$178,068) on the 2024 scale. Therefore, I am respectfully requesting the office of Sheriff placed at grade 123 Step 11 (\$184,600) for 2024. Thank you for your consideration.

**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

*An Equal Opportunity Employer*



**Tom Day**  
Human Resources Manager  
Goodhue County

---

~~Tom.Day@co.goodhue.mn.us~~

509 W. Fifth St.  
Red Wing, MN 55066  
Office (651) 385.3066

TO: Honorable Goodhue County Commissioners

FROM: Tom Day  
Human Resource Manager

DATE: December 19, 2023

RE: New Goodhue County Policies

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, we present you with a document that we feel best represents these changes.

In addition, new policies have been created we have created a new Drug and Alcohol Policy, Fleet Policy and Safety Policy.

We ask the Board to approve the updated Goodhue County Personnel Policy, Drug and Alcohol Policies, Fleet Policy and Safety Policy.



# Policy Changes



[co.goodhue.mn.us](https://co.goodhue.mn.us)

*To Effectively Promote the Safety, Health and Well-Being of Our Residents*



@GoodhueCountyMN



# Introduction

- The Personnel Policy Committee (P2C) made many revisions to the Goodhue County Personnel Policy in 2023
- Based on input from new HR managers, employee suggestions and changes to state law



# Earned Sick and Safe Time Law

- New state law 1/1/24
- Goodhue County was largely in compliance but still needed to make a lot of adjustments
- Non benefit eligible employees can now earn sick time
- Updated rules for accrual rates per employment status
- Updated rules for sick leave use per statute as well as who sick leave can be used for
- Updated advance notice and documentation for sick leave use
- In addition to the personnel policy will provide notice to all employees regarding the new law





# Employee Drug and Alcohol Policy

- Needed to revamp our policy due to new cannabis legislation
- Old policy drifted in and out of DOT/CDL drivers and regular employees
- Felt the need to separate from PP – there will need to be additional clarifying language from the state
- At the time, no other counties had published updated policies so went with the League of MN Cities model language
- Reviewed by Susan Hansen



# Drug and Alcohol Policy (cont.)

- Split the new policies and took them out of Personnel Policy
- There is now a policy for CDL drivers and one for everyone else
- Removed some of the existing drug testing language
  - Random/Regular Testing
  - Pre-Employment Testing for Sheriff's Office only
- Prohibit use, possession, etc. while working
  - Employees are prohibited from the use, possession, transfer, transportation, manufacture, distribution, sale, purchase, solicitation to sell or purchase, or dispensation of alcohol, drugs, **including cannabis**, or drug paraphernalia, while on duty; while on County premises; while operating any County vehicle, machinery, or equipment; or when performing any County business
- Focus on Impairment



# Drug and Alcohol Policy (cont.)

- Cannabis is still a drug, and can be tested for, with safety sensitive positions as defined by statute

(jobs defined as those when impairment could threaten the health and safety of any person); peace officer positions; firefighter positions; positions requiring face-to-face care, training, education, supervision, counseling or medical assistance to children, vulnerable adults or patients receiving treatment, examination or emergency care for a medical, psychiatric or mental condition; positions requiring a commercial driver's license or requiring the employee to operate a motor vehicle for which state or federal law requires drug or alcohol testing; positions funded by a federal grant; or other positions for which state or federal law requires testing of a job applicant or employee. This includes, but is not limited to, all employees in the Sheriff's Office, ADC, Health and Human Services Department and Court Services.



# Other changes made by P2C

- Added new state law regarding the CROWN act, banning race-based hair discrimination
- Added/updated state law regarding Nursing Mothers, lactating mothers and pregnancy accommodations changes
- Added definitions and statements regarding Diversity/Equity/Inclusion.
- Strengthened language regarding probationary periods, including extending them if employee is out on leave for an extended time.
- Allow the Administrator/HHS Director to negotiate vacation accrual rates for new hires commensurate with experience.
- Updated definition of exempt employee work week/pay period
- Change in language regarding time allowed for Doctor/Dentist visits from 3 2 hour visits to six one hour visits
- Updated language for carrying over vacation hours
- Made leave share changes to put us in compliance with IRS
- Eliminated the number of months needed to work before qualifying for telecommuting
- Added Computer Security Awareness training
- Prohibit utilizing a company cell phone and collecting a personal cell phone reimbursement
- Updated Social Media policy
- Change reference from HR Director to Managers
- Included Elected officials in personnel policy per statute
- Add Juneteenth to list of recognized holidays and change Columbus Day to Indigenous Peoples Day
- Made miscellaneous spelling, grammar, formatting, font changes
- Allow for Budget Neutral position to be hired for bridging the gap between replacement
- Updated language regarding Background Check policy
- Made changes to exempt employee hours/schedule
- Made changes to exempt employee deferred holiday
- Formalized language for deferred vacation leave for department heads
- Adopted New Voting Leave Law
- Increased security measures regarding ID badges and Fob Access
- Created Artificial Intelligence Policy



# Fleet Policy

Goodhue County is committed to instituting and maintaining a Fleet Safety Program for non-CDL fleet vehicle users. The goal of the Fleet Safety Program is to take the proper steps to prevent loss of life, injury, or property damage to all employees and members of the general public.

Goodhue County is one of the first Counties in Minnesota to have a complete outline of a non-CDL Fleet Policy in place for the use, maintenance, and safety of fleet vehicle use.





# The Fleet Policy Outlines

- Responsibilities for the:
  - Fleet Coordinator, Stacy Lance
  - Safety Coordinator, Mary Priebe
  - Members or Management
  - Supervisors and Department Heads
  - Employees/Vehicle Operators
- Identifies requirements to drive a fleet vehicle
- When MVR Checks or Evaluations are required at hire as part of the background investigations
- Procedures to check out and return a fleet vehicle
- Driver training and reviews
- The accident reporting, investigation and review process
- Maintenance requirements to keep vehicles safe and in efficient operating condition.
- What to do in case of a vehicle breakdown
- Extensive guidelines for defensive driving in different conditions such as road hazards, construction, or night driving.
- Includes a copy of the incident reporting form that needs to be completed when reporting an incident to the Fleet Coordinator



# Safety Policy

- Goodhue County provides a Safety Program with Policies and Procedures to provide direction and information for all employee safety and OSHA standards.



# Safety Policy

- Updated responsibilities and Authorities for the County Administrator to include wording stating, “The administrator oversees the maintaining of the policy manual, the Safety Program records, and the establishment of the position of Safety Coordinator.
- Outline that all PPE needs to be compliant with the OSHA Guidelines
- Outline key points about the Safety Committee
  - Meeting minutes & safety record documentation retention
  - Department representation in the Safety Committee and
  - Committee members posted on the government employee website.
- Removed redundant and excess wording to make the policy more user friendly
- Removed the Fleet information from the Safety Policy to a separate Fleet Policy
- Removed Emergency Action Plan from Safety Policy to be a stand alone plan managed by the Emergency Management Director
- Employee Right to Know reference to DAMARCO SDS Management system was removed. Updated SDS information added.



# Next Steps

Board Approval

All employees review and acknowledge these policy changes

QUESTIONS???





GOODHUE COUNTY, MINNESOTA

# PERSONNEL POLICIES

Be it resolved that this Goodhue County Personnel Policy supersedes the Goodhue County Employment Policy adopted by the Goodhue County Board effective January 1, 1999, and any other county personnel plans or regulations for Goodhue County employees presently in effect, that are, or may be, in conflict with the provisions of this policy.

**EFFECTIVE: January 1, 2024**

*“To effectively promote the safety, health and well-being of our residents.”*  
– Goodhue County Mission Statement

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# Chapter 1 – Organization and Administration

## **1.1 WELCOME**

Welcome to employment with Goodhue County. These personnel policies have been developed in order to aid all new and existing employees to become knowledgeable about policies in effect and to serve as a reminder and reference tool. Employees should become familiar with its contents. The current version of the policy will be located on the intranet at <https://www.co.goodhue.mn.us/employeesonly>.

When there is a change in a policy, the County will update this document. Changes may be made retroactive, prospective or both. Comments, questions or concerns about anything contained in the personnel policies are encouraged and should be directed to your department head.

The material in these policies is not exhaustive. Although the policies have attempted to cover matters of general applicability to employees, they do not cover every situation which may arise from day to day. The County reserves the right to interpret these policies and procedures at the sole discretion of the County Board and to make changes at any time, with or without notice. These personnel policies shall be administered by the Goodhue County Board or its designees.

NO PROVISION IN THESE POLICIES IS INTENDED TO CREATE A CONTRACT BETWEEN GOODHUE COUNTY AND ANY EMPLOYEE, OR TO LIMIT THE RIGHTS OF THE COUNTY AND ITS EMPLOYEES TO TERMINATE THE EMPLOYMENT RELATIONSHIP AT ANY TIME, WITH OR WITHOUT CAUSE. THESE POLICIES ARE GENERAL STATEMENTS OF POLICY, TO BE MODIFIED AND APPLIED BY THE COUNTY AT ITS DISCRETION.

If any one of these policies is held invalid by judicial or legislative action, the remainder of these policies shall continue in full force and effect.

## **1.2 PURPOSE, ADOPTION AND ADMINISTRATION**

### **Purpose**

The purpose of these rules and policies is to provide a uniform, comprehensive, and efficient system of personnel administration for Goodhue County employees based upon principles including:

- Serving the citizens of Goodhue County and their best interests by the employment of the highest possible caliber of personnel.
- Recruiting, selecting and advancing employees on the basis of their relative ability, knowledge and skills;
- Compensating equitably and adequately;
- Training employees as needed to assure high quality performance;

- Retaining employees on the basis of adequate performance, correcting inadequate performance, separating or otherwise disciplining employees in those instances where the County has determined that the employee's poor performance cannot be or has not been corrected;
- Assuring fair treatment of applicants/employees in all aspects of personnel administration without regard to political affiliation, race, color, disability, age, national origin, gender, sexual orientation or religious creed, marital status, status with regard to public assistance, with regard to residence and with proper regard for their privacy and constitutional rights as citizens;
- Assuring that employees are protected against coercion for partisan and political purposes and are prohibited from using their official authority for the purpose of interfering with or affecting the results of an election or nomination for office;

### **Adoption**

The following policies have been approved by the Goodhue County Board of Commissioners and shall govern the personnel system of the County of Goodhue, except where superseded by state or federal law, a collective bargaining agreement, or the Minnesota Merit System Rules.

### **Administration**

These policies shall be administered by the Human Resources Managers. The Human Resources Managers shall develop and provide the necessary forms, procedures and instruction for the implementation of these personnel policies.

Electronic copies of these policies will be made available to all employees, appointing authorities and interested union representatives on the County intranet website and shall be available for public review upon request. Printed copies of these policies shall be on file in the County Human Resources Department.

The Human Resources Managers shall be responsible for maintaining all necessary personnel records and information for all County employees.

### **Severability**

In adopting the policies contained in the Goodhue County Personnel Policy, it is the intent of the Goodhue County Board of Commissioners to comply with all applicable federal, state and local laws and regulations. If any provision within this Personnel Policy or related administrative procedure conflicts with any federal, state, or local law or regulation, that provision will be invalidated. All other provisions of this Personnel Policy and related administrative procedures will remain in effect.

## **1.3 SCOPE**

It is the intent of the Goodhue County Board of Commissioners, to the extent permitted by the laws of the State of Minnesota, to establish a uniform County personnel policy manual. These rules, regulations and policies shall apply to all employees of the County under the direct and indirect jurisdiction of the County Board. Said rules are also applicable to the employees of separate boards and commissions which have been established by the County Board, or whose members or policies do not conflict with authorized rules, regulations and policies established by such controlling boards and commissions. Said policy is also applicable to all county employees who are members of unions with which the County has signed labor agreements, except that where said rules, regulations and policies are in conflict with said agreements, the agreements shall take precedence over this policy.

To insure uniformity and fairness to all employees, the County Board urges all separate boards and commissions with authority to adopt rules and regulations affecting personnel administration to make their policies conform as much as possible with the policies established by this resolution and the Goodhue County Affirmative Action Policy.

The County Board reserves the right to delegate certain functions of personnel administration to its representatives in accordance with the authority granted in MS Chapter 169A et. seq., when the County Board deems such delegation to be appropriate and in the best interest of the County.

These personnel policies do not apply to the following except as noted herein:

- Elected Officials;
- Individuals appointed to an elected office;
- Members of boards, commissions and committees;
- Volunteer personnel;
- Consultants, independent contractors and others rendering professional services on a fee basis
- Any other person specifically exempted by the County Board of Commissioners.

Nothing in these policies is intended to modify or supersede any applicable provision of State or Federal Law. Elected Officials & Individuals appointed to an elected office would be included as employees under Minn. Stat 13.43.

## **1.4 MANAGEMENT RIGHTS**

### **General**

The County Board, principally through the budget process, retains the full and unrestricted right to operate and manage all employees, facilities and equipment; to establish functions and programs; to set and amend budgets; to determine the utilization of technology; to establish and modify the organizational structure; to select, direct and determine the number of personnel; to establish work schedules and to perform any inherent managerial function not specifically limited by state and federal

law, current collective bargaining agreements, these policies and procedures and County Board resolutions.

Employees covered by these policies and procedures shall perform services and duties prescribed by the County Board and shall be governed by the rules, policies and procedures, directives and orders issued by the County Board or Department Head, provided that such rules, policies and procedures, directives and orders are not inconsistent with the provisions of applicable state and federal statutes, laws, rules and policies and procedures having the force and effect of law.

### **Departmental Rules**

Each Department Head may establish departmental rules of procedure which further the efficient operation of such department in providing services for the County. Such rules of procedure shall not conflict with these policies and procedures. All departmental policies and rules of procedure for the administration of personnel matters unique to that department shall be filed with the Human Resources Department.

### **Amendments**

The County Board may amend this policy by motion.

## **1.5 DEPARTMENTAL HUMAN RESOURCE POLICIES & PROCEDURES**

In accordance with this policy, each Department Head may establish departmental human resource policies and procedures which do not conflict with this policy, to cover unique circumstances. All departmental human resource policies related to areas defined in this policy shall be on file in the Human Resource Department.

## **1.6 AUTHORITY**

The provisions of this Personnel Policy may be revised or amended at any time at the sole discretion of the County Board. Interpretation of these policies or decisions on items not covered within them will be made by the County Board's designee.

## **1.7 DEFINITIONS**

### **Administrative Leave**

A non-disciplinary, temporary removal from official duties as ordered by the employer.

### **Allocation**

The assignment of a position to an appropriate grade on the basis of the kind, difficulty, and responsibility of the work performed in the position.

### **Anniversary Date**



The employee's anniversary date shall be the first day of the month in which the employee begins work in a position.

**Appointing Authority**

Appointing Authority means the County Board, Health and Human Service Board, or officials authorized by statute or lawfully delegated authority to make appointments to positions.

**County Board or Board**

Goodhue County Board of Commissioners.

**Benefits**

The share paid by Goodhue County for insurance, PERA, FICA, vacation time and sick leave.

**Call Back**

Return of any employee to a specified work site to perform assigned duties at the express authorization of the employer at a time other than an assigned shift. An extension of, or early report to, an assigned shift is not a call back.

**Change in Allocation**

The reclassification of a position resulting from significant, sudden changes imposed by the appointing authority affecting the duties and responsibilities of a position.

**Compensatory Time**

Time credited to a non-exempt employee in lieu of overtime payment and credited at one and one-half hour for every one hour of overtime worked.

**County**

Goodhue County.

**Cultural Competence:**

The ability to interact effectively across difference. We acknowledge that a 'one size fits all' approach is not effective and actively seek ways to make our services accessible and culturally relevant.

**Department Head**

Those elected or appointed officials who are responsible for the management of a department.

**Demotion**

Demotion means a voluntary or involuntary change by an employee from a position in one classification to a position in another classification with fewer responsible duties and a lower salary range.

**Disciplinary Actions**

- **Oral Reprimand** - Oral reprimands are normally given for first disciplinary infractions to clarify expectations and put the employee on notice that the performance or behavior needs to change, and what the change must be.
- **Written Reprimand** - Written reprimands generally follow oral reprimands in progressive discipline when the problem is not corrected or the behavior has not consistently improved.
- **Suspension** – An employee is temporarily removed from their official duties and is deprived of official authority for a specified period of time without pay.
- **Demotion** – Demotion means an involuntary change by an employee from a position in one classification to a position in another classification with fewer responsible duties and a lower salary range.
- **Dismissal/Discharge** - The termination of employment for cause.

### **Discrimination**

Unfair treatment because of a protected class status.

### **Diversity:**

Recognizes the unique differences of all individuals. This includes the many apparent and non-apparent ways which people differ in their identity such as: age, gender and gender identity, race, ethnicity, national origin, language, religious beliefs, sexual orientation, veteran status, gender identity, mental or physical ability, marital status, family status, or educational background.

### **Employee**

A person holding an appointed paid position within the County service.

- **Full Time** - Personnel employed by Goodhue County and normally scheduled to work a minimum of 2080 hours per year.
- **Part Time** - An employee who is not temporary or seasonal and normally scheduled to work less than 2080 hours per year.
- **Provisional** - An employee whose employment is contingent in whole or in part upon non-county tax levy dollars such as grant or contractual agreements.
- **Seasonal –Temporary** - Employees whose positions are temporary in nature or seasonal in character and who work 67 days or less in a calendar year and as further defined by the Minnesota Public Employment Labor Relations Act, MS179A.01, et. seq.
- **Seasonal – Student** - Employees who are full-time students, under the age of 22 and whose positions are temporary in nature or seasonal in character and who work 100 days or less in any calendar year. Students must indicate if they are enrolled at an educational institution for the next academic year or term or intend to continue as a student during or after their temporary employment.

- **Intern** - An individual who is working in a temporary status as part of an educational program or experience that may be paid or unpaid.
- **Exempt Employee** - Employees exempt from the overtime compensation provisions of the Fair Labor Standards Act. These employees are generally employed in management, administration, or professional positions.
- **Non-Exempt Employee** - Employees who are subject to the wage and hour provisions of the Fair Labor Standards Act and the State of Minnesota and who are eligible for overtime pay or compensatory time off.
- **Elected Official – An employee that was elected by Goodhue County residents to hold a position for the county.**

### **Employer**

Goodhue County.

### **Employment Date**

The original date the employee begins employment with Goodhue County.

### **Equity**

The principle of fairness by seeking to remove barriers and increase access to services. This includes understanding and acknowledging historical and ongoing inequities between groups of people and a commitment to actions that challenge those inequities.

### **Finance Department**

This department consists of the Auditor/Treasurer functions per Minnesota Statute.

### **Flexible Time**

A schedule approved, at the sole discretion of the department head, which may provide for work hours different than those established as normal for the employee's work period.

### **Grievance**

A grievance is defined as a dispute or disagreement as to the interpretation or application of the specific terms and conditions as outlined in this policy.

### **Harassment**

Unwelcome conduct that is based on a protected class status that is intimidating, hostile or abusive. This includes sexual harassment. Inclusion: an environment that is built on respect and which creates a sense of belonging for all who live and work here. By being inclusive we acknowledge and value individual contribution as well as the background and identity of those with whom we work, partner, or serve.

### **Hire Date**

The first day of employment with Goodhue County.

### **Human Resources Managers**

The individuals responsible for personnel administration appointed by the County Board to administer its adopted policies. Employees working under the Minnesota Merit System will work together with the Human Resource Department.

### **Human Resources Department**

The Human Resource Managers and those employees engaged in Human Resources administration.

### **Immediate Family**

Immediate family is defined as parents, spouse or children of the employee, the employee's siblings, parents-in-law, grandparents, grandchildren, or any relative or ward of the employee who has resided in the employee's household. This definition for immediate family does not apply to Policy 7.8 Family Medical Leave Act.

### **Insubordination**

The act of an employee to knowingly disobey a directive from their employer.

### **Job Classification**

One or more positions sufficiently similar in the duties performed; degree of supervision exercised or required minimum qualifications of training, experience, or skill; and such other characteristics that the same title, the same tests of fitness, and the same schedule of compensation may be applied with equity to all of the positions.

### **Job Description**

Written document that identifies the purpose(s), duties, responsibilities, accountabilities and working conditions of a job; the knowledge, skills and abilities needed to perform the job satisfactorily and other special consideration, if any.

### **Job Grade**

The grade assigned to a position description according to the job evaluation system.

### **Job Sharing**

Two employees filling one position as scheduled by the Department Head.

### **Just Cause**

Just cause includes, but is not limited to, failure to perform assigned duties, substandard performance, misconduct, insubordination and violation of written policies and procedures.

### **Minnesota Merit System**

The Minnesota Merit System (MMS) is a division of the State Department of Human Services and is established according to federal and state law. MMS requires that all employees, that are funded in whole or in part by federal monies and who are engaged in the administration of health and human services, must participate in a merit system of personnel administration that meets the federal requirements for a merit system as contained in federal regulations, Title II of the Intergovernmental Personnel Act.

**On Call**

On call time is time spent by employees on their own pursuits, usually off the working premises. On call employees must remain available to be called back in to work on short notice as defined by department policy.

**Outside employment**

Any employment or contractual relationship for which pay or other direct or indirect compensation is received from a source other than the county.

**Overtime**

Work performed at the authorization of the employer in excess of eight (8) hours in a twenty-four hour period, forty (40) hours within a seven-day period, or beyond the hours of their regularly scheduled non-standard shifts, said period beginning on Saturday of each pay period. For non-exempt employees who are subject to a partial exemption (Sheriff's Office) under the Fair Labor Standards Act, overtime shall be work performed in excess of the hours in the relevant work period.

**Performance Evaluation**

A process whereby the department head or supervisor reviews the employee's performance as it relates to the responsibilities and duties set forth in the position description.

**Personnel File**

An employee's permanent record of employment history with the County located in the Human Resource Department.

**Probationary Period**

The working trial period during which an employee is required to demonstrate fitness for the position to which the employee is appointed by actual performance of the duties of the position. Probationary periods will be one year for new, rehired, promoted, or transferred employees unless specifically designated by contract or Minnesota Statutes, unless approved by their supervisor. All intermittent, seasonal or temporary employees are considered to be on probation for the length of employment and not eligible for County benefits. New employees may be dismissed at any time during the probationary period with/without cause.

**Promotion**

A promotion is a change of an employee's status from a position in one classification to a position in another classification with more responsible duties and a higher pay grade. Probationary periods will be six months for a promoted employee.

**Reallocation**

The change of a position resulting from significant changes in the duties and responsibilities of the position that occur gradually over a period of time that may lead to a new pay grade.

**Reclassification**

A change of a position to a higher, lower or equivalent grade.

**Separation**

An event whereby the employee is no longer employed by the County.

- **Resignation** - An action taken by an employee to voluntarily separate themselves from County employment.
- **Retirement** - An action of an employee to separate from County employment when they qualify for benefits under County and State sponsored retirement programs.
- **Lay Off** - The separation of an employee or group of employees from the County payroll due to such situations as a lack of work, lack of funds, loss of revenue from non-county tax levy sources, the abolition of a position or an organizational change.
- **Termination** - An action taken by the County to separate an individual from County employment for just cause.

**Transfer**

The movement of an employee from one position to another position.

**Veteran**

Any individual who meets the definition of "veteran" set forth in Minn. Stat. § 197.447 of the Veteran's Preference Act.

**Veteran's Preference**

Preference granted to veterans as required by Minn. Stat. § 43A.11 and 197.455 through 197.481

**Work Schedule**

A work schedule is the employee's hours of work as established by the employer.

**Work Week**

The work week is a fixed and regularly recurring period of 168 hours in 7 consecutive 24-hour periods. County business hours are usually 8:00 a.m. to 4:30 p.m. from Monday through Friday.



## **Chapter 2 – Employment**

### **2.1 AFFIRMATIVE ACTION – EQUAL EMPLOYMENT OPPORTUNITY**

It is the policy and intent of the Goodhue County Board to provide equal employment opportunity to all persons in compliance with all applicable Equal Employment Opportunity/Affirmative Action federal, state and local laws, directives and regulations, including the Minnesota Human Rights Act.

This policy prohibits discrimination against or harassment of any employee or applicant for employment because of race (including traits associated with race, including, but not limited to, hair texture and hair styles such as braids, locs and twists), color, creed, religion, national origin, ancestry, sex, sexual orientation, gender identity, or gender expression, disability, age, marital status, genetic information, veteran status, familial status, religious creed, sexual orientation, political affiliation, or status with regard to public assistance.

This policy applies to all aspects of Goodhue County personnel policies, programs, and practices for full-time, part-time, temporary and seasonal employment. Goodhue County will take affirmative action to ensure that all employment practices are nondiscriminatory. Such employment practices include but are not limited to: recruitment, hiring, placement, promotion, demotion, transfer, lay-off, recall, discipline and discharge rates of pay or other forms of compensation and selection for training. This policy also applies to the use of all facilities and participation in all County sponsored employee activities.

For further information, please refer to the complete Goodhue County Equal Employment Opportunity/Affirmative Action Program policy located in the Human Resource Department.

### **2.2 APPLICATIONS FOR COUNTY EMPLOYMENT**

Applications for County employment will be accepted only when there is a specific position opening or a roster is being compiled. Applications for employment and/or resumes will only be accepted through the online application process. If an applicant does not have online access, they may apply at any library facility or at a public county terminal. Applicants applying for a position in Health and Human Services will follow Merit System requirements as listed below.

Applications for Health and Human Services position vacancies:

- Will be processed and retained on file at the Health and Human Services Department, as the positions in that department are under the State Merit System and selection is approved by the Health and Human Services Board.

- Shall be made on forms prescribed by the Minnesota Merit System Supervisor and must be filed with the Minnesota Merit System Supervisor on or before the closing date specified in the announcement.
- Will be selected from candidates who are certified to the agency as being qualified and who appear on the Minnesota Merit System register.

Submission of false data or information during the hiring process will result in the immediate disqualification of the applicant, and may result in termination of employment if the applicant is hired.

## **2.3 HIRING**

### **Purpose**

To fill newly created or vacant County positions.

### **Designation of Data**

Except for applicants to undercover law enforcement positions, the following personnel data on current and former applicants for employment by the County is public data:

- Names of applicants who are considered by the employer to be finalists for a position.
- Veteran's status.
- Relevant test scores.
- Rank on eligibility list.
- Job history.
- Education and training.
- Work availability.

Personnel examinations and answer keys are nonpublic data, except pursuant to valid court order. (These are nonpublic when the responsible authority determines that disclosure would compromise the objectivity or fairness of the testing or examination process. An individual's results of their examinations may be shared with them upon request.

### **Applications for and the Filling of Vacancies**

The following procedure will be followed:

- Goodhue County will afford employment to the applicant possessing the best qualifications that fit the requirements of the job regardless of race, creed, color, national origin, sexual orientation, age or other protected class status.
- Job requirements are included in the job description.
- Education and experience requirements are included in the job description and position posting.
- Any testing requirements will be conducted by the Human Resource Department, applicable department, or by the Minnesota Merit System for Health and Human Service vacancies and will only be used for testing skills specifically required for the job.
- Where applicable, Minnesota Merit System hiring practices will be used.
- All applications for employment with Health and Human Services will be made on forms prescribed by the Minnesota Merit System Supervisor and must be filed with the Minnesota Merit System Supervisor on or before the closing date specified in the announcement.
- All applications will be required to be completed through the online application process. If an applicant does not have online access, they may apply at a library or any county public terminal.
- When an opening exists or is contemplated for a bargaining unit position, applicable provisions from a collective bargaining agreement shall be followed.
- Job applications are to be submitted for a designated position and must be received before the published deadline. Applications will be accepted only when a vacancy is posted or a roster is being developed.

See definitions for types of [employees](#).

Hiring of intermittent, seasonal or temporary employees must be coordinated through the Human Resource Department.

## **Recruitment**

Authorization by County Board or Health and Human Service Board.

- ***New Unbudgeted Positions.*** All new unbudgeted position openings shall be subject to review and approval by the Personnel Committee and/or the Board with appointing authority. Review and approval shall extend throughout the

year. Department Heads shall complete the [Request for Approval to Hire Form](#) and any supplemental information needed to determine the approval or denial of the request for the position opening and submit to the Human Resource department. Health and Human Service position openings should be submitted to the Health and Human Service Director.

- **Positions with Statutory Appointments.** All Department Head positions with Statutory Appointments shall be subject to review by the Personnel Committee and approval by the Board with appointing authority. Those positions are: County Administrator, County Attorney, Court Services Director, Finance Director, Health & Human Service Director, Land Use Management Director, Public Works Director, Sheriff, and Veterans Service Director. A *Request for Approval to Hire Form* and any supplemental information needed to determine the approval or denial of the request for the position opening 8 on the county pay scale must be approved by the County Administrator shall be submitted to the Human Resource department
- Request to hire above step or HHS Director. If the request is to hire above step 8 on the county pay scale, it must be approved by County Board or HHS Board.
- In order to attract qualified employees, at the hiring, the Administrator has the authority to approve starting vacation rates at a higher tier commensurate with candidate's experience.

#### Authorization by County Administrator

- **Budgeted Replacement Positions.** All budgeted position openings that are a replacement position, or a budget neutral position that is bridging the gap between replacement and/or overlapping a replacement for training purposes, and not required to go the Personnel Committee and County Board, shall be subject to review and approval by the County Administrator if the position is under the authority of the County Board. If the position is under the authority of the Health and Human Service Board, the Health and Human Service Director will review the Request for Approve to Hire Form. All Request for Approval to Hire Forms will be forwarded to the Human Resource Department. Department Heads shall complete the *Request for Approval to Hire Form* and any supplemental information needed in determining the approval or denial of the request for the position opening.

- If a request is denied, the department head may re-review the request and make any necessary changes, and bring it forward for the Personnel Committee's review and County Board.

### **Job Description**

The job description for the position being advertised will be reviewed and updated by the Human Resource Department in consultation with the Department Head. The Goodhue County Health and Human Services job descriptions are reviewed and updated if necessary by the Minnesota Merit System in consultation with the Human Resource Department and the Goodhue County Health and Human Services Director.

A written position classification or job description shall be on file with Goodhue County Health and Human Services Department for all full time and part time positions at the Health and Human Service Department. In addition, files of appropriate job descriptions can be obtained by contacting the Health and Human Service Department and/or Minnesota Merit System. A listing of the classification specifications for available positions is contained within the Minnesota Merit System.

The required evaluation procedure and point system shall be in place prior to any evaluation of the applications. See Position [Reclassification](#).

### **Screening Process**

The Human Resource Department and/or Department Head or Supervisor will screen the applicants and select candidates for the final interview.

Minnesota Merit System Manual, 9575.0400 Rules – 9575.0700 Recruitment of Applicants, addresses procedures that will be followed for screening, interviewing, promoting or hiring applicants at Health and Human Service. Minnesota Merit System establishes minimum entrance requirements and all positions at Health and Human Service require the completion of a Minnesota Merit System State Examination. Placement on eligible registers will be based upon test score. Minnesota Merit System shall certify the 15 highest available names based upon the test score. The appointing authority may select for appointment anyone among the certified candidates who are eligible for appointment from the register.

### **Interview**

Once the applications are screened and a determination has been made that applicants are eligible for an interview, the following will take place:

- Set up a time for the interview. Interviews will be set up in an office, or virtual meeting room where there will be privacy and freedom from interruptions.
- An interview will begin with introductions, review of job description and duties.

- The candidate will be asked prepared interview questions. The same questions will be asked of all candidates being interviewed. Follow-up questions may be asked based on the individual's response.

The interview teams for all positions, except in Health and Human Services, will include a representative from the Human Resource Department, the Supervisor or designated representative, and the Department Head or designated representative. Members of the Board will be consulted on the hiring process and may choose to participate in the interview portion of the hiring process if the opening is for a Department Head position. Interview teams in the Health and Human Services department will include a Supervisor and other HHS employees as necessary.

Any candidate not receiving an interview will be notified. If a candidate is interviewed, but not selected for the position, the Human Resource Department or a department representative shall notify the candidate.

### **Conditional Job Offer**

Once a candidate is selected for the position, a verbal conditional job offer will be made. At that time, the candidate will be informed of the beginning wage for the position and told to expect a written conditional job offer. The Department Head or Supervisor will write a conditional job offer letter and consult with Human resource when necessary. The conditional job offer letter will include:

- The date the conditional job offer was made.
- The date when the candidate accepted the conditional job offer.
- The statement that a conditional job offer is pending the results of a pre-employment background checks, proof of eligibility for employment and final County Administrator/HHS Director and/or County Board/HHS Board approval. A conditional offer of employment for Health and Human Service applicants will come from the Health and Human Service Director and/or the Health and Human Services Board.
- The starting wage.
- When the individual may expect a wage increase.
- Information regarding the County's payroll process.
- The probationary period.
- A reference to the union collective bargaining agreement, when applicable.



- A statement that a start date will be mutually agreed upon at a later date.

### **Background Checks**

All offers of employment are contingent upon successful completion of pre-employment background checks to confirm information submitted as part of application materials and to assist in determining the candidate's suitability for the position. Pre-employment background checks may include a physical, drug test, verification of employment and/or education, criminal background checks, fingerprint check, driver's license verification, professional certification or licensure verification, etc. Except where already defined by state law, County Administration will determine the level of background check to be conducted based on the position being filled. No offer of employment shall become final until pre-employment screenings have been successfully completed as determined by County Administration.

### **Pre-Employment Physical**

Candidates who have received a conditional offer of employment may be required to pass a drug test and/or a Physical Activity Determination at no cost to the applicant. The Human Resources Managers or County Administrator may approve an alternate pre-employment physical site when deemed necessary.

### **Veteran's Preference**

Preference in the establishment of eligible registers shall be given to veterans in accordance with the provisions of the Minnesota Veteran's Preference Act.

### **Minnesota Merit System Appeals/Hearings**

Minnesota Merit System employees and applicants have regulations regarding appeals and hearings and can be found in section 9575.1150 – 9575.1200 of the Minnesota Merit System Rules. Current non-Merit System employees may refer to the Grievance Procedure policy located herein.

### **Interagency Operations**

The Minnesota Merit System Supervisor shall establish and maintain service records for each Merit System employee, showing name and classification, organizational unit, salary, changes in status, service ratings and such other personnel information as may be considered pertinent. Every recommendation for a temporary or permanent change in the status of an employee shall be submitted by the appointing authority to the Minnesota Merit System Supervisor on forms prescribed by them.

## **2.5 PROFESSIONAL LICENSURE**

All employees shall be qualified by licensure, certification and/or training to perform the responsibilities of the position for which they are employed.

## **2.6 EMPLOYMENT OF RELATIVES**

Goodhue County does not restrict employment of more than one member of a family or persons related by blood or marriage.

However, to avoid conflict of interest, no County employee may directly take part in decisions to hire, retain, promote or determine the salary of their spouse or immediate family member.

In addition, no County employee is to be assigned direct responsibility for supervising and directing the work of their spouse or immediate family member.

## **2.7 IMMIGRATION LAW COMPLIANCE**

The County complies with the Immigration Reform and Control Act of 1986 and is committed to employing only United States citizens and individuals who are authorized to work in the United States.

## **2.8 PROBATIONARY PERIOD**

### **Objective**

The probationary period shall be regarded as an integral part of the qualifying process and shall be utilized for closely observing the employee's work for securing the most effective adjustment of a new employee to their position.

All employees hired, rehired, promoted or transferred after the adoption of this policy will serve a one-year probationary period. Employees hired into work units covered by collective bargaining agreements may have different requirements.

At any time during the probationary period a hired or rehired employee may be terminated at the sole discretion of the employer.

Any promoted employee may be placed back in the employee's previous position at the discretion of the employer during the first six months following the promotion. Persons hired to fill the position of a promoted employee shall be informed that the possibility exists that should the promoted employee return to their previous position, the newly hired employee may be subject to lay-off or termination.

Any transferred employee may be placed back in the employee's previous position at the discretion of the employer during the twelve months following the transfer.

Probationary periods may be extended for up to six months should a situation warrant continued evaluation of an employee. The employee will be notified in writing by their department head of the extended probationary period. In addition, if an employee is out

on medical leave, FMLA, disability, or any other extended leave, the probationary period can be extended to equal that amount of time.

### **Completion of Probationary Period**

A performance evaluation will be completed and reviewed with the employee before the end of the probationary period. The department head will then notify the Administrator whether or not the employee's performance has been satisfactory, and whether or not the employment relationship should be continued.

In the case of non-statutory appointed department heads, the Administrator will evaluate the employee and determine whether or not to upgrade the employee's status to that of a non-probationary employee.

If the notification indicates the employee has successfully completed the probationary period, the probationary employee will become an employee within the meaning of this policy. The employee's length of service will be computed from their date of hire.

## **2.9 SUPPLEMENTAL EMPLOYMENT**

Goodhue County does not restrict employees from engaging in outside employment. However, the County expects regular, full-time employees to consider County work their primary employment. The County will not permit outside employment that interferes with the performance of the employee's duties with the County or which represents a conflict of interest (See [Code of Ethics Policy](#)) or violates departmental policy. The County will not change the employee's work hours to facilitate the scheduling of any outside employment.

## **2.10 PERSONNEL FILE**

The Human Resources Department shall maintain the official personnel file for each employee. Personnel files will contain a minimum of name, gross salary, salary range, job title and description, application for employment, residence, employee evaluation sheets and any County Board resolutions pertaining to the employee. Personnel files will only be made available to Human Resources staff, Supervisor, Department Head, Departmental legal representatives or the individual employee concerned.

The employee may authorize anyone to review the information in their file. The authorization shall be in the form of a written release provided by the Human Resource Department and shall be signed by the employee. Under no circumstances will the file be taken from the Human Resource Department without prior authorization.

An employee shall submit a request in writing if the employee wishes to review their personnel record. The employee shall contact Human Resources to schedule an appointment.

It is important that personnel records are accurate and up-to-date. The employee shall notify the Human Resource Department when there is a change in any of the following:

- Name (through marriage or otherwise)
- Address
- Marital Status
- Beneficiaries for life insurance and retirement
- Telephone number
- Emergency contact

## **2.11 EMPLOYEE RECORDS RETENTION SCHEDULE**

Goodhue County has officially adopted the Minnesota County general records retention schedule as obtained from the Minnesota Department of Administration, Data and Records Management Division. Records retention and destruction is governed by the provisions of said schedule. A copy is on file in the Human Resource Department.

## Chapter 3 – Hours of Work

### **3.1 WORK WEEK**

#### **Normal**

The normal work week for county employees will be 40 hours per week with the first work day being Monday and the last work day being Friday, except in those departments where the County Board has adopted different hours for the normal work week. The normal work day shall be from 8:00 am to 4:30 pm unless notified by the employer. The normal work period for employee's subject to a partial exemption under the Fair Labor Standards Act shall be other than 40 hours per week.

#### **Alternative Time / Flex Time**

Employees, may be allowed to work a schedule different from the normal work week and regular daily hours. Specific schedules and conditions of the requested alternative time / flex time must have the approval of the Department Head.

#### **Job Sharing**

The County Board has approved the concept of job sharing with the provision that the costs of the position not exceed the equivalent of one full-time employee. Requests for job sharing must be approved by the County Board on an individual basis. The following criteria shall be used concerning job sharing:

- The two employees filling one position shall be scheduled by the Department Head.
- Sick leave, vacation time and holidays shall be pro-rated in the manner provided in this policy, or as may be set by the County Board.
- Employee and dependent insurance shall be consistent with the county insurance policy.
- When a job-sharing position is in the County pay schedule, the employee will advance through the appropriate steps within the pay grade on the employee's anniversary, upon a satisfactory performance evaluation.
- Job sharing employees will only be eligible for overtime credit when required to work in excess of 40 hours in any work week or in excess of the normal hours in the work period for their job classification.

### **3.2 ATTENDANCE**

Every County employee has an important role to play in maintaining a productive work place. Therefore, it is essential that non-exempt employees report to work during all required hours. Unsatisfactory attendance, including reporting late and leaving early,

may be grounds for disciplinary action. Department Heads may approve flexible employee hours to accommodate service needs within the limits of all federal and state regulations.

If an employee must be absent from work for any reason, other than approved time off, the employee must notify their immediate supervisor at least 30 minutes prior to the start of their normal working hours. If the employee is unable to notify the employer at least 30 minutes prior to the start of their normal working hours, the employee is expected to call as soon as possible during the work day.

The County reserves the right to require an employee to provide documentation from the employee's doctor or professional health care provider verifying the illness or injury which results in absence from work.

### **3.3 TIME SHEETS**

Department head shall be responsible for submitting employee time sheets in the formats prescribed to the Human Resource Department. Time sheets must be received in the Human Resource Department no later than noon on the Monday following the Thursday payday. Time sheets will cover the two weeks ending Friday before the Monday on which the time sheet is to be submitted.

Time sheets must be signed by the employee and the department head or a designated supervisor. Failure to receive the time sheets as scheduled will result in the employee's paycheck being withheld. Once the time sheet is received, the employee will be compensated in the following pay period. Department head time sheets will be signed by the County Administrator.

- Time sheets also indicate the number of sick leave and vacation hours used.
- The signature of the department or their designee on a time sheet certifies that all overtime, sick leave, vacation time, and hours worked are correct as utilized, and approved by the department head.
- Department heads may delegate authority to a designee to sign time sheets, but they may not delegate responsibility.

### **3.4 ON CALL TIME**

On call time is time spent by employees on their own pursuits, usually off the working premises. On call employees must remain available to be called back in to work on short notice as defined by department policy.

### **3.5 BREAKS**

#### **Lunch Period**



Non-exempt employee lunch periods are unpaid and 30 minutes long. They shall generally be taken at approximately the same time each day. With the approval of an employee's supervisor, lunch periods may be taken earlier or delayed.

### **Rest Periods/Breaks**

The purpose of rest periods is to provide short breaks from the regular work period to mentally and physically refresh.

Non-exempt employees may take a 15-minute rest period for each approximate four hours of work as scheduled by Department Head or Supervisor. Rest periods should not be taken at the beginning or end of the scheduled work day.

- Rest periods are paid time; therefore, they should not interfere with the proper performance of work responsibilities or work schedules of each department. Any employee whose rest break is interrupted for necessary job duties should receive additional time to provide for a combined fifteen-minute rest period. The rest period commences when work ceases and stops when work starts. Travel time is part of the rest period time.

### **Nursing Mothers**

Employees who are nursing are provided with reasonable unpaid break time to express breast milk after the birth of a child as long as providing such break time does not unduly disrupt operations. The employer will make reasonable efforts to provide a private location. Employees will not be retaliated against for exercising their rights under this policy.

The County will provide reasonable break times each day to an employee who needs to express breast milk for their infant child during the twelve months following the birth of the child. The break times must, if possible, run concurrently with any break times already provided to the employee. The County is not required to provide break times under this section if to do so would unduly disrupt the operations of the employer. The County will not reduce an employee's compensation for time used for the purpose of expressing milk.

### **Nursing Mothers, Lactating Employees, and Pregnancy Accommodations employee notice**

Minnesota's Nursing Mothers, Lactating Employees, and Pregnancy Accommodations law (Minnesota Statutes § 181.939) gives pregnant and lactating employees certain legal rights.

Pregnant employees have the right to request and receive reasonable accommodations, which may include, but are not limited to, more frequent or longer breaks, seating, limits to heavy lifting, temporary transfer to another position, temporary leave of absence or modification in work schedule or tasks. An employer cannot require an employee to take a leave or accept an accommodation.

Lactating employees have the right to reasonable paid break times to express milk at work unless they are expressing milk during a break that is not usually paid, such as a meal break. Employers should provide a clean, private and secure room that is not a bathroom near the work area that includes access to an electrical outlet for employees to express milk.

It is against the law for an employer to retaliate, or to take negative action, against a pregnant or lactating employee for exercising their rights under this law.

Employees who believe their rights have been violated under this law can contact the Minnesota Department of Labor and Industry's Labor Standards Division at [dli.laborstandards@state.mn.us](mailto:dli.laborstandards@state.mn.us) or 651-284-5075 for help. Employees also have the right to file a civil lawsuit for relief. For more information about this law, visit [dli.mn.gov/new\\_parents](http://dli.mn.gov/new_parents).

## **Chapter 4 – Position Classification Plan**

### **4.1 POSITION CLASSIFICATION**

Since organizations and jobs change, and in order to provide equitable compensation, to ensure proper relationships between positions, and to provide a sound basis for recruitment, selection and progression, managers and employees must understand that job classifications must be maintained and updated at periodic intervals.

Minnesota Merit System employees will refer to the Minnesota Merit System policies.

The following steps will be taken in the classification of all new positions within the County:

- The applicable department head and the County Administration Department will develop a position description. The County Administrator must approve of the position description prior to moving on in this process.
- The County Administrator will make a final recommendation on classification and salary range to the County Board.
- The Human Resource Department will maintain the official records of positions, position descriptions and compensation ranges.
- The Department Head and Human Resource Managers will review the job description after six months to review accuracy on all new positions.

### **4.2 WORKING OUT OF CLASSIFICATION**

Employees assigned in writing by the employer to the responsibilities and authority of a higher job classification for ten consecutive work days or more shall be paid seventy-five percent (75%) of the differential between the employee's job classification pay range and the higher job classification pay range to which assigned by the employer. The County Administrator will approve each reassignment.

If an employee is working out of classification in a Department Head status, the County Board will be notified.

### **4.3 POSITION RECLASSIFICATION**

An employee may make a request for reclassification to their Department Head. The Department Head will make the determination if the position should be submitted to the Human Resource Department for reclassification. If a position is to be reclassified at the request of the Department Head, the request must be made according to this policy.

A position may also be reclassified when an existing position becomes vacant. The Department Head shall, upon receipt of the official notice of resignation, retirement or upon discharge of an employee, request from the Personnel Committee authorization to fill the vacancy. The Personnel Committee will make a recommendation to the County Board who makes the final determination.

The cost of the reclassification request will come from the Department budget.

An employee may appeal their position classification no more than once every 36 months from the date the last appeal was settled. Any appeal must include specific justification for reclassification that the employee thought was not considered or not available at the time of the last reclassification request. Documentation must be provided to establish that the duties of the position have changed by at least 20% since the last evaluation.

Should an employee wish to have their job description re-evaluated, the following procedures will be followed:

#### **Reclassification Due to an Employee Request**

- In order to reclassify the position, the employee must complete a [Position Review Request](#) form and give the form to their Department Head. At this point, the Department Head will review the form and determine if a reclassification is merited. If the Department Head determines the process should move forward, the job description for this position will be re-written.
- The Department Head will forward to the Human Resource Department the Position Review request form, the new job description and the old job description marked with corrections so it is clear to the evaluator which changes have been made.
- Once the Human Resource Department agrees the position should be submitted for reclassification, the documents are then forwarded to the County Administrator for disposition.
- If the documents are approved by the County Administrator, or HHS Director for HHS employees, the job description and Request for Job Evaluation form are forwarded to the County Board, or HHS Board for disposition.
- If the documents are approved, the description and the Request for Job Evaluation form will be forwarded to the Classification Consultant for evaluation and recommendation of pay grade.
- Once the recommendation from the Classification Consultant is received, the Human Resource Director will present the recommendation from the Consultant to the Department Head and then forward to the County Administrator. Once approved, the reclassification will become effective

the date the final determination was received from the classification consultant.

- At this time, the County Board will be notified by memo of the final ranking from the Classification Consultant.
- If the duties of the position changes and the recommended classification grade are lower than previously held, the employee will be placed on the lower grade at the closest step to the wage they currently receive.
- If during a County wide compensation study, the recommended classification grade is lower than previously held, the employee's wages will be frozen.

#### **Reclassification due to a Request from the Department Head**

- The Department Head will submit the Position Review Request form, along with the updated job description and submit the documents to the Human Resource Department and to the employee currently occupying the position.
- The Human Resource department will review the Position Review Request form and the updated job description and recommend to the Administrator or HHS Director if reclassification is merited.
- The documents are then forwarded to the County Administrator or HHS Director for disposition.
- If the documents are approved by the County Administrator or HHS Director, the job description and Request for Job Evaluation form are forwarded to the County Board or HHS Board for disposition.
- If the documents are approved, the description and the Request for Job Evaluation form will be forwarded to the Classification Consultant for evaluation and recommendation of pay grade.
- Once the recommendation from the Classification Consultant is received, the Human Resource Director will present the recommendation from the Consultant to the Department Head and then forward to the County Administrator.
- At this time, the County Board or HHS Board will be notified by memo of the final ranking from the Classification Consultant.

## **Chapter 5 – Compensation**

### **5.1 PAY EQUITY**

Goodhue County supports and promotes pay equity through the administration of a job evaluation process that assigns a point value to the description of duties included in all county positions.

Goodhue County utilizes the services of a professional consultant for a formal evaluation of county positions, exclusive of positions covered under the Minnesota Merit System. All new jobs or revised jobs shall be reviewed prior to formal evaluation. Requests for job evaluation forms should be obtained from the Human Resource Department.

Goodhue County supports and conforms its compensation system to the requirements of the Minnesota Pay Equity Act of 1984 as amended. MS 43A.02 as determined by the Minnesota Department of Employee Relations and coordinated by the Human Resource department, with reports and recommendations brought to the County Board for formal action.

### **5.2 PAYROLL SYSTEM**

All persons employed by Goodhue County, or those paid through the County payroll system, shall be paid on a bi-weekly basis for 14 days beginning Saturday through Friday with payday to be every other Thursday.

All salaries, whether based on an annual, monthly, or other method, shall be based on 2080 hours per annum for calculation purposes, with hourly rates rounded off and no adjustments to be made at year's end. County employees shall be paid on regular payroll dates only.

No payroll checks shall be issued early except when the regularly scheduled payday falls on a holiday, payroll checks may be issued the day prior to the holiday.

Under no other circumstances will an employee be paid in advance.

### **5.3 DIRECT DEPOSIT**

A direct deposit is the electronic transfer of funds to an employee's specified financial institution. Direct deposit for payroll compensation is required of all employees.



## **5.4 PERFORMANCE REVIEWS**

Employee performance is reviewed annually on the basis of established annual work goals. These goals are established to ensure that the highest quality services are provided to the public. These reviews provide an opportunity for employees, supervisors, and the County to assess individual employee job performance, provide feedback and develop work goals for the next year. Annual reviews help the County to:

- Motivate and develop employees to their fullest potential;
- Clarify roles and mutual expectations of supervisors and employees;
- Ensure open and ongoing communication between employees at all levels; and
- Establish future departmental and individual goals.

A written evaluation of the employee's job performance will be completed by the employee's immediate supervisor in consultation with the Department Head after six months of employment, at the end of the one-year probationary period and annually thereafter according to their anniversary date. The written evaluation shall be discussed with the employee and department heads are encouraged to use this opportunity to meet with the employee and discuss mutual concerns, ideas, etc.

Employees of the Goodhue County Human Services Department should consult the Minnesota Merit System Manual for provisions applicable to performance reviews.

Documentation of the annual review will be maintained in the employee's personnel file. Step increases for the employee and supervisor/department head will not be granted until a completed written evaluation is received by Human Resources. The written review must be signed by the employee and the supervisor. The signature by the employee indicates they have received the evaluation. If the employee disagrees with the supervisor's assessment they are encouraged to complete a written explanation in the document. In the event the employee refuses to sign the evaluation, the Department Head shall note the date and time on the evaluation. The fact that the employee refused to sign the evaluation shall be communicated to the County Administrator.

The Department Head may choose to conduct evaluations more frequently should poor performance require.

## **5.5 COMPENSATION**

Employees will be compensated according to the Compensation Plan established by the County Administrator and approved by the County Board of Commissioners. The County Administrator must develop and maintain a classification plan based on equitable compensation relationships for all positions in accordance with federal and

state laws. This plan is reviewed periodically to ensure that responsibility levels and salaries are commensurate with the work performed

The Compensation Plan is designed to establish and maintain a salary structure which attracts and retains qualified employees, is competitive with the local labor market, and recognizes and rewards employees with satisfactory or better work performance.

Initial appointments will normally be made at the minimum rate of the salary range applicable to the class. Exceptions may be made to the starting rate at the discretion of the Board of Commissioners based on recruitment difficulties, additional education, training, qualifications and/or experience above that normally required of the position.

Wages are paid according to the wage schedules and procedures established by the County Board of Commissioners.

For positions in the Health and Human Service Department the compensation plan is adopted from the Minnesota Merit System and from time to time amended by the Goodhue County Health and Human Service Board.

Employees requesting a review of their specific compensation should contact the Human Resources Department.

Employees covered by collective bargaining agreement should consult their contracts for pay plan specifics.

**Minnesota Pay Equity Act**

Goodhue County supports and conforms its compensation system to the requirements of the Minnesota Pay Equity Act of 1984 as amended. MS 43A.02

**5.6 SALARIES - ELECTED POSITIONS**

Salaries for the following positions shall be set by the Board and reviewed annually thereafter.

**Elected Department  
Heads**

County Attorney	County Sheriff
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The above individuals will be paid on an annual basis and no overtime will be earned, accrued or paid. The salaries of elected officials, including County Commissioners, and excluding the District Court Judges, shall be set at the January board meeting prior to the first date on which applicants may file for office. The Board shall set, by resolution, the minimum salary to be paid the elected official for the term following and will review same annually thereafter. Salaries of elected officials shall not be reduced during the term for which that official was elected. If there is a vacancy, the County Board will consider the individual's experience, qualifications and performance, and duties of the office to establish a salary.

**SALARIES**

**Set by Health and Human Service Board under State Merit System**

Health and Human Service Director	Health and Human Service Personnel
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**Set by County Board**

Boards and Committees	All county personnel not covered above
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**5.7 MARKET RATE ADJUSTMENTS**

Although the County considers internal compensation relationships of primary importance in maintaining pay equity, it may be necessary to recognize the external compensation relationships through market rates and market rate adjustments.

Market rate adjustments or extensions may be considered and external market relationships examined when:

- A salary range is insufficient to attract qualified candidates for employment; or
- A continuing pattern of turnover in a given position can be directly linked to established compensation levels; or
- A given position deviates from the market rate by a substantial percentage.

Market rate adjustments or extensions also may be considered and external market relationships examined when the Human Resources Managers deem that a specific external market relationship must be examined.

All market rate adjustments must be recommended by the Human Resources Managers and the County Administrator or HHS Director and approved by the respective Board.

**5.8 PROMOTION**

It shall be the practice of Goodhue County to encourage promotion of employees from within the County organization. Seniority may be considered, along with all other job qualifications.

Notices of promotional opportunities shall be posted on bulletin boards in all five major county buildings for at least ten calendar days prior to the promotion being made. The notice shall indicate the title of the position, the minimum qualifications, where applications may be obtained, the salary range, closure date, job location and any other relevant information.

Promoted employees shall retain all accrued benefits.

Promotions within the Goodhue County Human Services Department may be subject to the provisions of the Minnesota Merit System. The Merit System Manual is available in the Human Services Department.

Compensation levels for promoted employees will be determined by the employer.

## **5.9 TRANSFER**

### **Eligibility**

Employees shall be authorized to transfer from one County department to another when approved by the County Board.

Transferred employees shall retain all accrued benefits and serve a one-year probationary period.

Employees transferred, may be transferred to the same step and pay grade, or at a lower pay grade if the position to which the employee is transferred is at a lower pay grade.

The anniversary date of transferred employees will change unless the original date is retained by the County Board.

A letter from the Department Head confirming the transfer indicating the starting date, pay information and other details of the transfer will be submitted to the Human Resource Department for inclusion in the employee's personnel file. Board approval is required if the employee's starting wage will be above step 7 on the pay grade for the new position.

### **Health and Human Service**

A transfer of an employee within the Goodhue County Health and Human Service Department will come under the guidelines put forth by the Minnesota Merit System Manual in force and effect.

## **5.10 FAIR LABOR STANDARDS ACT (FLSA)**

Goodhue County has established this policy to comply with applicable state and federal laws governing the accrual and use of overtime. Based on FLSA, the County Administrator will determine whether an employee is designated as "exempt" or "non-exempt" from earning overtime. In general, employees in executive, administrative, and professional job classes are exempt; all others are non-exempt.

**Non-exempt** employees are eligible for overtime compensation pursuant to the rules and regulations governing overtime elsewhere in this policy.

**Exempt** employees are expected to work whatever hours are necessary in order to meet the performance expectations outlined by their supervisors. Generally, to meet these expectations exempt employees:

- Will need to work 80 or more hours per pay period.
- Exempt employees are not allowed to flex their time into other pay periods.
- Do not receive extra pay for the hours worked more than 40 hours per week.
- Will be expected to record actual hours worked on their time card and, upon approval from their supervisor, will not be charged with vacation or sick leave for partial day absences in recognition of the additional hours exempt employees often put in.

Should the provisions of this section be in conflict with the Fair Labor Standards Act (FLSA), rules established by the FLSA will apply.

### **5.11 PERFORMANCE STEP INCREASES**

Authority is granted to Goodhue County department heads to approve performance step increases for employees in their department when the employee is eligible for such increase under appropriate county personnel regulations. This authority, which includes the right to deny a performance increase, is contingent upon the department head submitting a performance evaluation, as provided for in this policy, to the Human Resource Managers at least 14 calendar days before the pay increase is to become effective.

For pay purposes the anniversary date for all new employees shall be the first day of the month in which the employee begins work or the first day of the month on which an employee is promoted/transferred.

### **5.12 OVERTIME / COMPENSATORY TIME**

Employees defined as non-exempt by Fair Labor Standards Act definitions are eligible for overtime payments or compensatory time. (See definition of [overtime](#) and [compensatory time](#) above.)

All employees, in all departments, may be required to work overtime as requested by their employer. Refusal to work overtime may result in disciplinary action. The employer will make reasonable efforts to balance the personal needs of their employees when assigning overtime work. All overtime must be authorized in advance according to procedures established by the employee's immediate supervisor. . An employee who works overtime without prior approval may be subject to disciplinary action.

#### **Calculation**

Except for employees covered by a partial exemption under the Fair Labor Standards Act, hours worked beyond 8 hours in a twenty-four (24) hour period or in excess of 40 hours in a work week will be compensated for at one- and one-half times the employee's regularly rate of pay or in compensatory time calculated at one and one-half

hours for each hour worked. Certain employees in the Sheriff's department who are covered by exemptions in the Fair Labor Standards Act hours are governed by the union contract.

Vacation, sick leave, and other approved leaves are not considered hours worked.

### **Payment**

Overtime pay or compensatory time will be processed through payroll.

### **Compensatory Time Accumulation**

County policy allows for compensatory time to be accumulated up to 80 working hours. When an employee has accrued 80 hours of compensatory credit every effort will be made to allow the employee to take the time off, and any additional days accrued shall be compensated for at the next regular pay period.

The employer may schedule when the compensatory time may be taken by the employee. Employees are encouraged to request compensatory time off throughout the year to avoid large accrued balances.

When an employee is separated from the County for any reason, they will be paid at the employee's regular rate of pay for accumulated compensatory time.

## **Chapter 6 – Benefits**

### **6.1 HEALTH AND LIFE INSURANCE**

It is the policy of Goodhue County to provide health and life insurance benefits for eligible employees. The County Board, from time to time, may adopt new provisions or revise existing programs and benefit levels. Employees are encouraged to contact the Human Resource Department for specific provisions affecting them.

For individuals hired after the adoption of the personnel policy: Individuals employed for less than 2080 hours per calendar year but more than 1040 hours per calendar year may receive health and life insurance benefits at an hourly pro-rated premium basis. Individuals employed for less than 1040 hours per calendar year will not be covered under the County's insurance program.

Employees who are eligible to retire under a public annuity who are covered under the County's health insurance plan may continue health insurance coverage provided that the entire cost of the insurance premium shall be the responsibility of the retiree. The retiree will be allowed to continue coverage for dependents that are covered on the date of retirement, with the entire cost being the responsibility of the employee.

Upon termination of employment, eligible employees will have the option to continue applicable benefits at their own expense in accordance with COBRA regulations.

From time to time the County may offer voluntary programs which participating employees may have the opportunity to continue after the termination of their employment. Employees should consult with Human Resources and the participating programs to determine the status of potential benefits.

### **6.2 RETIREMENT BENEFITS**

All employees must participate in the Public Employees Retirement Association (PERA). PERA was established by the Minnesota Legislature in 1931 and covers all County employees.

PERA provides retirement benefits as well as disability benefits to members and benefits to survivors by State Statute.



PERA is funded by mandatory employee deductions from gross wages and matched by an employer contribution level set periodically by the State Legislature.

Employees are encouraged to contact the Human Resource Department for specific information about the program.

### **Deferred Compensation Plans**

The County provides several optional deferred compensations plans that employees may use to supplement their retirement planning. Enrollment materials, vendor contacts and program specifics are available in the Human Resource Department.

## **6.3 DOCTOR / DENTIST VISITS AND BLOOD DONATIONS**

An employee may be allowed up to six one hour increments on an annual basis for doctor or dentist without time being charged as sick leave, vacation or other. Such time shall be noted on the employee's time sheet in the appropriate place. This time does not carry over year to year.

An employee may be allowed one and one-half hours to donate blood during a regularly scheduled drive in Goodhue County or at any other place near the employee's work-site without being charged sick leave, vacation or other.

## **6.4 EMPLOYEE ASSISTANCE PROGRAM (EAP)**

Goodhue County recognizes that job performance can be affected by many factors. Occasionally these factors can be issues and problems that occur outside the workplace.

Employees have available to them a confidential counseling service to assist with questions or concerns about anything from family issues and relationships to budgeting. Goodhue County's employee assistance is coordinated through the Minnesota Counties Insurance Trust and can be reached by calling 1.800.550.mcit (1.800.550.6248). Contact information may also be located on the County's internal website at <http://internal.co.goodhue.mn.us>. Materials describing this service in detail are also available through the Human Resource Department.

## **6.5 DEATH BENEFITS**

Any employee of the County who dies shall receive pay and benefits as explained in this policy and Minnesota Statutes. Termination pay of the deceased employee shall be paid pursuant to current payroll practices on file with the employer.

## **6.6 EMPLOYEE RECOGNITION**

In an effort to maintain and recognize quality staff, the County is implementing a recognition program. The County Employees Committee coordinates the employee recognition program and sponsors semi-annual award ceremonies. Minimal County resources are utilized by the Employees Committee for a recognition luncheon.

Pursuant to the schedule adopted by the County Board, employees shall be presented service awards for ten years and at 5-year intervals thereafter. Employees will receive an award based on the following schedule:

10 years	\$75.00
15 years	\$100.00
20 years	\$125.00
25 years	\$150.00
30 years	\$175.00
35 years	\$200.00
40 years	\$200.00

Employees may be awarded letters or certificates for outstanding service. Department heads are encouraged to write letters of commendation to employees whose performance is clearly outstanding, and to have a copy placed in the employee's personnel file.

From time to time, employees give recognition to their co-workers at their own expense through Sunshine Committees. For further information regarding the respective Sunshine Committees, contact the respective Department Head.

The Sheriff's department has an employee recognition program. For further details, refer to the Goodhue County Sheriff's Office Policy and Procedure Manual.

Gift certificates and cash equivalents will be awarded subject to applicable tax withholding.

## **6.7 PROFESSIONAL MEMBERSHIP**

The purpose of employee membership and dues to various professional organizations must be directly related to the betterment of the functions of Goodhue County and may be paid for by the County if approved within the departmental budget.

## **6.8 TUITION REIMBURSEMENT**

Goodhue County is giving employees the opportunity to participate in a tuition reimbursement program. In this case tuition is interpreted to be the fee for the class and corresponding books. Employees may elect to participate in this program so long as 1) the education is required by Goodhue County to keep your present position (salary, status or job) and serves a bona fide business purpose of Goodhue County, or 2) the education maintains or improves skills needed in or related to your present work.

Goodhue County's tuition reimbursement program is an accountable plan. An accountable program provides the employer will not include the reimbursement on the employee's W-2 if the employee follows all IRS rules and regulations regarding the receipt of tuition reimbursement benefits. Goodhue County will provide the employee with a description of the documentation the employee must keep to meet the IRS rules and regulations.

Employees who work twenty (20) hours or more per week on an ongoing basis and have completed their probationary period may be eligible for tuition reimbursement. Resignation or termination of the employee automatically terminates their eligibility for education assistance benefits.

Education assistance will be given for courses offered by technical institutes, trade schools or accredited colleges or universities. The classes chosen must be related to the employee's development in their current position. Under this plan, an employee will be reimbursed according to the attached Schedule A providing monies are available within the current year's County training budget.

Approval of reimbursement must be granted in advance of enrollment in the course. An employee should complete an application for tuition reimbursement and submit it to their Department Head. The Department Head must acknowledge 1) the education is required by Goodhue County to keep your present position (salary, status or job) and serves a bona fide business purpose of Goodhue County, or 2) the education maintains or improves skills needed in your present work. The Department Head will submit the application to the County Board agenda for final authorization.

Upon satisfactory completion of the course, the employee will submit a voucher, along with reimbursement documentation to the Finance department. The employee is required to submit a receipt of payment and a certificate of participation or credit earned before reimbursement will be paid. Reimbursement will not be given when an employee has not satisfactorily completed a course or received lower than a “C” grade. If the course is only offered during work hours, an employee may be allowed to flex their schedules. This will be allowed only through prior Department Head approval.

**Reimbursement Amount:**

Under this plan, an employee will be reimbursed for 50% of the course tuition; however, the employee will be limited to a maximum reimbursement for all approved courses under this plan to the following annual amounts:

Undergraduate Courses:     \$2000 per calendar year  
Graduate Courses:           \$4000 per calendar year  
Doctorate Courses:           \$5250 per calendar year

**Retention Period:**

The Retention Period is considered a twelve-month time period after the completion of the reimbursed course. If the employee’s employment with Goodhue County ends prior to the completion of the Retention Period, with the exception of a layoff or a job elimination, the employee shall reimburse the County for the full amount received for the respective course(s) prior to their departure. This reimbursement shall be paid to the County either by direct payment, or, the employee may sign a release agreement to withhold the amount from their wages.

**6.9 AIRLINE FREQUENT FLYER CLUBS**

In accordance with Minnesota Law, any county employee whose airline transportation is paid for or reimbursed by Goodhue County must comply with one of the following:

- Sign a statement that the miles or points attributable to the travel are not credited to any frequent flyer club’s account; or
- Report to the county the miles/points earned and the number of miles/points then needed to win an award or benefit.

At the time that enough county paid miles/points are earned to receive an award or benefit, the employee must immediately turn over and/or transfer to the county the right to use the award or benefit.

In the event that the award or benefit is non-transferable or is likely to expire before the county could use the award or benefit, the employee may use the award by first reimbursing the county for the county paid miles/points used in obtaining the award or benefit in an amount based upon the reasonable cash value of the award or benefit considering any restrictions. Goodhue County shall determine the reasonable reimbursement amount.

## Chapter 7 – Leave

### 7.1 HOLIDAYS

The following holidays are official holidays within the meaning of Minnesota Statute §645.44:

New Year’s Day	January 1
Martin Luther King Jr. Day	3 <sup>rd</sup> Monday in January
President’s Day	3 <sup>rd</sup> Monday in February
Memorial Day	Last Monday in May
Juneteenth	June 19
Independence Day	July 4
Labor Day	1 <sup>st</sup> Monday in September
Indigenous People’s Day	2 <sup>nd</sup> Monday in October
Veteran's Day	November 11
Thanksgiving Day	4 <sup>th</sup> Thursday in November
Day after Thanksgiving	Day after Thanksgiving
Christmas Eve	December 24
Christmas Day	December 25

When New Year's Day, Independence Day, Veteran's Day or Christmas Day falls on Sunday, the following Monday shall be a holiday, or when any of said days fall on Saturday, the preceding Friday shall be a holiday. The following illustrates how the holiday will be observed for Christmas Eve when Christmas Day falls on:

Holiday Falls On	<b>Friday</b>	<b>Saturday</b>	<b>Sunday</b>	<b>Monday</b>
Monday	Holiday	Non-Workday	Non-workday	Holiday
Tuesday	<b>Monday</b>	<b>Tuesday</b>		
	Holiday	Holiday		

	<b>Tuesday</b>	<b>Wednesday</b>		
Wednesday	Holiday	Holiday		
	<b>Wednesday</b>	<b>Thursday</b>		
Thursday	Holiday	Holiday		
	<b>Thursday</b>	<b>Friday</b>		
Friday	Holiday	Holiday		
	<b>Thursday</b>	<b>Friday</b>	<b>Saturday</b>	<b>Sunday</b>
Saturday	Holiday	Holiday	Non-Workday	Non-Workday
	<b>Friday</b>	<b>Saturday</b>	<b>Sunday</b>	<b>Monday</b>
Sunday	Holiday	Non-Workday	Non-Workday	Holiday

The Goodhue County buildings will be closed on the above listed holidays and no public business shall be transacted on those days.

### **Eligibility**

Employees are eligible for paid holidays in accordance with the schedule published at the beginning of each calendar year. To be eligible for holiday pay, the employee must be in active employment status or on a paid leave at the time the holiday is observed. New employees are eligible for recognized holidays on or after the first day of employment. Part-time employees working more than 20 hours per week will receive holiday pay on a pro-rated basis.

An employee cannot claim a holiday as their last day of employment. Employees must actually work the next business day after a holiday to be eligible for the holiday pay.

Exempt employees that end up working on a paid holiday may defer the time off to another day as long as it is within the same or next pay period.

## **7.2 MILITARY LEAVE**

Employees shall be entitled to military leave as authorized by MS 192.26 to participate in National Guard or other required military training. There shall be no loss of seniority, sick leave or vacation time during such leave and these will continue to accumulate. An employee shall receive regular pay during the leave for a period not to exceed fifteen working days per year. Additional leave without pay may be granted by the County Board. In time of war or nationally declared emergencies, leaves of absence without pay will be granted to employees ordered to active duty, with reinstatement to be made at the expiration of such leaves.



A letter granting the military leave indicating the starting date and duration of the leave period will be submitted to the Human Resources Department.

Employees anticipating the need for a military leave of absence are asked to notify their immediate supervisor at the earliest possible time.

All public employers in Minnesota are required to provide unpaid leave to attend the send-off or homecoming ceremony of an immediate family member who has been ordered into active military service in support of a war or other national emergency. For purposes of this paragraph, "immediate family" means an employee's grandparent, parent, legal guardian, sibling, child, grandchild, spouse, fiancé, or fiancée.

The employer is allowed to limit the amount of leave to the actual time necessary to attend a sendoff or homecoming ceremony, not to exceed one day's duration in any calendar year.

Employees shall notify their Department Head within 90 days of separation from active duty that they intend to return to work.

### **7.3 VACATION LEAVE**

County employees are encouraged to take advantage of the County's vacation leave benefits. Paid time away from work each year contributes to the employee's health and effectiveness and is a positive benefit to the individual and the customers we serve.

#### **Eligibility**

All full time County employees will be eligible for vacation accrual as shown:

YEARS OF SERVICE	HOURS PER MONTH
0 – 2 Years	6 hours per month
3 – 5 Years	8 hours per month
6 – 9 Years	10 hours per month
10 – 14 Years	12 hours per month
15 Years and over	14 hours per month

In order to attract qualified employees, at the hiring, the Administrator or HHS Director has the authority to approve starting vacation rates at a higher tier – up to 12 hours per month - commensurate with candidate's experience.

Employees are allowed to carry over 240 hours of unused vacation leave from one calendar year to another. Any unused amount in excess of the maximum allowed will be forfeited. Upon resignation or retirement, employees will only be paid out a maximum of 240 hours of vacation. Any vacation hours over 240 will be lost.

On a case by case basis, vacation carryover requests can be submitted to Department Heads and Human Resources. The request must include a plan for utilizing the overage by a specific date. If not utilized by that date the excess time will be forfeited.

If an employee has a temporary change in status from full time to part time or part time to full time, the employee's leave accruals will not be adjusted until the status change has been in place for one year.

can utilize an appropriate amount of vacation time as needed per day to accommodate their normal working schedule, which will also be approved by department head or immediate supervisor.

### **Vacation Leave Deferral to Retirement Savings Account Policy**

Once per year, department heads, who are participating in an employer sponsored 457b retirement savings plan may defer up to 80 hours of accumulated vacation leave to their 457b retirement savings account.

#### **Eligibility**

This policy applies to employees classified as a department head.

#### **Deferral Limit**

Eligible employees may defer up to 80 hours of accrued vacation time in a calendar year, subject to approval by the designated authority. The employee's balance after deferral must be greater than or equal to 80 hours.

#### **Approval Process**

Employees wishing to participate in this program must submit a deferral request form to the designated authority no later than August 31<sup>st</sup> each year.

- The designated authority for Department Heads is the County Administrator.
- The designated authority for the Health & Human Services Director & County Administrator is Human Resources.

The designated authority will review and approve or deny requests, in part or in full, considering budgetary constraints. The designated authority may deny requests or limit the number of hours that may be deferred due to budgetary restrictions.

All approved requests must be submitted to Human Resources no later than September 15<sup>th</sup>.

Approved requests will be processed, and contributions occur with the first payroll in October each year.

#### **Employee Responsibility**

Employees are responsible to ensure deferral of vacation will not exceed the Internal Revenue Service (IRS) annual maximums for the calendar year.

#### **Exclusions**

During the 60-day notice period prior to retirement or resignation, participation in this program is prohibited.

Deferral of vacation hours to retirement account is subject to all rules and regulations of the respective plan.

## **7.4 SICK LEAVE**

### **Accrual**

Full-time employees accrue eight (8) hours of sick leave each calendar month of employment, up to a total of 960 hours (or 120 days).

Part-time employees working 20 or more hours per week accrue sick leave on a pro-rated basis.

Part-time employees working less than 20 hours per week will accrue one hour of sick leave for every 30 hours worked up to a maximum of 48 hours accrued per calendar year.

Seasonal or temporary employees working 80 or more hours per year accrue one hour of sick leave for every 30 hours worked up to a maximum of 48 hours accrued per calendar year.

Seasonal or temporary employees who work less than 80 hours per year; elected officials; commissioners; and, lay board members are not eligible for sick leave.

### **Compensation**

Sick leave will be paid at the employee's regular hourly rate of pay. If applicable, shift differential will also be included.

### **Sick Leave Use**

Sick leave may be used as it is accrued for the following circumstances:

- An employee's mental or physical illness, treatment or preventive care.
- A family member's mental or physical illness, treatment or preventive care.
- Absence due to a domestic abuse, sexual assault or stalking of the employee or a family member.
- Workplace closure or inability to work (or telework) due to weather or public emergency or closure of a family member's school or care facility due to weather or public emergency.
- When determined by a health authority or health care professional that the employee or family member is at risk of infecting others with a communicable disease.

For Sick Leave purposes, family member includes an employee's:

1. Spouse or registered domestic partner

2. Child, foster child, adult child, legal ward, child for whom the employee is legal guardian, or child to whom the employee stands or stood in loco parentis
3. Sibling, step sibling or foster sibling
4. Biological, adoptive or foster parent, stepparent or a person who stood in loco parentis when the employee was a minor child
5. Grandchild, foster grandchild or step grandchild
6. Grandparent or step grandparent
7. A child of a sibling of the employee
8. A sibling of the parent of the employee or
9. A child-in-law or sibling-in-law
10. Any of the above family members of a spouse or registered domestic partner
11. Any other individual related by blood or whose close association with the employee is the equivalent of a family relationship
12. Up to one individual annually designated by the employee

### **Advance notice & documentation for use of sick leave**

If the need for sick leave is foreseeable, employees must provide seven days' advance notice. However, if the need is unforeseeable, employees must provide notice of the need for sick leave as soon as practicable. Employees will not be required to find a replacement worker to cover their regularly scheduled hours.

When an employee uses sick leave for more than three consecutive days, documentation of the need for leave may be required. Examples of documentation include: a signed statement by the treating health care professional indicating the need for use of sick leave; court records; victims services organization documentation; or related documentation to support safety leave. If the employee or employee's family member did not receive services from a health care professional, or if documentation cannot be obtained from a health care professional in a reasonable time or without added expense, then reasonable documentation may include a written statement from the employee indicating that the employee is using, or used, sick leave for a qualifying purpose listed above. Employees will not be required to disclose details related to domestic abuse, sexual assault, or stalking or the details of the employee's or the employee's family member's medical condition.

### **Benefits and return to work protections**

During an employee's use of sick leave, an employee will continue to receive employer insurance contributions as if they were working, and the employee will be responsible for their share of insurance premiums.

An employee returning from sick leave is entitled to return to their employment at the same rate of pay received when their leave began, plus any automatic pay adjustments that may have occurred during the employee's absence. Seniority during sick leave will continue to accrue as if the employee has been continually employed.

### **Separation and payout of sick leave**

Full-time employees who leave employment in good standing and after proper notice shall be paid for 60% of their accrued sick leave at the hourly rate at the time of separation.

Part-time employees working 20 or more hours per week who leave employment in good standing and after proper notice shall be paid for 60% of their accrued sick leave at the hourly rate at the time of separation.

Part-time employees working less than 20 hours per week are not eligible for a payout of sick leave at the time of separation. If rehired within 180 days of separation, previously accrued, unused sick leave will be reinstated. An employee is entitled to use and accrue sick leave at the commencement of reemployment.

Seasonal or temporary employees working 80 or more hours per year are not eligible for a payout of sick leave at the time of separation. If rehired within 180 days of separation, previously accrued, unused sick leave will be reinstated. An employee is entitled to use and accrue sick leave at the commencement of reemployment.

### **Coordination with other leave types**

The Goodhue County Sick Leave policy is written to comply with the Minnesota earned sick and safe time (ESST) law effective January 1, 2024. Nothing in this section is intended to modify or supersede State law. When applicable, Goodhue County sick leave and/or Minnesota earned sick and safe time (ESST) will run concurrently with other leave types such as Family and Medical Leave Act (FMLA), personal leaves of absence, workers compensation, short- or long-term disability, leave share, etc.

### **Retaliation prohibited**

In accordance with the Minnesota ESST law, employees will not be discharged, disciplined, penalized, interfered with, or otherwise retaliated or discriminated against for asserting their rights under the Minnesota ESST law, requesting an ESST absence, or pursuing remedies.

## **7.5 SICK LEAVE CONVERSION PROGRAM**

Sick leave may be converted into vacation time for employees with the following criteria established for the program:

- Employees must have a balance of 400 hours of sick leave before they can convert any sick leave hours into vacation.
- The requests for conversion need to be turned into the Human Resources Department and appropriate Department Head by January 15 and July 15 of each year.
- A maximum of 40 hours of vacation can be earned each year as a result of this conversion plan.

- The limits of 240 hours of vacation and 80 hours of compensatory time will not change.
- The ration of sick leave to vacations hours will be set a 3:1, so a maximum of 120 hours of sick leave can be converted to 40 hours of vacation each year.
- This is an optional program for employees.

## **7.6 SERIOUS ILLNESS**

An employee may be allowed up to three working days or 24 hours whichever is less per year, with pay, for absence due to serious illness in the employee's immediate family requiring the employee's attendance. Said time may not be deducted from sick leave unless required time extends beyond three days or 24 hours. This leave is only for extreme illness and final determination of whether or not the employee's attendance is required shall be made by the Department Head and reviewed by County Administrator.

Any amount of time used during a work day will count as one of the three working days per year that is allowed under this policy.

These leave days may not be carried over into the next calendar year.

## **7.7 SEVERE WEATHER – EMERGENCY CLOSING**

It is the policy of Goodhue County to continue to provide service to its citizenry whenever and wherever possible. In attempting to provide such service the County also acknowledges the need for the safety and welfare of its employees. The balancing of these considerations should be taken into account in each hazardous weather or emergency situation.

Generally, County services will remain open in hazardous weather or emergency situations. Employees who are unable to report to work must contact their supervisor or department head who may approve the use of vacation, compensatory time or unpaid time off for the hours which they are unable to work. The County may require employees to report to a place other than their normal work site if conditions permit. The decision to close County facilities will be made by the County Administrator.

## **7.8 FAMILY MEDICAL LEAVE ACT**

Goodhue County strives to balance the demands of the workplace and our call to public service with the needs of our employees and their families. Consistent with this statement, Goodhue County provides eligible employees with leave rights in accordance with the Family and Medical Leave Act (FMLA). The County posts the

mandatory [FMLA Notice](#) as required by the United States Department of Labor (DOL) and also provides all new hires with general notice information regarding FMLA.

This policy serves to provide employees with a general description of their FMLA rights. However, in the event of any conflict between this policy and applicable law, employees shall be afforded all rights required by law.

The FMLA entitles eligible employees with up to 12 weeks (26 weeks for military service member caregiver leave) of unpaid, job protected leave for specified family and medical reasons, along with continuation of group health insurance coverage.

#### Eligibility:

To qualify for FMLA leave, an employee must meet all the following conditions:

- Employed by the covered employer at least 12 months (or 52 weeks) in the preceding seven-year period. These do not need to be consecutive months of employment in order to meet the requirement. If the break in service was due to National Guard or Reserve military service obligations, the County will count separate periods of employment, exceeding the seven-year period, extended by the length of the military service referenced above.
- Worked at least 1250 hours during the preceding 12-month period. For purposes of this policy, this includes hours actually worked and does not refer to all hours in compensated status. Paid leave, unpaid leave, and FMLA do not count toward the 1250 hours worked.
- Works at a location where the employer has 50 or more employees within a 75-mile radius.

#### Types of Leave Covered:

Eligible employees will be granted FMLA leave for the following reasons:

- Any period of incapacity due to pregnancy or prenatal care, the birth of a child, and to care for the newborn child within one year of birth;
- Placement with the employee of a child for adoption or foster care and to care for the newly placed child within one year of placement;
- To care for the employee's spouse, child, or parent who has a serious health condition;
- A serious health condition that makes the employee unable to perform the essential functions of their job;
- Any qualifying exigency arising out of the fact that the employee's spouse, son, daughter, or parent is a covered military member on "covered active duty;"
- To care for a covered service member with a serious injury or illness if the eligible employee is the service member's spouse, son, daughter, parent, or next of kin (military caregiver leave).

#### Terms and Definitions:

A **child**, for purposes of this policy in situations other than military family leave, includes a biological, adopted or foster child, a stepchild, a legal ward, or a child of a person standing *in loco parentis* who is either under 18 years of age, or 18 or older and



incapable of self-care because of a mental or physical disability. Leave may be taken for an adult child when they: have a disability as defined by the Americans with Disabilities Act (ADA) at the time the leave is to commence; are incapable of self-care because of the disability; have a serious health condition as defined by the FMLA; and, need care because of the serious health condition.

An eligible **parent** includes a biological, adoptive, step or foster father or mother or any other individual who stands or stood in the place of a parent (*in loco parentis*). The term parent does not cover parents “in law.”

**Spouse** means the employee’s husband or wife as defined or recognized under state law for purposes of marriage. Care for unmarried domestic partners is not included.

The **need to care for** a covered family member encompasses both physical and psychological care. It may also include acquiring or making arrangements for appropriate care, or substituting or sharing care duties.

A **serious health condition** is an illness, injury, impairment, or physical or mental condition that involves **inpatient care** or **continuing treatment** by a health care provider.

The chart below describes different types of conditions that are **serious health conditions** under the FMLA. This is not an exhaustive list of serious health conditions.

<b>Inpatient Care</b>
<ul style="list-style-type: none"> <li>• An overnight stay in a hospital, hospice or residential medical care facility.</li> <li>• Includes any period of incapacity or any subsequent treatment in connection with the overnight stay.</li> </ul>
<b>Continuing Treatment by a Health Care Provider</b> <i>(any one or more of the following)</i>
<p>A period of incapacity of more than three consecutive, full calendar days, and any subsequent treatment or period of incapacity relating to the same condition, that also involves:</p> <ul style="list-style-type: none"> <li>• Two or more in-person visits to a health care provider for treatment within 30 days of the first day of incapacity unless extenuating circumstances exist. The first visit must be within seven days of the first day of incapacity; or,</li> <li>• At least one in-person visit to a health care provider for treatment within seven days of the first day of incapacity, which results in a regimen of continuing treatment under the supervision of the health care provider. For example, the health provider might prescribe a course of prescription medication or therapy requiring special equipment.</li> </ul>
<b>Pregnancy</b>
Any period of incapacity due to pregnancy or for prenatal care.
<b>Chronic Conditions</b>
Any period of incapacity due to or treatment for a chronic serious health condition, such as diabetes, asthma, migraine headaches. A chronic serious health condition is one which requires visits to a health care provider (or nurse supervised by the provider) at least twice a year and recurs over an extended period of time. A chronic condition may cause episodic rather than a continuing period of incapacity.
<b>Permanent or Long-term Conditions</b>

A period of incapacity which requires or long-term due to a condition for which treatment may not be effective, but which requires the continuing supervision or a health care provider, such as Alzheimer's disease or the terminal stages of cancer.

**Conditions Requiring Multiple Treatments**

- Restorative surgery after an accident or other injury; or,
- A condition that would likely result in a period of incapacity of more than three consecutive, full calendar days if the employee or employee's family member did not receive the treatment.

For all condition's **incapacity** means inability to work, including being able to perform any one of the essential functions of the employee's position, or inability to attend school, or perform other daily activities due to the serious health condition.

An eligible employee may take up to 12 weeks of **qualifying exigency leave** when their spouse, son, daughter, or parent has been notified of an impending call or order to covered active military duty, or who is on covered active duty status.

In accordance with the provisions for **military caregiver leave**, an employee eligible for FMLA leave who is the spouse, son, daughter, parent, or next of kin of a covered service member or a covered veteran may take up to 26 weeks in a single 12-month period to care for the covered service member who is receiving medical treatment, recuperation, or therapy, or is in outpatient status, or is on the temporary disability retired list for a serious injury or illness; or to care for the covered veteran who is undergoing medical treatment, recuperation, or therapy for a serious injury or illness.

Length and Amount of Leave:

The length of FMLA leave (for reasons other than to care for a covered service member with a serious injury or illness) shall not exceed twelve weeks in a twelve-month period. The leave year is calculated on the following basis:

- A rolling 12-month period measured backward from the date an employee uses any FMLA leave

When both spouses work for the County, the combined total Family and Medical Leave to which they will be entitled together will be 12 weeks in any 12-month period if the leave is taken as: serious health condition leave for the employee's parent; or, birth or adoption of child.

For situations involving care for a covered service member with a serious injury or illness, the 12-month period begins on the first day the eligible employee takes FMLA leave to care for the covered service member and ends 12 months after that date. During this single 12-month period, an eligible employee's FMLA leave entitlement is limited to a combined total of 26 workweeks for any qualifying reason.

Intermittent Leave and Reduced Work Schedule:

Intermittent or reduced work schedule leave may be taken when medically necessary. Intermittent leave, whether due to the employee's or qualified family member's condition, must be documented in the medical certification form as medically necessary.

When leave is required for planned medical treatment, the employee must make a reasonable effort to schedule such leave so as to minimize disruption of the County's operations.

Intermittent or reduced schedule leave may be taken for the care of a newborn or newly placed adopted or foster child only when the schedule is mutually agreed upon by the County for this situation. In all cases, leave related to the birth, adoption or foster care placement of a child must be taken within one year of the birth or placement of the child.

#### Coordination of Leave:

The FMLA provides job protected, *unpaid* leave of absence. However, FMLA leave taken at Goodhue County may be paid or unpaid, or a combination of both, due to additional leave running concurrently with FMLA leave.

Whenever applicable to the situation, additional forms of available leave shall run concurrently with FMLA leave including Minnesota pregnancy and parental leave, and all forms of available paid time off including but not limited to sick leave, vacation leave, workers' compensation leave when applicable, short-term disability or long-term disability pay when applicable, and compensatory time off. Accrued leave time may not be utilized to extend FMLA.

An eligible employee must use vacation, compensatory time or sick leave, with the exception of 7 days, concurrent with FMLA leave. An employee who is receiving temporary disability benefits such as workers' compensation weekly wage loss benefits, long- or short-term disability, is not required to use vacation, compensatory time or sick leave, but may choose to do so. In no case shall the total weekly compensation including paid leave and workers' compensation benefits and/or long- or short-term disability insurance benefits exceed the weekly base pay rate of the employee. The County will not provide paid leave in any situation that it does not normally provide such leave for the purpose requested.

Leave taken pursuant to a disability leave plan may be considered FMLA leave for a serious health condition and counted in the leave entitlement permitted under FMLA if it meets the criteria set forth above in 29 CFR § 825.112–825.115. In such cases, Goodhue County shall designate the leave as FMLA leave and count the leave against the employee's FMLA leave entitlement.

If an employee takes paid sick, vacation, compensatory time or other leave for a condition that is later determined to qualify under the FMLA, the County may designate all or some portion of related leave taken under this policy, to the extent that the earlier leave meets the necessary qualifications and requirements for designation under the FMLA.

Under certain circumstances, a qualified employee may be eligible for additional leave of absence beyond FMLA. All requests for additional leave of absence should be submitted to Human Resources.

Procedure for Requesting Leave, Notice, and Certification Requirements:

An employee requesting leave which may qualify under the FMLA must provide written or verbal notice of the need for leave to Human Resources as soon as reasonably practicable. Whenever the need for leave is foreseeable, the employee is required to provide notice at least 30 days prior to the date on which the leave is to commence. When an employee becomes aware of a need for FMLA leave less than 30 days in advance, the employee must provide notice of the need for leave within two business days. When the need for FMLA leave is not foreseeable, the employee must comply with the County's usual and customary notice and procedural requirements for requesting leave, absent unusual circumstances that would prevent the employee from doing so. Employees taking intermittent leave will be required to follow their department's regular call-in or notification procedures for approval of time off, to the extent reasonably practicable based on the nature of the condition requiring leave.

The County requires certification, using the DOL form WH-380-E or WH-380-F, by the treating healthcare provider regarding the need for qualified FMLA leave, when the need for leave is due to the employee's serious health condition or that of an employee's family member. The County requires certification of the qualifying exigency for military family leave (DOL form WH-384) and for the serious injury or illness of a covered service member (DOL form WH-385). The employee must respond to requests for certification within 15 days of the request or provide a reasonable explanation for the delay. Completed certification documentation must be provided to Human Resources. Failure to provide proper and complete certification, or required recertification, may result in a denial or delay of FMLA leave.

The County has the right to ask for a second opinion if it has reason to question whether the leave is appropriate, its duration or frequency. The County will pay for the employee (or family member) to get a certification from a second doctor, which the County will select. The County may deny FMLA leave to an employee (or family member) who refuses to release relevant medical records to the health care provider designated to provide a second or third opinion. If necessary to resolve a conflict between the original certification and the second opinion, the County will require the opinion of a third doctor. The County and the employee will mutually select the third doctor, and the County will pay for the opinion. If the employee unreasonably, in the opinion of the County, refuses to agree on a third health care provider, the County may designate the provider. This third opinion will be considered final. The employee will be provisionally entitled to leave and benefits under the FMLA pending the second and/or third opinion.

Recertification may be required when the employee requests an extension of the original length approved for the leave, when the circumstances regarding the leave have changed, or if the employer receives information casting doubt on the reason given for the absence. Recertification may also be required if there is a question regarding the validity of the certification or if the employee is unable to return to work as planned. In addition, when the need for leave extends beyond a single leave year, the

employee shall be required to provide a new medical certification for each subsequent year.

Employer Notice, Certifications, and Designation Procedure:

Within five business days of the employee providing notice of their need for FMLA leave, the County shall provide the employee with the *Notice of Eligibility and Rights and Responsibilities* (DOL form WH-381). The employer may request additional information sufficient to certify the need and eligibility for FMLA leave. Within five business days after the employee has submitted appropriate and sufficient certification documentation, the County will provide the employee with a written response to the employee's request for FMLA leave, using the DOL *Designation Notice* (form WH-382).

Employee Status and Benefits During Leave:

An employee granted leave under this policy will continue to be covered under the County's group health plans, which shall include medical and dental plans, under the same conditions and at the same level of County contribution as would have been provided had the employee not taken FMLA leave. The employee is required to continue payment for any employee portion due for insurance coverage while on leave. Rights to additional, continued benefits will depend on the County's established policy for providing such benefits when the employee is on other forms of leave, whether the leave is paid or unpaid. While on paid leave, Goodhue County will continue to make payroll deductions to collect the employee's share of premium. While on unpaid leave, the employee must make payment through the County's third-party administrator. If the employee does not continue payments for benefits during the leave, the County will discontinue coverage during the leave in accordance with plan administration rules. If an employee elects not to return to work upon completion of an approved unpaid leave of absence, the County may recover from the employee the cost of any premiums paid to maintain the employee's coverage.

Sick leave, vacation and paid time off leave accruals will not accumulate during any unpaid leave of absence; accrued amounts of leave shall remain on the record at the inception of the leave of absence and shall continue upon the return of the employee. Employees on FMLA leave are eligible for holiday pay only if they are on paid leave at the time the holiday is observed.

When leave is taken in consecutive weeks, the fact that a holiday may occur within a week taken as FMLA leave has no effect; the week is counted as a week of leave.

The County may require an employee on FMLA leave to report periodically regarding the employee's status and intent to return to work.

Return to Work and Reinstatement Following Leave:

An employee taking leave under this policy shall be required to provide a fitness for duty (FFD) / return to work clearance from the treating health care provider whenever the leave is for the employee's own health condition. Failure to provide the FFD/ return to work certification in a timely manner may eliminate or delay the employee's right to

reinstatement under the FMLA. If an employee is utilizing intermittent leave and reasonable safety concerns exist related to return to regular job duties, an FFD certification may be required as frequently as every 30 days during periods when the employee has used intermittent leave.

Employees returning from FMLA will generally be reinstated to the same position held prior to their FMLA protected leave, or to a position equivalent in pay, benefits, and other terms and conditions of employment. However, no greater right to reinstatement or to other benefits, terms or conditions of employment exist than if the employee had been continuously employed during the FMLA leave period.

An exception to the employment restoration provisions of this policy may be made if the employee on leave is a salaried employee and is among the highest paid ten percent of the County's employees, and restoring employment would result in substantial and grievous economic injury to the operations of the County. In this situation, the employee will be given notice of the County's intent to deny restoration and the employee will be given the opportunity to return to work. Other exceptions provided by law may apply.

In the event of a layoff during the employee's leave, the employee shall be treated as a regular employee of record during the leave and shall be afforded all of the rights as governed by the appropriate bargaining agreement or County personnel policy governing matters involved with a layoff.

## **7.9 MINNESOTA PARENTING LEAVE**

Employees of Goodhue County who work at least 20 hours per week, and have been employed with the County for at least 12 months before commencement of leave, are eligible to receive 12 weeks of unpaid pregnancy and parental leave under Minnesota Parental Leave laws.

Parental leave due to birth or adoption of a child must begin within 12 months of the birth or adoption. However, if a child must remain in the hospital longer than the mother, the leave must begin within 12 months after the child leaves the hospital. The 12 weeks of pregnancy or parental leave may be taken consecutively or intermittently.

Minnesota pregnancy and parental leave runs concurrently with FMLA leave whenever the employee is eligible for leave under both laws. However, if an employee has taken FMLA leave for unrelated reasons, the employee will still be entitled to 12 weeks of leave for pregnancy-related illness and parental leave.

An eligible employee must use vacation, compensatory time or sick leave, with the exception of 7 days, concurrent with Minnesota pregnancy and parental leave and/or FMLA leave. An employee who is receiving temporary disability benefits such as long- or short-term disability, is not required to use vacation, compensatory time or sick leave, but may choose to do so. In no case shall the total weekly compensation including paid leave and/or long- or short-term disability insurance benefits exceed the weekly base pay

rate of the employee. The County will not provide paid leave in any situation that it does not normally provide such leave for the purpose requested.

Employees who take pregnancy and parental leave under Minnesota law are entitled to their same job after returning from leave, or return to a position of comparable duties, hours, and pay. In addition, an employee taking pregnancy or parental leave will be provided with continuation of their employer-provided health insurance during the leave.

	FMLA	FMLA + MN Pregnancy & Parental Leave	MN Pregnancy & Parental Leave
Job Protection	X	X	X
Health Insurance Continuation	X	X	X
Who Pays the Health Insurance Premiums?	<b>Employer</b> continues to pay regular monthly contribution. <b>Employee</b> continues to pay regular monthly contribution via payroll deduction while on paid leave.	<b>Employer</b> continues to pay regular monthly contribution. <b>Employee</b> continues to pay regular monthly contribution via payroll deduction while on paid leave.	<b>Employee</b> pays entire premium via payroll deduction while on paid leave.
Other Insurance Premium Payments	<b>Employee</b> pays entire premium via payroll deduction while on paid leave.	<b>Employee</b> pays entire premium via payroll deduction while on paid leave.	<b>Employee</b> pays entire premium via payroll deduction while on paid leave.

While on unpaid leave, the employee must make payment through the County’s third-party administrator. If the employee does not continue payments for benefits during the leave, the County will discontinue coverage during the leave in accordance with plan administration rules. If an employee elects not to return to work upon completion of an approved unpaid leave of absence, the County may recover from the employee the cost of any premiums paid to maintain the employee’s coverage.

Sick leave, vacation and paid time off leave accruals will not accumulate during any unpaid leave of absence; accrued amounts of leave shall remain on the record at the inception of the leave of absence and shall continue upon the return of the employee. Employees on Minnesota Parenting Leave are eligible for holiday pay only if they are on paid leave at the time the holiday is observed.

For purposes of determining the amount of leave used by an employee, the fact that a holiday may occur within a week taken as Minnesota pregnancy and parental leave has no effect; the week is counted as a week of leave.

In the event of a layoff during the employee’s leave, the employee shall be treated as a regular employee of record during the leave and shall be afforded all of the rights as governed by the appropriate bargaining agreement or County personnel policy governing matters involved with a layoff.



## **7.10 LEAVE OF ABSENCE WITHOUT PAY**

### **PERSONAL LEAVE**

Upon written request, an employee may be granted a personal leave without pay for a period not to exceed ninety calendar days upon approval of the Department Head. A leave in excess of ninety calendar days may be granted only in exceptional cases. Such a leave requires not only the approval of the department head, but also of the County Administrator/HHS Director and County/HHS Board. All leaves of absence shall be subject to the condition that the appointing authority may cancel the leave at any time upon prior notice to the employee. Decisions on the granting of the leaves of absence without pay will be at the sole discretion of the County and not grievable under the provisions of this handbook. Employees are required to use Family Medical Leave Benefits prior to requesting leaves without pay. Unemployment insurance benefits cannot be collected while on leave of absence without pay.

Employees granted in excess of ninety calendar days leave of absence must agree in writing that the employee's position may not be available upon completion of the leave and that upon return the employee may be placed in a lower paying position or may be placed on lay-off status.

Employees granted personal leave must utilize accumulated vacation time prior to taking leave without pay. Department heads may, at their discretion, allow an employee to bank up to seven days leave to be used at a later date except that the banked leave may not be used to extend the leave of absence in excess of the calendar days approved.

Paid time off does not accumulate during any unpaid leave of absence, but previously accrued balances remain. Accrual resumes upon the return of the employee. Unless otherwise provided by statute, the County's contribution towards an employee's benefits ends at the end of the month that an unpaid leave of absence begins.

## **7.11 FUNERAL LEAVE**

An employee may be allowed up to three working days or 24 hours, whichever is less, per year, with pay, as funeral leave. This time is not to be deducted from sick leave or vacation time for death in the immediate family as defined.

Employees will be granted up to a maximum of eight hours per year of sick leave for the purpose of service as a pallbearer, lector, or server for persons other than immediate family, based on the approval of the Department Head or County Administrator

If additional funeral leave time is requested, a maximum of two days sick leave may be taken. If more time is needed, vacation, sick or compensatory time may be taken based on the approval of the Department Head or County Administrator.

## **7.12 BONE MARROW LEAVE**

In accordance with Minnesota State law, employees of Goodhue County who perform services for an average of 20 or more hours per week will be allowed to take a paid leave of absence of up to forty work hours to undergo a medical procedure to donate bone marrow.

All employees, regardless of length of service with Goodhue County are eligible to take bone marrow donation leave.

Employees must submit a written request for bone marrow donation leave including a doctor's statement verifying the purpose and length of the leave to the Human Resource Department.

In the event that there is a medical determination that the employee does not qualify as a bone marrow donor, paid leave granted prior to the medical determination is not forfeited.

### **7.13 VOTING**

Every employee who is eligible to vote in an election has the right to be absent from work for a reasonable amount of time for the purpose of voting without penalty or deduction from salary or wages. An employer or other person may not directly or indirectly refuse, abridge, or interfere with this right or any other election right of an employee. Election means a regularly scheduled state primary or general election, an election to fill a vacancy in the office of United States Senator or United States Representative, or an election to fill a vacancy in the office of State Senator or State Representative.

Effective July 1, 2023, employees may be absent from work for the time necessary to vote to include voting during the period allowed for voting in person before election day.

Employees are required to coordinate with their immediate supervisor prior to leaving work to vote. Employee may coordinate other time to be absent for voting with their department head or supervisor.

### **7.14 JURY OR WITNESS DUTY**

After notice to the employer, an employee shall be granted leave with pay for service upon a jury or appearance before a court, legislative committee, or other judicial or quasi-judicial body as a witness in an action arising from the performance of their official duties, or in a criminal action involving the Federal Government, State of Minnesota, or a political subdivision thereof, in response to a subpoena or other direction by proper authority. The employee shall submit a copy of the summons or subpoena to their Department Head.

The employee shall turn in any per diem payment, received as a result of serving on a jury or as a witness as described above, to their Department Head. Monies received for expenses shall be kept by the employee.

Any absence, whether voluntary or in response to a legal order to appear and testify in private litigation, not as an employee of the County but as an individual, shall be taken as vacation time, compensatory time or a leave of absence without pay.

### **7.15 LEAVE SHARE PROGRAM**

The leave share program can help employees who face economic hardship due to a qualifying event that requires an employee's absence from the workplace. Employees may voluntarily donate accumulated leave to a recipient whose leave bank has been exhausted.

#### **Employee Eligibility**

The employee seeking to participate in the leave share program must be a benefit-eligible employee at the County. Seasonal and temporary employees are not eligible. The recipient employee must have exhausted their vacation, sick and compensatory time balances. The employee must not be covered by or eligible for short-term disability (STD), long-term disability (LTD), workers' compensation or other paid leave benefits when receiving leave share donations.

#### **Eligible Situations**

Leave share may be requested for a medical emergency. Medical emergency is defined by the IRS as "a medical condition of the employee or a family member that will require the prolonged absence of the employee from duty and will result in substantial loss of income to the employee because the employee will have exhausted all paid leave available apart from the leave-sharing plan."

Medical certification will be required prior to participation subject to Human Resources approval.

Leave share may also be requested if the employee needs additional time off for bereavement in the event of the death of a parent, spouse or child.

#### **Ineligible Situations**

Employees must exhaust all available paid leave benefits prior to requesting leave share donations. Leave share may not be used for:

- a normal pregnancy or common illness (cold, minor surgery, sprain, etc.);
- baby bonding or parental leave;
- an illness or injury covered by short-term disability; long-term disability; PERA disability; Social Security; or workers' compensation, etc.

#### **Concurrent Leaves**

When applicable, Family Medical Leave Act (FMLA) and other protected leaves will run concurrent with the leave share program.

### **Limitations**

Eligible employees may receive leave share donations on two separate occasions within a ten-year period.

Employees on disciplinary leaves are not eligible to participate in the leave share program.

### **Procedure**

Employees wishing to participate in the leave share program will submit a request form to Human Resources for review. The request form will specify if their request should include their name or be anonymous. Human Resources will provide the employee with a medical certification form. The medical certification form must be submitted to and approved by Human Resources in order to participate in the leave share program.

Upon verification of eligibility, the Human Resources Department will forward the request for donated leave to all county employees. Donated leave must be used concurrent with FMLA or other protected leaves. The only solicitation of leave time shall be made through the Human Resource Department. Employees actively soliciting during work hours will be disqualified from participating in the Leave Share Program for one year.

Once a request has been made, employees may donate compensatory, sick or vacation leave to the recipient employee. Participation in the leave share is completely voluntary. Leave must be donated in full hour increments and will be limited to 80 hours per employee. Employees wishing to donate must maintain a cumulative balance of ## hours of compensatory, sick and/or vacation leave after their donation. Hourly leave donations will be converted to a dollar figure based on the salary of the donor at the time of donation. At the appropriate time, those dollars will be given to the recipient employee at their current salary rate.

Donated leave will be allocated to the recipient employee in the order it was received in the Human Resource Department. Leave will be allocated in converted dollars to the participating employee as needed for each two-week payroll. When an employee is participating in the leave share program, their probationary period will be extended for the length of time they are on a leave of absence. If a participating employee resigns or is terminated while in the Leave Share program, they are no longer defined as a county employee and therefore no longer eligible to receive leave share donations. Remaining donated leave will not be subtracted from the donor's leave balances.

### **To Donate Leave**

If you wish to donate leave, complete a leave share donation form indicating the type of leave, either vacation, compensatory or sick, and the number of hours you wish to donate to the affected employee. Employees must sign and date the form and submit

the form to the Human Resources Department for transfer. Once the recipient employee uses a leave transfer it is irrevocable.

This policy may be revised at the discretion of the County Board or in order to comply with applicable law.

### **7.16 CONTINUATION OF OPERATIONS**

Goodhue County expects employees to participate in Goodhue County emergency operations regarding, but not limited to, environmental, natural, manmade and nuclear disasters, when so declared by the President, the Governor and/or the Goodhue County Board.

Management reserves the right to deploy county employees to alternative worksites in varied county operations in order to carry out functions.

Employees deployed to perform functions, whether or not the assignment is within their home department are expected to report to work.

If an employee refuses to come to work as assigned, the employer may deny the use of accrued leave and the employee will be subject to discipline.

### **7.17 SCHOOL CONFERENCE AND ACTIVITY LEAVE**

This section requires the employer to grant up to 16 hours, during the school year, to an employee to attend school conferences or classroom activities related to the employee's child. If the activity cannot be scheduled during non-work hours the employee may use vacation or compensatory time. The employee must provide reasonable prior notice of the leave and make a reasonable effort to schedule the leave so as not to unduly disrupt the operations of the County.

## Chapter 8 – Work Environment

### DIVERSITY, EQUITY AND INCLUSION

The county of Goodhue is committed to fostering, cultivating, and preserving a culture of diversity, equity and inclusion. Our policy is to be welcoming, safe, and equitable to all employees and members of the community. By embracing the diversity of our workforce and community, the county seeks to not only meet, but also exceed, our obligations under federal and state law. The goal of our policy is for the work environment to be free of harassment, discrimination, and retaliation.

Furthermore, it is our belief that:

- We are more efficient when all are valued and included.
- We are more effective when we leverage our different ideas, backgrounds and identities.
- We are more responsive when we acknowledge and reflect the identity and experience of our residents and colleagues.

#### **8.1 ID BADGES**

Identification (ID) badges are issued to every employee on the first day of their employment and reissued every two years after. Employees must retake their ID photos on their reissue date to assure badges are up to date. IDs are intended to be worn prominently to provide a means of identification to other employees and the public. These badges are to be worn at all times while working at the county. ID badges can be obtained by submitting a Facilities Maintenance Request on the GC Employee Intranet page. For security reasons, some ID badges may list only the employee's first name. Under certain circumstances, employees may wear uniforms or safety vests bearing the County logo in lieu of an ID badge with Department Head approval.

#### **8.2 FOB ACCESS**

- **Administration.** The administration of the Fob Access Security Door System will be the responsibility of the IT and Maintenance Departments.
- **Fob Issuance.** Goodhue County Fobs will be issued to all full and part-time employees.
- **Fob Misuse.** It will be considered a violation of this policy/procedure to borrow or give a fob that has been assigned to a specific individual to another person for the purposes of accessing the Goodhue County Buildings. It will also be considered a violation if you use it to enter a building that you do not have a work reason for being there.
- **Door Breaches.** It will be considered a violation of this policy/procedure to block open or hold open any security door, and then leave it unattended so anyone including unauthorized personnel could access County Buildings through it. If a security door

needs to be locked open, this can be accomplished through the Maintenance or IT Departments.

- **Lost or Stolen Fobs.** It will be the responsibility of the person to whom the fob was issued to notify Maintenance or IT that their fob has been lost or stolen as quickly as possible. The fob can be simply deactivated, and a new fob issued. In the event the lost or stolen fob is recovered, it can be reactivated at that time.

### **8.3 SMOKE-FREE ENVIROMENT**

Smoking is prohibited in or on all county property except in designated areas. Smoking is prohibited in all county vehicles.

### **8.4 FIREARMS AT WORK**

Licensed peace officers may carry firearms at work when it is permitted by the Sheriff and related to their official duties. All other employees are prohibited from carrying firearms on county property or on county business.

### **8.5 OFFENSIVE CONDUCT, HARASSMENT AND VIOLENCE**

#### **General Statement of Policy**

*It is the policy of Goodhue County, hereinafter County, to maintain an environment that is free from offensive conduct, harassment and violence based on race, national origin, gender, religion, disability, age, marital status, status with regard to public assistance or sexual orientation. The County prohibits any form of religious, racial, sexual, gender, marital status, age, national origin, status with regard to public assistance, sexual orientation or disability discrimination, harassment and violence.*

It shall be a violation of this policy for any employee, agent, officer, commissioner or other elected official of the County to engage in offensive or harassing verbal or physical conduct of a sexual nature or regarding race, national origin, gender, religion, disability, age, status with regard to public assistance, marital status or sexual orientation towards any County employee, officer, agent, or member of the public seeking services or public accommodations.

It shall be a violation of this policy for any County employee, agent, officer, commissioner or other elected official to inflict, threaten to inflict, or attempt to inflict sexual violence or violence based on religion, race, gender, marital status, status with regard to public assistance, sexual orientation, age, national origin or disability, upon any employee, agent, officer or member of the public seeking services or accommodation from the County

The County will act to investigate all complaints, either formal or informal, verbal or written, of offensive, harassing or violent conduct of a sexual nature or based upon religion, national origin, race, gender, sexual orientation, marital status, status with regard to public assistance, age or disability, and to discipline or take appropriate action

against any employee, agent, officer, commissioner or other elected official who is found to have violated this policy.

## **Offensive Conduct, Harassment and Violence Defined**

### **Sexual/Gender Based Offensive Conduct or Harassment Defined**

Sexual/Gender based offensive conduct/harassment includes unwelcome physical or verbal conduct relating to an individual's gender or directed at an individual because of gender; unwelcome sexual advances, requests for sexual favors, sexually motivated physical conduct, or other verbal or physical conduct or communication of a sexual or gender biased nature when:

- Submission to that conduct or communication is made a term or condition, either explicitly or implicitly, of obtaining or retaining employment, public services or public accommodation;
- Submission to or rejection of that conduct or communication by an individual is used as a factor in decisions affecting that individual's employment, public services or public accommodations: or
- That conduct or communication has the purpose or effect of substantially or unreasonably interfering with an individual's employment or use of public services or public accommodations or creating an intimidating, hostile or offensive employment, public service or public accommodation environment.

Examples of sexual/gender harassment may include, but are not limited to:

- Unwelcome verbal remarks, jokes or innuendoes of a sexual nature or based upon gender;
- Unwelcome pressure for sexual activity;
- Unwelcome sexually motivated or inappropriate patting, pinching or other physical contact;
- Unwelcome sexual behavior or words, including demands for sexual favors, accompanied by implied or overt threats concerning an individual's employment or access to public services or public accommodations;
- Unwelcome sexual behavior or words, including demands for sexual favors, accompanied by implied or overt promises or preferential treatment with regard to an individual's employment or access to public services or public accommodations;
- Any sexually motivated, unwelcome touching;



- Distribution or display of written materials, pictures or other graphics of a sexual or gender biased nature;
- Other unwelcome behavior or words directed at an individual because of gender.

### **Sexual Violence Definition**

Sexual violence is a physical act of aggression or force or the threat of which involves the touching of another's intimate parts, or forcing a person to touch any person's intimate parts including the genital area, groin, inner thigh, buttocks or breasts, as well as clothing covering these areas.

Sexual violence may include, but is not limited to:

- Touching, patting, grabbing or pinching another person's intimate parts, whether that person is of the same sex or the opposite sex;
- Coercing, forcing or attempting to coerce or force the touching of anyone's intimate parts.
- Threatening to force or coerce sexual acts, including the touching of intimate parts or intercourse, on another.

### **Race/National Origin Based Offensive Conduct/Harassment and Bias**

Racial/National Origin harassment and/or bias occurs when:

- Submission to conduct or communications of a derogatory, harassing or biased nature based on race/national origin is made a term or condition, either explicitly or implicitly, of obtaining or retaining employment, or of obtaining or retaining access to public services or public accommodations;
- Submission to or rejection of conduct or communication of a derogatory, harassing or biased nature, based on race/national origin, by an individual is used as a factor in decisions affecting that individual's employment or access to public services or public accommodations; or
- The conduct or communication of a derogatory, harassing or biased nature based on race/national origin has the purpose or effect of substantially interfering with an individual's employment or use of public services/accommodations or creating an intimidating, hostile or offensive employment or public service/accommodation environment.

### **Racial/National Origin Violence Definition**

Racial/national origin violence is a physical act of aggression or assault upon another because of, or in a manner reasonably related to, race or national origin.

### **Religion Based Offensive Conduct/Harassment and Religious Bias**

Religious harassment/bias occurs when:

- Submission to conduct or communications of a religiously derogatory, harassing or biased nature is made a term or condition, either explicitly or implicitly, of obtaining or retaining employment, or of obtaining or retaining public services/accommodations.
- Submission to or rejection of conduct or communications of a religiously derogatory, harassing or biased nature by an individual is used as a factor in decisions affecting that individual's employment or access to public services/accommodations; or
- The conduct or communications of a religiously derogatory, harassing or biased nature has the purpose or effect of substantially interfering with an individual's employment or use of public services/accommodations or of creating an intimidating or offensive employment or public service/accommodation environment.

### **Religious Violence Definition**

Religious violence is a physical act of aggression or assault upon another because of, or in a manner reasonable related to, religion.

### **Disability Based Offensive Conduct/Harassment and Disability Bias**

Disability based harassment and/or bias occurs when:

- Submission to conduct or communications of derogatory, harassing or biased nature which is based on an individual's disability is made a term of condition, either explicitly or implicitly, of obtaining or retaining employment or of obtaining or retaining public services/accommodations;
- Submission to or rejection of conduct or communications of a derogatory, harassing or biased nature, based on an individual's disability, by an individual is used as a factor in decisions affecting that individual's employment or access to public services/accommodations; or
- The conduct or communication of a derogatory, harassing or biased nature based on an individual's disability has the purpose or effect of substantially interfering with an individual's employment or use of public services/accommodations or of creating an intimidating, hostile or offensive employment or public services/accommodations environment.

### **Age Based Offensive Conduct/Harassment and Age Bias**

Age based harassment and/or bias occurs when:

- Submission to conduct or communications of a derogatory, harassing or biased nature which is based on an individual's age is made a term or condition, either explicitly or implicitly, of obtaining or retaining employment, or of obtaining or retaining public services/accommodations;
- Submission to or rejection of conduct or communications of a derogatory, harassing or biased nature, based on an individual's age, by an individual is used as a factor in decisions affecting the individual's employment or access to public services/accommodations; or
- The conduct or communication of a derogatory, harassing or biased nature based on an individual's age has the purpose or effect of substantially interfering with an individual's employment or use of public services/accommodations or of creating an intimidating, hostile or offensive employment or public services/accommodations environment.

### **Marital Status Based Offensive Conduct/Harassment and Marital Status Bias**

Marital status means whether a person is single, married, remarried, divorced, separated or a surviving spouse and in employment cases includes protection against discrimination on the basis of identity, situation, actions or beliefs of a spouse or former spouse.

Marital status-based harassment and/or bias occurs when:

- Submission to conduct of communications of a derogatory, harassing or biased nature which is based on an individual's marital status is made a term or condition, either explicitly or implicitly, of obtaining or retaining employment, or of obtaining or retaining public services/accommodations.
- Submission to or rejection of conduct or communications of a derogatory, harassing or biased nature based on an individual's marital status, by an individual is used as a factor in decisions affecting that individual's employment or access to public services/accommodations; or
- The conduct or communication of a derogatory, harassing or biased nature based on an individual's marital status has the purpose or effect of substantially interfering with an individual's employment or use of public services/accommodations or of creating an intimidating, hostile or offensive employment or public services/accommodations environment.

### **Status with Regard to Public Assistance Based on Offensive Conduct/Harassment and Bias**

Status with Regard to Public Assistance means the condition of being a recipient of federal, state or local assistance, including medical assistance, housing subsidies, AFDC or general assistance.

Public assistance status-based harassment and/or bias occurs when:

- Submission to conduct or communications of a derogatory, harassing or biased nature which is based on an individual's status with regard to public assistance as defined above, which, is made a term or condition, either explicitly or implicitly, of obtaining or retaining employment, or of obtaining or retaining public services/accommodations.
- Submission to or rejection of conduct or communications of a derogatory, harassing or biased nature, based on an individual's status with regard to public assistance, by an individual is used as a factor in decisions affecting that individual's employment or access to public services/accommodations; or
- That conduct or communication of derogatory, harassing or biased nature, based on an individual's status with regard to public assistance, has the purpose or effect of substantially interfering with an individual's employment or use of public services/accommodations or of creating an intimidating, hostile or offensive employment or public service/accommodation environment.

### **Sexual Orientation Based Offensive Conduct/Harassment and Bias Definition**

Sexual Orientation means having or being perceived as having an emotional, physical or sexual attachment to another person without regard to the sex of that person or being perceived as having an orientation for such an attachment, or having or being perceived as having a self-image or identity not traditionally associated with one's biological maleness or femaleness. Sexual orientation does not include physical or sexual attachment to children by an adult.

Sexual orientation based offensive conduct/harassment and/or bias occurs when:

- Submission to conduct or communications of a derogatory, harassing or biased nature which is based on individual's sexual orientation, as defined above, is made a term or condition, whether explicitly or implicitly, of obtaining or retaining employment, or of obtaining or retaining public services/accommodations;
- Submission to or rejection of conduct or communications of a derogatory, harassing or biased nature, based on an individual's sexual orientation, by an individual is used as a factor in decisions affecting that individual's employment or access to public services/accommodations; or

- The conduct or communication of a derogatory, harassing or biased nature based on an individual's sexual orientation has the purpose or effect of substantially interfering with an individual's employment or use of public services/accommodations or of creating an intimidating, hostile or offensive employment or public services/accommodations environment.

### **Sexual Orientation Violence Defined**

Sexual orientation violence is a physical act of aggression or assault upon another because of, or in a manner reasonably related to, that individual's actual or perceived sexual orientation.

### **Assault Definition**

- An act done with intent to cause fear in another of immediate bodily harm or death;
- The intentional infliction of or attempt to inflict bodily harm upon another; or
- The threat to do bodily harm to another with present ability to carry out the threat.

### **Applicability**

Offensive conduct, harassment or bias may occur:

- Between a supervisor and an employee;
  - Between co-employees;
  - Between an employee or supervisor and a member of the public seeking to obtain or use public services/accommodations.
  - Between a commissioner or other elected official and an employee or member of the public receiving or seeking public services/accommodations; and
  - Between an agent of the County and an employee, supervisor, elected official or member of the public.

### **Reporting Procedures**

Any person who believes he or she has been the victim of offensive or harassing conduct of a sexual nature, or offensive conduct, harassment, bias or violence based on race, national origin, gender, religion, disability, age, marital status, status with regard to public assistance or sexual orientation by an employee, agent, official, commissioner or other elected official of the County, the public, a client or a vendor or other persons county staff may encounter while performing work related activities, or any person with knowledge or belief of conduct which may constitute such harassment or bias toward an

employee, official or member of the public seeking or receiving public services or accommodations, shall report the alleged conduct immediately to an appropriate County official designated by this policy.

The County encourages the reporting party or complainant to use the report available from the County Administrator's office or available from the department head of any County department, but oral reports shall be considered complaints as well. Nothing in this policy shall prevent any person from reporting harassment or violence directly to the County Human Rights Officer.

### **In Each County Department**

The department head of each department is the person responsible for receiving oral or written reports of all types of offensive conduct, harassment, bias or violence described in this policy at the department level.

Any supervisory employee, whether or not the person is a department head, who receives a formal or informal, oral or written report of harassment, bias or violence as defined in this policy shall inform the department head immediately without screening or investigating the report, unless the department head is involved in the alleged harassment, bias or violence. In the event that the department head is involved, the report shall be made directly to the County Human Rights Officer or Alternative Human Rights Officers as described below. Failure of a supervisory employee to forward such a report to the appropriate party shall be grounds for discipline, including immediate discharge of employment.

Upon receipt of a report, the department head must notify the County Human Rights Officer immediately, without screening or investigating the report. The department head may request, but may not insist upon, a written complaint by the complainant. A written statement of the alleged facts will be forwarded as soon as practicable by the department head to the Human Rights Officer. If the report was given verbally, the department head shall personally reduce it to written form within 24 hours and forward it to the Human Rights Officer. Failure to forward any harassment or violence report or complaint as provided herein will result in disciplinary action against the department head.

If the complaint involves the department head, the complaint shall be made or filed directly with the County Human Rights Officer by the reporting party or complainant.

### **County-Wide**

- The County Board hereby designates the County Administrator as the County Human Rights Officer to receive reports of sexual harassment and of offensive conduct, harassment, bias and violence based on race, national origin, gender, religion, disability, age, marital status, status with regard to public assistance or sexual orientation.

- If the complaint involves the Human Rights Officer, the complaint shall be filed directly with one of the Alternative Human Rights Officers: The Special Projects Coordinator, Personnel Technician or the County Board Chair.
- The County shall list post the name of the Human Rights Officer and Alternative Human Rights Officers, including mailing address and telephone numbers.
- Submission of a good faith complaint or report of offensive or harassing conduct or a sexual nature or offensive conduct, harassment, bias or violence based on race, national origin, gender, religion, disability, age, marital status, status with regard to public assistance or sexual orientation shall not affect the reporter's future employment or access to public services or public accommodations.
- Use of formal reporting forms is not mandatory.
- The County will process complaints made under this policy as discreetly as possible, consistent with the County's legal obligations and the necessity to investigate allegations of discriminatory harassment and violence and take disciplinary action when the conduct has occurred.

### **Investigation**

- By the authority of the County Board, the Human Rights Officer or Alternative Human Rights Officer (AHRO), upon receipt of a report in complaint of offensive or harassing conduct of a sexual nature or offensive conduct, harassment, bias or violence based on race, national origin, gender, religion, disability, age, marital status, status with regard to public assistance or sexual orientation, shall authorize an investigation. The investigation may be conducted by County officials or by a third party designated by the County.
- The investigation may consist of personal interviews with the complainant, the individual(s) against whom the complaint is filed, and others who may have knowledge of the alleged incident(s) or circumstances giving rise to the complaint. The investigation may also consist of any other methods and documents deemed pertinent by the investigator.
- In determining whether alleged conduct constitutes a violation of this policy, the County should consider the surrounding circumstances, the nature of the behavior, past incidents or past or continuing patterns of behavior, the relationship between the parties involved and the context in which the alleged incidents occurred. Whether a particular action or incident constitutes a violation of this policy requires a determination based on all the facts and the surrounding circumstances.

- In addition, the County may take immediate steps, at its discretion, to protect the complainant and other employees or members of the public pending completion of the investigation.
- The County Human Rights Officer, AHRO, or outside investigator shall make a written report. If the complaint involves the County Administrator, the report will be filed with the County Board by one of the Alternative Human Rights Officers. The report shall include a determination of whether the allegations have been substantiated as factual and whether they appear to be violations of this policy. Written reports must be maintained in compliance with the Minnesota Government Data Practices Act.

### **County Action**

- The County will take such action as appropriate based on the results of the investigation. In the event the investigation establishes that a violation of this policy has occurred, disciplinary action may be taken.
- Consistent with the requirement of the Minnesota Government Data Practices Act, Minnesota Statutes 13.01 et. seq., the results of the County's investigation will be made available to the complainant.

### **Reprisal**

The County will discipline or take other appropriate action against any employee, officer, commissioner, agent or other elected official, who retaliates against any person who reports alleged harassment, bias or violence under this policy or any person who testifies, assists or participates in an investigation, or who testifies, assists or participates in a proceeding or hearing relating to such harassment, bias or violence. Retaliation includes, but is not limited to, any form of intimidation, reprisal or harassment.

### **Discipline**

Any County action taken against an individual pursuant to this policy shall be consistent with the requirements of:

- Applicable collective bargaining agreements;
- County policies; and
- State and Federal law.

The County will take such disciplinary action it deems necessary and appropriate, including warning, suspension, immediate discharge or the appropriate action to end discriminatory harassment and violence and prevent its recurrence.

### **Dissemination of Policy**



This policy shall be posted on the internal and external County websites. This policy shall be distributed to all employees upon its adoption and to all new employees upon hire.

## **8.6 EMPLOYEE DRUG AND ALCOHOL**

**See separate policy for DOT employees and all other employees.**

## **8.7 TELECOMMUTING**

**Purpose of policy.** In an effort to achieve the following benefits, Goodhue County sets forth a policy to define telecommuting, to guide decisions about appropriate telecommuting arrangements, and to clarify employee and County responsibilities and obligations when a telecommuting agreement is in place.

### **Definitions.**

Telecommuting definition and scope. For the purposes of this policy, telecommuting is a voluntary arrangement, supported by a telecommuting agreement, between Goodhue County and the employee to conduct their work in a designated offsite workspace, most often the employee's home, on a regular basis.

Other arrangements whereby an employee works at a location other than their primary worksite – working with vendors, contractors, or clients, attending off site meetings or training, etc. – or an employee is authorized by a supervisor to work at home for the purposes of completing a brief project or other brief and time-limited arrangements, are not governed by this policy.

Telecommuting does not change the basic terms and conditions of employment.

Primary worksite definition. The Goodhue County office that the employee would primarily work at if not telecommuting.

Telecommuting worksite definition. The designated offsite workspace in which the employee will regularly conduct their work.

Goodhue County property definition. Supplies, equipment, data or documents provided by Goodhue County or produced by a Goodhue County employee, client, or other party related to Goodhue County business.

**Minimum criteria for consideration of telecommuting arrangement.** The success of a telecommuting arrangement is dependent upon the characteristics of the job, the

employee, the employee's home technology, and the supervisor all being well-suited for such an arrangement.

Job minimum requirements. To be considered for a telecommuting arrangement, the employee's job must consist of duties that can be fulfilled while telecommuting, including the following:

- Does not require face-to-face contact with customers, clients, or co-workers at a primary worksite.
- Does not result in decreased internal or external customer service if conducted through telecommuting.
- Consists of duties that can be fulfilled while telecommuting.

Employee minimum requirements. To be considered for a telecommuting arrangement, the employee must meet the following minimum requirements:

- Have completed orientation and been approved by their manager and Department Head.
- Be in compliance with Goodhue County policies.
- Meet or exceed expectations of their job, informed in part by the employee's most recent performance review.
- Have the ability to solve basic computer hardware and software problems; be able to connect all required hardware; understand how all hardware provided will be arranged within the intended telecommuting workspace; and have the necessary passwords and knowledge to connect provided hardware to employee's wired or wireless network.
  - Repeated requests for service to the IT Help Desk related to solving "basic computer hardware and software problems" may result in termination of an employee's telecommuting arrangement.

Technology minimum requirements. To be considered for a telecommuting arrangement, the employee's proposed telecommuting worksite must have Internet connectivity sufficient to meet the needs of the employee's job requirements. Internet speed requirements can vary depending on an employee's department, workload, schedule, etc., but telecommuting generally requires a minimum download/upload speed of at least 15 Mbps. Factors such as other users of the proposed Internet connection, Internet connected devices (cameras, cell phones, doorbells, etc.), audio/video streaming services, etc. need to be considered when evaluating Internet connectivity speed. It is the applicant's responsibility to ensure adequate Internet connectivity exists at the proposed telecommuting worksite prior to being approved for a telecommuting arrangement.

Other telecommuting worksite minimum requirements. In addition, the telecommuter's worksite must be established in a manner that enables the employee to:

- Work uninterrupted.

- Secure Goodhue County property for use only for Goodhue County business.
- Secure non-public, protected, and sensitive data from sight and sound by other parties in compliance with federal and state requirements.

**Additional factors considered.** When ascertaining whether a telecommuting arrangement is likely to be successful, the following additional factors will be considered:

- The needs of the employee's work team and division
- Team responsibilities
- Employee's work skills, including organizational, time management, self-motivation, reliability, and ability to work independently.
- Impact of telecommuting on the work of other employees
  - Goodhue County acknowledges that telecommuters may require different in-office support (such as printing and mailing documents, checking and responding to physical mail). Such support may be made available but only as agreed to by the affected employee's supervisor and only to the degree that it is not less efficient for Goodhue County in the aggregate as a result of the telecommuting arrangement. It is important that explicit communication about such arrangements be made as part of establishing the telecommuting arrangement.
- Telecommuting worksite location, including the distance from the primary worksite, distance from the employee's primary work duties, impact on ability to respond timely to work team needs, and impact on productivity
- Any other prevailing conditions identified by the supervisor after discussion with management.
- Seniority is not a factor in determining eligibility to telecommute.
- Telecommuters will have a workspace at a Goodhue County building but not necessarily their own and may have to share workspace with other telecommuters.

**Telecommuting agreement requirements.** In addition to continuing to meet the minimum requirements for consideration of a telecommuting arrangement that are identified above, the following requirements apply as well:

- Policy compliance. The telecommuter must comply with all Goodhue County policies. Failure to comply may result in revocation of the telecommuting agreement and/or other appropriate disciplinary action.
- Dependent care. The telecommuter must manage dependent care and personal responsibilities in a manner that would be appropriate if they were working at their primary worksite and in a manner that allows them to successfully meet job requirements. (i.e., Telecommuting is not an appropriate alternative to having dependent care in place.)

- Performance expectations. The telecommuter is expected to be at least as productive, if not more so, than an employee who regularly works at the primary worksite.
- Handling mail. The telecommuter is responsible for making arrangements to handle printing and mailing of their documents and checking and responding to their mail that arrives at their primary worksite in a manner that is timely, appropriate, and consistent with the preceding *additional factors considered* section on the *impact of telecommuting on the work of other employees'* section.
- Telecommuter work schedule. Telecommuting itself does not alter an employee's work schedule. Any changes to a work scheduled are handled in accordance with the work schedule policy.
- Telecommuter availability. The telecommuter is expected to be available at their telecommuting worksite by phone, video-conference, and email during scheduled work hours unless conducting business elsewhere on behalf of Goodhue County as appropriate or unless on approved paid or unpaid leave.

The telecommuter is also expected to be at a primary worksite or other designated location as necessary to attend meetings, training sessions, and as designated by the supervisor, including being called in to work at a primary worksite in special circumstances as deemed necessary by the supervisor, manager, or Department Head.

A limited number of telecommuting temporary work stations will be available at Goodhue County buildings for telecommuters to work at when they need to be in the office.

- Equipment malfunction. In the event of an equipment malfunction or internet connectivity weakness, the telecommuter will notify their supervisor and the IT department immediately. If the malfunction or connectivity situation precludes the telecommuter from working on assigned work at their telecommuting worksite, the telecommuter will be assigned other work, and/or report to their primary worksite, or be assigned by their supervisor to another worksite pending the repair of equipment or resolution of the connectivity weakness. Repeated circumstances of equipment failure or connectivity weakness may be cause for review of continued suitability of the telecommuting arrangement.
- Weather emergencies or other extenuating circumstances. If loss of electrical power, heat, or other circumstances preclude the telecommuter from safely and effectively working at their telecommuting worksite, the employee shall consult with their supervisor immediately and report to their primary worksite; unless other appropriate arrangements are made with their supervisor (including reporting to an alternative primary worksite or other approved location or taking

vacation, or sick leave in accord with those policies) until the situation is remedied.

- Telecommuting worksite location, environment and safety. The telecommuter and the supervisor shall agree upon the location of the designated telecommuting worksite before the telecommuting agreement is executed. Subsequent changes to the location must be approved by the supervisor.

In determining the location of the telecommuting worksite, the telecommuter must consider data privacy and security requirements including both sight and sound aspects. The telecommuter's computer should be hardwired to the employee's home network to improve network reliability and speed and to help assure maximum productivity. Wireless connectivity is allowed, assuming all other speed and performance requirements are met.

The telecommuter is responsible for establishing and maintaining a safe work environment.

Goodhue County will not be responsible for the provision of or costs associated with the telecommuting worksite, including utilities, internet connection, remodeling, furniture, lighting, repairs or modifications to workspace, etc.

To facilitate contact with Goodhue County in the event the telecommuter is incapacitated, the employee will post the name and telephone numbers of the following in a visible location in their telecommuting worksite: their supervisor, manager, or Department Head and one co-worker.

The telecommuter (or their designee in the event of incapacitation) will provide access to their telecommuting worksite and Goodhue County property upon request.

The telecommuter may not conduct any client or customer meetings in their homes. Doing so will be cause for discontinuing the telecommuting.

- Goodhue County supplies, equipment, and property. Goodhue County will provide appropriate office supplies and equipment for the telecommuting employee as deemed necessary based on job-specific requirements, subject to change at any time.

The telecommuter will use Goodhue County equipment and supplies for Goodhue County business only. Unauthorized use by other parties is strictly prohibited.

All inventory supplied will be documented on the *Telecommuting Inventory Receipt*, (**Attachment B** of the Telecommuting Application and Agreement) and signed by the telecommuter and supervisor upon receiving inventory.

The telecommuter will protect Goodhue County property from damage or theft. No smoking will be allowed in the vicinity of Goodhue County property. Food and beverages will be handled with care around Goodhue County property.

Goodhue County will maintain equipment provided by Goodhue County.

Goodhue County accepts no responsibility for maintenance, repairs, or damage to employee-owned supplies or equipment.

Upon termination of the telecommuting agreement or employment, the telecommuter will return all Goodhue County property in acceptable working condition to the organization via arrangements made with the supervisor not to exceed two calendar weeks. Failure to return Goodhue County property or returning property in damaged condition may result in the telecommuter being required to reimburse Goodhue County for the cost of repair or replacement of such.

- Other business-related expenses. With prior approval, Goodhue County may reimburse the employee for Goodhue County business-related expenses that are reasonably incurred in accordance with job responsibilities.
- Liability and taxes. Goodhue County accepts no liability for third party injuries or property damage occurring at the telecommuter worksite. Goodhue County encourages telecommuters to consult with their homeowner's or renter's insurance agent to protect themselves as they deem fit.

Goodhue County holds no responsibility to address tax implications or zoning constraints or other related legal concerns for the telecommuter's use of personal real estate for telecommuting. Goodhue County encourages telecommuters to consult with their own tax and legal experts accordingly to understand and address any such implications or constraints.

- No cash or checks at the telecommuter worksite. A telecommuter may not take cash or checks to their telecommuting worksite.
- Theft or criminal activity. Telecommuters are responsible for contacting their supervisor and for filing a police report with their local law enforcement in a timely manner in the event of any theft or criminal activity related to Goodhue County property.
- Injury. The employee is obligated to provide prompt notice of an injury while telecommuting in accordance with Goodhue County's Worker's Compensation procedures.
- Data privacy and security.

*Meeting data practices requirements.* The telecommuter is responsible for meeting all federal and state data practices requirements while transporting non-public, protected, or sensitive data and while working with such data at the telecommuting worksite. The telecommuter must take all necessary precautions to secure and prevent unauthorized access to Goodhue County data, supplies and equipment. Steps include, but are not limited to, locking file cabinets and desks, and regular password maintenance.

*Transporting data.* Transportation of non-public, protected, or sensitive data must be done in a locked bag. Such data is permanently stored at the primary worksite, with the only data that is transported limited to that which is necessary to conduct work assignments before returning to the primary worksite.

*Destroying data.* Destruction of any physical data must be done in accordance with data retention and destruction requirements and done at the primary worksite.

**Compensation for telecommuter travel time.**

1. *Commuting.* An employee shall not be compensated for time commuting between their primary worksite (Goodhue County office) and their telecommuting worksite.
2. *Other.* When an employee does not report to their primary worksite during the day or makes business calls before or after reporting to their primary worksite, the allowable compensated time shall be:
  - The lesser of the time from the employee's telecommuting worksite to the first stop or from their primary worksite to the first stop;
  - All time spent traveling between points visited on Goodhue County business during the day;
  - The lesser of time spent traveling from the last stop to the employee's telecommuting worksite or from the last stop to their primary worksite.

**Compensation for mileage.** Compensation for mileage shall be made in accordance with the Goodhue **County Personnel Policy**.

Telecommuting trial period. Each new telecommuting agreement is subject to a trial period not to exceed 90 days.

Review during trial period. Evaluation of telecommuter performance during the trial period will minimally include interaction by phone and/or e-mail between the supervisor and the employee, and monthly in-person meetings to discuss work progress and challenges. During the trial period, the employee and supervisor will each evaluate the

arrangement and its effectiveness, making recommendations for continuing, continuing with modifications, or terminating the telecommuting agreement. The employee's supervisor will document the evaluation using **Attachment A** of [Telecommuter Application and Agreement](#). Once the review has been completed, provide the employee a copy, and send the original to the Human Resources Department for inclusion in the employee's personnel file.

Annual review of telecommuting agreement. Each telecommuting agreement will subsequently be evaluated annually at the time of the employee's regular performance review with continued suitability to be documented as part of the review. At this time, the employee's supervisor shall also consult with the Goodhue County IT Department concerning the employee's ability to meet the minimum technology requirements including consideration of the employee's volume and type of IT help desk tickets.

This does not preclude more frequent review if the situation merits.

Termination of agreement during trial period. At any time during the trial period, the telecommuting agreement may be terminated by Goodhue County or the employee with a 24-hour notice.

Employee termination of telecommuting agreement. An employee may terminate their telecommuting agreement and return to a traditional work arrangement upon 30-days written notice to the supervisor and upon the availability of office space at the primary worksite, unless a shorter period is mutually agreed to. The notice should include the date the employee intends to terminate the agreement and their reason for doing so.

Employer termination of telecommuting agreement. Telecommuting may be discontinued by Goodhue County. When practical, Goodhue County may provide a two-calendar-week advance notice of intent to terminate the agreement. Reasons for termination of the telecommuting agreement may include, but are not limited to:

- Non-compliance with the telecommuting agreement. This may result in immediate termination of the agreement.
- Declining performance or changes in organizational needs.



## **Chapter 9 – Worker Safety**

### **9.1 SAFETY POLICY, FLEET POLICY AND EMERGENCY ACTION PLAN**

Please refer to the respective Goodhue County Safety Policy, Fleet Policy and Emergency Action Plan for further information.

### **9.2 AWAIR (A Workplace Accident and Injury Reduction Act)**

The purpose of an AWAIR policy is to provide a safe work environment for Goodhue County employees and its citizens according to Occupational Safety and Health Act of 1970 (OSHA) and A Work place Accident and Injury Reduction Act (AWAIR), Minn. Stat § 182.653, subd. 8.

Goodhue County realizes that it has the responsibility to provide a safe workplace for its employees and a safe environment for its citizens. Each employee must pursue the highest standards in their assigned activities and recognize that the well-being of persons and the protection of our physical resources are as important as the activity and the work being performed. The County expects its management and employees to respond to all planned safety efforts and to perform their assigned jobs in the safest manner possible.

These procedures are applicable to all operating Departments within the County. The administration of this policy shall be the responsibility of the respective Department Heads. The duties herein may be delegated to other levels of management or operation, but responsibility shall not be delegated.

Goodhue County maintains a separate policies and procedures manual (AWAIR) that is available in all departments which is reviewed and updated annually by the Safety Committee. All employees are required to be familiar with the policies and procedures contained in the AWAIR Manual. For further information, please refer to the complete Safety policy located in the Human Resource Department.

### **9.3 AUTOMATED EXTERNAL DEFIBRILLATOR (AED)**

Goodhue County has Automated External Defibrillators (AED) located throughout the county buildings. Training will be offered to interested employees.

### **9.4 WORKERS' COMPENSATION**

OSHA standards of safety and common-sense safety rules will be followed by all employees. When an employee is injured on the job, they shall report the injury to their supervisor immediately, if not injured too seriously to do so. The supervisor will then

secure medical help or send the employee to a medical facility for treatment as necessary.

Within 72 hours, the employee shall file an accident report (*Workers' Compensation First Report of Injury*) with their Department Head or Supervisor and submit it to the Human Resource Department. Employees are urged to make every effort to expedite this reporting process, as the late receipt of a report could result in a delay of benefits to the injured employee. In the case of vehicle accidents, employees should also refer to the drug and alcohol policy for testing requirements.

### **Compensation Coverage**

Workers' compensation is governed by the State of Minnesota Department of Labor and Industry. Information can be obtained from the Human Resource Department or from the Minnesota Department of Labor and Industry website.

For eligible employees, worker's compensation benefits will run concurrent with leave for Family and Medical Leave Act (FMLA).

An employee who is receiving weekly workers compensation wage loss benefits may, at the employee's option, take sufficient accrued sick leave, vacation time or compensatory time to make up the difference between workers' compensation and the employees regular pay. When the employee sick leave and vacation time are exhausted, the employee will receive workers' compensation only.

## **Chapter 10 – Employee Training**

### **10.1 EMPLOYEE TRAINING**

It shall be the policy of Goodhue County to foster and aid in programs of on-the-job and off-the-job training. It is imperative that Goodhue County employees are equipped with up-to-date skills and abilities to deal with current issues, problems and technology; therefore, training is ongoing and necessary. A training program will be considered directly related to the employee's job if the training is designed to help the employee perform a desired activity or behavior with some measurable level of competence.

Department Heads are responsible for approving conferences and training requests for their respective employees.

## Chapter 11 – Conduct

### **11.1 RULES OF CONDUCT/CODE OF ETHICS**

These guidelines establish ethical standards of conduct which shall govern all Goodhue County employees in the performance of county business and the duties of their respective jobs.

#### **Definitions**

Anything of value Money, real or personal property, a permit or license, a favor, a service, forgiveness of a loan or promise of future employment. Reasonable compensation or expenses paid to an employee by the County for work performed are excluded.

Business Any corporation, partnership, proprietorship, firm, enterprise, franchise, association, organization, self-employed individual, or any other legal entity that engages in either non-profit or profit-making activities.

Confidential Information Any information obtained under government authority which has not become part of the body of public information and which, if released prematurely or in non-summary form, may provide unfair economic advantage or adversely affects the competitive position of an individual or a business.

Conflict of Interest Incongruity between one's obligation to the public good and one's private self-interest; financial or material interests incompatible with independence of judgment or action in the performance of official duties.

Gifts of Nominal Value Having value "in name only" with minimal or no retail or market value.

Local Official An elected or appointed official of a county or city or of an agency, authority, or instrumentality of a county or city.

Own Time An employee's time outside of county work hours including the time before or after formal county work hours each day, approved compensatory time off, annual leave, holidays not otherwise assigned as work days and leave without pay.

Perception of a Conflict of Interest A situation which reasonably appears to others to be a conflict of interest although the situation in and of itself may not necessarily be a conflict of interest.

Private Interest Any interest, including but not limited to a financial interest, which pertains to a person or business whereby the person or business would gain a benefit,

privilege, exemption or advantage from the action of the county employee that is not available to the general public.

## **Rules of Conduct**

Compliance with Minnesota Statutes and the Rules of Conduct All management and employees of the County shall conform to and aid in all proper ways in carrying into effect the provisions of Minnesota Statutes 471.87-471.89, 471.895 and these Rules. The rules of conduct set forth in this section shall be deemed conditions of employment in the County service.

## **Respectful Workplace**

It is the policy of Goodhue County to maintain a respectful workplace free from violence, discrimination, and offensive or degrading conduct or remarks. It is the responsibility of all Goodhue County employees and management to create, promote and maintain work environments in which all are respected, valued and welcomed. Any employee found to have acted in violation of this policy shall be subject to appropriate disciplinary action, which may include discharge from employment.

## **Conflict of Interest**

The credibility of County government rests heavily upon the confidence which citizens have in public officials and employees to render fair and impartial services to all citizens without regard to personal interest and/or political influence. Thus, County officials and employees must avoid any activity which suggests a conflict of interest between their private interests and County responsibilities. No employee shall engage in any act which is in conflict, or creates an appearance of impropriety or conflict with the performance of official duties. When an employee believes the potential for a conflict of interest exists, it is the employee's responsibility to avoid the situation. Employees must notify their supervisor if a conflict of interest or perception of a conflict of interest situation exists or may exist. Employees who knowingly fail to avoid or disclose a potential, perceived or actual conflict of interest situation are subject to disciplinary action in addition to any criminal penalty that may be involved. For outside employment information refer to [Outside Employment Policy](#).

Examples of activities which are not in accordance with Minnesota Statutes and these Rules of Conduct include, but are not limited to, the following:

- Entering into any sale, lease or contract in violation of Minnesota Statutes, Section 471.87 – 471.89.
- Acceptance by a local official of any gift from an interested person in violation of Minnesota Statutes, Section 471.895. An employee shall not directly or indirectly receive or agree to receive any compensation, gift, reward, gratuity, payment of

expense, or promise of future employment or other future benefit from any source except the County, for any matter or proceeding connected with or related to the duties of the employee. However, reasonable exceptions are permitted including gifts of nominal value; plaques or similar mementos; reimbursement of actual expenses incurred for lodging, mileage, meals and other travel related expenses that are not reimbursed by the County but which have been approved in advance by the employee's supervisor as part of the work assignment; or honoraria or expenses paid for papers, talks, demonstrations or appearances made by employees on their own time for which they are not compensated by the County.

- Activities which require the official or employee to interpret County codes, ordinances, or regulations when such activity involves matters with which the official or employee has business and/or family ties;
- Compensated consulting activities must not create a conflict of interest with the employee's county responsibilities or impair job performance;
- The use of County time, facilities, equipment, county owned or leased property or supplies for the purpose of private or personal financial gain;
- An employee may not use the employee's official position to secure personal benefits, privileges, exemptions or advantages which are different from those available to the general public. The employee shall not secure benefits, privileges, exemptions or advantages for members of the employee's immediate family or an organization with which the employee is associated.
- Improperly disclosing confidential information gained by reason of their official position or otherwise using such information for personal gain or the benefit of others.

No employee shall conduct himself/herself in any manner which shall reflect negatively on the County.

### **Political Activity**

County employees may participate in political or partisan activities of their choosing provided that such activities occur separately and apart from their employment with the County.

### **Prohibited Activities**

- Use of County resources and/or property, including buildings for political or partisan activities;
- Participate in political or partisan activities on County time;
- Conduct political or partisan activities when in a County uniform or display on their clothing any button, badge or sticker relevant to any candidate or ballot issue while performing their regular County duties;

- Compel a person to apply for membership in or become a member of a political organization or solicit contributions for a political or partisan cause in their official capacity while working for the County.

### Permissible Activities

County employees have the right to express their views as members of the public, to pursue involvement in the political system, become candidates in nonpartisan elections and become candidates in partisan elections if the Federal Hatch Act does not prohibit it. If the County determines that there is a conflict of interest between a County employee's job duties and candidacy for elected office, the County may require that the employee take an unpaid leave of absence during the period of the candidacy. County employees may support candidates for federal, state, county or other local office by working on behalf of such candidates outside of work hours.

### **Political Efforts on Behalf of the County**

Any employee who is asked to provide expert testimony must inform their immediate supervisory and/or department head. Employees must not represent their views as those of the County's when lobbying for interests of personal views or gains. Additionally, any lobbying efforts which represent a conflict of interest with that of the County will be conducted on the employee's own time and expenses will not be reimbursed by Goodhue County. Employees representing the interests of the County, when asked to provide expert testimony or information supportive of the County's view will be reimbursed upon proper authorization from the County Administrator.

### Procedure

- It is the employee's responsibility to avoid situations in which a conflict of interest or a perception of conflict of interest exists. The employee should seek the advice of their supervisor in determining whether a conflict or perception of a conflict of interest exists.
- If an actual or possible conflict of interest situation exists or if the perception of a conflict of interest exists, the employee must immediately inform their supervisor or department head.
- It is the responsibility of the employee's supervisor or department head to review or investigate the situation. The employee's supervisor and department head shall be responsible for resolution of the conflict of interest. Unresolved issues will be brought to the attention of the County Administrator.

### Responsibility

Annually, each department head will review the Conflict of Interest policy with their employees. Annually, all department heads, elected officials and any employee with a conflict will complete the [Conflict of Interest](#) form.

## **11.2 DRESS CODE**

Goodhue County requires all employees to maintain appropriate and professional dress and appearance. An employee's position and the requirements of contact with the

public should guide the employee on appropriate appearance. Not all types of clothing are suitable for work settings. Clothing that works well for the beach, yard work, exercise or sporting sessions may not be appropriate for a professional appearance at work. Clothing that has the County logo is encouraged.

As departments vary in the work performed, so too does appropriate dress vary by type of work to be performed. Therefore, Department Heads are responsible to communicate instructions on appropriate dress to employees and to enforce these expectations uniformly.

Employees who are either provided a uniform by the County and/or given a uniform allowance must at all times wear, maintain and comply with the additional department requirements for that specific uniform.

Employees should consult with their supervisors on individual department expectations. If an employee dresses in a manner inconsistent with this policy, as determined by the Supervisor, Department Head, or Human Resources the employee may be asked not to wear the inappropriate item to work again or may be sent home to change clothes (on the employee's own time). Failure to comply with department expectations may be subject to disciplinary actions.

### **11.3 CREDIT CARD PURCHASING POLICY**

#### **Purpose**

The purpose of this policy is to provide information regarding the use of credit cards assigned to selected Goodhue County employees to purchase goods and services for the County.

#### **Scope**

This policy applies to all County departments and agencies that have selected employees to use credit cards.

#### **General**

The purchasing policy recognizes the establishment of a purchasing card system thru the Finance Office and further recognizes that the County Administrator may delegate to other specific individuals the responsibility for the performance of some credit duties at a departmental level.

#### **Background**

The County has used various methods to purchase goods and services. To improve acquisition cycle time, to establish a more efficient, cost-effective method of requisitioning, purchasing, and payment for small dollar transactions, the Finance Department is initiating a credit card program to replace the existing methods of reimbursements for merchandise purchases. A number of unique controls have been developed for a program that does not exist in a traditional credit card environment.



These controls ensure that the card can be used only for specific purposes and within specific dollar limits. In addition, purchase information will be provided in sufficient detail to allow for verification by the approving official before payment is made to the vendor.

### **Credit Card Purchasing Policy**

This policy is intended to accomplish the following:

- To ensure that credit cards are used in accordance with Goodhue County policies.
- To ensure internal controls for authorized credit.
- To ensure that the County bears no legal liability from inappropriate use.
- To provide a convenient credit method and reduction of paperwork.
- To empower employees, increase productivity, flexibility, and efficiency.

### **Credit Card Authorization**

- The card will have the County's name, individual's name, and expiration date.
- The credit card vendor will have no individual cardholder information other than the County's mailing address; no personal credit records, social security numbers, or other personal information is maintained.
- Purchase information is transmitted electronically to the card issuer for authorization. All transactions require authorization regardless of the amount. Since the County, not the individual employee, will pay for the purchases made with the credit card, additional controls have been added to these accounts.

When the merchant seeks authorization for the purchase, the credit card system will check each individual cardholder's single daily purchase limit and 30-day limit before authorization for that transaction is granted.

### **Cardholder Spending Limits**

The delegation of authority that has been provided to each cardholder sets the maximum dollar amount for each Single Daily Purchase Limit, and a total for all purchases made with a credit card within a given 30 Day Limit billing cycle. Each time a cardholder makes a purchase with their credit card, these limits will be checked, and the authorization request will be approved or declined.

The Goodhue County limits are as follows:

- Single Daily Purchase Limit - \$50 to \$5000
- Thirty Day Limit - \$250 - \$5000

Department Heads may establish lower limits for their cardholders.

Occasionally, a unique situation may require a purchase exceeding the cardholders' limits. These purchases will only be allowed with assistance from the Finance Department. In some cases, Board approval may be required (capital assets.)

### **Use of Credit Card**

- The credit card shall be used for County business purchases only.

- The credit card has a broad range of acceptance by retailers, service stations, and travel services.
- Cardholder responsibility - The credit card is issued in the name of a specific cardholder with their name embossed on the card. No other person is authorized to use the card.

Conditions for use - Use of the card shall be under the following conditions:

- The total of a single daily purchase may be comprised of multiple items and cannot exceed the limit established at the time card it assigned, or \$5,000.
  - Purchase authorization will be denied if the single daily purchase limit is exceeded.
  - Purchases over the counter - all items purchased over the counter must be immediately available and cannot be backordered.
  - Telephone Orders - all items purchased by telephone must be carefully monitored to be sure of prompt delivery prior to payment.
- A telephone log should be used to document or record telephone credit card orders. The log should be held until the monthly billing statement is received and reconciled. The log should then be included with the billing statement and forwarded to accounts payable.
  - It is the cardholder's responsibility to:
    - Notify the merchant if items appear on the statement, but shipment has not been received.
    - Retain documentation or charge slips as proof of purchase whenever using the credit card.
    - Reconcile the monthly statement and submit it to Accounts Payable with the monthly statement.
  - The department head must review all documentation and ensure that all purchases are valid and appropriate prior to approving the claims for payment.

### **Requests for Credit Cards**

- All requests for a credit card will be done by submitting a Request for Credit Card form.
- The Department Head, Finance Director and County Administrator must approve credit cards requests.
- The form will be processed by with the credit card provider.
- The cardholder will receive training and personally sign for their credit card.
- The Finance Department will distribute the credit card following training as noted above.

### **Inventory of Credit Cards**

On an annual basis the Finance Department will conduct a physical inventory of credit cards and provide a report to the County Administrator.

### **Lost/Stolen Credit Cards**

Contact information of the credit card issuer will be provided to the cardholder. Should any employee lose or have their credit card stolen, it is their responsibility to immediately notify, within 24 hours, the credit card issuer and the Finance Department.

### **Disputes Regarding Credit Cards**

In case of a dispute with a vendor, the cardholder must complete, within five working days, a Cardholder Statement of Questioned/Disputed Item form (Attachment 8C).

## **11.4 SOLICITATION**

An employee may not solicit customers or employees for their outside business while on county time or in relation to their county duties. This includes verbal solicitations, phone solicitations, advertising solicitations, business card distribution or use of e-mail or county internet connections to solicit or advertise one's business or fundraisers that result in personal gain.

Solicitation is permitted during customary break time, when confined to the employee break room.

Persons not employed by the County may not solicit, petition or distribute materials on County property without authorization from the Administrator.

## **11.5 BULLETIN BOARDS**

Bulletin boards are located in the Government Center, Public Health Building, Citizens Building, Law Enforcement Center, Judicial Center, and the main Public Works Building in Red Wing. All official notices will be posted on the designated bulletin boards. Other information of interest to employees will be posted in break rooms. Employees are requested to date any material placed on the boards in order that the notices may be removed on a timely basis. Official notices will take precedence. All other items to be posted must be approved by the County Administrator or designee.

## **11.6 DATA PRACTICES**

The County is bound by the requirements of the Minnesota Government Data Practices Act, Minnesota Statute Chapter 13.

It is important that employees be familiar with the data collected and stored by their department and division, and understand the classification of the data under the statute. Data on individuals may be classified as public, private or confidential. Data not on individuals may be classified as public, nonpublic or protected nonpublic. All information maintained by County is public unless there is a specific statutory

designation that gives it a different classification. A person who violates the statute is guilty of a misdemeanor, and willful violation by any public employee constitutes just cause for suspension without pay or dismissal.

Employees who are uncertain whether or not the information should be released should contact the Human Resource Department.

## **11.7 POLICY FOR ENSURING THE SECURITY OF DATA AND SYSTEMS**

### **Legal requirement**

The adoption of this policy by Goodhue County satisfies the requirement in Minnesota Statutes, section 13.05, subd. 5, to establish procedures ensuring appropriate access to not public data. By incorporating employee access to not public data in the Data Inventory (required by Minnesota Statutes, section 13.025, subd. 1), in the individual employee's position description, or both, Goodhue County's policy limits access to not public data to employees whose work assignment reasonably requires access.

Please direct all questions regarding this policy to the Goodhue County Data Practices Compliance Official (DPCO):

**Mary Priebe**  
[Mary.Priebe@co.goodhue.mn.us](mailto:Mary.Priebe@co.goodhue.mn.us)  
651-385-3029

### **Data inventory**

Under the requirement in Minnesota Statutes, section 13.025, subd. 1, all Goodhue County departments have prepared a Data Inventory which identifies and describes all not public data on individuals maintained by Goodhue County. To comply with the requirement in section 13.05, subd. 5, all departments have also modified its Data Inventory to represent the employees who have access to not public data.

In the event of a temporary duty as assigned by a manager or supervisor, an employee may access certain not public data, for as long as the work is assigned to the employee.

In addition to the employees listed in Goodhue County Data Inventory, the County Administrator, the Data Practices Compliance Official (DPCO), and the Goodhue County Attorney may have access to *all* not public data maintained by Goodhue County if necessary for specified duties. Any access to not public data will be strictly limited to the data necessary to complete the work assignment.

### **Employee position descriptions**

Position descriptions may contain provisions identifying any not public data accessible to the employee when a work assignment reasonably requires access.

## **Data sharing with authorized entities or individuals**

State or federal law may authorize the sharing of not public data in specific circumstances. Not public data may be shared with another entity if a federal or state law allows or mandates it. Individuals will have notice of any sharing in applicable Tennessee warnings (see Minnesota Statutes, section 13.04) or Goodhue County will obtain the individual's informed consent. Any sharing of not public data will be strictly limited to the data necessary or required to comply with the applicable law.

## **Ensuring that not public data are not accessed without a work assignment**

Department Heads may assign tasks by employee or by job classification. If an employee maintains not public data that all employees within its division do not have a work assignment allowing access to the data, the Department Head will ensure that the not public data are secure. This policy also applies to departments that share workspaces with other departments where not public data are maintained.

Recommended actions for ensuring appropriate access include:

- Assigning appropriate security roles, limiting access to appropriate shared network drives, and implementing password protections for not public electronic data
- Password protecting employee computers and locking computers before leaving workstations
- Securing not public data within locked work spaces and in locked file cabinets
- Shredding not public documents before disposing of them

## **Penalties for unlawfully accessing not public data**

Admin will utilize the penalties for unlawful access to not public data as provided for in Minnesota Statutes, section 13.09, if necessary. Penalties include suspension, dismissal, or referring the matter to the appropriate prosecutorial authority who may pursue a criminal misdemeanor charge.

## **Security Awareness Training**

All employees must complete information security awareness training as assigned by the County. Initial training must be completed within 30 days of receiving access upon hire and periodically as assigned thereafter. This training is in addition to any role-based or department specific security training that may be required.

All employees must complete role-based information security training approved by the Goodhue County Security Awareness Team and IT Director prior to receiving access upon hire or role transfer and at least annually thereafter.

Employees whose jobs require access to County data or systems must document acknowledgment at least annually that they have read, understood, and agree to follow the County information security policies and standards relevant to their job responsibilities.

### **Artificial Intelligence Policy**

Artificial Intelligence platforms are to be held to the same standards as other County technical resources and must comply with current Technology User Policy and various Data Practices policies. Be aware that many AI technologies utilize information from various sources. Those sources may be covered by their own intellectual property rights, which must be properly followed.

Safeguards: When selecting and using AI in their work duties, employees must use appropriate safeguards to protect data as private, confidential, non-public or protected non-public under the Minnesota Government Data Practices Act or applicable federal law. These types of data as a rule should NOT be shared with Artificial Intelligence unless the AI vendor under contract with the County has agreed to be bound by the same restrictions. These safeguards may include, but are not limited to:

1. Data encryption
2. Access controls including SSO (Single Sign On)
3. Audit trails
4. Secure networks
5. Appropriate storage of data following the appropriate regulations based on the content including HIPAA, IRS 1075, NIST 800-53, CJIS, BCA, MNDP and our own Goodhue County policies
6. Regular backups

Selection of AI: When selecting AI for use in their work duties, employees must consider the following factors:

1. The accuracy and reliability of the AI
2. The appropriateness of the AI for the intended use
3. The data privacy and retention policies of the AI vendor
4. The security and data protection measures used by the AI vendor
5. The cost and value of the AI

County users must ensure the validity of data they receive from AI. Never rely entirely on AI generated responses without additional verification and fact-checking. In addition, ensure the data meets our standards for data from other sources and that sources are properly cited.

The use of AI in Goodhue County is subject to data privacy and retention laws. All employees are expected to comply with these laws and regulations when using AI in their work duties.

### **Data on Individuals maintained by Goodhue County**

This document identifies the name, title and address of the Responsible Authority for Goodhue County and describes private or confidential data on individuals maintained by Goodhue County (see Minn. Stat. 13.05 and Minn. Rules 1205.1200).

This document is also part of Goodhue County's procedures for ensuring that not public data are only accessible to individuals whose work assignment reasonably requires access (see Minn. Stat. 13.05, subd. 5). In addition to the employees listed, the Goodhue County Administrator, Data Practices Compliance Official, and the County Attorney will also have access to all not public data on an as needed basis as part of a specific work assignment.

Goodhue County's Responsible Authority is:

**Mary Priebe**  
[Mary.Priebe@co.goodhue.mn.us](mailto:Mary.Priebe@co.goodhue.mn.us)  
651-385-3029

Direct all questions about this document to the individual listed above.

### **11.8 INDEMNIFICATION**

Subject to the limitations in Section 466.04, a municipality or an instrumentality of a municipality shall defend and indemnify any of its officers and employees, whether elective or appointive, for damages, including punitive damages, claimed or levied against the officer or employee, provided that the officer or employee:

- was acting in the performance of the duties of the position; and
- was not guilty of malfeasance in office, willful neglect of duty, or bad faith.



## **Chapter 12 – Travel**

### **12.1 CONFERENCES, LODGING AND MEALS**

The Board of County Commissioners supports attendance by employees, and in some cases committee members appointed by the Board, at schools, conferences, workshops and meetings which enhance their ability to perform their duties and services in a more efficient and economical manner, thus being beneficial to the operation of county government. Department heads are responsible for approving schools, conferences, workshops and meeting requests. Refer to Out of State Travel and/or Tuition Policy where applicable. To implement the policy, the following shall be in effect:

- Individuals will not be reimbursed for meals when conducting regular duties and/or routine business within Goodhue County.
- Individuals will be reimbursed for reasonable costs of meals and lodging to approved attendance at all schools, conferences, workshops and meetings. Gratuities shall not exceed 15% of the main billing amount.
- Only those meals included in conference or meeting registration fees will not be subject to the IRS withholdings, as these meals will be paid as part of an overall registration, paid directly by the County.
- Expenses for alcoholic beverages are not reimbursable.
  - Expenses as outlined above, cost will be broken down by mileage, registration, meals and lodging.
  - Expense reimbursement forms for same day meeting per diems and meals must be submitted to the Human Resource Department for payroll processing so appropriate IRS withholdings can be administered prior to payment.
  - Expense reimbursement forms for overnight travel and mileage, must be submitted to the Finance Department.

### **12.2 TRAVEL TIME FOR NONEXEMPT EMPLOYEES**

Nonexempt employees may be authorized time for travel the day prior to, day of and/or the day following the training or meeting date(s) when extended travel is required.

In general, normal travel to work is not compensated work time (whether or not the employee works at a fixed location or different job sites). Therefore, any time spent walking, riding or traveling to and from the actual place of performance of the principal activity is not compensable.

In certain situations, employees may be compensated for home to work travel time.

### 12.3 OUT OF STATE TRAVEL FOR ELECTED OFFICIALS AND EMPLOYEES

- Minnesota Statute § 471.661 mandates that a policy for out-of-state travel by elected officials be developed and approved by a recorded vote. The following policy applies to all five (5) County Commissioners, Sheriff and County Attorney. This policy also pertains to all employees.
- Employees and elected officials will be reimbursed for reasonable expenses incurred while conducting county business. No expenses shall be reimbursed unless said expenses are submitted to the Finance Department on an approved voucher, along with statements, cancelled checks, paid detailed receipts, or appropriate validating documents except that approved mileage may be reimbursed at the rate authorized by the Board without documentation.
- Any travel by employees or elected officials is appropriate when the travel is to obtain ongoing education and training, receive updated information and technical expertise, or to attend an event related to County business. The Board of County Commissioners supports attendance by employees, and in some cases committee members appointed by the Board, at schools, conferences, workshops and meetings which enhance their ability to perform their duties and services in a more efficient and economical manner, thus being beneficial to the operation of county government. To implement this policy, the following shall be in effect:
  - All requests for travel beyond 300 road miles, one way, from the City of Red Wing shall be submitted to the Budget Committee for recommendation and forwarded to the County Board. Such requests should be made in writing with an accurate estimate of all costs, details of the planned travel including benefits to the organization.
  - Whenever possible, requests for attendance at such meetings shall be submitted when departmental annual budgets are presented to the Board. If a specific trip is not approved in the department budget, the request must be presented to the Budget Committee with final approval from the Board.
  - Individuals will be reimbursed for reasonable costs of mileage, meals and lodging incident to approved attendance at all schools, conferences, workshops and meetings when the site of said meetings are located at a maximum of not more than 300 road miles from the City of Red Wing, MN.

- When submitting a voucher for reimbursement to the Board concerning expenses as outlined above, cost will be broken down by mileage, registration, meals and lodging. Vouchers for meeting per diems and meals must be submitted to the Human Resource Office for payroll processing. Other vouchers for eligible reimbursement of expenses must be submitted to the Finance Department.
- All meals submitted by employees for reimbursement shall be delivered to the Human Resource Department on a separate voucher so appropriate IRS withholdings can be administered prior to payment.
- Only those meals included in conference or meeting registration fees will not be subject to the IRS withholdings, as these meals will be paid as part of an overall registration, paid directly by the County.

## **12.4 VEHICLE POLICY**

The use of County vehicles shall be managed with priority given to safety, cost effectiveness and fuel conservation.

The following governs use of County vehicles.

- **County owned vehicles are for official County business use only.** Minnesota Statutes prohibits the personal use of a County vehicle for other than authorized County business or specified authorized commuting. This means that any other use of a County vehicle for personal benefit is strictly prohibited. Unauthorized personal use of a County vehicle may be grounds for disciplinary action.
- **Only authorized persons are permitted to ride in County owned or leased vehicles.** Authorized persons include County employees, paid/unpaid interns, and volunteers involved in County programs or functions. County clients or persons apprehended by the Sheriff's Department are allowed to ride in County vehicles. Employee family members are not allowed in county vehicles unless the employee has Department Head approval. All Sheriff's Office employees will follow applicable department policies regarding authorized passengers.
- • All Drivers must have in their possession a current and valid driver's license.
- Drivers are required to observe and obey all traffic laws regarding the operation of a motor vehicle.

- Drivers of County vehicles are responsible for all fines and penalties imposed for parking or traffic violations with respect to the vehicle while the County vehicle is in their possession.

#### **Utilization and reimbursement:**

- Employees are encouraged to use County vehicles whenever possible.
- If you are making an unannounced visit to a parcel, homestead, etc., you should utilize a county vehicle to identify yourself as a county employee.
- When a fleet vehicle is not available or use of a personal vehicle is used to conduct authorized County business, the individual will be reimbursed at the mileage rate established by the County Board.
- Employees who use their personal vehicle for County business purposes must carry the minimum insurance required by Minnesota law for passenger hazard and public liability.

#### **Definition of Mileage**

- Mileage shall be approved based on the normal route(s) between departure and destination.
- When an employee does not report to their normal work location during the day or makes business calls before or after reporting to that location, the allowable mileage shall be:
  - The lesser of the mileage from the employee's residence or from their normal work location to the first stop;
  - All mileage between points visited on County business during the day;
  - The lesser of the mileage from the last stop to the employee's residence or from the last stop to their normal work location.

#### **Incidental Overnight Usage**

Occasional overnight usage of County-owned vehicles is permitted if the employee has been assigned the use of a County vehicle for authorized County business away from the work station to which the employee is permanently assigned, and the number of miles traveled, or the time needed to conduct the business will be minimized if the employee uses a County vehicle to travel to the employee's residence before or after traveling to the place of County business. These situations must be approved by the department head prior to the vehicle being taken home.

If occasional overnight usage by any employee exceeds 15 times per year, IRS regulations require that the log form for each overnight commute trip must be completed for auto fringe benefit calculations and the information report to the Human Resource Department.

#### **Commuting with County owned vehicles**

By statute, use of a County vehicle for commuting to and from an employee's residence is prohibited except under very limited circumstances.

A County vehicle may be used by a County employee to travel to and from the employee's residence under the following circumstances:

- On a day when it may become necessary for the employee to respond to a work-related emergency during hours when the employee is not normally working.
- Inclement weather conditions: When employee is on-call and has primary responsibility to respond.
- Emergency preparedness or seasonal assignment: County-owned vehicle is permitted when an employee is on-call and vehicle is taken home less than 12 times per quarter on average.
- All vehicles assigned to licensed Sheriff's officers and Investigators are exempt from these provisions.
- As a working condition benefit the vehicle used must be considered a qualified non-personal-use vehicle which by IRS terms is considered to be any vehicle the employee is not likely to use more than minimally for personal purposes because of its design. Qualified non-personal-use vehicles generally include:
  - Clearly marked police and fire vehicles
  - Unmarked vehicles used by law enforcement officers if the use is officially authorized
  - Pickup trucks or vans clearly marked with permanently affixed decals
  - Special Equipment Vehicles manufactured for special application or equipped with tools or devices for specific job applications.

### **Vehicle Allowance**

Should a County employee, as part of their working agreement with the County, not be provided with a vehicle for regular use but rather provided a monthly stipend, the allowance will be considered part of a non-accountable plan. The County will follow IRS guidelines accordingly.

- Monthly Auto Allowance: The full amount of the monthly auto allowance will be treated as a taxable benefit and subject to income tax and other statutory deductions.
- Employment Expense Deduction: Employees who receive a taxable allowance may be able to deduct motor vehicle expenses as employment expenses from their taxable income on their personal income tax return. It is the responsibility of the employee and their tax preparer to complete all applicable IRS Forms.
- An employee who is in receipt of the monthly auto allowance is responsible for all expenses incurred in the operation of their vehicle.

### **Parking**

Employees using private automobiles and county vehicles are reimbursed on an actual expense basis for parking. Receipts for such payments are submitted with the expense reimbursement request whenever possible.

**Commercial Transportation**

Employees may travel by commercial transportation when authorized. Air transportation is by coach class whenever possible.

**Car Rental**

Employees may use a rental vehicle at county expense when authorized or in emergency situations. When using rental vehicles, the lowest possible rate is to be selected.

## Chapter 13 – Separations and Discipline

### **13.1 SEPARATION FROM EMPLOYMENT**

#### Retirement

Employees desiring to retire in good standing shall give written notice of their intent to retire at least 60 days to their Supervisor, who in turn shall submit the written notice of the retirement to the Human Resource Department. Processing of retirement and severance benefits will be in accordance with regular payroll processing.

#### Resign in Good Standing

Employees wishing to resign in good standing shall give written notice not less than two weeks before such resignation shall be effective. Department heads, supervisors and nurses are required to provide four weeks' notice. Failure to give such notice may result in forfeiture of some fringe benefit payments authorized herein.

#### Unauthorized Absence

An unauthorized absence of an employee for three consecutive workdays shall be considered by the County Administrator as resignation of such employee. Employees are encouraged to complete an exit interview with the Human Resources Department.

#### Termination

Employees that do not resign in good standing are subject to termination and loss of accrued and unused fringe benefits.

#### **Final Pay Check Provisions**

Once it is known that an individual will no longer be an active employee, the Supervisor will notify the Facilities Maintenance, Finance, Human Resources, and Information Technology Department Heads immediately by submitting the Employee Termination Form on the County Internal Website. Unless otherwise provided in Minnesota Statute, employees leaving employment from County service will receive their final paycheck when the following actions have been taken. The Department Heads and Supervisor must notify the Human Resources Department within one week of the termination notice if the following items have not been completed.

- Finance Department:
  - Collect and cancel all P-Cards
  - Cancel all bank account access
- Information Technology Department:
  - Terminate any computer and network access
  - Terminate any cell phone access
- Maintenance Department:
  - Secure keys
  - Cancel fob
  - Destroy ID Card

- Human Resources Department:
  - Recovery of HSA Funding Advance
  - Recovery of Tuition Reimbursement within claw back period
- Supervisor/Department Head:
  - Recovery of County Prepaid Monies
  - Recovery of Other Property on Loan or Being Utilized
  - Notify the Finance Department of any possible bank account access

Employees are encouraged to complete an exit interview with the Human Resource Department.

### **13.2 LAST DAY OF EMPLOYMENT**

Employees are not allowed to extend their employment with Goodhue County by using vacation, sick leave or compensatory time. The employee's last day of employment must be a working day for the employee and cannot be a holiday, sick or vacation day.

### **13.3 LAY-OFF**

In the event that it becomes necessary to lay off employees for any reason, a number of factors will be considered in determining the employee to be laid off. Those are: The County's needs in fulfilling the work of the department, the employee's qualifications to perform the required tasks, the employee's performance and discipline history, and the employee's seniority. In the event of a layoff, the employee will be notified in writing. Merit System regulations and union contracts should be consulted for further information.

Determination of the positions in the county workforce subject to lay-off is at the sole discretion of the County Board and cannot be appealed under this policy.

### **13.4 EXIT INTERVIEWS**

Every employee separating from County employment is to be extended the courtesy of a final interview with the Human Resources Department. The Exit Interview Form will be completed by the interviewer and filed in the personnel file.

The separating employee will be advised of separation matters including but not limited to final pay, vacation pay, benefits.

In the event an interview is not possible, the Human Resources Department will mail the exit interview form to the exiting employee, with a self-addressed stamped envelope.

Exit Interview information will be compiled and reviewed by the County Administrator and Department Head to determine trends or corrective action that may be necessary.



## **13.5 DISCIPLINE**

The County retains the right to discipline any employee who is unwilling or unable to meet expectations for performance and conduct. All discipline shall be administered on the basis of just cause and coordinated with the Human Resource Department. Probationary employees may be dismissed without cause. Discipline will be administered in one or more of the following forms:

**Oral reprimand** - Normally given for first disciplinary infractions to clarify expectations and put the employee on notice that the performance or behavior needs to change, and the required changes. Oral reprimands shall be summarized in writing, presented to the employee and placed in the employee's personnel file upon approval of the department head.

**Written reprimand** - Generally but not necessarily follow oral reprimands in progressive discipline. A written reprimand is a statement addressed to the employee indicating the performance infraction which puts the employee on notice that the performance or behavior needs to change, and the required changes. The written reprimand is presented to the employee and placed in the employee's personnel file upon approval of the Department Head.

**Suspension** - The Department Head, in consultation with the County Administrator and Human Resources, may suspend an employee without pay for disciplinary reasons. Documentation will be kept in cases of suspension and a copy of any written documentation will be placed in the employee's personnel file. There may be some situations where suspension with pay will be allowed by the employer.

**Demotion** - An employee may be demoted if the employer determines this to be the most appropriate disciplinary action. The employee must be qualified for the position to which they are being placed.

**Dismissal/Discharge** - The employer may dismiss any employee for just cause such as but not limited to substandard work performance, behavior not in keeping with County standards, or if, in its judgment, the employee is unsuited for employment with the County.

### **Dismissal for Unsatisfactory Performance**

- An employee may also be dismissed after having been informed in writing of unsatisfactory performance and after having been given a reasonable time to make improvements and correct the unsatisfactory performance. Listed below are some of the causes for such warning and/or dismissal:
  - Incompetence/inefficiency in performance of assigned duties.
  - Failure to correct a violation of the County Drug and Alcohol Policy.

## **Immediate Dismissal**

- Employees may be dismissed immediately for the following causes:
  - Physical or mental incompetence, medically confirmed in accordance with the Americans with Disability Act.
  - Conviction for a felony, gross misdemeanor, or misdemeanor violation involving moral turpitude.
  - Misconduct or insubordination.
  - Willful refusal to follow directions or instructions.
  
  - Proof of carelessness or negligence in the handling or control of County property.
  
  - Non-permitted uses of county property.
  - Insulting, abusive or inflammatory language or conduct toward the general public, employees, supervisors or department heads.
  - Unauthorized absence from work.
  - Acceptance of a gift under circumstances from which it could be inferred that the giver expected or hoped for preferred or favored treatment in an official or departmental action.
  - Proven dishonesty.

Employees will be notified in writing of the reason for dismissal and a copy of the notification will be forwarded to the Human Resource Department for inclusion in the employee's personnel file.

Department heads have the authority to discipline employees as described above. Supervisory personnel may take disciplinary action if authorized to do so by their department heads. Only department heads, in conjunction with Human Resources, may discharge an employee.

All forms of discipline must be documented. The documentation will be included in the employee's personnel file and the employee will be given a copy of same. Except for oral reprimands, the employee will be requested to sign an acknowledgement that the documentation was read. Employees' signatures do not mean that they agree with the reprimand. Refusal of the employee to sign the acknowledgement if applicable will be noted on the letter, and the refusal will neither invalidate the disciplinary record, nor deter the placing of same in the employee's personnel file.

In the event of a disciplinary action, the employee will have the right to an appeal under Chapter 14, Grievance Procedure, the grievance policy. In the event the employee is covered by the Minnesota Merit System, the employee shall follow the Minnesota Merit System grievance procedures.

Employees who meet the definition of “veteran” as set forth in Minnesota Statute § 197.447 are subject to removal from their position or employment according to the provisions of the Veterans Preference Act.

### **13.6 CONTINUATION OF BENEFITS UPON SEPERATION**

Pursuant to state and federal law referred to as COBRA, benefit-eligible employees who have separated from County employment for reasons other than gross misconduct may continue on the County’s life insurance, group health, and/or dental coverage plan as defined in federal regulations.

An employee whose hours have been reduced to the point that the employee is no longer eligible for insurance may also continue enrollment with the County’s group health and/or dental plan at their own expense per Minnesota continuation laws.

Other events, such as Medicare eligibility, may qualify an employee for continuing coverage. In addition, the employee’s spouse and dependents that survive an employee may extend their enrollment with the County’s group health and/or dental coverage plan until the earlier of the following:

- The date the surviving spouse becomes covered under another group plan.
- The date coverage would have terminated under the group policy had the employee lived.

## Chapter 14 – Grievance Procedure

### **14.1 GRIEVANCE PROCEDURE**

In the event a non-union employee believes that there has been a misinterpretation or misapplication of the provisions of this policy which adversely affects the employee, or which, in the employee's opinion, violates the employee's rights, the following grievance procedure will be followed.

#### **Step One**

The employee shall submit the grievance in writing to their immediate supervisor on a form available from the Human Resource Department. The grievance must state the specific rule or provision of this handbook which has allegedly been violated and the remedy sought by the employee. In the event the grievance concerns any subject which involves the supervisor, and the employee does not wish to file the grievance with the supervisor, the employee may file the grievance, in the following order, with the first person not involved: 1) Department Head; 2) Human Resource Managers; and 3) County Administrator. If the grievance involves all of the above then the employee may file the grievance with the Chairman of the appropriate Board. In any event, the grievance must be filed within ten calendar days after the alleged violation has occurred.

The person receiving the grievance will report it to the Department Head and Human Resources. Within ten calendar days of receipt of the grievance, the County Representative will respond in writing with a copy placed in the employee's personnel file. A meeting may be scheduled within those ten calendar days to discuss the grievance with the aggrieved employee.

In the event the grievance concerns sexual or general harassment, the employee should refer to the Offensive Conduct, Harassment and Violence portion of this Policy.

In the event the employee is covered by the Minnesota Merit System and the grievance concerns potential EEO/AA violations, the employee should refer to Minnesota Merit System EEO/AA policy.

#### **Step Two**

A grievance not resolved to the satisfaction of the aggrieved employee may be appealed in writing to the next person not involved in step one: 1) Department Head; 2) Human Resource Director; and 3) County Administrator within ten calendar days of the grieved employee's receipt of an answer from the County Representative.

The County Representative will discuss the grievance with the employee and shall answer the grievance in writing no later than ten calendar days.

#### **Step Three**

A grievance not resolved to the satisfaction of the aggrieved employee may be appealed in writing to the County Administrator, within ten calendar days of receipt of the answer from the Department Head/Human Resource Director. The County Administrator will meet with the aggrieved employee and respond in writing within ten calendar days. Members of the governing board may be informed of the outcome of the grievance procedure. In the event the grievance is not resolved to the satisfaction of the employee, the employee may request an appeal to the governing board.

**Timeliness**

If a grievance is not presented within the time limits set forth above, it shall be waived. If a grievance is not appealed to the next step within the specified time limit, or any agreed extension thereto in writing, it shall be considered "settled" on the basis of the last answer from the County Representative. If the appropriate County Representative does not answer a grievance or appeal within the specified time limits, the employee may treat the grievance as denied and immediately appeal to the next phase. The time limit may be extended for each phase by mutual agreement between the County Representative and the employee.

## Chapter 15 –Communications

### **15.1 TECHNOLOGY USER POLICY**

Goodhue County Information Technology (IT) is the integrated hardware and software used by the County to create, modify, store, and share data. As such, it is an integral part of business at Goodhue County. The County has made a substantial investment in human and financial resources to support this technology.

The enclosed policies have been established in order to protect this investment, safeguard the information contained within this technology, reduce business and legal risk, and to protect the good name of the County consistent with statutory obligations for data security.

All data within Goodhue County information technology is the property of Goodhue County and is not to be used for employee personal gain or to support or advocate non-county related business or purposes.

#### **Responsibilities of the Goodhue County Information Technology Department:**

- Provide a secure, reliable computing network.
- Assist users in defining and planning for their technology needs.
- Provide the best technical solution available after consideration of user needs, department needs, County needs, costs, resources, availability, and timeliness.
- Provide consultation to users planning technology projects.
- Recommend appropriate hardware and software.
- Maintain inventory records of computer hardware and software used throughout the County.
- Support a standard set of computer hardware and software for the County to ensure compatibility, cost effective training, and volume discounts. The standard set of computer hardware and software may be supplemented to meet a department's identified technology needs, as coordinated with IT.
- Facilitate the purchasing of Department Head-approved computer hardware and software.

- Support County employees with their use of IT-approved information systems.
- Provide off-hours support for critical IT systems.
- Track licenses for all county owned software.
- IT does not support employee-owned computer hardware and software.

**Responsibilities of all Goodhue County employees:**

- Contact IT immediately upon discovery of problems with information technology.
- Provide detailed requests for service or support to the IT Department Help Desk.
- Understand the appropriate use of computer hardware and software.
- Adhere to IT/County-wide policies and procedures.

**Computer Equipment**

**Hardware/Software** - The County must ensure that computer technology is not misused. Hardware, software, and IT services will be purchased with compatibility for current applications and for future networking and data sharing. The County therefore requires the following:

- All hardware and software purchases must be approved by and coordinated with the IT Department.
- Any contracting with vendors for IT projects, software, or equipment will be approved by and coordinated with the IT Department.
- No software or hardware may be installed or run on County equipment that is not approved by the IT Department. This includes personally purchased software, any download from the Internet, or any other services, as well as software provided by vendors or other outside agencies.
- No computer equipment may be connected to the network without IT Department approval.
- Computer equipment shall not be taken off-site without approval from the Department Head and IT.

- Computer equipment should not be moved, reassigned, reconfigured, or otherwise changed without notifying IT.

### **Data Storage**

Default computer settings include having all data stored on a County server. Data stored on the servers is backed up on a regular basis.

- No personal files of any kind are to be stored on the server. This includes pictures, movies, music, or other non-work-related files. Personal files stored on the server may be deleted at any time, without notice.
- No software (e.g. executable or “exe” files) is allowed to be stored on the server without the consent and approval of the IT Department.
- County employees are expected to make sensible and efficient use of server storage by deleting unused data files on a regular basis. This includes temporary copies of files, duplicate files, outdated information, etc.
- Employees are not to utilize online or cloud-based data storage/sharing services to backup, store, or transmit County related information or data.
- Data stored on personal hard drives (such as the internal “C” drive of a computer) is not backed up and is not transferred to a new computer as part of an upgrade or replacement. The County is not responsible for lost data on personal drives.

### **Personal Use of County Computer Equipment**

The county’s computer equipment is provided to support County business and is to be used primarily for business related purposes. Except as authorized by an employee’s Department Head consistent with the safe use provisions of this policy, personal use of the County’s computer equipment is limited to occasional incidental use.

### **External Network Devices**

Only devices approved by IT may be connected to the County network. IT support for approved devices is limited to basic installation, configuration, and troubleshooting.

### **Networking**

Any modifications to Goodhue County’s network and/or any connectivity issues must be approved by the IT Department. The IT Department will provide all networking support including cabling consultation and contracting of services.

### **Wireless Networks**



All wireless networks that either connect to Goodhue County's network infrastructure or operate within Goodhue County facilities must be designed, installed, and maintained by IT.

IT will conduct regular searches for installed wireless networks in Goodhue County facilities to ensure security, effectiveness, and compliance with this section.

## **E-Mail**

### Security

The Goodhue County email system is not intended to be a method of transmitting information in a secure manner outside of the County network. Data whose release to unauthorized individuals would be a violation of law or regulation or would subject the County or any employee to damages should not be placed on the email system. Users of the email system should always be aware that any communication may be accessed by unauthorized individuals either within or outside of the system.

All in-bound email messages are scanned for viruses, spam, and questionable content, and suspicious email is sent to a user's "quarantine" folder. Details on how to access the quarantine folder, release messages, block senders, etc. can be obtained from the IT Department.

### Data Classification

All email messages are subject to the Minnesota Government Data Practices Act and are discoverable to the subject of the data and to others pursuant to the provisions of that statute. Messages that are subject to special controls, such as attorney-client communications, should be clearly marked as such and handled accordingly.

### Retention

Email is only to be used for communication of information that is not the subject of retention schedules and will be disposed of immediately after action or review. Unless designated and preserved in printed form by County staff, email is not an official communication of the County and must not be used for transmitting information that is part of the official record. For business purposes, all email messages sent or received on the county email system, including attachments, will be retained for 36 months, at which time they will be permanently deleted from the system. In the event that record retention is involved, a permanent copy of the message must be made and handled in accordance with Minnesota Statutes. In the event of litigation that has or may result in a request for certain County email messages, the County Attorney or County Administrator may direct staff to refrain from the destruction of messages until further notice.

### Former Employees

Access to the e-mail system terminates at the time an employee leaves employment with Goodhue County.

## **Internet**

### Access

Access to the Internet is limited to the official business of Goodhue County and must be done using the Goodhue County network only.

### Management Practices

IT will provide reports when requested by Department Heads and the County Administrator of Internet usage within departments. Department Heads are responsible for ensuring that usage is appropriate to their departmental policies.

### System Use

Users must limit their access to time actually spent searching for and reviewing information.

Programs and tools that continually search and update information are not permitted. These programs constantly interact with an external website on the Internet to update information on a county computer. This interaction consumes valuable network bandwidth and computer resources, and presents the possibility to download malicious code and/or viruses.

### Content Filtering

Goodhue County utilizes a filtering program to limit and monitor access to websites. Department Heads are responsible for justifying exceptions to blocked websites. Even with the filtering program, Department Heads should still be diligent in monitoring staff usage of the Internet. Reports from IT are available for this purpose.

Access to email systems other than the Goodhue County email system is prohibited.

## **County Websites**

### Public Website

The public website is designed to provide citizens of Goodhue County and other interested parties access to public information retained by Goodhue County. The site content will vary over time as improvements are made and as timely information is posted and removed. The County reserves the right to determine content. The IT Department will oversee maintenance of the site and adhere to direction provided by the Board and County Administration. Departments, with the approval of the Department Head, will make timely updates directly to their web pages.

### Internal Website

The internal website (intranet) is designed to provide Goodhue County employees access to information that relates to their workplace and to their County-offered benefits. The site content will vary over time as improvements are made and as timely information is posted and removed. The County reserves the right to determine content. The IT Department will oversee maintenance of the site and adhere to direction provided by the Board and County Administration. Departments, with the approval of the Department Head, will make timely updates directly to their web pages.

## **Password**

### Goal

It is Goodhue County's goal to provide a secure environment for all County data, hardware and software programs. To provide security for our computerized environments as required by the State of Minnesota, by our customers, and by our employees, we must maintain password security. The following information outlines the steps required of each employee to maintain password security.

### Password Control

Passwords must be maintained by individual employees. IT will assign an initial temporary password when an employee account is created. An IT system account request form must be completed by Human Resources in order to create a new account. The first time the employee signs on they will be required to change the temporary password assigned by IT to their own unique password.

Employees are responsible for maintaining the security and integrity of their passwords. Passwords are not to be shared with anyone at any time for any reason, including with co-workers, managers, or IT staff. Passwords should be changed immediately if there is any suspicion that it may have been compromised. For temporary or contract personnel requiring access to the County network, Department Heads will contact the IT Department to request a temporary user account providing the minimum network access permissions required for the engagement.

Human Resources must notify IT or other specified persons of the resignation, termination or reassignment of staff. This is necessary to ensure that proper and timely changes are made to system access privileges, protecting our systems against unauthorized or improper access.

Passwords that are obvious, such as nicknames, dates of birth, spouse's or children's name, hobbies, should not be used. The requirements of password length and format are available on the internal website. System software will enforce the changing of passwords and the minimum length and format.

Users must never allow the system to remember or save passwords.

## **Telephone**

### Goal

This policy is intended to cover the use of county telephones to assist employees in the performance of their tasks.

### Use

County employees are expected to keep personal telephone calls and electronic communications to a minimum during normal working hours. County employees are not authorized to make personal long-distance calls without reimbursing the county.

### Retention of Voice Messages

Voice messages are intended for communication of information that is not the subject of retention schedules and will be disposed of immediately after action or review unless designated and preserved in printed or recorded form by County staff. Voice messages are not an official communication of the County and must not be used for transmitting information that is part of the official record. In the event that message retention is required, a copy of the message can be made and handled in accordance with Minnesota Statutes. Voice messages more than 30 days old will be deleted whether reviewed or not. In the event of litigation that has or may result in a request for certain County voice messages, the County Attorney or County Administrator may direct that destruction of voice messages, or a certain portion of them, shall cease until further notice.

### **Rules of Use for Various Forms of Communication**

#### Acceptable/unacceptable content:

- The employee's communications utilizing County equipment are subject to the Offensive Conduct, Harassment and Violence Policy. This applies during both work time and non-work time.
- Messages that disclose private or confidential data are prohibited, e.g., violation of Minnesota Government Data Practices Act, HIPAA, during both work time and non-work time.
- All communications utilizing County equipment must be respectful and professional, and should not be disparaging or derogatory about the County, its officials or its employees.
- Employees are prohibited from utilizing County equipment to access non-work-related blogs, message boards, chat rooms, and other similar social media forms and means of communication, during both work time and non-work time.
- There is no expectation of privacy in information stored on employer property (computers, cell phones, pagers, smart phones, etc.). The County may monitor and audit employee use of county equipment including but not limited to: Internet use, content of emails, content of text messages, photographs stored on County equipment, use of County telephones, etc.
- Consequences for violating the Technology Use policy may fall under Article 13, Separations and Discipline.

## **15.2 CELLULAR DEVICE POLICY**

Goodhue County recognizes that cellular devices are tools needed to help manage county business efficiently.

The goals of this policy are to minimize internal and external auditing, increase accountability from the users of the listed property, and control spending. This policy recognizes that no single approach will work for all county employees. It is the county's intent to minimize the number of cellular plans as determined by good business sense.

All plans will be reviewed by the Management Team as needed.

### **Definitions**

Cellular Device A cell phone, smart/data phone, tablets, or other cellular equipment capable of wireless communication available commercially and to the general public without licensure.

Cellular Plan Plan(s) purchased by the county to provide cellular service.

Personal Use Personal communications not related to county business.

### **Procedures for County Departments**

#### Department Head/Supervisor Responsibilities

- It is the responsibility of Department Heads and supervisors to assure that cellular devices are being used to efficiently manage the county's business in conformance with this policy. These managers will determine which employees have a demonstrated need for a county-owned device, what type of a device to issue them, usage limits, and other procedures to ensure the use of cellular devices are used in compliance with the goals of this policy.
- Department Heads have the authority to waive the reimbursement in some situations, as defined in the Reimbursement Waiver subsection.
- Department Heads shall evaluate their department's plans and devices on an annual basis to ensure they meet the appropriate business needs.
- Any cellular devices/plans that could impact the county network infrastructure must meet the approval of the IT Department.

#### Employee Responsibility

- Employees using cellular devices are subject to all the laws concerning data practices and HIPAA compliance.

- Employees issued cellular devices will take every precaution to safeguard the device. Should the cell phone be lost, the Department Head and the IT Department must be notified immediately. Upon leaving county employment, the cellular device will be returned to the Department Head.
- Goodhue County IT reserves the right to remotely wipe county-issued portable devices such as smart phones or tablets that are configured to receive County email in the event that the device is lost or stolen, or if IT determines that its security has been compromised. It is the employee's responsibility to make regular backups of the device data (sync). Wiping the device means that all the data is removed, including personal files and applications.

## **Types of Cellular Devices**

### Check-Out County-owned Cellular Devices

- These devices are retained by departments and are assigned to employees by that department unless otherwise coordinated with IT. These devices are for those who need to periodically carry a cellular device, as determined by the Department Head.
- These devices should not be used for personal use at any time, except in emergencies. The Department Head is responsible for ensuring that check-out phone usage is not abused.
- The county will select the cellular service provider(s).

### Assigned County-owned Cellular Devices

- These devices are assigned to employees who meet any of the following criteria:
  - Are mobile during work hours and need the cellular device to conduct county business as determined by Department Head.
  - Are required to carry the cellular device during non-working hours, such as "on-call" or "call-back to duty" status.
  - Need to carry a cellular device for another specific reason, as determined by the Department Head.
- The county will select the cellular service provider(s) and appropriate plans.

### Employee Owned Device

- An employee may receive Department Head approval to use their personal cellular device for conducting county business.

- The employee may be reimbursed by the county for the minutes, texts, and data access used in a given month while conducting county business in accordance with the following:
  - Reimbursement to the employee for County work-related minutes accrued on employee's personal cellular device: \$.07 per minute
  - Reimbursement to the employee for each County work-related text message accrued on employee's personal cellular device (if there are separate charges): \$.15 per text
  - Reimbursement to the employee for costs of data access on the employee's personal cellular device will be according to their personal plan: up to a maximum of \$35/month
  
- The employee must submit a bill highlighting these calls, texts, and data access in a voucher to the Department Head within 30 days after the billing end date.
  
- If a continuing business need is demonstrated to the Department Head, an employee may be reimbursed on a recurring basis up to \$35 per month by the county for data access charges. The reimbursement process in these cases will be automated in coordination with the Finance Department.
  
- An employee who is utilizing a County owned cellular phone is not eligible to be reimbursed for using their personal cellular phone.
- The Department Head is responsible for ensuring that the employee is reimbursed according to the policy.

### **15.3 SOCIAL MEDIA**

#### **Purpose**

Material circulation in Social Media has a vast base and it is paramount that our organization has a policy in place to legally protect us while guiding our interaction with the public. The purpose of this document is to establish practical, reasonable and enforceable guidelines by which our employees can conduct responsible, constructive Social Media engagement in both official and unofficial capacities.

#### **Scope**

This policy applies to all Goodhue County employees, approved volunteers, consultants, service providers and contractors performing business on behalf of Goodhue County. This policy is not applicable to the County's elected officials.

#### **Definitions**

Social Media Umbrella term to describe various forms of communication such as social networking sites, blogs, wikis, message boards, chat room, electronic newsletters, user rating services and any other online collaboration, sharing or publishing platform, whether accessed through web, mobile device, text messaging, email or any other existing or emerging communications platform.

Social Media Administrators Person or committee in-charge of maintaining Social Media accounts on behalf of the county.

County Goodhue County Office

User Profile Account created by the county department to represent county.

Controversial Issues Issues that form the basis of charged debate that often provoke strong emotional response. Examples include political or religious views, healthcare reform, gun control, etc.

Message post/comment/image or any other form of Social Media message containing information, question or response sent/received by the public/county.

Personal Interaction Use of Social Media by the employees of the Goodhue County for personal purpose that is NOT on behalf of the Goodhue County.

## **Policy**

Sites that allow public comment shall inform visitors of the intended purpose of the site and provide a clear statement of the discussion topic introduced for public comment. It is important that the public is aware of the limited nature of the discussion and that inappropriate posts are subject to removal, including but not limited to the following types of postings regardless of format (text, video, images, links, documents, etc.):

- Comments not topically related to the particular Social Media article being commented upon;
- Comments in support of or opposition to political campaigns or ballot measures;
- Profane language or content;
- Rude, disparaging or discourteous comments directed at specific individuals, groups, or organizations
- Content that promotes, fosters, or perpetuates discrimination;
- Sexual content or links to sexual content;
- Solicitations of commerce and posting ads
- Illegal conduct or encouragement of illegal activity
- Information that may tend to compromise the safety or security of the public or public systems



- Content that violates a legal ownership interest of any other party;
- Comments or content that harass or advocate harassment of another person;
- Comments or content that poses or creates a privacy or security risk to another person
- Comments or content soliciting or designed to solicit passwords or personal identifying information
- Comments or content that includes a photograph or video of another person posted without the person's permission and consent.

These guidelines must be displayed to users or made available by hyperlink. Any content removed based on these guidelines must be retained, including the time, date and identity of the person who posted when available.

### **Policy for Personal Interaction with Social Media**

This should help the employees of Goodhue County be informed on how to interact with Social Media with their personal profiles. Failure to comply with these Social Media policies may result in disciplinary action, up to and including termination. Failure to comply may also result in civil or criminal penalties as provided by law. All employees must abide by the following guidelines:

#### Guidelines for posting content:

- Refrain from using Social Media sites in a manner that may damage or reflect discredit to the County's good reputation by posting content created, owned, associated with or held as a custodian by the County, including but not limited to intellectual property, trademarks, logos, copyrighted material, or images depicting County uniforms, vehicles, facilities, or other items identified with the County or its business partners.
- Do not engage in prohibited Social Media conduct including posting commentary, content, or images that are defamatory, pornographic, proprietary, harassing, libelous, or that can create a hostile work environment.
- Do not engage in discriminatory behavior and any other form of prohibited workplace behavior via Social Media channels.
- Do not publish, post or release any information that is considered confidential or not public. If there are questions about what is considered private or confidential, check with the Human Resources Department and/or supervisor.

- Do not publish, post or advocate any information that promotes illegal behavior.

#### Usage of Social Media during work:

- Accessing Social Media for personal purposes during work hours is not permitted, except under the following circumstances:
  - When brief personal communications may be warranted by extenuating circumstances (e.g., inform family of extended hours).
  - During authorized breaks; such usage should be limited as much as practicable to areas out of sight and sound of the public and shall not be disruptive to the work environment.
- Employee use of Social Media during work hours may be monitored and recorded.
- Employees should have no expectation of privacy while using County email, computer systems, networks, mobile devices, cell phones, or any other County owned communications device to access any type of Social Media. This includes the use of personally owned communication devices if the employee is the recipient of any cellular reimbursement.

#### Sharing Content:

- An employee must get appropriate permission before referring to or posting images of current or former employees, members, vendors or suppliers. Additionally, employees should get appropriate permission to use third party copyrights, copyrighted material, trademarks, service marks or other intellectual property. Employee must get appropriate permission before posting or releasing any kind of information that specifically identifies the County without express authorization from the specific department. are prohibited from sharing anything via Social Media channels that could violate another employee's right to personal privacy. Examples of Social Media disclosures that may compromise an employee's right to privacy include, but are not limited to: pictures, video, audio, or personally identifiable information.
- Employees must take reasonable and prompt action to remove any content, including content posted by others, that is in violation of this policy from any Social Media profiles/ webpages maintained by the employee.
- If an employee has access to information of any not public data, photograph, video, recording or any other form of data obtained or accessible as a result of their employment with Goodhue County, they are not allowed to use or disclose

that information without express authorization from designated authority in charge of handling that data.

Identity disclosure:

- If you engage in Social Media channels about Goodhue County while NOT on behalf of Goodhue County, you must disclose your identity and affiliation with Goodhue County.
  - When engaging in Social Media about Goodhue County and NOT in an official capacity as a county employee, you must add a disclaimer such as:
    - “I work for Goodhue County and this is my personal opinion.”
    - “I am not an official spokesperson for the County; my personal opinion is...”
    - “The postings on this site are my own and don't necessarily represent Goodhue County’s positions, strategies or opinions.”

**Social Media Management Policy**

This section is to aid the County in following policies designed to help in the management of Social Media profiles. Certain requirements need to be met in order to create, run and maintain a user profile.

Management Responsibilities:

- Department use of Social Media technology shall conform to this policy as well as all other applicable county policies, protocols, and procedures.
- A Department Director’s decision to utilize Social Media shall consider the department’s mission and goals, audience, technical capabilities, potential benefits, and potential costs or risks. Department Directors are responsible for determining who is authorized to use Social Media on behalf of the department, and for designating appropriate access levels
  - Each department may create a procedure manual for employees to follow that adheres to this Social Media policy.

Account Creation:

- For any official Social Media profile created, IT Department must have access as an Administrator of the page.

- All Social Media accounts must be authorized by the County Administrator's Office and the IT Department prior to being created. Social Media network access shall be limited only to those with a clear business purpose to use the forum.
- County Social Media network accounts shall be created using an official County email account.
- A Department may request approval of additional Social Media networks as needed using the appropriate form(s).

Authorized Use:

- A Social Media Administrator must be designated, who shall assume the responsibility to oversee the department's Social Media activity and policy compliance.
- Authorized users shall be provided a copy of the County's Social Media policy and are required to acknowledge their understanding and acceptance via signature.
- Account password information shall only be shared with authorized staff that has been designated by the Department to fulfill the role of the Social Media account Administrator.

Content Management:

- Official county pages/profiles or forums may not be used by any employee or representative for personal financial gains, private or personal purposes or for expressing their personal views on any issues. County Social Media page postings and updates must be approved by Social Media Administrator.
- The County and its designated officials may monitor content on each of the Social Media sites to ensure adherence to the Social Media Policy for appropriate use, message and branding consistent with the goals of Goodhue County.
- Sites shall contain visible elements that identify them as an official Goodhue County page. Among other items, this includes displaying official Goodhue County seals, department brands, contact information and a link to department websites.

- Information shared through Social Media channels shall fully comply with Department policies and procedures and shall not disclose confidential or proprietary information.
- Departments shall maintain a record of Social Media sites created that includes, but is not limited to:
  - a log file containing the name of the Social Media network, account id, password, registered email address, date established, authorized representative(s) and the name of the person who created the account.

#### Interaction with Public

- Department Social Media Administrators shall review site activity and content daily for violation of public policies listed in Section 1 of this policy.
- Upon receiving any form of message from the public, which includes posting, comments, images, and any other forms of Social Media communication with the intent to interact with the county, the following possible actions could be taken:
  - Reply: If the message is compliant with the public policy and seeking information, only the authorized staff is allowed to reply with correct information. The provided answer must be thoroughly verified for accuracy, spelling and grammar.
  - Delete: If the message is NOT compliant with the public policy, the post/comment/image or any other form of Social Media message must be deleted. If the message seeks for information, the authorized staff may still reply with an answer and a response as to why their message was deleted. Any content removed based on these guidelines must be retained, including the time, date and identity of the person who posted when available.
  - Block: If a public user repeatedly violates the public policy listed in Section 1 of this policy, they may be blocked by the authorized staff.
- All interactions with public involving controversial issues must be logged by the Social Media Administrator.

#### Sharing Content:

- An administrator must get appropriate permission before referring to or posting images of current or former employees, members, vendors or suppliers. Additionally, administrators should get appropriate permission to use third party

copyrights, copyrighted material, trademarks, service marks or other intellectual property.

- An employee must get appropriate permission before posting or releasing any kind of information that specifically identifies the County without express authorization from the specific department. are prohibited from sharing anything via Social Media channels that could violate another employee's right to personal privacy. Examples of Social Media disclosures that may compromise an employee's right to privacy include, but are not limited to: pictures, video, audio, or personally identifiable information. must take reasonable and prompt action to remove any content, including content posted by others, that is in violation of this policy from any Social Media profiles/ webpages maintained by the employee.

#### Social Media Archiving:

- Social Media activities, such as responding to a comment, deleting a comment, or blocking an account, are not automatically logged or archived. It is the responsibility of the Social Media Administrator to ensure these types of activities are logged in the event of a complaint or legal action by a member of the public.

## **15.4 MEDIA INQUIRIES**

From time to time Goodhue County employees may be approached by reporters and other members of the media. In order to ensure that we speak with one voice and provide accurate information about the County, we should direct all media inquiries, dependent on subject matter, to the County Administrator, County Attorney, County Sheriff, Health & Human Services Director and/or designees. No one may issue a press release without first consulting, dependent on subject matter, with the County Administrator, County Attorney, County Sheriff, Health & Human Services Director and/or designees.

## **15.5 MEDIA RELEASE WAIVER**

All employees, excluding those within the Sheriff's Office and Health & Human Services, must grant or refuse permission for Goodhue County to take photographs, video, or audio footage of themselves in the capacity of their employment. By doing so, employees understand and give permission for this media to be utilized in any media format, now or hereafter for future programs, events, displays or other purposes as determined by Goodhue County. Employees would thus release to Goodhue County all rights to exhibit this work publicly or privately in any format without compensation or additional consideration.

## **15.6 BRANDING**

Use of the County Logo, Seal, tagline, or any branding assets shall be governed by the brand guidelines established by the Board of Commissioners. Any use of branding outside of these approved guidelines are prohibited under this policy.

## Chapter 16 – Forms and Acknowledgements

### **16.1 GOODHUE COUNTY VEHICLE ALLOWANCE FORM**

Name: \_\_\_\_\_

Year \_\_\_\_\_

\_\_\_\_\_ Clearly Marked Vehicle to be Provided (VIN #  
\_\_\_\_\_)

**OR**

\_\_\_\_\_ Vehicle Allowance to be provided at \$ \_\_\_\_\_/month

Board Chair \_\_\_\_\_

Date \_\_\_\_\_

Employee \_\_\_\_\_

Date \_\_\_\_\_



**16.2 GOODHUE COUNTY SICK LEAVE CONVERSION FORM**

Employee Name: \_\_\_\_\_ Employee Number: \_\_\_\_\_

Te

Hours of sick time you are requesting to convert to vacation:

\_\_\_\_\_

(See policy above)

Effective Dates: \_\_\_\_\_

Employee Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Department Head Signature: \_\_\_\_\_

Date: \_\_\_\_\_



## **16.4 REQUEST FOR JOB EVALUATION FORM**

**Job Title:** \_\_\_\_\_

**Department:** \_\_\_\_\_

**Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_

Please complete the questions below as briefly and accurately as possible, explaining in specific terms how the job has changed since the last evaluation. Provide “then” and “now” quantitative data and/or specific examples when possible. Attach this document, along with the revised job description and return to the Human Resource Department. The Human Resources Department will examine these responses and make a determination on whether a re-evaluation is warranted.

1. Changes in the job’s formal duties and accountabilities since the last evaluation. Include any changes in the job’s know-how (the knowledge required to do the job), problem solving (how the know-how is applied when making decisions and resolving problems), accountability (responsibility for actions and their consequences or end results) and any other special conditions (hazards, unpleasant environment or particular demands for the job), especially if those changes required additional qualifications or training:

2. Changes in reporting relationships that may have affected the job, including changes of managers, peers and/or subordinates (provide an organization chart if appropriate). Also include changes in the job’s formal authority, decision-making latitude and formal responsibilities:

3. Changes in the magnitude of the job: please describe any *significant* changes in the functions, work processes or activities for which the job is responsible (e.g., increased budget, vastly different work processes, etc.):

Any other changes in the job – please summarize here and on the back of this sheet if necessary.

## 16.5 REQUEST FOR APPROVAL TO HIRE

### DEPARTMENT & POSITION INFORMATION

Department

:

Date: \_\_\_\_\_

Submitter

Name: \_\_\_\_\_

Position

Title: \_\_\_\_\_

Position Reports

To: \_\_\_\_\_

Has the job description been reviewed by the department head?  Yes  No

Type of Hire:  Replacement (backfill) Replacing Who? \_\_\_\_\_  New Position

Classification:  Full Time  Part Time

Status:  Permanent  Temporary (67 day)  Seasonal  Intern – paid

How does Goodhue County staff in this position compare to similar sized counties?

---

---

### BUDGET & SALARY INFORMATION

#### Budget Impact

*For new positions, please indicate whether or not the position has been budgeted for the current year.*

- Replacement position in budget  
 New position in budget  
 New position not in budget

Has this job classification been evaluated by the Hay Group?

Yes  No

FLSA Status:  Exempt (salaried)  Non-Exempt (hourly)

Starting Pay Grade /

Step: \_\_\_\_\_ / \_\_\_\_\_

Anticipated Benefit

Cost: \$ \_\_\_\_\_

Total Cost\*: \$ \_\_\_\_\_

\*Salary & Benefits

*Use this link for help calculating salary & benefits:*

[Total Comp & Benefits Calculator](#)

Total Budgeted: \$ \_\_\_\_\_

### ADDITIONAL INFORMATION

Please explain all options and alternatives considered including mergers, transfers of duties, position elimination, impacts on county services and overtime, etc.

---

---

Job Posting Type:

Internal only  Internal & External

**Advertising Requested:**

- |  |   |
|--|---|
| <input type="checkbox"/> ADP Career Center (includes indeed.com) | <input type="checkbox"/> County website (includes Facebook & Twitter) |
| <input type="checkbox"/> Lake City Shopper/ Graphic              | <input type="checkbox"/> Republican Eagle (includes JobsHQ online)    |
| <input type="checkbox"/> Cannon Falls Beacon                     | <input type="checkbox"/> Zumbrota Shopper                             |
| <input type="checkbox"/> Assoc. MN Counties (AMC) website        | <input type="checkbox"/> League of MN Cities (LMC) website            |

**Other Advertising Requested:** \_\_\_\_\_

**HUMAN RESOURCES USE ONLY**

**Did HR review job description?**

- Yes  No

**Recommendation**

- :  Approve Hire  Deny Hire

**Comments**

: \_\_\_\_\_  
\_\_\_\_\_

**HR Director Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**COUNTY ADMINISTRATOR USE ONLY**

**Disposition:**

- Approve Hire  Deny Hire  Require to go to Board

**Comments**

: \_\_\_\_\_  
\_\_\_\_\_

**County Administrator Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**16.5 CONFLICT OF INTEREST FORM**

**Name:** \_\_\_\_\_

**Department:** \_\_\_\_\_

As a Goodhue County Department Head/Elected Official/Elected Representative/County Employee, I have reviewed the Rules of Conduct/Code of Ethics policy.

If an employee has a potential conflict of interest, employees are instructed to complete the ***Conflict of Interest*** form and return it to the Department Head who will forward the form to the Human Resource Department for inclusion in the employee's personnel file.

As a result, I recognize that I may have a Conflict of Interest as stated below.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

MY CONFLICT IS AS FOLLOWS:

---

---

---

---

---

---

---

**16.6 NO CONFLICT OF INTEREST FORM**

**Name:** \_\_\_\_\_

**Department:** \_\_\_\_\_

As a Goodhue County Department Head/Elected Official/Elected Representative, I have reviewed the Rules of Conduct/Code of Ethics policy.

As a Department Head, by January 31<sup>st</sup> of each year, I acknowledge that I have reviewed this policy with all my employees. If an employee has a potential conflict of interest, employees are instructed to complete the **Conflict of Interest** form and return it to the Department Head who will forward the form to the Human Resource Department for inclusion in the employee's personnel file.

To the best of my knowledge, I certify that I am **not** in violation of this policy.

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

## **16.7 CONFIDENTIALITY STATEMENT**

### **Goodhue County Employee Pledge to Confidentiality**

I understand that Goodhue County provides services to clients and/or employees that are private and confidential and that I play a significant role in respecting the privacy rights of clients associated with Goodhue County. I understand that in order to provide related services to our clients/employees, it is necessary that I receive personal information and that the information may exist in a variety of forms such as electronic, oral, written or photographic and that this information is strictly confidential and protected by federal and state laws.

I agree to comply with all confidentiality–related policies and procedures enacted by Goodhue County, federal and/or state laws. If I, at any time, during my entire employment knowingly or inadvertently breach the client confidentiality policies and procedures, rules and/or regulations, I agree to notify my supervisor immediately. I also agree to return any and all client confidential information in my possession.

I, as the individual accessing and preparing private or confidential data for summary purposes, understand that the Minnesota Data Practices Act (MS 13.08) provides for the protection of private and confidential data. Any violation of that law, including improper disclosure of the private or confidential data which I have access to may result in civil or criminal penalties. If I fail to abide by any policies, rules or regulations, I may be subject to disciplinary action which may include verbal, written warning, suspension or termination.

Penalties due to a violation of policy may include:

1. An agency or responsible authority which violates any provisions of MS 13.08 is liable to an individual who suffers any damage as a result of the violation, including civil damages sustained, costs, and reasonable attorneys' fees. If the violation is willful, the agency is also liable for exemplary damages of not less than \$100 nor more than \$10,000 for each violation. (MN Statute 13.08 (1)).
2. Any person who willfully violates the provisions of Section 13.08 or any lawful rules and regulations promulgated thereunder is guilty of a misdemeanor. (MN Statute 13.09).

This pledge does not constitute a contract, nor does this pledge imply an employment contract, nor does it insure continued employment.

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Printed Name:** \_\_\_\_\_



**16.8 ACKNOWLEDGEMENT**

By signing below, I acknowledge that I have read and understand these policies dated \_\_\_\_\_ and effective January 1, 2018 for Goodhue County, Minnesota. I understand that these policies are not a full statement of county procedure or a legal contract.

I understand this document will be maintained on the Goodhue County intranet during my employment and will be updated periodically. I am responsible for understanding and following the contents of the personnel policy and copies are available on the County intranet or by request from the Human Resources Department. I am required to sign this acknowledgement and understand failure to sign this document may be a violation of Chapter 13 Discipline.

I understand that only the current version of this personnel policy, as approved by the Goodhue County Board, together with any additional policies adopted by the Board, shall be in force and effect.

I understand this policy replaces previous County-wide personnel policies which have been in force and effect up to this time. This policy may be superseded by departmental procedures or labor contracts.

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Printed Name:** \_\_\_\_\_

## **16.9 NOTICE OF INTENT TO COLLECT PRIVATE DATA FROM EMPLOYEES**

### **Tennessen Warning Notice**

All Goodhue County employees are asked to provide the private data listed below for the purposes noted. The County is required to provide this information to local, state and federal governmental agencies and benefit providers in order to provide you with services and benefits accorded to County employees. County employees who perform personnel or payroll functions may have access to the data, provided their work reasonably requires access. Others who have legal access to the data: State Auditor, State Attorney General, entities specifically designated below, enforcement agencies with statutory authority, and any other person or entity authorized by law or court order.

**Home Address and Telephone Number:** Needed to contact you for work-related matters and to send you important documents. Home address is also required for completion of the Federal Employment Eligibility Verification form (I-9); as the County is legally obligated to provide home address to the Social Security Administration, Internal Revenue Service, applicable State Department of Revenue, applicable State retirement system, and Department of Human Services. Additionally, if your position is eligible for insurance coverage or represented by a labor organization, applicable insurance carriers and the labor organization representing you have a legal right to this information. You are not legally required to provide this data, however, if you do not provide a home address, you may not receive important documents, the County cannot fulfill its legal obligations and your eligibility for employment may be affected. If you do not provide a home telephone number, your agency may not be able to contact you when necessary.

**Social Security Number (SSN):** Needed for reporting earnings and taking deductions, as required by law. It is also required for completion of the Federal Employment Eligibility Verification form (I-9). You are legally required to provide your SSN so that we may employ you. Per Federal Internal Revenue Laws, the County is legally obligated to provide your SSN to the Social Security Administration, Internal Revenue Service, and applicable state department of revenue. The following State agencies also have a legal right to employee SSN's: applicable State retirement system (MN. Statutes, Chapters 352-356), Department of Human Services (MN Statutes, section 256.998), and Department of Economic Security (Mn Statutes, section 268.044). Also, if your position is eligible for insurance coverage, applicable insurance carriers may have access to this information, in accordance with Mn. Statutes, section 43A.23, 62J.54, and 13.05.

**Birth Date:** Needed to ascertain your retirement status, to determine your cost for certain optional insurance coverage, and to determine actuarial rates. It is also required for completion of the Federal Employment Eligibility Verification form (I-9). You are not legally required to provide your birth date; however, your eligibility for employment may be affected if you do not provide it. Additionally, it would not be possible to determine your eligibility for retirement, severance pay, and certain optional insurance coverage. The Minnesota Department of human services, applicable insurance carriers and applicable State retirement systems has a legal right to this information.

**Ethnic Group, Disability Status, Gender:** Needed to determine if the County has a diverse workforce, that is representative of all Minnesotans. You are not legally required to provide this data. However, without this information, the County may not be able to effectively carry out

state and federal equal opportunity and affirmative action mandates. Applicable insurance carriers and State retirement system have a legal right to obtain your gender.

**Marital Status:** Needed to determine eligibility for insurance and death benefit payments. You are not legally required to provide your marital status. However, without this information, certain insurance eligibility determinations and death benefit payments may not be possible. Applicable insurance carriers and State retirement system have a legal right to this information. This information is not needed if your position is not eligible for insurance or retirement benefits.

**Emergency Contact Information:** Needed so that someone may be contacted if an emergency occurs and you need assistance. You are not legally required to provide this information. However, if you do not provide it, we will not be able to contact anyone if an emergency occurs.

**Questions:** If you have any questions about the information asked of you on any of the Goodhue County benefits, employment or other personnel forms, please contact the Goodhue County Human Resources Department, Government Center, 509 W. 5<sup>th</sup> Street, Red Wing, MN 55066.

By signing below, you acknowledge that you have been given an opportunity to read this notice and understand the intended use of private data provided.

**Signature:**

\_\_\_\_\_

**Date:** \_\_\_\_\_

**Printed Name:** \_\_\_\_\_

## **16.10 TELECOMMUTING APPLICATION & AGREEMENT**

### **EMPLOYEE SECTION**

**Employee:** Complete and review this Telecommuting Application and Agreement with your direct supervisor to be considered for a potential telecommuting arrangement.

Desired target date:

Employee Name:

Job Classification:

Supervisor Name:

If telecommuting will be **part-time**, indicate which days you intend to telecommute:

Mon       Tues       Wed       Thurs       Fri

Other:

 **Please check and complete ALL items in the employee section.**

### **MINIMUM REQUIREMENTS**

#### **Position meets the minimum requirements to be considered for telecommuting:**

- Job duties can be fulfilled while working nearly all the time away from the primary worksite.
- Job duties do not require face-to-face contact with customers, clients, or co-workers at the primary worksite.
- By telecommuting, employee service to internal or external customers will not be decreased.

#### **Individual meets the minimum requirements to be considered for telecommuting:**

- I have been employed with Goodhue County for a minimum of 12 months of continuous employment.
- I follow all Goodhue County policies. I meet or exceed expectations for my job:
  - My most recent performance review shows that I meet or exceed expectations.

- I do not have a performance improvement plan.
- I am not aware of any performance issues that could preclude me from telecommuting.

**Individual meets the minimum technology preparedness to be considered for telecommuting:**

- I have the ability to solve basic hardware and software problems.
- I have a clear understanding of my proposed telecommuting worksite network set-up and how to connect Goodhue County equipment to it.

**PROPOSED TELECOMMUTER WORK SITE**

Street and city address:

Location of workspace within building. Please describe:

Designated contact person who can enable Goodhue County to enter telecommuter worksite in the event I become incapacitated:

Name:

Relationship:

Phone:

Phone and email address:

**MINIMUM REQUIREMENTS OF TELECOMMUTER WORK SITE**

- The telecommuter worksite has a minimum internet connection speed required to efficiently and effectively complete assigned work duties
- I have reviewed the MCIT Brochure on ergonomics and have a plan to implement the recommended office set-up.

**TELECOMMUTER WORK SITE DISRUPTIONS AND SECURITY**

The telecommuter worksite is located in a place that will enable me to work uninterrupted. Please review and check items below as appropriate.

- There are no dependents who require care or supervision who live at the telecommuting worksite.
- There are dependents who require care or supervision who live at the telecommuting worksite. Below is my plan for addressing their care or supervision to enable me to work uninterrupted.

**Outline plan:**

- Goodhue County property will be secured for use only for Goodhue County business and without handling by others at the telecommuting worksite as follows:

Please explain.

- The telecommuting worksite will enable me to secure non-public, protected, and sensitive data in compliance with federal and state requirements. I will secure information from sight and sound by other parties as follows: Please explain

**ADDITIONAL FACTORS THAT MAY IMPACT THE SUCCESS OF TELECOMMUTING**

Please respond to the following questions:

What are the primary reasons for requesting to telecommute?

How will you adequately plan for any down-time due to unexpected equipment failure, or other unexpected situations that prevent you from fulfilling your work

obligations?

How would telecommuting positively affect your internal and external customers?

How will you maintain or exceed performance while telecommuting?

How will your direct supervisor know you are meeting or exceeding expected productivity levels of work while telecommuting?

How do you plan to avoid distractions at your telecommuter worksite and stay on task?

How will telecommuting impact the work of other employees?

How will you handle printing and mailing documents, and checking and responding to your in-coming mail that arrives at your primary worksite?



How will you will stay connected to your work team?

Are there any concerns that you have about telecommuting? Do you have ideas on how to mitigate those concerns?

Any additional comments?

Rate how the following characteristics apply to you and insert any relevant comments regarding the rating selected and its impact on your ability to successfully telecommute:

<b>Characteristic</b>	<b>Score</b> 1=Low 2=Med 3=High
Ability to organize time well, be self-disciplined, productive, and punctual. Comments:	
Ability to work independently with minimum feedback from peers or supervisor. Comments:	

<p>Ease in resolving significant business issues by phone. Comments:</p>	
<p>Ability to routinely work off-site without feeling socially or professionally detached. Comments:</p>	

## EMPLOYEE AFFIRMATIONS AND SIGNATURE

Please review and check each statement below to indicate your agreement.

- I have read, understand, and should my application be approved, agree to comply with the Goodhue County Telecommuting Policy and Procedure Statement. I understand that this includes compliance with all other Goodhue County policies and procedures, including but not limited to those related to: data practices, use of Goodhue County equipment, technology use, remote technology user access, handling out-going mail, work hours, compensated time, and mileage reimbursement.
- I understand that this agreement may be terminated by me or Goodhue County in accordance with the Goodhue County Telecommuting Policy and Procedure statement.
- I understand that by entering into an agreement to telecommute, I will be working in a situation that increases public scrutiny of me as a public employee and that my performance as a telecommuter has an impact on the entire agency's ability to authorize telecommuting arrangements.
- I understand that this agreement authorizes Goodhue County or its designee to enter the workspace in which Goodhue County property is kept at the telecommuter worksite.
- I agree to notify my supervisor immediately should there be any changes to my proposed telecommuter work site. Including but not limited to: address, location in building, dependent care on premises, etc.
- I understand and agree that if there is any failure of the hardware used for telecommuting that cannot be resolved remotely, that I am responsible to deliver the hardware to the Goodhue County office for service. If the hardware cannot be brought in person, I will at my own expense, return the hardware to Goodhue County via mail or shipping service, insured for the value of the current replacement cost of the item.
- I understand and agree that the Goodhue County Information Technology Department may request I return any or all equipment provided for telecommuting for the purposes of inspection, inventory, hardware/software updates, or any other reasons, at any time, and that I will provide requested equipment with 5 business days of such a request.
- I understand and agree that I will be required to return to my assigned work site at the Goodhue County office if I am unable to successfully and securely connect and work from my proposed telecommuting work site. (Please refer to the compensation for telecommuter travel time and compensation for mileage sections of the Goodhue County Telecommuting Policy and Procedure Statement.)
- I understand that if I am unable to successfully connect to the Goodhue County network to complete my work during my approved work hours for any reason other than a

Goodhue County network outage that affects all Goodhue County staff at my primary work location (and, I am unable to report to work at my designated Goodhue County office in a reasonable period), I am required to use my vacation/comp-time equal to my assigned work hours for any time I was unable to work. I further agree that I will document and keep my supervisor informed each time this occurs.

- I understand and agree that if at any time while working as an approved telecommuter, I decide to terminate my employment with Goodhue County, it is my responsibility to return all hardware, paperwork, and any other work-related items to Goodhue County. I will do this in person or via insured mail or shipping service insured for the current replacement value of the equipment, prior to my last business workday. I am responsible for this expense and making all necessary arrangements and meeting all legal requirements of any entities between my proposed telecommuter work site and delivery to the Goodhue County offices.

Employee signature: \_\_\_\_\_ Date: \_\_\_\_\_

#### SUPERVISOR AND DIRECTOR SECTION

#### Processing instructions for supervisor, program manager, and director

If the application is **denied**, please initial and provide the reason for the denial. You must review it with the division manager, and if still denied, sign it. Review with the employee and provide the employee a copy.

Forward the original to human resources.

If the application is **approved**, please initial and provide any relevant information that contributed to the approval. Sign the form and forward to the division manager for approval. If the telecommuter is proposing a work site outside of Goodhue County contiguous county area, the application requires final approval by the Department Head.

When the application is fully approved, provide a copy to the employee and to the Human Resources Department, and notify the Goodhue County Information Technology department.

**SUPERVISOR AFFIRMATIONS AND SIGNATURE**

Please check each item below as appropriate.

I have reviewed the entire application and discussed the potential arrangement in-depth with the employee.

I recommend the application be  and offer the following supportive comments:

*(If application is denied refer to processing instructions at the beginning of this section.)*

Application recommended for approval as follows:

The telecommuter's worksite as described in the application is acceptable.

I have discussed the proposed arrangement with the space planner and Office Support Services supervisor.

The telecommuter's printing and mailing of documents will be handled as follows and this has been reviewed with the affected staff and approved by their supervisor:

The telecommuter's mail that arrives at the primary worksite will be handled as outlined below. This has been reviewed with the affected staff and approved by their supervisor:

I recommend the following equipment be issued to the employee for telecommuting purposes:



**Supervisor Signature:** \_\_\_\_\_

*SUBMIT COMPLETED FORM TO IT AND HR*

**DIRECTOR AFFIRMATIONS AND SIGNATURE**

(Required for all proposed work sites that are outside of Goodhue County.)

**Director:** Review and approve or deny. Provide reason, sign the form and return it to the programmanager to review with supervisor and the employee.

I have reviewed the application and given it my full consideration.

APPROVED

DENIED

Comments:

**Director Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

## **TERMINATION OF PREVIOUSLY APPROVED AGREEMENT INSTRUCTIONS**

### **If the agreement is terminated - supervisor will:**

- Notify the HR and IT Departments that the telecommuting arrangement is terminated and the effective date of termination.

Collect all Goodhue County property no longer needed for the employee's work arrangement



**16.11 TELECOMMUTER 90-DAY REVIEW**

Appendix A

**Telecommuter 90-Day Review**

Employee Name: \_\_\_\_\_

**This agreement will be re-evaluated annually during the employee’s annual review.**

Review Date	Employee Initials	Supervisor Initials	Defined Expectations	Expectations Met Y/N and any Comments or Changes to Telecommuting Arrangement
			1.	
			2.	
			3.	
			4.	
			5.	
			6.	
			IT – Employee has demonstrated the minimum level of technical proficiency to continue in a telecommuting work arrangement	

*Supervisor will submit a copy of the Telecommuter 90-Day and Annual Review to HR for the employee’s personnel file.*

Supervisor signature: \_\_\_\_\_

Date:

Employee signature: \_\_\_\_\_

Date:

**16.12 TELECOMMUTING INVENTORY RECEIPT**

Name:

<b>Equipment</b>	<b>Model Number</b>	<b>Serial Number</b>	<b>Asset Number</b>	<b>Date Received</b>	<b>Employee Initials</b>	<b>Date Returned</b>	<b>Employee Initials</b>

<b>Equipment</b>	<b>Model Number</b>	<b>Serial Number</b>	<b>Asset Number</b>	<b>Date Received</b>	<b>Employee Initials</b>	<b>Date Returned</b>	<b>Employee Initials</b>

I attest that the above identified inventory of equipment has been provided to the employee for use at an approved telecommuter work site.

Signature of employee:

Date:

Signature of supervisor:

Date:



# **Goodhue County**

## **DOT Drug and Alcohol Testing for Commercial Drivers Policy**

### **Purpose and Objectives**

Goodhue County (“County”) has a vital interest in maintaining safe, healthful, and efficient working conditions for employees, and recognizes that individuals who are impaired because of drugs and/or alcohol jeopardize the safety and health of other workers as well as themselves. The County is concerned about providing a safe workplace for its employees, and while the County does not intend to intrude into the private lives of its employees, it is the goal to provide a work environment conducive to maximum safety and optimum work standards. Alcohol and drug abuse can cause unsatisfactory job performance, increased tardiness and absenteeism, increased accidents and workers’ compensation claims, higher insurance rates, and an increase in theft of County property. The use, possession, manufacture, sale, transportation, or other distribution of controlled substance or controlled substance paraphernalia and the unauthorized use, possession transportation, sale, or other distribution of alcohol is contrary to this policy and jeopardizes public safety.

In response to regulations issued by United States Department of Transportation (“DOT”), the County has adopted this Policy on Alcohol and Controlled Substances for employees who hold a commercial driver’s license (CDL) to perform their duties.

The County also has a separate Policy on Controlled Substance and Alcohol Testing for employees not covered by DOT and Federal Motor Carrier Safety Administration (FMCSA) regulations.

Given the significant dangers of alcohol and controlled substance use, each applicant and driver must abide by this policy as a term and condition of hiring and continued employment. Moreover, federal law requires the County to implement such a policy.

To ensure this policy is clearly communicated to all drivers and applicants, and in order to comply with applicable federal law, drivers and applicants are required to review this policy and acknowledge receipt and understanding of the policy with a signed statement.

Because changes in applicable law and the County’s practices and procedures may occur from time to time, this policy may change in the future, and nothing in this policy is intended to be a contract, promise, or guarantee the County will follow any particular course of action, disciplinary, rehabilitative or otherwise, except as required by law. This policy does not in any way affect or change the status of any at-will employee.

Any revisions to the Federal Omnibus Transportation Employee Testing Act and Federal Motor Carrier Safety Administration (FMCSA) regulations will take precedent over this policy to the extent the policy has not incorporated those revisions.

### **Persons Subject to Testing & Types of Tests**

All employees are subject to testing who job duties include performing “safety-sensitive duties” on County vehicles that:

1. Have a gross combination weight rating or gross combination weight of 26,001 pounds or more, whichever is greater, inclusive of a towed unit(s) with a gross vehicle weight rating or gross vehicle weight of more than 10,000 pounds, whichever is greater; or
2. Have a gross vehicle weight rating or gross vehicle weight of 26,0001 or more pounds whichever is greater; or
3. Are designed to transport 16 or more passengers, including the driver; or
4. Are of any size and are used in the transportation of materials found to be hazardous for the purposes of the Hazardous Materials Transportation Act (49 U.S.C. 5103(b)) and which require the motor vehicle to be placarded under the Hazardous Materials Regulations (49 CFR part 172, subpart F).

The following functions are considered safety-sensitive:

- all time waiting to be dispatched to drive a commercial motor vehicle
- all time inspecting, servicing, or conditioning a commercial motor vehicle
- all time driving at the controls of the commercial motor vehicle
- all other time in or upon a commercial motor vehicle (except time spent resting in a sleeper berth)
- all time loading or unloading a commercial motor vehicle, attending the same, giving or receiving receipts for shipments being loaded or unloaded, or remaining in readiness to operate the vehicle
- all time repairing, obtaining assistance, or attending to a disable commercial motor vehicle.

The County may test any applicant to whom a conditional offer of employment has been made and any driver for controlled substance and alcohol under any of the following circumstances:

### **Pre-Employment Testing.**

All applicants, including current employees seeking a transfer, applying for a position where duties include performing safety-sensitive duties described above, will be required to take a drug test prior to the first time a driver performs a safety-sensitive function for the County. A driver may not perform safety-sensitive functions unless the driver has received a controlled substance test result from the Medical Review Officer (“MRO”) indicating a verified negative test result. In addition to pre-employment controlled substance testing, applicants will be required to authorize in writing former employers to release alcohol test results of .04 or greater, positive controlled substance test results, refusals to test, other violations of drug and alcohol testing regulations, and completion of return to duty requirements within the preceding three years.

The County will contact the candidate’s DOT regulated previous and current employers within the last three years for drug and alcohol test results as referenced above and review the testing history if feasible before the employee first performs safety-sensitive functions for the County. Beginning in 2020, an applicant must provide consent to the County, and successfully pass a full query of the Federal Motor Carrier Safety Administration’s Clearinghouse. In addition, at least once a year, the County will conduct a limited query of the Clearinghouse for each currently employed CDL driver. If the limited query reveals that the Clearinghouse has information about resolved or unresolved drug and alcohol program violations by a candidate or current employee, he or she will be asked to provide electronic consent to a full query of the Clearinghouse (unless he or she has previously provided electronic consent). In the event a full query of the Clearinghouse reveals unresolved violation information for a candidate or current employee, the driver will not be permitted to perform safety-sensitive functions, including the operation of a Commercial Motor Vehicle and, in the case of a candidate, may have their conditional offer of employment rescinded or, in the case of a current employee, may be subject to discipline.

### **Post-Accident Testing.**

As soon as practicable following an accident involving a commercial motor vehicle operating on a public road, the County will test each surviving driver for controlled substances and alcohol when the following occurs:

- The accident involves a fatality or
- The driver receives a citation for a moving traffic violation from the accident and an injury is treated away from the accident scene or
- The driver receives a citation for a moving traffics violation from the accident and a vehicle is required to be towed from the accident scene.

The following chart summarizes when DOT post-accident testing needs to be conducted:

Type of accident involved	Citation issued to the DOT covered CDL driver?	Test must be performed by the County
i. Human fatality	YES	YES
	NO	YES
ii. Bodily injury with immediate medical treatment away from the scene	YES	YES
	NO	NO
iii. Disabling damage to any motor vehicle requiring tow away	YES	YES
	NO	NO

A driver subject to post-accident testing must remain readily available or the driver will be deemed to have refused to submit to testing. This requirement to remain ready for testing does not preclude a driver from leaving the scene of an accident for the period necessary to obtain assistance in responding to the accident or to obtain necessary medical care.

#### **Post – Accident Controlled Substance Testing**

Drivers are required to submit a urine sample for post-accident controlled substance testing as soon as possible. If the driver is not tested within thirty-two (32) hours after the accident, the County will cease its attempts to test the driver and prepare and maintain on file a record stating why the test was not promptly administered.

#### **Post- Accident Alcohol Testing**

Drivers are required to submit to post-accident alcohol testing as soon as possible. After an accident, consuming alcohol is prohibited until the driver is tested. If the driver is not tested within two (2) hours after the accident, the County will prepare and maintain on file a record stating why the test was not administered within that time. If eight hours have elapsed since the accident and the driver has not submitted to an alcohol test, the County will cease its attempts to test the driver and prepare and maintain on file a record stating why the test was not administered.

The County may accept the results of a blood or breath test in place of an alcohol test and urine test for the use of controlled substances if:

- The tests are conducted by federal, state, or local officials having independent authority for the test, and
- The tests conform to applicable federal, state, or local testing requirements, and
- The test results can be obtained by the County.

Whenever such a test is conducted by a law enforcement officer, the driver must contact the County and immediately report the existence of the test, providing the name, badge number, and telephone number of the law enforcement officer who conducted the test.



**Random Testing.**

Every driver will be subject to unannounced alcohol and controlled substance testing on a random selection basis. Drivers will be selected for testing by use of a scientifically valid method under which each driver has an equal chance of being selected each time selections are made. These random tests will be conducted throughout the calendar year. Each driver who is notified of selection for random testing must cease performing safety-sensitive functions and report to the designated test site immediately. It is mathematically possible drivers may be selected be picked and tested more than once, and others not at all.

If a driver is selected for a random test while he or she is absent, on leave or away from work, that driver may be required to undergo the test when he or she returns to work.

For 2020, federal law requires the County to test at a rate of at least fifty percent (50%) of its average number of drivers for controlled substance each year, and to test at a rate of at least ten percent (10%) of its average number of drivers for alcohol each year. These minimum testing rates are subject to change by the DOT.

**Reasonable Suspicion Testing.**

When a supervisor has reasonable suspicion to believe a driver has engaged in conduct prohibited by federal law or this policy, the County will require the driver to submit to an alcohol and/or controlled substance test.

The County's determination that reasonable suspicion exists to require the driver to undergo an alcohol test will be based on "specific, contemporaneous, articulable observations concerning the appearance, behavior, speech, or body odors of the driver." In the case of controlled substance, the observations may include indications of the chronic and withdrawal effects of a controlled substance.

The required observations for reasonable suspicion testing will be made by a supervisor or other person designated by the County who has received appropriate training in identification of actions, appearance and conduct of a driver which are indicative of the use of alcohol or controlled substance. These observations leading to an alcohol or controlled substance test, will be reflected in writing and signed by the supervisor who made the observations. The record will be retained by the County. The person who makes the determination that reasonable suspicion exists to conduct testing, will not be the person conducting the testing, which shall instead be conducted by another qualified person.

Alcohol testing is authorized only if the observations are made during, just before, or just after the driver has ceased performing such functions. If a reasonable suspicion alcohol test is not administered within two (2) hours following the determination of reasonable suspicion, the County will prepare and maintain on file a record stating the reasons the alcohol test was not promptly administered. If a reasonable suspicion alcohol test is not administered within eight (8) hours following the determination of reasonable suspicion, the County will prepare and maintain on file a record stating the reasons the alcohol test was not administered and will cease attempts to conduct the alcohol test.

Notwithstanding the absence of a reasonable suspicion test, no driver may report for duty or remain on duty requiring the performance of safety-sensitive functions while the driver is under the influence of or impaired by alcohol, as shown by the behavioral, speech, and performance indicators of alcohol use, nor will the County permit the driver to perform or continue to perform safety-sensitive functions until (1) an alcohol test is administered and the driver's alcohol concentration is less than .02; or (2) twenty-four (24) hours have elapsed following the determination of reasonable suspicion.

### **Return-to-Duty Testing.**

The County reserves the right to impose discipline against drivers who violate applicable FMCSA or DOT rules or this policy, subject to applicable personnel policy and collective bargaining agreements. Except as otherwise required by law, the County is not obligated to reinstate or requalify such drivers for a first positive test result.

Should the County consider reinstatement of a DOT covered driver, the driver must undergo a Substance Abuse Professional ("SAP") evaluation and participate in any prescribed education/treatment, and successfully complete return-to-duty alcohol test with a result indicating an alcohol concentration of less than 0.02 and/or or a controlled substance test with a verified negative result, before the driver returns to duty requiring the performance of a safety-sensitive function. The SAP determines if the driver has completed the education/treatment as prescribed.

The employee is responsible for paying for all costs associated with the return-to-duty test. The controlled substance test will be conducted under direct observation.

### **Follow-Up Testing.**

The County reserves the right to impose discipline against drivers who violate applicable FMCSA or DOT rules or this policy, subject to applicable personnel policies and collective bargaining agreements. Except as otherwise required by law, the County is not obligated to reinstate or requalify such drivers.

Should the County reinstate a driver following a determination by a Substance Abuse Professional (SAP) that the driver is in need of assistance in resolving problems associated with alcohol use and/or use of controlled substance, the County will ensure that the driver is subject to unannounced follow-up alcohol and/or controlled substance testing. The number and frequency of such follow-up testing will be directed by the SAP and will consist of at least six (6) tests in the first twelve (12) months following the driver's return to duty. Follow-up testing will not exceed sixty (60) months from the date of the driver's return to duty. The SAP may terminate the requirement for follow-up testing at any time after the first six tests have been administered, if the SAP determines such test is no longer necessary. The employee is responsible for paying for all costs associated with follow-up tests.

Follow-up alcohol testing will be conducted only when the driver is performing safety-sensitive functions, or immediately prior to or after performing safety-sensitive functions.

**Cost of Required Testing.**

The County will pay for the cost of pre-employment, post-accident, random, and reasonable substance and alcohol testing requested or required of all job applicants and employees. The driver must pay for the cost of all requested confirmatory re-tests, return-to-duty, and follow-up testing.

**Prohibited Conduct**

The following conduct is explicitly prohibited by applicable DOT and FMCSA regulations and therefore constitutes violation of County policy.

**Under the influence of alcohol when reporting for duty or while on duty.**

No driver may report for duty or remain on duty requiring the performance of safety-sensitive functions while having an alcohol concentration of 0.04 or greater. Drivers reporting for duty or remaining on duty to perform safety-sensitive functions while having an alcohol concentration of 0.02, but less than 0.04, will be removed from duty for 24 hours, escorted home and placed on vacation/Compesatory/Sick leave for hours missed from work.

**On-Duty Use of Alcohol.**

No driver may use alcohol while performing safety-sensitive functions.

**Pre-Duty Use of Alcohol.**

No driver may perform safety-sensitive functions within four (4) hours after using alcohol. If an employee has had alcohol within four hours they are to notify their supervisors before performing any safety-sensitive functions.

**Alcohol Use Following an Accident.**

No driver required to take a post-accident alcohol test may use alcohol for eight (8) hours following the accident, or until the driver undergoes a post-accident alcohol test, whichever occurs first.

**Refusal to Submit to a Required Alcohol or Controlled Substance Test.**

No applicant or driver may refuse to submit to pre-employment, post-accident, random, reasonable suspicion or follow-up alcohol or controlled substance testing.

In the event an applicant or driver does in fact refuse to submit to required alcohol or controlled substance testing, no test will be conducted. Refusal by a driver to submit to controlled substance or alcohol testing will be considered a positive test result, will cause disqualification from performing safety-sensitive functions, and may appear on the driver's permanent record. Drivers who refuse to submit to testing will be subject to discipline, up to an including termination. In accordance with the Federal Motor Carrier Safety Administration's (FMCSA) Commercial Driver's License (CDL) Drug and Alcohol Clearinghouse reporting requirements, beginning January 6, 2020, the County will report a driver's refusal to submit to a DOT test for drug or alcohol use to the Clearinghouse within three business days. If an applicant refuses to submit to pre-employment controlled substance testing, any applicable conditional offer will be withdrawn.

For purposes of this section, a driver is considered to have refused to submit to an alcohol or controlled substance test when the driver:

- Fails to provide adequate breath for alcohol testing without a valid medical explanation after he or she has received notice of the requirement for breath testing.
- Fails to provide adequate urine for controlled substance testing without a genuine inability to provide a specimen (as determined by a medical evaluation), after he or she has received notice of the requirement for urine testing.
- Fails to report for testing within a reasonable period of time, as determined by the County.
- Fails to remain at a testing site until testing is complete.
- In the case of directly observed or monitored collection, fails to permit observation or monitoring.
- Fails or declines to take a second test as required by the County and/or collector.
- Fails to undergo a medical examination as directed by the County pursuant to federal law.
- Refuses to complete and sign the alcohol testing form, to provide a breath or saliva sample, to provide an adequate amount of breath, or otherwise cooperate in any way that prevents the completion of the testing process.
- Engages in conduct that clearly obstructs the test process.

#### **Altering or attempting to alter a urine sample or breath test.**

A driver altering or attempting to alter a urine sample or controlled substance test, or substituting or attempting to substitute a urine sample, will be subject to providing a specimen under direct observation. Both specimens will be subject to laboratory testing. In such case, the employee may be subject to immediate termination of employment and any job offer made to an applicant will be immediately withdrawn.

#### **Controlled Substance Use.**

No driver may report for duty or remain on duty requiring the performance of safety-sensitive functions when the driver uses any controlled substance, except when the use is pursuant to the instructions of a licensed medical practitioner who has advised the driver in writing the substance does not adversely affect the driver's ability to safely operate a commercial motor vehicle. Drivers must forward this information regarding therapeutic controlled substance use to the County immediately after receiving any such advice.

Having a medical marijuana card and/or a cannabis prescription from a physician does not allow anyone to use or possess that drug in the County's workplace. The federal government still classifies cannabis as an illegal drug. *There is no acceptable concentration of marijuana metabolites in the urine or blood of an employee who performs safety-sensitive duties for the County.* Employees are still subject to being tested under our policies, as well as for being disciplined, suspended or terminated after testing positive for cannabis while at work.

#### **Controlled Substance Testing.**

No driver may report for duty, remain on-duty or perform a safety-sensitive function if the driver tests positive for controlled substance.

In addition to the conduct prohibited by applicable DOT and FMCSA regulations, the County also maintains other applicable policies regarding drug and alcohol that are applicable to all

employees. For specifics regarding those requirements, refer to the County's policy for non-DOT related drug and alcohol policy.

## **Collection and Testing Procedures**

Drivers are required to report immediately upon notification to the collection site. For random tests conducted off site, employees may use a County vehicle to drive to the collection site. Drivers will be expected to provide a photo ID card for identification to the collection staff. All drivers will be expected to cooperate with collection site personnel request to remove any unnecessary outer garments such as coats, sweaters or jackets and will be required to empty their pockets. Collection personnel will complete a Federal Custody and Control Form ("CCF") which drivers providing a sample will sign as well.

### **Alcohol Testing.**

Employees will be tested for alcohol just before, during, or immediately following performance of a safety-sensitive function. If a driver is also taking a DOT controlled substance test, generally speaking, the alcohol test is completed before the urine collection process begins. Screening tests for alcohol concentration will be performed utilizing a non-evidential screening device included by the National Highway Traffic Safety Administration on its conforming products list (e.g., a saliva screening device) or an evidential breath testing device ("EBT") operated by a trained breath alcohol technician ("BAT") at a collection site. An alcohol test usually takes approximately 15 minutes if the result is negative. If a driver's first attempt is positive (with an alcohol concentration of .02 or greater), the driver will be asked to wait at least 15 minutes and then be tested again. The driver may not eat, drink or place anything in his/her mouth (e.g., cigarette, chewing gum) during this time. All confirmation tests will be conducted in a location that affords privacy to the driver being tested, unless unusual circumstances (e.g., when it is essential to conduct a test outdoors at the scene of an accident) make it impracticable to provide such privacy. Any results less than 0.02 alcohol concentration is considered a "negative" test result.

If the driver attempts and fails to provide an adequate amount of breath, he/she will be referred to a physician to determine if the driver's inability to provide a specimen is genuine or constitutes a refusal to test. Alcohol test results are reported directly to the County by the collection site staff.

### **Controlled Substance Testing.**

The County will use a "split urine specimen" collection procedure for controlled substance testing. Collection of urine specimens for controlled substance testing will be conducted by an approved collector and will be conducted in a setting and manner to ensure the driver's privacy.

Controlled substance testing generally takes about 15 minutes. At the collection site, the driver will be given a sealed container and must provide at least 45 ml of urine for testing. Once the sample is provided the collection personnel will check the temperature and color and look for signs of contamination. The urine is then split into two separate specimen containers (A, or "primary," and B, or "split") with identifying labels and security seals affixed to both. The collection facility will be responsible for maintaining a proper chain of custody for delivery of the sample to a DHHS-certified laboratory for analysis. The laboratory will retain a sufficient

portion of any positive sample for testing and store that portion in a scientifically acceptable manner for a minimum 365-day period.

If an employee fails to provide a sufficient amount of urine to permit a controlled substance test (45 milliliters of urine), the collector will discard the insufficient specimen, unless there is evidence of tampering with that specimen. The collector will urge the driver to drink up to 40 ounces of fluid, distributed reasonably over a period of up to three hours, or until the driver has provided a sufficient urine specimen, whichever occurs first. If the driver has not provided a sufficient specimen within three hours of the first unsuccessful attempt, the collector will cease efforts to attempt to obtain a specimen. The driver must then obtain, within five calendar days, an evaluation from a licensed physician, acceptable to the MRO, who has expertise in the medical issues raised by the employee's failure to provide a sufficient specimen. If the licensed physician concludes the driver has a medical condition, or with a high degree of probability could have, precluded the driver from providing a sufficient amount of urine, the County will consider the test to have been canceled. If a licensed physician cannot make such a determination, the County will consider the driver to have engaged in a refusal to test and will take appropriate disciplinary action under this policy.

The primary specimen is used for the first test. If the test is negative, it is reported to the MRO who then reports the result, following a review of the CCF Form for compliance, to the County. If the initial result is positive or non-negative, a "confirmatory retest" will be conducted on the primary specimen. If the confirmatory re-test is also positive, the result will be sent to the MRO. The MRO will contact the driver to verify the positive result. If the MRO is unable to reach the driver directly, the MRO must contact the County who will direct the driver to contact the MRO.

## **Review of Test Results**

The MRO is a licensed physician with knowledge and clinical experience in substance abuse disorders and is responsible for receiving and reviewing laboratory results of the controlled substances test as well as evaluating medical explanations for certain drug test results. Prior to making a final decision to verify a positive test result, the MRO will give the driver or the job applicant an opportunity to discuss the test result, typically through a phone call. The MRO, or a staff person under the MRO's supervision, will contact the individual directly, on a confidential basis, to determine whether the individual wishes to discuss the test result. If the employee or job applicant wishes to discuss the test result:

- The individual may be required to speak and/or meet with the MRO, who will review the individual's medical history, including any medical records provided.
- The individual will be afforded the opportunity to discuss the test results and to offer any additional or clarifying information which may explain the positive test result. If the employee or job applicant, believes a mistake was made at the collection site, at the labor, on a chain-of-custody form, or that the drug test results are caused by lawful substance use, the employee should tell the MRO.
- If there is some new information which may affect the original finding, the MRO may request the laboratory to perform additional testing on the original specimen in order to further clarify the results; and
- A final determination will be made by the MRO that the test is either positive or negative, and the individual will be so advised.

If the MRO upholds the positive, adulterated or substituted drug determination, that test result will be provided to the County. There is no opportunity to explain a positive alcohol test provided in the DOT regulations.

The driver can request the MRO to have the split specimen (the second “B” container) tested at the driver’s expense. This includes all costs that may be associated with the re-test. There is no split specimen testing for an invalid result. The driver has 72 hours after they have been notified of the positive result to make this request. If the employee requests an analysis of the split specimen, the MRO will direct the laboratory to send the split specimen to another certified laboratory for analysis.

If an employee has not contacted the MRO within 72 hours, the employee may present information documenting that serious injury, illness, lack of actual notice of the verified test result, inability to contact the MRO, or other circumstances unavoidably prevented the employee from making timely contact. If the MRO concludes there is legitimate explanation for the employee’s failure to contact within 72 hours, the MRO will direct the analysis of the split specimen.

If the results of the split specimen are negative, the County may pay for all costs associated with the rest and there will be no adverse action taken against the employee or job applicant.

## **Notification of Test Results**

### **Employees.**

The County will notify a driver of the results of random, reasonable suspicion, and post-accident tests for controlled substance if the test results are verified positive and will inform the driver which controlled substance or substances were verified as positive. Results of alcohol tests will be immediately available from the collection agent.

### **Right to Confirmatory Retest.**

Within seventy-two (72) hours after receiving notice of a positive controlled substance test result, an applicant or driver may request through the MRO a re-analysis (confirmatory retest) of the driver’s split specimen. Action required by federal regulation as a result of a positive controlled substance test (e.g., removal from safety-sensitive functions) will not be stayed during retesting of the split specimen. If the result of the confirmatory retest fails to reconfirm the presence of the controlled substance(s) or controlled substance metabolite(s) found in the primary specimen, or if the split specimen is unavailable, inadequate for testing or untestable, the MRO will cancel the test.

### **Dilute Specimens**

Dilute Negatives Creatinine concentration of specimen is equal to or greater than 2 mg/dL, but less than or equal to 5 mg/dL. If the County receives information that a driver has provided a dilute negative specimen, the County will direct a recollection, pursuant to the MRO’s direction, under direct observation.

## **Consequences for Drivers Engaging in Prohibited Conduct**

### **Job Applicants.**

Any applicable conditional offer of employment will be withdrawn from a job applicant or employee seeking a transfer who refuses to be tested or tests positive for controlled substance pursuant to this policy.

### **Employees.**

Drivers who are known to have engaged in prohibited behavior with regard to alcohol misuse or use of controlled substance, as defined earlier in this policy, are subject to the following consequences:

- **Removal from Safety-Sensitive Functions**

No driver may perform safety-sensitive functions, including driving a commercial motor vehicle, if the driver has engaged in conduct prohibited by federal law.

No driver who is found to have an alcohol concentration of 0.02 or greater but less than 0.04 may perform or continue to perform safety-sensitive functions for the County, including driving a commercial motor vehicle, until the start of the driver's next regularly scheduled duty, but not less than twenty-four (24) hours following administration of the test.

If a driver tests positive under this policy or is found to have an alcohol concentration of .02 or greater but less than .04, the driver will be removed from safety sensitive duties and escorted home; the driver should not drive home but be escorted to his or her home. The driver will then be placed on vacation/compensatory/sick time for hours missed from work.

- **Notification of Resources Available**

The County will advise each driver who has engaged in conduct prohibited by federal law or who has a positive alcohol or controlled substance test of the resources available to the driver, including but not limited to the County's EAP, in evaluating and resolving problems associated with the misuse of alcohol and use of a controlled substance, including the names, addresses, and telephone numbers of Substance Abuse Professionals and counseling and treatment programs. The County will provide this SAP listing in writing at no cost to the driver.

- **Discipline**

The County reserves the right to impose whatever discipline the County deems appropriate in its sole discretion, up to and including termination for a first occurrence, against drivers who violate applicable FMCSA or DOT rules or this policy, subject to applicable personnel policies and collective bargaining agreements. Except as otherwise required by law, the County is not obligated to reinstate or requalify such drivers following a first positive confirmed controlled substance or alcohol test result.

- **Evaluation, and Return to Duty Testing**

Should the County wish to consider reinstatement of a driver who engaged in conduct prohibited by federal law and/or who had a positive alcohol or controlled substance test, the driver must undergo a SAP evaluation, participate in any prescribed education/treatment, and successfully complete return-to-duty alcohol test with a result indicating an alcohol concentration of less than 0.02 and/or or a controlled substance test



with a verified negative result, before the driver returns to duty requiring the performance of a safety-sensitive function. The SAP will determine what assistance, if any, the driver needs in resolving problems associated with alcohol misuse and controlled substance use and will ensure the driver properly follows any rehabilitation program and submits to unannounced follow-up alcohol and controlled substance testing.

- **Follow-Up Testing**

If the driver passes the return-to-duty test, he/she will be subject to unannounced follow-up alcohol and/or controlled substance testing. The number and frequency for such follow-up testing will be as directed by the SAP and will consist of at least six tests in the first twelve months. These tests will be conducted under direct observation.

- **Refusal to test**

All drivers and applicants have the right to refuse to take a required alcohol and/or controlled substance test. If an employee refuses to undergo testing, the employee will be considered to have tested positive and may be subject to disciplinary action, up to and including termination. Refer to Refusing to Test provided earlier in this policy.

- **Responsibility for Cost of Evaluation and Rehabilitation**

Drivers will be responsible for paying the cost of evaluation and rehabilitation (including services provided by a Substance Abuse Professional) recommended or required by the County or FMCSA or DOT rules, except to the extent that such expense is covered by an applicable employee benefit plan or imposed on the County pursuant to a collective bargaining agreement.

- **Reporting to the FMCSA's CDL Drug and Alcohol Clearinghouse**

In accordance with the Federal Motor Carrier Safety Administration's (FMCSA) Commercial Driver's License (CDL) Drug and Alcohol Clearinghouse reporting requirements beginning January 6, 2020, the County will report the following information to the Clearinghouse within three business days:

- ✓ A DOT alcohol confirmation test result with an alcohol concentration of 0.04 or greater;
- ✓ A negative DOT return-to-duty test result;
- ✓ The driver's refusal to submit to a DOT test for drug or alcohol use;
- ✓ Actual knowledge a driver has used alcohol or controlled substances, based on the employer's direct observation, information provided by the driver's previous employer(s), a traffic citation for driving a CMV while under the influence of alcohol or controlled substances, or an employee's admission of alcohol or controlled substance abuse except as provided in § 382.121) of:
  - On duty alcohol use pursuant to § 382.205;
  - Pre-duty alcohol use pursuant to § 382.207;
  - Alcohol use following an accident pursuant to § 382.209;
  - Controlled substance use pursuant to § 382.213;
- ✓ Employers will also report negative return-to-duty (RTD) test results and the successful completion of a driver's follow-up testing plan as ordered by a SAP.

## **Loss of CDL License for Traffic Violations in Commercial and Personal Vehicles**

Effective August 1, 2005, the FMCSA established strict rules impacting when CDL license holders can lose their CDL for certain traffic offenses in a commercial or personal vehicle. Employees are required to notify their supervisor immediately if the status of their CDL license changes in anyway.

## **Maintenance and Disclosure of Records**

Except as required or authorized by law, the County will not release driver's information that is contained in records required to be maintained by this policy or FMCSA and DOT regulations. Beginning in 2020, the County will be required to query and report to the agency's Commercial Driver's License (CDL) Drug and Alcohol Clearinghouse prior to hiring new drivers, will conduct annual checks of existing CDL-drivers, and will report certain violations of the DOT drug and alcohol testing program for holders of CDLs. In addition, a driver is entitled, upon written request, to obtain copies of any records pertaining to the driver's use of alcohol or a controlled substance, including any records pertaining to his or her alcohol or controlled substance tests.

## **Policy Contact for Additional Information**

If you have any questions about this policy or the County's controlled substance and alcohol testing procedures, you may contact your immediate supervisor, to obtain additional information.

## **Definitions**

### **Accident:**

Means an occurrence involving a commercial motor vehicle operating on a public road which results in a fatality; bodily injury to any person who, as a result of the injury, immediately receives medical treatment away from the scene of the accident; or one or more motor vehicles incurring disabling damage as a result of the accident, requiring the vehicle to be transported away from the scene by a tow truck or other vehicle. The term "accident" does not include an occurrence involving only boarding and alighting from a stationary motor vehicle; an occurrence involving only the loading or unloading of cargo; or an occurrence in the course of the operation of a passenger car or a multipurpose passenger vehicle unless the vehicle is transporting passengers for hire or hazardous materials of a type and quantity that require the motor vehicle to be marked or placarded in accordance with 49 C.F.R. § 177.823; 49 C.F.R. § 382.303(a); 49 C.F.R. § 382.303(f).

### **Alcohol Concentration (or Content):**

Means the alcohol on a volume of breath expressed in terms of grams of alcohol per 210 liters of breath as indicated by an evidential breath test. 49 C.F.R. § 382.107.

### **Alcohol Use:**

Means the consumption of any beverage, mixture, or preparation, including any medication, containing alcohol. 49 C.F.R. § 382.107.

### **Applicant:**

Means a person applying to drive a commercial motor vehicle. 49 C.F.R. § 382.107.

**Breath Alcohol Technician or BAT:**

Means an individual who instructs and assists individuals in the alcohol testing process and operates an evidential breath testing device (EBT). 49 C.F.R. § 40.3.

**County:**

Means County of [County Name].

**County Premises:**

Means all job sites, facilities, offices, buildings, structures, equipment, vehicles and parking areas, whether owned, leased, used or under the control of the County.

**Collection Site:**

Means a place designated by the County where drivers present themselves for the purpose of providing a specimen of their urine or breath to be analyzed for the presence of alcohol or controlled substances. 49 C.F.R. § 40.3.

**Commercial Motor Vehicle:**

Means a motor vehicle or combination of motor vehicles used in commerce to transport passengers or property if the motor vehicle (1) has a gross combination weight rating or gross combination weight of 26,001 or more pounds, whichever is greater, inclusive of a towed unit(s) with a gross vehicle weight rating or gross vehicle weight of more than 10,000 pounds, whichever is greater; or (2) has a gross vehicle weight rating or gross vehicle weight of 26,001 or more pounds, whichever is greater; or (3) is designed to transport sixteen (16) or more passengers, including the driver; or (4) is of any size and is used in the transportation of materials found to be in the transportation of materials found to be hazardous for the purposes of the Hazardous Materials Transportation Act (49 U.S.C. 5103(b)) and which require the motor vehicle to be placarded under the Hazardous Materials Regulation. (49 C.F.R. part 172, subpart F) § 382.107.

**Confirmation (or Confirmatory) Test:**

For alcohol testing means a second test, following a positive non-evidential test, following a positive non-evidential (e.g., saliva) screening test or a breath alcohol screening test with the result of 0.02 or greater, that provides quantitative data of alcohol concentration. For controlled substance testing, “Confirmation (or Confirmatory) Test” means a second analytical procedure to identify the presence of a specific controlled substance or metabolite which is independent of the screen test and which uses a different technique and chemical principal from that of the screen test in order to ensure reliability and accuracy. 49 C.F.R. § 382.107.

**Controlled Substance:**

Means those substances identified in 49 C.F.R. § 40.85. Marijuana, amphetamines, opioids, (including heroin), phencyclidine (PCP), cocaine, and any of their metabolites are included within this definition. 49 (C.F.R. § 382.107; 49 C.F.R. § 40.85.

**Department of Transportation or DOT:**

Means the United States Department of Transportation.

**DHHS:**

Means the Department of Health & Human Services or any designee of the Secretary, Department of Health & Human Services. 49 C.F.R. § 40.3.

**Disabling Damage:**

Means damage which precludes departure of a motor vehicle from the scene of the accident in its usual manner in daylight after simple repairs, including damage to motor vehicles that could have been driven, but would have been further damaged if so driven. Disabling damage does not include damage which can be remedied temporarily at the scene of the accident without special tools or parts, tire disablement without other damage even if no spare tire is available, headlight or tail light damage or damage to turn signals, horn or windshield wipers which make them inoperative. 49 C.F.R. § 382.107.

**Driver:**

Means any person who operates a commercial motor vehicle. This includes, but is not limited to full-time, regularly employed drivers; casual, intermittent or occasional drivers; leased drivers and independent owner-operator contractors who are either directly employed by or under lease to the County or who operate a commercial motor vehicle at the direction of or with the consent of the County. For purposes of pre-employment testing, the term driver includes a person applying to drive a commercial motor vehicle. 49 C.F.R. § 382.107.

**Drug:**

Has the same meaning as “controlled substance.”

**Employee seeking a transfer:**

Refers to an employee who is not subject to DOT regulations seeking a transfer to a position that will subject them to DOT regulations in the sought after position.

**Evidential Breath Testing Device or EBT:**

Means a device approved by the National Highway Traffic Safety Administration (“NHTSA”) for the evidential testing of breath and placed on NHTSA’s “Conforming Products List of Evidential Breath Measurement Devices.” 49 C.F.R. § 40.3.

**Federal Motor Carrier Safety Administration or FMCSA:**

Means the Federal Motor Carrier Safety Administration of the United States Department of Transportation.

**Medical Review Officer or MRO:**

Means a licensed physician (medical doctor or doctor of osteopathy) responsible for receiving laboratory results generated by a controlled substance testing program who has knowledge of substance abuse disorders and has appropriate medical training to interpret and evaluate an individual’s confirmed positive test result together with his or her medical history and any other relevant biomedical information. 49 C.F.R. § 40.3

**Performing (a Safety-Sensitive Function):**

Means any period in which a driver is actually performing, ready to perform, or immediately available to perform any safety-sensitive functions. 49 C.F.R. § 382.107.

**Positive Test Result:**

Means a finding of the presence of alcohol or controlled substance, or their metabolites, in the sample tested in levels at or above the threshold detection levels established by applicable law.

**Reasonable Suspicion:**

Means a belief a driver has engaged in conduct prohibited by the FMCSA controlled substance and alcohol testing regulations, except when related solely to the possession of alcohol, based on specific contemporaneous, articulable observations made by a supervisor or County official who has received appropriate training concerning the appearance, behavior, speech or body odors of the driver. The determination of reasonable suspicion will be made in writing on a Reasonable Suspicion Record Form during, just preceding, or just after the period of the work day that the driver is required to be in compliance with this policy. In the case of a controlled substance, the observations may include indications of the chronic and withdrawal effects of a controlled substance.

**Safety-Sensitive Function:**

Means all time from the time a driver begins to work or is required to be in readiness to work until the time he or she is relieved from work and all responsibility for performing work. Safety-sensitive functions include:

- All time at a County plant, terminal, facility, or other property, or on any public property, waiting to be dispatched, unless the driver has been relieved from duty by the employer;
- All time inspecting equipment as required by 49 C.F.R. § 392.7 and 392.8 or otherwise inspecting, servicing, or conditioning any commercial motor vehicle at any time;
- All time spent at the driving controls of a commercial motor vehicle in operation;
- All time, other than driving time, in or upon any commercial motor vehicle except time spent resting in a sleeper berth (a berth conforming to the requirements of 49 C.F.R. § 393.76);
- All time loading or unloading a vehicle, supervising, or assisting in the loading or unloading, attending a vehicle being loaded or unloaded, remaining in readiness to operate the vehicle, or in giving or receiving receipts for shipments loaded or unloaded; and
- All time repairing, obtaining assistance, or remaining in attendance upon a disabled vehicle. 49 C.F.R. § 382.107.

**Screening Test (also known as Initial Test):**

In alcohol testing, mean an analytical procedure to determine whether a driver may have a prohibited concentration of alcohol in her or her system. Screening tests may be conducted by utilizing a non-evidential screening device included by the National Highway Traffic Administration on its conforming products list (e.g., a saliva screening device) or an evidential breath testing device (“EBT”) operated by a trained breath alcohol technician (“BAT”). In controlled substance testing, “Screening Test” means an immunoassay screen to eliminate “negative” urine specimens form further consideration. 49 C.F.R. § 382.107.

**Substance Abuse Professional” or “SAP”:**

Means a licensed physician (medical doctor or doctor of osteopathy), licensed or certified psychologist, licensed or certified social worker, licensed or certified employee assistance professional, or licensed or certified addiction counselor (certified by the National Association of Alcoholism and Controlled Substance Abuse Counselors Certification Commission) with knowledge of and clinical experience in the diagnosis and treatment of alcohol and controlled substance-related disorders. 49 C.F.R. § 40.281.

# **Goodhue County**

## **Drug and Alcohol Testing and Drug-Free Workplace Act Policy for Non-Commercial Drivers (Non-DOT)**

### **Purpose and Objectives**

Goodhue County (“County”) has a vital interest in maintaining safe, healthful, and efficient working conditions for employees, and recognizes that individuals who are impaired because of drugs and/or alcohol jeopardize the safety and health of other workers as well as themselves. Goodhue County does not intend to intrude into the private lives of its employees, but strongly believes that a drug- and alcohol-free workplace is in the best interest of employees and the public alike. Alcohol and drug abuse can cause unsatisfactory job performance, increased tardiness and absenteeism, increased accidents and workers’ compensation claims, higher insurance rates, and an increase in theft of County property. Goodhue County’s Drug and Alcohol Testing Non-DOT policy has been established for the purpose of providing a safe workplace for all.

County employees and applicants required to hold a commercial driver’s license by the United States Department of Transportation (“DOT”) for their job will be tested under the County’s Policy on Controlled Substance and Alcohol Testing for Commercial Drivers (the “DOT Policy”). All other employees and job applicants offered employment with the County must undergo testing as described by this policy.

To ensure the policy is clearly communicated to all employees and applicants to whom offers of employment have been made, and to comply with state law, employees and applicants are required to review this policy and sign the “policy acknowledgement.” A job applicant will also acknowledge in this form that he/she understands that passing the drug test is a requirement of the job.

### **Persons Subject to Testing and Circumstances Under Which Testing May Be Required**

Under this policy, the County may test any applicant to whom an offer of employment has been made and may test employees for alcohol and/or drugs, including cannabis, under the following circumstances with a properly accredited or licensed testing laboratory, in accordance with Minn. Stat. § 181.953, subd. 1.

#### **(1) Pre-Employment Testing: (This is only for employees of the Sheriff’s Office and ADC)**

Every job applicant offered employment with the County receives the offer conditioned upon successful completion of an alcohol and/or drug test, among other conditions. The County will not request or require a job applicant to undergo cannabis testing or withdraw an offer of employment based on cannabis testing, except with respect to the categories of positions listed below in the definition of “drug,” or if otherwise required by state or federal law. If the job offer is withdrawn based on alcohol and/or drug test results, the County will inform the applicant of the reasons for the withdrawal. A failure of the alcohol and/or drug test, a refusal to take the test,

or failure to meet other conditions of the offer will result in a withdrawal of the offer of employment even if the applicant's provisional employment has begun. A negative or positive dilute test result (following a second collection), which has been confirmed, will also result in immediate withdrawal of an offer of employment to an applicant.

Temporary and seasonal employees are not subject to this policy except for those designated by the hiring department as safety-sensitive positions. OR Temporary and seasonal employees are also subject to this policy. May want to address when testing will be conducted for temporary and seasonal rehires.

### **(2) Reasonable Suspicion Testing:**

Consistent with Minn. Stat. § 181.951, subd. 3, employees will be subject to alcohol and/or drug testing, including cannabis testing, when reasonable suspicion exists to believe that the employee:

- Is under the influence of alcohol or a drug; or
- Has violated written work rules prohibiting the use, possession, sale or transfer of drugs or alcohol, including cannabis, while working, while on County property, or while operating County vehicles, machinery or any other type of equipment; or
- Has sustained a personal injury as defined in Minn. Stat. § 176.011, subd. 16 or has caused another employee to sustain an injury or;
- Has caused a work-related accident or was operating or helping to operate machinery, equipment, or vehicles involved in a work-related accident.

Reasonable suspicion may be based upon, but is not limited to, facts regarding appearance, behavior, speech, breath, odor, possession, proximity to or use of alcohol or drugs or containers or paraphernalia, poor safety record, excessive absenteeism, impairment of job performance, or any other circumstances that would cause a reasonable employer to believe that a violation of the County's policies concerning alcohol or drugs may have occurred. These observations will be reflected in writing on a Reasonable Suspicion Record Form.

For off-site collection, employees will be driven to the employer-approved medical facility by their supervisor or a designee. For an on-site collection service, the employee will remain on site and be observed by the supervisor or designee. The medical facility or on-site collection service will take the urine or blood sample and will forward the sample to an approved laboratory for testing.

Pursuant to the requirements of the Drug-Free Workplace Act of 1988, all County employees, as a condition of continued employment, will agree to abide by the terms of this policy and must notify [Human Resources/the County Administrator] of any criminal drug statute conviction for a violation occurring in the workplace not later than five days after such conviction. If required by law or government contract, the County will notify the appropriate federal agency of such conviction within 10 days of receiving notice from the employee.

### **(3) Treatment Program Testing:**

In accordance with Minn. Stat. § 181.951, subd. 6, the County may request or require an employee to undergo drug and alcohol testing, including cannabis testing, if the employee has been referred by the County for chemical dependency treatment or evaluation or is participating



in a chemical dependency treatment program under an employee benefit plan. In such a case, the employee may be requested or required to undergo drug or alcohol testing, including cannabis testing, without prior notice during the evaluation or treatment period and for a period of up to two years following completion of any prescribed chemical dependency treatment program.

**Right of Refusal:**

Employees and job applicants have the right to refuse to submit to an alcohol and/or drug test under this policy. However, such a refusal will subject an employee to immediate termination. If an applicant refuses to submit to applicant testing, any conditional offer of employment will be withdrawn.

Any intentional act or omission by the employee or applicant that prevents the completion of the testing process constitutes a refusal to test.

An applicant or employee who substitutes, or attempts to substitute, or alters, or attempts to alter a testing sample is considered to have refused to take a drug and/or alcohol test. In such a case, the employee is subject to immediate termination of employment, and in the case of an applicant, the job offer will be immediately withdrawn.

**Refusal on Religious Grounds:**

An employee or job applicant who, on religious grounds, refuses to undergo drug and/or alcohol testing of a blood sample will not be considered to have refused testing, unless the employee or job applicant also refuses to undergo drug and/or alcohol testing of a urine sample.

**Cost of Required Testing:**

The County will pay for the cost of all drug and/or alcohol testing requested or required of all job applicants and employees, except for confirmatory retests. Job applicants and employees are responsible for paying for all costs associated with any requested confirmatory retests.

**Prohibition against Drugs and Alcohol**

**Use and Possession of Alcohol or Drug(s):**

Employees are prohibited from the use, possession, transfer, transportation, manufacture, distribution, sale, purchase, solicitation to sell or purchase, or dispensation of alcohol, drugs, including cannabis, or drug paraphernalia, while on duty; while on County premises; while operating any County vehicle, machinery, or equipment; or when performing any County business, except (1) pursuant to a valid medical prescription used as properly instructed; (2) the use of over-the-counter drugs used as intended by the manufacturer; or (3) when necessary for approved law enforcement activity.

Besides having a zero-tolerance policy for the use or possession of alcohol, illegal drugs, or misused prescription drugs on the worksite, we also prohibit the use, possession of, impairment by any cannabis or medical cannabis products (e.g., hash oils, edibles or beverages containing cannabinoids, or pills) on the worksite by a person working as an employee at the County or while “on call” and subject to return to work. Having a medical marijuana card, patient registry number, and/or cannabis prescription from a physician does not allow anyone to use, possess, or be impaired by that drug here. Likewise, the fact that cannabis may be lawfully purchased and

consumed does not permit anyone to use, possess, or be impaired by them here. The federal government still classifies cannabis as an illegal drug, even though some states, including Minnesota, have decriminalized its possession and use. There is no acceptable concentration of marijuana metabolites in the blood or urine of an employee who operates our equipment or vehicles or who is on one of our worksites. Applicants and employees are still subject to being tested under our drug and alcohol testing policy.

And employees are subject to being disciplined, suspended, or terminated after testing positive for cannabis if the employee used, possessed, or was impaired by cannabis, including medical cannabis, while on the premises of the place of employment or during the hours of employment.

### **While Impaired of Alcohol or Drug(s):**

Employees are prohibited from being under the influence of alcohol or drugs, including cannabis, or having a detectable amount of an illegal drug in the blood or urine when reporting for work; while on duty; while on the County's premises; while operating any County vehicle, machinery, or equipment; or when performing any County business, except (1) pursuant to a valid medical prescription used as properly instructed; or (2) the use of over-the-counter drug used as intended by the manufacturer.

### **Driving While Impaired:**

A conviction of driving while impaired in a County-owned vehicle at any time during business or non-business hours, or in an employee-owned vehicle while conducting County business, may result in discipline, up to and including discharge.

### **Criminal Drug Convictions:**

Any employee convicted of any criminal drug statute must notify his or her supervisor [and the County's Human Resources Division/County Administrator] in writing of such conviction no later than five days after such conviction. Within 30 days after receiving notice from an employee of a drug-related conviction, the County will take appropriate personnel action against the employee up to and including discharge or require the employee to satisfactorily participate in a drug abuse assistance or rehabilitation program as an alternative to termination. In the event notice is not provided to the supervisor and the employee is deemed to be incapable of working safely, the employee will not be permitted to work and will be subject to disciplinary action, including dismissal from employment. In accordance with the Federal Drug-Free Workplace Act of 1988, if the County is receiving federal grants or contracts of over \$25,000, the County will notify the appropriate federal agency of such conviction within 10 days of receiving notice from the employee.

### **Failure to Disclose Lawful Drugs:**

Employees taking a lawful drug, including prescription and over-the-counter drugs, which may impair their ability to perform their job responsibilities or pose a safety risk to themselves or others, must advise their supervisor of this before beginning work. It is the employee's responsibility to seek out written information from his/her physician or pharmacist regarding medication and any job performance impairment and relay that information to his/her supervisor. In the event of such a disclosure, the employee will not be authorized to perform safety-sensitive functions.

## **Review and Notification of Test Results**

### **Notification of Negative Test Results:**

In the case of job applicants and in accordance with Minn. Stat. § 181.953, (Human Resources) will notify a job applicant of a negative drug result within three days of receipt of result by the County, and the hiring process will resume. In accordance with Minn. Stat. § 181.953, subd. 3, a laboratory must report results to the County within three working days of the confirmatory test result. A “Negative Test Results Notification” form will be sent to the job applicant, and the job applicant may request a copy of the test result report from (Human Resources).

In the case of current employees and in accordance with Minn. Stat. § 181.953, (Human Resources) will notify the employee of a negative drug and/or alcohol result within three days of receipt of result by the County. A “Negative Test Results Notification” form will be sent to the employee, and he or she may request a copy of the test result report from (Human Resources/the County Administrator).

### **Notification of Positive Test Results:**

In the event of a confirmed positive blood or urine alcohol and/or drug test result, the County will notify the employee of a positive drug and/or alcohol result within three days of receipt of the result. (Human Resources/The County Administrator) will send to the employee or job applicant a “Positive Test Results Notification” letter containing further instructions. The employee or job applicant may contact Human Resources to request a copy of the test result report if desired. In accordance with Minn. Stat. § 181.953, subd. 3, a laboratory must report results to the County within three working days of the confirmatory test result.

### **Right to Provide Information after Receiving Test Results:**

Within three working days after notice of a positive drug or alcohol test result on a confirmatory test, the employee or job applicant may submit information to the County to explain the positive result. In accordance with Minn. Stat. § 181.953, subd. 10, if an employee submits information either before a test or within three working days after a positive test result that explains the positive test result, (such as medications the employee is taking), the County will not take an adverse employment action based on that information unless the employee has already been under an affirmative duty to provide the information before, upon, or after hire.

### **Right to Confirmatory Retest:**

A job applicant or employee may request a confirmatory retest of the original sample at the job applicant’s or employee’s own expense after notice of a positive test result on a confirmatory test. Within five working days after notice of the confirmatory test result, the job applicant or employee must notify the County in writing of the job applicant’s or employee’s intention to obtain a confirmatory retest. Within three working days after receipt of the notice, the County will notify the original testing laboratory that the job applicant or employee has requested the laboratory to conduct the confirmatory retest or transfer the sample to another qualified laboratory licensed to conduct the confirmatory retest. The original testing laboratory will ensure the control and custody procedures are followed during transfer of the sample to the other laboratory. In accordance with Minn. Stat. § 181.953, subd. 3, the laboratory is required to maintain all samples testing positive for a period of six months. The confirmatory retest will use the same drug and/or alcohol threshold detection levels as used in the original confirmatory test.

In the case of job applicants, if the confirmatory retest does not confirm the original positive test result, the County's job offer will be reinstated, and the County will reimburse the job applicant for the actual cost of the confirmatory retest. In the case of employees, if the confirmatory retest does not confirm the original positive test result, no adverse personnel action based on the original confirmatory test will be taken against the employee, the employee will be reinstated with any lost wages or salary for time lost pending the outcome of the confirmatory retest result, and the County will reimburse the employee for the actual cost of the confirmatory retest.

#### **Access to Reports:**

In accordance with Minn. Stat. § 181.953, subd. 10, an employee will have access to information contained in his or her personnel file relating to positive test results and to the testing process, including all information gathered as part of that process.

#### **Dilute Specimens:**

A negative or positive dilute test result (following a second collection) which has been confirmed will subject an employee to immediate termination.

### **Consequences for Employees Engaging in Prohibited Conduct**

#### **Job Applicants:**

The County's conditional offer of employment will be withdrawn from any job applicant who refuses to be tested or tests positive for illegal drugs as verified by a confirmatory test.

#### **Employees:**

- **No Adverse Action without Confirmatory Test.** The County will not discharge, discipline, discriminate against, or request or require rehabilitation of an employee based on a positive test result from an initial screening test that has not been verified by a confirmatory test.
- **Suspension Pending Test Result.** The County may temporarily suspend a tested employee with or without pay or transfer that employee to another position at the same rate of pay pending the outcome of the requested confirmatory retest, provided the County believes that it is reasonably necessary to protect the health or safety of the employee, co-employees, or the public. The employee will be asked to return home and will be provided appropriate arrangements for return transportation to his or her residence. In accordance with Minn. Stat. § 181.953, subd. 10, an employee who has been suspended without pay will be reinstated with back pay if the outcome of the requested confirmatory retest is negative.

#### **Discipline and Discharge:**

##### **Confirmatory Positive Test Result:**

The County will not discharge an employee for a first confirmatory positive test unless the following conditions have been met:

- The County has first given the employee an opportunity to participate in either a drug or alcohol counseling or rehabilitation program, whichever is more appropriate, as determined by the County after consultation with a certified chemical use counselor or physician trained in the diagnosis and treatment of chemical dependency. Participation by the employee in any recommended substance abuse treatment program will be at the

employee's own expense or pursuant to the coverage under an employee benefit plan. The certified chemical use counselor or physician trained in the diagnoses and treatment of chemical dependency will determine if the employee has followed the rehabilitation program as prescribed; and

- The employee has either refused to participate in the counseling or rehabilitation program or has failed to successfully complete the program, as evidenced by withdrawal from the program before its completion or by a refusal to test or positive test result on a confirmatory test after completion of the program.

### **Other Misconduct:**

Nothing in this policy limits the right of the County to discipline or dismiss an employee on grounds other than a positive confirmatory test result, including conviction of any criminal drug statute for a violation occurring in the workplace or violation of other County personnel policies.

### **Emergency Call Back to Work Provisions:**

If an employee is called out for a County emergency and he or she reports to work and is suspected of being under the influence of drugs or alcohol, he or she will not be subject to the testing procedures of this policy but may be subject to discipline and will not be allowed to work. Appropriate arrangements for return transportation to the employee's residence will be made. It is the sole responsibility of the employee who is under the influence of alcohol and/or drugs and who is called out for a County emergency, to notify his or her supervisor of this information and advise if he or she is unable to respond to the emergency call back.

### **Non-Discrimination**

The County of [County Name] policy on work-related substance abuse is non-discriminatory in intent and application; however, in accordance with Minn. Stat., ch. 363, disability does not include conditions resulting from alcohol or other drug abuse which prevents an employee from performing the essential functions of the job in question or constitutes a direct threat to property of the safety of individuals.

Furthermore, the County will not retaliate against any employee for asserting his or her rights under this policy.

### **County's Employee Assistance Program**

The County has in place a formal employee assistance program (EAP) to assist employees in addressing serious personal or work-related problems at any time. The County's EAP provides confidential, cost-free, short-term counseling to employees and their families. Employees who may have an alcohol or other drug abuse problem are encouraged to seek assistance before a problem affects their employment status. Employee assistance program services are available by calling 1-800-550-MCIT (6248) Web: SandCreekEAP.com.

### **Policy Contact for Additional Information**

If you have any questions about this policy or the County's drug and alcohol testing procedures, you may contact your immediate supervisor, (*Human Resources*), or the (*County Administrator/County Manager*) to obtain additional information.

By this policy, the County of Goodhue has established a drug-free awareness program to inform employees about the dangers of drug abuse in the workplace and its policy of maintaining a drug-free workplace. Each County employee will receive a copy of this policy and will be required to read it.

## **Definitions**

**Alcohol:** Means the intoxicating agent in beverage alcohol or any low molecular weight alcohols such as ethyl, methyl, or isopropyl alcohol. The term includes but is not limited to beer, wine, spirits, and medications such as cough syrup that contain alcohol.

**Alcohol use or usage:** Means the consumption of any beverage, mixture, or preparation, including any medication, containing alcohol.

**Applicant:** Means a person applying for a job with the County.

**Cannabis:** Means cannabis and its metabolites, including cannabis flower, cannabis products, lower-potency hemp edibles, and hemp-derived consumer products.

**Cannabis testing:** Mean analysis of a body component sample according to the standards established under one of the programs listed in Minn. Stat. § 181.953, subd.1, for the purpose of measuring their presence or absence of cannabis in the sample tested.

**County:** Means the County of Goodhue.

**County premises:** Means, but is not limited to, all County job sites and work areas. For the purposes of this policy, County premises also includes any other locations or modes of transportation to and from those locations while in the course and scope of employment of the County.

**County vehicle:** Means any vehicle which employees are authorized to use solely for County business when used at any time; or any vehicle owned or leased by the County when used for County business.

**Collection site:** Means a place designated by the County where job applicants and employees present themselves for the purpose of providing a specimen of their breath, urine, and/or blood to be analyzed for the presence of drugs and alcohol.

**Confirmatory test:** Means a drug and/or alcohol test on a sample to substantiate the results of a prior drug and/or alcohol test on the same sample, and that uses a method of analysis allowed under one of the programs listed in Minn. Stat. § 181.953, subd. 1.

**Drug:** Includes any “controlled substance” as defined in Minn. Stat. § 152.01, subd. 4, and also includes all cannabinoids, including those that are lawfully available for public consumption that do not otherwise qualify as being a “controlled substance” as defined in Minn. Stat. § 152.01, subd. 4. Cannabis and its metabolites are considered a “drug” for positions in the following categories, regardless of the kind of testing involved: safety sensitive positions (jobs defined as those when impairment could threaten the health and safety of any person); peace officer

positions; firefighter positions; positions requiring face-to-face care, training, education, supervision, counseling or medical assistance to children, vulnerable adults or patients receiving treatment, examination or emergency care for a medical, psychiatric or mental condition; positions requiring a commercial driver's license or requiring the employee to operate a motor vehicle for which state or federal law requires drug or alcohol testing; positions funded by a federal grant; or other positions for which state or federal law requires testing of a job applicant or employee. This includes, but is not limited to, all employees in the Sheriff's Office, ADC, Health and Human Services Department and Court Services.

**Drug and/or alcohol testing, and drug and/or alcohol test:** Mean analysis of a body component sample according to the standards established under one of the programs listed in Minn. Stat. § 181.953, subd.1, for the purpose of measuring their presence or absence of drugs, alcohol, or their metabolites in the sample tested. "Drug and alcohol testing," "drug or alcohol testing," and "drug or alcohol test" do not include cannabis or cannabis testing, unless stated otherwise.

**Drug paraphernalia:** Has the meaning set forth in Minn. Stat. § 152.01, subd. 18.

**Employee:** Means a person who performs services for compensation for the County and includes independent contractors except where specifically noted in this policy.

**Initial screening test:** Means a drug and/or alcohol test that uses a method of analysis under one of the programs listed in Minn. Stat. § 181.953, subd. 1.

**Job applicant:** Means a person who applies to become an employee of the County and includes a person who has received a job offer made contingent on the person passing drug testing.

**Positive test result:** Means a finding of the presence of alcohol, drugs, or their metabolites that exceeds the cutoff levels established by the County. Minimum threshold detection levels are subject to change as determined in the County's sole discretion.

**Random selection basis:** Means a mechanism for selection of employees that (1) results in an equal probability that any employee from a group of employees subject to the selection mechanism will be selected, and (2) does not give an employer discretion to waive the selection of any employee selected under the mechanism.

**Reasonable suspicion:** Means a basis for forming a belief based on specific facts and rational inferences drawn from those facts.

**Safety-sensitive position:** Means a job, including any supervisory or management position, in which an impairment caused by drug, alcohol, and/or cannabis usage would threaten the health or safety of any person.

**Under the influence:** Means (1) the employee tests positive for alcohol or drugs, or (2) the employee's actions, appearance, speech, and/or bodily odors reasonably cause the County to conclude that the employee is impaired because of illegal drug use or alcohol use.

# **Fleet Safety**

Goodhue County

FLEET SAFETY PROGRAM



Goodhue County is committed to instituting and maintaining a Fleet Safety Program. The goal of the Fleet Safety Program is to take the proper steps to prevent loss of life, injury, or property damage to all employees and members of the general public. The County recognizes the responsibilities for safety and loss prevention must be shared by everyone.

Although applicable to all County employees, additional department driving and operating policies/procedures may be available through individual department managers.

The following Fleet Safety Program will cover the following:

- I. Definitions
- II. General Responsibilities
- III. Operator Responsibilities
- IV. Driver Selection
- V. Checking Out and Return Fleet Vehicle
- VI. Driver Training and Reviews
- VII. Accident Investigation
- VIII. Accident Review
- IX. Maintenance
- X. Breakdowns
- XI. Defensive Driving Program

## I. Definitions

Assigned Vehicle – Vehicle assigned to an individual for Goodhue County business.

Fleet Vehicle – Vehicles that are available to be reserved and used for Goodhue County business.

Accident – an incident that happens unexpectedly resulting in damage to a county vehicle, property or injury to individuals.

## II. GENERAL RESPONSIBILITIES

### Fleet Coordinator

The Fleet Coordinator will be in charge of implementing the fleet policies:

- Ensure fleet vehicles are maintained adequately for safe operation.
- Perform periodic inspection of vehicles for safety discrepancies, malfunctions, signs of abuse, unreported damage, and cleanliness. Have repairs made as soon as possible.
- Be sure proper maintenance procedures are being followed to keep vehicles in a safe operating condition
- Re-evaluate driving records post-incident and report concerns to the Safety Coordinator and Management (remember, the drivers record is confidential and only Management may review this information).
- Advise Management on next steps when reviewing accidents, property damage, irresponsible driving habits, and drivers records.

### Management

- Monitoring the driving experience of employees who operate County vehicles
- Frequently check for compliance of the established requirements and policies in which all personnel are required to adhere to.
- Review the decisions on accidents and take all steps necessary to prevent a recurrence.
- Establish and adhere to policies on disciplinary actions in accordance with the policy regarding actions that will be taken against employees who show a repeated disregard for good driving practices.
- Establish periodic inspection of assigned vehicles for safety discrepancies, malfunctions, signs of abuse, unreported damage, and cleanliness. Report any repairs needed to the fleet coordinator.
- Fully support the County's driver training program to promote defensive driving.

- Review each preventable vehicle accident and unsafe driving report with the employee and Direct Supervisor to emphasize Management's intolerance of irresponsibility behind the wheel.
- Report any accident or near misses to the Fleet Coordinator and complete the accident report(s) as necessary.
- Consult with Fleet Coordinator and Safety Coordinator on post-accident investigation.

### Supervisors and Department Heads

- Ensure that employees do not drive any County vehicle unless they have a valid driver's license and are familiar with County driving rules and regulations.
- Ensure that only authorized personnel be allowed to operate County vehicles, special purpose vehicles, and trucks.
- Must be alert in observing unsafe practice of employees and ensure that action is taken immediately to correct the driver.
- Review all preventable vehicle collisions with employees at staff meetings and discuss each unsafe act that was responsible.
- Fully utilize the decisions and recommendations handed down by the fleet coordinator and Safety Committee.

### Employees

Employees who drive County vehicles are responsible for following all of the guidelines set forth in the Fleet Safety Program. These responsibilities include:

- Safely operating vehicles to ensure the safety of passengers and cargo
- Having a valid driver's license in their possession
- Reporting any vehicle accidents or damage to the vehicle.
- It is important to ensure that vehicles selected for a specific function are adequate in design and capability for the intended purpose. It is the responsibility of each driver to select the appropriate vehicle to be used in performing tasks.
- All Employee are responsible for ensuring they have adequate insurance and insurance limits when using their personal vehicle for County business
- When utilizing a Goodhue County vehicle, it is the employees responsibility to return the vehicle with a full tank or no less than half a tank of gas

### Safety Coordinator

The Safety Coordinator will work with the Fleet Coordinator on ~~in charge of~~ implementing the policies the Fleet Safety Program.

Responsibilities include:

- Work with Fleet Coordinator on evaluation needs of driving records post-incident.
- Work with Fleet Coordinator on advising Management on next steps when reviewing accidents, property damage, irresponsible driving habits, and drivers records.

### **III. Operator Responsibilities**

The driver is responsible for checking the safety and general condition of the vehicle.-If there is something wrong with the vehicle, which may affect safety, it should be reported to the Fleet Coordinator immediately, and repairs will be scheduled.

#### Vehicle Abuse

No employee will use a vehicle or equipment for any purpose for which it was not designed, operate it beyond its designed limits, operate in areas or locations for which it was not designed, or cause damage through neglect, misuse, improper driving techniques, and/or improper handling.

#### Transporting Employees in County Vehicles

No more than three employees will ride in the front seat or cab of a vehicle. Each position will be equipped with a seat belt, and each person will use the seat belt provided. No employee will be authorized to ride or work from the bed or rear of a vehicle while it is in motion.

Employees will adhere to all traffic laws and regulations when operating County vehicles. An employee will at all times operate County vehicles in such a manner as to avoid injury to persons or damage to property.

#### No Distractions

Drivers must always be aware of their surroundings and avoid any activity which may distract them from the driving task.

- The law allows a driver to use their cell phone to make calls, text, listen to music or podcasts and get directions, but only by hands-free voice commands. Remember, hands-free is not necessarily distraction-free.
- Having a cell phone tucked into a headscarf or head wrap is not against the hands-free cell phone law. The phone must be securely situated to remain hands-free and must not block the driver's vision in any way.
- Under the law, you may not hold your phone in your hand. Also, a driver may not use their phone at any time for video calling, video live-streaming,

Snapchat, gaming, looking at video or photos stored on the phone, using non-navigation apps, reading texts and scrolling or typing on the phone.

- Hand-held phone use is allowed to obtain emergency assistance, if there is an immediate threat to life and safety, or when in an authorized emergency vehicle while performing official duties.
- GPS and other systems that can only be used for navigation are exempt from the Hands-Free law. In-car screens and systems are also exempt. In both cases, most of these systems lock when the vehicle is moving.

#### Unauthorized Use of Vehicles

Unless specific permission is given by the Fleet Coordinator or Supervisor, County vehicles are to be used for County business only. Persons found using County vehicles (without permission) for their personal errands may be subject to disciplinary action.

#### Operation and Occupancy of County Vehicle by Unauthorized Persons

Employees will not permit unauthorized employees or non-employees to ride in County vehicles, except when such persons are conveyed in the performance of duty or authorized to ride by Supervisory staff. (how does this language work for HHS and the transporting of clients)

#### Parking Vehicles

All employees will park their vehicles in a legal and proper manner– Employees will remove the keys and lock the vehicles, except when specifically instructed otherwise. Employees will not park on the wrong side of a street or highway, unless it is mandatory to park in such a location to perform a job.

All signs, cones, lights, and warning devices as required by law will be used when vehicles are parked or in use in a public travel lane. Employees will use all safety brakes, lockout devices, and other parking safety methods when parking equipment.

#### Use of Personal Vehicles for County Business

Supervisors and Department Heads will identify and authorize those employees who are required, as part of their normal job duties to use their personal vehicle to conduct County business. The employee's own insurance policy is the primary coverage and, therefore, Goodhue County will not be responsible for any claims that arise out of any motor vehicle accident the employee is involved while operating their personal vehicle.

#### Transporting Equipment

Employees using County vehicles will exercise caution when transporting equipment, packages, or other materials in the driver/passenger compartment that would become flying projectiles in the event of an accident.

## IV. Driver Selection

Goodhue County believes knowing the ability, experience, and attitude of drivers is a key factor in the selection process. An important area in this process is to establish qualification standards for new employees and existing employees that have driving duties. To enforce these standards, Goodhue County has implemented the following driver qualification procedures:

- All drivers must be a minimum of 16 years of age.
- Whenever driving County vehicles or operating their personal vehicle for County business, employees must have a valid driver's license in their possession. Employees will notify the Fleet Coordinator and their Direct Supervisor or Department Head if their license is suspended, revoked, or expired.
- Employees who drive vehicles, which require a Commercial Driver's License (CDL), will comply with the Minnesota State Department of Motor Vehicles' requirements for medical examinations and license renewal.
- Supervisors and Department Heads that have employees requiring CDLs will maintain a system that ensures all employees operating vehicles have the proper class of license and check licenses for current status at frequent intervals.

### MVR Check and Evaluation

- As part of the New Hire Background Check, Goodhue County will request an MVR for driver applicants being considered for employment in which driving County vehicles or operating their own vehicle for County business will be required.
- The Background Investigator will review all MVR information to determine if driver applicant meets the qualification standards regarding driving records.
- MVR's are personal and confidential and should only be discussed with the driver or other authorized persons. The Background Investigator will receive results of the MVR check and any needed corrective action will be applied in a timely manner.
- No potential new or existing driver will be allowed to drive a County vehicle or other vehicle on County business if their MVR reveals current revocation or past violations considered unacceptable by County Management.
- An employee who receives any moving violation must notify the Fleet Coordinator and their Direct Supervisor or Department Head of the incident within ten days.

- All former and current employer information gathered from the inquiries must be noted and retained in the driver's (if hired) qualification file. In the event a former or current employer refuses to release information, a note stating this will be placed in the file.

## **V. Checking Out and Returning a Fleet Vehicle**

### Checking Out Fleet Vehicle

Goodhue County has a number of county fleet vehicles available to be checked out and used for conducting County business. They are located at the Government Center, Health and Human Services, Justice Center and one is assigned to the Law Enforcement Center staff.

- Directions to check out and return a vehicle in the system is located on the Goodhue County internal website. <http://cprs.co.goodhue.mn.us/carshare>
- Vehicles must be returned with over ½ tank of gas and all issues and concerns should be reported to the fleet coordinator when returning the vehicle upon return.

## **VI. Driver Training and Reviews**

Goodhue County's goal is to have a process in place to hire only qualified and safe drivers. Once on board, the County is committed to retaining these drivers. In order to keep drivers, Supervisors, and Department Heads well trained and informed, the County has instituted a number of policies regarding driver training. These policies include driver orientation, periodic driver meetings, and driver performance evaluation and reviews.

### Driver Orientation

Goodhue County has an orientation program which all employees are required to complete.

- Employees are expected to read and understand the Fleet Safety Policy, discuss questions and concerns with their Supervisors, and sign off on the policy that they have read and understand.
- Direct Supervisors will also provide training covering a variety of subjects. Among the topics are established Safety Policies and procedures, regulatory

compliance, accident/injury reporting procedures, and defensive driving procedures (see below for Defensive Driving Policy).

## **VII. Accident Investigation**

All accidents or property damage with or to the County vehicles must be reported immediately. When law enforcement is involved, the Driver should complete a Vehicle Accident Report provided by law enforcement (at the scene if possible). Return the report to the Direct supervisor and the Fleet Coordinator along with any documents, receipts, or invoices.

If vehicle goes off the road, employees should not attempt to push or pull the vehicle themselves. The Fleet Coordinator and the driver's immediate supervisor must be notified. A tow truck will be called by the fleet coordinator and the vehicle needs to be inspected for safety after the incident before it is used.

If the vehicle is damaged by an unknown cause or hit and run, The Fleet Coordinator and the driver's immediate supervisor must be notified and when necessary proper authorities needs to be called to the scene. If there are safety concerns regarding the vehicle's operation, a tow truck must be called. The vehicle should not be used until inspected.

Goodhue County's policy is to fully investigate any accident involving County personnel and vehicles. All accidents involving a County vehicle regardless of the severity must be reported immediately. The investigation of minor accidents involving County property will be done by the Fleet Coordinator, Safety Coordinator, and the driver's direct supervisor.

Investigations of accidents when law enforcement are called to the scene will be investigated by law enforcement and may also be subject to Goodhue Counties drug policy. The investigative report will be provided to the Fleet Coordinator.

The Fleet Coordinator will be in charge of the investigation and/or investigative reports in which serious property damage occurred. The Fleet Coordinator will also be in charge of accident investigations and/or investigative reports in which a third party is involved. Management may initiate any other investigations deemed appropriate.



## **VIII. Accident Review**

The Fleet Coordinator will review vehicle accidents/incidents to determine the true cause and whether it was preventable or non-preventable. When necessary, the Fleet Coordinator will consult with the Safety Coordinator. A preventable collision is one in which the driver failed to do all that could be reasonably expected of them to avoid the collision.

## **IX. Maintenance**

It is the policy of Goodhue County to keep all vehicles well maintained and in safe and efficient operating condition at all times. A good preventive maintenance program lowers repair frequency and lowers overall maintenance cost. The service portion of Preventive Maintenance is actually scheduled maintenance. County vehicles will be given regular preventive maintenance to include a 3000 - 5000 mile inspection. Any concerns or mechanical issues should be reported to the Fleet Coordinator.

### Maintenance Files

The Fleet Coordinator maintains a complete record on each vehicle in the fleet will be kept. It will include basic vehicle information, the nature and due date of any inspection or maintenance operations to be performed on the vehicle, and a record of any inspections, repairs, and maintenance already performed on the vehicle in question, including dates performed and specifics on the nature of the operations.

## **X. Breakdowns**

Drivers Supervisor or Department Head responsibilities when a breakdown occurs include:

- Determining the nature of the breakdown and best course of action
- Contact the Fleet Coordinator
- Fleet Coordinator or the Department Head will locate, contact, and dispatch maintenance personnel or a vendor to facilitate repairs

Note: Any invoices or receipts must be given to the Fleet Coordinator

## **XI. Defensive Driving (key points)**

### Intersection

Getting into and out of intersections without an accident is a mark of a good defensive driver. Besides your own skill level, intersections also demand anticipation of the actions of other drivers and taking appropriate evasive action as required.

### Backing

Backing is an extremely hazardous maneuver. Avoid backing whenever possible. Consider pulling through or backing into parking spaces to ensure complete visibility when pulling out. If a spotter is not available, always walk to the rear of your vehicle to ensure you are clear of obstacles. Even if you are backing with the assistance of a spotter, the ultimate responsibility for the safety of the backing maneuver remains with you, the driver. **DO NOT RELY ON MIRRORS!**

### Front-End Collisions

The primary way to avoid front-end collisions is by maintaining a safe and adequate following distance. You should be prepared for possible obstructions on the roadway, either in plain sight or hidden by curves or the crests of hills. A special situation occurs at night, when speed should be kept to a level that will allow you to stop within the distance illuminated by the headlights of your vehicle.

### Rear-End Collisions

As a driver, you risk being struck from behind if you do not maintain an adequate margin of safety in your own following distance. If enough space is not allowed in front of your vehicle, the chance that somebody can (and will) impact you from the rear is greatly increased.

### Passing

Failure to pass safely indicates faulty judgment on your part as a defensive driver and failure to consider one or more of these factors:

- Is there enough room ahead?
- Is there adequate space to move back into your lane of traffic after passing?
- Have you signaled your intentions?
- Is it legal to pass?

### Being Passed

As a driver, you must be aware of the actions of other drivers, and give way if another driver begins to crowd you or cut you off. A good defensive driver will avoid problems with this kind of accident situation.

### Encroaching on Other Traffic Lanes

Observant defensive drivers will not usually get trapped when other drivers change lanes abruptly. In the same manner, entrapment in merging traffic can be successfully avoided by a good defensive driver with a little pre-planning and willingness to yield. Blind spots are not valid excuses for this kind of accident – allowances must be made in areas of limited sight distance.

### Railroad Grade Crossings

Driving across railroad crossings, or in areas where there are rail vehicles of some sort, demands special care.

### Oncoming Traffic

A defensive driver will avoid a collision with an oncoming vehicle at all costs. Even if the vehicle enters your lane of traffic, an accident can be avoided with evasive maneuvers (usually to the right).

### Turning

Turning, like passing, is a dangerous maneuver, and demands special care and an observant eye from you as a defensive driver. You should be aware of other vehicles in your path and of the complete configuration of the turn you are about to undertake.

### Pedestrians

As a sensible defensive driver, always assume that if there is a pedestrian (or small vehicle of some sort) involved in a situation, slowing down is your best defense. Be certain to give people and small vehicles the benefit of a doubt.

### Extreme Weather and Road Conditions

Bad weather and other road hazards place special stress upon any defensive driver. The best rule in any kind of bad weather or extreme road condition is get off the road safely and as soon as possible. If you absolutely must continue, slowing way down and increasing following distance are your best defenses along with increased awareness of potential hazards.

### Fog

Fog reduces available visibility and impairs distance perception, making it perhaps the most dangerous type of extreme weather condition. Because of this, it is County policy that, whenever possible, drivers are to avoid driving in foggy conditions. Pull off the road and park safely until such time as the fog dissipates or is burned off, if at all possible. If you cannot safely pull off the road, follow these procedures:

- You should never assume the depth or thickness of any fog. Fog can range from a momentary blurring of the windshield to being several miles thick.
- Slow your vehicle's speed. Reduction in speed should be done gradually in order to avoid becoming a hazard for other motorists. Determining a correct and safe speed depends on the thickness of the fog and is left to your best judgment.

- Avoid the use of high-beams. Water particles that make up fog will reflect more light back at you than onto the roadway when high beams are used, and will further reduce visibility for you.
- The specific use of low-beam headlights when driving in fog serve two purposes:
- They help you see the immediate roadway
- They allow other motorists to see your vehicle.
- You should make use of windshield wipers and the defroster when driving in fog. Driving in foggy conditions will cause a constant fine mist of water to develop on the vehicle's windshield, reducing visibility in the process. Using the windshield wipers and defroster will alleviate this condition.
- Avoid passing other vehicles while driving in fog.
- You should avoid stopping on any roadway while driving in foggy conditions unless absolutely necessary. If you must stop, use the emergency, shoulder, or breakdown lane, activate your emergency flashers, turn off the headlights, and follow the County's breakdown procedures (see the Vehicle Breakdown & Road Repair policy).

## Rain

- Rain causes roadways to become slippery, especially when it first begins. Roadways become covered with a thin layer of oil and other residues. When rain mixes with this layer, it results in an extremely slippery and dangerous road surface. This condition remains until additional rain can break down and wash away the oily mixture from the pavement. This process can take anywhere from a few minutes to several hours, depending on the severity of the rain.
- Water on the road surface can also create a potential hazard of hydroplaning. Hydroplaning happens when a thin layer of water separates the vehicle's tires from the road surface. When a vehicle is hydroplaning, it is literally riding on water. When the tires ride on water, they lose all traction and create an extremely dangerous situation.
- The faster a vehicle travels on standing water, the greater the chance of hydroplaning. Reducing speed is the best and safest way to avoid hydroplaning.
- Rain also reduces visibility. Because rain presents these hazards, drivers are expected to adhere to the following procedures when driving in rainy conditions:
- You should slow the vehicle's speed to avoid hydroplaning. Reduction in speed should be done gradually in order to avoid becoming a hazard for other motorists. Determining the correct and safe speed depends on how heavy the rain is and will be left to your best judgment.
- You are expected to increase your following distance from other motorists. Since rain causes the road surface to become slippery, you need to allow for greater stopping distance if the need to stop arises.

- You should make use of windshield wipers and the defroster when driving in rain. Driving in rainy conditions will cause a constant film of water to develop on the vehicle's windshield, reducing visibility in the process. Using the windshield wipers and defroster will alleviate this condition.
- You should avoid passing other vehicles while driving in rain. Additionally, you are encouraged to follow other vehicles at a safe distance since vehicles traveling ahead will throw water off the pavement and leave "tracks". Driving in these tracks will give you the best possible traction under rainy conditions.

Snow, depending on the type and severity, can present a variety of dangerous conditions. Because of this, the following procedures have been developed for this defensive driving policy:

- Light, powdery snow presents few problems since it is quickly blown off the road surface. However if there is enough of this type of snow to cover the roadway, it will form a slick, smooth surface. You should reduce speed and increase following distance. Determining the correct speed and safe following distance will be left to your best judgment.
- Heavier, slushy snow can affect vehicle control. If snow becomes hard packed it can cause an ice hazard on the road surface. Again, you should reduce speed and increase following distance. Determining the correct speed and safe following distance will be left to your best judgment.
- All slow maneuvers such as starting out, steering, backing, and turning should be done smoothly and with extreme care to minimize skids and slides.
- Falling or blowing snow can greatly reduce visibility. In addition, falling and blowing snow can make it hard to see the road, road markings, road signs, and off ramps. If you must continue in snowy conditions, reducing speed and increasing following distance are the best techniques a driver can use to maintain vehicle control.
- As with driving in foggy conditions, the use of high beam headlights while driving in snowy conditions should be avoided at all times. The high-beam "shooting" light will reflect off falling and blowing snow and reflect back at you, further reducing visibility.
- Drivers will also be educated on the dangers of "snow hypnosis." Snow hypnosis occurs when a driver is traveling directly into heavy snow and begins to focus on the falling snow instead of the road ahead. This can cause a hypnotic-like effect on the driver. The danger of snow hypnosis is especially prevalent at night.

## Ice

All drivers need to be aware of changes in road surface conditions that may affect the vehicle's traction. To help, the following procedures for driving on icy roads for this defensive driving policy have been developed:

- As with all extreme weather conditions, if you must continue, the safest techniques to employ are to reduce speed and increase your following distance. But of these two, increasing following distance is by far the most important. Depending on the temperature and road conditions, stopping distance (distance needed to come to a complete stop) on icy roads can increase four to ten times versus stopping from the same speed on a dry road.
- “Black Ice” forms when temperatures drop rapidly and any moisture on the road surface freezes into a smooth, almost transparent layer of ice. What makes black ice particularly dangerous is that you may not realize you are on it until it's too late. Determining the correct speed and safe following distance will be left to your best judgment.
- Bridges and overpasses are other areas to which you should give special attention. Ice will tend to form first on bridges and overpasses because cold air circulates both above and below these structures causing the temperature to drop more rapidly. Any moisture on the road surface of a bridge or overpass will freeze quicker and harder than elsewhere on the road. Extreme caution/reduction in speed should be used while traveling over bridges and overpasses.

### Night Driving

All drivers need to be aware of the potential hazards while driving at night. These hazards include fatigue, reduced visibility, poor lighting, other (impaired) motorists, and animals on the road. To help drivers better prepare for driving at night, the following procedures have been developed for this defensive driving policy:

Fatigue is perhaps the most dangerous hazard of driving at night. Nothing we do is worth anyone getting hurt. Fatigue usually sets in at night, but a tired driver, at any time of day, is an unsafe driver. Fatigue reduces drivers' reaction time and perception. All drivers are to review the following fatigue warning signs. If you experience any of these signs, it's time to get off the road as soon as safely possible and get some rest. Some signs are:

- Your eyes close or go out of focus by themselves.
- You can't stop yawning.
- You are experiencing trouble keeping your head up.
- You experience short-term memory loss, e.g. you can't remember the last several miles you have driven.
- Your thoughts wander or you begin to daydream.
- You start drifting into other lanes of traffic, tailgate, or miss traffic signs.
- You experience an inability to maintain a constant rate of speed.
- You must jerk the steering wheel hard to correct a drift and get back into your lane.

Reduced visibility is a hazard of driving at night. At night, visual acuity (degree of perception) and peripheral vision (side vision) are reduced, and the eyes may have difficulty adjusting from light to darkness. These factors all contribute to reduced visibility while driving at night. The best and safest techniques to counteract these night driving hazards are to reduce your speed and increase your following distance.

Reducing speed is also the best way to prevent "out driving" your headlights. Poor lighting on the open highway or on rural roads is another hazard drivers should be made aware of. At night, with poor or no lighting aside from the vehicle's headlights, hazards in the road are much more difficult to see and avoid. You should reduce speed and use extra caution when traveling on poorly lit or unfamiliar roads.

Impaired motorists (drunk drivers) are a hazard to everyone on the road. Drivers should be especially cautious when driving between the hours of midnight and 0300 (typical bar and tavern closing times). Drivers should be wary of motorists driving in an erratic manner including weaving in and out of traffic lanes, having difficulty maintaining a constant rate of speed, or braking suddenly. If you, as a driver, suspect that you are sharing the road with an impaired motorist, reduce your speed, let the motorist pass, and increase following distance.

Animals on the road present another kind of hazard while driving at night. Drivers are to be especially alert when driving on roadways lined by woods or tall grass. Animals, especially deer, can jump out in front of an oncoming vehicle with little or no warning. The best techniques to avoid collisions with animals are to not "outdrive" your headlights and to reduce speed. If a collision with an animal is unavoidable, you should drive "through" the animal. This will help prevent a jackknife or rollover type accident.

### Distracted Drivers

- Below are some indications a driver of a vehicle is distracted and should be avoided:
- Drifting into your lane or into another lane
- Swerving suddenly to avoid an animal, a car, or another highway hazard
- Slamming on their brakes because they didn't see the car in front of them stop
- Running a stop sign or red light
- Looking down repeatedly

### Road Construction

We realize that chances are good that from time to time our drivers will be faced with having to drive on roadways that are being repaired or under construction. Road construction presents several hazards. Because of this, our drivers are expected to approach road construction work zones the same way they would any adverse driving situation and follow these procedures:

- You should reduce speed and maintain a safe following distance.
- You should drive at or under all special or reduced posted speed limits while traveling through road construction work zones. Safe following distance will be left to your best judgment.
- You should be constantly aware of your immediate surroundings, anticipate the possible actions of other motorists, and expect sudden stops.
- You should watch for construction workers or vehicles crossing the roadway.
- You should use the lane furthest from a construction zone when possible.
- You should avoid sudden lane changes and use headlights and four-way flashers when traveling through construction zones.

### Road Hazards

Drivers should be aware of the potential danger of encountering various types of road hazards including:

- Soft shoulders or severe pavement drop-offs that can cause rollover type accidents
- Road debris such as tire recaps, metal or lumber can cause severe damage to tires, tire rims, electrical systems, and brake lines. You should be aware of the road ahead to identify potential road debris early and take safe and appropriate avoidance maneuvers.

### Underpasses

Hitting a bridge, underpass, or viaduct is a danger you should be constantly aware of. This type of accident, often referred to as "topping" a trailer, is always preventable. Drivers need to be aware that posted height of an underpass is not always accurate. Re-paving and packed snow can reduce the clearance of an overpass enough to cause a problem. In addition, an empty trailer will ride higher than when it is loaded. You should make thorough trip plans. When in doubt of the clearance of an underpass, you should get out of your vehicle and make a visual inspection or find an alternate route.

### Fixed Objects and Special Intersections

A good defensive driver will observe items in the area around the vehicle that might cause problems. Checking to be certain there is adequate clearance is the primary thing to watch. In areas such as driveways, alleyways, or plant entrances, the effective defensive driver will analyze the situation carefully, slow down, sound a warning when appropriate, and be ready to yield to the other driver involved.

### Physical and Mental Condition

Drivers are expected to manage their physical and mental condition. That especially means keeping a positive attitude when behind the wheel and taking good care of their



physical health. Fatigue is an especially dangerous factor while driving and should be avoided to prevent incidents.

### Following Distance

Tailgating is probably the single most common complaint lodged by the general driving public against truck drivers. Here are some specific following distance guidelines:

- 3-second interval at speeds up to 40 mph
- 4-second interval at any speed over 44 mph
- add extra time in bad weather or poor road conditions
- add extra following distance if you are being tailgated

### Driving Speed

You should drive consistent with posted speed limits, with due regard given to existing traffic, weather, and highway conditions. Never overdrive your headlights at night. That means you should be able to stop safely in the distance you can see clearly in your headlights.

### Right of Way

As a defensive driver, you should never attempt to exercise the right of way principle. Let the other driver go first. Keep to the right except to pass, or when getting into position to turn left. In town, when you enter a main thoroughfare from a side street, alley, driveway or a highway ramp, make a full stop at any crosswalk, then another full stop before actually moving into traffic.

### Meeting Other Vehicles

Keep to the right when meeting other vehicles on a roadway. If a vehicle approaches on your side of the road, slow down and pull to the right as far as you safely can. If you have to take this kind of evasive action, and have actually gone off the highway onto the shoulder, be certain you slow the vehicle down sufficiently before you attempt to come back onto the highway. Never pull to the left to avoid an oncoming vehicle.

When merging onto a highway drivers are expected to:

- Signal early
- Be patient and watch for an opening
- Build speed and merge smoothly
- Check mirrors constantly
- When exiting a highway drivers are expected to:
  - Signal and change into the right-hand lane early and safely
  - Signal intentions to exit early
  - Check mirrors constantly
  - Reduce speed and exit

### Curves and Turns

The biggest thing to remember in successfully negotiating curves and turns is to slow down. That way you will be able to make any adjustments in steering, etc. as necessary.

Remember: The definition of DEFENSIVE DRIVING is: driving to save lives, time, and money in spite of the conditions around you and the actions of others.

## Incident Reporting Form

Use this form to report any Fleet Motor Vehicle accident, injury, incident, or near miss.

Return completed form to the Operations Supervisor, or Management.

### This is documenting an:

Lost Time/Injury

First Aid

Incident

Near Miss

Observation

### Details of person injured or involved (to be filled in by person injured / involved if possible)

Person Completing Report: \_\_\_\_\_ Date: \_\_\_\_\_

Person(s) Involved: \_\_\_\_\_

Fleet Vehicle ID: \_\_\_\_\_

### Event Details

Date of Event: \_\_\_\_\_ Location of Event: \_\_\_\_\_

Time of Event: \_\_\_\_\_ Witnesses: \_\_\_\_\_

### Description of Events (Describe tasks being performed and sequence of events):

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\*If more space is required please use the back of this sheet

Was Towing Necessary (attach documentation): Yes \_\_\_\_\_ No \_\_\_\_\_

**Was event / injury caused by an unsafe act (activity or movement) or an unsafe condition (machinery or weather)? Please explain:**

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**TO BE COMPLETED ONLY IF LOST TIME/INJURY OR FIRST AID WAS  
REQUIRED**

Type of injury sustained:	
Cause of lost time/ injury or first aid:	
Was medical treatment necessary?	Yes _____ No _____ If yes, name of hospital or physician:

Signature of Employee: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Supervisor: \_\_\_\_\_ Date: \_\_\_\_\_



# Safety Program/ Policies

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- Additional departmental policies/procedures may also be available through the employee's Direct Supervisor.
- Please note [hyperlinks](#) within. These will allow the employee to access the specific [OSHA](#) Standard, definitions, and clarifications.

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The purpose of this section is to specify employees' general responsibilities within the Safety Program
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The purpose of this program is to establish the procedures under which the organization will evaluate the need for Personal Protective Equipment to protect employees from workplace hazards that could cause serious injury or death.
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The purpose of this section is to outline procedures for performing a Job Hazard Analysis (JHA). JHAs are specific written procedures used to perform everyday jobs/tasks where injuries are most likely. Through development, we can identify hazards within those tasks/jobs and abate them before an injury.
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The purpose of this section is to ensure the prioritization and management commitment to requirements.
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The purpose of this section is to outline the development, goals, organizational structure, and purpose of the Safety Committee.
- **Enforcement** p. 29  
The purpose of this section is to explain how the Safety Program policies/program/procedures will be enforced.
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The purpose of this section is to detail the process of conducting an effective accident investigation.
- **FORMS** p. 38-40

## **Section 2 Employee Right to Know p. 41-55**

The purpose of this program is to inform employees of the hazardous chemicals and substances in the workplace. More specifically:

- The County's Electronic MSDS/SDS Database
- Safety Data Sheets Breakdown
- Lists of Hazardous Chemicals and Substances Present
- Labeling Requirements/Global Harmonization Systems (GHS)
- Training Requirements

## **Section 3 Bloodborne Pathogens p. 56-70**

The purpose of this program is to inform employees of possible infectious agent exposure while performing first aid on coworkers or residents. More specifically:

- The Epidemiology (specific info on HBV, HBC, HIV)
- Exposure Control Plan (preventing exposure)
- Universal Precautions (specific requirements of PPE and recordkeeping)

## **Section 4 Ergonomics p. 71-79**

The purpose of this program is to identify ergonomic deficiencies and injuries. More specifically:

- Job Risk Factors of Ergonomics
- Signs and Symptoms of Musculoskeletal Disorders (MSDs)
- Procedures for Reporting MSDs

## **Section 5 Proper Lifting p. 80-87**

The purpose of this program is to help reduce back injuries. More specifically:

- Stretching Instructions
- Lifting Instructions

## **Section 6 Recordkeeping p. 88-99**

The purpose of this program is to help Management meet the [OSHA](#) recordkeeping requirements. More specifically:

- Mechanics of [OSHA](#) Recordkeeping
- Location, Retention, and Maintenance of Records
- Determining Employment
- Determining Recordability
- First-Aid Treatment
- Filling Out the [OSHA 300](#) Log
- Access to [OSHA](#) Records
- Posting Requirements
- Correcting an Incorrect Form

## **Section 7 Lockout/Tagout p. 100-109**

The purpose of this program is to protect employees from hazardous energy through possible startup of machines/equipment while performing maintenance. More specifically:

- The Purpose and Function of Energy Control
- Recognition and Illumination of Hazardous Energy
- Shutdown and Start Up Procedures
- When and How to Use Lockout Procedures
- Group Lockout
- Outside Contractors

<b>Section 8 Contractors Safety Program</b>	<b>p. 110-136</b>
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The purpose of this program is to qualify contractors commitment before hiring for County projects

- Requirements
- Checklist
- Contractor Handout/Packet

<b>Section 9 Earthmoving Equipment</b>	<b>p. 137-150</b>
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The purpose of this program is to provide information, inspection criteria, and testing materials promoting the safe operation of heavy equipment. More specifically:

- Working Around Equipment
- Safe Operating Procedures
- Working Around Utilities
- Contractors
- Approaching Mobile Earth-Moving Equipment
  - Visual, Voice, or Signal Communication
  - Blind Spot Identification
- Daily equipment instruction
- Equipment Inspection
- Loading and Unloading
- Training/Testing

<b>Section 10 Hearing Conservation</b>	<b>p. 151-157</b>
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The purpose of this program is to clarify and enforce the need for hearing protection when decibels in areas exceed 85db. More specifically:

- Various Types of Hearing Protection-- Advantages and Disadvantages
- Selection, How to Fit, Use and Clean Hearing Protection Devices
- Audiometric Testing

<b>Section 11 Respiratory Protection</b>	<b>p. 158-166</b>
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The purpose of this program is to inform employees of their available respiratory protection options. More specifically:

- Types of Respirators Available
- Proper Use of Respiratory Equipment
- Equipment Limitations
- Proper Fitting Techniques
- APPENDIX D Requirement (handout)
- Activities/When to Use
- Proper Cleaning, Inspection and, Storage of Respirators

<b>Section 12 Trenching</b>	<b>p. 167-183</b>
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The purpose of this program is to provide employees with information on trench hazards and provide Competent Persons with the tools needed to meet their responsibilities. More specifically:

- The Danger of Cave-ins
- Protective Systems Designs and Setup
- General Soil Classifications
- General Trench Safety



## **Section 13 Tree Trimming**

**p. 184-189**

The purpose of this program is to train and implement the [OSHA](#) required Standards/Laws and to reduce the probability of accident/injuries. More specifically:

- Responsibilities
- Personal Protective Equipment (PPE)
- First Aid Kits/Training
- General Operational Safety/Training
  - Chainsaw/Polesaw
  - Aerial Lifts
  - Chippers

## **Section 14 Hot Work Permit Program**

**p. 190-196**

The purpose of this program is to prevent fires by controlling heat/spark/flames through the operation of tools/equipment and processes. More specifically:

- Definitions
- Scope and Responsibility
- Specific Responsibilities
- Hot Work Operator (HWO)
- Fire Watch
- Hot Work Operational Requirements
- Hot Work Permit
- Work Closeout

## **Section 15 Lifting Devices**

**p. 197-222**

The purpose of this program is to outline safe operating and inspection procedures. More specifically:

- Cranes
  - Operator
  - Hazards
  - Inspections
  - Procedures
- Automotive Lifts (Hoists)
  - Operator
  - Hazards
  - Training
  - Inspections
- Jacks
  - Operator
  - Hazards
  - Inspections
  - Procedures

## **Section 16 Respirable Crystalline Silica Program**

**p. 223-229**

The purpose of this program is to outline the safe procedures of when working with Respirable Crystalline Silica. More specifically:

- Definitions
- Purpose
- Scope
- Responsibilities
- Program Requirements
- Written ECP
- Reviews and Audits
- Specified Exposure Control Methods

The purpose of this program is to train forklift operators of proper forklift operations in accordance with OSHA Standards. More specifically:

- Pre-Use Inspection
- Safe Operation of the Vehicle
- Rules of the Road
- Loading and Unloading
- Hands-on Testing/Certification

# Section 1

## **A Workplace Accident and Injury Reduction (AWAIR) Program Administration, Program, and Policy Implementation**

# GOODHUE COUNTY SAFETY PROGRAM

## POLICY STATEMENT

Goodhue County Management realizes it has the responsibility to provide safe workplaces for its employees and safe environments for its citizens. All employees must pursue the highest standards in their assigned activities and all County employees must recognize the wellbeing of persons and the protection of our physical resources are as important as the activity and work being performed.

Goodhue County has established a Loss Control Management Program meeting the requirements of the AWAIR Program ([MN Statute 182.653](#)). The County expects its Management, Supervisors, Department Heads and employees to meet their assigned safest responsibilities, respond to all planned safety efforts, and perform their assigned jobs in the safest possible manner.

The Safety Coordinator will be assigned the responsibility of implementing, organizing and maintaining the overall Loss Control Management Program.

The Safety Coordinator will be our personal representative and will be responsible for the staff direction and administration of our Safety Program. The Safety Coordinator will periodically report to the County administrator on the status of the Safety Program.

In addition, a Safety Committee has been created to investigate major losses, loss trends, assign Task Force Committees and to conduct other assigned activities. This Committee is made up of a combination of Management and employees (a representative from each major area in the County).

All Supervisors will be responsible for the safety and wellbeing of their workers as well as the repair and maintenance of facilities and equipment in their area of responsibility. Supervisors and Department Heads will investigate all accidents/injuries and loss trends. All reports related to this program will be directed to the Safety Coordinator.

All County employees will complete their assigned tasks in a safe fashion based on the training they received, the County safety rules, [OSHA](#) standards, good safety practices, and any other appropriate guidelines.

Goodhue County is committed to doing all in its power to make its Safety Program and Safety Committee a success and expects all County employees to assist in this effort by contributing their expertise and following all established rules and procedures.

Goodhue County recognizes its obligation to provide the safest possible working conditions for its employees, a safe environment for its citizens, and prompt first aid and medical care to minimize personal injuries in the event of an accident. This requires a Safety Program whereby: (1) our employees will be provided proper Personal Protective Equipment and job instruction; (2) their work practices and performance will be frequently reviewed.

Each Supervisor must implement and aggressively support our Safety Program. All Supervisors and Department Heads will be responsible for the actions of their employees. All employees will be expected to help and support the efforts of the Safety Coordinator and the Safety Committee, to follow safe practices, and to obey all of the safety rules. We all must make every effort to reduce the burden of accidents and injuries.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

Signed: \_\_\_\_\_ Title: \_\_\_\_\_

NOTE: Signed copy available to employee upon request through the Safety Coordinator.

## TACTICAL GOALS

- Create and maintain active interest in the health and safety of employees and reduce the number of accidents and injuries.
- Discuss and take effective action on the principal accident-causing conditions.
- Help stimulate an awareness of health and safety issues and an atmosphere of cooperation between Management and employees.
- Identify problems and formulate policies and procedures monitoring and improving workplace safety and health.

## OPERATIONAL GOALS

- To review and revise general County and department specific Safety Policies/Rules.
- To develop and facilitate a Safety Program needs assessment.
- To develop and provide for the implementation of an annual Safety Program training schedule.
- To ensure appropriate recordkeeping, reporting, and retention.
- To coordinate for the investigation of all workplace incidents/accidents and the implementation of a corrective action plan.
- To review overall compliance with the Safety Program.
- To provide for an overall program evaluation (see end of section for annual review form).

# RESPONSIBILITIES AND AUTHORITIES

## GENERAL

It is the policy of Goodhue County to assign safety responsibilities to individuals.

## PURPOSE

The purpose of this procedure is to identify the duties and responsibilities of County employees as they pertain to the Safety Program. These duties and responsibilities should be viewed as acceptable minimums and in no way are employees limited only to these activities.

## APPLICATION

This procedure is applicable to all departments and/or Management groups.

## RESPONSIBILITIES AND AUTHORITIES

### County Board

The Board has overall responsibility for the direction of Goodhue County and for the establishment of the Safety Program.

### County Administrator

The County Administrator has the responsibility to monitor the Safety Program implementation, to periodically report the status and adequacy of the Safety Program to the County Board. The administrator oversees the maintaining of the policy manual, the Safety Program records, and the establishment of the position of Safety Coordinator.

### Safety Coordinator

The Safety Coordinator has the appropriate level of authority to implement the program, and reports directly to the County administrator on safety matters. The Safety Coordinator's position includes, but is not limited to:

- Professional development including maintaining a reference library, receiving publications, and membership in professional organizations
- Development and administration of incident-prevention and loss control methods, procedures, and programs
- Coordination of training and communications for Supervisors, Department Heads, and employees
- An internal consultant with the Administrator and Safety Committee to identify and appraise incident- and loss-producing conditions and practices as well as an evaluation of the severity of the incident/conditions
- Communication of incident and loss control information to those directly involved
- Providing information for Management to include accident recording-keeping, and program activities
- Measure and evaluate the effectiveness of the incident and loss control system and the modifications needed to achieve optimum results
- Maintaining and making widely available the Safety Program documentation
- Thoroughly familiar with the [OSHA](#) Safety Standards as well as the Safety Program so they understand their own responsibilities and the responsibilities of the employees reporting to them
- Review the County Safety Program, at a minimum, annually, and make amendments or additions as needed (see Annual Review Form at end of this section)

### Department Heads/Supervisors

- Ensure employees are aware of their specific duties and responsibilities, have access to the complete Safety Program Policy and all of the department specific safety rules and training requirements
- Review accident summary reports in order to keep informed of the job accident record and recommend on appropriate action when trends are unfavorable
- Investigate accidents personally to ensure causes have been identified and proper corrective action taken
- Ensure tools and equipment are in first class condition; any tool or equipment defective or unsafe shall be removed from the working area and tagged, disabled, or discarded
- When new operations or materials are introduced, Supervisors and Department Heads should be satisfied necessary safety precautions have been exercised
- Monitor the written Safety Program documentation to ensure they are being fully and correctly completed
- Instruct employees of the Safety Program administrative procedures and proper and safe practices to be followed so that safe conditions are maintained throughout
- Make available necessary Personal Protective Equipment, job safety materials, and first-aid materials

### Employees

The County expects each individual employee to cooperate in every respect with the Safety Program so operations may be carried on in such manner as to ensure the safety of all employees. The employee's responsibility is to be consistent with [OSHA](#) regulations, County-wide safety rules, department safety rules and specific job training. This includes, but is not limited to:

- Working according to good safety practices as posted, instructed and discussed
- Refraining from unsafe acts that may endanger themselves or fellow workers
- Using all safety devices provided and required for their protection and the protection of others
- Reporting any unsafe condition or act to their Direct Supervisor or Department Head immediately
- Reporting all injuries to their Direct Supervisor or Department Head
- Maintaining a clean and safe work area

# HAZARD ANALYSIS AND CONTROL

## Hazard Classification and Prioritization

### GENERAL

Hazard classification and prioritization helps the Safety Committee, Supervisors and Department Heads address the workplace hazards posing the greatest risk to employees and the public. There are four key steps to hazard correction. (1) Identification and evaluation, (2) Ranking hazards by risk, (3) Initiating corrective measures, (4) Following up to determine effectiveness of corrective measures.

### PURPOSE

This program establishes procedures for identifying, classifying, and prioritizing unsafe or unhealthful working conditions for corrective actions.

### APPLICATION

This policy is applicable to all County employees. This includes but is not limited to Supervisors, Department Heads, hourly and includes part-time, seasonal, and volunteers.

### DEFINITION

A Hazard is any existing or potential condition in the workplace that, by itself or by interacting with other variables, can result in death, injury, property damage, and other losses.

### RESPONSIBILITIES

- All employees, including the Supervisor and Department Head, are responsible for identifying and correcting unsafe and unhealthful conditions in their work area or reporting such conditions to their Direct Supervisor.
- The Safety Coordinator, Safety Committee, Supervisors and Department Heads shall prioritize addressing unsafe or unhealthful conditions. They will track identified hazards to ensure they are promptly corrected, or where long-term solutions are necessary, ensure they are tracked until they have been properly corrected.

### REPORTING PROCEDURES

- Employees are encouraged to correct unsafe or unhealthful working conditions immediately if possible. If employees cannot correct these conditions, they should immediately notify their Direct Supervisor or Department Head. Any employee can report the conditions verbally or in writing in any format. Employees may also use the Accident/Incident Investigation Form located at the end of this section.
- Unsafe or unhealthful working conditions may be identified in several different ways: e.g., formal inspections, daily workplace inspections/walkthroughs, surveys, accident investigations, employee notifications, or procedures learned from other locations.
- Upon report of an unsafe or unhealthful working condition, the Supervisor or Department Head will immediately inspect the site to determine the extent of the condition and the degree of the hazard.
- Supervisors and Department Heads will correct all hazards that are within their means. Hazards that are long term (more than 30 days) to correct or outside the resources of the Supervisor or Department Head will be reported to Safety Coordinator and Safety Committee. Each level of Management will use its resources to correct the hazard when possible.
- The Safety Coordinator will maintain all unresolved hazards as “active” until they have been satisfactorily corrected. When they are corrected, the Safety Coordinator will record the date completed on the report.



- The Safety Coordinator will not allow unresolved issues to be forgotten until issue is resolved.
- To effectively manage complex or long-term corrective actions, a formal action plan may be developed. When the Safety Committee, Supervisor, Department Head or Safety Coordinator determines it is necessary or desirable, he/she/they may direct that a formal action plan be completed.
- Approximately six months after the completion date for the hazard correction, the Department Head, Supervisor or Safety Coordinator, and the individual who corrected the hazard, will assess the effectiveness of the corrective action. The Safety Committee will also monitor progress.
- Hazards reported to the Safety Committee will be entered on the Safety Committee Minutes to comply with recording requirements.
- The Safety Committee will maintain all unresolved hazards as “active status” until they have been satisfactorily corrected. When they are corrected, the Safety Committee will enter the date completed in the minutes.
- The Safety Committee will not remove unresolved items from the agenda until the issue is resolved.
- All Safety Committee Minutes will be forwarded to all managers after each meeting. Managers must then post these minutes in their work areas.

## CORRECTION OF DEFICIENCIES

- Deficiencies will be corrected on a worst first basis.
- Corrective measures should be implemented in the order shown below:

Elimination of the Hazard	Elimination is a permanent solution and should be attempted in the first instance. The hazard or environmental aspect is eliminated altogether.
Engineering Controls	Engineering controls involve some structural change to the work environment or process to place a barrier to, or interrupt the transmission path between, the worker or environment and the hazard. This may include isolation or enclosure of hazards, machine guards, fume hoods or manual handling devices.
Isolation or Procedural Controls	Administrative (procedural) controls reduce or eliminate exposure by adherence to procedures or instructions. Documentation should emphasize all the steps to be taken and the controls to be used in carrying out the task both safely and with minimum impact to the environment (Job Hazard Analysis).
The use of Personal Protective Equipment	Personal Protective Equipment relates only to hazards and their impact on personal safety worn by people as a barrier between themselves and the hazard. The success of this control is dependent on the protective equipment being chosen correctly, as well as fitted correctly and worn at all times when required (and correctly maintained).

- Deficiencies with a high risk of injury are to be corrected immediately. Others should be corrected as soon as possible to prevent degeneration into a higher risk category.
- No employee will be required to work under conditions in which they are exposed to hazards with a high risk category and does not have interim or alternative measures implemented to protect employees.
- Management should advise employees who report hazards of what actions are planned or the reasons why actions will not be taken.

# SELF-INSPECTIONS

## GENERAL

Surveys and inspections are an important part of an effective loss control program. They are done to verify that conditions are suitable; a smooth operation has few unexpected events that disrupt the work process and safety hazards are a risk to the operation of our organization.

## PURPOSE

Inspections provide an early warning system allowing a Supervisor or Department Head to make the changes needed to keep things running smoothly. They allow unsafe conditions to be detected in time to provide countermeasures before someone is injured.

## APPLICATION

This policy is applicable to all County employees who perform inspections. This includes, but is not limited to: Supervisors and Department Heads, hourly employees, and part-time, seasonal, and volunteer workers. However, the primary responsibility remains with Supervisors and Department Heads.

## PROCEDURE

- In a low risk department, a self-inspection system should normally be achievable without a great investment of time and resources. Should a department be physically large or geographically widespread, dividing it into manageable sections to receive separate inspections is a sensible approach.
- Persons appointed to carry out the self-inspection should normally be chosen from members of the departmental staff. This person(s) does not require specialist knowledge or training to carry out the self-inspection task but should have a general knowledge of hazard recognition. Training should cover topics such as how to inspect for hazards, how to record what is discovered, who to report the results to, and how to prepare inspection reports.
- The annual planned inspection involves the Safety Committee and/or an outside entity/consultant. This type of inspection will cover all areas, including those areas where "no one ever goes." It is advisable to schedule the inspections when maximum observations can be made with the least amount of work interruption.
- All reports must be sent to the Safety Coordinator, applicable Supervisor or Department Head, and the Safety Committee.
- Additional inspections of equipment/etc. are required and part of this program (see forms at the end of each section).

## **INSPECTION FREQUENCY**

As a general rule, documented inspections should be done focusing on areas where a high degree of hands-on work is done.

Employees will follow the inspection schedule below:

- Daily (informal)
- Periodically  
Employees should inspect their work area, tools and equipment at the beginning of each workday. Maintenance personnel, Supervisors and Department Heads and others whose duties take them into operational areas should be constantly checking for unsafe actions and conditions. In all cases where remedial action is needed, it should be reported and corrected as soon as possible.
- Annually  
The managers as a group, the Safety Committee, or an outside entity will inspect all areas including those areas where "no one ever goes."
- As Necessary  
Upon report of an unsafe or unhealthful working condition, the Supervisor, Department Head or designated safety person will inspect the site to determine the extent of the condition and the degree of the hazard. If necessary, the Supervisor or Department Head will schedule follow-up evaluations, which could include conducting air-quality testing, noise surveys, ventilation evaluations, ergonomic analyses, etc.

## **PROGRAM RECORDS**

Accurate inspection records serve as evidence of program implementation, provide documentation of necessary corrective actions, and assure the completion of initial as well as follow-up inspections through the Accident Investigation form and Safety Committee Minutes. Previous inspections can be used but should be used as an aid to the inspection process, not as an end in itself.

## **INSTITUTING CORRECTIVE ACTION**

- When the authority is able to correct or minimize a problem or hazard, the inspection team or the Supervisor or Department Head should do so immediately. At the completion of the inspection, discuss the results with the applicable Supervisor or Department Head and determine a target date for completion or corrections within their authority.
- Inform employees of unsafe acts and conditions observed during inspections. The items should be discussed with the applicable employees and their suggestions to prevent reoccurrence solicited.
- The Supervisor or Department Head will send a copy of the inspection to the Safety Coordinator and Safety Committee. The Safety Coordinator and Safety Committee will review the inspection and correction of hazards and promote/record these reviews through the Safety Committee Minutes.

# PERSONAL PROTECTIVE EQUIPMENT PROGRAM

## GENERAL

Personal protective equipment (PPE) includes all clothing and other work accessories designed to create a barrier against workplace hazards. PPE should not be used as a substitute for engineering, work practice, and/or administrative controls. Personal protective equipment should be used in conjunction with these controls to provide for employee safety and health in the workplace.

## PURPOSE

The purpose of this program is to establish the procedures under which the organization will evaluate the need for Personal Protective Equipment to protect employees from workplace hazards that could cause serious injury or death.

## APPLICATION

Each department with a potential need for Personal Protective Equipment will conduct a hazard assessment. Where the need for PPE is identified, Supervisors and Department Heads will implement the entire PPE checklist located at the end of this section.

## RESPONSIBILITIES

### Safety Coordinator

The Safety Coordinator is responsible for:

- Assisting Supervisors and Department Heads in conducting hazard assessments
- Maintaining records and certifications of hazard assessments
- Assisting Supervisors and Department Heads in the selection and purchase of approved PPE
- Provide training and technical assistance to Supervisors and Department Heads on the proper use, care, and cleaning of approved PPE
- Maintaining records on PPE training
- Reviewing and updating the organization's PPE Program

### Supervisors and Department Heads

Supervisors and Department Heads have the primary responsibility for implementing the PPE program within their areas. Each Supervisor or Department Head is responsible for:

- Conducting Hazard assessments, in the work areas for which they are responsible, to determine whether there are any hazards that require the use of PPE
- Updating hazard assessments when new hazards are encountered or when processes are added or changed
- Conducting periodic re-assessments of workplace hazards
- Selecting appropriate PPE to protect employees against hazards in their work areas
- Ensuring that PPE fits employees properly
- Training employees on the proper use, care, and cleaning of PPE
- Supervising employees to ensure that PPE program elements are followed and that employees properly use and care for PPE
- Periodically reevaluating the suitability of previously selected PPE

## Employees

Employees are responsible for:

- Wearing PPE as required
- Attending required PPE training sessions
- Caring for, cleaning, and maintaining PPE as required
- Informing their Direct Supervisor or Department Head when PPE needs to be repaired or replaced

## **HAZARD ASSESSMENT GUIDELINES**

Supervisors, Department Heads, Safety Committee, and the Safety Coordinator conduct hazard assessments jointly. The assessments will include the following steps:

- Review injury and illness logs, accident reports, and workers' compensation records to identify problem areas and to determine whether any injuries could have been prevented by the use of PPE
- Conduct a walk-through survey of each work area to identify hazards (see list of possible hazards in the "Job Hazard Analysis" packet in section 20)
- Analyze each job or task to identify potential hazards and to assess the need for PPE
- Organize and analyze hazard assessment data from the walk-through survey to estimate the potential for injuries, including injuries from potential exposure to multiple hazards
- Categorize risks by type of hazard, level of risk, and seriousness of potential injuries caused by the hazard. Refer to "Hazard Classification and Prioritization"
- Document the survey and task analyses using the "Job Hazard Analysis", which identifies the workplace surveyed, the person carrying out the survey, the survey findings, and the date the survey was conducted

Hazard assessments should consider employees who occasionally enter hazardous areas, such as administrative staff who must walk through an operation area or work zone. PPE—including safety glasses or a hard hat—must be available for such personnel during the brief time they are exposed to hazards. Hazard reassessments will be performed when new hazards are identified, new equipment or processes are introduced, or when the Safety Committee deems a reassessment necessary.

## **PERSONAL PROTECTIVE EQUIPMENT SELECTION GUIDELINES**

Supervisors and Department Heads, in consultation with the Safety Coordinator and Safety Committee are responsible for selecting and purchasing PPE. Supervisors and Department Heads must be familiar with the potential hazards in the workplace, as well as the types of PPE that are effective in protecting against such hazards. The procedure for selecting PPE is as follows:

- Compare the hazards found in the Job Hazard Analysis with the capabilities of the available PPE
- Review whether PPE provides a level of protection equal to or greater than the minimum required protecting employees from the hazards
- All PPE should be compliant with OSHA guidelines.

## **PERSONAL PROTECTIVE EQUIPMENT FITTING**

- An employee, Supervisor, Department Head, or any person skilled in the procedure should do fitting of PPE. In cases such as prescription safety spectacles, the employee should see qualified optical personnel so glasses can be fitted properly.
- A worker sometimes must wear one piece of PPE in combination with another piece. In such cases, both pieces of PPE should fit well and one piece of PPE should not interfere with the effectiveness of the other. For instance, if a worker must wear a hard hat while wearing a dust mask, both should fit well and remain effective.

## **PERSONAL PROTECTIVE EQUIPMENT USE**

All designated employees must wear required PPE any time they are in an area, or doing work requiring such PPE. Employees must be aware that equipment does not eliminate the hazard. If the equipment fails, exposure will occur.

## **PERSONAL PROTECTIVE EQUIPMENT TRAINING**

- Before allowing an employee to perform work requiring the use of PPE, Supervisors and Department Heads should ensure that employees receive training regarding:
  - when use of PPE is necessary
  - what type of PPE is necessary
  - how to properly put on, take off, adjust, and wear PPE
  - the limitations of the PPE
  - the proper care, maintenance, useful life, and disposal of the PPE
- After training, employees must demonstrate—on an ongoing basis—an understanding of the components of the PPE Program and how to use PPE properly.
- The Supervisor or Department Head will provide periodic retraining. They must ensure that employees receive retraining as necessary. Retraining may be required when:
  - changes in the workplace, work processes, or equipment require changes in the way PPE is used or in the type of PPE used
  - an employee fails to demonstrate competency in the use of PPE

## **CLEANING PERSONAL PROTECTIVE EQUIPMENT**

- PPE must be kept sanitary and in good condition. Personal protective equipment that has been previously used should be disinfected before being issued to another employee.
- Employees are responsible for cleaning PPE as necessary and for inspecting PPE before each use. When an employee is assigned protective equipment for extended periods, it must be cleaned and disinfected regularly.
- PPE shared between employees must be properly cleaned and sanitized before and after use.
- When contaminated PPE cannot be decontaminated, it must be discarded in a manner that protects employees from harmful exposure and that complies with environmental regulations.

## **MAINTENANCE OF PERSONAL PROTECTIVE EQUIPMENT**

Manufacturers should be consulted with in regards to inspection and maintenance requirements of PPE. PPE should be repaired with quality parts. Manufacturers' recommendations and published standards should be strictly implemented.

## **REPLACEMENT OF PERSONAL PROTECTIVE EQUIPMENT**

Users are cautioned that if unusual conditions occur (such as higher or lower extreme temperatures than described in the standards), or if there are signs of abuse or mutilation of the equipment or any component, the margin of safety may be reduced. If damage is observed or suspected, equipment should be replaced.

## **RECORDKEEPING**

The Safety Coordinator is responsible for maintaining written records of hazard assessments and PPE training. Supervisors and Department Heads should forward copies of these records to the Safety Coordinator. Training records must include the names of the trainer and the persons trained, the type of training provided, and the dates when the training occurred. Employee training and hazard assessment records must be kept for at least three years.

# FIRST AID

## GENERAL

An effective first aid program helps protect the health of employees by providing early care for injuries. It also provides valuable information for the analysis of losses, so Safety Programs can be continually improved.

## PURPOSE

This program outlines procedures for providing first aid to injured employees.

## APPLICATION

This policy is applicable to all employees. This includes, but is not limited to, Supervisors and Department Heads, hourly employees, and part-time, seasonal, and volunteer workers.

## INJURIES

The County has adopted a Managed Care Program for Workers Compensation. Employees who receive a work-related injury or illness must call CorVel and have CorVel schedule a medical appointment for them. If it is an emergency situation, the employee should seek appropriate medical care and should normally call CorVel within 48 hours. CorVel's phone number is (612)-436-2500. Employees should also immediately report the injury (or illness) to their Direct Supervisor.

## RESPONSIBILITIES

### Safety Coordinator

- Monitor the first aid program, and recommend corrections and/or improvements as necessary.

### Supervisors and Department Heads

- Ensure employees are trained on the location of first aid kits and are able to identify qualified first aid personnel.
- Ensure employees are trained on the location and use of eyewashes and emergency showers.

### First Aid

- Provide first aid and CPR, within the scope of their training, to employees.
- Consider the most appropriate location of first aid kits and ensure they are clearly identified and accessible to employees. Also ensure first aid kits are regularly maintained and replenished.
- Ensure there are no scheduled drugs or needles (sharps) in first aid kits.
- Following an incident where first aid treatment has been provided, complete the Accident report.
- AEDs (Automated External Defibrillators) are available to law enforcement (in vehicles) and located within County buildings for use by employees and the public. The AEDs within buildings are covered under the "good Samaritan" laws (meaning: they can be used voluntarily and are not required). Calling 911 should be the first priority. AEDs must be inspected for readiness monthly (see form at the end of this section).

### Employees

- Report all accidents/incidents requiring first aid to your Direct Supervisor or Department Head.



## **FIRST AID QUALIFIED EMPLOYEES**

- All employees will dial 911 in the event of a serious injury to another employee.
- Persons should not attempt to give first aid for which they have not been trained.
- The Bloodborne Pathogens Standard covers employees who are designated or choose to provide first aid.
- Designated first aid personnel are eligible to receive appropriate vaccinations, i.e. Hepatitis A and B.

Although many employees are trained in first aid and/or CPR, only employees in the Law Enforcement department are considered “designated” first aid employees. All other employees should seriously consider all medical risks before providing first aid. An immediate 911 call should be your priority.

## **EMPLOYEE TRAINING**

- Employees will be instructed on arrangements regarding first aid facilities:
  - Location of first aid kits
  - Name, Location and Contact number of first aid personnel (911)
  - Ambulance and other emergency numbers
  - This instruction must be updated whenever there are changes to the first aid provisions
- The following subjects must be addressed in employee training on eyewashes and emergency showers:
  - Employees will be instructed on the location and use of eyewash stations and emergency showers
  - If squeeze bottles are also provided, training must address proper use in conjunction with eyewashes
  - Training will address holding eyelids open and rolling eyeballs to flush the entire eye

## **FIRST AID KITS**

- Supervisors and Department Heads must ensure that adequate first aid supplies are readily available. Supervisors and Department Heads should assess the specific needs of their work sites periodically and evaluate the first aid kit appropriately.
- If Supervisors and Department Heads purchase first aid kits, they should select the proper types.
- An appointed person in each department, or the Safety Coordinator, should inspect first aid kits monthly. The appointed person should inspect:
  - The kit is present and in good condition
  - The kit is located in a clean, visible and accessible area
  - All items required in the kit are present in the proper quantities
  - The containers or wrappers of all contents are unbroken and in good condition
  - The expiration dates on all contents that have them (remove expired items and reorder as necessary)
  - There are no needles (sharps) or scheduled drugs in the first aid kit

## **EYEWASH STATIONS AND EMERGENCY SHOWERS**

- Where the eyes or body of any person may be exposed to injurious corrosive materials, suitable facilities for quick drenching or flushing of the eyes and body will be provided in the work area for immediate emergency use.
- Supervisors and Department Heads must perform a hazard assessment to determine the requirements for an eyewash or safety shower.

### Testing:

- All eyewash and shower facilities must be adequately maintained and should be activated for at least 3 minutes **weekly** to flush the supply line and verify proper operation (see plumbed eyewash inspection form at the end of section 2).
- Self-contained units should be maintained in accordance with the manufacturer's instructions. Particular attention must be given to changing the flushing fluid so that a safe flushing fluid is available when needed (see self-contained eyewash inspection form located at the end of section 2).
- Solutions & Squeeze Bottles: chemical formulations or isotonic solutions used as substitutes for water must be an appropriate application for the hazard, properly tested and maintained, and replaced prior to their expiration date.

## **JOB HAZARD ANALYSIS**

### **GENERAL**

- Establishing proper job procedures is one of the benefits of conducting a Job Hazard Analysis (JHA). By carefully studying and recording each step of a job and identifying existing or potential job hazards (both safety and health), one can discover the best way to reduce or eliminate these hazards. A JHA is used to review job methods and uncover hazards that:
  - may have been overlooked in the layout of the job or building and in the design of the machinery, equipment, tools, workstations, and processes
  - result from changes in work procedures or personnel
  - may have developed after operation has started
- The benefits of performing a JHA are many, including:
  - giving individual training in safe and efficient work procedures
  - reviewing job procedures after accidents occur
  - identifying what safeguards need to be in place
  - Supervisors and Department Heads learn about the jobs they supervise
  - employee participation in workplace safety
  - positive attitudes about safety
- For more information about conducting the Job Hazard Analysis, see the JHA packet located in section 20.

**Note: Specific Job Hazard Analysis (JHA) are completed at the department level and located in those areas for employee review.**

### **PURPOSE**

Job Hazard Analysis is a technique for reviewing needs for machine guarding, energy lockout, ergonomics, material handling, Bloodborne Pathogens, Confined Space Entry, Right-to-Know, and other generally applicable standards.

### **APPLICATION**

This policy is applicable to all County employees. Additional policies/procedures/SOPs/directives may be substituted for JHAs at the department level. This includes but is not limited to Supervisors and Department Heads, hourly employees, and part-time, seasonal, and volunteer workers.

## PROCEDURE

- **Frequency of Accidents:** any job that repeatedly causes accidents is a candidate for JHA. The greater the number of accidents associated with the job, the greater its JHA priority.
- **Rate of Disabling Injuries:** every job that has disabling injuries should be given priority for JHAs.
- **Severity Potential:** some jobs may not have a history of accidents but may have the potential for a severe injury.
- **New Jobs:** a JHA of new jobs should be made as soon as possible. Analysis should not be delayed until accidents or near misses occur.
- **Near Misses:** jobs where near misses or close calls have occurred also should be given priority.

## HAZARD CONTROL DEVELOPMENT PROCEDURE

- The development of the hazard control should be a consultative process involving those using the equipment / doing the task, and should take into account the experience and training of those involved. Advice should be sought from the Safety Coordinator, Safety Committee, and experienced workers, consultants or other suitable experts. In many cases, a mixture of the above control measures will be applicable.
- Correct implementation of the procedure must reduce the Risk Assessment.
- If using procedural controls, any training requirements should be assessed and included in the procedure. Procedures should be written as chronological sequences in wording familiar to those involved.
- Try the procedure with suitable workers and incorporate feedback.
- Ensure all work area personnel are made aware of the new procedure. Add the procedure to your safety-training schedule, and the Safety Program, if appropriate.
- Ensure those using the new equipment or process are trained and formally “authorized” for the new procedure. Posting instructions on the equipment is not sufficient for equipment or processes with a medium or greater risk level.
- Review the procedure as part of your annual review of the Safety Program.

# COMMUNICATIONS AND SAFETY TRAINING

## GENERAL

It is the policy of Goodhue County to train all employees in their individual safety responsibilities and to give employees an avenue to express concerns they may encounter in the workplace.

Training and Instruction of employees is a form of hazard control. The AWAIR Act specifically requires that accident reduction plan will be communicated to all affected employees so they are informed of work-related hazards and controls. The program can only be truly effective if employees are trained in its requirements and procedures. An initial presentation of the program can inform employees, while follow-up training will usually be required to actually alter their behavior. All current employees should be trained in order to ensure a common baseline level of training.

Updated training also should be offered before or at the time of the introduction of new substances, processes, procedures, or equipment. As newly reported hazards are identified by inspections, employee reports, or other means, additional training should be provided to affected employees.

New employees are very vulnerable to accident or illness due to lack of knowledge and experience on process or equipment hazards. Transferred employees are "new" employees to the equipment, processes, and procedures in their new department. They need the same intensity of training as provided to "new" employees. "Temporarily" transferred employees are not exempted from the AWAIR training requirements.

## PURPOSE

The purpose of this procedure is to ensure that employees are trained in dealing with hazards that have been identified in the workplace and hazardous work activities.

## APPLICATION

This procedure is applicable to all departments, all levels of Management, and all employees.

## PROCEDURE

- New employees are to be informed of their Safety Program responsibilities. This training is to take place during New Hire orientation to the County and is to be documented. Additional employee orientation and specific job training shall take place at the department level prior to the employee starting work or on-line as required.
- The Supervisor or Department Head is to provide training in the use of Personal Protective Equipment and safe practices at the department level on an "as-needed basis." This training is to include, but is not limited to, training on general department safety rules, training on the appropriate equipment the employee may be using, and training on the work activities the employee may be involved in.
- Periodic safety training is to be provided in the safety meetings and other formal meetings, or correspondence as deemed appropriate by the department. The Department Head or Supervisor is to ensure that each individual employee is suitably instructed and knowledgeable in the use of equipment and Personal Protective Equipment. Training will be according to general and specific department policies/procedures.
- As determined by the Department Head, special safety training seminars presented by safety professionals will be presented to selected/affected employees.
- Copies of suitable safety information including the specific department Safety Policies/procedures should be easily available to employees.

- Employees are encouraged to submit pertinent safety recommendations through their department Safety Committee representative and/or Direct Supervisor/Department Head.
- Department Safety Meetings:
  - The appropriate Supervisor or Department Head will conduct safety meetings with the department employees at the time and place as determined by the department.
  - The purpose of these meetings is to include the following:
    - General promotion of accident prevention efforts on a continuing basis
    - Review of past accidents and any outstanding safety recommendations
    - Discussion of safety inspections performed since the previous meeting
    - Evaluation of Supervisor or Department Head's regular safety meeting including suggestions and requests
    - Reading of County Safety Committee minutes
  - A selected safety subject may be presented in an effort to broaden the group's knowledge and stimulate continued, active regard for accident prevention.
  - Upon request, the County Safety Coordinator will provide the materials on selected topics for the meeting.
  - Meeting documentation is to be kept within each department
  -

### **Small Group and Individual Safety Meetings**

- The Supervisor or Department Head may conduct safety meetings with the employees (during department meetings) at a time and place determined by the Department Head. The purpose of these meetings should include the following:
  - Review current job conditions as they relate to accident prevention
  - Identify conditions which are adverse to safety
  - Review use of safety practices and/or protective equipment
  - Review specific chemicals in use
- Identified conditions adverse to safety are to be acted upon by the lowest level of supervision practicable.

### **Additional forms of training may include:**

- Written handouts
- One-on-one
- OTJT(On the Job Training)/hands-on
- Group (see safety training schedule)
- School or outside Training
- Area Seminars/Outside Contractors

### **Employee Communications**

- Communication with employees is imperative. Top-down communication channels include:
  - Safety and Health Booklets
  - Presentations
  - Postings
  - Signs
  - Safety Committee Minutes

- Effective methods for "receiving" bottom-up communications are
  - Through the Safety Committee
  - By encouraging safety-suggestions
  - Having an Open-door Policy

Input from employees involved in the actual process is extremely valuable since it is based upon close and repetitive observation. Employee suggestions are considered very thoroughly when evaluating the safety issues involved in a process, piece of equipment, or new department policy/procedure.

### **Employee Training**

- Training includes [OSHA](#) rights and access to information. Training required by applicable standards, including AWAIR and Employee Right to Know is provided to all employees.
- Specific departmental training is provided by managers and outside sources (see safety training schedule).
- Knowledgeable persons conduct safety and health training that is scheduled, assessed, and documented, and that addresses all necessary technical topics. Employees are trained to recognize hazards, violations of [OSHA](#) standards, and facility practices and report violations to Management. All employees, including Supervisors and Department Heads, can generally demonstrate preparedness for participation in the overall Safety Program policy.
- Records are kept for at least five years and the training is evaluated by the Safety Committee to ensure that it is effective.

### **Supervisor and Department Head training**

- Supervisors and Department Heads should attend training as part of their safety duties. This training should include all subjects provided to employees under their direction. Supervisors and Department Heads can generally demonstrate preparedness for participation in the overall Safety Program policy.
- Safety and Health Training for Managers is necessary to ensure their continued support and understanding and facilitate their responsibility to communicate the program's goals and objectives to their employees, as well as to assign safety and health responsibilities and hold subordinates accountable.
- Supervisors and Department Heads may need additional training in hazard detection, accident reporting and record-keeping, accident investigation, their role in ensuring maintenance of controls, emergency handling, and use of Personal Protective Equipment.

### **Specialized Training and Retraining**

- The format and extent of Job Orientation training will depend on the complexity of hazards and the work practices needed to control them. An orientation may consist of a quick review of location safety and health rules, hazard communication training, or specific on-site or online training. Other times the employee may have On-The-Job Training for a period of time.
- Retraining as a result of corrective action from an accident investigation may be needed.
- No matter what the reason for training and retraining, the employee should be trained before starting a new job or returning to work from an extended absence.

# **SAFETY COMMITTEE**

## **GENERAL**

- This organization is committed to preventing workplace injuries and illnesses among all employees. To help prevent these losses, a joint Management-labor Safety Committee has been established.
- Only the planning and effective leadership of Management and the Safety Committee can build a lasting Safety Program policy. The Safety Committee will be a constructive entity, providing guidance and leadership in matters pertaining to the overall health and safety of the organization.
- Employee and Management involvement in accident prevention and support of Safety Committee members and activities is necessary to ensure a safe and healthful workplace.

## **PURPOSE**

The purpose of our Safety Committee is to involve labor and Management in a non-adversarial, cooperative effort to promote safety and health in the workplace. The Safety Committee will assist Management and make recommendations for change.

## **APPLICATION**

This policy specifically applies to members of the Safety Committee, but is generally applicable to all employees. This includes but is not limited to Supervisors, Department Heads, and hourly (including part-time, seasonal, and volunteer) employees.

## **AUTHORITY**

- The Safety Committee advises Management about safety and health issues in the workplace.
- All written recommendations from the Safety Committee will be submitted to Management through Committee minutes or direct contact. Management will consider the recommendations and respond to the Safety Committee within a reasonable time.
- Additionally, the Committee will have the authority to hold meetings and conduct required business during regular work hours. Members may conduct inspections or accompany inspectors, as necessary. They also have the authority to monitor compliance with safety and health regulations throughout the organization.

## **RESPONSIBILITIES**

- Duties of the Safety Coordinator (Officer):
  - ensure the Safety Committee carries out its function
  - schedule meetings, and notify members
  - prepare meeting agenda
  - invite specialists or resource persons, as required
  - preside over meetings
  - guide the meeting per the agenda
  - ensure discussion items end with positive decision
  - assign projects to members
  - review and approve minutes
  - keep pertinent records
  - disseminate safety information to members
  - report status of recommendations
  - distribute minutes, after approval
- Duties of the Secretary (Recorder):
  - assist with scheduling meetings, and notify members



- assist with preparing meeting agenda
  - keep pertinent records
  - disseminate safety information to members
  - prepare and present injury report
  - report status of recommendations
  - prepare minutes
  - distribute minutes, after approval
- Duties of each Safety Committee member must include:
    - act as a safety and health resource for Supervisors or Department Heads
    - reporting unsafe conditions and practices
    - attending all safety meetings
    - reviewing all accidents and near-misses
    - recommending ideas for improving safety and health
    - working in a safe and healthful manner
    - observing how safety and health is enforced in the workplace
    - completing assignments given to them by the chairperson
    - act as a work-area representative in matters pertaining to health and safety

## **ORGANIZATION**

- There will be a representative of each department on the Safety Committee. Employee representatives will be volunteers, elected by their peers, or appointed by management..
  - Being a member of the Safety Committee is considered part of an employee's job, and time spent performing the duties of a Safety Committee member will be considered as time worked.
- Management representatives will be appointed/approved by the County administrator.



- The Safety Coordinator will ensure that names of all Committee members are posted in the government employee website. Committee members will ensure the names are posted in their individual departments **ACTIVITIES**.

The Safety Committee will meet quarterly (more often when necessary and approved by the Safety Coordinator). The agenda for each meeting will reflect the required activities as listed below, and any other activities requested by a Committee member:

- The Committee will review the organization's occupational Safety Program policy and records, and make recommendations to improve it as necessary.
- The Committee will complete a formal review of the Safety Program policy annually. This may be completed at a specific meeting, or as an on-going project, at the discretion of the Safety Coordinator.
- The Committee will review and monitor the performance of all safety training in the organization. Committee members will be prepared to support Supervisors and Department Heads in their training, as requested.
- The Committee will review incidents resulting in work-related deaths, injuries, and illnesses, prioritize them, and make recommendations to prevent further occurrences. The Committee's review of these incidents may be limited to a review of a report made by others who have investigated the incident.
- The Committee will monitor accident and illness records, and will formally review them at least annually. At a minimum, this will include the [OSHA](#) 300 Log, as well as records involving losses to the organization's property, or accidents/incidents in which the organization was liable for damages.
- The Safety Coordinator will forward any hazard reports or suggestions received from employees or Department Heads to the Committee for appropriate action.
- During the third or fourth quarter each year, the Committee will establish its goals for the following year.
- All written recommendations submitted to Management will:
  - Be clear and concise
  - Provide reasons for implementation
  - Include implementation costs and recommended completion dates
  - List benefits

## **RECORDS**

- The Safety Coordinator will distribute the agenda to all Committee members at least 5 days before the meeting.
- The Safety Coordinator will record the minutes of each Committee meeting and transcribe the information onto the Minutes. The minutes will be posted on the government employee website.
- All Safety Committee recommendations or reports made to Management, including agendas and minutes, will be kept by the Committee in accordance with record retention policies, for no less than three years.

# ENFORCEMENT

It is expected that employees will comply with all safety standards, statutes, and policies on which they have received training. However, if an employee willfully or negligently violates any portion of the Safety Program, they will be subject to progressive discipline as required under organizational policy. Management reserves the right to deviate from the disciplinary policy if the seriousness of the offense warrants a higher degree of discipline.

# TRAINING REQUIREMENTS

	When Plan Developed	New Employee	New Operation	Change in Plan	Change in Duties	Change in Operation	Change in Equipment	Annual	Other
A Workplace Accident & Injury Reduction Program (AWAIR)		X				X	X	X	
Employee Emergency & Fire Prevention Plans	X	X		X	X				Annual Review Recommended
Powered Platforms for Building Maintenance		X					X		
Care and use of Personal Fall Arrest System		X					X		
Dip Tanks: Personal Protection		X	X		X	X	X		
Inspection, Maintenance. & Installation		X	X		X	X	X		
Hearing Protection		X						X	
Flammable & Combustible Liquids		X							
Explosives & Blasting Agents		X	X			X	X		
Bulk Delivery Vehicles		X	X			X	X		
Storage & Handling LP Gas		X	X			X	X		
Process Safety Management		X	X						
Hazardous. Chemicals: Contract Employer Responsibilities			X						
Mechanical Integrity (Maintenance)		X							
Hazardous Response Operations & Emergency Response: Cleanup Workers		X						X	Includes Supervisor Training
Temporary Skilled Employees		X							
Emergency Responders		X							
TSD Employees		X						X	
New Technology Programs		X					X		
Personal Protective Equipment (PPE)		X	X				X		Employee Performance
Respiratory Protection		X						X	Annual Fit Test
Respiratory Protection for M Tuberculosis									Employee Performance
Signs & Tags		X							

	When Plan Developed	New Employee	New Operation	Change in Plan	Change in Duties	Change in Operation	Change in Equipment	Annual	Other
Permit Required- Confined Spaces		X	X		X	X			Annual Review Recommended
Rescue & Emergency Services		X						X	
Control of Hazardous Energy		X		X	X	X	X	X	Annual Periodic Insp.
Lockout or Tagout Devices Removed		X							Annual Recommended
Outside Personnel			X						
Medical Services & First Aid		X							
Fire Protection		X							
Fire Brigades		X	X			X		X	Employee Performance Quarterly – Structural Fires
Portable Fire Extinguishers		X						X	
Standpipe Inspections		X							
Fixed Extinguishing Systems		X						X	
Fire Detection Systems		X							
Employee Alarm Systems		X							
Servicing Multi-Piece and Single-Piece Rim Wheels		X							Employee Performance
Powered Industrial Trucks		X				X	X		Employee Performance, Post-Accident, Every 3 years
Cranes: Moving the Load		X							
Crawler Locomotives & Truck Cranes (Fire Extinguishers)		X							
Mechanical Power Presses: Operators		X						X	Employee Performance
Maintenance Personnel		X							Employee Performance
Forging Machines		X							
Welding, Cutting, Brazing		X							
Oxygen-Fuel Gas Welding & Cutting		X							
Arc Welding & Cutting		X							
Resistance Welding		X							
Laundry Machinery & Operating Rules		X							
Logging		X			X	X	X		Annual Recommended

	When Plan Developed	New Employee	New Operation	Change in Plan	Change in Duties	Change in Operation	Change in Equipment	Annual	Other
Telecommunications		X							
Derrick Trucks		X							
Cable Fault Locating	See Medical & First Aid								
Guarding Manholes	See Medical & First Aid								
Joint Power Generation, Telecommunication Manholes	See Medical & First Aid								
Tree Trimming – Line Clearing		X							Annual Recommended
Electric Power Generation, Transmission & Distribution	See Medical & First Aid. See Lockout/Tagout.								
Grain Handling Facilities		X			X			X	
Contractors			X						
Electrical Safety-Related Work Practices		X							
Commercial Dive Team Qualifications		X							
Toxic & Hazardous Substances									
Asbestos		X						X	
4-Nitrobiphenyl		X						X	
Alpha-Naphthylamine		X						X	
Methyl Chloromethyl Ether		X						X	
3,3-Dichlorbenzidine (and its salts)		X						X	
Bis-Chloromethyl Ether		X						X	
Beta-Naphthylamine		X						X	
Benzidine		X						X	
4-Aminodiphenyl		X						X	
Ethyleneimine		X						X	
Beta-Propiolactone		X						X	
2-Acetylaminoflourine		X						X	
4-Diomenthyaminoazobenzene		X						X	
N-Bnitrosodimehylamine		X						X	
Vinyl Chloride		X						X	
Inorganic Arsenic		X						X	Respirators Quarterly
Lead		X						X	
Cadmium		X						X	
Benzene		X						X	
Coke Oven Emissions		X						X	Respirators Quarterly
Bloodborne Pathogens		X			X	X		X	

	When Plan Developed	New Employee	New Operation	Change in Plan	Change in Duties	Change in Operation	Change in Equipment	Annual	Other
Cotton Dust		X			X	X		X	Employee Performance
1,2-Dibromo-3-Chloropropane		X							
Acrylonitrile (Vinyl Cyanide)	X	X						X	
Ethylene Oxide		X						X	
Formaldehyde		X				X		X	
4,4 Methyleneidiline		X						X	
Ionizing Radiation Testing		X							
Posting		X							
Employee Right to Know		X				X		X	
Occupational Exposure to Hazardous Chemicals in Laboratories		X				X			Employee Performance

- Some regulations require refresher training when employers observe that employee performance indicates the need.
- Some regulations require the employer to periodically evaluate that employee performance conforms to regulations and internal policies. This, in turn, may then require annual refresher training.
- Although most of the above is not applicable and therefore not currently trained on within our program, the Safety Coordinator, Supervisor or Department Head must periodically review the list to ensure [OSHA](#) compliance.

# ACCIDENT/INCIDENT INVESTIGATION

## GENERAL

- The AWAIR law requires that Safety and Health program describe how workplace Accident/Incidents will be investigated and corrective action implemented. Investigating Accident/Incidents is a responsibility of all levels of Management and a concern of every employee. The principal investigator should be the employee's Direct Supervisor, Department Head, or other designated person who best knows the process, equipment, and department. The Supervisor or designated person should be familiar with Minnesota [OSHA](#) rules on Accident Reporting and conducting a thorough Accident/Incident Investigation. All loss-producing incidents such as ([OSHA 300](#) recordable) repetitive motion injuries, back injuries, property, liability and automobile (unclear what the link has to do with this list) should be investigated.
- It is the policy of Goodhue County to investigate all Accident/Incidents or process interruptions that are the result of actions involving employees requiring no treatment, first aid only, doctor's care, or restricted work activity as well as incidents involving property, liability, lost time, or a near miss. This also would include injury or potential injury to persons not employed by the County but injured on County property.
- At a minimum, all accidents and injuries that qualify as being reportable to Minnesota [OSHA](#) should be investigated. It is best to also investigate "near misses" and repetitive first aid cases, since these are often predecessors to a reportable accident. A timely investigation of a near miss, followed up by good corrective action, can prevent a serious Accident/Incident.
- Effective corrective action should be implemented based on the information collected during the Accident/Incident investigation process including Safety Coordinator review.

## PURPOSE

- The purposes of investigation are:
  - Determining the causes of the Accident/Incident
  - Identifying and eliminating hazards
  - Discovering deviations from standard procedure
  - Making recommendations to Management to correct hazards and causes
  - Providing technical assistance where it is needed

## APPLICATION

- This procedure is applicable to all departments and the public, especially to those Accident/Incidents that result in injury, loss of life, loss of property, or claims of General Liability.
- The basic steps of this procedure that pertain to the investigation of the cause of the Accident/Incident should also be practiced for those Accident/Incidents which result in less serious injuries and/or damage to property.

## **RESPONSIBILITIES (For every accident to be investigated, every accident must be reported.)**

- Safety Coordinator:
  - Ensure that Accident/Incident Investigation training is complete for Supervisor, new employees, and reviewed regularly by all employees.
  - Conduct refresher training for all Supervisors and Department Heads on Accident/Incident Investigation annually
  - Review the accident investigation form of Accident/Incidents
  - Ensure that corrective action is completed in a timely fashion
  - Follow-up corrective action
  - Take part in the review of all major injuries, incidences, and losses through the Safety Committee
  - Ensure Safety Committee receives a copy of the Accident Report
  - Promote success through Safety Committee
- Supervisors and Department Heads:
  - Ultimately responsible for Accident/Incidents in or around their respective work areas.
  - Ensure that new employees are trained on their Accident/Incident Investigation responsibilities. This should include responsibilities involving all Accident/Incidents no matter how small, and should include “near miss incidents”
  - Conduct refresher training for all department employees on Accident/Incident investigation annually
  - Investigate Accident/Incidents of employees reporting to them
  - Ensure that corrective action is completed in a timely fashion and follow up when necessary
- Employees:
  - Report Accident/Incidents to Direct Supervisor and Department Head as soon as possible
  - Participate in the Accident/Incident Investigation process
  - Adhere to changes that may be the outcome of the Accident/Incident Investigation process in the form of corrective action

## **DEFINITIONS**

- Accident/Incident:

An Accident/Incident is an unplanned, undesired event, not necessarily resulting in an injury, but resulting in damage to property and /or interruption of the activity in progress.
- Accident/Incident Investigation:

An Accident/Incident investigation is the Supervisor's analysis and account of an Accident/Incident based on factual information gathered by a thorough and conscientious examination of all factors involved. It is not a mere repetition of the employee's explanation of the Accident/Incident. True Accident/Incident Investigation includes the objective evaluation of all facts, opinions, statements, and related information, including definite action steps to be taken to prevent a recurrence.



### Classifications of Accident/Incidents:

- **Lost Time Cases:** include any incident that result in lost workdays. That is, the employee could not perform all or any part of his normal assignment during all or any part of the workday or shift, because of the occupational injury or illness. Cases without lost workdays that result in transfer to another job or termination of employment, or involve loss of consciousness or restriction of work or motion are included in this classification.
- **Doctor's Care:** includes treatment administered by a physician or by registered professional personnel under the standing orders of a physician. Medical treatment does not include First Aid treatment even though provided by a physician or registered professional personnel.
- **First Aid Only:** is any one-time treatment, and any follow-up visit for the purpose of observation, of minor scratches, cuts, burns, splinters, and so forth, which do not ordinarily require medical care. Such one-time treatments, and follow-up visits for the purpose of observation, are considered first aid only, even though provided by a physician or registered professional personnel.
- **The Near Miss:** is a category of accident or incident that did not result in bodily injury to an employee or non-employee or property loss to the employer but had a potential of severe injury, fatality, major property loss, or major liability claim.

### Accident/Incident Investigators:

- **Lost Time:** the Supervisor or Department Head to whom that employee reports, and the specific Supervisor of the department that employee works in should investigate this classification of Accident/Incident. Corrective action should be identified and implemented as soon as possible. The Coordinator, Department Head, and Supervisor immediately review the report.
- **Doctor's Care:** This type of injury should be investigated by the individual supervising that employee. Upon completion of the Accident/Incident investigation, the Direct Supervisor should immediately review the report.
- **First Aid Only:** First Aid incidences must be recorded using the Accident/Incident Investigation Form and sent to the Safety Coordinator.
- **Near Miss:** Near Miss incidences must be recorded using the Accident/Incident Investigation Form and sent to the Safety Committee.

**Note: The Safety Committee will review all Accident/Incident investigations to ensure a proper course of action and promote resolution/success.**

## CONDUCTING THE INVESTIGATION

- The nature and severity of the injury or Accident/Incident will determine what information is to be gathered and the routing of the completed investigation report. In the case of injury to employees, the individual that affected employee reports to should complete the Accident/Incident Investigation Form. In the case of liability and property losses, the appropriate Department Supervisor should complete the Accident/Incident Investigation Report.
- All appropriate forms, such as the First Report of Injury and the internal Accident/Incident investigation form, should be completed as soon as possible as the reliability of information declines quickly after the initial Accident/Incident. The only situations that should be permitted to delay the investigation are when medical treatment is needed or when the worker is emotionally upset. As soon as the physical situation has been stabilized and any injured persons have been cared for, you should begin the investigation at the Accident/Incident scene. The First Report of Injury Report and the Accident/Incident Report should be completed within 48 hours.
- Using the First Report of Injury Report and the Accident/Incident Report, conduct a thorough investigation by completing these five steps:
  - Gather all related information
  - Analyze the information
  - Determine what corrective action must be taken to prevent a future Accident/Incident
  - Take corrective action
  - Send report to Safety Committee for review and recording

Following the implementation of the corrective action process, at some time in the future, i.e. 6 or 12 months, the corrective action should be reviewed again to ensure that it is accomplishing the desired result. Ensure the Safety Committee is involved in this process.

# AED Inspection Record: Monthly Inspections

Department: \_\_\_\_\_ AED Location Building: \_\_\_\_\_ AED Serial Number: \_\_\_\_\_  
 Fiscal Year: \_\_\_\_\_ AED Location Detail: \_\_\_\_\_ AED Model Number: \_\_\_\_\_

		January	February	March	April	May	June	July	August	September	October	November	December
A E D	AED - Condition	S M D	S M D	S M D	S M D	S M D	S M D	S M D	S M D	S M D	S M D	S M D	S M D
	Action	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR
	Primary Pad Cartridge (Exp Date)	/	/	/	/	/	/	/	/	/	/	/	/
	Extra Pad Cartridge (Exp Date)	/	/	/	/	/	/	/	/	/	/	/	/
	Primary Battery (Exp Date)	/	/	/	/	/	/	/	/	/	/	/	/
	Extra Battery (Exp Date)	/	/	/	/	/	/	/	/	/	/	/	/
C A S E	Case - Wall Mount	S M D	S M D	S M D	S M D	S M D	S M D	S M D	S M D	S M D	S M D	S M D	S M D
	Action	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR
	Case-Alarm Function	S M D	S M D	S M D	S M D	S M D	S M D	S M D	S M D	S M D	S M D	S M D	S M D
	Action	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR
	Case-Soft Sided	S M D	S M D	S M D	S M D	S M D	S M D	S M D	S M D	S M D	S M D	S M D	S M D
	Action	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR
S u p p l i e s	Scissors	S M D	S M D	S M D	S M D	S M D	S M D	S M D	S M D	S M D	S M D	S M D	S M D
	Action	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR
	Gloves	S M D	S M D	S M D	S M D	S M D	S M D	S M D	S M D	S M D	S M D	S M D	S M D
	Action	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR
	Mask	S M D	S M D	S M D	S M D	S M D	S M D	S M D	S M D	S M D	S M D	S M D	S M D
	Action	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR
	Razor	S M D	S M D	S M D	S M D	S M D	S M D	S M D	S M D	S M D	S M D	S M D	S M D
	Action	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR
	Towel	S M D	S M D	S M D	S M D	S M D	S M D	S M D	S M D	S M D	S M D	S M D	S M D
	Action	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR
Supply Case	S M D	S M D	S M D	S M D	S M D	S M D	S M D	S M D	S M D	S M D	S M D	S M D	
Action	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR	NN RP MR	

**Last Name of Inspector and Date**

January \_\_\_\_\_ April \_\_\_\_\_ July \_\_\_\_\_ October \_\_\_\_\_  
 February \_\_\_\_\_ May \_\_\_\_\_ August \_\_\_\_\_ November \_\_\_\_\_  
 March \_\_\_\_\_ June \_\_\_\_\_ September \_\_\_\_\_ December \_\_\_\_\_

S= Satisfactory Condition	M= Missing	D= Damaged
NN= None Needed	RP= Replaced	MR= Maintenance Requested

# Accident/Incident Investigation Report Public/Employee (*Circle One*)

(TO BE COMPLETED **IMMEDIATELY** AFTER ACCIDENT/INCIDENT, EVEN WHERE THERE IS NO INJURY-RETURN COPY TO SAFETY COMMITTEE).

Date/Time Report \_\_\_\_\_ Date of Injury \_\_\_\_\_  
Name \_\_\_\_\_ Time of Injury \_\_\_\_\_  
Department/Address \_\_\_\_\_ Job Title \_\_\_\_\_

Supervisor Name \_\_\_\_\_  
Location of Accident/Incident \_\_\_\_\_

Description of Injury \_\_\_\_\_  
Severity of Injury: (check appropriate box and give brief explanation)  
 No Treatment Needed \_\_\_\_\_  
 First Aid Only \_\_\_\_\_  
 Doctor's Care \_\_\_\_\_  
 Restricted Work Activity \_\_\_\_\_  
 Incident \_\_\_\_\_  
 Lost time \_\_\_\_\_  
 Near Miss \_\_\_\_\_  
Date of Medical Treatment \_\_\_\_\_

### EMPLOYEE/PATRON DESCRIPTION OF ACCIDENT

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Witness Name \_\_\_\_\_ Statement Taken:  Yes  No  
Witness Name \_\_\_\_\_ Statement Taken:  Yes  No  
Photos Taken  Yes  No Date/Time \_\_\_\_\_ By Whom \_\_\_\_\_  
Personal Protection Equipment Used  Yes  No Type Used \_\_\_\_\_  
Other equipment involved, if applicable, type of equipment \_\_\_\_\_  
Did employee return to work same day  Yes  No Date Returned \_\_\_\_\_  
Any restricted work activities: \_\_\_\_\_

What steps have been taken to prevent reoccurrence of this incident?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Additional Comments \_\_\_\_\_  
\_\_\_\_\_

Signature of Supervisor \_\_\_\_\_ Date \_\_\_\_\_  
Signature of Employee \_\_\_\_\_ Date \_\_\_\_\_  
Facility Name: \_\_\_\_\_

Safety Committee Comments:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_ Issue Resolved: Yes \_\_\_\_\_ No \_\_\_\_\_  
Revisit issue \_\_\_\_\_



# Personal Protective Equipment Checklist



JOB/OPERATION	PERSONAL PROTECTIVE EQUIPMENT REQUIRED	Legend	JOB/OPERATION	PERSONAL PROTECTIVE EQUIPMENT REQUIRED
Vehicular Traffic Exposure		GLOVES	Operation of Welder & Gas Torches	
Working Where Employee May Bump or Be Struck by Falling Object		NEOPRENE GLOVES	Earthmoving Equip. Exposure	
Use of Power Washes (Water)		SEAT BELTS	Use of Spray Chemicals (Penetrating Oil, Carb Cleaner) - See MSDS	
Work with High Exposure to Hand Cuts, Bruises or Abrasions		HARD HAT	Use of Jacks & Hoist/Chain	
Where Decibels Exceed 85		SAFETY GLASSES	Use of Parts Washer	
When Chemicals are Used/Mixed (Check Label & MSDS)		EAR PROTECTION	Jobs Where Dirt, Grease, or Metal May be Propelled Towards Eyes	
Use of Herbicides/Pesticides		PARTICLE MASKS	Flag Person	
Operation of Vactor		O2 TESTER	Use of Chain Saws	
Operation of City Equipment/Vehicles		TRI-POD	Inspection of Building Sites	
Hand Tools (Impact, Air Wrench, etc.) Used With Air Compressor		RUBBER BOOTS	Working in a Confined Space Area, i.e. Manholes, Tanks, etc.	
Use of Power Saws/Tools		NEOPRENE BOOTS	Post-Pounder Use	
Operation of Chipper		FACE SHIELDS/SCREENS	Operate Walk Behind Mower	
Excavation/Trenching		SAFETY VESTS	Crack Repair	
Operation of Jack Hammers		SAFETY BELT/HARNESS	Operate Riding Mower	<small>Where Applicable</small>
Asphalt/Black Top-Street Repair		JACK STANDS	Operating Weed Whip	
Operate Walk-Behind Snow Blower		TINTED GOGGLES/HELMET	Trimming Trees & Bushes	
Arial Truck Use		LEATHER GLOVES	Handling Chemicals Added to Water	
Utility Knife Use		PROTECTIVE FOOTWEAR	Milling Machine	
Operation of Grinder		CHAPS	Tack Machine	
Use of Chisel		PROTECTIVE SUIT	Working with Asphalt	
General Street Maintenance		Protective goggles	Off-Road Equipment Operation	
		WELDING APRON		

# Section 2

## Employee Right to Know

# Goodhue County

## EMPLOYEE RIGHT TO KNOW POLICY

Goodhue County has committed to comply with the intent and spirit of the Hazard Communication Standard outlined in [29 CFR 1910.1200](#), Employee Right to Know ([5206.0100 thru 5206.1200](#)), and the Globally Harmonized System (GHS) of classification and labeling chemicals. Although applicable to all County employees, additional department policies/procedures may be available through individual department managers.

In order to be in compliance, Goodhue County will identify hazardous substances, harmful physical agents, and infectious agents present in our workplace. Workers routinely exposed to these items will be provided with information relating to these agents and training on proper methods of safely working with them (“routinely exposed” means that a reasonable potential exists for exposure to hazardous substances during the normal course of an employee’s work assignments).

Furthermore, this section also contains the following resources and procedures:

- Definitions
- Safety Data Sheets
- Lists of Hazardous Chemicals and Substances Present
- Labels and Other Forms of Warning (Global Harmonized System-GHS/Internal Labeling)
- Training
- Contract Workers
- Harmful Physical Agents

**The procedures for some components found in this section may be expanded in other sections of this manual.**

**The GHS poster (see end of this section) will be posted with all other [OSHA](#) required postings.**



## SAFETY DATA SHEETS

Safety Data Sheets (SDS) are documents that provide us with specific information on the hazardous substance for which they are written. These documents are typically shipped by the supplier, manufacturer, or importer with the initial order, or the first order after any change in the product, of any substance and/or chemical known to pose a health hazard to employees who are exposed or potentially exposed to them. Any SDS received for the first time (new product in use) should be selected/added within msdsonline to maintain a proper inventory (see SDS section).

NOTE: Material Safety Data Sheets (MSDS) may be used as an informational substitute until an updated Safety Data Sheet (SDS) is sent by the manufacturer, located online, or gathered through the County online database.

### APPENDIX D TO §1910.1200 – SAFETY DATA SHEETS (MANDATORY)

A safety data sheet (SDS) shall include the information specified in Table D.1 under the section number and heading indicated for sections 1-11 and 16. If no relevant information is found for any given subheading within a section, the SDS shall clearly indicate that no applicable information is available. Sections 12-15 may be included in the SDS, but are not mandatory.

**Table D.1. Minimum Information for an SDS**

	<b>Heading</b>	<b>Subheading</b>
<b>1.</b>	<b>Identification</b>	(a) Product identifier used on the label; (b) Other means of identification; (c) Recommended use of the chemical and restrictions on use; (d) Name, address, and telephone number of the chemical manufacturer, importer, or other responsible party; (e) Emergency phone number.
<b>2.</b>	<b>Hazard(s) identification</b>	(a) Classification of the chemical in accordance with paragraph (d) of §1910.1200; (b) Signal word, hazard statement(s), symbol(s) and precautionary statement(s) in accordance with paragraph (f) of §1910.1200. (Hazard symbols may be provided as graphical reproductions in black and white or the name of the symbol, e.g., flame, skull and crossbones); (c) Describe any hazards not otherwise classified that have been identified during the classification process; (d) Where an ingredient with unknown acute toxicity is used in a mixture at a concentration $\geq 1\%$ and the mixture is not classified based on testing of the mixture as a whole, a statement that X% of the mixture consists of ingredient(s) of unknown acute toxicity is required.



	<b>Heading</b>	<b>Subheading</b>
3.	<b>Composition/ information on ingredients</b>	<p>Except as provided for in paragraph (i) of §1910.1200 on trade secrets:</p> <p><b>For Substances</b></p> <p>(a) Chemical name;</p> <p>(b) Common name and synonyms;</p> <p>(c) CAS number and other unique identifiers;</p> <p>(d) Impurities and stabilizing additives which are themselves classified and which contribute to the classification of the substance.</p> <p><b>For Mixtures</b></p> <p>In addition to the information required for substances:</p> <p>(a) The chemical name and concentration (exact percentage) or concentration ranges of all ingredients which are classified as health hazards in accordance with paragraph (d) of §1910.1200 and</p> <p>(1) Are present above their cut-off/concentration limits; or</p> <p>(2) Present a health risk below the cut-off/concentration limits.</p> <p>(b) The concentration (exact percentage) shall be specified unless a trade secret claim is made in accordance with paragraph (i) of §1910.1200, when there is batch-to-batch variability in the production of a mixture, or for a group of substantially similar mixtures (<i>See</i> A.0.5.1.2) with similar chemical composition. In these cases, concentration ranges may be used.</p> <p><b>For All Chemicals Where a Trade Secret is Claimed</b></p> <p>Where a trade secret is claimed in accordance with paragraph (i) of §1910.1200, a statement that the specific chemical identity and/or exact percentage (concentration) of composition has been withheld as a trade secret is required.</p>
4.	<b>First-aid measures</b>	<p>(a) Description of necessary measures, subdivided according to the different routes of exposure, i.e., inhalation, skin and eye contact, and ingestion;</p> <p>(b) Most important symptoms/effects, acute and delayed.</p> <p>(c) Indication of immediate medical attention and special treatment needed, if necessary.</p>
5.	<b>Fire-fighting measures</b>	<p>(a) Suitable (and unsuitable) extinguishing media.</p> <p>(b) Specific hazards arising from the chemical (e.g., nature of any hazardous combustion products).</p> <p>(c) Special protective equipment and precautions for fire-fighters.</p>
6.	<b>Accidental release measures</b>	<p>(a) Personal precautions, protective equipment, and emergency procedures.</p> <p>(b) Methods and materials for containment and cleaning up.</p>
7.	<b>Handling and storage</b>	<p>(a) Precautions for safe handling.</p> <p>(b) Conditions for safe storage, including any incompatibilities.</p>
8.	<b>Exposure controls/personal protection</b>	<p>(a) OSHA permissible exposure limit (PEL), American Conference of Governmental Industrial Hygienists (ACGIH) Threshold Limit Value (TLV), and any other exposure limit used or recommended by the chemical manufacturer, importer, or employer preparing the safety data sheet, where available.</p> <p>(b) Appropriate engineering controls.</p> <p>(c) Individual protection measures, such as personal protective equipment.</p>

	<b>Heading</b>	<b>Subheading</b>
9.	<b>Physical and chemical properties</b>	(a) Appearance (physical state, color, etc.); (b) Odor; (c) Odor threshold; (d) pH; (e) Melting point/freezing point; (f) Initial boiling point and boiling range; (g) Flash point; (h) Evaporation rate; (i) Flammability (solid, gas); (j) Upper/lower flammability or explosive limits; (k) Vapor pressure; (l) Vapor density; (m) Relative density; (n) Solubility(ies); (o) Partition coefficient: n-octanol/water; (p) Auto-ignition temperature; (q) Decomposition temperature; (r) Viscosity.
10.	<b>Stability and reactivity</b>	(a) Reactivity; (b) Chemical stability; (c) Possibility of hazardous reactions; (d) Conditions to avoid (e.g., static discharge, shock, or vibration); (e) Incompatible materials; (f) Hazardous decomposition products.
11.	<b>Toxicological information</b>	Description of the various toxicological (health) effects and the available data used to identify those effects, including: (a) Information on the likely routes of exposure (inhalation, ingestion, skin and eye contact); (b) Symptoms related to the physical, chemical and toxicological characteristics; (c) Delayed and immediate effects and also chronic effects from short- and long-term exposure; (d) Numerical measures of toxicity (such as acute toxicity estimates). (e) Whether the hazardous chemical is listed in the National Toxicology Program (NTP) Report on Carcinogens (latest edition) or has been found to be a potential carcinogen in the International Agency for Research on Cancer (IARC) Monographs (latest edition), or by OSHA.
12.	<b>Ecological information (Non-mandatory)</b>	(a) Ecotoxicity (aquatic and terrestrial, where available); (b) Persistence and degradability; (c) Bioaccumulative potential; (d) Mobility in soil; (e) Other adverse effects (such as hazardous to the ozone layer).
13.	<b>Disposal considerations (Non-mandatory)</b>	Description of waste residues and information on their safe handling and methods of disposal, including the disposal of any contaminated packaging.

	<b>Heading</b>	<b>Subheading</b>
14.	<b>Transport information (Non-mandatory)</b>	(a) UN number; (b) UN proper shipping name; (c) Transport hazard class(es); (d) Packing group, if applicable; (e) Environmental hazards (e.g., Marine pollutant (Yes/No)); (f) Transport in bulk (according to Annex II of MARPOL 73/78 and the IBC Code); (g) Special precautions which a user needs to be aware of, or needs to comply with, in connection with transport or conveyance either within or outside their premises.
15.	<b>Regulatory information (Non-mandatory)</b>	Safety, health and environmental regulations specific for the product in question.
16.	<b>Other information, including date of preparation or last revision</b>	The date of preparation of the SDS or the last change to it.

## **SDS MANAGEMENT SYSTEM**

The SafeAssure/SDS Solutions services to our employees include:

- National Poison Control Hotline: 1-800-222-1222 (24 hrs a day/365 days yr)
- Our complete SDS data base
- SDS available online at [www.msdsonline.com](http://www.msdsonline.com) (24 hrs a day/365 days yr)

**USER NAME: goodempl**

**PASSWORD: Msds2022!**

- Automatic updating of all SDS/MSDS
- Internal backup reminders/support
- Archive of old/unused SDSMSDS
- Handout instructions (see end of this section)
- Support/Link to helpful videos: <http://help.msdsonline.com/video-library#VideoLibrary>

## **CONTRACTOR EMPLOYEES**

The Safety Coordinator or Supervisor will advise outside contractors of any hazardous substances that may be encountered in the normal course of their work on our premises or job site. The Safety Coordinator will cover the SDS list, the labeling system in use, the protective measures to be taken, and the safe handling procedures required. In addition, the Safety Coordinator or Supervisor will notify those individuals of the location and availability of our SDS's. Each contractor bringing in additional hazardous substances will provide SDS's for those substances when requested by the Safety Coordinator. This will include labels used and the precautionary measures to be taken in working with these substances.

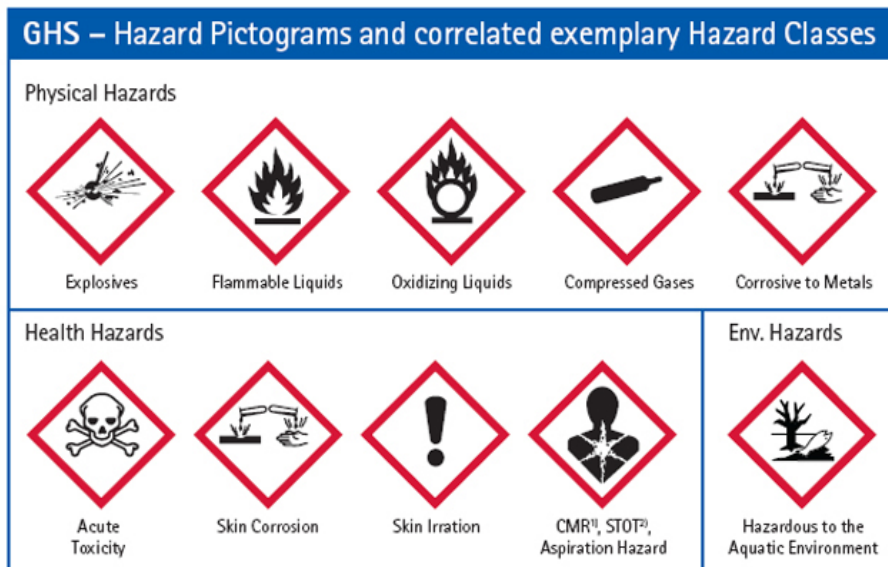
### **ADDITIONAL INFORMATION**

All employees, or their designated representatives, can obtain this program, further information on this written program, the Employee Right to Know standard, applicable SDS's, and hazardous substance information lists by contacting the Safety Coordinator.

## LABELS AND OTHER FORMS OF WARNING

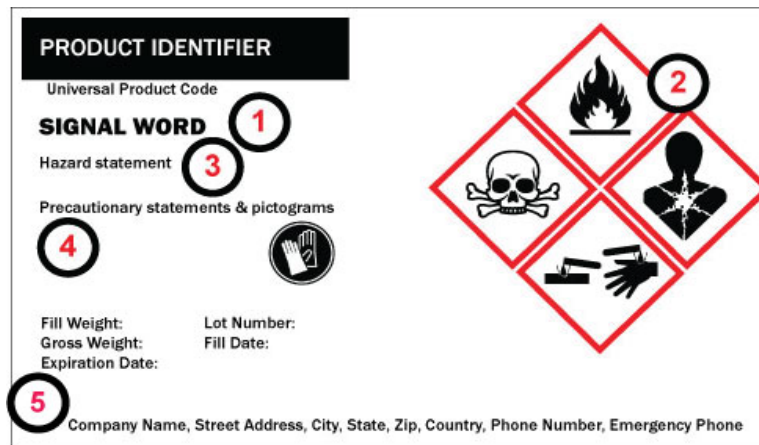
Manufacturers/Venders Labels on containers shipped from the manufacturer must include the following elements:

- **Pictogram:** a symbol plus other graphic elements, such as a border, background pattern, or color that is intended to convey specific information about the hazards of a chemical. Each pictogram consists of a different symbol on a white background within a red square frame set on a point (i.e. a red diamond). There are nine pictograms under the Global Harmonization System (GHS) of labeling chemicals. However, only eight pictograms are required under the Hazard Communication Standard (HCS).
- **Signal words:** signal words are used to indicate the relative level of severity of hazard and alert the reader to a potential hazard on the label. The signal words used are "Danger" and "Warning." "Danger" is used for the more severe hazards, while "Warning" is used for less severe hazards.
- **Hazard Statement:** a statement assigned to a hazard class and category that describes the nature of the hazard(s) of a chemical, including, where appropriate, the degree of hazard.
- **Precautionary Statement:** a phrase that describes recommended measures to be taken to minimize or prevent adverse effects resulting from exposure to a hazardous chemical or improper storage or handling of a hazardous chemical.



1) carcinogenic, germ cell mutagenic, toxic to reproduction / 2) specific target organ toxicity

SAMPLE GHS SHIPPING LABEL



## INTERNAL LABELING REQUIREMENTS

A completed label must contain, at a minimum, the following information:

- Chemical/Product Name
- Hazard Warnings
- Chemical Manufacturer/Address (recommended)

All employees are responsible to ensure that hazardous materials in the workplace have the proper and completed labels visibly attached. If non-English employees are hired, labels must also be completed in the language of that employee. All employees shall have these labels available to them when required.

Shipping & receiving personnel are responsible to ensure all incoming hazardous materials (bulk) have the proper labels affixed (see sample GHS label on previous page). Labels that are illegible, defaced, or in any other way unreadable will be replaced. Containers must be stored in such a manner that label is always visible.

Chemicals transferred from a labeled container to a portable container require that portable containers also be labeled unless the portable container is for **immediate use**. Immediate use containers, described below, need not be labeled.

**IMMEDIATE USE CONTAINERS**: are containers into which substances are transferred from labeled containers, and which will be under the control of and used only by the person who transfers it from a labeled container, and only within the work shift in which it is transferred. This applies to containers such as plastic bottles, drums, vials, pitchers, pails, or similar containers which are routinely used and reused. Do not assume all containers not labeled are for “immediate use”.



# TRAINING

Any employee who is routinely exposed to or has the potential of being exposed to any hazardous substance will receive on-site or on-line training in one or two phases. General training will consist of the following:

## GENERAL TRAINING

- Methods and observations used to detect the presence or release of a hazardous substance in the work area
- Physical and health hazards of substances in the work area
- Measures employees can take to protect themselves from exposure to hazardous substances and specific procedures we have implemented to protect employees from exposure
- Details of our Hazard Communication/Employee Right to Know Program
- Description of the labeling systems
- Explanation of Safety Data Sheets
- Explanation of the Goodhue SDS data base system
- How employees can obtain and use the appropriate hazard information
- The location and availability of all exposure records (past and present), medical records, and SDS
- The hazards of non-routine tasks

**This training will be repeated annually at a minimum and more frequently as required.**

## SPECIFIC TRAINING

This training will target the specific hazardous substances associated with each job function and/or work group whereby employees are known to be exposed and/or what a customer requires. This training will consist of the following:

- the name or names of the substance including any generic or chemical name, trade name, and commonly used name
- the level at which exposure to the substance has been restricted
- the primary routes of entry and the known acute and chronic effects of exposure at hazardous levels
- the known symptoms of the effects
- any potential for flammability, explosion, or reactivity of the substance
- appropriate emergency treatment
- the known proper conditions for use of exposure to the substance
- procedures for cleanup of leaks and spills
- the name, phone number, and address of a manufacturer of the hazardous substance
- the location of the SDS

**This training will be repeated as required by the applicable Standard.**

## NON-ROUTINE TASKS

The Safety Coordinator or the applicable Supervisor will inform all affected employees when they may be exposed to chemicals during their assigned task and conduct special training sessions any time:

- A new hazard is introduced into the workplace
- The process changes
- Non-routine tasks are required
- An employee's job function or worksite location changes

**This training will be accomplished and documented prior to any of the above conditions taking place.**

## HARMFUL PHYSICAL AGENTS

In addition to the procedures outlined for hazardous substances, all employees must be aware of, and trained on, our procedures regarding harmful physical and infectious agents.

### Harmful Physical Agents

- Heat: Potential heat/sun exposure have been identified as hazards especially in the warmer summer months. When performing tasks during the summer months, consider the temperature of the work environment and higher work activity. Below are some tips to avoid heat casualties:
  - **Drink cool water.** Anyone working in a hot environment should drink cool water in small amounts frequently – a minimum of one cup every 20 minutes.
  - **Dress appropriately.** Wear lightweight, light-colored and loose-fitting clothing; change clothing if it gets completely saturated. Use sunscreen and wear a hat. Avoid getting sunburn.
  - **Work in ventilated areas.** All workplaces should have good general ventilation as well as spot cooling in work areas of high heat production.
  - **Work less & rest more.** Supervisors should assign a lighter workload and longer rest periods during days of intense heat. Short, frequent work-rest cycles are best. Alternate work and rest periods with longer rest periods in a cooler area and schedule heavy work for cooler parts of the day.
  - **Know the signs and take prompt action.** Employees and employers should learn to spot the signs of heat stroke, which can be fatal. Get emergency medical attention immediately if someone has one or more of the following symptoms: mental confusion or loss of consciousness, flushed face, hot/dry skin or an inability to produce perspiration.
  - **Reduce work for anyone at risk.** Employers should use common sense when determining fitness for work in hot environments. Lack of acclimatization, age, obesity, poor conditioning, pregnancy, inadequate rest, previous heat injuries, certain medical conditions, and medications are some factors that increase susceptibility to heat stress.
  - **Check with your doctor.** Certain medical conditions, such as heart conditions and diabetes, and some medications can increase the risk of injury from heat exposure. Employees with medical conditions or taking medications should ask their doctors before working in hot environments.

Heat Index	Risk Level	Protective Measures
Less than 91°F	<u>Lower (Caution)</u>	Basic heat safety and planning
91°F to 103°F	<u>Moderate</u>	Implement precautions and heighten awareness
103°F to 115°F	<u>High</u>	Additional precautions to protect workers
Greater than 115°F	<u>Very High to Extreme</u>	Triggers even more aggressive protective measures

- Noise: Exposure to noise levels at or above 85 db on an eight-hour time weighted average will require adherence to [OSHA](#) Standards.
- Ionizing Radiation: All potential sources of X-rays and radioactive materials will be identified. The most common source of ionizing radiation occurs in hospitals and dental offices with X-ray equipment and radioactive sources for non-destructive testing of welded seams, such as in pipes. We currently do not have or expect exposures of this kind.
- Non-ionizing Radiation: All sources will be identified.

Any work areas in which it is expected that harmful physical agents will be generated at a level that may be expected to exceed the permissible exposure limits shall be appropriately identified and labeled.

### Infectious Agents

- Bloodborne Pathogens in the form of:
  - HBV (Hepatitis B Virus)
  - HIV (Human Immunodeficiency Virus)

Each element on the harmful physical agent list that applies will be addressed with a policy and procedures under its own section in this manual. This also applies to infectious agents. (See sections titled "Hearing Conservation" "Bloodborne Pathogens", and "Personal Protective Equipment".)





# GHS

## The Global Harmonization System of Classification and Labeling

POST

NEW GHS SDS REQUIREMENTS	
Section	
1	Identification of the substance or mixture and of the supplier
2	Hazards identification
3	Composition/information on ingredients
4	First aid measures
5	Firefighting measures
6	Accidental release measures
7	Handling and storage
8	Exposure controls/personal protection.
9	Physical and chemical properties
10	Stability and reactivity
11	Toxicological information
12	Ecological information
13	Disposal considerations
14	Transport information
15	Regulatory information
16	Other information including information on preparation and revision of the SDS



	Severe health hazards		Health hazards		Acute toxicity
	Explosive		Flammable		Oxidising
	Corrosive		Gases under pressure		Environmental hazard



POST

## MSDSOnline Employee Handout/Website Instructions

1. Go to [www.msdsonline.com](http://www.msdsonline.com) and type in your login and password.
  - a. General (Employee) Login: goodempl
  - b. General (Employee) Password: Msds2022!
2. A single **Search** field is provided to help quickly locate an MSDS within the database. You can search by Product Name, Manufacturer Name or Alias, CAS#, Product Code, or Synonyms. Search suggestions will be generated based on popular successful searches. Every suggestion is accompanied by an estimate of the number of results that search will return. **MSDSonline Search Results** displays the relevant results for any search terms placed in the Search field.

MSDSonline

Safety Center MSDS Search

All Products

MSDSonline Search

All Products

Search by Product Name, Manufacturer, CAS#, and/or Product Code or search by indexed fields, Ingredient, Ingredient

Advanced Search

Locations: Select Location

Groups: Select Group

Product Data: Select Product Data

Product Status: Active

Permit Information:

Search Reset

Product name starts with: A B C D E F G H I J K L M N O P Q R S T U V W X Y Z 0-9 #+\*

Search Your Company List

Search your Company List for an MSDS. The single search field allows you to search by product details, including Product Name, Manufacturer, CAS#, and Product Code.

Use the Advanced Search filters to narrow your search by specific Locations, Groups, or Product Data (such as PPE, NFPA Ratings, HMIS Ratings, Health Hazards, Physical Hazards, GHS Classifications, WHMIS Categories, etc).

Searching within Your Company List

Slide 3

Be sure to take advantage of all of the links and documents to help you maneuver through the site. Link to helpful videos: <http://help.msdsonline.com/video-library#VideoLibrary>

NOTE: Employee login level (above) will allow you to view the inventory only. Admin login level username and password are available to the Safety Coordinator (or designee) who will add sheets and maintain your inventory.





# **Section 3**

## **Bloodborne Pathogens/ Exposure Control Plan**

# Goodhue County

## BLOODBORNE PATHOGENS POLICY EXPOSURE CONTROL PLAN

Goodhue County Bloodborne Pathogens Policy (Exposure Control Plan) was developed to ensure our staff is informed of the potential occupational exposure to Bloodborne Pathogens in and outside our facilities and to eliminate or minimize occupational exposure to Bloodborne Pathogens in accordance with the [9u78 29 CFR 1910.1030](#) regulations. This program covers all affected employees with the exception of the Police and Fire Departments who have separate programs to ensure their specific compliance requirements. Employees may obtain a copy of the above Standard upon request.

Although applicable to all County employees, additional department policies/procedures may be available through individual Department Managers.

The following Bloodborne Pathogens program will cover the following:

- Program Administration
- Definitions
- Epidemiology
- Exposure Control Plan
- Universal Precautions

## PROGRAM ADMINISTRATION

Implementation and maintenance of the Exposure Control Plan will be the responsibility of the Safety Coordinator and includes the following:

- Ensure proper housekeeping procedures and disinfectants are utilized to reduce exposures
- Training of all personnel
- Ensure that proper medical attention is provided and all medical records are maintained, stored, and kept confidential
- Maintain exposure-controlling items. Ensure engineering controls, Personal Protective Equipment, and supplies are maintained and available.

## EPIDEMIOLOGY

### Hepatitis B Virus

*Transmission:* The most common method of transmission of HBV is through fluid-to-fluid contact with an infected person. This can include sexual contact, sharing of hypodermic needles, and perinatal contact from mother to baby. However, in the occupational setting for employees who may respond to accidents and injuries in our facilities or in the general public, there is an increased risk of infection due to the possibility of contact with blood or other bodily fluids from injured personnel. Adherence to universal precautions will reduce or eliminate this risk. It must be emphasized that HBV is not spread through casual contact. Though the virus can live outside the body for one to four weeks and the Minnesota Department of Health has said that though it is theoretically possible to be infected from contact with a dried specimen, it would require contact with blood or mucous membrane and the casual probability is extremely remote.

*Symptoms:* In the early stages, Hepatitis B Virus symptoms are similar to the flu. Nausea, vomiting, diarrhea, mild fever, and fatigue are common. More severe cases may result in jaundice, loss of appetite, cirrhosis, liver cancer, and death. An effective vaccination exists that will prevent the contraction of HBV and is available to those personnel listed in the above section as part of a post exposure evaluation.

### Human Immunodeficiency Virus (HIV)

*Transmission:* Transmission of HIV is similar to that of HBV in that it requires fluid-to-fluid contact with an infected person. The HIV virus is extremely fragile and cannot live outside the fluid envelope. Therefore, casual contact is not a method of transmission, which only occurs through direct exposure to infected blood and/or other bodily fluids.

*Symptoms:* The symptoms of HIV are varied, but may include fatigue, fever, weight loss, night sweats, rashes, mouth sores, and pneumonia. There is currently no vaccine for HIV, no means of cure, and infection likely will result in death. HIV is preliminary to AIDS so precautions shall be taken.

# EXPOSURE CONTROL PLAN (ECP)

Our employees will be trained in the ECP at the time of hire as well as annually following the initial training. Employees concerned about Bloodborne Pathogen exposures or the exposure control plan are encouraged to contact the Safety Coordinator.

## Employee Exposure

Employee exposure to potentially infectious material is divided into two categories: direct and indirect.

- **Direct exposure** risks are limited to actions related to the care of injured personnel when providing First Aid and/or CPR. Any contact with the blood or other bodily fluid of another would also constitute a direct exposure.
- **Indirect exposure** risks are limited to work that requires contact with raw untreated sewage through sanitary sewer maintenance/repair. Current research (MN Department of Health) indicates the greatest risk of exposure with indirect exposure is oral ingestion. The risk of exposure, for example, for a person working in infectious raw sewage with an open cut is considered minimal due to the high amount of dilution and variations within the environment.

Some of the following conditions must exist simultaneously for an infection to occur. Eliminating any one or more of these conditions reduces the possibility of infection:

- A sufficiently large dose of blood or bodily fluid
- A sufficient virulence in the blood or bodily fluid
- A sufficient route of exposure
- A susceptible resistance level
- A low or non-existent dilution factor

## Exposure Determination

The determination of exposure belongs to the employee. For the purposes of this program, if the employee believes they have been exposed and/or if a Direct Supervisor, Safety Coordinator, or medical personnel believes exposure has occurred, then they have been exposed. The employer may not refuse evaluation by a health care provider once the employee has reported an exposure. In the event the employee refuses to make the exposure determination, the employer may compel the employee to undergo evaluation by the health care professional.

**All exposure determinations are made without regard to the use of Personal Protective Equipment as required by the standard and this policy.**

In all cases, the importance of good personal hygiene and thorough hand washing is vitally important in reducing the spread of all infectious diseases.



# UNIVERSAL PRECAUTIONS

All employees will use universal precautions, which require employees to ***assume that human blood or body fluids are infectious with regard to HIV, HBV, or any other potential pathogens.*** The following precautions are to be utilized to reduce exposures.

## HAND WASHING

Hand washing is indicated for prevention of cross transmission of infectious agents and protection of the injured and the responder. Hand washing is indicated in situations including:

- Immediately after unanticipated contact with blood, body fluids, or sewage
- Immediately after gloves are removed
- Immediately after contact with raw sewage
- For personal hygiene, e.g. arrival or returning to the work site, use of the lavatory, before eating, etc. When hand-washing facilities are not available, antiseptic hand cleanser is available and must be used.

## SHARPS SAFETY

***Sharps are defined as: Needles and other sharp objects that can penetrate skin.***

Staff is asked to have all injectable medications administered prior to arrival or practice self-administration during the working shift.

Safe use **must** include:

- Disposal in a puncture-resistant container immediately after use
- No routine recapping of needles - where no alternative exists, one-handed or device assisted recapping may be allowed

The discarding of contaminated needles from the public is a major concern. Employees must take additional care when handling garbage and receptacles to reduce the possibilities of needle sticks.

When handling garbage:

- Keep bag away from body when handling (use mechanical handling when possible)
- Do not gather garbage with your hands (use mechanical devices when possible)
- Wear puncture resistant gloves (e.g. leather)

## PERSONAL PROTECTIVE EQUIPMENT

Personal Protective Equipment must also be utilized if occupational exposure remains after instituting engineering and work practice controls. All control measures shall be reviewed during our annual review of the complete program. Effective Personal Protective Equipment will not allow blood or other potentially infectious materials to pass through mucous membranes.

- First Aid responders including all on- and off-site employees will have quick access to kits containing gloves, ventilation devices, pocket masks, eye protection, and hand washing facilities.
- Appropriate PPE will be worn whenever contact with blood or body fluids is anticipated. All PPE will be provided at no cost to the employee.

### **PPE Available:**

- Gloves

*Use of gloves is suggested for workers before:*

- "Reasonably anticipated" contact with blood or body fluids, patient's mucous membranes, or patient's non-intact skin
- Handling or touching of contaminated items or surfaces
- If the worker has non-intact skin (e.g., cut, scratches, rashes)
- Contact with equipment or surfaces that are soiled with blood or body fluids
- If contact with raw sewage is anticipated

- Clothing  
*Use of overcoats or removable clothing is suggested for workers before:*
    - “Reasonably anticipated” contact with blood or bodily fluids
  - Face shields/masks and eye protection  
*Use of is suggested when:*
    - “Reasonably anticipated” contact with splashing or spattering of blood or bodily fluids.
  - Mouthpieces, pocket masks or other ventilation devices  
*Safe practices must include:*
    - No unprotected mouth-to-mouth resuscitation
    - No mouth pipetting/suctioning of blood or body fluids
- Note: All of the above is available to all personnel that have exposure possibilities.**

### **General Rules for employees using PPE:**

- Wash thoroughly and immediately after removal of any PPE.
- Remove protective equipment before leaving the work area.
- Place used protective equipment in appropriately designated areas or containers when being decontaminated or discarded.
- Wear appropriate PPE when it can be reasonably anticipated that you may have contact with blood or other potentially infectious materials and when handling or touching contaminated items or surfaces. Replace any article of PPE if it becomes torn, punctured, contaminated, or if their ability to function as a barrier is compromised.
- Following contact of body areas with blood or any other infectious materials, you must wash your hands and any other exposed skin with soap and water as soon as possible. Employees must also flush exposed mucous membranes (eyes, mouth, etc.) with water.
- Never wash or decontaminate disposable PPE for reuse.
- Wear appropriate face and eye protection such as a mask with glasses when spatters or droplets of blood or other potentially infectious materials pose a hazard to the eyes, nose, or mouth.
- If blood and/or other potentially infectious materials penetrate a garment, the garment(s) must be removed immediately or as soon as feasible.

### **HOUSEKEEPING**

The Safety Coordinator has developed and implemented a procedure for cleaning and decontaminating work surfaces and equipment contaminated with potentially infectious materials.

- Work sites shall be maintained in a clean and sanitary condition.
- Work surfaces (e.g. desks, floors, etc.), equipment, materials, and items that come in contact with potentially infectious material shall be cleaned and sanitized. A solution of sodium hypochlorite (household bleach) mixed at ¼ cup bleach to one gallon of water is considered adequate to disinfect contaminated materials. Chlorinated wipes are also available.
- Contaminated items will be handled in a safe manner minimizing further contamination or exposure. Always use mechanical means such as tongs or a brush and dustpan to pick up contaminated broken glassware; never pick up with hands even if gloves are worn.
- Discard all regulated waste through the hospital infectious control coordinator. Liquid or semi-liquid blood or other potentially infectious material; items contaminated with blood or other potentially infectious materials that would release these substances in a liquid or semi-liquid state if compressed; and items caked with dried blood or other potentially infectious materials and capable of releasing these materials during handling will require storage in a labeled and sealed biohazard container. This normally does not include Band-Aids.
- All fluid absorbing wastes (ex: gauze, pads) may be scheduled for incineration through the hospital infectious control coordinator.

**Note: If the Emergency medical System (EMS) is notified and arrives, ask if they may remove all regulated waste for you. They are better equipped to handle biohazards.**

### **Blood spills:**

- Appropriate PPE will be worn.
- Sharps/broken glass shall be cleaned using mechanical means (e.g. tongs, broom, dustpan).
- Absorb the liquid material (e.g., paper toweling, chemical absorbent).
- Arrange for decontamination of the area (e.g. chlorine solution).

### **Laundry:**

*Clothing contaminated with potentially infectious material shall be labeled, bagged, and scheduled for bio-hazard cleaning through a cleaner using the following requirements:*

- Handle contaminated laundry as little as possible and with a minimum of agitation.
- Use appropriate Personal Protective Equipment when handling contaminated laundry.
- Bag contaminated laundry at its location of use. Linen soiled with blood or body fluids should be placed and transported in bags that prevent leakage.
- Never sort or rinse contaminated laundry in areas of its use.
- Use red laundry bags marked with the biohazard symbol so laundry facility employees recognize the bags as contaminated and will handle materials accordingly.

### **POST EXPOSURE EVALUATION**

Should an exposure incident occur, contact the Safety Coordinator and Direct Supervisor immediately. Each exposure must be documented by the employer/employee on an Exposure Incident Report Form (**see form at end of section**). In addition, a review of the circumstances related to the exposure incident should be conducted to determine if procedures, protocols and/or training need to be revised. A licensed physician through our local facility will conduct a confidential medical evaluation and follow-up. The following items will be addressed:

- Document the routes of exposure and how exposure occurred.
- Identify and document the source individual unless the employer can establish that identification is infeasible.
- Obtain consent and test source individual's blood as soon as possible to determine HIV and HBV infection and document the sources' blood test results (**see forms at end of section**).
- If the source individual is known to be infected with either HIV or HBV, testing need not be repeated.
- Provide the exposed employee with the source individual's test results and information about applicable disclosure laws and regulations concerning the source identity and infectious status.
- After obtaining consent, collect exposed employee's blood as soon as feasible after the exposure incident and test blood for HBV and HIV serological status. If the employee does not give consent for HIV serological testing during the collection of blood for baseline testing, preserve the baseline blood sample for at least 90 days.
- The employee must be offered post exposure prophylaxis in accordance with the current recommendations of the U.S. Public Health Services.
- The employee must be given appropriate counseling concerning precautions to take during the period after the exposure incident. The employee must also be given information on what potential illnesses to be alert for and told to report any related experiences to appropriate personnel.

## HEPATITIS B VACCINATION

Goodhue County will provide information on Hepatitis B vaccinations by addressing its safety, benefits, and effectiveness as well as methods of administration and availability. With the exception of law enforcement and EMS personnel, job tasks associated with employees of Goodhue County do not constitute a reasonably anticipated direct occupational exposure to infectious materials. Hepatitis B vaccinations will be available and administered at the request of the employee or upon review by a licensed physician (**see form at end of section**).

The Hepatitis B vaccination series will be made available at no cost within ten days of: the request for vaccination, determination of an exposure incident, or the initial assignment of duties where an employee can reasonably anticipate occupational exposure to blood or other potentially infectious materials.

### Exceptions may include:

- the employee has previously received the series
- antibody testing reveals that employee is immune
- medical reasons prevent taking the vaccination; or
- the employee chooses not to participate

If an employee chooses to decline HB vaccination, the employee must sign a statement to this effect (**see form at end of section**). Employees who decline may request and obtain the vaccination at a later date at no cost. Documentation of refusal of the HB vaccination will be kept in the office with the employee's other medical records. There is currently no booster recommended for the Hepatitis B vaccine, but should one be developed this would also be offered at no charge to the employee under the provisions of this standard. The Hepatitis B Vaccine is **NOT** a live-virus vaccine; therefore, Hepatitis B **cannot** be contracted from the vaccine.

**NOTE:** Law Enforcement employees are considered at risk employees and are provided these vaccinations upon employment.

## HEALTH CARE PROFESSIONALS

Goodhue County will ensure that health care professionals responsible for employee's HB vaccination, post-exposure evaluation, and follow-up be given a copy of the [OSHA](#) Bloodborne Standard.

Goodhue County will also ensure that health care professional evaluating an employee after an exposure incident receives the Exposure incident report (**see form at end of section**) containing the following information:

- A description of the employee's job duties relevant to the exposure incident
- Routes of exposure
- Circumstances of exposure
- If possible, results of the source individual's blood test
- If possible, relevant employee medical records, including vaccination status (**see form at end of section**)

### Healthcare Professional's Written Opinion:

The physician will provide the employee with a copy of the evaluating healthcare professional's written opinion within 15 days after completion of the evaluation.

For HB vaccinations, the healthcare professional's written opinion will be limited to whether the employee requires or has received the HB vaccination.

The written opinion for post-exposure evaluation and follow-up will be limited to whether or not the employee has been informed of the results of the medical evaluation and any medical conditions that may require further evaluation and treatment. All other diagnoses must remain confidential and not be included in the written report.

## COMMUNICATIONS OF HAZARDS

### Labels:

The labels are required to include the Biohazard legend and be a florescent orange or orange-red color. **Safe practice must include labeling containers of possible Bloodborne Pathogens.**

Note: Under Universal Precautions, it should be assumed that any bodily fluids are contaminated with a Bloodborne Pathogen.

Goodhue County will ensure warning labels are affixed or red bags printed with the Biohazard symbol are used as required. Employees are to notify their Direct Supervisor or Department Head and Safety Coordinator if they discover unlabeled regulated waste containers.

### Training:

All employees who have or are reasonably anticipated to have occupational exposure to Bloodborne Pathogens will receive annual training provided by the Safety Coordinator.

The classroom and/or hands on training will cover, at a minimum, the following elements:

- An explanation of the standard and where they can obtain a copy for review
- General explanation of the epidemiology and symptoms of Bloodborne diseases
- Modes of transmission
- Our Exposure Control Plan and how to obtain a copy
- Methods to recognize exposure tasks and other activities that may involve exposure to blood and other potentially infectious materials
- Use and limitations of Engineering Controls, Work Practices, and PPE
- The types, use, location, removal, handling, decontamination, and disposal of PPE
- The basis for selection of PPE
- Hepatitis B Vaccine - offered free of charge (affected personnel). Training will be given prior to vaccination on its safety, effectiveness, benefits and method of administration.
- Emergency procedures for infectious materials
- Exposure incident procedures
- Post-exposure evaluation and follow-up
- Signs and labels and/or color coding
- Question and answer session

## RECORDKEEPING

### Program/Policy:

A copy of this program must remain available to all employees. The Safety Manual copy must remain in the manual. If an employee requests a copy, one is available to view or copy from their Safety Coordinator or Direct Supervisor. The [OSHA](#) Standard is also available upon request.

### Medical records:

- Medical records are maintained for each employee with occupational exposure in accordance with [29 CFR 1910.1020](#).
- The Safety Coordinator is responsible for maintenance of the required medical records and where they are stored.
- All employee medical records will be kept confidential and will not be disclosed or reported without the employee's express written consent to any person within or outside the workplace.
- Employee medical records shall be maintained for at least the duration of employment plus 30 years in accordance with [29 CFR 1910.1020](#).
- Employee medical records shall be provided upon request of the employee or to arrange having written consent of the employee within 15 working days.

**Training Records:**

All affected employees will be trained annually on the hazards of and protection against Bloodborne Pathogens. The Safety Coordinator will maintain Bloodborne Pathogen training records. The training record shall include:

- Dates of the training sessions
- Contents or a summary of the training sessions
- Name of persons conducting the training
- Names and job titles of all persons attending the training sessions

Non-medical training records will be maintained for a minimum of three (3) years.

# EXPOSURE INCIDENT REPORT FORM

Employer Name: \_\_\_\_\_

Exposure Date: \_\_\_\_\_ Today's Date: \_\_\_\_\_

Employee exposed: \_\_\_\_\_

Position/Job: \_\_\_\_\_

Routes of exposure \_\_\_\_\_

How did exposure occur (be specific, use the back of this form if needed?)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Source of exposure \_\_\_\_\_

Have you ever been vaccinated for Hepatitis B Virus (HBV)? \_\_\_\_\_

Date of last vaccination (if applicable) \_\_\_\_\_

**You are entitled to a post-exposure evaluation by a health care professional. Please discuss your options with your Direct Supervisor immediately.**

Employee Medical File Form-Hepatitis B Vaccination Status

Name: \_\_\_\_\_ S.S. # \_\_\_\_\_ Date Employed: \_\_\_\_\_

Date of Initial Infection Control Training: \_\_\_\_\_

Date HBV Vaccination education information given to employee: \_\_\_\_\_

Date HBV Vaccination series offered to employee: \_\_\_\_\_

Employee received HBV Vaccinations:

\_\_\_\_\_ No. If employee refuses vaccinations, he or she shall sign declination statement.

If employee did not receive HBV vaccination for any other reason,  
Explain:

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_ Yes, free of charge. If yes, record dates of injections.

Employee's Initials:      1<sup>st</sup> \_\_\_\_\_      2<sup>nd</sup> \_\_\_\_\_      3<sup>rd</sup> \_\_\_\_\_  
   \_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_

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**Hepatitis B Virus (HBV) Vaccine Declination Statement**

I understand that due to my occupational exposure to blood or other potentially infectious materials I may be at risk of acquiring the Hepatitis B Virus (HBV) infection. I have been given the opportunity to be vaccinated with Hepatitis B Vaccine, at no charge to myself. However, I decline Hepatitis B vaccination at this time. I understand that by declining this vaccine, I continue to be at risk of acquiring Hepatitis B, a serious disease. If in the future I continue to have occupational exposure to blood or other potentially infectious materials and I want to be vaccinated with Hepatitis B Vaccine, I can receive the vaccination series at no charge to me.

Employee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ Employee now chooses to receive HBV Vaccinations, at no charge, after originally declining  
Record dates of injections:

   1<sup>st</sup> \_\_\_\_\_      2<sup>nd</sup> \_\_\_\_\_      3<sup>rd</sup> \_\_\_\_\_  
Employee's Initials: \_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_



# Medical Information Release Form

I, \_\_\_\_\_ (full name of worker/patient), hereby authorize \_\_\_\_\_ (individual or organization holding medical records), to release to \_\_\_\_\_ (individual or organization, name and address, authorized to receive the medical information), the following medical information from my personal medical records:

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But I do not give permission for any other use or re-disclosure of this information. (Note: Several extra lines are provided below so that you can place additional restrictions on this authorization letter if you want to. You may, however, leave these lines blank. On the other hand you may want to (1) specify a particular expiration date for this letter (if less than one year); (2) describe medical information to be created in the future that you intend to be covered by this authorization letter; or (3) describe portions of the medical information in your records which you do not intend to be released as a result of this letter.)

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Full name of Employee or Legal Representative: \_\_\_\_\_

Signature of Employee or Legal Representative: \_\_\_\_\_

Date: \_\_\_\_\_

Signature of Witness: \_\_\_\_\_ Date: \_\_\_\_\_

Source: [Appendix A to 1910.1020](#) Access to employee exposure and medical records.

# EXPOSURE NOTIFICATION

TO: \_\_\_\_\_

FROM: \_\_\_\_\_

SUBJECT: County Employee Exposure

A County employee has reported an exposure to the blood or body fluids from your patient. Our organization is required by law to inquire whether the source patient has an Hepatitis B or HIV infection. The source patient has the right to refuse testing. However, if the source patient is deceased, consent for Hepatitis B and HIV testing is not necessary.

Date of exposure: \_\_\_\_\_

Your patient's name is: \_\_\_\_\_

You are responsible for:

1. Informing your patient an exposure has occurred and asking your patient for consent to test. (please inform your patient the tests will be paid for by the County)
2. Placing the consent in the patient's chart.
3. Ordering blood tests that patient has consented to have drawn (HBs, Ag and HIV).
4. Informing your patient of their test results. Provide appropriate counseling and referral if the results were positive.

OR

5. Providing the results of your patient's test to your hospital's \_\_\_\_\_ Department. (this is whichever Department or individual evaluates and treats occupationally acquired exposures, such as Infection Control/Occupational Health)
6. Informing the MDH if your patient's tests are positive.

## SOURCE PATIENT CONSENT FOR HIV/HBV TESTING

A County employee accidentally came into contact with your blood. We are asking you to give us information about your medical history so that we can determine if you have been exposed to the Human Immunodeficiency Virus (HIV). We want to determine if you are infected with HIV to inform you of this infection and to counsel you about what this means to you and others. Any information you give us may be recorded in your hospital medical record and may be disclosed to the affected employee, a representative of the County, and/or to health care workers who are caring for the employee.

We also ask that you provide us a sample of your blood to test for the presence of antibodies for HIV. The results of your test will also be recorded in your hospital medical record. If you are infected with HIV, your test result will be given to the employee, but your name will not be given. However, we will inform the Minnesota Department of Health (MDH) of your test results and provide your name. The law requires that MDH maintain the privacy of the information.

You are not required to give the blood sample or the information. However, if you don't, you won't learn whether you are infected or receive additional information about your health if you are infected. If you refuse, we are required by law to inform the County employee and their employer that you have refused.

By signing below, you are consenting to being tested for the presence of HIV antibodies.

Date: \_\_\_\_\_ Patient's Signature: \_\_\_\_\_  
(Or legal guardian or patient representative)

# Section 4

## Ergonomics

# Goodhue County ERGONOMICS PROGRAM

Goodhue County has developed the following Ergonomics program in order to provide our employees with a safer workplace, as well as attempt to comply with [OSHA's GENERAL DUTY CLAUSE](#). This program is intended to allow employees to recognize and identify both the risk factors and the warning signs of an impending musculoskeletal disorder (MSD) and to set forth policies for responding to such incidents.

The Ergonomics program will address the following:

- Definitions
- Overview
- Job Hazard Analysis
- Risk Factors
- Signs and Symptoms of MSDs
- Procedures for Reporting MSDs

## DEFINITIONS

Carpal Tunnel Syndrome: Compression of the median nerve of the hand and wrist in the carpal tunnel, usually resulting in numbness in the fingers, pain, and loss of grip strength.

Covered MSD: A MSD which occurs in direct correlation with a worker's job.

Epicondylitis: An irritation of the tendons attached to the epicondyle in the elbow (more commonly known as "tennis elbow").

Ergonomics: An applied science that matches the demands of tasks to the capabilities and limitations of the individuals who perform the tasks.

Musculoskeletal Disorder (MSD): An injury or disorder of the muscles, tendons, ligaments, joints, cartilage, or spinal discs.

Posture: The relative arrangement of body parts, specifically the orientation of the limbs, trunk, and head during a work task.

Static Work: A work configuration that requires the employee to hold a stressful posture for a period of time.

## OVERVIEW

Ergonomics is the study of fitting the job to the worker and not attempting to fit the worker to the job. The word ergonomics is derived from the Greek *ergoni* (work) and *nomos* (law), or the rules of work. Ergonomics provide a system for adapting tools and tasks in the workplace to fit the worker. When there is a mismatch between the physical requirements of the job and the physical capacity of the worker, MSDs occur.

The reason for studying ergonomics and attempting to improve the task/worker relationship is injury reduction. Each year approximately 600,000 workers suffer a lost-time injury related to overexertion of repetitive motion. Additionally, every year about 1.8 million workers experience one of more than one hundred recognized work-related MSDs. Work-related musculoskeletal disorders such as back injuries and carpal tunnel syndrome are the most common, most expensive, and most preventable type of injuries in the workplace today.

## JOB HAZARD ANALYSIS (JHA)

All job hazard analysis (JHA) should also include provisions for observing the possibility of ergonomic injury. The following tools or methods are to be used to conduct a job hazard analysis:

- A job hazard analysis conducted by a professional trained in ergonomics.
- Any other reasonable method that is appropriate to the job and relevant to the risk factors being addressed.

It is for these reasons that an Ergonomics Section as part of the Safety Policy

### **When performing workplace analysis, there are ten simple principles that should be considered when dealing with task design:**

- Keep everything within easy reach. Long reaches create undue stress on the structures of the body. Eliminating long reaches can eliminate this stress.
- Work at proper heights. When the height of the surface on which the employee is working is not correct, awkward or contorted positions result. As a general rule, work should be done at elbow height unless it is particularly heavy work, which should be done below elbow height, or particularly light work, which should be done above elbow height.
- Work in good posture. Working in awkward and contorted postures results in increased physical stress on the body and decreased strength. All work should be done with the body in a neutral position with the back in its natural "S" curve, elbows held naturally at the sides of the body, and the wrists in a neutral position.
- Reduce excessive forces. Needless and excessive forces load the muscles, creating fatigue. Efforts should be made to minimize the exertion required to perform a particular task.
- Minimize fatigue. This is most critical when dealing with static load, or continuous exertion of the same muscle group over a period of time.
- Reduce excessive repetition. Repeated motion results in undue wear and tear on the affected body part.
- Provide adequate clearance and access. Obstructions between a person and the items needed to accomplish a task must be eliminated.
- Minimize contact stress. Besides being uncomfortable, contact stress can inhibit nerve function and blood flow.
- Provide mobility and change of posture. The opportunity to change positions, move around, or alternate between sitting and standing is the hallmark of good ergonomic design.
- Maintain a comfortable environment. It is important to provide adequate lighting, avoid temperature extremes, and isolate or eliminate vibration.

# RISK FACTORS

The following are risk factors that can increase the risk of developing a MSD. The more factors involved and the greater exposure to each results in a much greater chance of developing an MSD.

## COMMON RISK FACTORS

**Repetition:** The same motion over and over again puts stress on muscles and tendons

- How often the movement is repeated
- Speed of the movement
- Number of muscles involved
- Force required

**Forceful Exertion:**

- The amount of physical effort required to perform a task
- Effort needed to control equipment or tools
- Type of grip
- Weight of object
- Body posture
- Type and duration of task

**Awkward postures:**

- Reaching
- Twisting
- Bending
- Kneeling
- Squatting
- Working overhead
- Holding fixed positions

**Contact stress:**

- Pressing your body against a hard or sharp edge
- Puts pressure on nerves, tendons, and blood vessels
- Allowing your wrist to rest on the keyboard when typing
- Holding tools with hard hands

## OTHER FACTORS THAT CONTRIBUTE TO MSDs

**Vibration:** Exposure to vibrating tools or equipment, either a hand-held tool or whole body vibration.

**Temperature extremes:** Exposure to excessive heat or cold.

**Physical condition:** Poor personal fitness can be a contributing factor to MSDs.

**Off-the-job activities:** Activities people do in their free time may contribute to MSDs.

**End range position:** Moving a joint in the body as far as it will go or close to its maximum.

These risk factors can be identified through reviewing the employee's job description, Job Hazard Analysis (JHA), or simple observation of the employee at work.



## SIGNS AND SYMPTOMS OF MSD

Any MSD should be diagnosed by a health professional, but early recognition of symptoms and prompt treatment will minimize the severity of the injury. Because the symptoms are not visible to others, it is the employee's responsibility to report the existence of symptoms. Listed below are common symptoms of MSD.

Localized pain focused on the joints, specifically the fingers, wrists, elbows, shoulders, neck, and lower back are the most common. However, any joint can be exposed to a MSD.

### Common Signs of an MSD

- Stiffness in the above mentioned joints
- Restricted range of motion
- Swelling of joints
- Numbness and/or tingling
- Less strength for gripping
- Loss of muscle function
- Inability to do everyday tasks
- Painful joints such as wrists, shoulders, forearms and knees
- Pain, tingling, or numbness in hands or legs
- Shooting pain in arms or legs
- Swelling, inflammation, or a burning sensation in extremities
- Fingers or toes turning white
- Back or neck pain and stiffness

The signs and symptoms listed above are the most common, but there may be others. If an employee suspects they may be suffering symptoms of an MSD, it is important it be reported immediately. Early detection and treatment will surely minimize the effects of the injury as well as alert Management to the need to analyze the task the employee is doing and attempt to prevent further injury.

## PROCEDURES FOR REPORTING MSD

Because early detection is critical to minimizing the effects of an MSD, there must be procedures in place to allow and encourage reporting of symptoms of suspected MSD. Upon recognition of symptoms of an MSD, the employee should report this condition immediately to the assigned personnel. The importance of early detection and treatment cannot be overstated. Employees should never be discouraged from reporting symptoms.

### General Reporting Procedure

- Identify MSD sign or symptom
- Report sign or symptom to Direct Supervisor or Department Head
- Report sign or symptom to designated personnel
- Contribute work-practice controls for job hazard evaluation

# WORKSTATION ASSESSMENT CHECKLIST

## (ERGONOMICS)

Evaluator: \_\_\_\_\_ Date: \_\_\_\_\_  
 Department or organizational unit being evaluated: \_\_\_\_\_

Step	Assessment Checklist	Yes	No
1.	<p>Is the elbow joint bent at approximately a 90 degree angle while the employee is using the keyboard (the angle can range from 70 to 110)</p> <p>If no, adjust the chair height and/or keyboard height. If they cannot be adjusted, try a different chair and/or desk. Most organizations have a storage area that is a good source of old furniture. Consider buying a different chair or desk if there is no other way to achieve the correct elbow angle.</p>	<input type="checkbox"/>	<input type="checkbox"/>
2.	<p>Is the hip joint bent at approximately a 90 degree angle (the angle can range from 90 to 110)?</p> <p>If no, adjust the chair height or try a different chair.</p>	<input type="checkbox"/>	<input type="checkbox"/>
3.	<p>Are the ears, shoulders, and hips lined up vertically (the head can be tipped slightly forward at a comfortable angle of 5 to 10)?</p> <p>If no, adjust the chair height, the angle of the backrest, the viewing distance to the VDT, or the keyboard height.</p>	<input type="checkbox"/>	<input type="checkbox"/>
4.	<p>Are the wrists straight?</p> <p>If no, adjust the chair height or the keyboard height. Try a different chair and/or desk if the workstation cannot be properly adjusted. Also, consider using a wrist rest.</p>	<input type="checkbox"/>	<input type="checkbox"/>
5.	<p>Is a mouse used at the workstation?</p> <p>If yes, perform steps 5a, 5b, 5c.</p>	<input type="checkbox"/>	<input type="checkbox"/>
5a.	<p>Is the elbow bent at a 90 degree angle while the employees is using the mouse (the angle can range from 70 to 110)?</p> <p>If no, move the mouse closer to the person. An arm support can also be used.</p>	<input type="checkbox"/>	<input type="checkbox"/>
5b.	<p>Is the upper arm close to the body?</p> <p>If no, move the mouse closer to the person.</p>	<input type="checkbox"/>	<input type="checkbox"/>

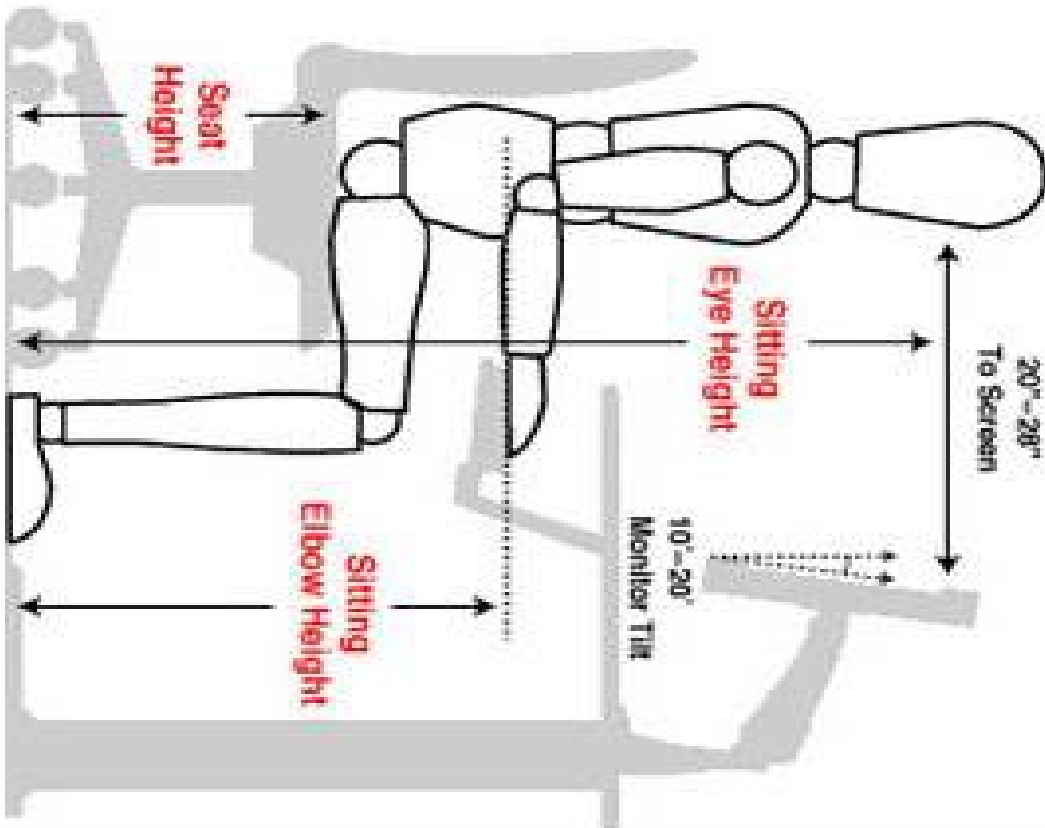
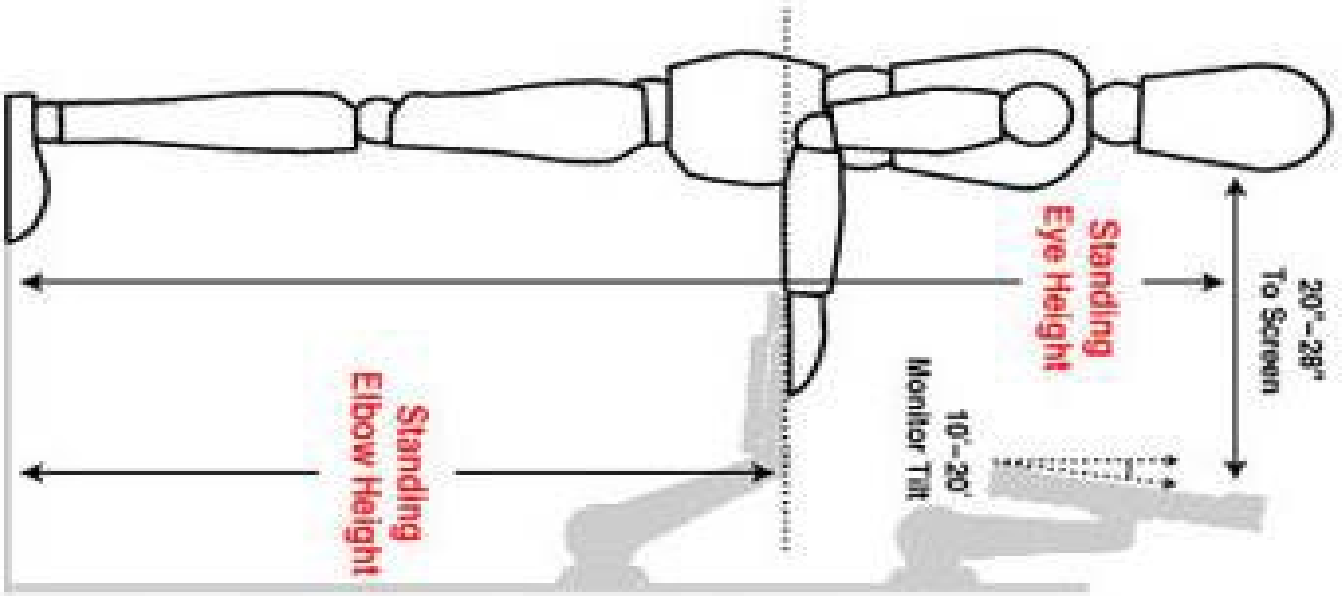


# WORKSTATION ASSESSMENT

## cont.

Step	Assessment Checklist	Yes	No
5c.	Is the wrist deviated?  If yes, adjust the height of the mouse and/or use a wrist rest.	<input type="checkbox"/>	<input type="checkbox"/>
6.	Are the knees bent at a 90 angle (the angle can range from 70 to 110)?  If no, adjust the chair height or to try a different chair.	<input type="checkbox"/>	<input type="checkbox"/>
7.	Are the feet supported?  If no, give the employee footrest because at the point the workstation has been adjusted for the employee's elbows, hips, wrists, and knees.	<input type="checkbox"/>	<input type="checkbox"/>
8.	Is the VDT at the proper viewing distance (approximately the employee's arm length)?  If no, adjust the distance of the monitor from the employee's eyes, moving the monitor forward or back until it is positioned correctly. A monitor arm can help you achieve the correct position.	<input type="checkbox"/>	<input type="checkbox"/>
9.	Is there adequate thigh and leg clearance?  If no, try a desk with a thinner top to provide more leg clearance. Remove items stored underneath the desk.	<input type="checkbox"/>	<input type="checkbox"/>
10.	Is the part of the screen the employee uses most within the normal cone of vision, which + 5 (above the horizontal axis) to -30 (below the horizontal axis)?  If no, adjust the height of the VDT. This can be done by removing the monitor base if the monitor is too high or adding a monitor base if the monitor is too low. A monitor arm can also be used to raise or lower the VDT.	<input type="checkbox"/>	<input type="checkbox"/>
11.	Are any sharp edges pressing into the employee?  If yes, pad the items that are causing problems with light foam rubber or remove them.	<input type="checkbox"/>	<input type="checkbox"/>
12.	Return to step 1 and repeat steps 1-11 to ensure that the body alignment is still correct in every aspect.	<input type="checkbox"/>	<input type="checkbox"/>





# Section 5

## Proper Lifting

# Goodhue County

## PROPER LIFTING

In order to prevent back injuries, Goodhue County has committed the time and resources in training and enforcement by implementing the following policy, which includes:

### Introduction

- Planning the Lift/Move
- Stretching
- Proper Lifting
  - Lifting
  - Carrying
  - Lowering
- Summary

## Introduction

Not all back injuries are a result of sudden trauma - most are of a cumulative type, where a repeated minor injury has flared up, or continued use of a heavy tool in the same position has caused pain, or a great deal of time is spent in the same position.

## Care/Stretching

Your back is the foundation and the structure which the rest of your body relies for balance and support. Used improperly, your back can suffer injuries that can literally change the way you live. That's why care and maintenance of your back is every bit as important as the care and maintenance of your vehicle, your home, or your tools. However, this most important asset of our physical being is commonly overlooked or neglected.

### Common causes of back injuries:

- Heavy lifting
- Twisting and lifting
- Bending and overexerting / awkward positions
- Lifting objects with odd shapes
- Reaching and lifting
- Sitting or standing too long in one position
- Slipping on water or ice
- Sleep in a poor position or on a poor mattress (too soft)

### Things which increase the risk of back injury:

- Poor physical condition
- Poor posture
- Extra weight (overweight)
- Stress (tense muscles)
- Overdoing it (afraid to say "too heavy for me")

## Planning The Lift

**Proper lifting technique is critical to back safety, but perhaps more important is proper planning.**

Look at what you're lifting. The load may have sharp edges, protruding nails, splinters, oil, grease, or moisture to make it slippery. You should know about it before you hold it in your hands. You may need to wear gloves.

Take a long hard look at a load before you lift it. If it's too heavy (over 40 lbs.) or bulky, get someone to help you. If you get help before you try to lift you will not need medical help afterward.

- Do you need to lift the item manually or can it be done with available mechanical equipment (a dolly or a forklift)?
- Check the footing to be sure that floor is clear.
- Long objects, regardless of weight, should be carried by two or more persons when possible, walking in step. If you handle it alone, keep the front end as high as possible. Long objects can easily sway up and down or sideways.
- Where are you moving the item from?

- Where does the item have to go?
- Is a spot cleared for the item?
- What route do you have to follow?
- Can I walk with the load and see clearly where I'm going?
- Are there any stumbling blocks in my path? Make sure you can see where you are walking.
- Know where you are going to put down the load.
- Avoid walking on slippery and uneven surfaces while carrying something.
- Look around before you lift and look around as you carry.
- Test the load.
- Push the object lightly with your hands or feet to see how easily it moves. This tells you about how heavy it is (a small size does not always mean a light load-maximum of 40 lbs.).
- Make sure the weight is balanced and packed so it won't move around. Loose pieces inside a box can cause accidents if the box becomes unbalanced.
- Always use a ladder when you're lifting something over your head. You can be injured if you arch your back when lifting a load over your head.
- Make sure you have enough room to lift safely. Clear a space around the object before lifting it.

## **Stretching**

You will work better if you start each day with slow stretches. These warm-ups let you ease comfortably into your workday and help you avoid injuries.

### **Leg and back warm-up**

- Prop one foot on a chair or a stool for support.
- Take a deep breath.
- Ease forward slowly -- keep your back slightly curved.
- Blow slowly outward as you ease forward to a seven count.
- Repeat seven times.
- Switch and do the same with the other foot.

### **Backbend**

- Stand with your feet about 12 inches apart.
- Support the small of your back with your hands.
- Hold your stomach in firmly and take a deep breath.
- Arch backward -- bend your head and neck as you go, blowing air slowly out for seven counts.
- Repeat seven times.



## PROPER LIFTING

Lifting, carrying, and lowering are power jobs -- when you lift and carry the wrong way, you can damage your back. Each worker should know the proper method of lifting heavy objects.

### Lifting the load

- To lift a load shoulder high or above your head: first, lift it waist high, rest it on a support, and change your grip. Then, bend your knees to get added power for the big push.
- Drums or barrels should be rolled with your hands against the sides. Grasping the ends with your hands can mean crushed fingers and using your feet can mean crushed toes.
- Use slow and smooth movements. Hurried, jerky movements can strain the muscles in your back.
- Keep your body facing the object while you lift. Twisting while lifting can hurt your back.
- Keep the load close to your body. Having to reach out to lift and carry an object may hurt your back.
- "Lifting with your legs" should only be done when you can straddle the load. To lift with your legs, bend your knees to pick up the load, not your back. Keep your back straight.
- Be sure you have a tight grip on the object before you lift it.
- Plant your feet firmly well apart and squat down.
- Watch for sharp edges. Get a good grip before lifting.
- Keep your back straight. Lift slowly (don't jerk) by pushing up with your legs.
- Don't twist your body while handling the load - shift your feet instead.
- Wear gloves when handling rough equipment or material.
- Be sure of a good grip and good footing.
- Keep the load close to the body.
- See that your fingers and toes are in the clear.
- Bend your knees and use your leg muscles.
- Don't twist your body while lifting.
- Stand close to the load.
- Bring the load close to your body.
- Lift head and shoulders first, and with your back straight, use the strength of your legs to slowly and smoothly push up.
- Make sure that you can see over the load.
- Footing is as important in lifting as it is in the batter's box. Your feet should be close to the object and far enough apart for good balance, or about shoulder-width apart. One foot slightly ahead of the other is best for many.
- Bend your knees, go down to a crouch, but not a full squat. It takes double the effort to straighten up a full squat as it does from a crouch. Keep back as straight as possible and do not arch it.
- Get a good, firm grip; no lifting until your hold is strong and slip-proof.
- Lift object by straightening your legs, keeping load close to you as you come up.

## Carrying the load

- Don't try to change the position of a load while you're carrying it. Set it down or rest it against some object, and then readjust your grip.
- Try to carry the load in the space between your shoulder and your waist. This puts less strain on your back muscles.
- **DON'T TWIST YOUR BODY.** Torque action can be especially dangerous. Move your feet first to change direction.
- When you carry a load, watch where you're going. Don't skin your knuckles at doorways and tight places.
- If you have to change direction, don't twist your body. Lift object to carrying position. Then, turn your whole body by changing position of your feet

## Lowering/Setting down the load

- Set it down the way you picked it up - by bending your knees, with your back straight, but don't set it on your hands. Put down one corner of the load first and then slide your hands away.
- Bend your knees to lower the load
- Keep your fingers from under the load
- Lower slowly and smoothly
- In setting the load down, go down with back straight knees bent, to a crouch.

## Summary

Most back injuries can be attributed to one of these five causes:

- Stressful Living
- Loss of Flexibility
- Poor Conditioning
- Body Mechanics/Work Habits
- Posture

### **Ways to prevent back injuries:**

- Slow down
- Stretch first
- Rest your back (take frequent breaks)
- Sleep on firm mattress
- Avoid lifting whenever possible
- Push, don't pull
- Avoid twisting at the waist
- Get help lifting awkward and/or heavy (over 40 lbs.) objects
- Use carts / hand trucks
- Work in safe zone between shoulders and waist
- Lift correctly

## **BEWARE WHEN YOU'VE BEEN AWAY**

Even if you're a rugged, seasoned lifter, remember that muscles quickly get out of shape during vacation or a spell of illness. Be doubly careful those first few days back on the job; ease into it gradually.

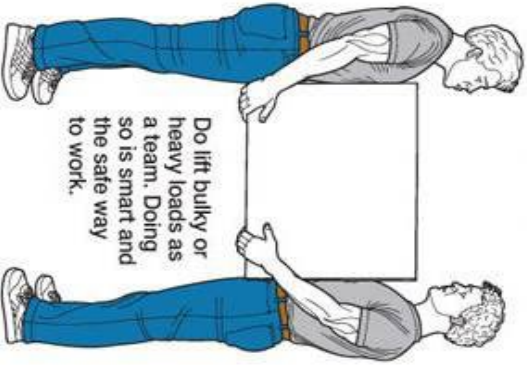
## **REMEMBER**

Whenever conveyors, hand and lift trucks, or other mechanical-handling equipment can do the job, let it take the strain and spare your spine. Don't rely on a back belt to protect you; it has yet to be definitively proven that back belts can protect you from back injury.

**Care of your back is a lifelong endeavor that requires commitment, intelligence, and common sense. Remember that back care isn't just about lifting properly, it is also about proper diet, exercise, reducing stress, and eliminating hazards whenever possible. Just as the health of your back can affect your lifestyle, your lifestyle and work habits can affect the health of your back.**

# LIFTING DO'S & DON'TS

## DO LIFT AS A TEAM



Do lift bulky or heavy loads as a team. Doing so is smart and the safe way to work.

## DO TURN WITH LEGS



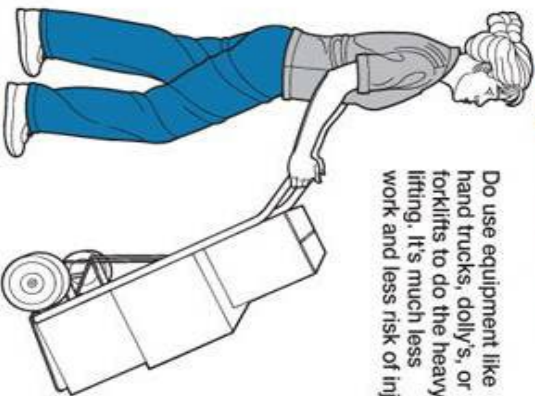
Do move your legs and feet when turning or lowering the load. Avoid twisting at your waist.

## DO USE YOUR LEGS



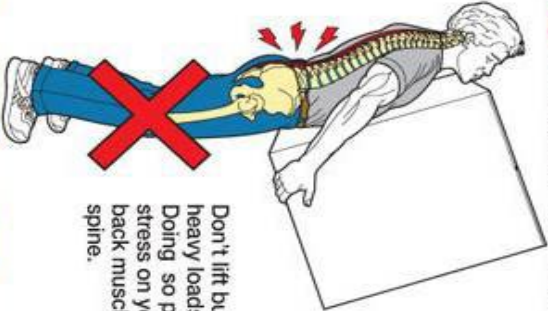
Do lift the load using your powerful leg and buttocks muscles. Your feet should be wide apart, head and back upright. Keep abdominal muscles tight and the load in close.

## DO USE EQUIPMENT



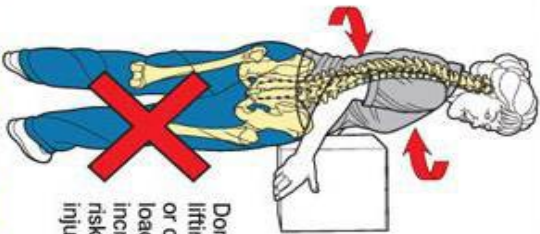
Do use equipment like hand trucks, dolly's, or forklifts to do the heavy lifting. It's much less work and less risk of injury.

## DON'T LIFT BULKY LOADS ALONE



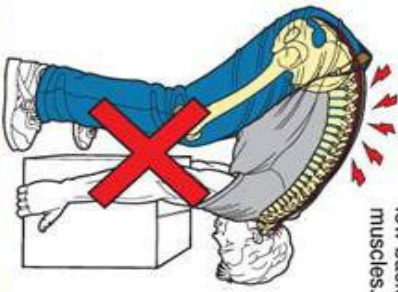
Don't lift bulky or heavy loads alone. Doing so puts great stress on your low back muscles and spine.

## DON'T TWIST WHEN LIFTING



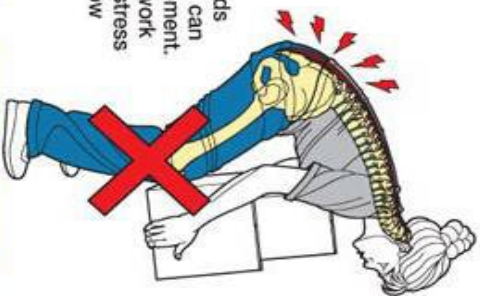
Don't twist when lifting, lowering, or carrying any load as this increases your risk of back injury.

## DON'T USE YOUR BACK



Don't lift the load with your rear end high and your lead low. Use your leg muscles, not your weaker low back muscles.

## DON'T LIFT HEAVY LOADS



Don't lift heavy loads when you can use equipment. It is less work and less stress on your low back.

# Section 6

## OSHA Recordkeeping

# Goodhue County

## OSHA RECORDKEEPING

In order to assure compliance with [29 CFR 1904](#), regarding the recordkeeping requirements for this organization, Goodhue County has created the following program. This program will outline the methods, principles, and techniques for properly maintaining all records and forms required under the above [OSHA](#) standard.

The content of this program is as follows:

- Overview
- Mechanics of [OSHA](#) Recordkeeping
- Location, Retention, and Maintenance of Records
- Determining Employment
- Determining Recordability
- First-Aid Treatment
- Filling Out the [OSHA 300](#) Log
- Access to [OSHA](#) Records
- Posting Requirements
- Correcting an Incorrect Form
- Frequently Asked Questions
- First Aid Treatment



## OVERVIEW

Nearly all employers in the United States are covered under the Occupational Safety and Health Act of 1970, and therefore also subject to [OSHA](#) recordkeeping and reporting requirements. There are three documents used in [OSHA](#) recordkeeping: the Log of Occupational Injuries and Illnesses ([OSHA](#) No. 300), the Supplementary Record of Occupational Injuries and Illnesses ([OSHA](#) No. 301- or its equivalent), and the Summary of Work-Related Injuries and Illnesses ([OSHA](#) Form 300A). These documents provide information on the occurrence, extent, and outcome of all workplace illnesses and injuries for the year. Proper completion, retention, and posting of these documents are required by law and failure to do so, or to do so improperly, may result in citations and significant fines. Recordkeeping violations are the number one violation and source of fines for [OSHA](#).

## MECHANICS OF OSHA RECORDKEEPING

### Log and Summary of Occupational Injuries and Illnesses, OSHA Form #300

- Commonly known as the [OSHA](#) 300 Log.
- Used to record and classify occupational deaths, injuries, and illnesses, and to document specific information on each case.
- [OSHA](#) 300 Log consists of three parts:
  - Descriptions Section: Identifies the employee and describes the injury or illness
  - Extent of Injuries Section: Identifies the extent of the injuries to the employee
  - Extent and Type of Illness Section: Identifies the type and extent of illness to the employee
- The Log indicates:
  - Whether the case resulted in a fatality
  - When the injury or illness occurred
  - To whom it occurred
  - The job title of the affected person
  - The department in which the employee normally works
  - Whether the case was an injury or illness
  - How much time was lost as a result of the injury or illness

### Supplementary Record of Occupational Injuries and Illnesses, OSHA Form #301 (or its equivalent)

- Fulfills the requirement for a detailed description of every illness and injury
- This record describes the following:
  - Employee information
  - Physician or other health care professional information
  - How the accident occurred
  - The objects or substances involved
  - Nature of the injury or illness
  - The parts of the body affected
- Information must be recorded within seven calendar days after you receive information that recordable work-related injury or illness has occurred.
- Other forms may be used in lieu of Form #301
  - State's "first report of injury"
  - Workers' compensation forms
  - Insurance forms

## Summary of Work-Related Injuries and Illnesses, OSHA Form 300A

- Summary Form includes the following information:
  - Number of Cases during work year
  - Number of Lost Days
  - Injury & Illness Types
  - Establishment Information
  - Employment Information
  - Organizational Executive Sign-Off
- All establishments must complete the [OSHA](#) 300A Summary Form, even if no work-related injuries occur during the year.
- Employees, former employees, and their representatives have the right to review the [OSHA](#) Form 300A in its entirety.

## LOCATION, MAINTENANCE, AND RETENTION OF RECORDS

### Location

- Establishments are defined as a single physical location where business is conducted, or where services or industrial operations are performed.
- Injury or illness records must be kept at every physical location where operations are performed.
- Log may be maintained at an alternate location, or by means of data processing equipment, or both. Requirements under this exception are as such:
  - Information must be at the alternate location within six days.
  - A copy of the log must be at the establishment within 45 calendar days.
  - Worksite must have the address and telephone number of the place where records are maintained.
  - Employees must be informed of the alternate location of records.
- Records must be maintained at each establishment for five years plus the current year.
- New owners of the business must also preserve the records for the remainder of the five-year period.
- New owner is not responsible for updating the records of the previous employer.

## DETERMINING WHO IS AN EMPLOYEE

- Is the injured person your employee? If “yes” can be answered to at least one of the following, the person is your employee:
  - Do you pay the worker’s wages?
  - Do you withhold the worker’s Social Security taxes?
  - Did you hire the worker?
  - Do you have the authority to terminate the worker?
  - Do you supervise the worker’s day-to-day activities?
- The employer is only responsible for recording its employees’ injuries and illnesses.
- Contractors and others working on-site are each responsible for recording their own employees’ injuries and illnesses.



## DETERMINING RECORDABILITY

In the event of any occupational injury or illness, the employer needs to determine if the injury or illness is recordable. It must always be remembered that according to [OSHA](#), “recording an injury of illness under the [OSHA](#) system does not necessarily imply that Management was at fault, that worker was at fault, that a violation of an [OSHA](#) standard has occurred or that injury or illness is compensable under workers’ compensation or other systems.” The purpose of this system is not to document blame or responsibility, but merely to determine and record what happened.

**The first step is to determine if a case has occurred. Has there been an occupation-related death, injury, or illness?**

**Secondly, determine whether the incident is a new case or a recurrence of an existing case.**

**The third step is to establish the work relationship.**

[OSHA](#) is only interested in injuries and illnesses on the job. The employer must determine if the injured person is working at the time of the injury or illness. There are two general scenarios considered: “on premise” or “off premise”.

- On premise recordability:
  - Work relationship is presumed
  - Do not record when employee is on premises as a member of the general public
  - Do not record when symptoms surface on the employer’s premise but are not work related
- Off premise recordability:
  - Work relationship is not presumed
  - Work relationship is established if employee is engaged in work-related activities regardless of physical location
- There are special situations that apply in determining work relationship.
  - Injuries in restrooms, hallways, and cafeterias are normally considered on the premises
  - Injuries in parking lots are generally considered part of the employer’s premises
  - Injuries on company athletic facilities are not work related unless employees are required to participate
  - Traveling employees performing work activities (representing the organization) are work related
  - Traveling employees that deviate from his or her work activities are not work related
  - Traveling employees involved in normal living activities are not work related

**The forth step is to determine if an injury or illness has occurred.**

- Injury—Instantaneous event that has been determined to be work related.
- Illness—Results from anything other than an instantaneous event.
  - Classify an event as either an injury or illness, not both.

### **The fifth step is to determine recordability of work-related injuries**

- Record all work-related deaths and illnesses.
- Record specific cases of non-fatal injuries when:
  - Medical treatment beyond first-aid is given
    - Injuries do not have to be treated by medical personnel
    - Injuries that impair bodily function
    - Injuries that result in damage to the physical structure of a non-superficial nature
    - Injuries that involve complications requiring follow-up medical treatment
  - Loss of consciousness
    - Always recordable
  - Restriction of work or motion
    - Physically or mentally unable to perform normal work activities
    - All or any part of the work shift
    - Applies to either a lost or non-lost work time injury
  - Employee must be transferred to another job

### **The sixth step is to record occupational illnesses.**

An illness is defined as any abnormal condition or disorder, other than one resulting from an occupational injury, caused by exposure to environmental factors associated with employment. It includes acute and chronic illnesses or diseases, which may be caused by inhalation, absorption, ingestion, or direct contact.

- Determine if an illness had been diagnosed before recording.
- Any person trained and experienced can make the determination.
- Record each illness in one of the five categories on the log.
- Never accept suspected illness as an occupational illness without investigation.
- Observe behavior and emotional status.
- Send employee to competent medical personnel for specific examination for health effects.
- Compare the date of illness onset with occupational history.
- Evaluate previous biological or medical monitoring and physical examinations.
- Evaluate laboratory tests.
- Review literature such as MSDS and other reference documents.
- Determine if the illness is occupationally related.
- Was the illness the result of or aggravated by conditions of the work environment?
- Are the suspected agents in or have they been in the workplace?
- Was the employee exposed to these agents?
- Was duration of exposure sufficient to cause an illness?
- Was the illness attributable solely to a non-occupational exposure?

### **Exceptions to presumption of work relationship include:**

- Member of the general public
- Symptoms arising on premises totally due to outside factors
- Voluntary participation in wellness program
- Eating, drinking, and preparing one's own food
- Personal tasks outside working hours
- Personal grooming, self-medication, self-infliction
- Motor vehicle accident in parking lot/ access road during commute
- Cold or flu
- Mental illness, unless employee voluntarily presents a medical opinion stating that employee has a mental illness that is work-related

## FIRST AID TREATMENT

*First aid treatment* is defined as any one-time treatment and any follow-up visit for the purpose of observation of: minor scratches, cuts, burns, splinters, or any other injury which do not ordinarily require medical care. Such one-time treatment, as well as follow-up visit for the purpose of observation, is considered first aid even if it is provided by a physician or registered professional personnel.

- First Aid (Not Recordable)
  - One-time treatment and subsequent observation, and
  - Treatment of only minor injuries, not emergency treatment of serious injuries
- Recordability—Three categories of recordable cases are:
  - Fatalities
  - Injuries and illnesses with lost workdays
  - Injuries and illnesses without lost workdays
- Record all lost workday cases
  - Injured or sick days away from work
  - Inability to work because of injury or illness
  - Employee-restricted work activity
  - Assigned to another job
  - Work less than full time in regular job
  - Cannot fulfill normal job functions
- Count calendar days, starting the day after the incident for the number of lost work days.
  - Day of injury does not count, count first full lost day
  - Vacation and sick days that were not preplanned count as lost workdays

The safest way to determine the legitimacy of an employee's injury or illness is to conduct thorough investigations, have a doctor evaluate any injury or illness, and talk with the employee, the employee's Direct Supervisors and Department Head and any witnesses that may be involved.

## COMPLETING THE [OSHA 300](#) LOG

### Descriptive Section: Columns A-F

#### Column A

- Enter a number that is unique to this case
- Consecutive numbering is best

#### Column B

- Enter full name of injured/ill employee, with middle initial.

**The following types of injuries or illnesses are considered to be privacy concern cases and do not require the employee's name on the [OSHA 300](#) Log:**

- An injury or illness to an intimate body part or to the reproductive system
- An injury or illness resulting from a sexual assault
- A mental illness
- A case of HIV infection, hepatitis, or tuberculosis
- A needle stick injury or cut from a sharp object that is contaminated with blood or other potentially infectious material
- Other illnesses, if the employee independently and voluntarily requests that his or her name not be entered on the log

You must not enter the employee's name on the [OSHA 300](#) Log for these cases. Instead, enter "privacy case" in the space normally used for the employee's name. You must keep a separate, confidential list of the case numbers and employee names for the establishment's privacy concern cases so that you can update the cases and provide information to the government if asked to do so. If you have a reasonable basis to believe that information describing the privacy concern case may be personally identifiable even though the employee's name has been omitted, you may use discretion in describing the injury or illness on the [OSHA 300](#) form. You must enter enough information to identify the cause of the incident and the general severity of the injury or illness, but you do not need to include details of an intimate or private nature.

#### Column C

- Enter regular job title, even if he or she was doing another job at the time of the injury or illness

#### Column D

- Enter date of injury or onset of illness
- Cases do not necessarily fall consecutively

#### Column E

- Enter where the event occurred

#### Column F

- Briefly describe the nature of the injury or illness and the body part that was affected

### **Classifying the Case Section: Columns G-M**

#### Column G

- Enter a check if injury results in a fatality, otherwise enter nothing
- Correct the column if death occurs within five years due to the injury

#### Column H

- Check the column if the case involves days away from work and/or days of restricted activity
- This column will determine seriousness

#### Column I

- Check if the injury involves job transfer or restriction

#### Column J

- Enter other recordable cases

#### Column K

- Enter the number of days the injured or ill worker was away from work

#### Column L

- Enter the number of calendar days the injured or ill worker was;
  - On job transfer
  - Performing restricted work

#### Column M (1-6)

- Evaluate illnesses individually
- Choose the classification of the injury or illness. Check the Injury Column or choose one type of illness.

## **ACCESS TO OSHA RECORDS**

- Maintain records for five years, plus the current year
- Make available to federal and state officials
- Allow employees, former employees, and their representatives to view the 300 logs. Also make logs available for inspection and copying by the aforementioned parties
- Employees can only view the records for their own facility
- Provide access to the [OSHA 300](#) Log in a reasonable manner and at a reasonable time
- The [OSHA 300](#) Log is not confidential

## POSTING REQUIREMENTS

- Post copies of the [OSHA 300A](#) Summary Form with a certifying signature at each establishment from February 1st to April 30th of the year following the year covered by the form
- Post logs even if no injuries or illnesses were experienced
- Post the [OSHA 300A](#) Summary Form no later than February 1
- Do NOT send the [OSHA 300A](#) Summary Form to OSHA
- The most common recordkeeping violation is failure to post

## CORRECTING AN INCORRECT FORM

- Correcting an unrecorded injury or illness:
  - Add the entry in the next available space.
  - Strike out the bottom totals and update to reflect new entry.
- Correcting an entry that should not be on the log:
  - Strike out the entry.
  - Strike out and correct the bottom totals.
  - Initial and date the correction on the 300 Log and explain the change on the First Report of Injury Form.
- If the outcome or extent of an injury or illness changes after you have recorded the case:
  - Draw a line through the original entry or,
  - Delete or white-out the original entry.
  - Write the new entry where it belongs. (Remember, you need to record the most serious outcome for each case)

## FREQUENTLY ASKED QUESTIONS

### ***Does an employee report of an injury or illness establish the existence of the injury or illness for recordkeeping purposes?***

No. In determining whether a case is recordable, the employer must first decide whether an injury or illness, as defined by the rule, has occurred. If the employer is uncertain about whether an injury or illness has occurred, the employer may refer the employee to a physician or other health care professional for evaluation and may consider the health care professional's opinion in determining whether an injury or illness exists.

### ***When is an injury or illness considered work-related?***

An injury or illness is considered work-related if an event or exposure in the work environment caused or contributed to the condition or significantly aggravated a preexisting condition. Work-relatedness is presumed for injuries and illnesses resulting from events or exposures occurring in the workplace, unless an exception specifically applies. The work environment includes the establishment and other locations where one or more employees are working or are present as a condition of their employment.

### ***Which work-related injuries and illnesses should you record?***

Record those work-related injuries and illnesses that result in:

- Death
- Loss of consciousness
- Days away from work
- Restricted work activity or job transfer
- Medical treatment beyond first aid

### ***How do you count the number of days of restricted work activity or the number of days away from work?***

Count the number of calendar days the employee was on restricted work activity or was away from work as a result of the recordable injury or illness. Do not count the day on which the injury or illness occurred in this number. Begin counting days from the day after the incident occurs. If a single injury or illness involved both days away from work and days of restricted work activity, enter the total number of days for each. You may stop counting days of restricted work activity or days away from work once the total of either or the combination of both reaches 180 days.

### ***How do you decide if the case involved restricted work?***

Restricted work activity occurs when, as the result of a work-related injury or illness, an employer or health care professional keeps, or recommends keeping, an employee from doing the routine functions of his or her job or from working the full workday that employee would have been scheduled to work before the injury or illness occurred.

## **First Aid Treatment**

### **Do NOT record the case if it involves only:**

- Using non-prescription medications at non-prescription strength
- Administering tetanus immunizations
- Cleaning, flushing, or soaking wounds on the skin surface
- Using wound coverings, such as bandages, Band-Aids™, gauze pads, Steristrips™, butterfly bandages, etc.
- Using hot or cold therapy
- Using any totally non-rigid means of support, such as elastic bandages, wraps, non-rigid back belts, etc.
- Using temporary immobilization devices while transporting an accident victim (splints, slings, neck collars, or back boards)
- Drilling a fingernail or toenail to relieve pressure
- Draining fluids from blisters
- Using eye patches
- Using simple irrigation or a cotton swab to remove foreign bodies not embedded in or adhered to the eye
- Using irrigation, tweezers, cotton swab or other simple means to remove splinters or foreign material from areas other than the eye
- Using finger guards
- Using massages
- Drinking fluids to relieve heat stress

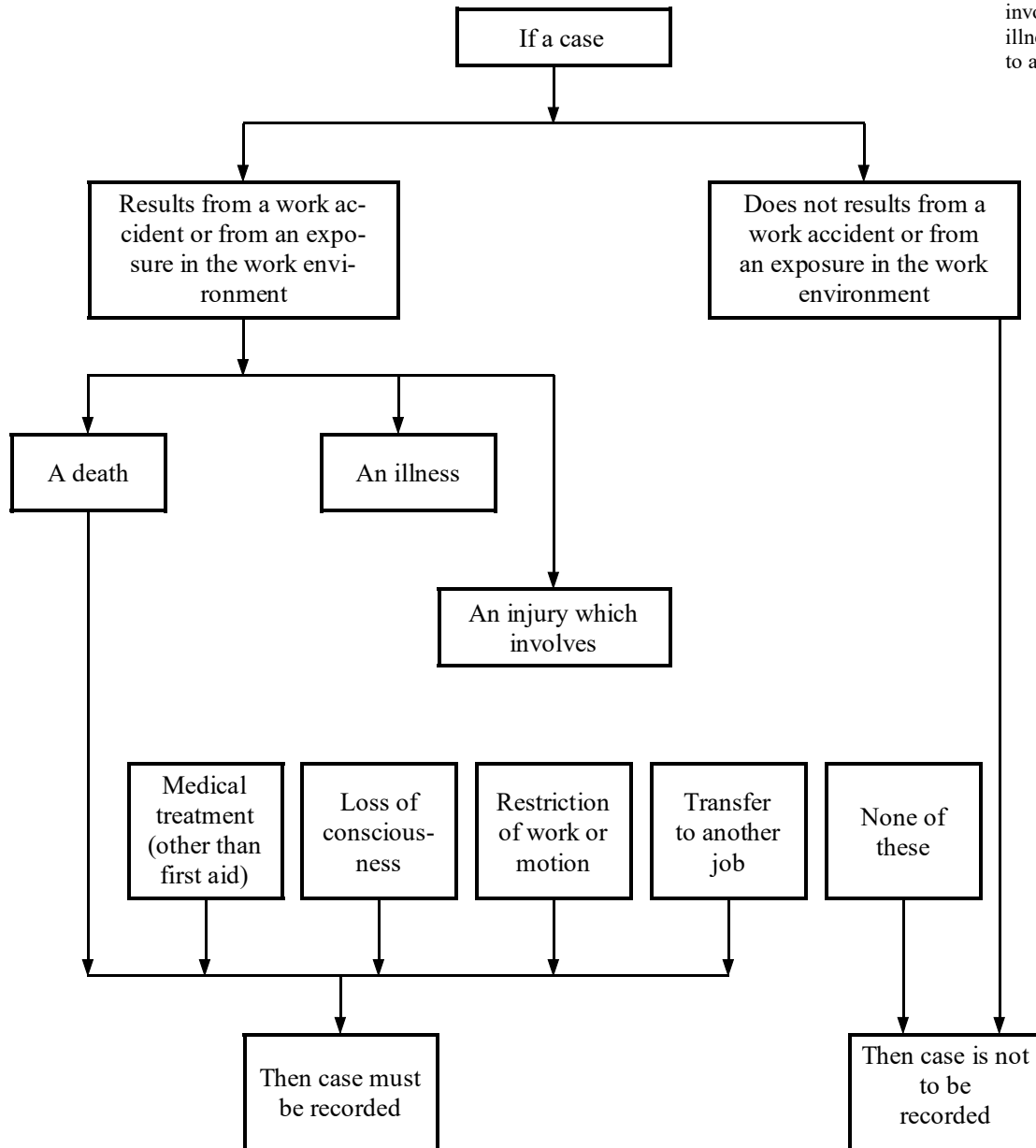
## **Medical Treatment**

### **RECORD the case if it involves:**

- Treatment of infection
- Application of antiseptics during second or subsequent visit to medical personnel
- Treatment of second or third degree burns
- Application of sutures
- Application of butterfly dressing or Steristrips™ in lieu of sutures
- Removal of foreign body embedded in eye
- Removal of foreign bodies from wound if procedure is complicated because of depth, size, or location of embedded foreign body
- Use of prescription medications, except for a single dose administered on first visit for minor injury or discomfort
- Use of hot or cold soaking therapy during second or subsequent visit to medical personnel
- Application of hot or cold compresses during second or subsequent visit to medical personnel
- Cutting away dead skin (surgical debridement)
- Application of heat therapy during second or subsequent visit to medical personnel
- Use of whirlpool bath therapy during second or subsequent visit to medical personnel
- Positive x-ray diagnosis (fractures, broken bones, etc.)
- Admission to a hospital or equivalent medical facility for treatment

# Guide To Recordability Of Cases Under The Occupational Safety And Health Act

Note: A case must involve a death, illness, or injury to an employee





# Section 7

## Lockout/Tagout

# Goodhue County

## LOCKOUT/TAGOUT (ENERGY CONTROL) POLICY

It is the policy of Goodhue County to control hazardous energy by meeting or exceeding the requirements of [29 CFR 1910.147](#); for this reason, this policy and the corresponding lockout/tagout procedures will become an intricate part of our Safety Program.

**The Highway Department and Maintenance employees are the only employees authorized to perform Lockout/Tagout within our County properties.**

An **authorized** employee will completely lock or tag out equipment, machines, or powered tools when:

- Setting up
- Assembling or disassembling
- Servicing or performing maintenance
- The unexpected energizing or start-up of the machine/equipment or the untimely release of stored energy could cause injury

An **authorized** employee will lock or tag out all sources of energy to the equipment or machine, including, but not limited to:

- Electrical
- Hydraulic
- Pneumatic
- Chemical
- Mechanical
- Thermal
- Gravity
- Other

An **authorized** employee will dissipate any and all stored or residual energy affecting their task such as that found in capacitors, springs, flywheels, hydraulic and air systems, gravity, etc.

An **authorized** employee will strictly follow the specific de-energizing procedures.

In order to maintain a safe and hazard free environment for all authorized and affected employees, strict adherence to this lockout/tagout policy and procedures are required. All employees are required to notify their Direct Supervisor of any issues associated with authorized or affected employee participation or non-compliance with this policy. Currently, applicable Supervisors maintain the lock and key portion of the program.

# LOCKOUT/TAGOUT PROCEDURES

## PURPOSE

This program is designed to safeguard all authorized and affected employees who service, maintain, replace parts, or operate machines/equipment. Failure to adhere to these policies/procedures will subject the responsible employee to Goodhue County's disciplinary policy which includes the possibility of dismissal.

## APPLICATION

Whenever servicing or maintenance is performed on equipment or machines where unexpected energizing or start-up of the machine/equipment or the release of stored energy could cause injury, all authorized employees are required to follow the lockout/tagout procedures explained in this program to ensure a zero energy state exists.

## TAGOUT DEVICES

- Shall be a tag distinguishable from other tags as "LOCKOUT EQUIPMENT"
- Shall be attachable by hand, self-locking, and non-releasable (a one-piece, all environment-tolerant nylon cable tie)
- Shall have the authorized employee's name clearly printed on the tag
- Shall warn against hazardous conditions if the machine or equipment is energized and shall include a legend such as the following: Do Not Start. Do Not Open. Do Not Close. Do Not Energize. Do Not Operate.

## TAGOUT LIMITATIONS

- Tags are essentially warning devices affixed to energy isolating devices and do not provide the physical restraint on those devices that is provided by a lock.
- When a tag is attached to an energy isolating means, it is not to be removed without authorization of the authorized person responsible for it and it is never to be bypassed, ignored, or otherwise defeated.
- Tags must be legible and understandable by all authorized employees, affected employees, and all other employees whose work operations are or may be in the area in order to be effective.
- Tags and their means of attachment must be made of plastic, which will withstand the environmental conditions encountered in the workplace.
- Tags may evoke a false sense of security and their meaning needs to be understood as part of the overall energy control program.
- Tags must be securely attached to energy isolating devices so they cannot be inadvertently or accidentally detached during use.

**Note: Tagout must only be used when it is not practical, feasible, or possible for locks to be used in accordance with this section.**

## LOCKOUT DEVICES

- Authorized employees will have available key operated locks and a corresponding number of tags.
- When valves can be locked out, the employee is to use the proper valve lockout device or cable/chain system available.
- When electrical plugs can be locked out, the employee is to use the proper plug container unless the employee maintains complete control.

**Note:** Lockout devices and tags are to be available to any employee who must periodically perform maintenance, replace parts, or inspect any machine where injury could occur if someone inadvertently turned on the unit or to any other employee who needs to lock or tag out equipment to ensure his or her own safety.

**These devices are available to all authorized employees.**

## KEY/LOCK CONTROL

- Duplicate keys are to be destroyed immediately when purchased or kept locked up with access limited to the Department Supervisor or Department Head.
- Only the employee who places the lock or tag is authorized to remove it. The only exception is when the authorized person is off the premises and cannot be reached and it has been determined it is safe to remove the lock/tag. Then, and only then, will the Safety Coordinator, with a witness present, remove the lock using the duplicate key or by cutting. Anytime a lock is removed because of lost keys or any other purpose, the lock can no longer be used in our program. Lockout devices will not be used for any purpose other than to lockout energy sources.
- In the case of personnel changes during an equipment lockout/tagout, there must be an orderly transfer of locks/tags between departing and oncoming employees.
- Lockout devices and/or tags are to indicate the identity of the employee using it.

**NOTE: Although individual locks are issued, our main Lockout Stations are currently located in the maintenance shop and building maintenance shop.**

## TYPES OF ENERGY TO BE LOCKED/TAGGED OUT

### ELECTRICAL

- All machines/equipment/devices
  - Remove plug from electric source, or
  - Move disconnect switch to "off" position, or
  - Move all control circuit breakers to "off" position, then
  - Remove keys from vehicle/equipment (when applicable)

**Note:** Plug containers are not required to be locked or tagged if employee can continuously control the plug from the beginning of the work process to the end.

### PNEUMATIC (AIR AND/OR GASES)

- Ball Valve--Move handle 90° to the "off" position ("off" is perpendicular to direction of flow)
- Globe/Gate Valve--Screw handle clockwise to full "close" position

**Note:** Air will be stored under pressure between the shut off valve on the supply line and the machine (residual energy), and must be bled off to complete de-energizing. Both natural and methane gases may be present throughout our facilities. Extra caution needs to be taken when working on boilers as both gases are used as energy sources.

## MECHANICAL

Secure device so no movement can be attained in any direction prior to servicing/maintenance.

## HYDRAULIC

- Shut off hydraulic pump and lock/tag out its power source
- Use key blocks, wedges, etc. to secure moving parts that are operated hydraulically
- Dissipate stored energy (residual) by bleeding system

## THERMAL

Shut down device creating thermal energy. Air flowing through and time are most likely needed to eliminate most thermal energies. Shade may also be needed with outdoor equipment.

## CHEMICAL

Chemicals on, around, or within equipment/machinery must be isolated through draining, capping, plugging, or controlled release.

## STEAM

Steam may be present or created by work done. Thermal energy must first be isolated. Steam must be controlled by controlled release, containment, or elimination through cooling.

## GRAVITY

Gravity is always present. Gravity scenarios may be created by work done or in the process of preparing for a task. Remember that things that are "up" may come "down".

## RESIDUAL/STORED:

After eliminating its source, bleed off all stored energy in capacitors, flywheels, trapped compressed air, hydraulics etc. before attempting servicing or maintenance.

**Note:** Frequently, hydraulic pressure is used as a "brake" to hold the hydraulic driven portion of the machine in place. When hydraulic pressure is relieved (bled), gravity becomes the energy source and the hydraulic driven device falls uncontrollably. Consequently, it is important to perform the following (LOCKOUT/TAGOUT PROCEDURES) in proper sequence.

## LOCKOUT/TAGOUT PROCEDURES

Procedures for de-energizing and re-energizing each machine must be followed exactly in the order they are written. All procedures will be reviewed/re-approved annually.

- Before working on equipment/machines, authorized employees and their Direct Supervisor or Department Head must evaluate the authorized employee's skill level (**see form at end of section**) to include:
  - Knowledge of specific equipment's mechanics
  - Knowledge of known energy sources within the specific equipment/machine
  - Knowledge of possible unknown energy sources created by work done within the specific equipment/machine
  - A review of specific Lockout procedures for that equipment/machine

The County-specific procedures are in a separate lockout manual located in areas of specific lockout applicable equipment. The Lockout Procedures Form will be used to develop additional specific procedures (**see form at end of section**).

## LOCKOUT PROCEDURE EXEMPTIONS

Below are the exceptions to Lockout Procedures according to the [OSHA](#) Standard.

The employer need not document the required procedure for a particular machine or equipment when **all** of the following elements exist:

- The machine or equipment has no potential for stored or residual energy or re-accumulation of stored energy after shut down which could endanger employees, and
- The machine or equipment has a single energy source which can be readily identified and isolated, and
- The isolation and locking out of that energy source will completely de-energize and deactivate the machine or equipment, and
- The machine or equipment is isolated from that energy source and locked out during servicing or maintenance, and
- A single lockout device will achieve a locker-out condition, and
- The lockout device is under the exclusive control of the authorized employee performing the servicing or maintenance, and
- The servicing or maintenance does not create hazards for other employees, and
- The employer, in utilizing this exemption, has had no accidents involving the unexpected activation or re-energizing of the machine or equipment during servicing or maintenance.

General Procedures are as follows:

### **DE-ENERGIZING**

- Notify affected employees that equipment is being de-energized.
- Shut down machine using normal stopping procedures.
- Remove all energy sources:
  - Electrical
  - Pneumatic
  - Mechanical
  - Hydraulic
  - Chemical
  - Thermal
  - Steam
  - Gravity
- Dissipate stored (residual) energy if present.
- Attach lock or tag where needed.
- Ensure equipment has been disconnected from all energy sources by:
  - Clearing all personnel
  - Attempting to start machine/double check isolation
  - Returning operating controls to neutral or "off" position

### **RE-ENERGIZING**

- Check equipment and immediate area to ensure all tools etc. have been removed and equipment components, guards and shields are in place.
- Check work area to ensure that employees are clear and notified the energy control devices are being removed.
- Verify that controls are in the "off" position (if electrical, use voltmeter to ensure the circuit is not live).
- Remove lock or tag and re-energize the equipment.
- Notify affected employees the equipment is ready for use.

### **TESTING**

- Notify affected employees that lockout devices will be temporarily removed for testing.
- Remove/clear away tools, replace guards.
- Remove Lockout devices.
- Re-energize and test.
- De-energize and reapply Lockout devices.

### **PERIODIC INSPECTIONS (see form at end of section)**

- Periodic inspections will be performed annually by a qualified person to ensure the procedures and requirements of [CFR 1910.147](#) are being followed. Corrections will be made if any deviations or inadequacies are identified.
- The inspection will consist of:
  - A review with each authorized employee about the procedure to de-energize and re-energize all machines/equipment the employee may service, maintain, or operate.
  - Certification of each employee's competence, in writing, showing the date certified, the employee's name, and the inspector's name.

## **Training**

- All authorized employees will receive annual training that meets or exceeds the training required by [CFR 1910.147](#).
- All affected employees will receive annual training that meets or exceeds the training required by [CFR 1910.147](#).

## **Retraining**

- All authorized and affected employees will receive retraining if there is:
  - A change in job assignment
  - A change in machines, equipment, or process that creates a new hazard
  - A change in the energy control procedures
  - A periodic inspection shows an inadequacy or deviation in the employee's knowledge or use of lockout/tagout procedures
- All training or re-training will be documented in writing and kept filed with the Direct Supervisor and Human Resources.

## **Outside Contractors**

- All outside contractors must adhere to these Lockout/Tagout procedures in order to perform service, maintenance, installation etc. on any machines or equipment. Consistent failure to understand and abide by these procedures will prohibit them from performing any work in any of our facilities.
- The specific Department Supervisor or Department Head will review our policy and procedures with the outside contractors to ensure their procedures meet or exceed ours.
- Outside contractors will supply and use their own locks, hasps, tags & lockout devices. If for any reason they must remove their devices before the work is complete, our locks, tags, and hasps will replace theirs prior to the removal of their lockout devices.  
*Note:* If we have any concerns with contractor safety we must report this to our Direct Supervisor immediately. The Supervisor or Department Head should then report to the Safety Coordinator.

## **Group Lockout**

- The Safety Coordinator must be notified and present to directly supervise.
- When more than one authorized employee is performing service, removal, replacement, or maintenance on a machine or equipment, all employees involved will lock or tag all sources of energy by placing their respective locks/tags on the lockout device(s) when used.
- As each employee finishes, they may remove their respective locks/tags. However, all de-energizing and re-energizing procedures must be strictly followed.



**Energy Control Procedure for:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**Scope:** The Lockout/Tagout Program scope covers employees performing servicing and/or maintenance on the previously described equipment. The equipment needs to be completely shut down to perform any service or maintenance.

**Purpose:** To provide specific guidance in accordance with [29 CFR 1910.147](#) to authorized personnel on how to de-energize, isolate, and re-energize the equipment to prevent the unexpected start-up or release of energy that could result in injury or death to an employee or authorized others.

**Authorization:** Maintenance and/or authorized employees trained in lockout and tagout procedures are to install lockout and tagout devices in accordance with established procedures. Lockout/tagout devices will only be removed by the installer. If installer is unavailable, refer to the Lockout/Tagout Policy located in your Safety Manual.

**Violations/Discipline:** Everyone is accountable. Violations of the Lockout/Tagout Program will be handled subject to the existing progressive disciplinary procedures outlined in the Personnel Policy.

**SHUTDOWN PROCEDURES** – (Must perform in exact order listed)

1. **Notify affected employees that equipment/machine is being de-energized.**
2. **Shut down machine normally by:** \_\_\_\_\_
3. **Remove/Isolate energy sources:** (Shut-Down/isolate in Order Listed) **Circle Required LOTO**  
**Devices**

_____ Electrical _____	Install (Lock/Tag—Chain—Block)
_____ Pneumatic _____	Install (Lock/Tag—Chain—Block)
_____ Mechanical _____	Install (Lock/Tag—Chain—Block)
_____ Hydraulic _____	Install (Lock/Tag—Chain—Block)
_____ Gravity _____	Install (Lock/Tag—Chain—Block)
_____ Thermal _____	Install (Lock/Tag—Chain—Block)
_____ Chemical _____	Install (Lock/Tag—Chain—Block)
_____ Steam _____	Install (Lock/Tag—Chain—Block)
4. \_\_\_\_\_ **Dissipate stored energy for:** \_\_\_\_\_
5. **Ensure equipment has been disconnected from all energy sources by:**
  - a) Clear all personnel (ensure they remain clear until procedures are completed)
  - b) Attempt to start machine/check for energy by: \_\_\_\_\_
  - c) Insure operating controls are switched back to the neutral or “OFF” position

**START-UP PROCEDURES**

1. **Check equipment and immediate area to ensure that tools etc. have been removed and equipment components, guards and shields are in place.**
2. **Check work area to ensure that employees are clear and notified that energy control devices are being removed.**
3. **Verify that controls are still in the “OFF” or neutral position.**
4. **Remove locks/blocks/chains and/or tags from energy sources in reverse order as listed above.**
5. **Notify affected employees that equipment is ready for use.**

**Additional Comments:** \_\_\_\_\_

Annual Review By	Date	Comments	Initials

# Periodic Inspection (testing)

EMPLOYEE NAME \_\_\_\_\_ DATE \_\_\_\_\_ TIME \_\_\_\_\_

MACHINE/EQUIPMENT/WORK PERFORMED \_\_\_\_\_

## SHUTDOWN PROCEDURES – (Must be performed in exact order on approved procedure)

### Did Employee:

6. Notify affected employees that equipment/machine is being de-energized. **(Yes/No)**
7. Shut down machine normally by: (How) \_\_\_\_\_ **Correct? (Yes/No)**
8. Remove/Isolate all energy sources: (Shut-Down/isolate must be done in order)
- | (ORDER) | (HOW DONE)       | (DEVICE)          |                          |
|---------|------------------|-------------------|--------------------------|
| _____   | Electrical _____ | install ( _____ ) | <b>Correct? (Yes/No)</b> |
| _____   | Pneumatic _____  | install ( _____ ) | <b>Correct? (Yes/No)</b> |
| _____   | Mechanical _____ | Install ( _____ ) | <b>Correct? (Yes/No)</b> |
| _____   | Hydraulic _____  | Install ( _____ ) | <b>Correct? (Yes/No)</b> |
| _____   | Gravity _____    | Install ( _____ ) | <b>Correct? (Yes/No)</b> |
| _____   | Thermal _____    | Install ( _____ ) | <b>Correct? (Yes/No)</b> |
| _____   | Chemical _____   | Install ( _____ ) | <b>Correct? (Yes/No)</b> |
| _____   | Steam _____      | Install ( _____ ) | <b>Correct? (Yes/No)</b> |
9. \_\_\_\_\_ Dissipate stored energy for: \_\_\_\_\_ **Correct? (Yes/No)**
10. Ensure equipment has been disconnected from all energy sources by:
- d) Clear all personnel-insure they remain clear until procedure are completed \_\_\_\_\_ **Correct? (Yes/No)**
  - e) Attempt to start machine/check for energy by: \_\_\_\_\_ **Correct? (Yes/No)**
  - f) Insure operating controls are switched back to the neutral or "OFF" position \_\_\_\_\_ **Correct? (Yes/No)**

## START-UP PROCEDURES

1. Check equipment and immediate area to ensure tools etc. have been removed and equipment components, guards and shields are in place. **Correct? (Yes/No)**
2. Check work area to ensure all employees are clear and notified that energy control devices are being removed. **Correct? (Yes/No)**
3. Verify controls are still in the "OFF" or neutral position. **Correct? (Yes/No)**
4. Remove locks/blocks/chains and/or tags from energy sources in reverse order as listed above. **Correct? (Yes/No)**
5. Notify affected employees that equipment is ready for use. **Correct? (Yes/No)**
- The employee named above was observed performing lockout/tagout and re-energizing procedures listed above. The employee demonstrated understanding of and proficiency in our published procedures.
  - The employee named above was observed performing lockout/tagout and re-energizing procedures on the machine listed above. The employee **DID NOT** demonstrate proficiency or understanding of our published procedures in the above areas not checked. The employee will be re-trained and re-tested until proficiency is demonstrated.

EMPLOYEE SIGNATURE \_\_\_\_\_

OBSERVER/TESTER SIGNATURE \_\_\_\_\_

# Section 8

## Contractors Safety Program

# Contractor Health & Safety Program

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## Definitions

- **Contract:** A legally binding agreement between Goodhue County and a contractor to provide goods or perform services. All contracts shall be written.
- **Contractor:** A contractor is any person or entity hired to perform work on a contract basis. Contractors are not Goodhue County employees, are not directly supervised by Goodhue County employees, and are paid according to terms of the contract. Also referred to as an Independent Contractor.
- **On-call Contractor:** A contractor who is used on an ongoing basis for Goodhue County to perform work as needed.
- **Sub-contractor:** Any entity or person hired by the contractor to complete parts of the project.

## Program Requirements

- **Contractor Safety Records**
  - Goodhue County will make efforts to hire contractors with good safety records. The bid specifications for contract work will, when possible, include a requirement that contractors have a workers' compensation modifier of 1.1 or lower. Alternatively, bid specifications will include language that weighs workers' compensation modifiers when determining who will be awarded the contract.
  - Before a contractor may be awarded a contract, the contractor must provide Goodhue County with proof of workers' compensation and liability insurance. The coverage must be adequate to provide proper protection to Goodhue County.
- **Insurance Requirements**
  - When a new contract is awarded, the contractor must name Goodhue County on all relevant policies as an "Additional Insured."
  - On-call contractors must provide updated coverage information annually as well as when their coverage changes and when their policies are renewed.
  - Prior to beginning work, the contractor must provide Goodhue County with the appropriate certificates of insurance.
- **Indemnification**
  - Transfers risk to the contractor.
  - The contractor should agree to defend and indemnify Goodhue County for any claim against Goodhue County or Goodhue County's employees, officers, or agents arising from the contractor's acts or omissions.
- **Unsafe acts**
  - If a County of Goodhue employee witnesses a contractor or sub-contractor performing an unsafe act, the employee should report the act to their Direct Supervisor immediately. If action is necessary after evaluating the report, the Supervisor shall report the unsafe act to a person who can stop the act or communicate with the contractor or sub-contractor to stop the act.
  - If a citizen or other non-employee reports an unsafe act, Goodhue County employee who receives the report should provide the report to their Direct Supervisor. It is the responsibility of the Supervisor to investigate the report and, if necessary, stop the act.
  - Employees who are working in conjunction with a contractor or sub-contractor may refuse any work they perceive as dangerous to life or health.

- Written Safety Programs and training
  - Bid specifications should include a requirement that contractors provide any pertinent written Safety Programs to Goodhue County prior to being awarded the contract.
  - Pertinent written Safety Programs are any written Safety Programs that would normally be required by [OSHA](#), other regulatory bodies, or Goodhue County to perform the work in question.
  - Goodhue County will provide any pertinent written Safety Programs to the contractor prior to the beginning of the job.
  - Bid specifications will normally include a requirement that contractors provide records of any pertinent safety training to Goodhue County prior to being awarded the contract.
  - Pertinent safety training is any training that would normally be required by [OSHA](#), other regulatory bodies, or Goodhue County to perform the work in question.
  - Likely jobs/tasks with the appropriate laws/standards are included in the Contractors Handout at the end of this policy. All contractors must read, agree to, and sign this document as part of the contract awarded.
  - After the contract is awarded, but prior to beginning work covered under the contract, Goodhue County will provide the contractor and any sub-contractors with an orientation of Goodhue County operations. This orientation will focus on workplace and project safety. If the contractor has already received this orientation and has all the information that is provided in the orientation, the orientation is not necessary. Orientation topics will normally include but not be limited to:
    - Safe Access to the Work Site
    - Goodhue County Safety Policies
    - Emergency Contact Information
    - Goodhue County Emergency Response Procedures
  - Any County of Goodhue employees who are affected by the contract work must be provided with, read, and understand the contractors and sub-contractors pertinent written Safety Programs.
  - The primary contractor on any project will determine which Safety Program(s) to follow for the contractor's employees and for sub-contractors.
- Sub-contractors
  - Sub-contractors are bound by the same obligations as contractors for the purposes of this program. All sub-contractors must provide certificates of insurance and name Goodhue County as an "Additional Insured" on their policies.
  - Supervision of sub-contractors is the responsibility of the primary contractor who has hired the sub-contractor.
  - The primary contractor is responsible for ensuring that sub-contractors, if any, perform their work in a safe and healthful manner.
  - Sub-contractors must provide a copy of any pertinent written Safety Programs and records of pertinent safety training to Goodhue County and to the primary contractor prior to beginning any work.
- Supervision
  - Goodhue County will designate one manager or Supervisor to act as a liaison to the contractor.
  - The designated representative of Goodhue County has the authority to immediately halt any acts performed by the contractor and sub-contractors.
  - Contractors are responsible for the supervision of their personnel and sub-contractors at all times.
  - All problems must be communicated promptly.

- Large projects
  - Details of fire safety and site security for a large project should be determined prior to awarding a contract and should be written into the bid specifications and the contract. If these details change while the project is in progress, the contract should be amended.
  - If Goodhue County provides employees for Fire Watch, security, etc., those employees are to be supervised by a County of Goodhue Supervisor.
  - Goodhue County employees who participate with the contractor or any sub-contractor as Fire Watch, security, etc. should receive training on any non-routine work they are performing.
- Use of equipment
  - Every effort should be made for contractors and sub-contractors to use their own equipment, and for Goodhue County employees to use Goodhue County equipment. If equipment is shared, there should be a written agreement between the parties on how to handle liability and property damage.
  - In an emergency, a contractor or sub-contractor may use Goodhue County equipment (e.g. using a(n) Goodhue County fire extinguisher to put out a fire).

# Contract Requirement Checklist

Project/Contract: \_\_\_\_\_

\_\_\_\_\_ Contract bid specifications include a requirement of workers' compensation modifier of 1.1 or below, OR include language that weighs the contractors' safety records.

\_\_\_\_\_ Goodhue County is named on the contractor's policy as an "Additional Insured".  
List coverage periods: \_\_\_\_\_

\_\_\_\_\_ The contractor has provided a certificate of insurance to Goodhue County for both liability and workers' compensation. List coverage periods: \_\_\_\_\_

\_\_\_\_\_ Contractor agrees to defend and indemnify entity as well as the employees, officers, and agents of Goodhue County for any claims filed against Goodhue County arising from the contractor's actions.

\_\_\_\_\_ The contractor has provided Goodhue County with the following written Safety Programs:

_____	_____
_____	_____
_____	_____
_____	_____

\_\_\_\_\_ The contractor has provided Goodhue County with the following safety training records:

_____	_____
_____	_____
_____	_____
_____	_____

\_\_\_\_\_ The contractor has attended an orientation session for working with Goodhue County.  
List date: \_\_\_\_\_



# CONTRACTOR HANDOUT

(To be read, signed, and returned by all contractors before they start work for Goodhue County)

The purpose of the Contractors Safety Program is to provide contractors with a clear and concise understanding of the safety requirements and responsibilities while working on Goodhue County's property as well as to reduce exposures that cause personal injury, property damage, and liability losses due to construction, renovation, and demolition of County-owned buildings, facilities, and property. The requirements within this document are not all inclusive but offer guidance in the most common [OSHA](#) Standards applicable to contractual work within the County.

## Contractor Safety Program Objective

- Inform contractors of their responsibilities when working on County property.
- Protect employees, visitors, property, and the environment from potential hazards.
- Comply with all federal and state safety and environmental regulations.

## Contractor General Responsibilities

- Contractors are expected to implement their own environmental health and Safety Programs.
- Prior to starting a project, each contractor is required to review the work site and identify hazards that may occur while performing the job.
- The contractor shall ensure proper environmental health and safety precautions are followed in accordance with the [Occupational Safety and Health Administration's \(OSHA\)](#) and the [Environmental Protection Agency's \(EPA\) Code of Federal Regulations \(CFR\)](#).
- The contractor shall ensure individuals working at the site are trained and are aware of potential hazards. Contractors shall also ensure these individuals are provided with proper safety equipment to prevent accidental injury in accordance with [OSHA's CFR](#).
- The contractor shall ensure all personnel follow the guidelines of [OSHA](#), EPA, and the County, in addition to any guidelines of the jurisdiction(s) in which the operations will be performed.

## Project Manager Responsibilities

- Ensure contractors are aware of their responsibilities under the Contractor Safety Program.
- Ensure contractors have their own Environmental Health and Safety Programs in place in accordance with federal and state regulations.
- Ensure all potential work-site hazards are addressed in the pre-construction planning process.
- Notify County Management of any new developments in the project potentially affecting site environmental health and safety hazards.

## Hazard Information

- Prior to the start of the project, the contractor shall contact the Project Manager to ensure they have received pertinent information for the project including permits, floor plans, and utility information.
- The contractor shall be responsible for the removal and/or disposal of hazardous waste generated from the project. Hazardous waste generated from the project must be removed and disposed of in accordance with federal and state regulations. The Project Manager is available to address any related hazardous waste concerns and must be consulted prior to the removal of any hazardous waste from County property.

**All contractors performing inspections, construction, and repairs on County property are to comply with the requirements of this manual. Failure to adhere to these requirements may result in an immediate shutdown of the work site and a breach of contract with the County.**

# ASBESTOS

## PURPOSE

The purpose of this policy is to inform contractors of their responsibilities under the Asbestos Management Program in order to prevent the unintentional disturbance of Asbestos Containing Materials (ACM). On-site buildings built before 1980 are assumed to contain asbestos until proven otherwise. Types of ACM found in County buildings may include:

- Thermal system insulation (pipe, boiler, breaching, fume hoods)
- Fireproofing (spray-applied insulation, fire doors)
- Compounds (caulking, mastics, adhesives, plaster, joint compound)
- Flooring (vinyl floor tile, sheet goods, resilient)
- Textiles (cloth, rope, fire curtains)
- Cementitious (countertops, chalk boards, roofing and siding shingles)
- Acoustical (ceiling and wall tile).

## RESPONSIBILITIES

Before undertaking any projects of repair, renovation, or construction that may impact asbestos, contractors shall:

- Request from the Project Manager the location of asbestos containing building materials in the work area.
- Ensure all work is compliant with all applicable federal and state regulations.
- Understand if a suspect material is encountered, they should immediately stop work and notify the Project Manager.
- In the event that asbestos is impacted, take all necessary precautions to protect County employees, residents, and visitors from the exposure to asbestos fibers or contamination.
- Make certain their employees and subcontractors have had the appropriate level of awareness training as required by [OSHA](#).
- If negative exposure assessments are mutually agreed upon, the contractor will perform the evaluation and provide their employees with the appropriate personal protection.
- Contact the Project Manager and/or a Supervisor with any questions regarding asbestos.

## REGULATIONS

[OSHA 29 CFR 1910.1001](#), Toxic and Hazardous Substances; [OSHA 29 CFR 1926.1101](#), Asbestos Construction; [DOT49, CFR 171-172](#), Hazardous Materials Transportation Regulation; [EPA 40 CFR 61, Subpart M, NESHAP](#)

## ACCOUNTABILITY

Contractors will be responsible for complying with the above guidelines and for communicating the information to their employees and subcontractors. This includes the implementation of policies and procedures. All work shall be performed in accordance with all applicable laws and regulations.

# BARRICADING/FENCING/TRAFFIC CONTROL

## PURPOSE

To inform contractors of their responsibility to maintain a safe and accessible path-of-travel for all pedestrians (including those with disabilities) around and/or through construction sites. Barricades act as warning devices, alerting others of the hazards created by construction activities, and should be used to control traffic, both vehicular and pedestrian, safely through or around the work site.

## ACTIVITIES

While barricades and traffic control shall be used wherever necessary for the physical protection of people or property, the following is a list of activities where their use may be required:

- Wherever construction debris is dropped without the use of an enclosed chute.
- Areas with temporary wiring operating at more than 600 volts.
- Work areas for electrical equipment with exposed, energized parts.
- The swing radius of the rotating superstructure of cranes, backhoes or other equipment.
- Wherever equipment is left unattended near or on a roadway at night.
- Excavations.
- Areas used for the preparation of explosive charges or blasting operations.
- Street openings, such as manholes.
- Construction areas in energized electrical substations.

## RESPONSIBILITIES

The contractor shall:

- Erect and maintain for the duration of the Contract proper barricades and traffic control including fencing material, traffic cones, A frames, caution tape, and temporary curb ramps complying with all access codes and regulations at all closed crosswalks and existing closed curb ramps.
- Obtain all applicable permits required by the regulations.
- Furnish, erect, and maintain all necessary signs, barricades, lighting, fencing, bridging, and flaggers that conform to the requirements set forth by the newest version of the [MUTCD Field Manual](#) and [OSHA](#).
- Ensure that no construction materials be stored and/or placed on the path-of travel.
- Maintain the construction barriers in a sound, neat, and clean condition.
- Not occupy public sidewalks except where pedestrian protection is provided. Unless absolutely necessary, the Contractor shall not obstruct free and convenient approach to any fire hydrant, alarm box, or utility box.
- Remove barriers and enclosures upon completion of the work in accordance with applicable regulatory requirements.
- Provide protection for pedestrians consistent with all state and federal codes, including the Americans with Disabilities Act.

## REGULATIONS

[OSHA 29 CFR 1926 Subpart G](#) - Signs, Signals, and Barricades; [OSHA 29 CFR 1926](#) – Demolition; [OSHA 29 CFR 1926, Subpart K](#) – Electrical; [OSHA 29 CFR 1926 Subpart N](#) - Cranes, Derricks, Hoists, Elevators, and Conveyors; [OSHA 29 CFR 1926 Subpart O](#) - Motor Vehicles, Mechanized Equipment, and Marine Operations; [OSHA 29 CFR 1926 Subpart P](#) –Excavations; [OSHA 29 CFR 1926 Subpart U](#) - Blasting and Use of Explosives; [Current Version MUTCD \(Minnesota Uniform Traffic Control Devices\) field manual](#), [OSHA 29 CFR 1910](#) General Industry, and any other applicable regulations.

## ACCOUNTABILITY

Contractors will be responsible for complying with the above guidelines and for communicating the information to their employees and subcontractors. This includes the implementation of policies and procedures. All work shall be performed in accordance with all applicable laws and regulations.

# BLOODBORNE PATHOGENS

## PURPOSE

To inform contractors of their responsibilities regarding employee exposure to Bloodborne Pathogens (BBP).

## ACTIVITIES

The Occupational Safety and Health Administration ([OSHA](#)) defines work related exposure to potential Bloodborne Pathogens as reasonably anticipated skin, eye, mucous membrane, or parenteral contact with blood or other potentially infectious materials that may result from the performance of an employee's duties. Construction related work activities such as repair work and renovation projects create an environment where serious injuries, and thus exposure to BBP, are likely to occur.

## RESPONSIBILITIES

Prior to allowing employees access to job sites where work activities related to repair, renovation, or construction projects are completed, contractors shall:

- Identify any potential work activities likely to cause injury, or serious physical harm.
- Establish a written Exposure Control Plan designed to eliminate or minimize potential employee exposure in accordance with federal and state regulation containing the following elements:
  - Employee exposure determinations.
  - The schedule and method for plan implementation.
  - The procedure for the evaluation of circumstances surrounding exposure incidents.
- The Exposure Control Plan must be accessible to all employees.
- The Exposure Control Plan must be reviewed at least annually.
- The Exposure Control Plan must be evaluated by employees potentially exposed to injuries, blood, or other potentially infectious materials.
- Universal precautions shall be observed to prevent contact with blood or other potentially infectious materials.
- Under circumstances in which differentiation between body fluid types is difficult or impossible, all body fluids shall be considered potentially infectious materials.
- Engineering and work practice controls shall be used to eliminate or minimize employee exposure. Where occupational exposure remains after institution of these controls, Personal Protective Equipment shall also be used.
- Ensure all employees have received sufficient training in compliance with federal and state regulations.
- Ensure all employees are provided with adequate Personal Protective Equipment as required by regulations.

## REGULATIONS

[OSHA 29 CFR 1910.1030](#), Bloodborne Pathogens Standard; and any other applicable regulations.

## ACCOUNTABILITY

Contractors will be responsible for complying with the above guidelines and for communicating the information to their employees and subcontractors. This includes the implementation of policies and procedures. All work shall be performed in accordance with all applicable laws and regulations.

# CHAINSAW OPERATIONS

## PURPOSE

To inform contractors of their responsibilities when performing chainsaw activities on County property to ensure all persons are properly protected.

## ACTIVITIES

Required safety practices, means, methods and operations for all types of logging, regardless of the end use of the wood, typically tree trimming and tree removal operations.

## RESPONSIBILITIES

The contractor shall:

- Provide employees with the proper Personal Protective Equipment (PPE) to include but not limited to:
  - Chainsaw chaps
  - Hard hat
  - Eye and face protection
  - Boots made of cut-resistant material
- Have available for use a “Loggers First Aid Kit”.
- Provide training to all employees in accordance to the appropriate state and federal standards including first aid for those in that position.
- Insure the cutting edge of each tool is sharpened in accordance with manufacturer's specifications whenever it becomes dull during the work shift.
- Insure chain saws are started on the ground or where otherwise firmly supported. **Drop starting a chain saw is prohibited.**
- Insure chain saws are not used to cut directly overhead.
- Maintain and repair all mechanical and safety devices according to manufacturer's recommendation.
- Provide and use tools only for purposes they have been designed.
- Secure all equipment/tools when transporting.
- Insure that prior to felling any tree, the chain-saw operator clears away brush or other potential obstacles that might interfere with cutting the tree or interfere with the retreat path.

## REGULATIONS

[29 CFR 1910.266](#) Logging Operations; [29 CFR 1910.95](#) Occupational Noise Exposure; [29 CFR 1910 Subpart O](#), Machinery and Machine Guarding; [29 CFR 1910.212](#), General Requirements for All Machines, and any other applicable regulations.

## ACCOUNTABILITY

Contractors will be responsible for complying with the above guidelines and for communicating the information to their employees and subcontractors. This includes the implementation of policies and procedures. All work shall be performed in accordance with all applicable laws and regulations.

# CONFINED SPACE ENTRY

## PURPOSE

To inform contractors of their responsibilities when performing confined space entry activities on County property. Workers must be protected from toxic, explosive, or asphyxiating atmospheres, and from engulfment when working in and around confined spaces.

## ACTIVITIES

Types of confined space entries include, but are not limited to: telecommunication manholes, HVAC systems, lift stations, crawlspaces, boilers, injector pits, tanks, and water-meter manholes.

## RESPONSIBILITIES

The contractor shall:

- Identify permit-required confined spaces and fill out approved permit.
- Evaluate each confined space for the following:
  - Presence of explosive gases equal to or greater than 10% of the lower explosive limit (initial/continuous).
  - Oxygen Deficiency and Oxygen Enriched Atmospheres (19.5-23.5% only acceptable) (initial/continuous).
  - Concentrations of Carbon Monoxide not more than 35 ppm (initial/continuous).
  - Concentrations of Hydrogen Sulfide not more than 10 ppm (initial/continuous).
  - Concentrations of any other suspect atmospheric hazard (initial/continuous).
  - Electric shock, burns, walking/working surfaces, heat stress, noise hazards, and/or any other recognized hazard.
- Control potential hazards with the following measures:
  - Mechanical – Use proper lockout/tagout procedures when needed to prevent hazards within the confined space.
  - Ventilation – A ventilation fan shall be used for the duration of the job.
  - Slips and Falls – Use caution if shoes and /or ladders are wet or oily. Inspect shoes prior to entry.
  - Burns and Heat Stress – The use of a ventilation fan will provide cooler temperatures. Use caution around hot equipment and avoid overexertion within the space. Take frequent breaks if needed.
- To prevent an explosion, do not use equipment that may cause flame or sparks in an oxygen-enriched atmosphere.
- Personal Protective Equipment (goggles, gloves, dust mask, etc.) shall be worn when a potential hazard exists.
- Retrieval systems (harness, winch, tripod, etc.) in a permit space must be used for rescue and fall protection.
- Obtain any available information about permit space hazards and entry operations from County Management.
- Evaluate and monitor confined space hazards.
- Coordinate entry operations when employees are working in or near the area.
- Inform the Project Coordinator of entry procedures that will be followed.
- Provide documentation of their company's entry procedures to the safety coordinator before work begins.

## RESCUE OPERATIONS

In the event of an emergency requiring entry rescue services, the attendant shall immediately CALL 911 and request a "Confined Space Rescue Team".

## REGULATIONS

[MN Statute 5207.0300-.0304](#) and [OSHA 29 CFR 1910.146](#), Permit Required Confined Spaces; [OSHA 29 CFR 1926.353\(b\)](#), Ventilation for Welding, Cutting, and Heating; [OSHA 29 CFR 1926](#) Subpart E, Subpart M, and any other applicable regulations.

## ACCOUNTABILITY

Contractors will be responsible for complying with the above guidelines and for communicating the information to their employees and subcontractors. This includes the implementation of policies and procedures. All work shall be performed in accordance with all applicable laws and regulations.

# EARTHMOVING EQUIPMENT

## PURPOSE

To inform contractors of their responsibilities on County property when working around earthmoving equipment.

## ACTIVITIES

When working around equipment to include but may not be limited to scrapers, loaders, crawler or wheel tractors, bulldozers, compaction equipment, off-highway trucks, graders, agricultural, rubber tired skid-steer equipment, backhoe, dump and industrial trucks.

## RESPONSIBILITIES

The Contractor shall

- Coordinate a joint contractor-employee safety awareness meeting with employees on site before operations begin.
- Train and monitor affected employees on:
  - Being aware of their surroundings when working around earthmoving equipment.
  - Safe operating procedures of equipment on the work site.
  - Working around utilities and the importance of locates (see also trenching section).
  - Properly approaching mobile earth-moving equipment using visual, voice, or signal communication.
  - Identification of blind spots within vehicles.
  - Equipment inspections.
  - Loading and unloading of equipment and machinery.
- Ensure communication signals between operators and ground personnel are reviewed daily.
- Require and audit the use of Personal Protective Equipment including but not limited to:
  - Class 3 Safety Vest
  - Hardhat
  - Safety Glasses
- Ensure equipment has:
  - An operational backup alarm
  - Proper lighting for conditions
  - Been serviced and maintained according to manufacturer recommendations.
- Ensure significant areas of concern are addressed with employees and subcontractors.

## REGULATIONS

[29 CFR 1926.600](#), [29 CFR 1926.602](#), Motor Vehicles, Mechanized Equipment, and Marine Operations, [Minnesota Statute 5207.1000](#), Earthmoving Equipment, and any other applicable regulations.

## ACCOUNTABILITY

Contractors will be responsible for complying with the above guidelines and for communicating the information to their employees and subcontractors. This includes the implementation of policies and procedures. All work shall be performed in accordance with all applicable laws and regulations.



# ELECTRICAL SAFETY (GENERAL)

## PURPOSE

To inform contractors of their responsibilities when performing work activities that may impact electrical systems on on-site property.

## ACTIVITIES

Construction activities frequently impact electrical systems as part of the planned work activity. Such activities include, but are not limited to:

- Installation of electrical systems, components, machinery, and equipment.
- Alterations of electrical systems, components, machinery, and equipment.
- Maintenance of existing systems and equipment.
- Demolition of existing systems.
- Temporary planned outages.
- Tests and diagnostics.

## RESPONSIBILITIES

Prior to performing activities related to repair, renovation, or construction potentially impacting electrical system components and energized or non-energized machinery, equipment, parts, or systems, contractors shall:

- Identify any potential sources of electrical energy likely to cause death, injury, or serious physical harm.
- Notify the County Project Manager of impact activities prior to the start of work.
- Coordinate planned outages with the Project Manager.
- Ensure all employees performing impact activities have received sufficient training in compliance with federal and state regulations.
- Ensure all employees are provided adequate Personal Protective Equipment (PPE) as required by regulations.
- Ensure all work is performed in accordance with the guidelines of federal and state regulations listed below.
- Ensure all affected employees, contractors, and residents are notified through the County Project Manager prior to impacting building/home electrical systems.
- Follow Lock-Out/Tag-Out procedures for the Control of Hazardous Energy as specified in the [OSHA 29 CFR 1910.147](#) Standard.

## REGUALTIONS

[OSHA 29 CFR 1910.301-.399](#), Electrical Standard; [OSHA 29 CFR 1926, Subpart K](#), Electrical; [OSHA 29 CFR 1910.137](#), Electrical Protective Devices; and [OSHA 29 CFR 1910, Subpart I](#), Revised PPE Standards; and any other applicable regulations.

## ACCOUNTABILITY

Contractors will be responsible for complying with the above guidelines and for communicating the information to their employees and subcontractors. This includes the implementation of policies and procedures. All work shall be performed in accordance with all applicable laws and regulations.



# EMPLOYEE RIGHT TO KNOW/HAZARD COMMUNICATION

## PURPOSE

To inform contractors of their responsibilities under the hazard communication policy regarding potentially hazardous materials present on County job-sites and in County buildings.

## NOTIFICATION

The County is responsible for disclosing site-specific hazards to the contractor. Site-specific hazards may include the presence of chemical, radiological, or biological materials. Disclosure of any site-specific hazards should occur prior to the solicitation process so any precautions to address the identified hazards can be taken into account.

## RESPONSIBILITIES

Contractor shall:

- Maintain and have accessible copies of Safety Data Sheets/Material Safety Data Sheets (MSDS/SDS's) for hazardous chemicals brought onto County property.
- Before use, forward SDS/MSDS's of hazardous materials (that produce strong odors) to County Management for review.
- Maintain an effective hazard communication program.
- Use and store all hazardous or flammable chemicals, liquids, or gases brought onto the project site in approved containers conforming to applicable federal and state regulations.
- Secure permits, if applicable, for the temporary storage of hazardous materials on the project site.
- Ensure that spills of hazardous materials are contained and cleaned-up immediately and that the necessary means and materials are maintained at the work site to accomplish this task.
- Notify the Project Manager immediately of a hazardous material spill.
- In the event the contractor encounters a hazardous material on the project site (e.g. asbestos, lead, PCBs) which has not been rendered harmless, the contractor shall report the condition to the Project Manager.

## ACCESS TO SDS/MSDS

The County will provide SDS/MSDS copies of all hazardous chemicals on site. SDS/MSDS information is available from two sources 24 hours a day:

- Office of Safety Coordinator
- Project Manager

## REGULATIONS

[OSHA 29 CFR 1910.1200](#), Hazard Communication; [OSHA 29 CFR 1926.59](#), Hazard Communication; [MN Statute 5206.0100 thru 5206.1200](#); and any other applicable regulations.

## ACCOUNTABILITY

Contractors will be responsible for complying with the above guidelines and for communicating the information to their employees and subcontractors. This includes the implementation of policies and procedures. All work shall be performed in accordance with all applicable laws and regulations.

# FALL PROTECTION

## PURPOSE

To inform contractors of their responsibilities when performing work at elevated locations on County property.

## ACTIVITIES

Contractors working at unguarded locations above six feet must provide their employees with fall protection. Potential activities requiring fall protection may include working on:

- Water towers
- Below ground confined spaces
- Portable and fixed ladders
- Aerial lifts
- Scaffolds
- Roofs
- Elevated work locations and platforms

## RESPONSIBILITIES

Contractors have the responsibility to:

- Reduce the hazards associated with falls
- Control fall hazards first through engineering controls
- Institute personal fall arrest systems, administrative controls, and training when engineering controls are not feasible
- Have a formal fall protection program in accordance with OSHA requirements
- Have the necessary fall protection equipment to safely perform the job
- Have workers properly trained in the use of fall protection equipment
- Have Supervisors (or competent personnel) who ensure the use of fall protection equipment as required

## REGULATIONS

The contractor's fall protection program shall include, but not be limited to the regulations below:

[OSHA 29 CFR 1926](#) Subpart M, Fall Protection; [OSHA 29 CFR 1910](#) Subpart D, Walking and Working Surfaces; [OSHA 29 CFR 1910](#) Subpart F, Powered Platforms, Man Lifts, Vehicle-Mounted Platforms; [OSHA 29 CFR 1926](#) Subpart L, Scaffolds; [OSHA 29 CFR 1910.67](#), Vehicle-Mounted Elevating and Rotating Work Platforms; [OSHA 29 CFR 1926.453](#), Aerial Lifts; and any other applicable regulations.

## ACCOUNTABILITY

Contractors will be responsible for complying with the above guidelines and for communicating the information to their employees and subcontractors. This includes the implementation of policies and procedures. All work shall be performed in accordance with all applicable laws and regulations.

# HAND AND POWER TOOL SAFETY

## PURPOSE

To inform contractors of their responsibilities under the County's Power Tool Safety Program to ensure the safe working condition of tools and equipment.

## ACTIVITIES

Each contractor shall be responsible for the safe working condition of tools and equipment used by its employees which may include hand and portable power tools and other hand-held equipment.

## RESPONSIBILITIES

Prior to performing activities related to repair, renovation, or construction, contractors shall eliminate or minimize any potential unsafe tools or equipment by implementing the following procedures:

- Each employer shall be responsible for the safe condition of tools and equipment used by its employees.
- Tools shall be inspected at regular intervals and shall be repaired in accordance with the manufacturers' specification.
- Before using a tool, the operator shall inspect it to determine that operating moving parts operate and that the tool is clean.
- Power tools shall be maintained in accordance with the manufacturer's specifications.
- Appropriate Personal Protective Equipment should be worn due to hazards that may be encountered while using portable power tools and hand tools.
- Tools should only be used for their intended purposes.
- All employees should receive instruction on regulations and the safe use of each power tool.

## REGULATIONS

[OSHA 29 CFR 1910.242](#) - Hand and Portable Powered Tools and Equipment; [OSHA 29 CFR 1910.243](#) - Guarding of Portable Powered Tools; [OSHA 29 CFR 1910.244](#) - Other Portable Tools and Equipment; [OSHA 29 CFR 1926.302](#), Power-operated Hand Tools; and any other applicable regulations.

## ACCOUNTABILITY

Contractors will be responsible for complying with the above guidelines and for communicating the information to their employees and subcontractors. This includes the implementation of policies and procedures. All work shall be performed in accordance with all applicable laws and regulations.

# HOT WORK PERMIT

## PURPOSE

To inform contractors of their responsibilities when performing hot work activities on County property. The Hot Work Permit is designed to reduce the potential of an uncontrolled ignition of materials in a hot work area.

## ACTIVITIES

Hot work is any activity that creates heat, flame, sparks, or smoke. Examples of hot work include but are not limited to:

- Brazing/cutting/grinding
- Soldering gas or arc welding
- Torch-applied roofing
- Grinding on metal

## RESPONSIBILITIES

The contractor is responsible for the following on County property:

- Understanding and complying with the County's Hot Work Permit program.
- Having trained employees and approved fire prevention equipment on site prior to performing work.
- Obtaining a Hot Work Permit from the appropriate County department and/or Project Manager prior to the hot work activity.
- Acquiring a Hot Work Permit prior to performing hot work within:
  - Occupied or unoccupied facilities.
  - 35 feet of a building or potential hazard such as a fuel storage tank.
  - Confined spaces regardless of location.
- Coordinating with Facilities Management or Building Management the temporary shutdown of fire systems to prevent possible fire alarm activation and disruption of normal business operations.
- Posting the Hot Work Permit at the job site in an accessible and conspicuous location.
- Submitting the Hot Work Permit to the appropriate County department at the completion of the activity.
- Knowing that copies of the County's Hot Work program are available.
- Conducting their hot work activities in a sound fire safe manner and following the precautions outlined on the Hot Work Permit.
- Assuring that a firewatcher (if applicable) remains on the job for 30 minutes after the completion of the hot work activity.

## REGULATIONS

[OSHA 29 CFR 1926](#) Subpart J, Welding and Cutting; [OSHA 29 CFR 1910](#) Subpart Q, Welding, Cutting, and Brazing; and any other applicable regulations.

## ACCOUNTABILITY

Contractors will be responsible for complying with the above guidelines and for communicating the information to their employees and subcontractors. This includes the implementation of policies and procedures. All work shall be performed in accordance with all applicable laws and regulations.

# INDOOR ENVIRONMENTAL QUALITY

## PURPOSE

To inform contractors of their responsibility to minimize the impact construction-related activities have on indoor environmental quality within County facilities.

## ACTIVITIES IMPACTING AIR QUALITY

Many construction-related activities generate and disperse contaminants that adversely impact indoor environmental quality.

- Activity contaminant/physical agent
- Sanding and grinding create dust, fibers & particulates
- Roofing coal tar pitch volatiles
- Flooring, painting with Volatile Organic Compounds (VOCs)
- Welding and cutting lead, carbon monoxide, nickel, ozone, and heated/burned paint/surface residue
- Demolition asbestos
- Jack-hammering noise, vibration

## RESPONSIBILITIES

Prior to performing construction-related activities including repair projects, contractors shall eliminate or minimize any potential contaminant/physical agent exposures by implementing the following procedures:

- Maintain good housekeeping habits to contain dust and construction debris. Use a HEPA filtered vacuum to minimize recirculation of contaminants.
- Implement engineering controls, such as dilution or stale exhaust ventilation and isolation of mechanical systems.
- Install critical barriers made of polyethylene sheeting on doors, windows, vents, etc. in order to isolate the specific work area.
- To minimize dust, use wet methods when appropriate.
- Have trained employees and approved equipment on site prior to performing work.
- Conduct work activities in a safe manner.
- Use the least toxic material suitable for the application (for example, latex paint rather than oil-based).
- Communicate with County Project Manager to implement effective strategies (for example, working off hours) to minimize occupant exposure.
- Relocate sources of contamination (for example, a diesel generator or tar kettle) away from the building air intake.

## REGULATIONS

The [current regulatory permissible exposure limits](#) (PEL's) as set by the Occupational Safety & Health Administration, and any other applicable regulations.

## ACCOUNTABILITY

Contractors will be responsible for complying with the above guidelines and for communicating the information to their employees and subcontractors. This includes the implementation of policies and procedures. All work shall be performed in accordance with all applicable laws and regulations.

# LEAD BASED PAINT

## PURPOSE

To inform contractors of their responsibilities under the County's Lead Management Program and to provide guidelines to contractors who may potentially impact lead-based paint on County property.

## GENERAL

On-site buildings constructed before 1978 are assumed to contain lead-based paint unless determined by the Office of Safety Coordinator not to contain lead-based paint. Although lead-based paint materials may not present any health hazards while intact, any impact created by demolition or other activities related to renovations or repair projects may present significant health hazards. In the construction industry, most overexposures to lead are found in the trades, such as welding, painting, and demolition.

## RESPONSIBILITIES

Before undertaking any projects of repair, renovation, or construction that may impact lead-based paint, contractors shall:

- Request from the Project Manager the location of lead-containing building materials in the work area.
- Ensure all work is compliant with all regulations cited below.
- In the event that lead-based paint is impacted, take all necessary precautions to protect County employees, residents, and visitors from the exposure to lead dust or contamination. Such measures may include using plastic sheeting to isolate the work area, using wet techniques, and/or using a HEPA vacuum.
- Contact the Project Manager with any questions regarding lead-based paint.

## REGULATIONS

[OSHA 29 CFR 1910.1025](#), Lead in General Industry; [OSHA 29 CFR 1926.62](#), Lead in Construction; [OSHA 29 CFR 1926.103](#), General Industry Respiratory Standard; [EPA 40 CFR 745](#), Lead-Based Paint Poisoning in Certain Residential Structures; [D.C. Law 11-221](#), Lead-Based Paint Abatement and Control Act of 1996; and any other applicable regulations.

## ACCOUNTABILITY

Contractors will be responsible for complying with the above guidelines and for communicating the information to their employees and subcontractors. This includes the implementation of policies and procedures. All work shall be performed in accordance with all applicable laws and regulations.

# LOCKOUT/TAGOUT

## PURPOSE

To inform contractors of their responsibilities when performing lockout/tagout activities on County property to ensure all persons potentially affected by de-energizing or re-energizing of building systems are properly protected and notified.

## ACTIVITIES

Hazardous energy must be isolated or “locked and tagged out” before servicing and/or maintenance activities are performed. The following types of hazardous energies are typically found on County property:

- Electrical
- Pneumatic
- Mechanical
- Thermal
- Hydraulic
- Chemical
- Steam

## RESPONSIBILITIES

The contractor is responsible for the following on County property:

- Having a lockout/tagout program prior to performing work
- Having trained employees prior to performing work
- Understanding and complying with the County’s lockout program
- Informing County Management if their program deviates from the County’s program
- Coordinating with County representatives prior to performing lockout/tagout activities
- Providing their own lockout/tagout equipment that meet [OSHA](#) standards
- Performing lockout/tagout activities in accordance with [OSHA](#) standards.
- Knowing that copies of the County’s program are available.
- Following special procedures for jobs requiring multiple lockout devices and those involving shift or personnel changes.

## REGULATIONS

[OSHA 29 CFR 1910.147](#), The Control of Hazardous Energy; [OSHA 29 CFR 1926.417](#), Locking and tagging of circuits; and any other applicable regulations.

## ACCOUNTABILITY

Contractors will be responsible for complying with the above guidelines and for communicating the information to their employees and subcontractors. This includes the implementation of policies and procedures. All work shall be performed in accordance with all applicable laws and regulations.

# OCCUPATIONAL NOISE EXPOSURE

## PURPOSE

To inform contractors of their responsibilities regarding noise to ensure the County remains in compliance with applicable regulations.

## ACTIVITIES

There are several different types of rules regarding noise for contractors to be mindful of as follows:

- OSHA regulations regarding noise.
- OSHA noise standards consist of a two-stage program:
  - A hearing conservation program must be implemented when employees are exposed to 85 dB on a Time Weighted Average (TWA) (see below) or more in an 8-hour day. These programs include annual audiometric testing and require hearing protection devices, such as earplugs.
  - Engineering or administrative noise controls are required when exposure exceeds 90 db. Engineering controls include redesigning the space to reduce machinery noise, replacing machinery with quieter equipment, enclosing the noise source or enclosing the noise receiver. Administrative controls include mandating the length of time an employee can be exposed to a particular noise source.
- The County may restrict noisy operations during certain designated times (especially night). Generally, restrictions will be discussed prior to issuance of the construction permit.
- The County may impose additional time limitations on particular projects expected to make noise such as not starting work until after 9:00am where work is performed near dormitories when school is in session.

### TWA:

(1) When the sound level,  $L$ , is constant over the entire work shift, the noise dose,  $D$ , in percent, is given by:  $D=100 C/T$  where  $C$  is the total length of the work day, in hours, and  $T$  is the reference duration corresponding to the measured sound level,  $L$ , as given in Table G-16a or by the formula shown as a footnote to that table.

(2) When the work shift noise exposure is composed of two or more periods of noise at different levels, the total noise dose over the work day is given by:  $D = 100 (C(1)/T(1) + C(2)/T(2) + \dots + C(n)/T(n))$ , where  $C(n)$  indicates the total time of exposure at a specific noise level, and  $T(n)$  indicates the reference duration for that level as given by Table G-16a.

(3) The eight-hour time-weighted average sound level (TWA), in decibels, may be computed from the dose, in percent, by means of the formula:  $TWA = 16.61 \log (10) (D/100) + 90$ . For an eight-hour work shift with the noise level constant over the entire shift, the TWA is equal to the measured sound level.

(4) Further explanation and a table relating dose and TWA are given in [OSHA 29 CFR 1910.95](#) App A Section II.

## RESPONSIBILITIES

Contractors must protect their own workers in accordance with OSHA regulations; the public by obeying the regulations and the County polices related to noise. If the County is fined for non-compliance with these regulations, the County will seek retribution from the contractor(s) involved.

## REGULATIONS

[29 CFR 1910.95](#), Occupational Noise Exposure, and any other applicable regulations.

## ACCOUNTABILITY

Contractors will be responsible for complying with the above guidelines and for communicating the information to their employees and subcontractors. This includes the implementation of policies and procedures. All work shall be performed in accordance with all applicable laws and regulations.



# PERSONAL PROTECTIVE EQUIPMENT

## PURPOSE

To inform contractors of their responsibilities under OSHA's Personal Protective Equipment (PPE) standard while performing work on County property.

## RESPONSIBILITIES

Contractors shall provide their employees with Personal Protective Equipment (PPE) including:

- **General Requirements.** ([OSHA 1910.132](#))  
Protective equipment for eyes, face, head, and extremities, protective clothing, respiratory devices, and protective shields and barriers, shall be used wherever it is necessary by reason of hazards of processes or environment, chemical hazards, radiological hazards, or mechanical irritants encountered in a manner capable of causing injury or impairment in the function of any part of the body through absorption, inhalation, or physical contact.
- **Eye and Face Protection.** ([OSHA 1910.133](#))  
Each affected employee shall use appropriate eye or face protection when exposed to eye or face hazards from flying particles, molten metal, liquid chemicals, acids or caustic liquids, chemical gases or vapors, or potentially injurious light radiation.
- **Respiratory Protection.** ([OSHA 1910.134](#))  
Each affected employee shall use appropriate respiratory protection when potentially exposed air contaminated with harmful dusts, fogs, fumes, mists, gases, smokes, sprays, or vapors and when such hazards cannot be reduced or eliminated by effective engineering controls.
- **Head Protection.** ([OSHA 1910.135](#))  
Each affected employee shall wear protective helmets when working in areas where there is a potential for injury to the head from falling objects. Protective helmets shall also be worn to reduce electrical shock hazards when near exposed electrical conductors which could contact the head.
- **Foot Protection.** ([OSHA 1910.136](#))  
Each affected employee shall wear protective footwear when working in areas where there is a danger of foot injuries due to falling and rolling objects, or objects piercing the sole, and where such employee's feet are exposed to electrical hazards.
- **Hearing Protection.** ([OSHA 1910.95\(K\)\(1\)-\(3\)](#))  
Each affected employee shall wear protective earwear whenever noise exposures equal or exceed an 8-hour time-weighted average sound level (TWA) of 85 decibels and when engineering controls cannot reduce or eliminate the hazard (see also "Occupational Noise Exposure section).
- **Hand Protection.** ([OSHA 1910.138](#))  
Each affected employee shall wear protective gloves when working in areas where hands are exposed to hazards such as those from skin absorption of harmful substances; severe cuts or lacerations; severe abrasions; punctures; chemical burns; thermal burns; and harmful temperature extremes.
- **Provide training to each employee who is required to use PPE.**  
Each affected employee must show understanding of training to their specific PPE. Contractors shall provide this training. Upon completion, each employee shall be tested and certified in writing by the trainer. If at any time the trained employee changes work activities requiring different PPE, or exhibits lack of understanding of the required PPE, the employee shall be retrained and re-certified.

## REGULATIONS

[OSHA 29 CFR 1910](#) Subpart I, Personal Protective Equipment; [OSHA 1910.95\(K\)\(1\)-\(3\)](#), Occupational Noise Exposure; [OSHA 29 CFR 1926.52](#), Occupational Noise Exposure; [OSHA 29 CFR 1926 Subpart E](#), Personal Protective and Life Saving Equipment; and any other applicable regulations.

## ACCOUNTABILITY

Contractors will be responsible for complying with the above guidelines and for communicating the information to their employees and subcontractors. This includes the implementation of policies and procedures. All work shall be performed in accordance with all applicable laws and regulations.

# POWERED INDUSTRIAL TRUCKS

## PURPOSE

To inform contractors of their responsibilities under the County's Industrial Truck Program involving the operation and maintenance of applicable vehicles.

## ACTIVITIES

Powered Industrial Trucks include but are not limited to: fork trucks, tractors, platform lift trucks, motorized hand trucks, and other specialized industrial trucks powered by electric motors or internal combustion engines.

## RESPONSIBILITIES

Prior to allowing employees access to job sites where industrial lift trucks are used, contractors shall ensure:

- Vehicles are inspected daily.
- Employees obey all safe operating procedures.
- Any power-operated industrial truck not in safe operating condition shall be removed from service.
- All repairs shall be made by authorized personnel.
- All parts of any such industrial truck requiring replacement shall be replaced only by parts equivalent to those used in the original design.
- No person shall be allowed to stand or pass under the elevated portion of any truck, whether loaded or empty.
- Unauthorized personnel shall not be permitted to ride on powered industrial trucks.
- Operators will sound the horn and use extreme caution when meeting pedestrians, making turns, and traveling through doors.
- When loading trailers, dock plates will be used. Operators will assure dock plates are in good condition and will store on edge when not in use.
- Operators are instructed to report all accidents, regardless of fault and severity.
- All employees are trained in the operation and handling in accordance with federal and state regulations.
- Shall ensure that powered industrial truck engine exhaust gases do not contain more than one percent carbon monoxide for propane fueled trucks or two percent carbon monoxide for gasoline fueled trucks.
- Internal combustion powered industrial trucks operated indoors to ensure that carbon monoxide levels do not exceed those given in [Code of Federal regulations, title 29, section 1910.1000](#) and [5205.0116](#).

## REGULATIONS

[OSHA 29 CFR 1910.178](#), Powered Industrial Trucks; [29 CFR 1910.1000](#) Hazardous Substances, [5205.0116](#) Carbon Monoxide Monitoring; and any other applicable regulations.

## ACCOUNTABILITY

Contractors will be responsible for complying with the above guidelines and for communicating the information to their employees and subcontractors. This includes the implementation of policies and procedures. All work shall be performed in accordance with all applicable laws and regulations.

# SCAFFOLDS

## PURPOSE

To inform contractors of their responsibilities, while performing work on County property, in the use and/or erection of scaffolds.

## RESPONSIBILITIES

Before undertaking any projects of repair, renovation or construction, that may require the use of scaffolds, contractors shall:

- Ensure all employees have received training in compliance with federal and state regulations.
- Contact the County Project Manager with questions regarding scaffolds safety and required precautions.

The contractor shall ensure that scaffolds be:

- Erected and dismantled by competent workers under the supervision of knowledgeable and experienced Supervisors.
- Erected on sound and rigid footing, capable of carrying the maximum intended load without settling or displacement.
- Securely fastened with all braces, pins, screw jacks, base plates, and other fittings installed as required by the manufacturer.
- Limited to Authorized Personnel only, especially after working hours.
- Equipped with standard guardrails and toe boards on all open sides and ends of platforms four (4) to ten (10) feet in height.
- Provided with a screen with maximum ½ inch openings between the toe board and the guardrail, where persons are required to work or pass under the scaffold.
- Replaced or repaired immediately if scaffolds and accessories have any defective parts.
- Provided with an access ladder or equivalent safe access.

The contractor shall ensure that planking be:

- Scaffold grade or equivalent.
- Overlapped a minimum of 12 inches or secured from movement.
- Extended over their end supports not less than 6 inches or more than 12 inches.

## REGULATIONS

[OSHA 29 CFR 1926](#), Subpart L, Scaffolds; [OSHA 29 CFR 1910.28](#), Safety requirements for scaffolds; and any other applicable regulations.

## ACCOUNTABILITY

Contractors will be responsible for complying with the above guidelines and for communicating the information to their employees and subcontractors. This includes the implementation of policies and procedures. All work shall be performed in accordance with all applicable laws and regulations.

# TRENCHING/EXCAVATIONS

## PURPOSE

To inform contractors of their responsibilities while performing trenching and excavation operations on County property.

## GENERAL

Excavations include, but are not limited to, operations such as drilling, digging and trenching.

## RESPONSIBILITIES

Contractors shall apply the following safety controls.

- Before any excavation work begins, underground utilities shall be identified and the locations of underground pipes, electrical conductors, gas lines, or other structures shall be marked.
- Evaluation is required of the trenching site by a "competent person" who knows and is trained to identify soil types, proper protective systems, and hazardous conditions.
- Contact Gopher State One Call at 1-800-252-1156 or 651-454-0002 for procedures and notification requirements.
- Conduct a daily inspection of the excavation and the adjacent areas prior to work and as needed during the workday. If there are any unsafe conditions, work shall stop in the excavation and personnel removed until the problems are corrected. Inspection forms are available through the Project Manager.
- Monitor and recognize hazardous atmospheres and conditions such as vibration, external loads, weather conditions, ground water conditions and confined spaces.
- Check all protective material or equipment for any damage.
- When excavations are deeper than 4 four feet, ladders or steps shall be located so that a worker does not need to travel more than 25 feet in the excavation before being able to exit. See Confined Space Standard [5207.0300-0304](#) and [OSHA 29 CFR 1910.146](#) for testing before employees enter excavations greater than 4 feet in depth.
- Each employee in an excavation shall be protected from cave-ins by an adequate protective system designed in accordance with [OSHA Standard 1926, Subpart P](#).
- Examination of the ground by a competent person for excavations less than five (5) feet in depth must present no indication of a potential cave-in hazard. If a cave-in hazard exists, protective systems are required.
- When excavations are deeper than five (5) feet, the sides shall be provided with a protective system (shored, braced, or sloped sufficiently) to protect against hazardous ground movement.
- When heavy equipment will be operated nearby, the shoring or bracing shall be able to withstand this extra load regardless of the depth of the excavation. For any excavation that a person will enter, all dirt, debris, and excavation material shall be effectively stored or retained at least two (2) feet from the edge of the excavation.
- Adequate protection from hazards associated with water accumulation should be in place before working in excavations.
- Signs and Barricades shall be displayed at all excavation/trenching sites.
- All excavations into which a person could fall or trip shall be guarded. While work is being performed in or near the opening, the guards surrounding the area shall be maintained.
- Barricades should be at least three (3) to five (5) feet high shall be spaced no further than ten (10) feet apart and yellow and black "Caution, Do Not Enter" construction tape shall be stretched securely between the barricades.
- A registered professional engineer shall design excavations more than twenty feet deep.
- Excavations should be covered and not left open overnight, whenever possible.

## REGULATIONS

[OSHA 29 CFR 1926](#), Subpart P, Trenching and Excavations; [OSHA 29 CFR 1926.650-652](#), Excavation requirements and any other applicable regulations.

## ACCOUNTABILITY

**Contractors will be responsible for complying with the above guidelines and for communicating the information to their employees and subcontractors. This includes the implementation of policies and procedures. All work shall be performed in accordance with all applicable laws and regulations.**

# TO ALL CONTRACTORS

Attached is Goodhue County's Safety Program Guidelines for Construction, Maintenance, and Services. This Guide is for all contractors, subcontractors, vendors, suppliers, consultants, their employees, and all others who may be involved in work on County property.

This program must be read and strictly observed by all when working on any County property. There are no exceptions to these guidelines. Any contractor, subcontractor, supplier, vendor, or consultant not complying with these guidelines may be ordered to stop the job until the condition is corrected and are subject to dismissal. Any costs incurred by non-compliance will be borne by the contractor, subcontractor, vendor, supplier or consultant.

If there are any questions about any part of this Guideline the contractor, subcontractor, vendor, supplier or consultant is to contact the County Project Manager immediately. Prior to commencement of work the contractor, subcontractor, vendor, supplier or consultant must initial below applicable sections and sign/return this page to the Project Manager for filing.

- |   |  |
|---|--|
| <input type="checkbox"/> INTRODUCTION                         | <input type="checkbox"/> HAND AND POWER TOOL SAFETY    |
| <input type="checkbox"/> ASBESTOS                             | <input type="checkbox"/> HOT WORK PERMIT               |
| <input type="checkbox"/> BARRICADING /FENCING/TRAFFIC CONTROL | <input type="checkbox"/> INDOOR ENVIRONMENTAL QUALITY  |
| <input type="checkbox"/> BLOODBORNE PATHOGENS                 | <input type="checkbox"/> LEAD BASED PAINT              |
| <input type="checkbox"/> CHAINSAW OPERATIONS                  | <input type="checkbox"/> LOCKOUT/TAGOUT                |
| <input type="checkbox"/> CONFINED SPACE ENTRY                 | <input type="checkbox"/> OCCUPATIONAL NOISE EXPOSURE   |
| <input type="checkbox"/> EARTHMOVING EQUIPMENT                | <input type="checkbox"/> PERSONAL PROTECTIVE EQUIPMENT |
| <input type="checkbox"/> ELECTRICAL SAFETY (GENERAL)          | <input type="checkbox"/> POWERED INDUSTRIAL TRUCKS     |
| <input type="checkbox"/> EMPLOYEE RIGHT TO KNOW/HAZARD COM.   | <input type="checkbox"/> SCAFFOLDS                     |
| <input type="checkbox"/> FALL PROTECTION                      | <input type="checkbox"/> TRENCHING & EXCAVATIONS       |

I have read the applicable sections (as initialed above), understand them, and will follow Goodhue County's Contractor Safety Program Guidelines while working on any County property. I will ensure that my employees, subcontractors, and suppliers have received a copy of and will comply with the criteria set out in Goodhue County's Contractor Safety Guidelines.

---

**BUSINESS/CONTRACTOR NAME**

---

**ADDRESS/PHONE#**

---

**SIGNATURE/TITLE**

---

**DATE**

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# Section 9

## Earthmoving Equipment

# Goodhue County

## EARTHMOVING EQUIPMENT

Goodhue County is intent on protecting all employees, vendors, outside contractors, and the public from the hazards of Earth Moving Vehicles. We as a County will train and implement this written program in compliance with...

[29 CFR 1926.600](#)

[29 CFR 1926.602](#)

[Minnesota Statute 5207.1000](#)

This policy is applicable to all Highway employees operating and working around earthmoving equipment such as scrapers, loaders, crawler or wheel tractors, bulldozers, compaction equipment, off-highway trucks, graders, rubber tired skid-steer equipment, and backhoe, dump, or industrial trucks as described in the OSHA Standard and within this policy.

These rules apply to all operators and ground personnel working with and around the earthmoving equipment listed above.

The training program will include the following:

- General Safety
  - Working Around Equipment
  - Safe Operating Procedures
  - Working Around Utilities
  - Contractors
- Approaching Mobile Earth-Moving Equipment
  - Visual, Voice, or Signal Communication
  - Blind Spot Identification
- Daily Equipment Instruction
- Equipment Inspection
- Loading and Unloading
- Training/Testing

# GENERAL SAFETY FOR EARTH-MOVING EQUIPMENT

## Working Around Equipment

Working around earth-moving equipment is a hazardous part of your job. Because of this, the following are important to remember:

- Always back towards equipment.
- If you observe abnormalities (front wheels off ground and spinning etc.), notify operator immediately.
- Ensure communication is understood at all times.
- Keep all hand tools (shovels etc.) away from equipment.
- When marking a depth or spot for operator, move well away from area marked.
- Ensure ground or trench remains stable while working.
- Each employee working on the ground shall be provided with and required to wear a high visibility warning vest or other high visibility garments.
- Employees shall be trained initially before beginning work that exposes them to mobile earth-moving equipment. The employer shall retain employee training records for the duration of the project.
- Maintain visual contact with operator.
- Maintain a defensive stance at all times and assume that the operator cannot see you.
- **Never turn or work with your back to the equipment.**

## Safe Operating Procedures (SOP)

Safe Operating Procedures of equipment, including traveling, backing, parking, maintenance, and operation:

- When entering earthmoving equipment, a “three-point-contact” method of entering vehicle must be utilized.
- All earthmoving equipment mentioned above shall have a service-braking system capable of stopping and holding the equipment fully loaded.
- All bi-directional machines, such as rollers, compactors, front-end loaders, bulldozers, and similar equipment, shall be equipped with a horn that is distinguishable from the surrounding noise level and operated as needed when the machine is moving in either direction. The horn shall be maintained in an operative condition.
- No employer shall permit earthmoving or compacting equipment (which has an obstructed view to the rear) to be used in reverse gear unless the equipment has in operation a reverse signal alarm distinguishable from the surrounding noise level or an employee signals that it is safe to do so or is guided by a spotter (see also end of section).
- Operators must use safety belt at all times to ensure control over rough terrain.
- Provided personal protective equipment (PPE) must be worn at all times. This may include but not be limited to: hard hat, gloves, safety boots, and eye and ear protection.
- Never allow riders on equipment.
- Rules for traveling on roadways:
  - Ensure slow moving vehicle triangle is visible.
  - If equipment is equipped with bucket, ensure it is in the curled or closed position.
  - Be cautious of other drivers.
  - Follow all traffic laws and signs.
  - If equipped, ensure boom and swing locks are in position.
  - Maintain your “cushion of safety.”
  - Be aware of side and overhead clearances.
- Scissor points on all front-end loaders, which constitute a hazard to the operator during normal operation, shall be guarded.



- All vehicles shall have a service brake system, an emergency brake system, and a parking brake system. These systems may use common components and shall be maintained in operable condition.
- Whenever visibility conditions warrant additional light, all vehicles or combinations of vehicles in use shall be equipped with at least two headlights and two taillights in operable condition.
- All vehicles, or combination of vehicles, shall have brake lights in operable condition regardless of light conditions.
- When mobile earthmoving equipment is operated during times of darkness or low light conditions, the equipment, if designed to function equally in both forward and reverse directions, such as compaction equipment, bulldozers, motor graders, loaders, and skid-steer loaders, shall be equipped with at least two headlights for forward travel and provided with adequate lighting.
- Maintain a cushion of safety around, behind, and underneath equipment.
- Ensure ground stability prior to operating in an area.
- Equipment with swing arms, such as a backhoe, must maintain a secure swing radius.
- When leaving equipment, turn off and take keys.

### **Working Around Utilities**

- The estimated location of utility installations, such as sewer, telephone, fuel, electric, water lines, or any other underground installations that reasonably may be expected to be encountered during excavation work shall be determined prior to opening an excavation. Utility companies or owners shall be contacted and advised of the proposed work and asked to establish the location of the utility underground installations prior to the start of actual excavation. When excavation operations approach the estimated location of underground installations, the exact location of the installations shall be determined by safe and acceptable means, e.g. hand dig.
- While the excavation is open, underground installations shall be protected, supported, or removed as necessary to safeguard employees.

### **Contractors**

- If the mobile earthmoving equipment contractor exposes other contractor's employees to the hazard of mobile earthmoving equipment, the controlling employer, such as the general contractor or construction Supervisor, for the project shall coordinate a joint contractor-employee safety awareness meeting between contractors and employees onsite. The awareness meeting will consist of the following:
  - Communication Signals
  - Personal Protective Equipment
  - Personnel Responsibilities/Assignments
  - General Safety Rules
  - Significant Areas of Concern
- The employee safety awareness meeting shall be documented, identifying when the meeting was held and who attended, including a brief summary of what was reviewed. Documentation shall be retained for the duration of the project.

# APPROACHING MOBILE EARTHMOVING EQUIPMENT

## Visual, Voice, or Signal Communication

The safe work procedures on how to approach mobile earthmoving equipment, whether in use or idling, include:

- **Vocal Communication**  
A conversation, yelled or otherwise, with the operator prior to approaching earthmoving equipment is required to ensure both operator and ground worker are aware of each other's movements at all time.
- **Visual Communication**  
Hand and arm signals must be reviewed before operations begin. These movements, along with vocal communication, are crucial when working in or around mobile earthmoving equipment.
- **Operator Responsibilities**  
The operator must adhere to the above. When approached by personnel from any angle, the operator must do the following.
  - Place the transmission in neutral.
  - Set the parking brake.
  - Indicate it is safe to approach the equipment by using assigned communication methods.

## Blind spot identification

- It is the operator's responsibilities to know the locations of blind spots in their equipment. Ensure blind spots are checked before changing directions and when you may be unaware of workers movements on the ground.
- Operator must shift or lean as needed to check blind spots.
- Never assume that workers can see your equipment.
- When backing, use extreme caution and back *slowly*. Use a spotter if necessary. Spotter and operator must be familiar with mutually agreed-upon signals (see end of section).
- If the operator is ever in doubt, *stop!*
- Always be aware of side and overhead clearances; when in doubt, choose a different path of approach.

## DAILY EQUIPMENT INSTRUCTION

Safe operating procedures and instruction for mobile earthmoving equipment is done on a continuous basis. Policies and procedures shall be reviewed periodically. Communication methods shall be reviewed prior to starting work.

## EQUIPMENT INSPECTION

**Vehicles shall be maintained in operable condition according to vehicle maintenance manuals and OSHA and DOT regulations. All earthmoving equipment in use shall be checked at the beginning of each job to assure that following parts, equipment, and accessories are in safe operating condition and free of apparent damage that could cause failure while in use (see form at end of section):**

- Service brakes, including trailer brake connections, parking system (hand brake), and emergency stopping system
- Tires
- Horn
- Steering mechanism/coupling devices
- Seat belts
- Operating controls
- Lights
- Reflectors
- Windshield wipers
- Fire extinguishers
- Defrosters
- Misc. equipment/safety features

**Note: All defects shall be corrected before the vehicle is placed in service.**

## LOADING AND UNLOADING

- Be familiar with equipment.
- Ensure permits are adequate and up to date (may require escort).
- Ensure ramps are secured and rated for equipment.
- Ensure ramps and trailer surfaces are clean.
- Load slowly.
- Use a spotter to assist in guiding when required.
- Ensure all hand signals are understood.
- If you cannot see spotter, *stop*, continue when spotter is back in view.
- After equipment is loaded, always put in park and apply brake.
- Always remove key.
- Secure equipment with chains or tie down cables. Use the four point system-tie down in four locations.
- Secure ramps.
- Remove slow-moving vehicle triangle when transporting.

# TRAINING/TESTING

## Operator must be confident in skills of operation:

- Visual, voice, and/or signal communication
- Control identification
- Securing vehicle when approached
- Identification of blind spots on equipment
- Conducting daily equipment inspections according to the manufacturer
- Safe and smooth operation when:
  - Traveling
  - Backing
  - Parking
  - Loading for transport
  - General operation


## Training

- Training is required for all employees prior to beginning of scheduled project and is accomplished by the employee's Direct Supervisor or responsible party.

## Testing

- After the classroom training requirements have been met, the Supervisor or responsible party may identify and train (hands-on operational test) those employees who lack the experience or ability required by Management.
- The road test (**see forms at end of section**) verifies the proficiency of the operator in the following:
  - Understands and performs equipment inspection prior to starting project.
  - Utilizes Personal Protective Equipment (PPE) as required.
  - Uses "three-point-contact" to enter equipment safely.
  - Checks for cleanliness (controls, inside cab, no loose tools).
  - Wears safety belt.
  - Checks blind spots by shifting or leaning in seat.
  - Shows proficiency and knowledge of all controls.
  - Maintains a "cushion of safety" when driving on public roads.
  - Follows recommended procedures for loading and unloading equipment.
  - Checks work site for ground stability prior to operation.
  - Checks overhead and side clearances at work site prior to operation.
  - Knows procedure when approached by a worker while operating machinery.

# Equipment Road Test

 <p><b>BACKHOE</b></p>	<b>SATISFACTORY</b>	<b>NEEDS IMPROVEMENT</b>	<b>RE-TEST</b>
<b>Performs equipment inspection properly</b>			
<b>Uses Personal Protective Equipment (PPE) when appropriate</b>			
<b>Uses “three-point-contact” when entering and exiting the cab</b>			
<b>Keeps inside cab and controls clean and free of loose tools</b>			
<b>Wears safety belt</b>			
<b>Checks blind spots by shifting or leaning in seat</b>			
<b>Shows proficiency and knowledge of all controls pertaining to equipment</b>			
<b>Maintains an adequate “cushion of safety” when driving on a public road</b>			
<b>Follows recommended procedures while loading and unloading equipment</b>			
<b>Checks worksite for ground stability prior to operation</b>			
<b>Checks worksite for overhead and side clearances</b>			
<b>Familiar with boom swing radius</b>			
<b>Knows procedure when approached by a worker while operating machinery</b>			

**Date:** \_\_\_\_\_ **Operator:** \_\_\_\_\_

**Observer:** \_\_\_\_\_

**Comments:**  
 \_\_\_\_\_  
 \_\_\_\_\_

# Equipment Road Test



## Skid Steer

	<b>SATISFACTORY</b>	<b>NEEDS IMPROVEMENT</b>	<b>RE-TEST</b>
<b>Performs Equipment Inspection Properly</b>			
<b>Uses Personal Protective Equipment (PPE) when appropriate</b>			
<b>Uses “three-point-contact” when entering and exiting the cab</b>			
<b>Keeps inside cab and controls clean and free of loose tools</b>			
<b>Wears safety belt</b>			
<b>Checks blind spots by shifting or leaning in seat</b>			
<b>Shows proficiency and knowledge of all controls pertaining to equipment</b>			
<b>Maintains an adequate “cushion of safety” when driving on a public road</b>			
<b>Follows recommended procedures while loading and unloading equipment</b>			
<b>Checks worksite for ground stability prior to operation</b>			
<b>Checks worksite for overhead and side clearances</b>			
<b>Knows procedure when approached by a worker while operating machinery</b>			

**Date:** \_\_\_\_\_ **Operator:** \_\_\_\_\_

**Observer:** \_\_\_\_\_

**Comments:**

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# Equipment Road Test

 <p><b>Dump Truck</b></p>	<b>SATISFACTORY</b>	<b>NEEDS IMPROVEMENT</b>	<b>RE-TEST</b>
<b>Performs Equipment Inspection Properly</b>			
<b>Uses Personal Protective Equipment (PPE) when appropriate</b>			
<b>Uses “three-point-contact” when entering and exiting the cab</b>			
<b>Keeps inside cab and controls clean and free of loose tools</b>			
<b>Wears safety belt</b>			
<b>Checks blind spots by shifting or leaning in seat</b>			
<b>Shows proficiency and knowledge of all controls pertaining to equipment</b>			
<b>Maintains an adequate “cushion of safety” when driving on a public road</b>			
<b>Checks worksite for overhead and side clearances</b>			
<b>Knows procedure when approached by a worker while operating machinery</b>			

**Date:** \_\_\_\_\_ **Operator:** \_\_\_\_\_

**Observer:** \_\_\_\_\_

**Comments:**  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Equipment Road Test



**Front End Loader**

	<b>SATISFACTORY</b>	<b>NEEDS IMPROVEMENT</b>	<b>RE-TEST</b>
<b>Performs Equipment Inspection Properly</b>			
<b>Uses Personal Protective Equipment (PPE) when appropriate</b>			
<b>Uses “three-point-contact” when entering and exiting the cab</b>			
<b>Keeps inside cab and controls clean and free of loose tools</b>			
<b>Wears safety belt</b>			
<b>Checks blind spots by shifting or leaning in seat</b>			
<b>Shows proficiency and knowledge of all controls pertaining to equipment</b>			
<b>Maintains an adequate “cushion of safety” when driving on a public road</b>			
<b>Follows recommended procedures while loading and unloading equipment</b>			
<b>Checks worksite for ground stability prior to operation</b>			
<b>Checks worksite for overhead and side clearances</b>			
<b>Knows procedure when approached by a worker while operating machinery</b>			

Date: \_\_\_\_\_ Operator: \_\_\_\_\_

Observer: \_\_\_\_\_

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



# Equipment Road Test



## Grader

	<b>SATISFACTORY</b>	<b>NEEDS IMPROVEMENT</b>	<b>RE-TEST</b>
<b>Performs Equipment Inspection Properly</b>			
<b>Uses personal protective equipment when appropriate</b>			
<b>Uses “three-point-contact” when entering and exiting the cab</b>			
<b>Keeps inside cab and controls clean and free of loose tools</b>			
<b>Wears safety belt</b>			
<b>Checks blind spots by shifting or leaning in seat</b>			
<b>Shows proficiency and knowledge of all controls pertaining to equipment</b>			
<b>Maintains an adequate “cushion of safety” when driving on a public road</b>			
<b>Follows recommended procedures while loading and unloading equipment</b>			
<b>Checks worksite for ground stability prior to operation</b>			
<b>Checks worksite for overhead and side clearances</b>			
<b>Knows procedure when approached by a worker while operating machinery</b>			

**Date:** \_\_\_\_\_ **Operator:** \_\_\_\_\_

**Observer:** \_\_\_\_\_



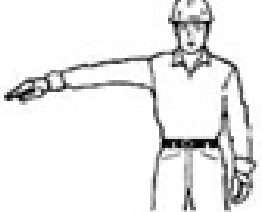
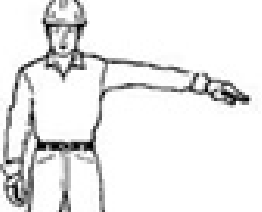



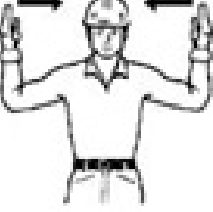

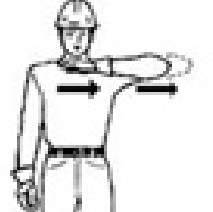
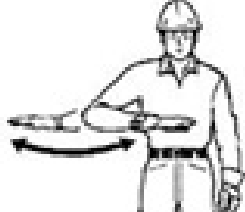
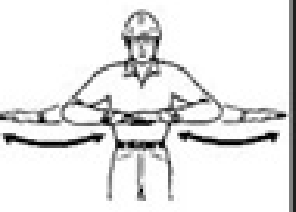
**Comments:**


\_\_\_\_\_

\_\_\_\_\_


\_\_\_\_\_

## EXCAVATOR HANDSIGNALS


 <b>Load Up</b>	 <b>Load Down</b>	 <b>Swing Left</b>	 <b>Swing Right</b>
 <b>Turn Left</b>	 <b>Turn Right</b>	 <b>Travel</b>	 <b>This Far To Go</b>
 <b>Everything Slow</b>	 <b>Stop Engine</b>	 <b>Stop</b>	 <b>Emergency Stop</b>




**Back,  
turn right**




**Back,  
turn left**




**Back  
up**



**Slow  
down**




**Stop**



**Move  
forward**

## Spotter Signals



**Distance  
left to back**

# EQUIPMENT CHECKLIST

Equipment Type/ID \_\_\_\_\_

Date \_\_\_\_\_

Item	Condition	Specific Comments Regarding Defect
Previous Defects		
Brakes (parking, service & emergency)		
Steering		
Clutch		
Hydraulic System		
Electrical System		
Safety Equipment		
Fire Extinguisher		
Booms		
Stabilizers		
Windows		
Lights		
Fluid Levels		
Attachments		
Overall Condition		

Last Serviced	Date	Next Scheduled Service
Last Greased	Date	Next Scheduled Grease

Comments:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Defects Reported To: \_\_\_\_\_

Inspected By: \_\_\_\_\_

# **Section 10**

## **Hearing Conservation**

# Goodhue County

## HEARING CONSERVATION/NOISE EXPOSURE POLICY

Goodhue County is committed to complying with both the intent and spirit of the Occupational Noise Exposure standard outlined in [29 CFR 1910.95](#).

It is our intent to reduce the occupational noise that employees are exposed to below an 8-hour Time Weighted Average (**TWA**) of 85 decibels within our facilities (see below computations). When feasible, this will be done through engineering or administrative controls. Until these controls are in place and have proven to be effective, hearing protection will be required in specific areas for specific duties in the Maintenance and Highway departments both on and off site while these duties are being performed. In addition, annual hearing tests are currently required for all Highway employees. The Safety Coordinator will monitor changes/additions to decibels above 85 in all areas to ensure current and future processes requiring hearing protection are identified and adequate protection is provided.

This policy is applicable to all employees exposed to decibels over 85 based on a time weighted average (TWA) as described in the [OSHA](#) Standard and within this policy.

The procedures outlined in this section of the manual are designed to protect the hearing of our employees and ensure that employees are and will remain in compliance with the above-mentioned standards. It is imperative that employees follow these procedures.

### Computation of Employee Noise Exposure

<u>Decibels</u>	<u>Hours</u>	<u>Decibels</u>	<u>Hours</u>
90.....	8	110.....	0.5
91.....	7.0	111.....	0.44
92.....	6.1	112.....	0.38
93.....	5.3	113.....	0.33
94.....	4.6	114.....	0.29
95.....	4	115.....	0.25
96.....	3.5	116.....	0.22
97.....	3.0	117.....	0.19
98.....	2.6	118.....	0.16
99.....	2.3	119.....	0.14
100.....	2	120.....	0.125
101.....	1.7	121.....	0.11
102.....	1.5	122.....	0.095
103.....	1.3	123.....	0.082
104.....	1.1	124.....	0.072
105.....	1	125.....	0.063
106.....	0.87	126.....	0.054
107.....	0.76	127.....	0.047
108.....	0.66	128.....	0.041
109.....	0.57	129.....	0.036
		130.....	0.031

Based on an eight-hour time-weighted average sound level (TWA)

# HEARING CONSERVATION PROCEDURES

## MONITORING NOISE

- The Coordinator or a Supervisor will ensure sound level readings in all areas are taken whenever:
  - a process changes
  - machines or equipment are added, deleted, or modified
  - jobs are added or changed
  - decibels are unclear entering a work site
- Employees will be notified whenever sound level readings will be conducted as well as the results of these readings. Readings taken or given from off-site jobs will be distributed to all affected employees. Results will be posted and available through the Safety Coordinator.
- Sound level readings will include, in addition to the decibel levels:
  - name of individual taking readings
  - time and dates of the readings
  - name, model, and serial number of instrument used
  - date and time of last instrument calibration

**Note: The Safety Coordinator will retain sound level readings indefinitely.**

## CONTROLS

Controls of noise reduction will be in the form of:

- Engineering controls
- Administrative controls
- Hearing protection

### Engineering Controls

Periodically, the Safety Coordinator, Supervisor, or Department Head will conduct a Noise Hazard Survey of our facilities to determine what, if any, engineering controls could be instituted to reduce or confine noise.

The survey will determine if:

- walls/partial barriers are feasible and would be effective
- machines are in good repair (bearings, pumps, and equipment mufflers are in place, etc.)
- the use of technology advances is feasible
- relocation of machines would be effective

### Administrative Controls

The Coordinator, a Supervisor, or Department Head will periodically review the requirements to:

- limit the number of employees exposed to intermittent noisy operations through scheduling
- eliminate unnecessary "spike" noise
- limit the duration and determine the timing of noisy operations

## Hearing Protection

The Coordinator, a Supervisor, or Department Head will be held responsible to ensure all employees are provided with and wear the appropriate hearing protection **when and where required**. The proper use, care, fitting, and cleaning requirements should be reviewed with all employees.

- Current Hearing Protection Available:
  - Foam Plugs
  - Muffs
- Employees that fail to wear hearing protection or wear it improperly will be subject to disciplinary action.
- Hearing protectors will be provided, at no cost, to all employees working in areas above 85db TWA. The below describes in detail the use, care, fitting, cleaning, and how to determine attenuation of each protector available. If hearing protection becomes worn or damaged, it must be replaced.

We are always working on reducing workplace decibels by:

- Monitoring the nature of required tasks in all areas/locations.
- Administrating controls limiting duration and frequency of machine/equipment usage.
- Engineering controls including walls, barriers, etc.

In areas where the levels in **both** time and decibels are exceeded, those affected employees must also be audiometrically tested in accordance with this section (see **first page of this section** for computations). Currently, all exposed employees in the Highway department and the Sheriff's Department receive annual hearing tests.

Hearing protection must also be worn when the decibels are above 85 or when noise hazards are unclear. All hearing protection issued is adequate in protecting employees during all jobs requiring protection.

## The proper use, care, fitting, and cleaning of hearing protectors

### USE

All hearing protectors are designed to reduce (not eliminate) the amount of harmful, continuous noise that reaches the inner ear. This is called "attenuation" and is indicated by a Noise Reduction Rating (NRR) number found on the package or box that contains the hearing protectors (the greater the number, the more effective the protection). In order to select the best protection for you, refer to the sound level readings in your area.

Example: If your work area has a reading of 100db, you will need hearing protection with a N.R.R. of 15 (or more) to reduce the noise level to the minimum acceptable level of 85db. Published NRR's should be 5db to 7db to account for hearing protection "leaks" from talking, facial shifts, etc. Using our example of a work area with 100db sound readings and a selection of ear plugs with a NRR of 30 the math would look like this:

$$100\text{db} + (5-7\text{db}) - (\text{a NRR of } 30) = 75-77\text{db}$$

Most areas in our facilities are well below 100db sound levels. Consequently, the selection of hearing protection based on the above math example should be sufficient.

**All hearing protection available offers adequate protection in all areas. Choice need only be based on comfort.**

## **CARE**

### **Ear Muffs:**

Although this type of protector can be used over and over again, care should be taken to keep the device clean as well as to protect the soft, pliable "muff" area that rests against the head. When this shows signs of deterioration such as cracking, peeling, or becoming brittle, discard and replace cushions.

### **Plugs-foam:**

Since the earplugs are of the compressible foam variety, care should be taken to have clean hands when inserting this type of earplug to prevent/minimize contaminants from entering the ear canal. When compressibility is diminished or the plugs are dirty, discard and get a new pair.

## **FITTING**

### **Ear Muff:**

- Place both ear pieces over the ear so that both ears are encased within the ear piece.
- Adjust the headband so it is snug against the skull.

### **Plugs-foam:**

- Compress the earplug by firmly rolling the plug between the thumb and forefinger.
- Insert the plug into the ear canal while pulling the top of the ear upward and outward.
- Release the top of the ear after plug insertion and allow the plug to expand filling the ear canal.

## **CLEANING**

### **Ear Muffs:**

Earmuffs can and should be cleaned with a solution of warm water, a mild detergent and a damp cloth.

Do not immerse in water. Gently wipe the pads and dry.

### **Plugs-foam:**

DO NOT CLEAN. When plugs are dirty, discard and replace with new ones.

## **AUDIOMETRIC TESTING**

Employees exposed to noise levels of 90 decibels or greater over a **TWA** of 8 hours, they must have an audiometric test:

- Annually, and/or
- Within 6 months of exposure

### **Baseline Audiograms**

Baseline audiograms are generally the results of the first audiometric tests obtained on an employee. To ensure accuracy, we must ensure the employee has not been exposed to workplace sound for at least 14 hours before testing unless hearing protection can be worn consistently. An annual audiogram may be substituted for a baseline audiogram (provided a baseline has been established) when in the judgment of the audiologist, otolaryngologist, or physician who is evaluating the audiogram:

- The standard threshold shift revealed by the audiogram is persistent; or
- The hearing threshold shown in the annual audiogram indicates significant improvement over the baseline audiograms.

### **Standard Threshold Shifts**

A Standard Threshold Shift (STS) is a change in hearing threshold relative to the baseline audiogram of an average of 10 decibels or more at 2000, 3000, and 4000 Hz in either ear.



## Annual Audiogram

Each at risk employee will have an audiogram performed every 12 months. This audiogram will be compared to the employee's baseline to determine its validity and to define whether a STS has occurred.

**Note:** If an employee suffers a STS, we may require a retest within 30 days and consider the results of the retest as the annual audiogram.

## Evaluation

An audiologist, otolaryngologist, or physician who will determine whether there is a need of further evaluation will review problem audiograms. If a comparison of the annual audiogram to the baseline audiogram indicates a STS has occurred, the Safety Coordinator will notify the employee, in writing, within 21 days of the determination. Employees not using hearing protection will be fitted with protectors, trained in their use and care, and required to use them. Employees already required to use hearing protection will be refitted and retrained in their use, and if necessary, provided with protectors offering greater attenuation. If additional testing is deemed appropriate by our physician or medical pathology of the ear caused or aggravated by wearing of hearing protectors is suspected, the employee will be referred for an annual audiological evaluation or otological examination. If the suspected medical pathology of the ear is unrelated to the use of hearing protection, the employee will be informed of the need for an otological examination.

## TRAINING

All employees, regardless of their exposure to noise levels at or above an 8 hour TWA of 85 decibels including all shop and off site personnel will annually attend a training session on our hearing conservation practices and procedures. This training will consist of the following:

- How we hear
- How sound is measured (db and Hz)
- Effects of noise and early warning signs
- Purpose of hearing protectors
- Various types and respective advantages and disadvantages
- Attenuation of each type
- Selection, how to fit, use, and clean
- Purpose of baseline and annual audiometric tests
- How test is conducted
- Disposition of test results

In addition to the training listed above, any employee that experiences a STS, will receive *retraining* in the following:

- Purpose and selection of hearing protectors
- Various types and attenuation of types
- Matching sound level reading at employee's work area with attenuation of type selected
- How to fit, use, and clean type selected

## RECORD RETENTION

All employees and/or their designated representatives will have access to copies of [29 CFR 1910.95](#) and records required by this standard as outlined in this standard.

All audiometric test records will be kept in each employee's medical file for the duration of the employee's employment. Re-training records required when a STS occurs will also be kept in the employee's medical file.

Annual training records will be kept in the Training Manual.

The employee's exposure measurement (sound level readings) is kept indefinitely by the Safety Coordinator. A copy of the current readings are located at the end of this section.

# **Section 11**

## **Respiratory Protection**

# Goodhue County

## RESPIRATORY PROTECTION POLICY

Goodhue County is committed to complying with both the intent and spirit of the Respiratory Protection Standard as outlined in [29 CFR 1910.134](#). This policy is applicable to all employees within the maintenance and Highway departments as described in the [OSHA](#) Standard and within this policy. This program is not applicable to the Police and Fire Departments who have separate programs to ensure their specific compliance requirements.

It is our intent to eliminate atmospheric contaminants whenever possible. Every effort will be made to reduce the amount of contaminants to well below the permissible exposure levels (PEL) or below the published PEL for an 8- hour time weighted average. When this is not possible, contract labor will be utilized on a per job basis.

Since Goodhue County is committed to eliminating the possibility of overexposure to known contaminants, respirators currently are not required during any of our operations. However, we may allow the use of respirators on a voluntary basis (with permission).

One strap dust masks are not respirators and are recommended and available for use by employees during certain jobs. Two strap respirators can also be used after distribution and clear understanding of APPENDIX D (**see form at end of section**).

Any jobs where the use of respirators may be required must be evaluated, discussed, and resolved according to the following:

1. Reviewing the Material Safety Data Sheets
2. Reviewing possible engineering solutions
3. Reviewing possible administrative solutions
4. Outsourcing the job

**APPENDIX D** from [29 CFR 1910.134](#) has been provided to employees wearing respirators on a voluntary basis.

Employees are encouraged to discuss any exposure concerns with their Direct Supervisor and Safety Coordinator before starting any job where irritant chemicals are utilized.

**NOTE: A minimum of the above and APPENDIX D (see end of this section) must be reviewed with employees whom may use a dust mask as part of their duties.**

# RESPIRATORY REQUIREMENTS

(Those using negative pressure respirators for voluntary purposes)

- Written standard operating procedures governing the selection and use of respirators.
- Respirators shall be selected on the basis of irritants to which the worker is exposed.
- The user shall be instructed and trained in the proper use of respirators and their limitations.
- Respirators shall be regularly cleaned and disinfected. Those used by more than one worker shall be thoroughly cleaned and disinfected after each use.
- Respirators shall be stored in a convenient, clean, and sanitary location.
- Respirators used routinely shall be inspected during cleaning. Worn or deteriorated parts shall be replaced.
- Surveillance of work area conditions and degree of employee exposure or stress shall be maintained.
- Regular inspection and evaluation to determine the continued effectiveness of the program shall be performed by the Safety Coordinator.
- Persons assigned to tasks recommending use of respirators shall be evaluated to determine if they are physically able to perform the work and use the equipment. The local physician shall determine what health and physical conditions are pertinent. The respirator user's medical status should be reviewed periodically (for instance, annually).
- Respirators shall be selected from among those jointly approved by the Mine Safety and Health Administration and the National Institute for Occupational Safety and Health under the provision of [42 CFR Part 84](#).

## Selection of Respirators:

The selection of effective respirators cannot be made without identifying the irritants and the duties in our facilities where these irritants occur. These are listed below:

### Duties

Touchup Painting  
Grinding  
Welding  
Sanding  
Cutting

### Irritants

Paint Fumes/Particulates  
Dust/Particulates  
Fumes/Particulates  
Dust/Particulates  
Fumes/Dust/Particulates

**The types of respirators we use for these duties are dust masks and possibly Negative pressure masks (although not currently in use).**

**Respirator Instructions provided by the manufacturer and shipped with each respirator must be reviewed before use.**

The specific irritants known to be present while working in individual areas was the criteria used in the selection of respirators.

# TRAINING

All employees assigned to a work area requiring use of a respirator must be trained in the following prior to their actually assuming their duties:

- Instruction on the possible respiratory irritants on their job and in their assigned area.
- Training on the selected respirators capabilities and limitations.
- Instruction and training in actual use situations, so that the employee has the opportunity to handle the respirator, fit it properly, test its seal, wear it in normal atmospheres for a familiarity period, and to wear it in a test atmosphere.
- Training will be conducted initially, reviewed annually, and any time the respirator policy or program is updated or changed.
- Half mask respirators may have to be selected due to the requirements for wearing safety glasses. Full face-piece respirators cannot be properly sealed to the face if the bows of glasses extend through the sealing edge of the respirator. [OSHA](#) states: "If corrective spectacles or goggles are required, they shall be worn so as not to affect the fit of the face-piece. Proper selection of equipment will minimize or avoid this problem." [29 CFR 1910.134](#) also states: "Wearing of contact lenses in contaminated atmospheres with a respirator shall not be allowed."
- Fit Test
  - Annually, or whenever an employee selects another type of respirator, a fit test in a test atmosphere must be performed. This ensures that employee establishes a good seal with the particular respirator being used. This test will be accomplished by using bitrix, saccharin, or irritating smoke. Instructions for accomplishing either test and fit testing document are located at the end of this section.
  - Each time a respirator is used, a negative and positive pressure test must be undertaken. Instructions for performing these tests are contained in the manufacturer's instructions issued to each respirator user. In general, these procedures are listed below.

## Positive Pressure Test:

Cover the exhalation valve with the palm of the hand and exhale gently. If a slight positive pressure can be built up inside the mask without evidence of outward air leakage, there is a good seal.

## Negative Pressure Test:

Cover the inlet(s) with the palm of the hand(s) and inhale. If the mask collapses slightly and remains so for approximately 5 to 10 seconds, a good seal is achieved. On twin cartridge respirators this is usually performed with the cartridges removed, re-installing the cartridges after a seal has been established, without removing the mask. Beards and thick sideburns can cause fit problems.

### **Cleaning, Inspection and Care of Respirators:**

Respirators are to be cleaned by the user regularly. Manufacturer's instructions should be followed; however, the following procedures are generally acceptable:

- Remove filters and retainers.
- Wash face-piece and retainers with a mild detergent.
- 2 tablespoons of household bleach per gallon of water may be used as a sanitizer.
- Allow mask and retainers to dry before storage.

Inspection of respirators should be performed before and after use. The condition of face-pieces, headbands, valves, connecting tubes and canisters should be checked for wear and condition.

Rubber or elastomer parts shall be inspected for pliability and signs of deterioration. Stretching and manipulating rubber or elastomer parts with a massaging action will keep them pliable.

**Note:** Any respirator showing signs of excessive wear, broken, torn, or missing components or any other condition that might compromise the effectiveness of the respirator must be exchanged for a good respirator with the Program Monitor immediately.

Filters must be changed when:

- The End of Life Indicator (ELI) indicates that it should be changed
- After every use, if wet or clogged
- Breathing becomes difficult
- The wearer smells, tastes, or otherwise senses contaminants (provided a good face-to-mask seal is preserved)
- The filters appear excessively dirty or discolored
- Breathing becomes difficult
- Dizziness or other distress occurs
- Respirator becomes damaged
- Face-mask seal becomes broken and cannot be re-established and maintained.
- During the established annual change-out schedule

Only experienced persons shall do replacement/repairs with parts designed for the respirator. No attempt shall be made to replace components or to make adjustment or repairs beyond the manufacturer's recommendations.

Modification of any respirator is strictly forbidden. No attempt shall be made to replace components or to make adjustment or repairs beyond the manufacturer's recommendations and then only with parts designated for the respirator.

Respirators should be stored in the plastic bag supplied by the Program Monitor. In turn, the respirator in this container will be stored in a clean, dry place, protected from heat, cold, dust etc. Respirators should be placed in storage so that face-piece and exhalation valve will rest in a normal position so the function will not be impaired by the elastomer setting in an abnormal position. Care should be taken so that nothing is placed on top of a stored respirator.

### **Medical Surveillance:**

[29 CFR 1910.134](#) (b)(10) requires that persons should not be assigned to tasks requiring use of respirators unless it has been determined they are physically able to perform the work and use the equipment. A medical professional shall determine what health and physical conditions are pertinent. The respirator user's medical status should be reviewed periodically.

Each employee required to wear a respirator or any employee that incidentally wears a respirator must fill out an on-line or paper "Respirator Medical Questionnaire". If recommended, a physical exam will be required of all respirator wearers to be paid for and scheduled by Goodhue County. An additional questionnaire and physical is required at the discretion of County Management or the employee. All contents of the medical questionnaire and physical are confidential with access to these records governed by [29 CFR 1910.1020](#).

### **Respirator Program Monitor:**

The Safety Coordinator has been designated as the respiratory Program Monitor. The duties are:

- Periodically and randomly test and document the atmospheric conditions in targeted areas for contaminants and match this value with the PEL.
- Review and assess the respirator selection procedure.
- Conduct and document initial employee respirator training with new employees to include irritant identification, respirator selection, respirator capabilities and limitations, fit testing (both positive and negative pressure as well as irritating smoke/banana oil tests), and a demonstration of cleaning, inspection and storage of respirators.
- Randomly inspect work areas to ensure compliance with the respiratory program. Inspection must be documented.
- Randomly inspect respirators in use for integrity, wear and tear, cleanliness, and proper storage techniques. This includes airlines, air quality, and date of filter changes on air supplied respirators. Inspection must be documented.
- Monitor medical surveillance program to ensure that employee's assigned respirators have current medical questionnaires and physical in their medical files.
- Ensure that an adequate amount of respirators and proper filters are always on hand.
- Semi-annually review the entire respirator program and procedures for accuracy, updating, and revising as necessary. Reviews must be documented.



## **Appendix D to Sec. 1910.134 (Mandatory) Information for Employees Using Respirators When Not Required Under the Standard**

Respirators are an effective method of protection against designated hazards when properly selected and worn. Respirator use is encouraged, even when exposures are below the exposure limit, to provide an additional level of comfort and protection for workers. However, if a respirator is used improperly or not kept clean, the respirator itself can become a hazard to the worker. Sometimes, workers may wear respirators to avoid exposures to hazards, even if the amount of hazardous substance does not exceed the limits set by [OSHA](#) standards. If your employer provides respirators for your voluntary use, or if you provide your own respirator, you need to take certain precautions to be sure that respirator itself does not present a hazard.

### **You should do the following:**

1. Read and adhere to all instructions provided by the manufacturer on use, maintenance, cleaning and care, and warnings regarding the respirators limitations.
2. Choose respirators certified for use to protect against the contaminant of concern. NIOSH, the National Institute for Occupational Safety and Health of the U.S. Department of Health and Human Services, certifies respirators. A label or statement of certification should appear on the respirator or respirator packaging. It will tell you what the respirator is designed for and how much it will protect you.
3. Do not wear your respirator into atmospheres containing contaminants for which your respirator is not designed to protect against. For example, a respirator designed to filter dust particles will not protect you against gases, vapors, or very small solid particles of fumes or smoke.
4. Keep track of your respirator so that you do not mistakenly use someone else's respirator.

[63 FR 1152, Jan. 8, 1998; 63 FR 20098, April 23, 1998]

# RESPIRATOR FIT TEST RECORD

EMPLOYEE \_\_\_\_\_ DATE: \_\_\_\_\_

EMPLOYEE #: \_\_\_\_\_

EMPLOYEE JOB TITLE: \_\_\_\_\_

EMPLOYER: \_\_\_\_\_

LOCATION / DEPARTMENT: \_\_\_\_\_

RESPIRATOR SELECTED: \_\_\_\_\_

(Make, Model, Style and Size)

## CONDITIONS WHICH COULD AFFECT RESPIRATOR FIT:

- CLEAN SHAVEN
- 1-2 DAY BEARD GROWTH
- 2+ DAY BEARD GROWTH
- MOUSTACHE/FACIAL SCAR
- DENTURES ABSENT
- GLASSES
- NONE

COMMENTS: \_\_\_\_\_

## FIT CHECKS:

NEGATIVE PRESSURE	<input type="checkbox"/> PASS	<input type="checkbox"/> FAIL	<input type="checkbox"/> NOT DONE
POSITIVE PRESSURE	<input type="checkbox"/> PASS	<input type="checkbox"/> FAIL	<input type="checkbox"/> NOT DONE

<u>FIT TESTING:</u>	QUALITATIVE – SMOKE / BITREX/SACCARIN	PASS	FAIL
	QUANTITATIVE-_____	PASS	FAIL

OTHER DOCUMENTATION YES \_\_\_ NO \_\_\_

RETEST DATE \_\_\_\_\_

## EMPLOYEE ACKNOWLEDGEMENT OF TEST RULES/RESULTS:

EMPLOYEE SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

TEST CONDUCTED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

# **FIT TESTING PROCEDURES**

- (1) Normal breathing. In a normal standing position, without talking, the subject shall breathe normally.
- (2) Deep breathing. In a normal standing position, the subject shall breathe slowly and deeply, taking caution so as not to hyperventilate.
- (3) Turning head side to side. Standing in place, the subject shall slowly turn their head from side to side between the extreme positions on each side. The head shall be held at each extreme momentarily so the subject can inhale at each side.
- (4) Moving head up and down. Standing in place, the subject shall slowly move their head up and down. The subject shall be instructed to inhale when looking toward the ceiling.
- (5) Talking. The subject shall talk out loud slowly and loud enough so as to be heard clearly by the test conductor. The subject can read from a prepared text such as the Rainbow Passage, count backward from 100, or recite a memorized poem or song.

## ***Rainbow Passage***

“When the sunlight strikes raindrops in the air, they act like a prism and form a rainbow. The rainbow is a division of white light into many beautiful colors. These take the shape of a long round arch, with its path high above, and its two ends apparently beyond the horizon. There is, according to legend, a boiling pot of gold at one end. People look, but no one ever finds it. When a man looks for something beyond reach, his friends say he is looking for the pot of gold at the end of the rainbow.”

- (6) Grimace. The test subject shall grimace by smiling or frowning. (This applies only to QNFT testing; it is not performed for QLFT)
- (7) Bending over. The test subject shall bend at the waist as if they were to touch their toes. Jogging in place shall be substituted for this exercise in those test environments such as shroud type QNFT or QLFT units that do not permit bending over at the waist.
- (8) Normal breathing. Same as exercise (1).

# Section 12

## Trenching

# Goodhue County

## TRENCHING/EXCAVATING POLICY

Goodhue County is committed to complying with both the spirit and intent of the Trenching/Excavation Standard as outlined in [29 CFR 1926.650-.652](#)

It is imperative employees strictly adhere to the proper soil analysis, protective system implementation, and work procedures as outlined in this Section. This policy and procedures are applicable to those Highway employees who may enter or monitor entries into trenches/excavations  
NOTE: Currently, only Highway employees are qualified and trained to enter trenches.

The requirements/procedures contained in this document will address the following:

- Definitions
- Soil Typing
- Protective Systems
- Hazards
- Inspections
- Rescue Operations
- Contractors
- Competent Person
  - Soil Analysis Procedures
  - Protective Systems Design/Diagrams
  - Inspections

# SOIL TYPING

This section describes a method of classifying soil and rock deposits based on site and environmental condition as well as the structure and composition of the earth deposits. The section contains definitions, sets forth requirements, and describes acceptable visual and manual tests for use in classifying soils.

**"Type A"** means cohesive soils with an unconfined, compressive strength of 1.5 ton per square foot (tsf) (144 kpa) or greater. Examples of cohesive soils are: clay, silty clay, sandy clay, clay loam and, in some cases, silty clay loam and sandy clay loam. Cemented soils such as caliche and hardpan are also considered Type A. However, no soil is Type A if:

- The soil is fissured; or
- The soil is subject to vibration from heavy traffic, pile driving, or similar effects; or
- The soil has been previously disturbed; or
- The soil is part of a sloped, layered system where the layers dip into the excavation on a slope of four horizontal to one vertical (4H:1V or greater) or
- The material is subject to other factors that would require it to be classified as a less stable material.

**"Type B"** means:

- Cohesive soil with an unconfined compressive strength greater than 0.5 tsf (48 kpa) but less than 1.5 tsf (144 kpa); or
- Granular cohesionless soils including: angular gravel (similar to crushed rock), silt, silt loam, sandy loam and, in some cases, silty clay loam and sandy clay loam; or
- Previously disturbed soils except those which would otherwise be classed as Type C soil; or
- Soil that meets the unconfined compressive strength or cementation requirements for Type A, but is fissured or subject to vibration; or
- Dry rock that is not stable; or
- Material that is part of a sloped, layered system where the layers dip into the excavation on a slope less steep than four horizontal to one vertical (4H:1V), but only if the material would otherwise be classified as Type B.

**"Type C"** means:

- Cohesive soil with an unconfined compressive strength of 0.5 tsf (48 kpa) or less; or
- Granular soils including gravel, sand, and loamy sand; or
- Submerged soil or soil from which water is freely seeping; or
- Submerged rock that is not stable, or
- Material in a sloped, layered system where the layers dip into the excavation on a slope of four horizontal to one vertical (4H:1V) or steeper; or
- Soil that has been previously disturbed.

**Note: Because our work is done within County limits, most soil has been pre-disturbed and should be considered a type C soil.**

# PROTECTIVE SYSTEMS

## SHORING

Shoring is the provision of a support system for trench faces used to prevent movement of soil, underground utilities, roadways, and foundations. Shoring or shielding is used when the location or depth of the cut makes sloping back to the maximum allowable slope impractical. Shoring systems consist of posts, wales, struts, and sheeting. There are two basic types of shoring: timber and aluminum hydraulic.

## HYDRAULIC SHORING

The trend today is toward the use of hydraulic shoring, a prefabricated strut and/or wale system manufactured of aluminum or steel. Hydraulic shoring provides a critical safety advantage over timber shoring because workers do not have to enter the trench to install or remove hydraulic shoring. Most hydraulic systems:

- Are light enough to be installed by one worker.
- Are gauge-regulated to ensure even distribution of pressure along the trench line.
- Can have their trench faces "preloaded" to use the soil's natural cohesion to prevent movement.
- Can be adapted easily to various trench depths and widths.
- All shoring should be installed from the top down and removed from the bottom up. Hydraulic shoring should be checked at least once per shift for leaking hoses and/or cylinders, broken connections, cracked nipples, bent bases, and any other damaged or defective parts.

**PNEUMATIC SHORING** works in a manner similar to hydraulic shoring. The primary difference is that pneumatic shoring uses air pressure in place of hydraulic pressure. A disadvantage to the use of pneumatic shoring is that an air compressor must be on-site.

- **Screw Jacks:** Screw jack systems differ from hydraulic and pneumatic systems in that struts of a screw jack system must be adjusted manually. This creates a hazard because the worker is required to be in the trench in order to adjust the strut. In addition, uniform "preloading" cannot be achieved with screw jacks and their weight creates handling difficulties.
- **Single-Cylinder Hydraulic Shores:** Shores of this type are generally used in a water system, as an assist to timber shoring systems, and in shallow trenches where face stability is required.
- **Underpinning:** This process involves stabilizing adjacent structures, foundations, and other intrusions that may have an impact on the excavation. As the term indicates, underpinning is a procedure in which the foundation is physically reinforced. Underpinning should be conducted only under the direction and with the approval of a registered professional engineer.

## TRENCH BOXES (most effective)

**Trench boxes** are different from shoring because, instead of shoring up or otherwise supporting the trench face, they are intended primarily to protect workers from cave-ins and similar incidents. The excavated area between the outside of the trench box and the face of the trench should be as small as possible. The space between the trench boxes and the excavation side are backfilled to prevent lateral movement of the box. Shields may not be subjected to loads exceeding what the system was designed to withstand.

## SLOPING AND BENCHING.

**SLOPING.** Maximum allowable slopes for excavations less than 20 feet (6.09 m) based on soil type and angle to the horizontal are as follows:

<b>Soil type</b>	<b>Height/Depth ratio</b>	<b>Slope angle</b>
Stable Rock	Vertical	90°
Type A	3:4	53°
Type B	1:1	45°
Type C	3:2	34°
Type A (short-term)	1:2	63°
(For a maximum excavation depth of 12 feet)		

**BENCHING.** There are two basic types of benching: simple and multiple. The type of soil determines the horizontal to vertical ratio of the benched side.

As a general rule, the bottom vertical height of the trench must not exceed 4 ft (1.2 m) for the first bench. Subsequent benches may be up to a maximum of 5 ft (1.5 m) vertical in Type A soil and 4 ft (1.2 m) in Type B soil to a total trench depth of 20 ft (6.0 m). All subsequent benches must be below the maximum allowable slope for that soil type. For Type B soil the trench excavation is permitted in cohesive soil only.

**COMBINED USE.** Trench boxes are generally used in open areas, but they also may be used in combination with sloping and benching. The box should extend at least 18 in (0.45 m) above the surrounding area if there is sloping toward excavation. This can be accomplished by providing a benched area adjacent to the box. Earth excavation to a depth of 2 ft (0.61 m) below the shield is permitted, but only if the shield is designed to resist the forces calculated for the full depth of the trench and there are no indications while the trench is open of possible loss of soil from behind or below the bottom of the support system. Conditions of this type require observation on the effects of bulging, heaving, and boiling as well as surcharging, vibration, adjacent structures, etc., on excavating below the bottom of a shield. Careful visual inspection of the conditions mentioned above is the primary and most prudent approach to hazard identification and control.

**Remember, protective systems are required in a trench deeper than 5 feet.**



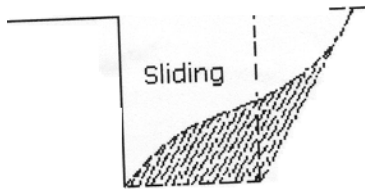
## HAZARDS OF COLLAPSE

**TRENCH FAILURE** A number of stresses and deformations can occur in an open cut or trench. For example, increases or decreases in moisture content can adversely affect the stability of a trench or excavation. The following describes some of the more frequently identified causes of trench failure.

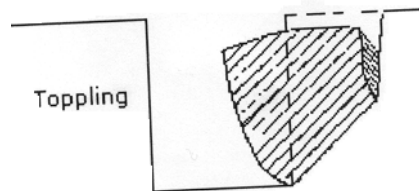
**TENSION CRACKS** usually form at a horizontal distance of 0.5 to 0.75 times the depth of the trench, measured from the top of the vertical face of the trench. See the accompanying drawing for additional details.



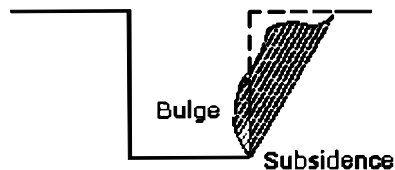
**SLIDING** (or sloughing) may occur as a result of tension cracks, as illustrated below.



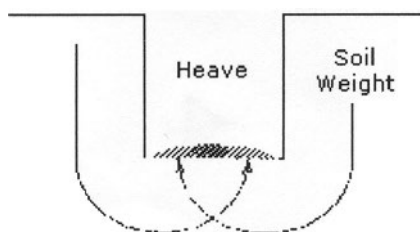
**TOPPLING** in addition to sliding, tension cracks can cause toppling. Toppling occurs when the trench's vertical face shears along the tension crack line and topples into the excavation.



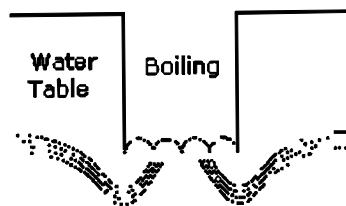
**SUBSIDENCE AND BULGING.** An unsupported excavation can create an unbalanced stress in the soil, which, in turn, causes subsidence at the surface and bulging of the vertical face of the trench. If uncorrected, this condition can cause face failure and entrapment of workers in the trench.



**HEAVING OR SQUEEZING.** The downward pressure created by the weight of adjoining soil causes bottom heaving or squeezing. This pressure causes a bulge in the bottom of the cut, as illustrated in the drawing above. Heaving and squeezing can occur even when shoring or shielding has been properly installed.



**BOILING** is evidenced by an upward water flow into the bottom of the cut. A high water table is one of the causes of boiling. Boiling produces a "quick" condition in the bottom of the cut, and can occur even when shoring or trench boxes are used.



**UTILITIES.** Utility companies must be contacted to determine the location of all lines, pipes, cables, etc. The number to call in the state of Minnesota is **811**. When all utilities are marked, excavation can begin.

**TEMPORARY SPOIL.** Temporary spoil must be placed no closer than 2 ft (0.61 m) from the surface edge of the excavation, measured from the nearest base of the spoil to the cut. This distance should not be measured from the crown of the spoil deposit. This distance requirement ensures that loose rock or soil from the temporary spoil will not fall on employees in the trench. Spoil should be placed so that it channels rainwater and other run-off water away from the excavation. Spoil should be placed so that it cannot accidentally run, slide, or fall back into the excavation.

**PERMANENT SPOIL.** Permanent spoil should be placed at some distance from the excavation. Permanent spoil is often created where underpasses are built or utilities are buried. The improper placement of permanent spoil, e.g. insufficient distance from the working excavation, can cause an excavation to be out of compliance with the horizontal-to-vertical ratio requirement for a particular excavation. This can usually be determined through visual observation. Permanent spoil can change undisturbed soil to disturbed soil and dramatically alter slope requirements.

**SURFACE CROSSING OF TRENCHES.** Surface crossing of trenches should be discouraged; however, if trenches must be crossed, such crossings are permitted only under the following conditions:

- Vehicle crossings must be designed by and installed under the supervision of a registered professional engineer.
- Walkways or bridges must be provided for foot traffic. These structures shall:
  - have a safety factor of 4
  - have a minimum clear width of 20 in (0.51 m)
  - be fitted with standard rails and
  - extend a minimum of 24 in (.61 m) past the surface edge of the trench.

**INGRESS AND EGRESS.** Access to and exit from the trench require the following conditions:

- Trenches 4 ft or more in depth should be provided with a fixed means of egress.
- Spacing between ladders or other means of egress must be such that a worker will not have to travel more than 25 ft laterally to the nearest means of egress.
- Ladders must be secured and extend a minimum of 36 in (0.9 m) above the landing.
- Metal ladders should be used with caution, particularly when electric utilities are present.

**EXPOSURE TO VEHICLES.** Procedures to protect employees from being injured or killed by vehicle traffic include:

- Providing employees with and requiring them to wear warning vests or other suitable garments marked with or made of reflectorized or high-visibility materials.
- Requiring a designated, trained flag person along with signs, signals, and barricades when necessary.

**EXPOSURE TO FALLING LOADS.** Employees must be protected from loads or objects falling from lifting or digging equipment. Procedures designed to ensure their protection include:

- Employees are not permitted to work under raised loads.
- Employees are required to stand away from equipment that is being loaded or unloaded.
- Equipment operators or truck drivers may stay in their equipment during loading and unloading if the equipment is properly equipped with a cab shield or adequate canopy.

**WARNING SYSTEMS FOR MOBILE EQUIPMENT.** The following steps should be taken to prevent vehicles from accidentally falling into the trench:

- Barricades must be installed where necessary.
- Hand or mechanical signals must be used as required.
- Stop logs must be installed if there is a danger of vehicles falling into the trench.
- Soil should be graded away from the excavation; this will assist in vehicle control and channeling of run-off water.

**HAZARDOUS ATMOSPHERES AND CONFINED SPACES.** Employees shall not be permitted to work in hazardous and/or toxic atmospheres. Such atmospheres include those with:

- Less than 19.5% or more than 23.5% oxygen
  - A combustible gas concentration greater than 20% of the lower flammable limit
- When testing for atmospheric contaminants, the following should be considered:
- Testing should be conducted before employees enter the trench and should be done regularly to ensure that trench remains safe.
  - The frequency of testing should be increased if equipment is operating in the trench.
  - Testing frequency should also be increased if welding, cutting, or burning is done in the trench.

**EMERGENCY RESCUE EQUIPMENT.** Emergency rescue equipment is required when a hazardous atmosphere exists or can reasonably be expected to exist. Requirements are as follows:

- Respirators must be of the type suitable for the exposure. Employees must be trained in their use and a respirator program must be instituted.
- Attended (at all times) lifelines must be provided when employees enter bell-bottom pier holes, deep confined spaces, or other similar hazards.
- Employees who enter confined spaces must be trained.

**STANDING WATER AND WATER ACCUMULATION.** Methods for controlling standing water and water accumulation must be provided and should consist of the following if employees are permitted to work in the excavation:

- Use of special support or shield systems approved by a registered professional engineer.
- Water removal equipment such as well pointing used and monitored by a competent person.
- Safety harnesses and lifelines used in conformance with [29 CFR 1926.104](#).
- Surface water diverted away from the trench.
- Employees removed from the trench during rainstorms.
- Trenches carefully inspected by a competent person after each rain and before employees are permitted to re-enter the trench.

## INSPECTIONS

Inspections shall be made by a competent person and should be documented. The following guide specifies the frequency and conditions requiring inspections:

- Daily and before the start of each shift,
- As dictated by the work being done in the trench,
- After every rainstorm
- After other events that could increase hazards, such as snowstorms, windstorms, thaws, earthquakes, etc.,
- When fissures, tension cracks, sloughing, undercutting, water seepage, bulging at the bottom, or other similar conditions occur,
- When there is a change in the size, location, or placement of the spoil pile, and
- When there is any indication of change or movement in adjacent structures.

Daily inspections of excavations, the adjacent areas, and protective systems shall be made by a competent person for evidence of a situation that could result in possible cave-ins, indications of failure of protective systems, hazardous atmospheres, or other hazardous conditions. An inspection shall be conducted by the competent person prior to the start of work and as needed throughout the shift. Inspections shall also be made after every rainstorm or other hazard-increasing occurrence. These inspections are only required when employee exposure can be reasonably anticipated.

**NOTE: SEE INSPECTION DOCUMENT IN COMPETENT PERSON PACKET AND AT THE END OF THIS SECTION.**

Where the competent person finds evidence of a situation that could result in a possible cave-in, indications of failure of protective systems, hazardous atmospheres, or other hazardous conditions, exposed employees shall be removed from the hazardous area until the necessary precautions have been taken to ensure their safety.

Walkways shall be provided where employees or equipment are required or permitted to cross over excavations. Guardrails which comply with [1926.502](#) shall be provided where walkways are 6 ft (1.8 m) or more above lower levels.

## RESCUE OPERATIONS

Emergency rescue equipment, such as a breathing apparatus, a safety harness and line, or a basket stretcher, shall be readily available where hazardous atmospheric conditions exist or may reasonably be expected to develop during work in an excavation. This equipment shall be attended when in use. Employees entering bell-bottom pier holes, or other similar deep and confined footing excavations, shall wear a harness with a lifeline securely attached to it. The lifeline shall be separate from any line used to handle materials, and shall be individually attended at all times while the employee wearing the lifeline is in the excavation.

**In the event of a collapse or cave-in in which a person is trapped or buried, no attempt should be made at rescue. Call 911 immediately and wait for trained rescue personnel to arrive. Entry into a collapsed trench may result in further collapse and additional injuries/fatalities may occur.**

# TRAINING

Training will be conducted initially and then at Management discretion.

## CONTRACTORS

All contractors working on site who may expose County employees to the hazards associated with trenching shall comply with the rules set forth in this document. In addition, a contractor's meeting (see format in Earthmoving Equipment program) must be held to determine safe operating procedures.

## COMPETENT PERSON REQUIREMENTS

The designated competent person should have and be able to demonstrate the following:

- Training, experience, and knowledge of:
  - soil analysis
  - use of protective systems
  - requirements of [29 CFR Part 1926 Subpart P](#).
- Ability to detect:
  - conditions that could result in cave-ins
  - failures in protective systems
  - hazardous atmospheres
  - other hazards including those associated with confined spaces
- Authority to take prompt corrective measures to eliminate existing and predictable hazards and to stop work when required.

**The Inspection form (see form at end of section) must be completed daily, after rain, and after any other circumstance where the trench has been adversely disturbed.**

## SOIL ANALYSIS AND TYPING

This section describes a method of classifying soil and rock deposits based on site and environmental conditions, and on the structure and composition of the earth deposits. The section contains definitions, sets forth requirements, and describes acceptable visual and manual tests for use in classifying soils.

### DEFINITIONS

**"Cemented soil"** means a soil in which the particles are held together by a chemical agent, such as calcium carbonate, such that a hand-size sample cannot be crushed into powder or individual soil particles by finger pressure.

**"Cohesive soil"** means clay (fine grained soil), or soil with a high clay content, which has cohesive strength. Cohesive soil does not crumble, can be excavated with vertical side slopes, and is plastic when moist. Cohesive soil is hard to break up when dry and exhibits significant cohesion when submerged. Cohesive soils include clayey silt, sandy clay, silty clay, and organic clay.

**"Dry soil"** means soil that does not exhibit visible signs of moisture content.

**"Fissured"** means a soil material that has a tendency to break along definite planes of fracture with little resistance, or a material that exhibits open cracks, such as tension cracks, in an exposed surface.

**"Granular soil"** means gravel, sand, or silt (coarse grained soil) with little or no clay content. Granular soil has no cohesive strength. Some moist granular soils exhibit apparent cohesion. Granular soil cannot be molded when moist and crumbles easily when dry.

**"Layered system"** means two or more distinctly different soil or rock types arranged in layers. Micaceous seams or weakened planes in rock or shale are considered layered.

**"Moist soil"** means a condition in which a soil looks and feels damp. Moist cohesive soil can easily be shaped into a ball and rolled into small diameter threads before crumbling. Moist granular soil that contains some cohesive material will exhibit signs of cohesion between particles.

**"Plastic"** means a property of a soil which allows the soil to be deformed or molded without cracking, or appreciable volume change.

**"Saturated soil"** means a soil in which the voids are filled with water. Saturation does not require flow. Saturation, or near saturation, is necessary for the proper use of instruments such as a pocket penetrometer or shear vane.

**"Soil classification system"** means, for the purpose of this subpart, a method of categorizing soil and rock deposits in a hierarchy of Stable Rock, Type A, Type B, and Type C, in decreasing order of stability. The categories are determined based on an analysis of the properties and performance characteristics of the deposits and the characteristics of the deposits and the environmental conditions of exposure.

**"Stable rock"** means natural solid mineral matter that can be excavated with vertical sides and remain intact while exposed.

**"Submerged soil"** means soil which is underwater or is free seeping.

**"Type A"** means cohesive soils with an unconfined, compressive strength of 1.5 ton per square foot (tsf) (144 kpa) or greater. Examples of cohesive soils are: clay, silty clay, sandy clay, clay loam and, in some cases, silty clay loam and sandy clay loam. Cemented soils such as caliche and hardpan are also considered Type A. However, no soil is Type A if:

- The soil is fissured; or
- The soil is subject to vibration from heavy traffic, pile driving, or similar effects; or
- The soil has been previously disturbed; or
- The soil is part of a sloped, layered system where the layers dip into the excavation on a slope of four horizontal to one vertical (4H:1V) or greater; or
- The material is subject to other factors that would require it to be classified as a less stable material.

**"Type B"** means:

- Cohesive soil with an unconfined compressive strength greater than 0.5 tsf (48 kpa) but less than 1.5 tsf (144 kpa); or
- Granular cohesionless soils including: angular gravel (similar to crushed rock), silt, silt loam, sandy loam and, in some cases, silty clay loam and sandy clay loam.
- Previously disturbed soils except those which would otherwise be classed as Type C soil.
- Soil that meets the unconfined compressive strength or cementation requirements for Type A, but is fissured or subject to vibration; or
- Dry rock that is not stable; or
- Material that is part of a sloped, layered system where the layers dip into the excavation on a slope less steep than four horizontal to one vertical (4H:1V), but only if the material would otherwise be classified as Type B.

**"Type C"** means:

- Cohesive soil with an unconfined compressive strength of 0.5 tsf (48 kpa) or less; or
- Granular soils including gravel, sand, and loamy sand; or
- Submerged soil or soil from which water is freely seeping; or
- Submerged rock that is not stable, or
- Material in a sloped, layered system where the layers dip into the excavation on a slope of four horizontal to one vertical (4H:1V) or steeper.

**"Unconfined compressive strength"** means the load per unit area at which a soil will fail in compression. It can be determined by laboratory testing, or estimated in the field using a pocket penetrometer, by thumb penetration tests, and other methods.

**"Wet soil"** means soil that contains significantly more moisture than moist soil, but in such a range of values that cohesive material will slump or begin to flow when vibrated. Granular material that would exhibit cohesive properties when moist will lose those cohesive properties when wet.

**See Appendix A in Competent Person Tools Packet (Section 19) for further requirements of soil classification by a competent person.**



# PROTECTIVE SYSTEMS

Each employee in an excavation shall be protected from cave-ins by an adequate protective system designed using the guidelines from Appendices B, C, and D except when:

- Excavations are made entirely in stable rock; or
- Excavations are less than 5 ft (1.52 m) in depth and examination of the ground by a competent person provides no indication of a potential cave-in.
- Protective systems shall have the capacity to resist without failure all loads that are intended or could reasonably be expected to be applied or transmitted to the system.

## SLOPING AND BENCHING

Design of sloping and benching systems: The slopes and configurations of sloping and benching systems shall be selected and constructed by the employer or his designee and shall be in accordance with the guidelines shown in Appendix B.

## TIMBER SHORING

Designs for timber shoring in trenches shall be determined in accordance with the conditions and requirements described in Appendix C.

## ALUMINUM HYDRAULIC SHORING

Designs for aluminum hydraulic shoring in trenches shall be determined in accordance with the conditions and requirements described in Appendix D.

## MATERIALS AND EQUIPMENT

- Materials and equipment used for protective systems shall be free from damage or defects that might impair their proper function.
- Manufactured materials and equipment used for protective systems shall be used and maintained in a manner that is consistent with the recommendations of the manufacturer, and in a manner that will prevent employee exposure to hazards.
- When material or equipment that is used for protective systems is damaged, a competent person shall examine the material or equipment and evaluate its suitability for continued use. If the competent person cannot assure the material or equipment is able to support the intended loads or is otherwise suitable for safe use, then such material or equipment shall be removed from service, and shall be evaluated and approved by a registered professional engineer before being returned to service.

## INSTALLATION AND REMOVAL OF SUPPORT

- Members of support systems shall be securely connected together to prevent sliding, falling, kickouts, or other predictable failures.
- Support systems shall be installed and removed in a manner that protects employees from cave-ins, structural collapses, or from being struck by members of the support system.
- Individual members of support systems shall not be subjected to loads exceeding those which those members were designed to withstand.
- Before temporary removal of individual members begins, additional precautions shall be taken to ensure the safety of employees, such as installing other structural members to carry the loads imposed on the support system.
- Removal shall begin at, and progress from, the bottom of the excavation. Members shall be released slowly so as to note any indication of possible failure of the remaining members of the structure or possible cave-in of the sides of the excavation.

- Backfilling shall progress together with the removal of support systems from excavations.
- Excavation of material to a level no greater than 2 ft (.61 m) below the bottom of the members of a support system shall be permitted, but only if the system is designed to resist the forces calculated for the full depth of the trench, and there are no indications while the trench is open of a possible loss of soil from behind or below the bottom of the support system.
- Installation of a support system shall be closely coordinated with the excavation of trenches.

**Sloping and benching systems.** Employees shall not be permitted to work on the faces of sloped or benched excavations at levels above other employees except when employees at the lower levels are adequately protected from the hazard of falling, rolling, or sliding material or equipment.

### **Shield systems**

- Shield systems shall not be subjected to loads exceeding those which the system was designed to withstand.
- Shields shall be installed in a manner to restrict lateral or other hazardous movement of the shield in the event of the application of sudden lateral loads.
- Employees shall be protected from the hazard of cave-ins when entering or exiting the areas protected by shields.
- Employees shall not be allowed in shields when shields are being installed, removed, or moved vertically.
- Additional requirement for shield systems used in trench excavations. Excavations of earth material to a level less than 2 ft (.61 m) below the bottom of a shield shall be permitted, but only if the shield is designed to resist the forces calculated for the full depth of the trench, and there are no indications while the trench is open of a possible loss of soil from behind or below the bottom of the shield.

## **INSPECTIONS**

Daily inspections of excavations, the adjacent areas, and protective systems shall be made by a competent person for evidence of a situation that could result in possible cave-ins, indications of failure of protective systems, hazardous atmospheres, or other hazardous conditions. An inspection shall be conducted by the competent person prior to the start of work and as needed throughout the shift. Inspections shall also be made after every rainstorm or other hazard-increasing occurrence. These inspections are only required when employee exposure can be reasonably anticipated.

Where the competent person finds evidence of a situation that could result in a possible cave-in, indications of failure of protective systems, hazardous atmospheres, or other hazardous conditions, exposed employees shall be removed from the hazardous area until the necessary precautions have been taken to ensure their safety.

# TRENCH INSPECTION

Inspection Type:	Daily	After Rain	During Shift			
Date:	Time:		Location:			
Name (Competent Person):						
If additional inspection during shift, Why?						
Soil Type:	Stable Rock	Type A	Type B	Type C	Layered	(Circle One)
Protective System Used:	(circle one)	Shoring	Shielding	Sloping/benching	Combination	
	Yes	No	N/A	Comments		
Box/Slope Specs Inspected						
Water Accumulation						
Hazardous Atmosphere						
Ventilation						
Ingress/Egress Accommodated						
Machinery Utilized						
Trenchwall Cracks						
Other Hazardous Conditions:						
Engineer Involved:	Yes	No	Name:			
Water Accumulation	Yes	No	Procedure:			
Utilities Marked (811):	Yes	No	Ticket #			

Utilities must be marked before operations begin.

Traffic barriers, if applicable, must be in place before operations begin.

If a hazardous atmosphere potentially exists, testing must be accomplished before entry is permitted. (see confined space policy)

Spoil must be placed at least 2 feet from opening.

Trenches over 20 feet in depth, must be approved by a licensed engineer.

If soil typing is not done, soil must be considered TYPE C.

Ladder must be placed and left in trench immediately and always.

All personnel must evacuate if instructed to do so by competent person. **NO EXCEPTIONS!**

Sloping/Benching Angles Depending on soil Type listed below

Type A	Type B	Type C or pre-disturbed
3:4 ratio	1:1 ratio	3:2 ratio

**This document must remain on site until work is complete or new inspection is done.**

# TRENCH EMERGENCY

TIME OF INCIDENT: \_\_\_\_\_ # OF EMPLOYEES ON SITE \_\_\_\_\_

## GAS LINE HIT (CIRCLE)

### PROCEDURES:

1. DON'T PANIC! TAKE CONTROL!
2. IF IN IMMEDIATE AREA (OPERATOR POSITION), AND SAFE TO DO SO, SHUT DOWN BACKHOE/EQUIPMENT
3. EVACUATE TRENCH AREA (NEVER RE-ENTER FOR ANY REASON UNTIL CLEARED BY FIRE DEPARTMENT/GAS COMPANY)
4. **CALL 911**
5. DO NOT START UP ANY ADDITIONAL EQUIPMENT/VEHICLES IN AREA
6. ACCOUNT FOR ALL EMPLOYEES
7. DO NOT LET ANYONE RE-ENTER THE TRENCH AREA!
8. LOCATION OF HIT \_\_\_\_\_
9. CALL YOUR DIRECT SUPERVISOR
10. CALL GOPHER ONE (1-800-252-1166 or 811)

## ELECTRICAL UTILITY HIT (CIRCLE)

### PROCEDURES:

1. DON'T PANIC! TAKE CONTROL!
2. ENSURE WORKERS DO NOT WALK AROUND OR NEAR THE DAMAGED UTILITY
3. INSTRUCT WORKERS TO NOT TOUCH ANY OTHER UTILITIES
4. EVACUATE WORKERS WITHOUT TOUCHING UTILITIES
5. MOVE BACKHOE/EQUIPMENT AWAY FROM THE TRENCH (UNLESS HUNG-UP). OPERATOR MUST STAY IN CAB UNTIL HAZARD IS ELIMINATED.
6. CALL YOUR DIRECT SUPERVISOR
7. DO NOT LET ANYONE RE-ENTER THE TRENCH!
8. NOTIFY COMPETENT PERSON
9. STOP/DIVERT TRAFFIC IF NECESSARY
10. CALL GOPHER ONE (1-800-252-1166 or 811)

## CAVE IN (CIRCLE)

### PROCEDURES:

1. DON'T PANIC! TAKE CONTROL!
2. LEAVE ALL TOOLS (SHOVELS, ETC.) IN TRENCH
3. INSTRUCT TRAPPED WORKER TO "REMAIN STILL"
4. EVACUATE ALL OTHER EMPLOYEES (AT LEAST 50 FT FROM TRENCH)
5. SHUT DOWN BACKHOE/EQUIPMENT (NOT PUMPS). DO NOT USE BACKHOE TO DIG OUT VICTIM(S) OR SHORE TRENCH WALL
6. CALL 911
7. CALL YOUR DIRECT SUPERVISOR
8. DO NOT LET ANYONE RE-ENTER THE TRENCH!
9. NOTIFY COMPETENT PERSON (IF CP NEEDS TO LEAVE THE SITE, A NEW CP MUST BE ASSIGNED)
10. STOP/DIVERT TRAFFIC
11. GET INFO:
  - a. HOW MANY EMPLOYEES BURIED IN TRENCH \_\_\_\_\_
  - b. NOTE LOCATION OF WORKERS BURIED IN TRENCH (IF NECESSARY, APPROACH THE TRENCH FROM THE NARROW END AND LAY DOWN PLANKS TO DISTRIBUTE YOUR WEIGHT  
\_\_\_\_\_
  - c. HOW MUCH SOIL COVERING EMPLOYEE(S) \_\_\_\_\_
  - d. ARE THERE DAMAGED UTILITIES? \_\_\_\_\_
  - e. IS WATER AN ISSUE? \_\_\_\_\_
  - f. WHAT IS THE CONDITION OF SURROUNDING SOIL (WET/CRACKING/FALLING?) \_\_\_\_\_

NOTE: THIS DOCUMENT MUST BE FILLED OUT BEFORE THE RESCUE TEAM ARRIVES. FAILURE TO DO SO MAY INCREASE RESCUE TIME AND DECREASE OUR CHANCES OF A SUCCESSFUL RESCUE.

# Section 13

## Tree Trimming

# Goodhue County

## TREE TRIMMING OPERATIONS POLICY

### (CHAINSAW/POLESAW/AERIAL LIFT/CHIPPER)

Goodhue County is intent on protecting all employees from the hazards associated with the use of chainsaw/polesaws, aerials, and chippers within the community. To this extent general rules and requirements have been outlined in this section so designed to minimize the risk.

This policy is applicable to all Highway employees operating tree trimming equipment as described in the [OSHA](#) Standard and within this policy.

The following sections will outline our established policies and procedures according to 29 CFR, [1910.266](#), [1926.453](#), and [the GENERAL DUTY CLAUSE](#).

The following aspects of chainsaw/polesaw operations will be covered:

- RESPONSIBILITIES
- PERSONAL PROTECTIVE EQUIPMENT
  - First-Aid Kits/Training
- GENERAL OPERATIONAL SAFETY
  - Chainsaw/Polesaw
  - Aerial Lifts (currently do not own but may rent or borrow one if necessary)
  - Chippers
- TRAINING

## RESPONSIBILITIES

Management and employees must be committed to the implementation of this program.

- **Management**

- Ensure all employees are trained in accordance with section V.
- Ensure applicable PPE is provided in accordance with section II.
- Enforce policy.

- **Employees**

- Commit to using required PPE.
- Attend required training.

## PERSONAL PROTECTIVE EQUIPMENT

The Personal Protective Equipment (PPE) below is provided for all personnel involved in chainsaw/polesaw, chipping, and trimming operations. It is important we assure that all PPE is maintained, inspected and remain in serviceable condition.

### **Chaps**

Each employee who operates a chainsaw must wear the leg protection provided. Choose the size of leg protection that covers the full length of the thigh to the top of the boot on each leg to protect against contact with a moving chainsaw.

Exception: This requirement does not apply when an employee is working as a climber, or if Management demonstrates that a greater hazard is posed by wearing leg protection in the particular situation.

### **Foot Protection**

Each employee who operates a chainsaw must wear logging boots or steel toe work boots that are waterproof or water repellent, cover and provide support to the ankle, and cut-resistant (metatarsal) such that it will protect the employee against contact with a running chainsaw.

### **Head**

Each employee who operates a chainsaw/polesaw, aerial lift, loading a chipper, and/or works in an area where there is potential for head injury from falling or flying objects must wear an approved hardhat.

### **Face/Eye Protection**

Each employee operating a chainsaw/polesaw, aerial lift, loading a chipper, or works in an area where there is potential for facial injury must wear face and eye protection. Employees may wear logger-type mesh screens and safety glasses when performing chainsaw/polesaw operations.

### **Hearing Protection**

Each employee who operates or works near a chainsaw/polesaw, aerial lift, chipper, or works in an area where there is a potential for decibels to exceed 85db must wear hearing protection with a noise reduction rating (NRR) adequate enough to reduce levels to below the 85db threshold. See also *Hearing Conservation Program*.

# First-Aid Kits/Training

We must have first-aid kits at each work site where trees are being cut/trimmed (e.g., felling, buckling, limbing), at each active landing, and on each employee transport vehicle. At a minimum, each first-aid kit must contain the items listed below.

1. Gauze pads (at least 4 x 4 inches). 2. Two large gauze pads (at least 8 x 10 inches). 3. Box adhesive bandages (Band-Aids). 4. One package gauze roller bandage at least 2 in wide. 5. Two triangular bandages. 6. Wound cleaning agent such as sealed moistened towelettes. 7. Scissors. 8. At least one blanket. 9. Tweezers. 10. Adhesive tape. 11. Latex gloves. 12. Resuscitation equipment such as resuscitation bag, airway, or pocket mask. 13. Two elastic wraps. 14. Splint.

**Note:** Employees must be trained in the proper use and maintenance of these kits as well as First Aid/CPR and Bloodborne Pathogens to ensure quick response if another employee becomes injured. This also means no employee can operate a chainsaw/polesaw or assist without First Aid personnel present. An inventory of these kits will be conducted annually.

## GENERAL OPERATIONAL SAFETY

### Chainsaw/polesaw

- Portable fire extinguishers are provided, maintained, and located in each vehicle.
- Ensure each tool (chainsaws/polesaws), including any tool provided by an employee, is inspected before initial use during each work shift. At a minimum, the inspection must include the following:
  - Handles and guards, to assure they are sound, tight fitting, properly shaped, free of splinters and sharp edges, and in place.
  - Controls, to assure proper function.
  - Chainsaw/polesaw chains, to assure proper adjustment.
  - Chainsaw/polesaw mufflers, to assure they are operational and in place.
  - Chain brakes and nose shielding devices, to assure they are in place and function properly.
  - Cutting edges, to assure they are sharp and properly shaped.
  - All other safety devices, to assure they are in place and function properly.
- The cutting edge of each tool must be sharpened in accordance with manufacturer's specifications whenever it becomes dull during the work shift.
- Only use tools for purposes for which they have been designed.
- Each tool must be stored in the provided location when not being used at a work site.
- Secure all equipment/tools in transport.
- The chainsaw must be operated and adjusted in accordance with the manufacturer's instructions.
- The chainsaw must be fueled at least 10 ft (3 m) from any open flame or other source of ignition.
- The chainsaw must be started at least 10 ft (3 m) from the fueling area.
- The chainsaw must be started on the ground or where otherwise firmly supported. Drop starting a chainsaw is prohibited.
- The chainsaw/polesaw throttle must be at full through cut.
- The chainsaw must be started with the chain brake engaged.
- The chainsaw must be held with the thumbs and fingers of both hands encircling the handles during operation.
- The chainsaw/polesaw operator must be certain of footing before starting to cut.
- The chainsaw must not be used in a position or at a distance that could cause the operator to become off-balance, to have insecure footing, or to relinquish a firm grip on the saw.
- Prior to felling any tree, the chainsaw/polesaw operator must clear away brush or other potential obstacles that might interfere with cutting the tree or using the retreat path.



- The chainsaw must not be used to cut directly overhead.
- The chainsaw must be carried in a manner that will prevent operator contact with the cutting chain and muffler.
- The chainsaw must be shut off or the throttle released before the feller starts his retreat.
- The chainsaw must be shut down or the chain brake must be engaged whenever a saw is carried further than 50 ft (15.2 m).
- The chainsaw must be shut down or the chain brake must be engaged when a saw is carried less than 50 ft if conditions such as, but not limited to, the terrain, underbrush, and slippery surfaces, may create a hazard for an employee.

## **Aerial Lifts**

Before operating aerial lifts:

- Do not modify aerial lift without written permission.
- Check safety devices and operating controls before each use.
- Check area in which aerial lift will be used for:
  - Level surface (do not exceed manufacturer slope recommendations).
  - Holes, drop-offs, bumps, debris, etc.
  - Overhead obstructions and overhead power lines.
  - Stable surface.
  - Other hazards.

Set outriggers, brakes, and wheel chocks

- Preventing Electrocutions
  - Non-electrical workers must stay at least 10 ft away from overhead power lines.
  - Electrical workers must de-energize/insulate power lines (call utility beforehand).
  - Use only insulated buckets when working near overhead power lines.
  - Annually check insulation on buckets.
- Preventing Tip-Overs
  - Do not exceed manufacturer rated load capacity limits.
  - Do not travel to job location with lift in elevated position.
  - Set up proper work zone protection when working near traffic .
  - Positioning of lifts:
    - Do not drive near drop-offs or holes.
    - Do not raise platform on uneven or soft surfaces.
    - Do not drive onto uneven or soft surfaces when elevated.
    - Do not raise platform on slope or drive onto slope when elevated.
    - Do not raise platform in windy or gusty conditions.
- Fall Protection
  - Fall protection is required (full body harness with lanyard or body belt with 2-foot lanyard as restraint device).
  - Fall arrest systems (harness plus lanyard to stop a fall). Keep in mind that:
    - These systems can tip over some boom lifts and scissor lifts due to fall stopping force.
    - Fall restraint systems intended to prevent falls are preferred.
    - Full body harness plus lanyard must be designed for size of lift platform.
  - Always close entrance chains or doors.
  - Stand on floor of bucket or lift platform.
  - Do not climb on or lean over guardrails.

## Chippers

- Never reach into a chipper while it is operating.
- Do not wear loose-fitting clothing around a chipper.
- Always follow the manufacturer's guidelines and safety instructions.
- Use earplugs, safety glasses, hard hats, and gloves.
- Workers should be trained on the safe operation of chipper machines. Always supervise new workers using a chipper to ensure they work safely and never endanger themselves or others.
- Protect yourself from contacting operating chipper components by guarding the in-feed and discharge ports, and preventing the opening of the access covers or doors until the drum or disc completely stops.
- Prevent detached trailer chippers from rolling or sliding on slopes by chocking the trailer wheels.
- Maintain a safe distance (i.e., two tree or log lengths) between chipper operations and other work/workers.
- When servicing and/or maintaining chipping equipment (i.e., "un-jamming"), use a lockout system to ensure that equipment is de-energized.

## TRAINING

Training must be provided as follows:

- Prior to initial assignment for each new employee.
- Whenever the employee is assigned new work tasks, tools, equipment, machines or vehicles.
- Whenever an employee demonstrates unsafe job performance.

At a minimum, training must consist of the following elements:

- Safe performance of assigned work tasks.
- Safe use, inspection, operation and maintenance of tools, machines and vehicles the employee uses or operates, including emphasis on understanding and following the manufacturer's operating and maintenance instructions, warnings and precautions.
- Recognition of safety and health hazards associated with the employee's specific work tasks, including the use of measures and work practices to prevent or control those hazards.
- General procedures, practices, and requirements of the employer work site.

Note: Training of an employee due to unsafe job performance, or assignment of new work tasks, tools, equipment, machines, or vehicles may be limited to those elements which are relevant to the circumstances giving rise to the need for training.

# Section 14

## Hot Work

# Goodhue County HOT WORK SAFETY POLICY

Goodhue County has committed to comply with the intent and spirit of OSHA [29 CFR 1910.251-254](#) and [NFPA 51B](#).

In order to be in compliance, Goodhue County will identify locations/processes/jobs where the potential of a fire exists during heat/spark/flame producing equipment and the implementation of a “Hot Work Permit”.

NOTE: A Hot Work Permit is not required in areas designed for hot work (ex: shop/maintenance)

This policy is applicable to all Highway and maintenance employees performing “Hot Work” as described in the OSHA Standard/NFPA Standard and within this policy.

The components that constitute this section define procedures for:

- Definitions
- Scope and Responsibility
- Specific Responsibilities
- Hot Work Operator (HWO)
- Fire Watch
- Hot Work Operational Requirements
- Hot Work Permit
- Work Closeout

## Definitions

**Competent Hot Work Supervisor (CHWS)** - For Goodhue County's employees the CHWS shall have successfully completed competent person training and examination to be considered competent. For outside contractors, the Hot Work Supervisor shall be identified and the name provided to the Project Manager. The CHWS cannot be the Hot Work Operator. Failure to properly adhere to Goodhue County Hot Work Procedures shall result in suspension of competent person authority and possible disciplinary action.

**Designated Hot Work Area** - Permanent location designed for or approved by a CHWS for hot work operations to be performed regularly.

**Hot Work** - Any work involving welding, brazing, soldering, heat treating, grinding, powder-actuated tools, hot riveting, and all other similar applications producing a spark, flame, or heat, or similar operations that are capable of initiating fires or explosions.

**Hot Work Permit** - A document issued by the CHWS for the purpose of authorizing a specified activity.

**Hot Work Operator** - An individual designated by Goodhue County to perform hot work under the authorization of a CHWS.

**Welding and Allied Processes** - Those processes such as arc welding, oxy-fuel gas welding, open-flame soldering, brazing, thermal spraying, oxygen cutting, and arc cutting.

## Scope and Responsibility

This program is designed to prevent injury and loss of property from fire or explosion as a result of hot work in all Goodhue County's spaces and activities. It covers: welding, brazing, soldering, heat treating, grinding, powder-actuated tools, hot riveting, and all other similar applications producing a spark, flame, or heat.

This program does not cover use of: candles, laboratory activities, pyrotechnics or special effects, cooking equipment, electric soldering irons, or torch-applied roofing (See [NFPA 241](#)).

At a minimum, all hot work performed by outside contractors shall be in conformance with [NFPA 51B](#).

Hot work operations in confined spaces require additional safeguards and are addressed in Goodhue County's Confined Space Policy.

Hot work on and near building systems and piping may require additional safeguards and are addressed in Goodhue County's Control of Hazardous Energy and Lockout/Tagout Policy.

## Specific Responsibilities:

### Competent Hot Work Supervisor (CHWS)

The CHWS is responsible for the safe operations of hot work activity under their supervision. These duties include:

- Establish permissible areas for hot work
- Ensure that only approved apparatus, such as torches, manifolds, regulators and pressure reducing valves, are used
- Ensure that individuals involved in the hot work operations are familiar with Goodhue County's Hot Work requirements.

- Ensure that individuals involved in the hot work operations are trained in the safe operation of their equipment and the safe use of the process. These individuals must have an awareness of the risks involved and understand the emergency procedures in the event of a fire.
- Determine site-specific flammable materials, hazardous processes, or other potential fire hazards present or likely to be present in the work location.
- Conduct effective gas monitoring in the work area using a properly calibrated combustible gas detector prior to and during hot work, even in areas where a flammable atmosphere is not anticipated.
- In work areas where flammable liquids and gases are stored and handled, drain and/or purge all piping and equipment before hot work is conducted.
- Provide safety supervision for outside contractors conducting hot work. Inform contractors about site specific hazards including the presence of flammable materials.
- Ensure combustibles are protected from ignition by the following means:
  - Move the work to a location free from combustibles.
  - If the work cannot be moved, ensure the combustibles are moved to a safe distance or have the combustibles properly shielded against ignition.
  - Ensure hot work is scheduled such that operations that could expose flammables or combustibles to ignition do not occur during hot work operations.

**If any of these conditions cannot be met, then hot work must not be performed.**

- Determine that fire protection and extinguishing equipment are properly located and readily available.
- Ensure sufficient local exhaust ventilation is provided to prevent accumulation of any smoke/fume.
- Ensure that a Fire Watch is posted at the site when Hot Work is performed in a location where other than a minor fire might develop, or where the following conditions exist:
  - Combustible materials in building construction or contents are closer than 35 ft to the point of hot work.
  - Combustible materials are more than 35 ft away but are easily ignited by sparks.
  - Wall or floor openings are within 35 ft and expose combustible materials in adjacent areas. This includes combustible materials concealed in walls or floors.
  - Combustible materials are adjacent to the opposite side of partitions, walls, ceilings, or roofs and are likely to be ignited.

Where a Fire Watch is not required, the CHWS shall make a final inspection 30 minutes after the completion of hot work operations to detect and extinguish possible smoldering fires.

## Hot Work Operator (HWO)

The Hot Work Operator shall handle the equipment safely and perform work so as not to endanger lives and property. Specific duties include:

- No hot work shall be conducted without specific written authorization from the CHWS via completion of the Hot Work Permit.
- The operator must cease hot work operations if unsafe conditions develop.
- The operator must notify the CHWS for reassessment of the situation in the event of suspected unsafe conditions or concerns expressed by affected persons.

## Fire Watch

The Fire Watch is an individual posted in specific circumstances, as described above. The function of the Fire Watch is to observe the hot work and monitor conditions to ensure that a fire or explosion does not occur as a result of the work performed. The Fire Watch is authorized to stop any unsafe operation or activity. Specific duties and responsibilities include:

- Watch for fires, smoldering material, or other signs of combustion.
- Be aware of the inherent hazards of the work site and of the hot work.
- Ensure that safe conditions are maintained during hot work operations and stop the hot work operations if unsafe conditions develop.
- Have fire-extinguishing equipment readily available and be trained in its use.
- Extinguish fires when the fires are obviously within the capacity of the equipment available. If the fire is beyond the capacity of the equipment, sound the alarm immediately.
- Be familiar with the facilities and procedures for sounding an alarm in the event of a fire.
- A Fire Watch shall be maintained for at least 30 minutes after completion of hot work operations in order to detect and extinguish smoldering fires.
- More than one Fire Watch shall be required if combustible materials that could be ignited by the hot work operation cannot be directly observed by a single Fire Watch (e.g. in adjacent rooms where hot work is done on a common wall).

## Hot Work Operational Requirements:

- Hot work is allowed only in areas that are or have been made fire-safe. Hot work may only be performed in either designated areas or permit-required areas.
- A designated area is a specific area designed or approved for such work, such as a maintenance shop or a detached outside location that is of noncombustible or fire-resistive construction, essentially free of combustible and flammable contents, and suitably segregated from adjacent areas.
- A permit-required area is an area made fire-safe by removing or protecting combustibles from ignition sources.
- Hot work is not allowed:
  - In sprinklered buildings if the fire protection system is impaired
  - In the presence of explosive atmospheres or potentially explosive atmospheres (e.g. on drums previously containing solvents)
  - In explosive atmospheres that can develop in areas with an accumulation of combustible dusts (e.g. grain silos)

## Hot Work Permit

Before hot work operations begin in a non-designated location, a completed Hot Work Permit prepared by the CHWS is required. Based on local conditions, the CHWS must determine the length of the period, not to exceed 24 hours, for which the Hot Work Permit is valid.

The following conditions must be confirmed by the CHWS before permitting the hot work to commence:

- Equipment to be used (e.g. welding equipment, shields, Personal Protective Equipment, fire extinguishers) must be in satisfactory operating condition and in good repair.
- The floor must be swept clean for a radius of 35 ft if combustible materials, such as paper or wood shavings are on the floor.
- Combustible floors (except wood on concrete) must be:
  - kept wet or be covered with damp sand (note: where floors have been wet down, personnel operating arc welding or cutting equipment shall be protected from possible shock) or
  - protected by noncombustible or fire-retardant shields.
- All combustible materials must be moved at least 35 ft away from the hot work operation. If relocation is impractical, combustibles must be protected with fire-retardant covers, shields, or curtains. Edges of covers at the floor must be tight to prevent sparks from going under them, including where several covers overlap when protecting a large pile.
- Openings or cracks in walls, floors, or ducts within 35 ft of the site must be tightly covered with fire-retardant or noncombustible material to prevent the passage of sparks to adjacent areas.
- If hot work is done near walls, partitions, ceilings, or roofs of combustible construction, fire-retardant shields or guards must be provided to prevent ignition.
- If hot work is to be done on a wall, partition, ceiling, or roof, precautions shall be taken to prevent ignition of combustibles on the other side by relocating combustibles. If it is impractical to relocate combustibles, a Fire Watch on the opposite side from the work must be posted.
- Hot work must not be attempted on a partition, wall, ceiling, or roof that has a combustible covering or insulation, or on walls or partitions of combustible sandwich-type panel construction.
- Hot work that is performed on pipes or other metal that is in contact with combustible walls, partitions, ceilings, roofs, or other combustibles must not be undertaken if the work is close enough to cause ignition by conduction.
- Fully charged and operable fire extinguishers that are appropriate for the type of possible fire shall be available immediately at the work area. These extinguishers should be supplied by the group performing the hot work. The fire extinguishers normally located in a building are not considered to fulfill this requirement.
- If hot work is done in proximity to a sprinkler head, a wet rag shall be laid over the head and then removed at the conclusion of the welding or cutting operation. During hot work, special precautions shall be taken to avoid accidental operation of automatic fire detection or suppression systems (for example, special extinguishing systems or sprinklers).
- Nearby personnel must be suitably protected against heat, sparks, and slag.

## Work Closeout:

- A Fire Watch shall be maintained for at least 30 minutes after completion of hot work operations in order to detect and extinguish smoldering fires.
- The CHWS shall inspect the job site 30 minutes following completion of hot work and close out the permit with the time and date of the final check.
- The completed Hot Work Permit shall be retained for 6 months following completion of the project.



# HOT WORK PERMIT

<b>BEFORE INITIATING HOT WORK, CAN THIS JOB BE AVOIDED? IS THERE A SAFER WAY?</b>	<b>PERMIT #:</b>
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**This Hot Work Permit is required for any temporary operation involving open flames or producing heat and/or sparks. This includes, but is not limited to: Brazing, Cutting, Grinding, Soldering, Torch-Applied Roofing, and Welding.**

**Hot Work Permits are not required in designated hot work areas (shop or maintenance areas).**

<p style="text-align: center;"><b><u>INSTRUCTIONS</u></b></p> <p><b>1. Competent Hot Work Supervisor :</b></p> <p style="margin-left: 20px;"><b>A. Verify precautions listed at right (or do not proceed with the work).</b></p> <p style="margin-left: 20px;"><b>B. Complete and retain permit.</b></p> <p style="margin-left: 20px;"><b>C. Issue copy of permit to person doing job.</b></p>	<p style="text-align: center;"><b><u>REQUIRED PRECAUTIONS CHECKLIST</u></b></p> <p><input type="checkbox"/> Available sprinklers, hose streams and extinguishers are in service/operable.</p> <p><input type="checkbox"/> Hot Work equipment in good repair.</p> <p><b>Requirements within 35 ft (11 m) of work</b></p> <p><input type="checkbox"/> Flammable liquids, dust, lint and oily deposits removed.</p> <p><input type="checkbox"/> Explosive atmosphere in area eliminated.</p> <p><input type="checkbox"/> Floors swept clean.</p> <p><input type="checkbox"/> Combustible floors wet down, covered with damp sand or fire-resistive sheets.</p> <p><input type="checkbox"/> All wall and floor openings covered.</p> <p><input type="checkbox"/> Fire-resistive tarpaulins suspended beneath work.</p> <p><input type="checkbox"/> Protect or shut down ducts and conveyors that might carry sparks to distant combustibles.</p> <p><b>Work on walls, ceilings, or roofs</b></p> <p><input type="checkbox"/> Construction is noncombustible and without combustible covering or insulation.</p> <p><input type="checkbox"/> Combustibles on either side of walls, ceilings or roofs are moved away.</p> <p><b>Work on enclosed equipment</b></p> <p><input type="checkbox"/> Enclosed equipment cleaned of all combustibles.</p> <p><input type="checkbox"/> Containers purged of flammable liquids/vapors.</p> <p><input type="checkbox"/> Pressurized vessels, piping, and equipment removed from service, isolated and vented.</p> <p style="text-align: center;"><b><u>IF THE ABOVE CAN NOT BE ACCOMPLISHED</u></b></p> <p><b>Fire Watch/Hot Work area monitoring (within buildings)</b></p> <p><input type="checkbox"/> Fire watch will be provided during and for 30 minutes after work, including any coffee or lunch breaks.</p> <p><input type="checkbox"/> Fire watch is supplied with suitable extinguishers, and where practical, a charged small hose.</p> <p><input type="checkbox"/> Fire watch is trained in use of equipment and in sounding alarm.</p> <p><input type="checkbox"/> Fire watch may be required in adjoining areas, above and below.</p> <p><input type="checkbox"/> Monitor Hot Work area for 4 hours after job is completed.</p> <p><b>Other Precautions Taken:</b></p> <p>_____</p> <p>_____</p>				
<p><b>HOT WORK BEING DONE BY:</b></p> <p><input type="checkbox"/> EMPLOYEE</p> <p><input type="checkbox"/> CONTRACTOR _____</p>					
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; padding: 2px;">Date</td> <td style="padding: 2px;">Job Number</td> </tr> </table>	Date	Job Number			
Date	Job Number				
<p><b>Nature of Job</b></p>					
<p><b>Name of Person Doing Hot Work</b></p>					
<p><b>I verify the above location has been examined, the precautions checked on the Required Precautions checklist have been taken to prevent fire, and permission is authorized for this work.</b></p>					
<p><b>SIGNED (Competent Hot Work Supervisor)</b></p>					
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%; padding: 2px;">PERMIT EXPIRES</td> <td style="width: 35%; padding: 2px;">DATE</td> <td style="width: 15%; padding: 2px;">TIME</td> <td style="width: 35%; padding: 2px;">AM PM</td> </tr> </table>	PERMIT EXPIRES	DATE	TIME	AM PM	
PERMIT EXPIRES	DATE	TIME	AM PM		
<p><b>NOTE: EMERGENCY NOTIFICATION ON BACK OF FORM. USE AS APPROPRIATE FOR YOUR FACILITY.</b></p>					

# Section 15

## Lifting Devices

# Goodhue County

## LIFTING DEVICES POLICY

Goodhue County is committed to preventing sprain/strain injuries to our employees through the use of various cranes, hoists, slings, jacks, and lifts. This policy is applicable to all employees in the Highway and Maintenance Departments using this equipment.

It is essential the operator is properly educated of the safe and responsible use of the material handling equipment in accordance to [29 CFR 1910.179](#), [29 CFR 1910.244](#), ANSI/ASME PALD-10-1984, ANSI/ASME PALD-2b-1986, ANSI/ASME PALD-1-1983 & ANSI/ALI ALOIM-2000. In addition, the handling equipment must be properly inspected and maintained to ensure its safe and effective operation.

The following will be covered in this section to ensure safe material handling.

### **Cranes**

- Operator
- Hazards
- Inspections
- Procedures

### **Automotive Lifts (Hoists)**

- Operator Hazards & Training
- Inspections

### **Jacks**

- Operator
- Hazards
- Inspections
- Procedures

### **Adjustments and Repairs**

# CRANES

(see also construction crane info at end of section)

## The Operator

The operator is responsible for the safe operation of the material handling equipment and the safety of coworkers in the area. Therefore only trained personnel are allowed to operate material handling cranes. Material handling hazards can be eliminated in three ways:

- Design and plan the lift prior to beginning:
  - Is the load within rated capacities?
  - Use appropriately rated and length of slings.
  - Is the area clear of obstacles and people providing adequate clearance?
  - Will you require assistance to stabilize the load?
  - Ensure adequate view of lifting area.
  - Are stabilizers lowered and set on even/stable ground?
- Guard against hazards:
  - Ensure equipment and controls are properly guarded.
  - Are unnecessary personnel clear of the area?
  - Do hooks have safety latches?
  - Does cable have frays throughout or at the ring attach point that may cause cuts/slivers?
- Provide a warning to coworkers that materials will be moved near their area.

## Crane Hazards

### Overloading:

This occurs when the crane is loaded beyond its load capacity or a variety of other variables listed below:

- The hoist is extended to the outer boom limit or further than the load or rating allows. On the inside of cranes, the ratings are printed on the bridge/boom. On truck cranes, locate the ratings and calculate lift capacity according to the boom extension chart.
- The load is raised and rotated too quickly causing imbalance and/or damage to the crane.
- Operator not knowing the weight of the load, relying on perception and instinct.
- The operator is to be familiar with crane loads and the weight of the particular load to be lifted. A qualified engineer to determine their load capacity rating must rate all cranes (if not done by the manufacturer) and attached equipment including the framing, rails and support beams. In addition, the rating must be clearly marked on the hoist, crane and slings. Lifting materials will be limited to its weakest lifting component.
- Operator not maintaining proper clearances. Proper clearance for crane operation is vital and includes both overhead and lateral clearance exceeding a 3 in minimum. Cranes running parallel to each other shall provide adequate clearance between the two bridges.
- Operator using the crane for jobs in which it is not designed (ex: pulling vehicles/equipment, sign posts, etc.).

### Pinch point:

This is the condition caused by an employee being pinned between the crane and object being moved and a permanent structure. (ex: wall, rack, truck, etc.) Typical causes for these hazards include:

- Unauthorized employees entering the crane hazard area when crane is in use, e.g. retrieving tools, guiding cable.
- Operator not in full view of their area.
- Ensuring tools and other routinely used equipment are out of the crane operating area can reduce this hazard.

### Unguarded Moving Parts:

Be sure all moving shafts, linkage, and cables are properly guarded especially where they are easily accessible to co-workers. After adjustments and repairs have been made, the crane shall not be operated until all guards have been reinstalled, safety devices reactivated, and maintenance equipment removed.

### Unsafe Hooks:

As part of the daily use and monthly inspection, the hook and its latching mechanism must be checked. Hooks are to be taken out of service if they have no safety latch, are bent to the side, have a stretched throat opening, or are otherwise damaged.

### Obstruction of Vision:

This is caused in two general ways.

- Obstruction by the work environment (people, weather, etc.).
- Obstruction by the crane and or supports.
  - Examples of obstructed vision include: welders with their hoods up, a hard rain, others intently working, or a project unaware of crane activity within their vicinity.
  - When moving large or vision-obstructing material, all non-essential personnel must leave the area and a signaler must be used to ensure adequate observation.

### Cable Damage:

Will occur in four ways:

- Sheaves are rough and jagged.
- Width or throat of sheave is too wide or narrow for the cable.
- Old or excessively used cable.
- Weathered/pitted/rusted cable.

For these reasons our cables are to be inspected monthly. If cable shows signs of wear as described below, it is to be taken out of service:

- Six or more randomly distributed broken wires in one lay (one rope lay = the length along the rope which one strand uses to make one complete spiral around the rope core).
- Three broken wires in one strand in one lay.
- Severely pitted or rusted.

### Cable Kinking:

Improper handling or use of cable will cause it to develop a kink or bend. A kink starts when a loop is formed and pulled tight, and the natural lay of the rope is lost or the core may be separating from the rope. This will seriously weaken the cable making it unreliable and likely to pull apart. For this reason, cable inspections **must** be completed on a **monthly** basis.

### Side Pull:

This occurs when the crane is used to pull an object laterally to the forward, right, or left side of the boom. This type of side pull can easily collapse an overhead crane or seriously compromise its supportive structure and possibly damage unseen crane components, endangering the safety of all employees. Because of this, all cranes are to be used for its intended lifting purpose only.

### Boom Buckling:

This can occur in two ways:

- The object being lifted exceeds the cranes rated load capacity.
- The boom strikes a structure during its swing, sustaining a side force strain, particularly when supporting a suspended load.

### Lockout System for Overhead Cranes:

Lockouts will be utilized during maintenance and repairs of all cranes. Using physical electrical lockout devices and/or using temporary bumpers or blocks to restrict crane movement will accomplish this. Follow lockout procedures outlined in the "LOCKOUT" section of this manual.

### Inadvertent Loss of Load:

There are several circumstances where a load can be unstable causing the loss of the entire load:

- Imbalance caused by rough movements.
- Stretched hook throats.
- Lack of sturdy hook safety latches.
- Exceeding the rated load capacity.

**Note:** These risks can be eliminated by using proper planning techniques prior to moving material.

## **Inspections**

### Components:

The basic components of a crane and supports include:

- **The boom or bridge** - the overhead support structure the hoist is attached to.
- **The hoist** - manual or power driven device which raises and lowers the load.
- **Slings** - chain, wire rope, or synthetic straps which are used to attach the hoist to the load.
- **Stabilizers** - the supplementary/additional support for truck cranes.

### Electrical:

Pendant hoist control box:

- Must be clearly marked and indicate the functions of each button.
- Must be suspended or supported so electrical components are protected from excessive strain.
- Shall be in good repair and properly sealed to protect against electrical shock and foreign material (such as dirt or grease) entering the control box.

All electrical equipment will be guarded or secured to ensure live parts will not be exposed to employees under normal operating conditions.

### Inspections

- **Initial (Operational) Test:** An inspection will be conducted before initial use of a crane, and after the alteration or maintenance of an existing crane. The inspection will include the items listed for both the frequent and periodic sections as well as the operational test listed below.
  - Raise and lowering of the hoist mechanism.
  - Trolley travel.
  - Bridge travel (where applicable).
  - Limit switches, locking and safety devices. Raising an empty hook to the trip switch will test the limit switch.
- **Monthly/Frequent (Pre-Use) Inspections:**
  - All control mechanisms for maladjustment interfering with proper operation
  - All control mechanisms for excessive wear of components and contamination by lubricants or other foreign matter.
  - All safety devices for malfunction.
  - Deterioration or leakage in air or hydraulic systems.
  - Crane hooks with deformations or cracks. For hooks with cracks or having more than 15 percent in excess of normal throat opening or more than 10 deg. twist from the plane of the unbent hook.

- Ropes for noncompliance. Heavy wear and/or broken wires may occur in sections in contact with equalizer sheaves or other sheaves where rope travel is limited, or with saddles. Particular care shall be taken to inspect ropes at these locations (see also rope inspection).
- Electrical apparatus for malfunctioning, signs of excessive deterioration, dirt, and moisture accumulation.
- Stabilizers free from soil/debris.

Crane inspections will take place monthly using the “Monthly/Frequent Inspection Form” (**see form at end of section**).

### **Periodic/Annual Inspections:**

The following items will be checked during *periodic inspections* and the crane operator will make a determination if these defects constitute a safety hazard. If so, the crane operator has the authority to take the crane out of service until a qualified individual has made repairs/recommendations.

- Check all functional mechanisms for maladjustment and excessive wear interfering with proper operation.
- Check for deterioration in the hoisting/moving mechanisms, such as leaking lines, or worn sheaves or bearings.
- Check hooks for deformation, cracks, excessive throat opening, and lack of safety latch.
- Check hoist chains and slings for excessive wear, twists, and distorted/stretched links.
- A thorough inspection of all wire rope shall be conducted and discarded if it shows signs of excessive wear, corroded/broken wires, or kinking.
- Ensure Safety Latch is functional.
- Check control unit for cracked covers, exposed electrical, etc.
- Raise hook to top insuring limit switch activation.
- Inspect for loose bolts or rivets.
- Grease rope and drum to maintain proper operation.
- Inspect rope anchor and rope guide.
- Check oil level and maintain as necessary.
- Corroded, deformed, cracked bolts, or welds on or within the supporting structure (e.g. bridge, boom, rail, or beams).
- Cracked or worn sheaves and/or drums.
- Worn, cracked, or distorted parts including bearings, shafts, gears, and rollers.
- Braking system, check for excessive wear on linings and parts.
- Power supply operating within normal conditions (not showing signs of excessive strain or over heating).
- Excessive wear of chain drive sprockets or excessive chain stretch.
- Electrical apparatus must be checked for signs of pitting and deterioration of controls, limit switches, and pendant control box.
- Stabilizers for leaks, binding, and/or damage.
- Overall condition of hoist/crane system.

Ask the operator if there has been any problems with the crane.

An annual inspection will be conducted every year by a qualified inspector. These inspections will follow, at a minimum, our monthly (frequent) inspection format.

## Proper Craning Procedures

### Proper load size:

Loads cannot exceed rated load capacity. No cranes shall be re-rated in excess of the original load ratings unless such rating changes are approved by the crane manufacturer or final assembler.

### Attaching the load:

Hoist chain or wire rope must be in good condition with approved (rated capacity) slings.

- Wire rope free from broken strands (see inspection).
- Chain free of kinks, stretched links.
- Hooks free of stress cracks, deformity, and open throat
- Sling must be in good condition.
- Be sure sling is clear of all obstacles and materials adjacent to the lift area.
- Sling should not have twists.

### Moving the load:

- The hook must be brought directly over the load to prevent swing when the load is lifted.
- The load must be properly secured in the sling or lifting device.
- Hoist ropes and slings cannot be twisted around each other.
- Lift load slowly to ensure all the lifting devices operate effectively and are not slipping.
- Move the load smoothly to avoid jerky motion.
- Ensure the load does not contact obstructions.
- Never leave a raised load unattended.
- Cranes are not to be used for pulling loads. Pulling loads can endanger the stability of the crane, slings, and overhead mounting structure.
- Employees are not allowed to ride on a raised moving load.
- Raised loads must not be positioned over people at any time.
- Rising near rated loads just slightly to ensure adequate braking should test hoisting brakes. If test is satisfactory, the load can be moved.
- A load must never be lowered below the point where less than two full wraps of rope remain on the hoisting drum.
- A qualified responsible person shall be present and in charge of any lift requiring two or more cranes be used to lift a load. This person will evaluate and instruct all personnel in the proper rigging, positioning, and movements of the load.

## TRAINING

Training will be completed for all new employees and repeated periodically at the employee's Direct Supervisors discretion.

## CONSTRUCTION CRANES

We currently have municipal employees using truck cranes over 1 ton capacity to remove/install signs. Because of this crane activity we are required to comply with [29CFR 1926.1427](#) which includes [NCCCO](#) certification training for operators.

This activity is the only reason/task we have identified in which a municipal employee would need to be "certified" under the Construction Crane Standard [29CFR 1926.1427](#). However, if, at any point, there are "construction" activities applicable to these requirements, the department Supervisor and the Safety Coordinator will re-evaluate.

Employees will not be allowed to operate the truck crane for the purpose of removing and replacing signs unless [NCCCO](#) certified.



# AUTOMOTIVE LIFTS (HOISTS)

## Operator Hazards & Training

The operator is responsible for the safe operation of the hoist and the safety of coworkers in the area. Therefore, only trained personnel are allowed to operate vehicle hoists.

All operators must view the “LIFTING IT RIGHT” video and safety quiz (**see forms at end of section and video on disc or at <http://www.safeassureeducational.com/lifting.html>**).

## Inspections

### Components

The basic components of a hoist include:

- Adapters/Attachments
- Air/Oil Tank
- Arm/Swing Arm
- Cylinder Assembly, Casing, Plunger, Seals & Bearings
- Fastening Devices
- Lift Controls
- Runways & Stops
- Sheaves
- Frame
- Other Assisted Lifting Device(s)
- Chains and Cables

### Frequency

Inspections will be conducted in accordance with three time periods as described below:

- Initial (Operational Test):  
An inspection will be conducted before initial use of a hoist, and after the alteration or maintenance of an existing hoist. The inspection will include the items listed on the frequent inspection form.
- Frequent Inspections (Monthly):  
**Hoist inspections will take place monthly using the “Monthly” Inspection Checklist”** (see form at end of section).  
During *frequent inspections*, the hoist operator will make a determination if these defects constitute a safety hazard. If so, the hoist operator has the authority to take the hoist out of service until a qualified individual has made repairs/recommendations.
- Annual Inspections  
An annual inspection will be conducted every year by a qualified inspector. These inspections will follow, at a minimum, our monthly inspection format.

## TRAINING

Training will be completed for all new employees and repeated periodically at the employee’s Direct Supervisor’s discretion.

# JACKS

## The Operator

The operator is responsible for the safe operation of the material/equipment-handling jacks and the safety of coworkers in the area. Therefore, only trained personnel are allowed to operate jacks.

Lifting hazards can be eliminated in four ways.

- Design and plan the lift prior to beginning.
  - Is the load within rated capacity?
  - Are you using the appropriate jack for the job?
  - Is the load centered?
  - Did you read and understand all manufacturers' warnings and instructions?
- Guard against hazards.
  - Ensure jack is properly guarded from pinch points.
  - Are unnecessary personnel clear of the area?
- Provide a warning to coworkers when materials will be lifted and stabilized in their area.
- Ensure jack stands are used when possible. Never trust a jack for stability. Always set the load on a stand.

## Jack Hazards

### Overloading:

This occurs when the jack is loaded beyond its load capacity or a variety of other variables listed below:

- The load is raised too quickly causing imbalance.
- Operator not knowing the weight of the load or capacity of jack.

The operator is to be familiar with the jack ratings. All ratings must be marked legibly on each jack. All ratings are established from the manufacturer and cannot be increased by any means.

### Unguarded Moving Parts:

Ensure all moving shafts, chains, and sprockets are properly guarded.

### Lockout System for Overhead Jacks:

Lockouts will be utilized during maintenance and repairs. In most cases, a lockout or "OUT OF ORDER" tag will be sufficient. Additional means may include taking the jack apart by removing the handle or placing it in a maintenance area (e.g. on a work bench). Follow all lockout procedures outlined in the "LOCKOUT" section of this manual.

### Inadvertent Loss of Load:

There are several circumstances where a load can be unstable causing the loss of the entire load.

- Imbalance caused by rough movements.
- Movement of the load. Ensure vehicle break is engaged and/or wheels are chocked.
- Jack wheel, lift arm, or saddle disengages from jack body. This is why jack inspections are crucial to operations safety.
- Exceeding the rated load capacity.

**Note:** These risks can be eliminated using proper planning techniques (the right jack for the job and proper inspection techniques).

### Harmful Elements

Keep any blatantly harmful elements from coming in contact with jacks such as fire or heat (from welding), alcohol (brake fluid), paint thinners, or acids.

**NOTE:** NEVER LOAN A JACK OUT TO ANOTHER PERSON OR ORGANIZATION. THERE WILL BE NO WAY TO ENSURE PROPER USE, INSPECTION, AND RESPECT OF THE JACK.

## **Inspections**

### Components:

The basic components of a jack include:

- Service Jacks
  - Operating Controls
  - Lift Arm
  - Saddle
- Hydraulic Hand Jacks
  - Pump Handle
  - Release Valve
  - Filler Plug
  - Ram
  - Extender (on some models)
  - Saddle
- Transmission Jacks
  - Operating Controls
  - Tilt Controls
  - Lift Platform Assembly

### Inspections

Inspections will be conducted in accordance with three time periods as described below.

#### 1. Pre-Use Inspection:

An inspection will be conducted by the operator before each use of a jack and/or if overloading has taken place to include:

- Checking for leaks.
- Checking for damaged parts/components.
- Checking for missing parts/components.
- Checking for loose parts/components.
- Checking for any other operational deficiencies which could affect the stability or performance of the jack (**see form at end of section**).

#### 2. Release/Return Inspections:

A documented inspection will be conducted before a jack leaves and immediately when it is returned to our facility. This inspection should include at a minimum:

- Checking for leaks
- Checking fluid levels (if below freezing different fluid may be necessary)
- Checking for damaged parts/components
- Checking for missing parts/components
- Checking for loose parts/components
- Checking for any other operational deficiency that could affect the stability or performance of the jack.

#### 3. Periodic Inspections (Biannual):

Biannual inspections will also be conducted according to the above criteria (**see form at end of section**).

**NOTE:** Pay close attention to deteriorating components. Especially jacks periodically exposed to the elements.

#### Damaged Jacks:

Any jack which appears to be damaged in any way, is found to be badly worn, or operates abnormally shall be tagged appropriately, and removed from service until necessary repairs are made by authorized personnel.

## Proper Lifting Procedures

### Proper Load Size:

Loads cannot exceed rated load capacity.

### Lifting The Load:

- The saddle must be set against a load-bearing component (e.g. frame, axle).
- The load must be properly secured to avoid shifting/moving (e.g. chocks, brakes).
- Lift load slowly to ensure all the lifting devices operate effectively and are not slipping.
- Never leave a raised load unattended.

Jacks are not designed for pulling loads. Pulling loads can endanger the stability of the jack and should never be done.

**NOTE: NEVER LEAVE A VEHICLE UNSUPPORTED. JACK STANDS ARE REQUIRED!**

## Labeling

### Service Jacks

- **Load Rating** - Each jack shall be rated (in tons) from manufacturer.
- **Date Code** - Each jack shall be marked with a serial number or date code of manufacturer.
- **Warning Label** - Should read: "WARNING: THIS IS A LIFTING DEVICE ONLY: DO NOT MOVE OR DOLLY THE VEHICLE WHILE ON THE JACK. LOAD SHALL BE SUPPORTED IMMEDIATELY BY OTHER APPROPRIATE MEANS. STUDY, UNDERSTAND, AND FOLLOW ALL INSTRUCTIONS."

### Hydraulic Hand Jacks

- **Load Rating** - Each jack shall be rated in tons from the manufacturer.
- **Date Code** - Each jack shall be marked with a serial number or date code of manufacturer.
- **Warning Label** - Should read: "WARNING: THIS IS A LIFTING DEVICE ONLY: LOAD SHALL BE SUPPORTED IMMEDIATELY BY OTHER APPROPRIATE MEANS. FAILURE TO HEED THIS WARNING MAY RESULT IN PERSONAL INJURY AND/OR PROPERTY DAMAGE."

### Transmission Jacks

- **Load Rating** - Each jack shall be rated in tons from manufacturer
- **Date Code** - Each jack shall be marked with a serial number or date code of manufacturer.
- **Warning Label** - Shall read: "WARNING: (a) THE USE OF THIS JACK IS LIMITED TO THE REMOVAL, INSTALLATION, AND TRANSPORTATION IN THE LOWERED POSITION, OF TRANSMISSIONS AND DIFFERENTIALS. IT MAY BE USED WITH APPROPRIATE ADAPTERS MANUFACTURED SPECIFICALLY FOR THE JACK TO HANDLE OTHER COMPONENTS, SUCH AS REAR AXLE UNITS AND TRANSFER CASES, WITHIN THE WEIGHT LIMITATIONS SPECIFIED. (b) BE SURE VEHICLE IS APPROPRIATELY SUPPORTING REPAIRS. (c) DO NOT OVERLOAD. OVERLOADING CAN CAUSE DAMAGE TO OR FAILURE OF THE JACK. (d) THIS JACK IS DESIGNED FOR USE ONLY ON HARD, LEVEL SURFACES CAPABLE OF SUSTAINING THE LOAD, USE ON OTHER THAN HARD, LEVEL SURFACES CAN RESULT IN JACK INSTABILITY AND POSSIBLE LOSS OF LOAD. (e) FAILURE TO HEED THESE WARNINGS MAY RESULT IN LOSS OF LOAD, DAMAGE TO JACK, AND/OR FAILURE RESULTING IN PERSONAL INJURY OR PROPERTY DAMAGE."

## TRAINING

Training will be completed for all new employees and repeated periodically at the employee's Direct Supervisors discretion.

## ADJUSTMENTS AND REPAIRS

Any unsafe conditions disclosed by the inspection requires the lifting device be taken out of service and repaired prior to its resumed operation. Qualified personnel in accordance with the manufacturer's guidelines can make repairs.

All components and attachments showing defects are to be discarded. All critical parts of a lifting device (gears, drums, bearings etc.), which are cracked, broken, bent, or excessively worn are to be discarded.

The following steps will be taken prior to making repairs to any lifting device:

- When possible, the device should be moved to a location causing the least amount of interference with normal operations.
- All controls at off position and power supplies Locked Out.
- Warning "out of service" sign placed in the on controls where it is visible from the floor.
- Rail stops, blocks, stands, cones, etc placed to ensure the device is isolated and secure.
- Following all adjustments and repairs, all guards and safety devices must be reactivated.

All rope which has been idle for a period of a month or more due to shutdown or storage shall be given a thorough inspection before it is used. This inspection shall be for all types of deterioration and shall be performed by an appointed or authorized person whose approval shall be required for further use of the rope. In addition, devices not used for over a month will require a complete inspection prior to operation.







# HYDRAULIC LIFTS

## FREQUENT INSPECTION CHECKLIST



CHECK UPON COMPLETION

Name: \_\_\_\_\_ Date: \_\_\_\_\_ Lift / Hoist: \_\_\_\_\_

- 5.6.2.1 Record location of manufacturer instructions or generic instructions: \_\_\_\_\_
- 5.6.2.2 Record location safety instructions, "Lifting-It-Right" and "Safety Tips": \_\_\_\_\_
- 5.6.2.3 Record location of "Lifting Point Guide": \_\_\_\_\_
- 5.6.2.5 Record the rated load capacity of the lift: \_\_\_\_\_
- 5.6.2.6 Record manufacturer name, model number and serial number: \_\_\_\_\_

CHECK UPON COMPLETION

### INSPECTION POINTS

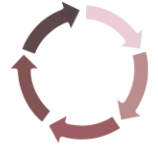
		Pass	Fail	Repair/ Action/ NA
<input type="checkbox"/>	5.6.2.4 Check accessibility and readability of safety warning labels			
<input type="checkbox"/>	5.6.2.7 Confirm adequacy of clearances around lift			
<input type="checkbox"/>	5.6.2.8 Examine all structural components including welds			
<input type="checkbox"/>	5.6.2.9 Examine electrical components and wiring			
<input type="checkbox"/>	5.6.2.10 Check the lift controls			
<input type="checkbox"/>	5.6.2.11 On lifts using runways, check to ensure proper operation of all features			
<input type="checkbox"/>	5.6.2.12 On lifts using swing arms, check telescoping stops			
<input type="checkbox"/>	5.6.2.13 On lifts requiring swing arm restraints, check for proper function			
<input type="checkbox"/>	5.6.2.14 Check all fastening devices for tightness including floor anchor bolts			
<input type="checkbox"/>	5.6.2.15 Check exposed surfaces and edges			
<input type="checkbox"/>	5.6.2.16 Operate the lift and check the operation of the positive stop and the lift locks			
<input type="checkbox"/>	5.6.2.17 On lifts employing adapters, check condition and proper operation			
<input type="checkbox"/>	5.6.2.18 With a representative vehicle on the lift check the lowering speed			
<input type="checkbox"/>	5.6.2.19 Check all points requiring lubrication			
<input type="checkbox"/>	5.6.2.20 On lifts equipped with lateral synchronization of equalization systems, check the operation of the synchronization or equalization system			
<input type="checkbox"/>	5.6.2.21 On lifts incorporating working platforms, railings and stairways, check the railings and the walking surfaces			
<input type="checkbox"/>	5.6.2.22 On the lifts incorporating overhead structures, verify the safety shutoff			
<input type="checkbox"/>	5.6.2.23 Inspect all chains and cables			





# HYDRAULIC LIFTS

(Cont.)



## INSPECTION POINTS

		Pass	Fail	Repair/ Action
<input type="checkbox"/>	5.6.2.24	Check the tracking and level winding of cables and chains		
<input type="checkbox"/>	5.6.2.25	Report unguarded pinch points		
<input type="checkbox"/>	5.6.2.26	Confirm single point operation of multiple powered posts		
<input type="checkbox"/>	5.6.2.27	Report water in sub-floor pits or enclosures		

## SUPPLEMENTARY INSPECTION POINTS

<input type="checkbox"/>	5.6.3.1	Check all accessible piping, tubing, hose, valves and fittings. Review lift oil consumption records		
<input type="checkbox"/>	5.6.3.2	Operate lift through full excursion and observe		
<input type="checkbox"/>	5.6.3.3	With lift loaded, stop the load at midpoint of travel and observe		
<input type="checkbox"/>	5.6.3.4	Check with operator to ascertain any unusual operating characteristics		
<input type="checkbox"/>	5.6.3.5	On lifts which incorporate trench covers, verify the proper operation		
<input type="checkbox"/>	5.6.3.6	On air-oil lifts check for low oil control		
<input type="checkbox"/>	5.6.3.7	Confirm cylinder venting provisions		
<input type="checkbox"/>	5.6.3.8	Confirm rotation prevention device on single post lifts		
<input type="checkbox"/>	5.6.3.9	On lifts utilizing pumping units, confirm adequacy of oil level at fully raised position		

### INSPECTION POINTS

**Hydraulic Lifts**-This class of lifts includes traditional and high pressure, in-ground lifts both full hydraulic and semi-hydraulic, single post, two post side-by-side, two post movable piston fore-and-aft and multiple piston heavy duty models. This class also includes surface mounted hinged lifts such as parallelogram style and scissors type, as well as wheel service lifts. Also included in the hydraulic classification are two post surface mounted lifts that utilize hydraulic cylinders which are directly connected to the superstructures and utilize no stroke multiplying chain, cables or pulleys.

**ALL LIFTS**-This checklist is to be used for all automotive lifts and for accessory wheels – free devices employed on lifts with runway superstructures. Make notes in the space provided and mark all paragraphs that are not applicable. Use supplementary periodic inspection checklists for specific automotive lift classes.

Refer to manufacturer’s recommended inspection points and to the requirements of the sections 5.6.2 of this standard for more detail concerning the inspection points and methods. The following is to be used as a quick reference checklist for the purpose of lift inspection. The paragraph numbers shown below are the same as in the main text of this standard in order to facilitate reference.



# HYDRAULICALLY DRIVEN MECHANICAL LIFTS

## *FREQUENT INSPECTION CHECKLIST*



CHECK UPON  
COMPLETION

Name: \_\_\_\_\_ Date: \_\_\_\_\_ Lift / Hoist: \_\_\_\_\_

- 5.6.2.1 Record location of manufacturer instructions or generic instructions: \_\_\_\_\_  
\_\_\_\_\_
- 5.6.2.2 Record location safety instructions, "Lifting-It-Right" and "Safety Tips": \_\_\_\_\_  
\_\_\_\_\_
- 5.6.2.3 Record location of "Lifting Point Guide": \_\_\_\_\_  
\_\_\_\_\_
- 5.6.2.5 Record the rated load capacity of the lift: \_\_\_\_\_  
\_\_\_\_\_
- 5.6.2.6 Record manufacturer name, model number and serial number: \_\_\_\_\_  
\_\_\_\_\_

CHECK UPON  
COMPLETION

### INSPECTION POINTS

		Pass	Fail	Repair/ Action/ NA
<input type="checkbox"/>	5.6.2.4 Check accessibility and readability of safety warning labels			
<input type="checkbox"/>	5.6.2.7 Confirm adequacy of clearances around lift			
<input type="checkbox"/>	5.6.2.8 Examine all structural components including welds			
<input type="checkbox"/>	5.6.2.9 Examine electrical components and wiring			
<input type="checkbox"/>	5.6.2.10 Check the lift controls			
<input type="checkbox"/>	5.6.2.11 On lifts using runways, check to ensure proper operation of all features			
<input type="checkbox"/>	5.6.2.12 On lifts using swing arms, check telescoping stops			
<input type="checkbox"/>	5.6.2.13 On lifts requiring swing arm restraints, check for proper function			
<input type="checkbox"/>	5.6.2.14 Check all fastening devices for tightness including floor anchor bolts			
<input type="checkbox"/>	5.6.2.15 Check exposed surfaces and edges			
<input type="checkbox"/>	5.6.2.16 Operate the lift and check the operation of the positive stop and the lift locks			
<input type="checkbox"/>	5.6.2.17 On lifts employing adapters, check condition and proper operation			
<input type="checkbox"/>	5.6.2.18 With a representative vehicle on the lift check the lowering speed			
<input type="checkbox"/>	5.6.2.19 Check all points requiring lubrication			
<input type="checkbox"/>	5.6.2.20 On lifts equipped with lateral synchronization of equalization systems, check the operation of the synchronization or equalization system			
<input type="checkbox"/>	5.6.2.21 On lifts incorporating working platforms, railings and stairways, check the railings and the walking surfaces			
<input type="checkbox"/>	5.6.2.22 On the lifts incorporating overhead structures, verify the safety shutoff			
<input type="checkbox"/>	5.6.2.23 Inspect all chains and cables			

# HYDRAULICALLY DRIVEN MECHANICAL LIFTS

(Cont.)

## IN SPECTION POINTS

		Pass	Fail	Repair/Action
<input type="checkbox"/>	5.6.2.24 Check the tracking and level winding of cables and chains			
<input type="checkbox"/>	5.6.2.25 Report unguarded pinch points			
<input type="checkbox"/>	5.6.2.26 Confirm single point operation of multiple powered posts			
<input type="checkbox"/>	5.6.2.27 Report water in sub-floor pits or enclosures			

## SUPPLEMENTARY IN SPECTION POINTS

<input type="checkbox"/>	5.6.4.1 Check for the proper operation of the slack suspension cable or slack suspension chain sensing system			
<input type="checkbox"/>	5.6.4.2 Check the operation of screw drive systems. Check for proper Lubrication			
<input type="checkbox"/>	5.6.4.3 Check screw drive systems for proper operation of the follower of safety nut			
<input type="checkbox"/>	5.6.4.4 Run the lift through its full cycle and check for shut off at top and bottom of travel. Check the operation of multiple screw systems			
<input type="checkbox"/>	5.6.4.5 On mobile wheel engaging lifts, check the mobility of the individual units			
<input type="checkbox"/>	5.6.3.1 Check all accessible piping, tubing, hose, valves and fittings. Review lift oil consumption records			
<input type="checkbox"/>	5.6.3.2 Operate lift through full excursion and observe			
<input type="checkbox"/>	5.6.3.3 With lift loaded, stop the load at midpoint of travel and observe			
<input type="checkbox"/>	5.6.3.4 Check with operator to ascertain any unusual operating characteristics			
<input type="checkbox"/>	5.6.3.5 On lifts which incorporate trench covers, verify the proper operation			
<input type="checkbox"/>	5.6.3.6 On air-oil lifts check for low oil control			
<input type="checkbox"/>	5.6.3.7 Confirm cylinder venting provisions			
<input type="checkbox"/>	5.6.3.8 Confirm rotation prevention device on single post lifts			
<input type="checkbox"/>	5.6.3.9 On lifts utilizing pumping units, confirm adequacy of oil level at fully raised position			

### INSPECTION POINTS

**Hydraulically Driven Mechanical Lifts**- This class of lifts includes the two-post surface mounted lift styles which utilize a hydraulic cylinder stroke multiplier typically in the form of a chain and pulley or cable and pulley arrangement. This class also includes those four post lifts that utilize a full stroke hydraulic cylinder with the vehicle being suspended or supported by chains, cables or other mechanical means.

Refer to manufacturer's recommended inspection points and to the requirements of sections 5.6.3 and 5.6.5 of this standard for more detail concerning the inspection points and methods. The following is to be used as a quick reference checklist for the purpose of lift inspection. The paragraph numbers shown below are the same as in the main text of this standard in order to facilitate reference.



# MECHANICAL LIFTS

## FREQUENT INSPECTION CHECKLIST



CHECK UPON  
COMPLETION

Name: \_\_\_\_\_ Date: \_\_\_\_\_ Lift / Hoist: \_\_\_\_\_

- 5.6.2.1 Record location of manufacturer instructions or generic instructions: \_\_\_\_\_
- 5.6.2.2 Record location safety instructions, "Lifting-It-Right" and "Safety Tips": \_\_\_\_\_
- 5.6.2.3 Record location of "Lifting Point Guide": \_\_\_\_\_
- 5.6.2.5 Record the rated load capacity of the lift: \_\_\_\_\_
- 5.6.2.6 Record manufacturer name, model number and serial number: \_\_\_\_\_

CHECK UPON  
COMPLETION

### INSPECTION POINTS

		Pass	Fail	Repair/ Action/ NA
<input type="checkbox"/>	5.6.2.4 Check accessibility and readability of safety warning labels			
<input type="checkbox"/>	5.6.2.7 Confirm adequacy of clearances around lift			
<input type="checkbox"/>	5.6.2.8 Examine all structural components including welds			
<input type="checkbox"/>	5.6.2.9 Examine electrical components and wiring			
<input type="checkbox"/>	5.6.2.10 Check the lift controls			
<input type="checkbox"/>	5.6.2.11 On lifts using runways, check to ensure proper operation of all features			
<input type="checkbox"/>	5.6.2.12 On lifts using swing arms, check telescoping stops			
<input type="checkbox"/>	5.6.2.13 On lifts requiring swing arm restraints, check for proper function			
<input type="checkbox"/>	5.6.2.14 Check all fastening devices for tightness including floor anchor bolts			
<input type="checkbox"/>	5.6.2.15 Check exposed surfaces and edges			
<input type="checkbox"/>	5.6.2.16 Operate the lift and check the operation of the positive stop and the lift locks			
<input type="checkbox"/>	5.6.2.17 On lifts employing adapters, check condition and proper operation			
<input type="checkbox"/>	5.6.2.18 With a representative vehicle on the lift check the lowering speed			
<input type="checkbox"/>	5.6.2.19 Check all points requiring lubrication			
<input type="checkbox"/>	5.6.2.20 On lifts equipped with lateral synchronization of equalization systems, check the operation of the synchronization or equalization system			
<input type="checkbox"/>	5.6.2.21 On lifts incorporating working platforms, railings and stairways, check the railings and the walking surfaces			
<input type="checkbox"/>	5.6.2.22 On the lifts incorporating overhead structures, verify the safety shutoff			
<input type="checkbox"/>	5.6.2.23 Inspect all chains and cables			



# MECHANICAL LIFTS

(Cont.)



## INSPECTION POINTS

		Pass	Fail	Repair/ Action
<input type="checkbox"/>	5.6.2.24	Check the tracking and level winding of cables and chains		
<input type="checkbox"/>	5.6.2.25	Report unguarded pinch points		
<input type="checkbox"/>	5.6.2.26	Confirm single point operation of multiple powered posts		
<input type="checkbox"/>	5.6.2.27	Report water in sub-floor pits or enclosures		

## SUPPLEMENTARY INSPECTION POINTS

<input type="checkbox"/>	5.6.4.1	Check for the proper operation of the slack suspension cable or slack suspension chain sensing system		
<input type="checkbox"/>	5.6.4.2	Check the operation of screw drive systems. Check for proper Lubrication		
<input type="checkbox"/>	5.6.4.3	Check screw drive systems for proper operation of the follower of safety nut		
<input type="checkbox"/>	5.6.4.4	Run the lift through its full cycle and check for shut off at top and bottom of travel. Check the operation of multiple screw systems		
<input type="checkbox"/>	5.6.4.5	On mobile wheel engaging lifts, check the mobility of the individual units		

### INSPECTION POINTS

**Mechanical Lifts**- This class of lifts includes lifts powered by cable and drum systems, chain drives and screw and nut systems. Examples of such lifts are: two post and four post surface mounted lifts, utilizing cable or chain drum systems, and similar lifts employing screw drives, as well as wheel engaging mobile lifting units.

Refer to manufacturer's recommended inspection points and to the requirements of sections 5.6.2 of this standard for more detail concerning the inspection points and methods. The following is to be used as a quick reference checklist for the purpose of lift inspection. The paragraph numbers shown below are the same as in the main text of this standard in order to facilitate reference.

**ALL LIFTS**- This checklist is to be used for all automotive lifts and for accessory wheels – free devices employed on lifts with runway superstructures. Make notes in the space provided and mark all paragraphs that are not applicable. Use supplementary periodic inspection checklists for specific automotive lift classes.



# PNEUMATIC LIFTS

## FREQUENT INSPECTION CHECKLIST



CHECK UPON  
COMPLETION

Name: \_\_\_\_\_ Date: \_\_\_\_\_ Lift / Hoist: \_\_\_\_\_

- 5.6.2.1 Record location of manufacturer instructions or generic instructions: \_\_\_\_\_
- 5.6.2.2 Record location safety instructions, "Lifting-It-Right" and "Safety Tips": \_\_\_\_\_
- 5.6.2.3 Record location of "Lifting Point Guide": \_\_\_\_\_
- 5.6.2.5 Record the rated load capacity of the lift: \_\_\_\_\_
- 5.6.2.6 Record manufacturer name, model number and serial number: \_\_\_\_\_

CHECK UPON  
COMPLETION

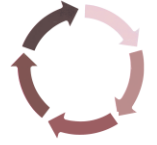
### INSPECTION POINTS

		Pass	Fail	Repair/ Action/ NA
<input type="checkbox"/>	5.6.2.4	Check accessibility and readability of safety warning labels		
<input type="checkbox"/>	5.6.2.7	Confirm adequacy of clearances around lift		
<input type="checkbox"/>	5.6.2.8	Examine all structural components including welds		
<input type="checkbox"/>	5.6.2.9	Examine electrical components and wiring		
<input type="checkbox"/>	5.6.2.10	Check the lift controls		
<input type="checkbox"/>	5.6.2.11	On lifts using runways, check to ensure proper operation of all features		
<input type="checkbox"/>	5.6.2.12	On lifts using swing arms, check telescoping stops		
<input type="checkbox"/>	5.6.2.13	On lifts requiring swing arm restraints, check for proper function		
<input type="checkbox"/>	5.6.2.14	Check all fastening devices for tightness including floor anchor bolts		
<input type="checkbox"/>	5.6.2.15	Check exposed surfaces and edges		
<input type="checkbox"/>	5.6.2.16	Operate the lift and check the operation of the positive stop and the lift locks		
<input type="checkbox"/>	5.6.2.17	On lifts employing adapters, check condition and proper operation		
<input type="checkbox"/>	5.6.2.18	With a representative vehicle on the lift check the lowering speed		
<input type="checkbox"/>	5.6.2.19	Check all points requiring lubrication		
<input type="checkbox"/>	5.6.2.20	On lifts equipped with lateral synchronization of equalization systems, check the operation of the synchronization or equalization system		
<input type="checkbox"/>	5.6.2.21	On lifts incorporating working platforms, railings and stairways, check the railings and the walking surfaces		
<input type="checkbox"/>	5.6.2.22	On the lifts incorporating overhead structures, verify the safety shutoff		
<input type="checkbox"/>	5.6.2.23	Inspect all chains and cables		



# PNEUMATIC LIFTS

(Cont.)



## INSPECTION POINTS

		Pass	Fail	Repair/ Action
<input type="checkbox"/>	5.6.2.24	Check the tracking and level winding of cables and chains		
<input type="checkbox"/>	5.6.2.25	Report unguarded pinch points		
<input type="checkbox"/>	5.6.2.26	Confirm single point operation of multiple powered posts		
<input type="checkbox"/>	5.6.2.27	Report water in sub-floor pits or enclosures		

## SUPPLEMENTARY INSPECTION POINTS

<input type="checkbox"/>	5.6.3.1	Check all accessible piping, tubing, hose, valves and fittings for leaks		
<input type="checkbox"/>	5.6.3.2	With lift loaded, stop the load at midpoint of travel and observe		
<input type="checkbox"/>	5.6.3.3	Check with operator to ascertain any unusual operating characteristics		
<input type="checkbox"/>	5.6.3.4	Confirm presence of pressure regulator in supply line		
<input type="checkbox"/>	5.6.3.6	Inspect air bag or bellows for damage		

### INSPECTION POINTS

**Pneumatic Lifts**-This class of lifts includes airbag or bellows type lifts usually guided by scissors assemblies. On pneumatic lifts are commonly used for wheel service work or for wheels free devices on runaway style lifts.

**Refer to manufacturer's recommended inspection points and to the requirements of sections 5.6.6 of this standard for more detail concerning the inspection points and methods. The following is to be used as a quick reference checklist for the purpose of lift inspection. The paragraph numbers shown below are the same as in the main text of this standard in order to facilitate reference.**

**ALL LIFTS**-This checklist is to be used for all automotive lifts and for accessory wheels – free devices employed on lifts with runway superstructures. Make notes in the space provided and mark all paragraphs that are not applicable. Use supplementary periodic inspection checklists for specific automotive lift classes.

**Refer to manufacturer's recommended inspection points and to the requirements of the sections 5.6.2 of this standard for more detail concerning the inspection points and methods. The following is to be used as a quick reference checklist for the purpose of lift inspection. The paragraph numbers shown below are the same as in the main text of this standard in order to facilitate reference.**

## LIFTING IT RIGHT SAFETY QUIZ

1. Lift arm restraints are to be used only by non-experienced employees.  
**True      False**
2. The vehicle's weight must be considered before deciding which type of lift to use.  
**True      False**
3. When using an asymmetrical lift, the vehicle's center of gravity is important for proper placement of the vehicle on the lift.  
**True      False**
4. It is the lift owner's responsibility to educate all employees on proper lift procedures.  
**True      False**
5. Jack stands should be used when a particularly heavy part is to be removed from the vehicle.  
**True      False**
6. Operating valves should never be blocked or tied in an open position.  
**True      False**
7. Only workers who have been properly trained in the operation of automotive lifts should be allowed to use the lifts.  
**True      False**
8. Before lowering the lift, all objects should be removed from beneath the lift.  
**True      False**
9. On occasion, it is okay for people to remain in the vehicle while it is being raised.  
**True      False**
10. After a vehicle has been properly spotted on the lift, the vehicle should be raised slightly and checked for stability.  
**True      False**
11. If a lift is not working properly, it should be checked by a qualified lift service representative before use.  
**True      False**
12. You should read and understand the lift's safety and operating instructions only if you've never used an automotive lift before.  
**True      False**
13. The operating controls are "Deadman" type (self-closing).  
**True      False**



14. Frame-engaging lift adapters can be placed anywhere under the vehicle's underbody and it's not necessary to check the vehicle manufacturer's recommended lift points when using these devices.  
**True      False**
15. Automotive lift accidents never occur with experienced operators.  
**True      False**
16. Knowing the vehicle's approximate center of gravity is not important as long as you know the total vehicle weight does not exceed the capacity of the lift.  
**True      False**
17. Spotting front-wheel drive vehicles is not as critical as rear-wheel drive vehicles because they are generally smaller and lighter.  
**True      False**
18. Operating a damaged lift is okay as long as your Supervisor knows what you are doing.  
**True      False**
19. There's no need for regular inspection and care of a lift as long as it goes up and down.  
**True      False**
20. Since lifts may be used as selling tools for parts and service, it's okay to allow customers and bystanders in the area while the lift is in use.  
**True      False**
21. Automotive lifts are basic tools, and repairs should always be done by automotive technicians.  
**True      False**
22. It is okay to use wood blocks or other homemade extenders if you need clearance for low-hanging underbody components.  
**True      False**
23. The safe way to use high jack stands under the vehicle is to:  
A. Lower the vehicle to the jack stand  
B. Raise the height of the jack stand to make secure contact with the vehicle
24. Most automotive-lift-related accidents are a result of:  
A. Improper spotting of the vehicle  
B. Improper adapter-to-vehicle contact  
C. Lack of maintenance  
D. Poor operator training  
E. All of the above
25. If the vehicle is in danger of falling from the lift, you should:  
A. Grab the vehicle and yell for help  
B. Get out of the way immediately  
C. Attempt to lower the lift and vehicle

# LIFTING IT RIGHT SAFETY QUIZ

## Answer Key

1. False
2. True
3. True
4. True
5. True
6. True
7. True
8. True
9. False
10. True
11. True
12. False
13. True
14. False
15. False
16. False
17. False
18. False
19. False
20. False
21. False
22. False
23. B
24. E
25. B



# **Section 16**

## **Respirable Crystalline Silica Program**

# Respirable Crystalline Silica ECP

## Definitions

- ECP-Exposure Control Plan
- PPE-Personal protective equipment: PPE includes respirators, work gloves, hard hats, etc. SECM may mandate that respiratory protection be used for certain work tasks.
- RCC-Respirable Crystalline Silica: Silica dust that is composed of crystalline silica (quartz) that is small enough to be inhaled into the respiratory system.
- SECM-Specified Exposure Control Methods: SECM outline work practices and personal protective equipment requirements for various tasks as outlined by [OSHA](#).

## Purpose

The purpose of this document is to establish and implement a written ECP that identifies tasks involving silica exposure and methods used to protect employees. Management is required to implement the components of the Plan needed to ensure compliance with the Occupational Safety and Health Administration ([OSHA](#)) standards applicable to respirable crystalline silica, including [29 CFR 1910.1053](#) (General Industry Standard) and [29 CFR 1926.1153](#) (Construction Standard).

## Scope

The Silica ECP applies to all employees who are exposed to RCS at or above permissible limits, as determined by the Safety Coordinator in consultation with Managers/Supervisors or as established by this Plan.

## Responsibilities

### Managers/Supervisors

- Ensure Supervisor(s) understand their responsibilities for implementing the Silica ECP within each work group and/or department as applicable.
- Actively support this Plan within individual groups.
- Ensure all employees are required to follow this Plan

## Departments

Departments performing construction, renovation, maintenance or repair work covered by this program shall:

Designate a departmental safety representative to coordinate monitoring, evaluations and training with the Safety Coordinator, and to provide oversight on departmental operations to determine when work activities may generate RCS that will require review by the Safety Coordinator.

- Ensure the work practices and procedures used to control exposure to RCS comply with this program.
- Ensure all reasonable precautions are taken to prevent exposure of bystanders and the general public when work involving RCS is performed.
- Ensure covered employees attend required training.

All other departments performing work where RCS may be created or released shall coordinate with the Safety Coordinator to have the work activity reviewed and air monitoring performed as necessary. RCS can be created by crushing, drilling, grinding, cutting, sanding or abrading certain types of materials such as sand, stone, mortar and concrete, porcelain and ceramic materials, brick and pottery products, plaster, sheetrock compounds, and refractory materials. Although currently not identified as an exposure concern RCS may also be found in and may be released when mining, excavating or otherwise disturbing the earth surface.

Where other exposures of concern are identified by the Safety Coordinator, the Safety Coordinator will work with the department to identify the possible issue and, if an issue, may implement a worksite/operational-specific ECP.

## Designated Departmental Safety Representatives

- Notify the Safety Coordinator when work activities are planned that may generate RCS where monitoring may be required.
  - Employee exposure monitoring is not required if a task is listed in the Specified Exposure Control Methods
  - Where the work involving RCS will be performed near the general public and appropriate dust controls cannot be used, area air monitoring may be an option chosen by the Safety Coordinator. The designated departmental safety representative is to provide advanced notice to the Safety Coordinator if such monitoring will be requested or needed.
- Work with Supervisors to review all power tool usage to assure compliance with the dust controls established in the SECM. Where respirators are required, Supervisors shall only allow employees who have been approved by the Safety Coordinator (medically cleared and fit tests) to use respirators within the past twelve months to perform those tasks.
- Assure temporary restricted areas are established, dust controls are used to prevent migration of dust from the worksite, and air supply and returns in the work area are covered when work will be performed near areas occupied by the general public and where respiratory protection is mandated in the SECM.

## Supervisors

- Implement and ensure procedures are followed in accordance with this Plan.
- Ensure that staff are aware of this Plan, instructed on the details of implementation, and provided with the equipment and methods of control (e.g. engineering controls, work practice controls and respirators) outlined in the SECM.
- Assure only employees who have been medically cleared by a Qualified Medical Professional and the Safety Coordinator are allowed to use respirators.
- Notify the Safety Coordinator when a task must be performed that is not covered in the SECM.
- Contact the Safety Coordinator to request technical assistance, and to evaluate health and safety concerns within their department.

## Employees

- Comply with this Plan and any further safety recommendations provided by Supervisors and/or the Safety Coordinator regarding the Silica ECP.
- Contact the Supervisor or the Safety Coordinator to request technical assistance, and to evaluate health and safety concerns within their department.

## Contractors

Contractors shall comply with this or their specific ECP (whichever is more stringent)

## Safety Coordinator

- Establish and maintain the ECP.
- Perform air monitoring to evaluate silica exposures and provide technical assistance with establishing new control measures and developing worksite or task-specific ECPs.
- Perform audits of work performed to assure compliance with required silica control measures, and to assure the ECP is updated as required.

## Program Requirements

### Initial Exposure Assessment

Exposure monitoring will be conducted when any employee is or may reasonably be expected to be exposed to respirable crystalline silica at or above the action level. Exposure monitoring may also be performed if work covered by this program is being performed near areas occupied by the general public where respiratory protection is required by the SECM, and where other appropriate dust controls cannot be employed.

Employee exposure monitoring is not required if the task is listed in the SECM section of this program *and* the engineering controls, work practices, and PPE are used as listed. Exposure monitoring is also not required if the Safety Coordinator has either objective or historic data that shows employees will not be exposed above limits for the task being performed. If a department purchases tools not listed in the SECM that incorporate dust controls, notify the Safety Coordinator so we can obtain their objective data on the effectiveness of the dust controls.

If a task needs to be performed that is not outlined in the SECM section of this program, please contact the Safety Coordinator for assistance.

### Periodic Exposure Assessment

If the most recent results are at or above the action level but are below the permissible exposure limit (PEL), monitoring will be repeated every 6 months.

If the most recent results are at or above the PEL, monitoring will be repeated within 3 months.

Periodic exposure monitoring may be discontinued if results from two consecutive sampling periods taken at least 7 days apart show that employee exposure is below the action level.

Monitoring will be conducted whenever a change in the production, process, control equipment, personnel, or work practice may reasonably be expected to result in new or additional exposures at or above the action level.

### Employee Notification

Employee(s) will be notified in writing of the results of the assessment within 15 workdays or the results will be posted in an appropriate location accessible to all affected employees.

If the result is above the PEL, the notification will include the means that are being taken to reduce the exposure to below the PEL.

### Regulated and Restricted Areas

A regulated area will be established where work exposures at a fixed location are known to be at or above the PEL on a consistent basis. A temporary restricted area will be established where the task is covered in the Specified Exposure Control Methods section of this program *and* the task will not be performed regularly in the same area or location.

A regulated area must be separated from other areas in a way that will minimize the number of employees exposed. The following sign will be posted at each entrance to the regulated area:

**DANGER RESPIRABLE CRYSTALLINE SILICA MAY CAUSE CANCER CAUSES DAMAGE TO LUNGS WEAR RESPIRATORY PROTECTION IN THIS AREA AUTHORIZED PERSONNEL ONLY**

Only employees who have work to perform are allowed to enter a regulated area. All employees entering the regulated area must wear a respirator, regardless of the amount of time spent in the area. Air from a regulated area shall not be recirculated by the building ventilation system unless it is first cleaned by HEPA filtration.

Tasks performed in accordance with the SECM and where respirators are required for the task shall be performed in a temporary restricted area. A temporary restricted area shall be designated by signs, barriers, or other effective means that will assure unauthorized persons do not enter. Where these tasks are performed near areas occupied by the general public, dust barriers may be installed to prevent dust migrating into those areas. If a building ventilation system provides air to the area where restricted work is being performed, the air returns from that system shall be blanked or closed while that work is in progress.

Where tasks are performed indoors or in an enclosed area, exhaust shall be provided as needed to minimize the accumulation of visible airborne dust. If this exhaust is vented inside the building, or outside in an area where the public may be exposed, the exhaust system must incorporate HEPA filtration. For tasks performed using wet methods, water shall be applied at a rate that is sufficient to minimize the release of visible dust.



## Written ECP

When tasks are performed in accordance with this program and the SECM are followed, this program will serve as the Written ECP.

If a task must be performed that is not addressed by the SECM, exposure monitoring must be performed and a worksite-specific or task-specific ECP must be developed. Please contact the Safety Coordinator for assistance with evaluating the task(s) and writing the plan.

### Engineering and Work Practice Controls

For any work task or work location where the exposure to RCS is above permissible limits, engineering controls (i.e. wet work, ventilation) or work practice controls (i.e. housekeeping, inspections, scheduling) will be implemented to lower the exposure as much as possible.

### Medical Services

Any employee who is exposed above the action level for 30 or more days per year will be provided a medical evaluation and other required medical services at no cost. The medical evaluation is performed initially and at least every 3 years, unless the Qualified Medical Professional requires a more frequent review.

If respirators need to be worn by an employee, the employee must be medically cleared, fitted to the respirator and trained annually by the Safety Coordinator. The medical evaluation will include a medical and work history questionnaire (minimum). A physical exam, chest x-ray, pulmonary function test, tuberculosis test, and any other test may also be recommended.

### Hazard Communication

Silica must be included in each department's hazard communication program as applicable. This includes proper labeling and having a Safety Data Sheet (SDS).

### Training

Any employee who may be exposed to silica above the action level is required to attend silica safety training on an annual basis.

## Reviews and Audits

### Safety Coordinator Audits

The Safety Coordinator will audit the ECP on a yearly basis. The audit will cover all aspects of the written program to ensure they are up to date and complete. The audit will also include a walkthrough of the area to check for appropriate labels, warning signs, and housekeeping.

## Specified Exposure Control Methods

For each employee working with materials containing crystalline silica and engaged in a task using the equipment and machines listed below, the Supervisor shall assure the engineering controls, work practices, and respiratory protection are used as specified. In all cases, be sure to operate and maintain the tool in accordance with the manufacturer's instructions to minimize dust emissions. If the designated engineering controls are not available, or if the task is not listed below, the work shall not be started until the Safety Coordinator is contacted.

### Handheld Power Saws (any blade diameter)

- Engineering Control: Saw equipped with integrated water delivery system that continuously feeds water to the blade
- Respiratory Protection (less than 4 hours per shift): Enclosed Area: N95 Respirator Outside Area: None Required
- Respiratory Protection (more than 4 hours per shift): Enclosed Area: N95 Respirator Outside Area: N95 Respirator

### Handheld and Stand-Mounted Drills

- Engineering Control: Commercial shroud or cowling with HEPA filtered dust collection system
- Respiratory Protection: None Required

### Jackhammers and Handheld Powered Chipping Tools

- Engineering Control: Water continuously fed to the point of impact – OR – Commercial shroud or cowling with HEPA filtered dust collection system
- Respiratory Protection (less than 4 hours per shift): Enclosed Area: N95 Respirator Outside Area: None Required
- Respiratory Protection (more than 4 hours per shift): Enclosed Area: N95 Respirator Outside Area: N95 Respirator

### Small Drivable Milling Machines (Less than Half-Lane)

- Engineering Control: Use a machine equipped with supplemental water sprays designed to suppress dust. Water must be combined with a surfactant.
- Respiratory Protection: None Required

Housekeeping Dry sweeping or dry brushing of dust containing respirable crystalline silica produced by a recognized silica producing operation is not allowed. Instead, use a HEPA filtered vacuum cleaner, followed by wet mopping or wet sweeping as necessary.

Do not use compressed air to clean an employee's clothes that have become soiled with dust containing respirable crystalline silica. Rather, use a HEPA filtered vacuum to remove dust followed by laundering or leaving clothing in control area.

**All questions related to this program shall be directed to the Supervisor of the task or Safety Coordinator.**

# Section 17

## Powered Industrial Trucks and Forklifts

# Goodhue County

## FORKLIFT POLICY

It is the policy of Goodhue County to provide safe-working conditions for all employees by meeting (at minimum) or exceeding the requirements for Powered Industrial Trucks ([29 CFR 1910.178](#)). This policy is applicable to all Highway and maintenance employees required to operate forklifts as part of their job duties.

### **Only current certified operators will be allowed to operate forklifts.**

- Prospective operators must be supervised while operating by a certified operator until our in-house instructor approves their licensing.
- Re-certification training is required (at a minimum) every three years for all current certified operators which consist of:
  - A classroom session
  - A written exam
  - A practical exam (HANDS ON DRIVING)
- Refresher training of general forklift operations is required annually.
- All affected employees will receive training on the hazards associated with working in an environment containing a moving forklift as part of their post-hire and general safety training.

**In order to maintain a safe and hazard free environment for all employees, strict adherence to this forklift policy and procedures are required. Any deviation or disregard of this policy or the required procedures will result in disciplinary action up to and including dismissal.**

# TRAINING

Any employee who will be driving a forklift is required to complete the forklift operators training program. This program will consist of:

## Classroom

The classroom session will detail the requirements of [29 CFR 1910.178](#) and Goodhue County forklift policies and Procedures.

## Written Exam (see form at end of section)

A knowledgeable and capable instructor will conduct training. A written exam of twenty questions will be given to all participants. These exams will be graded with a minimum passing score of 70% required for licensing.

## Practical Exam (see form at end of section)

A practical exam (road test) is the third component required for a certification. Again, 70% is the minimum score acceptable. Operators must "road test qualify" on each forklift they will operate.

The road test will consist of the following:

- Pre-use inspection (brakes, horn and general condition).
- Control identification testing.
- Proper lifting procedures (smoothness, and load positioning).
- Rules of the road (right of way, pedestrian safety).
- Proper use of horns.
- Proper turns (pivot points, clearances).
- Brake usage.
- Backing procedures.
- Parking.
- An obstacle course including:
  - Lift full pallet from floor
  - Drive around training obstacles
  - Place pallet on top of other pallets or shelving.
  - Back away from pallets, lower forks.
  - Back around corner and engage another pallet.
  - Set this pallet between two other pallets.
  - Disengage pallet.
  - Park forklift.
- A learner's permit with proper endorsements will be issued after completion of training and written testing with a score of 70% or greater. A certification with proper endorsements will be issued for the forklift in which proficiency is demonstrated with a score of 70% or greater. Those employees with a learners permit will not be required to perform the "hands on" portion of the training until proficiency is learned.
- The certification and endorsements will be good for three calendar years from the month of issue at which time recertification (refresher) training (same as above) must be accomplished.
- All written exams must be scored and saved along with the training document.

## GENERAL PROCEDURES

- The forklift shall not be driven up to anyone standing in front of a fixed object.
- No person shall be allowed to pass under or stand under the elevated portion of the forklift, loaded or empty.
- No person other than the operator shall ride on the forklift.
- Arms and legs are prohibited from being placed between the uprights of the mast or outside the running lines
- Unattended means the operator is more than 25' away from forklift in view, or out of view of forklift. These forklifts:
  - Should be "load engaging" or fully lowered
  - Controls neutralized
  - Power shut off
  - Brakes set
  - Wheels chocked on incline.
- Ensure LP gas (if applicable) is turned off when not in use.
- Ensure battery (if applicable) is disconnected or hooked to charger when not in use.
- A safe distance must be maintained from the edge of loading dock ramps. Forklifts shall not be used to open or close overhead doors.
- Overhead guards shall be used as protection from falling objects (FOPS).
- Extra caution should be taken when hooking up and using attachments. Attachment will reduce forklift capacity.
- Forklifts must not be operated if the rollover protection device (ROPS) or the falling object protection device (FOPS) has been removed.
- Seat belts are provided and must be worn during forklift operation.

## TRAVELING PROCEDURES

- Slow down and sound horn at cross aisles and other locations where vision is obstructed. Sound horn before moving in any direction.
- If load obstructs view, travel in reverse.
- Operator is required to look in the direction of and keep a clear view of path of travel.
- Grades in excess of 10% must be traveled with load upgrade.
- On all grades, the load shall be tilted back and raised only as far as necessary to clear the road surface.
- **STUNT DRIVING AND HORSEPLAY SHALL NOT BE PERMITTED.**
- Speeds upon entering the building or while traveling within the building must not exceed the speed of the average individual walking. Extra caution must be exercised near the loading/unloading dock areas. Watch out for other employees and wet, muddy, or slippery floors.

## LOADING PROCEDURES

- Use extreme caution with off-center loads that cannot be centered.
- Be aware of “swing” when using attachments.
- Only loads within the rated capacity of the forklift shall be handled.
- A load engaged means (forks) shall be placed as far as possible under the load; the mast shall be carefully tilted backward to stabilize the load.
- Always spread the forks to their maximum width to stabilize the load.
- Ensure attachments are properly secured.

## MAINTENANCE PROCEDURES

- If the forklift becomes defective, it must be pulled from service until the discrepancy is repaired.
- Only parts equivalent to maintain safety standards with those used in the original design shall replace all parts of the forklift requiring replacement.
- Forklifts shall not be altered so that relative position of the various parts is different from what they were when originally received from the manufacturer. Nor shall they be altered either by the addition of extra parts not provided by the manufacturer or by elimination of any parts. Additional counter-weights or attachments are prohibited unless approved by the manufacturer.
- Maintenance personnel shall inspect forklifts daily and a more extensive inspection weekly (**see form at end of section**). Annual inspections will be done by a qualified/certified forklift service company.
- Ensure batteries and/or LP cylinders are maintained and secured when not in use.
- Carbon Monoxide monitoring is required quarterly:
  - On gas powered forklifts. Testing is to be done through tail pipe emissions.
  - In areas where forklifts are used without automatic CO ventilation monitoring system.

# FORKLIFT INSPECTION

Operator's Name \_\_\_\_\_ Hour Meter Reading \_\_\_\_\_

Unit \_\_\_\_\_ Model \_\_\_\_\_ Serial Number \_\_\_\_\_ Special Attachments \_\_\_\_\_

**IMPORTANT!**

This check must be made by the truck operator daily at the start of the shift.

	Monday		Tuesday		Wednesday		Thursday		Friday		Saturday	
	O.K.	Needs Attn.	O.K.	Needs Attn.	O.K.	Needs Attn.	O.K.	Needs Attn.	O.K.	Needs Attn.	O.K.	Needs Attn.
<b>Daily inspection Check List for</b> <b>Week Beginning _____, 20__</b>												
<b>1. Engine Oil</b> Check Level (When oil must be added, show number of Quarts in "needs Attn. Column.												
<b>2. Fuel System</b> Check for leaks (report any leaks immediately)												
<b>3. Radiator</b> Check coolant level. (Caution)												
<b>4. Tires</b> Check for foreign particles, gouges and cuts: Check pneumatic tire pressure.												
<b>5. Mast, Carriage, Fork or Attachment</b> Check for loose or missing bolts and damage. Check chain, chock adjustment and operation.												
<b>6. Oil and Water</b> Check for Leaks.												
<b>7. Truck Damage</b> Explain in remarks section.												
<b>8. Operators Compartment</b> Inspect for cleanliness.												
<b>9. Engine Oil Gauge</b> Check pressure. (report any abnormal readings)												
<b>10. Fuel</b> Check level.												
<b>11. Ampmeter</b> Check charging rate (report unusual readings)												
<b>12. Safety Equipment</b> (Rotating lights, Back-up alarms, horn, etc.) Check operation.												
<b>13. Steering</b> Check operation.												
<b>14. Brakes</b> Check brake pedal travel and parking brake adjustment.												
<b>15. Truck Operation</b> Report any unusual operation or noises.												
<b>16</b>												

REMARKS:	Inspectors initials:
----------	----------------------

### Weekly Check

	OK	Nds. Atten.
1. Clean Air Cleaner	_____	_____
2. Hydraulic Oil Level	_____	_____
3. Oil Clutch Level	_____	_____
4. Transmission Oil Level	_____	_____

	OK	Nds. Atten.
5. Oil Lines for Leaks	_____	_____
6. Battery Compartment and Electrolyte Level	_____	_____
7. Power Steering Level	_____	_____
8. Lift Chain Adjustment	_____	_____





Lucas R. Dahling  
Finance Controller  
Goodhue County Finance & Taxpayer Services

*Lucas.dahling@co.goodhue.mn.us*  
509 W. Fifth St.  
Red Wing, MN 55066  
Phone (651) 385-3021

TO: County Board of Commissioners  
FROM: Lucas Dahling, Finance Controller  
SUBJECT: Fund Balance Designations for December 31, 2023  
DATE: December 19, 2023

---

**Background:**

Attached you will find the schedule of proposed (Projected) fund balance commitments as of December 31, 2023, for all funds. All 2023 expenditures were made in accordance with Board approved commitments in place as of December 31, 2022.

**Discussion:**

There are two changes to the 2023 report. The first change is the addition of the Demolition Landfill Closure line item. The Waste Management Fund previously had \$223,307 of Restricted Funds related to the old Bench Street Landfill. This money still sits within the Fund as Assigned Fund Balance. Due to the accelerated closure plans for the Demolition Landfill, it makes sense to set the balance aside the help cover the future landfill closure costs.

The second change is the removal of the Bylesby Dam balance. No new funds have been set aside within this line items since at least 2013, and only two items are paid from this per year. Both expenditures will be budgeted going forward.

Once the approvals are obtained, the funds must be spent for their stated purpose until such time that all funds are used or a majority of the Board makes a decision to alter the commitment.

The County is required to record fund balances in each of the following categories:

- Nonspendable – equal to Inventory and Prepaid expense balances
- Restricted – established by external restrictions including statutes, grants, etc.
- Committed and Assigned – determined by internal restrictions
  - Committed – determined by the County Board
  - Assigned – determined by County Staff

Any changes to committed fund balances must be approved by the Board on or before December 31, 2023.

**Recommendation:**

Staff recommends the Board approve the 2023 Fund Balance Commitments as outlined for December 31, 2023.

**GOODHUE COUNTY BOARD OF COMMISSIONERS**

LINDA FLANDERS  
1<sup>st</sup> District  
1121 West 4<sup>th</sup> Street  
Red Wing, MN 55066

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

TODD GRESETH  
3<sup>rd</sup> District  
46804 Hwy 57 Blvd.  
Wanamingo, MN 55983

JASON MAJERUS  
4<sup>th</sup> District  
39111 County 2 Blvd.  
Goodhue, MN 55027

SUSAN BETCHER  
5<sup>th</sup> District  
30133 Lakeview Ave  
Red Wing, MN 55066

**COMMITTED FUND BALANCE-12/31/23 (PROJECTED)**

	General	Capital	Road & Bridge	Health & Human Services	Economic Develop Authority	Waste Mgmt.	Total 12/31/2023 (Projected)	12/31/2022 Balances (Actual)	Change
Petty Cash and Change Funds	1,775	-	50	300	-	75	2,200	2,450	(250)
Land Use/Environmental Ordinance	177,075	-	-	-	-	-	177,075	176,149	926
Employee Wellness Committee	10,261	-	-	-	-	-	10,261	11,043	(782)
Byllesby Dam	-	-	-	-	-	-	-	13,345	(13,345)
Compensated Absences	453,704	-	-	-	-	-	453,704	417,700	36,004
27th Payroll	1,321,741	-	-	-	-	-	1,321,741	896,741	425,000
Tax Court Settlements	225,500	-	-	-	-	-	225,500	226,500	(1,000)
Natural, tech, human-caused hazards	1,000,000	-	-	-	-	-	1,000,000	1,000,000	-
Tax Forfeited Property Funding	170,859	-	-	-	-	-	170,859	170,859	-
Capital Projects	-	2,447,788	-	-	-	-	2,447,788	2,515,713	(67,925)
Byllesby Park & Trail	-	-	204,812	-	-	-	204,812	463,335	(258,523)
TH52 Development and Construction	-	-	125,271	-	-	-	125,271	151,732	(26,461)
Out-of-Home Placement Deficits	-	-	-	150,000	-	-	150,000	150,000	-
Economic Development	-	-	-	-	467,518	-	467,518	463,672	3,846
Landfill Transfer Station	-	-	-	-	-	35,000	35,000	35,000	-
Demolition Landfill Closure	-	-	-	-	-	223,307	223,307	-	223,307
	<u>3,360,916</u>	<u>2,447,788</u>	<u>330,133</u>	<u>150,300</u>	<u>467,518</u>	<u>258,382</u>	<u>7,015,037</u>	<u>6,694,240</u>	<u>320,796</u>

**GENERAL FUND DETAILS**

	2022 Balance (Actual)	2023 Levy	2023 Revenues	December Revenues (Projected)	Total Revenues (Projected)	2023 Expenses	December Expenses (Projected)	Total Expenses (Projected)	2023 Activity (net)	Balance 12/31/2023 (Projected)
Petty Cash Change Funds	1,775	-	-	-	-	-	-	-	-	1,775
Land Use/Environmental Ordinance	176,149	-	926	-	926	-	-	-	926	177,075
Employee Wellness Committee	11,043	-	1,101	-	1,101	1,883	-	1,883	(782)	10,261
Compensated Absences	417,700	463,500	59,254	-	522,754	486,750	-	486,750	36,004	453,704
27th Payroll	896,741	425,000	-	-	425,000	-	-	-	425,000	1,321,741
Tax Court Settlements	226,500	-	-	-	-	1,000	-	1,000	(1,000)	225,500
Natural, tech, human-caused hazards	1,000,000	-	-	-	-	-	-	-	-	1,000,000
Tax Forfeited Property Funding	170,859	-	-	-	-	-	-	-	-	170,859
General Fund-Committed	<u>2,900,768</u>	<u>888,500</u>	<u>61,281</u>	<u>-</u>	<u>949,781</u>	<u>489,634</u>	<u>-</u>	<u>489,634</u>	<u>460,147</u>	<u>3,360,916</u>



509 W. 5th Street, Red Wing, MN 55066  
[co.goodhue.mn.us](http://co.goodhue.mn.us)

To: County Board of Commissioners  
Scott Arneson, County Administrator

From: Briggs Tople, Outreach and Communications Specialist

Re: Website Redesign Agreement

#### History

On July 18<sup>th</sup>, 2023 the County Board approved \$60,000 in American Rescue Plan Act (ARPA) funds to be used towards an RFP process for the purpose of soliciting and potentially selecting a new website vendor's bid to redesign and host our website.

In mid-August, an RFP was posted for one month to solicit bids for redesigning and hosting the Goodhue County website. Over this month the County received 35 bids from all over the world.

In mid-September the Communications Committee began their review of the bids and narrowed it down to four vendors. Following this, committee members began a secondary review of these four vendors and met once more to narrow it down to two vendors. From here, the committee set up interviews with the finalists to witness a presentation of how their respective website content management systems (CMS) work and to answer any questions from committee members.

During these interviews, committee members were excited about Neapolitan Labs. Their proposed approach, CMS, and designs are to be personalized for Goodhue County specifically and puts user experience above all else. Even while in negotiations on the attached agreement, Neapolitan Labs worked continually to meet our needs prior to the project even beginning.

#### Key Details

This project will begin in January 2024 and conclude, at the latest, in June of 2024. The proposed cost over the next four years will save Goodhue County an estimated \$13,000.

#### Recommendation

It is the recommendation of the Communications Committee to approve the attached service agreement with Neapolitan Labs.

**Find your Good here.**

# Website Design & Maintenance

Goodhue County, Minnesota

**December 6, 2023**

## **PREPARED BY**

**Brian McMillin**

President

Neapolitan Labs LLC  
500 Locust St., Suite 125  
Des Moines, IA 50309

## **PREPARED FOR**

**Briggs Tople**

Outreach and Communications Specialist

Goodhue County Administration  
509 W 5th Street  
Red Wing, MN 55066

## Overview

Neapolitan Labs will develop and implement a new, mobile-optimized, user-friendly website built for the citizens of Goodhue County. The website will be powered by the proprietary and easy-to-use Mint Chip Lab platform.

## Key Features & Functionality

### Fully Responsive Design

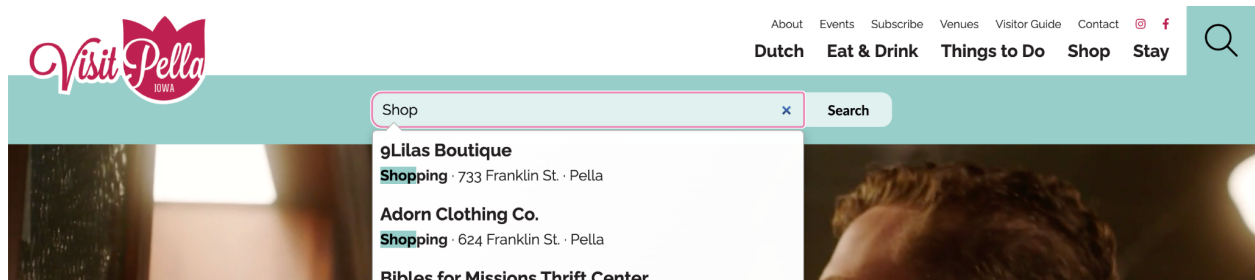
The Goodhue County website will be built for every device break-point from mobile phones to desktop computers. No technology, plugins, or features will be utilized that limit compatibility with modern browsers or devices. High-resolution photos or HD videos can be incorporated into the website's homepage to provide visual flair to the county website. The website colors, fonts, and branding will align with the Goodhue County branding guidelines, anticipated to be adopted in October 2023.



Woodbury County, Iowa's, website is built for all devices, including desktops and smartphones. The design is inspired by elements of their courthouse.

## Instant Site Search

Search will be a prominent part of the website with fixed placement in the website header for both desktop and mobile users. Results immediately appear as the user types in keywords and can be clicked to directly access the selected content. The *Mint Chip Lab* platform is built to allow easy assignment of search keywords to pieces of content, from election results to department landing pages to township information. Search terms are tracked via Google Analytics.



Search example from Visit Pella, Iowa.

## Departments

Each department in Goodhue County will have a consistent landing page highlighting key content:

- Basic department details (name, hours, location, phone numbers, key staff members)
- Introduction of department responsibilities and key services
- Highlighted links (including local site content and external website links)
- Social media profiles will be presented in a consistent manner
- Main department contacts, including officials/department head and staff, as desired

Departments will be able to create additional pages within their sections, such as *Tax Information*, *Birth Certificates*, or *Sales Reports*. Site administrators will be able to customize the placement of these sections within their lists of services and/or highlighted links. Sections of heightened importance can be promoted on the website homepage when applicable. No duplicate editing or maintenance processes will be required. Finally, users will be able to easily navigate through each department without having to use the back button to proceed through department sections.

## Department Content

Neapolitan Labs will meet individually with each department/office within the County to identify content to be added to their section of the website. Information from the existing website can be transferred to the new site in the most user-friendly format possible and/or other content from other county websites could be adopted/adapted to meet Goodhue County’s needs. Neapolitan Labs has built features for elections, applications, recording resources, and more.



Example display of department services from Marion County, Iowa.

## Alerts

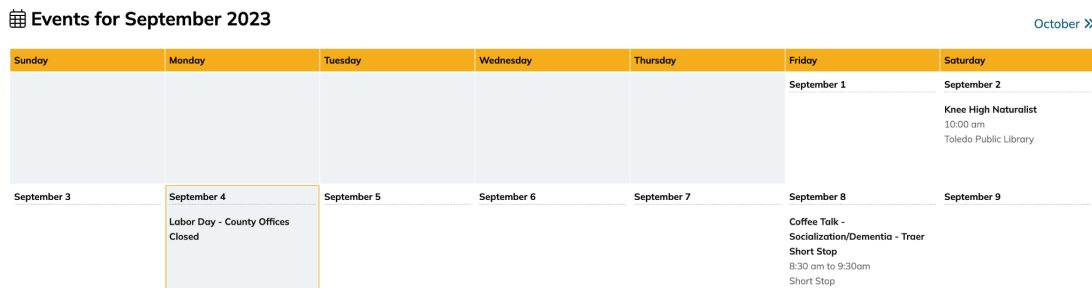
An Alerts module will be implemented to allow users with appropriate access to add an alert to the top of all pages on the website. These alerts could inform of closures, elections, and weather events and are programmable to display indefinitely or for a defined length of time. All alerts can be set up to take users to a webpage, press release, or other links to find more details. Start and end dates can be defined for alerts to allow for planned events to be scheduled in advance and ensure that alerts do not linger when they’re no longer relevant.



Sample standard alert box from Southwest Valley Schools in Iowa.

## Calendar









Upcoming meetings, elections, and other county events will be a part of the website.



Calendar module from Tama County, Iowa.

## Agendas and Minutes

The *Agendas and Minutes* module will be implemented, allowing for easy posting of Board of Commissioners meeting information. Neapolitan Labs will work with Goodhue County to establish a consistent process for posting agendas, minutes, and meeting videos to maintain the functionality of the current website for uploading meeting assets to be linked within HTML agendas. Email notifications can be continued so internal and/or external users can receive notifications with links each time a new agenda or minutes are added.

<b>May 2, 2022</b> · 8:30am	<a href="#">Agenda</a> 	<a href="#">Minutes</a> 	<a href="#">Video</a> 
<b>Apr 25, 2022</b> · 8:30am	<a href="#">Agenda</a> 	<a href="#">Minutes</a> 	<a href="#">Video</a> 
<b>Apr 18, 2022</b> · 8:30am	<a href="#">Agenda</a> 	<a href="#">Minutes</a> 	<a href="#">Video</a> 
<b>Apr 11, 2022</b> · 8:30am	<a href="#">Agenda</a> 	<a href="#">Minutes</a> 	<a href="#">Video</a> 
<b>Apr 4, 2022</b> · 8:30am	<a href="#">Agenda</a> 	<a href="#">Minutes</a> 	<a href="#">Video</a> 
<b>Mar 28, 2022</b> · 8:30am	<a href="#">Agenda</a> 	<a href="#">Minutes</a> 	<a href="#">Video</a> 

*Example listings of agendas and minutes from Worth County, Iowa.*

The *Meetings* module will also be accessible to any other departments with boards or committees wishing to post agendas and minutes. Their meeting information can be displayed within their department sections and on an overall Minutes & Agendas page as desired.

## Bid Notices

This section will list bid notices for county projects. Notices can be assigned a deadline date and automatically removed from the website once the date has passed. If desired, contractors can be required to insert basic information (e.g. business name and address) before downloading plans or information.

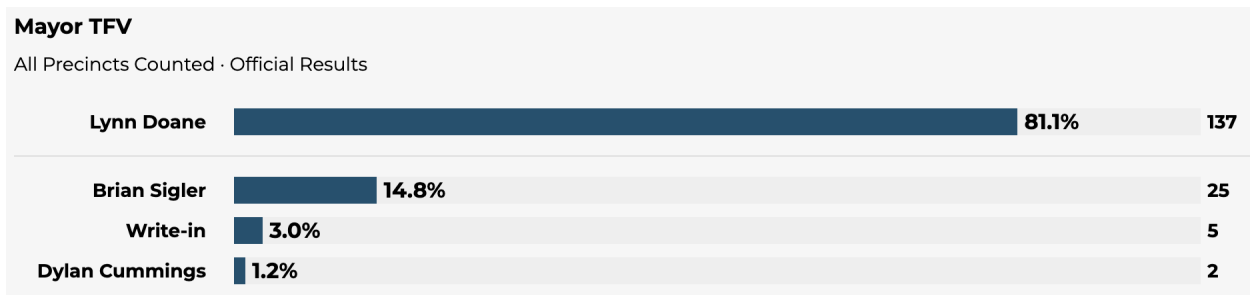
## Elections

Neapolitan Labs began working with county government in 2019 when creating an election website for Pottawattamie County, Iowa. The site includes a directory of elected officials, information about upcoming elections, sample ballots, past election results, and more. These features will be adapted to meet Goodhue County's election-related needs and incorporated into the proposed county website.

- **Upcoming Elections:** When an election is scheduled, the Client will add election information to *Mint Chip Lab* including date, voting times, precincts, sample ballots, and other key details.



- **Precincts:** A list of voting locations can be populated by Neapolitan Labs upon project commencement; authorized users will have the ability to update precinct information including name and voting location, if/when needed.
- **Sample Ballots:** Sample ballots in PDF format can be uploaded for each election; in elections with multiple ballot versions, ballots can be labeled to help voters identify the ballot they're looking for.
- **Election Results:** On election night, results can be easily associated with the election to appear on the website; for each update, County users will enter the number of precincts reporting plus upload the latest results PDF. For featured races, candidate vote totals can be entered and percentages, rankings, and visual charts will be automatically calculated and produced for website display. All results can be marked as official or unofficial.

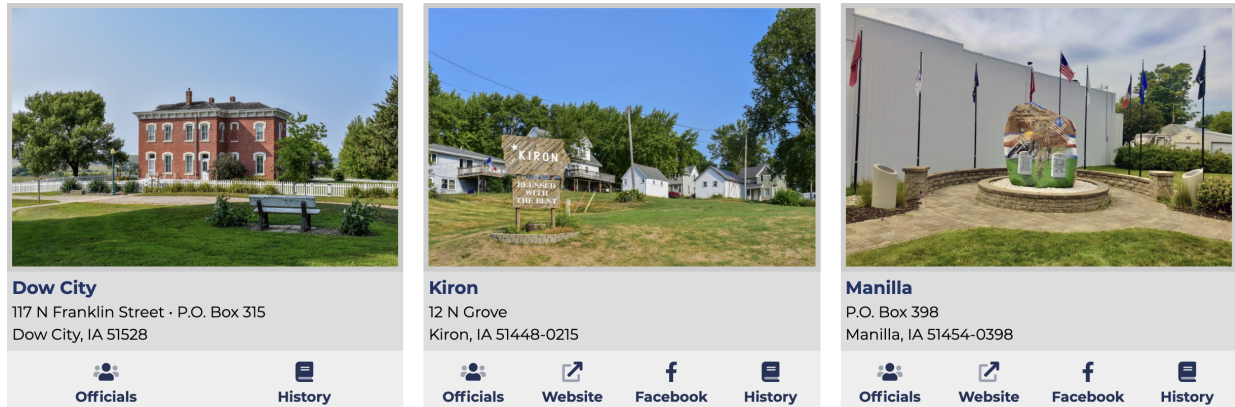


The featured races module allows visual results to be posted for selected elections.

- **Voter Turnout:** When an election has been completed, voter turnout information can be added. Absentee vs. in-person voting can be broken out, as can votes by party for Primary elections. Percentages and visuals will be automatically calculated and displayed.
- **Election Import:** Neapolitan Labs will import all election results that are currently part of the Goodhue County website plus any additional results provided during the website development process. Additional past election results can be added via Mint Chip Lab by the Client anytime after.
- **Elected Officials Directory:** Neapolitan Labs will implement a database-driven listing of the elected county, city, school district, township, state, and federal officials. Local elected official information, including name, term expiration, and contact info will be imported by Neapolitan Labs but subsequently maintained by the Client.

## Local Governments

The existing *Related Governments* page will be reimagined to better highlight the 10 cities, 21 townships, and 7 organized school districts that are based in Goodhue County. A photo can be added for each city and/or school district along with links to the community's website, Facebook page, and lists of current elected officials. Community histories are also supported if they are available from a local source such as a countywide historical society.



Excerpt of community listings from the Crawford County, Iowa, website.

## Frequently Asked Questions

A FAQ module will be installed to allow departments to post and maintain lists of frequently asked questions (and answers). The FAQs will dynamically display within each department section and will be findable via the website search and an overall page of sitewide FAQs.

Search Frequently Asked Questions



**Q.** Can an independent vote in a primary election?

**A.** **Yes and No.** In Iowa, you must be a member of a political party (in 2020: Republican and Democrat) to vote in a primary election. However, anyone can change parties on Election Day and vote. For independents to vote they must declare a political party.

Searchable FAQ excerpt from an Iowa county elections website.

## Directory & Contacts

The current Goodhue County Contact Information page will be expanded to include a more robust interface that includes instant filtering by name or department, and ultimately requires users to make fewer clicks to find information.

Search Departments and Contacts

### Assessor

Administration Building · 104 W. State St. · Toledo, IA 52342  
641-484-3545

[Wesley J Ray, ICA](#)

Assessor

[Dixie Caloud](#)

Chief Deputy Assessor

[Janine Anderson](#)

Appraiser

[Melissa Osipchack](#)

Appraiser/Clerk

The Tama County contacts directory is searchable by department or staff member name.

## Job Opportunities

Neapolitan Labs will work with Goodhue County to identify the best possible integration with ADP Workforce Now to display job openings on the website. Feeds from Neogov have previously been integrated into Iowa county websites to show active job opportunities directly on the site with links to apply online in the applicant tracking system.

### **Communications Dispatcher/Telecommunications Operator (911 Dispatcher)**

Communications (911) · Council Bluffs, Iowa  
Full-time · Posted 6/8/2022 · Closes 1/1/3000

[Apply Online](#)

### **Deputy Sheriff**

Sheriff's Office · Council Bluffs, Iowa  
Full-time · Posted 8/15/2022 · Closes 9/30/2022

[Apply Online](#)


Job listings, powered by Neogov, on the Pottawattamie County, Iowa, website.

## Translate

Google Translate will be integrated into the website header allowing users to convert content to Spanish (or other languages) with the click of a button.

## News and Announcements

The homepage will include real estate for news and announcements to be posted. This provides an avenue for County staff to communicate updates to the public in a consistent fashion, including countywide announcements about topics such as absentee ballot requests, non-discrimination notices, or openings on citizen boards or commissions. Job openings, sheriff sales, and bid notices could also be highlighted in this section. Each item posted will have its own landing page for social sharing and linking.



The image displays four news cards arranged in a row. Each card features a distinct image at the top, a department name in a white box, a title, and a date. Below the cards is a horizontal navigation bar with four blue buttons labeled 'News', 'Employment', 'Bid Notices', and 'Notifications'.

Department	Title	Date
Sheriff	Luke Bryan Farm Tour Concert Traffic	September 18, 2023
Auditor	FY 23/24 Annual Budget and Survey	July 6, 2023
Auditor	Important City/School Election Dates	June 15, 2023
Assessor	65 Years & Over Homestead Tax Exemption	June 8, 2023

News   Employment   Bid Notices   Notifications

Jasper County's homepage news listings and related links.

## Notifications

Neapolitan Labs will work with Goodhue County to transition the current website's notifications system, and can work with officials and staff to set up additional email and/or SMS notifications if desired. Email messages will be delivered through SendGrid, with any text alerts sent via Twilio. The sign-up and management process will be simple, without requiring visitors to create a log-in. They will be able to easily update their settings via a link included at the bottom of each email sent.



A new Board of Supervisors meeting agenda has been posted to the Marion County website.

**[Tuesday, June 29, 2021 at 9:00 am](#)**

Past agendas and/or meeting minutes can be found on the [Marion County website](#).

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This email was sent by the [Marion County](#) because you opted in to email notifications in the past. You can [manage your subscriptions](#) at any time.

*An email is sent to subscribers each time a new board agenda is posted in Marion County.*

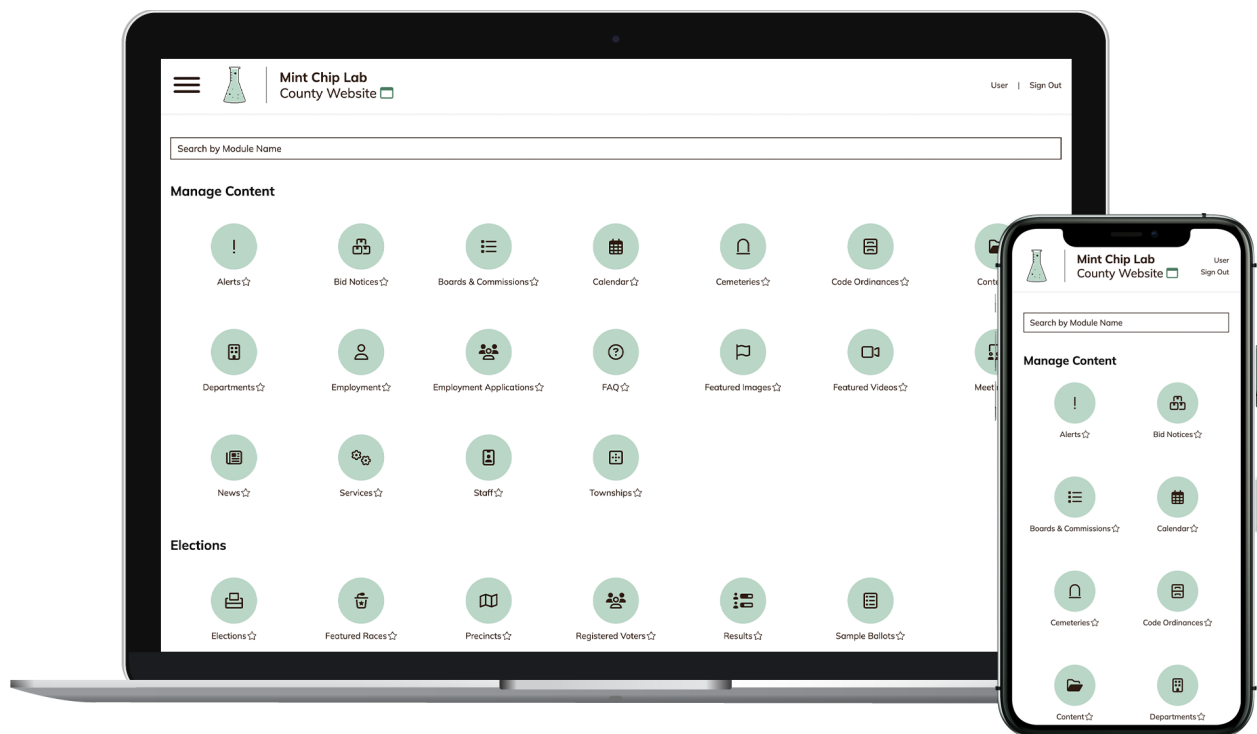
Department heads will be able to tie notifications to website updates (e.g. adding meeting minutes, posting news) or send notifications to their lists via an *Email Lists* module in Mint Chip Lab.. Lists will be customizable and can grow following launch. There are no costs or limitations to emails sent via this notifications tool, and up to 10,000 text messages can be sent each year at no additional cost.

## Online Forms & Services

Neapolitan Labs will work with Goodhue County to identify any forms that can be made more convenient through online submission. For example, Neapolitan Labs has created online forms for filing a complaint with the Sheriff's Office, assistance pre-screens, and contacting a specific county department, amongst others. Payment links (via services like Heartland Business Systems) and/or external form links can be highlighted as part of a searchable, filterable list of online services. Post-launch, Goodhue County staff can request additional online forms be made via Mint Chip Lab.

## Mint Chip Lab

The website will be powered by *Mint Chip Lab*, the proprietary content management system developed and maintained by Neapolitan Labs. Since its inception in 2004, Neapolitan Labs has focused on the development and implementation of content management systems to make website updates easy and efficient even for non-technical users. The *Mint Chip Lab* platform was officially launched in 2019, built to incorporate all of the best features built for clients over the previous 15 years. It now powers more than 100 websites, from radio stations to convention and visitors bureaus to county governments.



Modules will be customized and/or built to meet Goodhue County's needs. Information is stored in databases where content is dynamically retrieved and presented on the website. All long-form content can be updated with rich text editing. The platform is regularly upgraded and enhanced to improve user experience. Granular permissions can be assigned to each user to restrict updates to specific modules or content within their specific site sections. Updates and history are tracked for internal reporting and/or can be provided by Neapolitan Labs on demand.

A handful of *Mint Chip Lab* screenshots are included as part of this proposal but an interactive demo is suggested to provide a more comprehensive look at capabilities and tools.

## Listing Pages

Each module has a listing page that shows all relevant active and draft content with a Quick Search bar at the top of the page to instantly filter results. Tools vary by module, but typical action icons allow users to view, edit, and delete content.

Quick Search

🔍 Toggle Search and META Status

<b>Assessor</b> 📞 🕒 📄 📍 Jasper County Courthouse, Room 105, 101 1st St. N	👁️ ✎️ ⓘ
<b>Attorney</b> 📞 📧 📍 Attorney's Office, 114 West 3rd St. N	👁️ ✎️ ⓘ
<b>Auditor</b> 📞 🏢 🕒 📍 Jasper County Courthouse, Room 202, 101 1st St. N	👁️ ✎️ ⓘ
<b>Board of Supervisors</b> 📞 📍 Jasper County Courthouse, Room 203, 101 1st St. N	👁️ ✎️ ⓘ

The Departments module shows at-a-glance details about departments including what contact information (e.g. phone, hours, email, external website) is present.

## Add and Edit Pages

Modules are built with county government clients in mind, making it easy to add and edit information, from agendas and minutes to news to election results. *Inside Scoop* tips can be expanded to provide explanations for key dropdowns or features, while fields like departments and dates are pre-populated for maximum efficiency.

Status	Live
	📌 Inside Scoop +
Title	
Department	Auditor
Date	9/20/2023

The News module begins with the ability to set an article's status, define a title, confirm the associated department, and choose a date.

## Rich Text Editing

All long-form content fields allow for rich text formatting to include links, bullet points, header text, anchor tags, and more basic features. Fonts and colors are restricted to ensure the content created and updated is always aligned with Goodhue County branding guidelines.

Content

Township Officers are elected by the voters of the township who reside outside of the corporate limits of a city. Township officers may be residents of a city within the township. Township officers are elected to serve four-year terms on the General Election ballot.

### Township Trustee Duties

1. Annually prepare and adopt a budget and certify taxes for the following services:
  - o Fire & Rescue
  - o Maintenance of Township Cemeteries

body p

**Inside Scoop**

**Add link buttons:**

[button url=https://www.google.com]Button Label[/button]

**Add YouTube videos:**

[youtube]XFFho5Jpl9w[/youtube]

where XFFho5Jpl9w is the video ID: <https://www.youtube.com/watch?v=XFFho5Jpl9w>

The Content module's rich text editor includes quick templates for adding buttons and embedding videos to website content.

## Files & Images

Additional assets can be uploaded to Mint Chip Lab via the Files and Images modules, with each uploaded asset including action buttons to copy the file URL, edit or delete the file, or view the file's history within Mint Chip Lab. Individual users can be limited to viewing only files from their department.

Quick Search

**2023**

**Benton County REAP 5-Year Plan**  
PDF · Conservation  
September 5, 2023

**Transportation Brochure**  
PDF · Transportation  
August 30, 2023



## **Hosting**

Neapolitan Labs will utilize its proprietary *Mint Chip Lab* platform for the Goodhue County website with external hosting via AWS on the GovCloud platform. *Mint Chip Lab* and Neapolitan Labs client websites are powered by PHP code with mySQL databases storing the majority of website content.

Neapolitan Labs utilizes SiteLock for automated malware and virus scanning and Cloudflare for CDN and firewall. The entire site and accompanying database are backed up on a daily basis. Access to *Mint Chip Lab* is restricted to Goodhue County employees with login credentials, with password rules set to meet County IT requirements. 2-factor authentication is currently supported by text message with support planned for Microsoft Azure and Duo by the end of 2023.

While Neapolitan Labs retains rights to its *Mint Chip Lab* platform, Goodhue County is the owner of all website content and can request exports of database information and design files at any time.

## **Search Engine Optimization**

The website will be built with readable, simplified URLs such as [co.goodhue.mn.us/administration](https://co.goodhue.mn.us/administration) to meet search engine best practices. Page titles and META tags will be customizable via *Mint Chip Lab* for all pages throughout the website. Existing sites powered by *Mint Chip Lab* have received very high scores in Google's benchmarks, as site security, page speed, and mobile-friendly design standards have become increasingly important in search algorithms.

## **Site Transition**

Neapolitan Labs will collaborate with the Client to ensure a smooth transition from the current website to the new, from both a user perspective and search engine optimization.

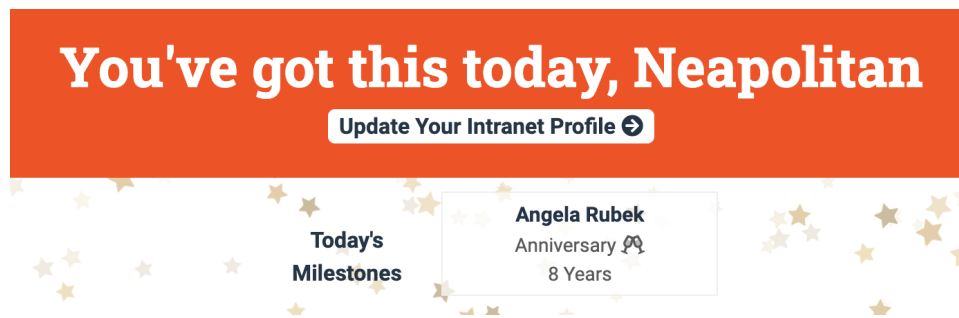
The most important element of this transition will be ensuring all page URLs from the current Goodhue County website are mapped to the equivalent URLs on the new website as part of the *Redirects* module within *Mint Chip Lab*. Following the launch, an automated site map will be established and submitted to Google Search Console so the search engine is aware of the updated website content and structure.

## Intranet

Neapolitan Labs will work with Goodhue County to create an Intranet designed for its employees. The Intranet will share the design of the overall website and be accessible from any device with proper authentication. It will be accessible at a straightforward URL like [co.goodhue.mn.us/intranet](http://co.goodhue.mn.us/intranet) and via a Login button placed in the website navigation.

### Intranet Features and Content

Neapolitan Labs will work with Goodhue County to identify desired content for the Intranet. As an example, the Pottawattamie County, Iowa, Intranet website includes a space for employee birthdays and anniversaries, announcements, and key benefits information.



The Pottawattamie County Intranet begins with a welcome message, a quick look at employee milestones, and a link to update the user's profile.

### Employee Birthdays and Milestones

This feature pulls in provided employee information and presents "Today's Milestones" at the top of the Intranet whenever relevant. Neapolitan Labs would work with Goodhue County to find the easiest process for maintaining this information, including sync with an existing HR system or the creation of an easy-to-use Mint Chip Lab module.

### Resources and Services

Human Resources can curate a list of resources and services specifically for employees. This can include payroll forms, holiday lists, information on employee assistance programs, and more.

### Management via Mint Chip Lab

All of the Intranet content can be updated via the same platform as the website is managed.





## Announcements

This module allows for any employee to post news/information for fellow employees. Users can subscribe to receive emails when new announcements are posted. This could include information on internal wellness programs, benefits deadlines, trainings, or even buy/sell/trade-type announcements.



**New:** click on an announcement headline to read more!

### **New** Microsoft 365 Training

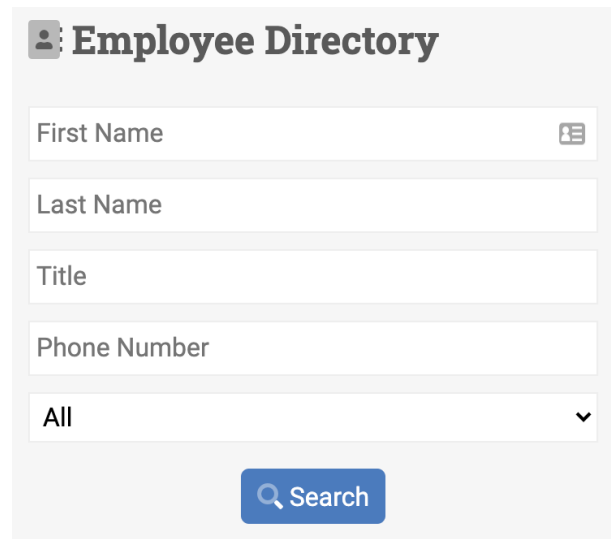
 posted Kellie Newell ·  1/21 at 1:35pm  
 192 emails sent ·  15 texts sent · 28 Intranet views

## Employee Directory


Logged-in employees can search for co-workers by first name, last name, department, or even phone number (if wanting to do a reverse phone lookup).

## Meeting Room Reservations

Logged-in users could search for meeting room availability and make a self-service reservation for an on-site meeting room. Each available meeting room could have details added, like the number of seats, technology, location, and more.




**Employee Directory**


First Name 

Last Name

Title

Phone Number

All 

 Search

## Accessibility

As part of the website development project, Neapolitan Labs will ensure every page and piece of content within is properly built to achieve full WCAG 2.1 level AA compliance.

The new design will be created so that all colors, menus, dropdowns, buttons, and website features are built with colors that have sufficient contrast. A minimum contrast ratio for regular-sized text is **4.5:1** to meet accessibility requirements.

Examples of focus areas include:

- **Proper Page Heading Structures**

Pages should be structured first with <H1> heading tags, followed by <H2> heading tags, <H3> tags, and so forth, as the page proceeds. Neapolitan Labs will ensure pages transferred meet these requirements.

- **Use of ALT Text**

All non-decorative images and icons built into the new design will feature ALT text tags, and all built-in image placements (e.g. homepage events, service page photo galleries) will bring in text automatically. The *Mint Chip Lab* platform will ensure that any new images included within rich text editor content will be required to have associated text.

- **Skip Links**

Users who immediately press the tab key will be able to trigger a button to *skip* to content to bypass the navigation and immediately access the page's content.

In addition to using automated tools, Neapolitan Labs will complete a manual website test prior to launch to ensure all needed functions are present for users who navigate a computer using only a keyboard. This includes validating form field order, ensuring links are identifiable on hover and unambiguous, and confirming proper visual focus indicators so users can track where they are on the page.

Once the initial website launches, Goodhue County will be provided with a best practices tip sheet to ensure content added to the website will retain compliance. Additionally, as part of annual hosting and support, Neapolitan Labs will conduct yearly automated and manual testing audits. If issues are found with the core website structure or code, Neapolitan Labs will make necessary changes to ensure the website remains compliant.

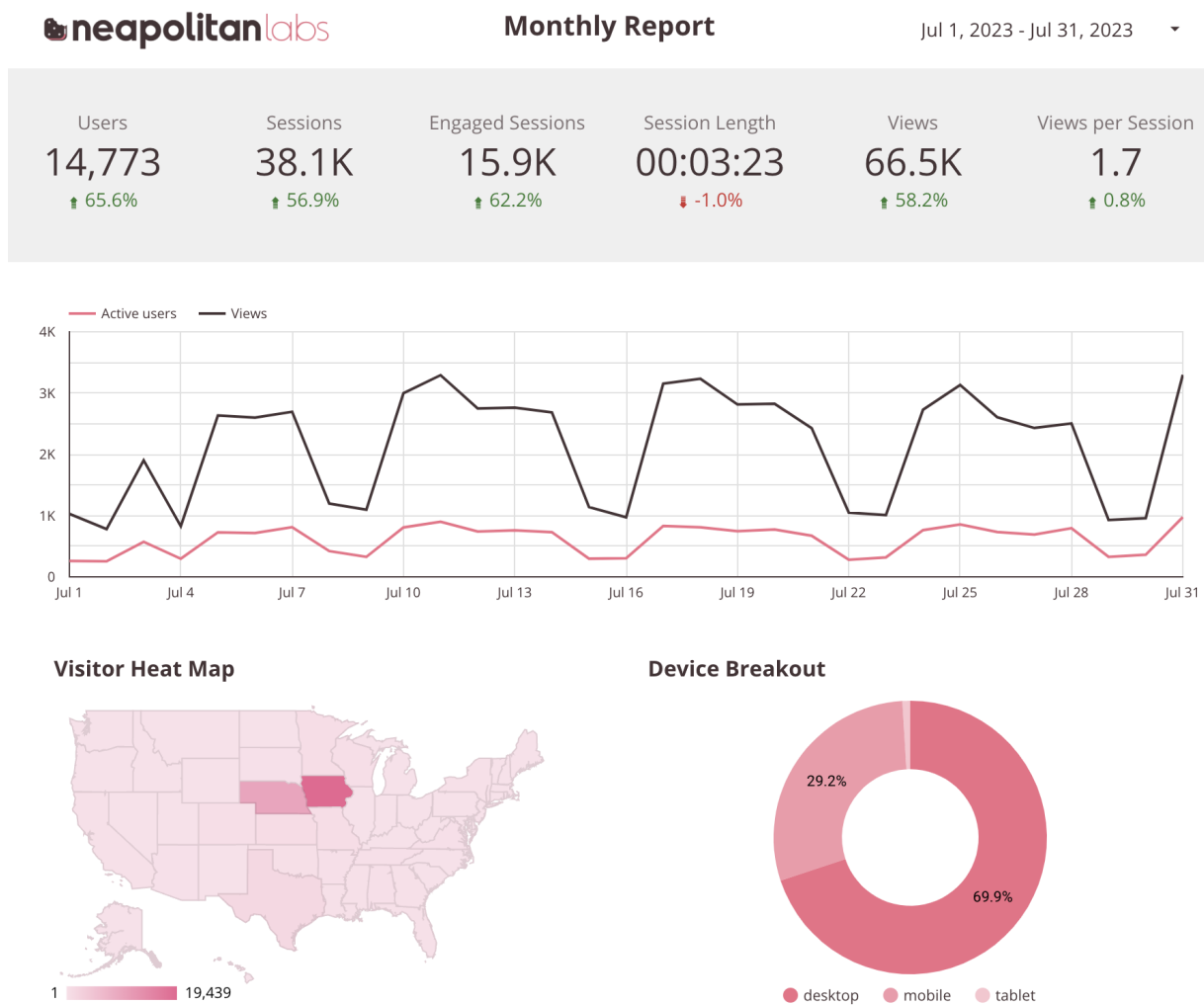
### **Monsido PageAssist**

Neapolitan Labs will license Monsido PageAssist to provide visitors with an interactive toolbar to enable customization of font sizes, text spacing, cursor size, contrast, and more. This tool does not inherently provide accessibility compliance but does make accessible sites easier to use. Among the top tools on the market (UserWay, accessiBe), Neapolitan Labs endorses the Monsido solution and uses Monsido's tools to monitor the accessibility compliance of its county websites.

## Analytics

The Goodhue County website will be built to maximize the capabilities of Google Analytics 4, including tracking traditional metrics, such as users, visits/sessions, and page views along with event tracking to understand search terms and clicks to quick links and other homepage elements. These reports should help confirm the effectiveness of the new website and may provide insights for future content or development updates to further improve user experience.

Google's Looker Studio will be used by Neapolitan Labs to generate visually compelling and useful reports that will be scheduled on a monthly and/or quarterly basis along with an interactive version to allow for on-demand data filtering and custom date ranges.



Sample report from Pottawattamie County, Iowa, GA4 data from July 2023.

## Training & Services

### User Training

Each department should assign one or more employees to be trained on the *Mint Chip Lab* platform. Neapolitan Labs will provide individual department training prior to the website launch. *Inside Scoop* tips are built-in throughout modules along with links to printer-friendly documentation for key features.

📌 Inside Scoop

- **Draft:** News item will be hidden from the website even if within the provided date range.
- **Live:** News item appears on the website if within the provided date range.
- **Featured:** News item appears on the website if within the provided date range, at the top of the list.

*Inside Scoop* tips provide definitions and details directly within *Mint Chip Lab* modules.

### Super User Training

Goodhue County should assign one or more super users to have access to manage and maintain the full website. A detailed training session will be provided to cover all *Mint Chip Lab* modules prior to the website launch.

### Content Transfer

Neapolitan Labs will meet with Goodhue County departments to review information from the current County website, along with anything that needs to be added to the new website. All relevant information, as decided by the County, will be imported by Neapolitan Labs to minimize county time requirements for the project. This could include past election results, staff photos or bios, archived commissioner agendas and minutes, and other relevant information.

### Recurring Training

As part of the annual hosting and support agreement, Neapolitan Labs will host webinar training with new hires or website support staff upon request.

**The *Mint Chip Lab* platform is built with users in mind. While Neapolitan Labs is committed to ample training, many users find themselves comfortable making website updates with minimal formal training time.**

## Neapolitan Labs Advantages

### **Research-Driven, Customized Design**

Neapolitan Labs expects to create a best-in-class website for Goodhue County. A data-driven approach will be taken to the design and development, ensuring the entire website is easy to navigate on all devices. Websites from neighboring counties and Neapolitan Labs' portfolio will be reviewed by the Neapolitan Labs team with distinctive features highlighted to consider for inclusion with the new site. Frequent communication and in-person meetings with project stakeholders and county leadership will help ensure the new website meets the needs of all involved.

### **Powerful, Flexible Content Management System**

The website will be powered by the aforementioned *Mint Chip Lab* platform, which makes website management as efficient and easy as possible. The platform is database-driven, with customized tables established for each client and function, from the site's proposed community listing to the standardized set of information needed for each department page. The easy-to-use platform is designed to allow complete customization of the website front-end, yielding a "best-of-both-worlds" situation for clients. A choice doesn't have to be made between modern design and a reliable content management system.

### **Experience with County Governments**

Neapolitan Labs powers the primary websites for more than 20 counties in Iowa and works with government and business clients in 13 states. Neapolitan Labs is committed to meeting individually with department heads on-site in Goodhue County as part of this project to ensure all needs are met leading up to the new website launch.

### **Support**

Neapolitan Labs is committed to providing great support to its clients. A ticketing system in *Mint Chip Lab* allows users to ask questions directly while they are logged in and working on website updates. Staff is available by phone and email and after hours in case emergency support is needed.

## Proposed Start Date and Timeline

Neapolitan Labs expects to build and launch the new Goodhue County website over an 18-week timeline, following project kickoff. With approval by the end of 2023, and project kickoff in January 2024, the new site is expected to launch in May 2024.

Major project milestones include:

- **Week 1: Kickoff and Department Meetings**

Neapolitan Labs will work with Goodhue County, Minnesota, to schedule an in-person kickoff meeting with project stakeholders to review best-in-class county websites and take a high-level look at the content on the existing websites. Combined with input from Goodhue County, Neapolitan Labs expects to leave the meeting with a preliminary site map and game plan for new website development. Neapolitan Labs will extend its stay in Goodhue County to meet 1:1 with each key department. Content that is ready to transfer will be identified and a list of needed content will be created for each department.

- **Week 6: Design Mockups**

Mockups will be shared to showcase concepts based upon findings from the kickoff meeting and individual department meetings. Neapolitan Labs will gather feedback and create up to two design revisions to meet County needs. Behind the scenes, Neapolitan Labs will be actively moving content into the new website and building out *Mint Chip Lab*.

- **Week 15: Interactive Website Previews**

Private links will be shared with project stakeholders, department heads, and elected officials to review their section(s) of the new Goodhue County website. At this time, any final feedback, updates, or changes can be provided to Neapolitan Labs to implement before the website launch. The employee authentication process for the Intranet/employee portal will be finalized during this interactive website preview period.

- **Week 18: Website Training & Launch**

Neapolitan Labs will work with Goodhue County to schedule in-person and/or webinar training sessions and launch the new website. Team members will be available for extended support hours during the week of the website launch to address any issues and provide any needed guidance on *Mint Chip Lab* questions that may arise once the website is launched.



## Development Costs

Neapolitan Labs prices the entire website and Intranet development package, as outlined above, at **\$48,000**. This cost includes secure website hosting and support for the first year.

Development, Design, and Deployment		
Mint Chip Lab	<ul style="list-style-type: none"> <li>Provisioning of all features and modules, from <i>Departments</i> to <i>Meeting Minutes</i>, etc.</li> <li>Creation of new modules specific to <i>Goodhue County</i> for county departments.</li> </ul>	\$15,000
Website Design	<ul style="list-style-type: none"> <li>Mockups</li> <li>Up to 2 rounds of revisions</li> <li>Fully-responsive design</li> </ul>	\$10,000
Website Development	<ul style="list-style-type: none"> <li>Custom website development based upon selected design</li> <li>Import of relevant content</li> <li>Website transition</li> </ul>	\$15,000
Intranet Development	<ul style="list-style-type: none"> <li>Integrated Intranet/portal</li> <li>Single-sign on authentication</li> <li>Intranet modules and features</li> </ul>	\$8,000
Hosting and Security		
Server and Services	<ul style="list-style-type: none"> <li>AWS GovCloud hosting</li> <li>SSL certificate</li> <li>SiteLock integration</li> <li>Monsido PageAssist Toolbar</li> </ul>	<i>Included for Year 1</i>
Training		
Mint Chip Lab Training	<ul style="list-style-type: none"> <li>Super user training</li> <li>Department trainings</li> <li>Mint Chip Lab Documentation</li> </ul>	<i>Included</i>
<b>Total First-Year Cost</b>		<b>\$48,000</b>

## Hosting, Support, and Additional Development Costs

As part of this agreement, Neapolitan Labs will continue to adhere to the hosting standards specified earlier in this proposal. In addition:

- Website support directed to Neapolitan Labs will receive a response within 1 business day. At a minimum, the response from Neapolitan Labs will acknowledge the email and provide a timeline for addressing the issue(s) and/or question(s) contained within the email. Neapolitan Labs will provide phone and email contact information for urgent after-hours support.
- In cases where a technical website issue has been identified, and the website does not function as expected or previously promised, a firm timeline will be presented and the required development work will be completed at no cost.
- In scenarios where new features or functionality are requested that require significant development work, Neapolitan Labs will provide a statement of work, including cost and a proposed deadline for completion. Development work is typically priced at \$150/hour and will proceed if approved by the client.

The annual cost for website hosting and support, as outlined above beginning in year two, is **\$4,000**.

Annual Hosting and Support		
Server and Security	<ul style="list-style-type: none"> <li>• AWS GovCloud hosting</li> <li>• SSL certificate maintenance</li> <li>• SiteLock integration</li> </ul>	\$4,000
Support	<ul style="list-style-type: none"> <li>• 1 day standard response</li> <li>• 24/7 emergency support</li> <li>• On-demand training</li> </ul>	
Accessibility	<ul style="list-style-type: none"> <li>• Monsido PageAssist licensing</li> </ul>	\$600
<b>Annual Cost, beginning in Year 2</b>		<b>\$4,600</b>

The total cost over 4 years is \$61,800. After year 4, the annual hosting and support costs will increase by 5% per year.

## Payment Terms

The total first-year project cost including website hosting is \$48,000. A down payment of 20% (\$9,600) of these costs will be invoiced upon project acceptance. Subsequent payments are proposed as project milestones are completed with the remaining costs invoiced 90 days following project launch. All website hosting and support costs are covered until the one-year anniversary of the website launch.

Proposed Invoice Schedule	
Proposal Acceptance	\$9,600
Website Design Approval <i>approximately 8 weeks after kickoff</i>	\$9,600
Interactive Website Preview <i>approximately 15 weeks after kickoff</i>	\$9,600
Full Website and Intranet Launch <i>approximately 18 weeks after kickoff</i>	\$9,660
90 Days Following Launch	\$9,600

### Launch Timeline

Neapolitan Labs has proposed a launch in May 2024. Allowing for design, technology, or feedback delays, the latest launch date for a fully functional website that contains all features from this proposal will be June 15, 2024. If the website is launched after this date, a \$1,000 credit will be applied to the final invoice for each week the launch is delayed.

### Project Termination

Goodhue County may terminate this website development and maintenance agreement at any time by providing written notice to Neapolitan Labs, to be responsible only for charges from work that has been completed and approved as outlined in the cost breakdown on page 21. In this scenario, Neapolitan Labs would provide the Client with design files and development source code from the completed project elements. If Neapolitan Labs is unable to complete the project specifications as outlined in this document, the project will be terminated and all costs paid by Goodhue County will be refunded.

## Renewal

Beginning in year two, standard hosting and support costs of \$4,600 will be invoiced. Beginning in year five, Goodhue County will have the option to renew the annual hosting and support at a cost of \$4,830, with a scheduled increase of 5% in each subsequent year.

## Proposal Acceptance

With signature, the Client agrees to the cost and payment terms, and Neapolitan Labs will adhere to the stated project solutions and turnaround times.

---

Scott O. Arenson  
County Administrator  
Goodhue County, Minnesota

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Date

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Linda Flanders  
Chair, Board of County Commissioners  
Goodhue County, Minnesota

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Date

---

Brian McMillin  
President  
Neapolitan Labs

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Date

## Addendum

### Service Availability

Neapolitan Labs monitors its websites continuously via third-party services and guarantees uptime of 99.9% or higher over each 30-day period. In a scenario where the Goodhue County website and/or Intranet is down for more than 60 minutes in a 30-day period, a development credit of \$150 will be issued, or a \$150 hosting credit will be applied to the next renewal invoice.

### Data Privacy

The Goodhue County Intranet may contain non-public data that will be stored in Neapolitan Labs' *Mint Chip Lab* database for the County. Information contained within the Intranet portion of the website will be restricted to authenticated Goodhue County employees and not available via the public website, though Neapolitan Labs team members will have access when needed for troubleshooting purposes. Neapolitan Labs will not release any of this non-public content without express written approval from Goodhue County.

In addition, both the intranet and public County website will not be used for advertising purposes without prior written consent from Goodhue County. All website data, both public and non-public, will stay within the continental U.S.

### Copyright

No credits/copyrights emblems or language shall exist on the webpage outside of a standalone link at the bottom of pages to a centralized Copyright Notices page.

### Insurance

Because the website development and maintenance project includes electronic communications and storage, Neapolitan Labs agrees to maintain insurance coverage for a Cyber Liability Insurance Policy with limits not less than One Million Dollars (\$1,000,000) per occurrence and Goodhue County will be an additional insured.

In addition, Neapolitan Labs maintains a Commercial General Liability Insurance Policy with a limit of not less than One Million Dollars (\$1,000,000) per occurrence, and Two Million Dollars (\$2,000,000) general aggregate. Coverage is also maintained for an Umbrella Liability Policy with a liability limit of One Million Dollars (\$1,000,000.) Goodhue County will be an additional insured on both policies.

### State Law

In case of a dispute, this agreement shall be governed by the laws of the State of Minnesota.



**Scott O. Arneson**  
County Administrator  
Goodhue County

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

To: Board of Commissioners

From: Scott O. Arneson

Date: December 13, 2023

Re: First 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.

In addition, we would like to plan for a Grand Opening Celebration for the newly remodeled County Board Room to take place on Tuesday, January 16.

Recommendation:

Staff recommends the County 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, we ask the board to 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.

## GOODHUE COUNTY BOARD OF COMMISSIONERS

LINDA FLANDERS  
1<sup>st</sup> District  
1121 W 4<sup>th</sup> St.  
Red Wing, MN 55066

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

TODD GRESETH  
3<sup>rd</sup> District  
46804 Hwy 57 Blvd  
Wanamingo, MN 55992

JASON MAJERUS  
4<sup>th</sup> District  
39111 Co. 2 Blvd  
Goodhue, MN 55027

SUSAN BETCHER  
5<sup>th</sup> District  
30133 Lakeview Ave.  
Red Wing, MN 55066

*An Equal Opportunity Employer*



**Scott O. Arneson**  
County Administrator  
Goodhue County

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

To: County Board of Commissioners

From: County Administration

Date: December 12, 2023

Re: 2024 Final Budget and Levy

**Summary:**

On September 19, 2023, the County Board established the preliminary levy for 2024 at \$44,331,886. It's important to note that while the final levy can be adjusted downward, it cannot exceed the approved preliminary levy. Presently, the 2024 budget and levy outline the following details:

- **2024 Proposed Budget:** \$90,965,420
- **2024 Proposed Levy:** \$43,787,376

This signifies a \$1,766,731 increase (4.2%) over the approved 2023 levy, a *reduction* of \$544,510 from the approved 2024 preliminary levy, and a .855% *decrease* in the tax rate (now at 42.008%).

Looking ahead, the draft for the 2025 Preliminary Budget has been proposed at \$86,123,172, accompanied by a levy request of \$46,302,627.

**Background:**

The board received the first draft of the 2024-2025 budget and levy projections on August 10, 2023. Since then, there have been numerous updates to the proposed budget, including adjustments to capital projects between years. These changes are in line with the Board's objective of stabilizing the tax impact on constituents.

Other key points include:

- All county employees are on a single pay grid
- 3% general wage adjustment for all employees
- 7.5% increase in health insurance premiums
- Removed Park Manager Position
- Interest revenue increased to \$1,400,000
- Use of fund balance = \$3,022,525

**GOODHUE COUNTY BOARD OF COMMISSIONERS**

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*An Equal Opportunity Employer*

For your review, we have included the proposed five-year capital plan along with previous budget reports for your reference.

**Recommendation:**

Staff recommends the County Board approve the following resolutions adopting the 2024 budget and Levy and proposed capital plan as presented. This represents a levy increase of \$1,766,731 (4.2%) over the 2023 approved Levy.

**Budget Resolution**

**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;

<b>Budget</b>		
<b>FUND</b>	<b>2024 Expenditures</b>	<b>2024 Revenues</b>
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
<b>2024 Levy</b>		<b>\$ 43,787,376</b>
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:



<b>Levy</b>	
<b>Fund</b>	<b>2024 Final Levy</b>
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
<b>Total</b>	<b>\$ 43,787,376</b>

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

## Levy History Detail

Fund	Department	Dept #	2021 Levy	2022 Levy	2023 Levy	2024 Proposed	2025 Proposed	2024 Levy
						Levy	Levy	inc/(dec) over 2023
General Revenue	Gen Gov't Misc	001	(2,613,240)	(1,976,983)	(3,651,043)	(4,219,804)	(5,645,799)	(568,761)
	Outside Agencies	002	1,281,759	1,292,719	1,341,863	1,386,234	1,386,234	44,371
	CARES Funding	003	-	-	-	-	-	-
	ARPA Funding	004	-	-	-	-	-	-
	County Board	005	266,247	250,681	269,331	290,376	295,836	21,045
	Court Administration	011	190,000	193,200	195,000	160,000	160,000	(35,000)
	Law Library	025	-	-	-	-	-	-
	Administration	031	449,671	463,880	494,275	581,590	687,779	87,315
	Auditor/Treasurer	041	821,654	823,554	993,475	1,083,955	1,171,868	90,480
	Assessor	055	1,058,211	1,137,446	1,179,996	1,280,013	1,392,370	100,017
	Human Resource	061	697,156	794,463	937,830	955,437	1,049,640	17,607
	Information Technology	063	1,051,397	1,179,096	1,361,771	1,444,610	1,425,536	82,839
	Elections	071	-	35,642	70,706	157,895	125,640	87,189
	Attorney	091	1,885,758	1,877,986	2,013,739	2,247,975	2,455,253	234,236
	Attorney Treatment Court	091-132	100,000	100,000	-	43,808	50,175	43,808
	Attorney Contingent	093	7,500	7,500	7,500	7,500	7,500	-
	Recorder	101	189,287	153,878	172,636	265,652	312,908	93,016
	Surveyor	103	384,396	385,895	341,153	441,488	491,515	100,335
	GIS	105	226,068	234,142	257,015	284,962	325,573	27,947
	Facilities Maintenance	111	834,303	902,198	976,343	969,871	1,052,041	(6,472)
	Veteran's Service	121	218,063	197,241	173,682	362,200	397,274	188,518
	Planning,Zoning,Bldg	127	592,847	522,163	619,364	678,384	735,228	59,020
	Motor Pool	130	(35,400)	-	-	-	-	-
	Sheriff-Patrol/Civil	201	4,950,131	4,948,012	5,641,254	5,865,571	6,630,534	224,317
	Sheriff-Contingent	203	-	-	-	-	-	-
	Sheriff-Seasonal	205	245,050	305,922	280,967	288,998	317,834	8,031
	Sheriff-ADC	207	4,064,924	4,470,070	4,859,158	5,090,443	5,793,059	231,285
	Sheriff- STS	208	163,465	175,887	188,551	184,285	186,551	(4,266)
	Sheriff-Dispatch E911	209/210	1,132,793	1,133,305	1,206,210	1,427,088	1,576,124	220,878
	Sheriff- Communications Inf	211	161,968	169,392	174,192	166,942	173,342	(7,250)
	Coroner	215	145,342	149,702	154,193	157,277	160,422	3,084
	Court Services	255	826,875	841,967	896,045	464,699	602,053	(431,346)
	Sheriff-EM	281	34,814	31,771	42,461	53,764	62,843	11,303
	Byllesby Dam	523	6,775	6,871	11,968	7,067	7,169	(4,901)
	Extension	601	171,097	215,224	241,523	253,304	267,050	11,781
	County Ditch #1	630	100,000	-	-	-	-	-
	Railroad Authority	750	4,500	4,500	4,500	4,500	4,500	-
	Operations Reserve	802	-	-	-	-	-	-
	Compensated Absences	803	250,000	375,000	463,500	648,500	648,500	185,000
	Employee Training	805	19,750	34,750	39,750	35,300	35,300	(4,450)
	Building Reserve-Welfare/PHS	806/808	-	-	-	-	-	-
General Revenue			19,883,161	21,437,074	21,958,908	23,069,884	24,341,852	1,110,976
Public Works		Fund 03	5,558,122	5,930,896	6,405,043	6,385,496	6,380,783	(19,547)
Health & Human Services		Fund 11	7,844,244	8,079,571	8,322,678	8,322,678	8,780,425	-
County Ditch 1		Fund 15	-	-	-	-	-	-
EDA		Fund 25	27,153	47,254	97,232	97,990	104,990	758
Capital Plan		Fund 34	2,512,234	2,495,847	2,667,473	3,300,817	3,978,409	633,344
Debt Service		Fund 35	1,512,905	1,522,517	1,988,008	1,995,886	1,996,713	7,878
Waste Management		Fund 61	561,290	625,653	581,303	614,625	719,455	33,322
			37,899,109	40,138,812	42,020,645	43,787,376	46,302,627	1,766,731

2024 Draft Levy	43,787,376
2023 Levy	(42,020,645)
2024 Prop Levy Inc	1,766,731 4.20%

2025 Draft Levy	46,302,627
2024 Draft Levy	(43,787,376)
2025 Prop Levy Inc	2,515,251 5.74%

**2024-2025 CAPITAL PLAN REQUESTS**

ASSET #	Description	Dept	Repl Funding	2024 Request	2025 Request
<b>ADMINISTRATION</b>					
G012031	LAPTOP	031	CP	1,653.00	-
G012070	LAPTOP: PRESENTER	031	CP	1,764.00	-
G011574	PROJECTOR:301-1 CONFERENCE ROOM	031	CP	795.00	-
	Toshiba Copier e-4515AC SCNKH53181	031	CP	8,674.00	-
	<b>Total Administration</b>			<b>12,886.00</b>	<b>-</b>
<b>ATTORNEY</b>					
	SCANNERS (4)	091	CP	4,000.00	-
G011750	PRINTER: SECRETARIES	091	CP	1,473.00	-
G011972	TABLET: TREATMENT COURT COORDINATOR	091	CP	1,955.00	-
G011992	LAPTOP:CAROL	091	CP	1,484.00	-
G012017	MS SURFACE:STEVE	091	CP	2,285.00	-
G011936	SCANNER:NICOLE	091	CP	-	1,084.00
G009530	HP LASERJET PRINTER:	091	CP	-	1,950.00
	<b>Total Attorney</b>			<b>11,197.00</b>	<b>3,034.00</b>
<b>COUNTY BOARD</b>					
G100965	PORTABLE PA SYSTEM	005	CP	1,890.00	-
	CHROMEBOOK GOOGLE PIXELBOOK GO (9)	005	CP	-	8,344.00
	<b>Total County Board</b>			<b>1,890.00</b>	<b>8,344.00</b>
<b>COURTS</b>					
	<b>Total Courts</b>			<b>-</b>	<b>-</b>
<b>COURT SERVICES</b>					
	MICROSOFT SURFACE (3)	255	CP	5,157.00	-
	HP PRINTER: FILE ROOM	255	CP	1,642.00	-
	SURFACE PRO (9)	255	CP	-	17,461.00
	<b>Total Court Services</b>			<b>6,799.00</b>	<b>17,461.00</b>
<b>ELECTIONS</b>					
	DESKTOP (2)	071	CP	3,150.00	-
	<b>Total Elections</b>			<b>3,150.00</b>	<b>-</b>
<b>FACILITY MAINTENANCE</b>					
	20 KVA UPS SYSTEM - LEC Visitation	111	CP	39,988.00	-
	20 KVA UPS SYSTEM - LEC EOC/911	111	CP	39,988.00	-
	20 KVA UPS SYSTEM - GOV CTR IT ROOM	111	CP	36,190.00	-
	CARPET EXTRACTOR	111	CP	6,115.00	6,115.00
	FLOOR SCRUBBER	111	CP	10,950.00	-
	DESKTOP (3)	111	CP	3,062.00	-
	CAB & SWEEPER FOR KUBOTA F3990 FMT	111	CP	12,750.00	-
	LAWN MOWER TRAILER	111	CP	5,000.00	-
	STAIRWELL FOB READERS (4)	111	CP	17,500.00	-
	LANDSCAPING UPDATES & TREE REPLACEMENT	111	CP	5,000.00	-
	HUMIDIFIER RECONDITIONING AHEU 8, 9, & 10	111	CP	9,400.00	-
	HUMIDIFIER RECONDITIONING AHU 1 & 2	111	CP	14,970.00	-
	LANDSCAPING UPDATES & TREE REPL.	111	CP	5,000.00	-

	CARPET SWEEPER	111	CP	6,600.00	-
	SW ENTRANCE STOOP & STORM DRAIN	111	CP	3,000.00	-
	KONICA PRINT/COPY/SCAN	111	CP	-	4,500.00
	COMPUTER:ID CARD MAKER - FACILITIES	111	CP	-	1,562.00
	COMPUTER:	111	CP	-	1,184.00
	2003 FORD 3/4 TON F250 PICKUP	111	CP	-	37,663.00
	PARKING LOT & PERIMETER LIGHTING	111	CP	-	19,656.00
	MAKE UP AIR UNIT REPLACEMENT	111	CP	-	81,900.00
	FIRE PANEL REPLACEMENT	111	CP	-	60,060.00
	UPS:LEC PHONE SYSTEM	111	CP	-	8,963.00
	LEC CARPET PROJECT	111	CP	-	109,200.00
	FIRE PANEL REPLACEMENT	111	CP	-	65,520.00
	CLEAN/PAINT PARKING RETAINING WALL	111	CP	-	15,288.00
	CLEAN/PAINT DRIVE LANE RETAINING WALL	111	CP	-	15,288.00
	<b>Total Facilities Maintenance</b>			<b>215,513.00</b>	<b>426,899.00</b>
<b>FINANCE &amp; TAXPAYER SERVICES</b>					
	FOB DOOR LOCKS	041	CP	36,750.00	-
	LAPTOP (2)	041	CP	4,200.00	-
	Toshiba Copier e-5518A SC2JH10979	041	CP	5,981.00	-
	SURFACE PRO	055	CP	-	1,789.00
	<b>Total Finance &amp; Taxpayer Services</b>			<b>46,931.00</b>	<b>1,789.00</b>
<b>FLEET</b>					
V1712	2018 CHEVY IMPALA	130	CP	-	34,944.00
1811	2018 DODGE CARAVAN-SILVER	130	CP	-	32,760.00
1812	2018 CHEVY EQUINOX-SILVER	130	CP	-	34,944.00
1813	2018 CHEVY EQUINOX-SILVER	130	CP	-	34,944.00
1814	2018 FORD FUSION-BLUE	130	CP	-	27,300.00
1815	2018 FORD FUSION-GOLD	130	CP	-	27,300.00
1911	2019 CHEVY EQUINOX-BROWN	130	CP	-	34,944.00
	<b>Total Fleet</b>			<b>-</b>	<b>227,136.00</b>
<b>HEALTH &amp; HUMAN SERVICES</b>					
	LAPTOPS: (4 CEP)	420	CP	10,800.00	-
	LAPTOPS: (5 CEP)	420	CP	-	12,600.00
	Toshiba copier e-4518A HHS 1st Floor Front Desk		CP	5,506.00	-
	Toshiba copier e-3518A HHS 1st Floor Hall		CP	-	5,547.00
	Toshiba copier e-4518A HHS 2nd Floor Hallway		CP	-	6,604.00
	<b>Total Health &amp; Human Services</b>			<b>16,306.00</b>	<b>24,751.00</b>
<b>HUMAN RESOURCES</b>					
	SURFACE PRO (4)	061	CP	-	8,908.00
	<b>Total Human Resources</b>			<b>-</b>	<b>8,908.00</b>
<b>INFORMATION TECHNOLOGY</b>					
	DISK ERASER DUPLICATOR KILLDISK DESKTOP	063	CP	5,000.00	-
	DELL SAN UNITY 480 #1	063	CP	125,000.00	-
	DELL SAN UNITY 480 #2	063	CP	125,000.00	-
	VM HOST SERVER POWEREDGE R740	063	CP	15,000.00	-
	LAPTOP DELL LATITUDE 5500	063	CP	1,450.00	-
	LAPTOP DELL LATITUDE 9510 (4)	063	CP	6,800.00	-

	ETHERNET TESTER NAVITEKII	063	CP	-	3,000.00
	VEEAM BACKUP SERVER DELL R640	063	CP	-	5,500.00
	VM HOST SERVER POWEREDGE R740	063	CP	-	15,500.00
	<b>Total Information Technology</b>			<b>278,250.00</b>	<b>24,000.00</b>
<b>LAND USE MANAGEMENT</b>					
	MULTI FUNCTION PRINTER	127	CP	-	2,730.00
G011768	DESKTOP COMPUTER:	127	CP	-	846.00
	DESKTOP COMPUTER: (3)	127	CP	3,823.00	-
	DESKTOP COMPUTER: (2)	127	CP	-	1,805.00
	DESKTOP COMPUTER: (2)	127	CP	-	2,395.00
1641	2017 FORD EXPLORER	127	CP	-	36,036.00
	<b>Total Land Use Management</b>			<b>3,823.00</b>	<b>43,812.00</b>
<b>PUBLIC WORKS</b>					
	DESKTOP (8)	310	CP	6,684.00	-
	Trimble R10 GNSS Receiver Head	320	CP	30,000.00	-
	Trimble Data Collector	320	CP	10,000.00	-
	LAPTOP	320	CP	2,000.00	-
	LAPTOP (2)	330	CP	2,803.00	-
	60 Mobile Radios	330	CP	175,867.00	-
	24 Portable Radios	330	CP	80,664.00	-
	Building Console (Radio System)	330	CP	17,263.00	-
2401	TANDEM W/SNOW PLOW	340	CP	320,000.00	-
0204	EXCAVATOR CAT 315CL	340	CP	375,000.00	-
1206	4WD SILVERADO PICKUP	340	CP	73,000.00	-
1503	2015 CHEVY SILVERADO	340	CP	58,000.00	-
	ROTARY MOWER	340	CP	40,000.00	-
	WALK BEHIND PAVEMENT SAW	340	CP	12,000.00	-
	ERSKINE BRUSH CUTTER	340	CP	20,000.00	-
G011408	COMPUTER	340	CP	1,628.00	-
5540	PRESSURE WASHER (2013) KYN	340	CP	8,900.00	-
	TRAFFIC CONES: QTY 100	340	CP	2,500.00	-
	CANDLESTICK CONES: QTY 100	340	CP	3,000.00	-
	TRAFFIC DRUMS: QTY 100	340	CP	11,000.00	-
	EXTERIOR BUILDING MAINTENANCE	350	CP	35,000.00	-
	SECURITY FENCE/GATE	350	CP	35,000.00	-
	OVERHEAD GARAGE DOORS (2024-2028)	350	CP	50,000.00	50,000.00
	KENYON SITE SAND/SALT SIDING/ROOF	350	CP	42,261.00	-
	EXTERIOR BUILDING MAINTENANCE - KENYON	350	CP	23,000.00	-
	PAVE PARKING LOT - VASA	350	CP	75,000.00	-
	HAZMAT STG BLDG/CONTAINER	350	CP	18,000.00	-
	FISH CLEANING STATION - BYLLESBY PARK	521	CP	30,000.00	-
	HOST SITES - BYLLESBY PARK	521	CP	50,000.00	-
	ACCESS ROAD/PARKING LOT - NIELSON PARK	521	CP	30,000.00	150,000.00
	DESKTOP	310	CP	-	800.00
	LAPTOP (3)	320	CP	-	3,690.00
	LAPTOP (2)	330	CP	-	2,750.00
	SURFACE PRO	330	CP	-	2,308.00
	TANDEM W/SNOW PLOW	340	CP	-	332,800.00
0802	CAT 450E BACKHOE/LOADER	340	CP	-	200,000.00
1104	CREWCAB W/DUMPBOX	340	CP	-	110,000.00

1704	ROTARY MOWER 2012	340	CP	-	42,000.00
1001	JD 624K LOADER (2010)	340	CP	-	300,000.00
	BUSH HOG MOWER	340	CP	-	42,000.00
1603	KUBOTA LAWN TRACTOR (2016)	340	CP	-	18,000.00
	VACUUM TRAILER	340	CP	-	65,000.00
1506	2015 POLARIS RANGER	340	CP	-	20,000.00
0508	2005 EAGLE AM 80"X12" RANGER TRAILER	340	CP	-	10,000.00
	JOB INSPECTION TRAILER	340	CP	-	60,000.00
1508	20' UTILITY TRAILER	340	CP	-	15,000.00
1712	PRESSURE WASHER (2017) ZTA	340	CP	-	9,100.00
	BARRICADES: QTY 100	340	CP	-	30,000.00
	HOIST - TANDEM	350	CP	-	100,000.00
	HOIST - PICKUPS	350	CP	-	50,000.00
	EXTERIOR BUILDING MAINTENANCE - CANNON FALLS	350	CP	-	23,000.00
	EXTERIOR BUILDING MAINTENANCE - ZUMBROTA	350	CP	-	23,000.00
	PARKING LOT EXPANSION - NIELSON PARK	521	CP	-	50,000.00
	<b>Total Public Works</b>			<b>1,638,570.00</b>	<b>1,709,448.00</b>
<b>SHERIFF - CIVIL/PATROL</b>					
	MOBILE COMMAND CENTER (25% MATCH)	201	ARP	225,189.00	-
	MDT (23)	201	CP	97,244.00	-
	RIFLES (13)	201	CP	20,150.00	-
	Red Man Suit/High Gear Suit: Training	201	CP	5,500.00	-
	LESS LETHAL SINGLE LAUNCHER (ERT)	201	CP	1,585.00	-
G011247	GUN PARTS WASHER	201	CP	2,941.00	-
G010829	BALLISTIC SHIELD:ERT	201	CP	3,697.00	-
G011581	DELL DESKTOP:	201	CP	1,250.00	-
G011973	LAPTOP	201	CP	1,890.00	-
G011989	DESKTOP	201	CP	1,313.00	-
G012016	DELL PC	201	CP	2,363.00	-
G012084	DESKTOP	201	CP	1,312.00	-
SQ1724	#1724 FORD EXPLORER	201	CP	61,500.00	-
SQ1823	#1823 FORD EXPLORER	201	CP	61,500.00	-
SQ1921	#1921 FORD TAURUS	201	CP	44,700.00	-
SQ1927	#1927 2020 FORD EXPLORER (2019)	201	CP	61,500.00	-
SQ2021	#2021 DODGE DURANGO (2018)	201	CP	50,400.00	-
SQ2023	#2023 FORD EXPLORER TRANSPORT (2020)	201	CP	57,300.00	-
SQ2024	#2024 FORD EXPLORER (2020)	201	CP	61,500.00	-
SQ2025	#2025 FORD EXPLORER (2020)	201	CP	61,500.00	-
SQ2030	#2030 FORD EXPLORER (2020)	201	CP	61,500.00	-
SQ2128	#2128 FORD EXPLORER (2021)	201	CP	61,500.00	-
SQ2129	#2129 FORD EXPLORER (2021)	201	CP	61,500.00	-
	OFFICE FURNITURE - SHERIFF ADMIN, INVESTIGATIONS, CIVIL, SGTS, E	201	CP	-	60,000.00
G010914	PRINTER:RECORDS (2013)	201	CP	-	1,201.00
G011315	DJI MATRICE DRONE	201	CP	-	15,000.00
G011727	BALLISTIC SHEILD	201	CP	-	4,112.00
G011791	DESKTOP	201	CP	-	1,365.00
G011792	DESKTOP	201	CP	-	1,365.00
G011793	DESKTOP	201	CP	-	1,365.00
G011794	DESKTOP	201	CP	-	1,365.00
	MDT (12)	201	CP	-	57,024.00
G101263	TASER:SPARE (2018)	201	CP	-	1,747.00

G101278	INTERVIEW ROOM SYSTEM (2018)	201	CP	-	43,043.00
SQ2022	#2022 FORD F150 (2020)	201	CP	-	53,309.00
SQ2026	#2026 FORD EXPLORER (2020)	201	CP	-	62,700.00
SQ2027	#2027 FORD EXPLORER (2020)	201	CP	-	62,700.00
SQ2028	#2028 FORD EXPLORER (2020)	201	CP	-	62,700.00
SQ2029	#2029 CHEVY SILVERADO (2020)	201	CP	-	56,657.00
SQ2121	#2121 FORD EXPLORER (2021)	201	CP	-	62,700.00
SQ2122	#2122 FORD EXPLORER (2021)	201	CP	-	62,700.00
SQ2123	#2123 FORD EXPLORER (2021)	201	CP	-	62,700.00
SQ2124	#2124 FORD EXPLORER (2021)	201	CP	-	62,700.00
SQ2125	#2125 CHEVY TAHOE (2021)	201	CP	-	64,730.00
SQ2127	#2127 CHEVY TRAVERSE (2021)	201	CP	-	45,600.00
	<b>Total Sheriff - Civil/Patrol</b>			<b>1,008,834.00</b>	<b>846,783.00</b>
<b>SHERIFF - COM INFRASTRUCTURE</b>					
	PINE ISLAND TOWER HVAC UNITS 1 & 2	211	CP	-	28,700.00
	SAND HILL MICROWAVE	211	CP	53,500.00	-
	MOTOROLA PTP 600 MICORWAVE (LEC) LINKED TO SH	211	CP	24,300.00	-
	PINE ISLAND DC PLANT REPLACEMENT	211	CP	20,000.00	-
	CANNON FALLS DC PLANT REPLACEMENT	211	CP	20,000.00	-
	CANNON FALLS TOWER HVAC UNITS 1 & 2	211	CP	27,300.00	-
	ASPEN TOWER HVAC UNITS 1 & 2	211	CP	-	28,700.00
	SANDHILL TOWER HVAC UNITS 1 & 2	211	CP	-	28,700.00
	<b>Total Sheriff - Com Infrastructure</b>			<b>145,100.00</b>	<b>86,100.00</b>
<b>SHERIFF - SEASONAL</b>					
	1 MOBILE RADIO	205	CP	8,500.00	-
G009753	2009 ATV TRAILER	205	CP	5,000.00	-
G010488	POLARIS SPORTSMAN ATV	205	CP	10,600.00	-
G010490	UNDERWATER CAMERA	205	CP	1,500.00	-
G011317	250 HP EVINRUDE G2 MOTOR (2019)	205	CP	5,475.00	-
G101024	EVERGLADES BOAT (25%)	205	CP	45,525.00	-
G101026	EVERGLADES BOAT TRAILER (25%)	205	CP	1,700.00	-
G101150	POLARIS SPORTSMAN ATV	205	CP	10,600.00	-
G100980	AIRBOAT	205	CP	-	125,000.00
G008491	NIGHTVISION BINOCULARS	205	CP	-	4,150.00
G008521	GENERATOR	205	CP	-	4,750.00
G009741	MAGIC TILT AIRBOAT TRAILER	205	CP	-	8,736.00
G009743	AIRBOAT HEADSET	205	CP	-	839.00
G009744	AIRBOAT HEADSET	205	CP	-	839.00
G011699	250 HP EVINRUDE G2 MOTOR	205	CP	-	24,570.00
G101151	DIVE BUDDY PHONE	205	CP	-	2,750.00
	<b>Total Sheriff - Seasonal</b>			<b>88,900.00</b>	<b>171,634.00</b>
<b>SHERIFF - ADULT DETENTION CENTER</b>					
	SECURITY CONTROLS COMPUTERS/GENETEC WORKSTATIONS	207	CP	36,000.00	-
G008701	REACH-IN REFRIGERATOR	207	CP	10,200.00	-
G011987	DESKTOP	207	CP	1,313.00	-
G011988	DESKTOP	207	CP	1,312.00	-
G012009	DELL LAPTOP WITH DOCKING STATION	207	CP	2,730.00	-
G101176	TASER:ADC SGTS	207	CP	1,680.00	-
G101177	TASER:ADC SGTS	207	CP	1,680.00	-

G101255	180 ADC MATTRESSES	207	CP	30,600.00	-
G008027	EXAM TABLE-HEALTH UNIT	207	CP	-	1,350.00
G008685	VEGETABLE PREP SINK	207	CP	-	2,150.00
G008690	WORK TABLE-KITCHEN	207	CP	-	978.00
G008692	BAKERS TABLE-KITCHEN	207	CP	-	944.00
G008694	EXHAUST HOOD-KITCHEN	207	CP	-	8,299.00
G008695	TILTING GAS KETTLE	207	CP	-	28,500.00
G008702	HOT FOOD WELL UNIT	207	CP	-	4,100.00
G008703	WORK TABLE-KITCHEN	207	CP	-	2,085.00
G008704	WORK TABLE W/DRAWERS	207	CP	-	1,911.00
G008706	SINK W/DRAIN BOARDS	207	CP	-	2,900.00
G008707	DISH TABLE-KITCHEN	207	CP	-	1,750.00
G008710	DISH TABLE,CLEAN	207	CP	-	1,289.00
G101025	JAIL GYM FLOORING	207	CP	-	21,500.00
G012083	DESKTOP	207	CP	-	1,365.00
G012163	LAPTOP	207	CP	-	1,966.00
	Toshiba Copier e-478S Sheriff ADC Health Unit	207	CP	-	2,866.00
	<b>Total Sheriff - Adult Detention Center</b>			<b>85,515.00</b>	<b>83,953.00</b>
<b>SHERIFF - EMERGENCY SERVICES</b>					
	Plotter	281	CP	3,000.00	-
	<b>Total Sheriff - Emergency Services</b>			<b>3,000.00</b>	<b>-</b>
<b>SURVEYOR/GIS</b>					
	SATEL GPS BASE RADIO (3)	103	CP	9,600.00	-
G011420	LAPTOP	103	CP	2,000.00	-
	COMPUTER (2)	103	CP	3,000.00	-
G011984	LAPTOP	103	CP	2,100.00	-
	CHEVY EQUINOX LS	103	CP	27,300.00	-
	TOTAL STATION (2)	103	CP	79,800.00	-
G010817	ATV TRAILER:	103	CP	-	2,402.00
G010816	POLARIS RANGER 570	103	CP	-	15,000.00
	MAGNETIC LOCATOR (2)	103	CP	-	1,966.00
G008383	EXPRESSION SCANNER	103	CP	-	3,000.00
	<b>Total Surveyor/GIS</b>			<b>123,800.00</b>	<b>22,368.00</b>
<b>EXTENSION SERVICES</b>					
	DESKTOP	601	CP	814.00	-
	LAPTOP	601	CP	1,483.00	-
	<b>Total Extension Services</b>			<b>2,297.00</b>	<b>-</b>
<b>WASTE MANAGEMENT</b>					
7022A	CAT FORKLIFT	398	CP	40,000.00	-
7012	2008 SINGLE AXLE TRUCK	398	CP	65,000.00	-
2017-398-5	RECYCLING BOX	398	CP	10,500.00	-
7195	COMPARTMENT ROLLOFF (2012)	398	CP	12,600.00	-
7031	CONVEYOR HOPPER (2014)	398	CP	3,150.00	-
G012014	DESKTOP	398	CP	789.00	-
	RECYCLING CNTR RE-DESIGN & FURNITURE	398	CP	60,000.00	-
7014	HOOK TRUCK	398	CP	-	215,000.00
	ROLL OFF PUP TRAILER #2	398	CP	-	48,000.00
7024	28' VAN PUP TRAILER	398	CP	-	13,989.00



		398	CP	-	
	<b>Total Waste Management</b>			<b>192,039.00</b>	<b>276,989.00</b>
<b>TOTALS BY YEAR</b>				<b>3,884,800.00</b>	<b>3,983,409.00</b>

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

001 Dept General Government Misc

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
01-001-000-0000-5001	Current Real & Personal Property Taxes	21,072,610 -	21,705,511 -	21,067,682 -	0	0
01-001-000-0000-5006	Delinquent Taxes-Real & Personal	111,318 -	0	91,993 -	0	0
01-001-000-0000-5058	Power Lines	330,303 -	330,000 -	302,190 -	290,000 -	290,000 -
01-001-000-0000-5060	Current Mobile Home Taxes	22,232 -	18,000 -	18,162 -	18,000 -	18,000 -
01-001-000-0000-5064	Delinquent Taxes-Mobile Home	2,525 -	3,500 -	3,852 -	3,500 -	3,500 -
01-001-000-0000-5070	Penalty & Interest-Taxes	142,017 -	100,000 -	90,694 -	100,000 -	100,000 -
01-001-000-0000-5081	Mortgage Registry	40,625 -	60,000 -	26,807 -	60,000 -	60,000 -
01-001-000-0000-5082	State Deed Tax	43,727 -	30,000 -	23,124 -	30,000 -	30,000 -
01-001-000-0000-5083	Sale of Forfeited Land	20,482 -	0	0	0	0
01-001-000-0000-5084	Solar Production Tax	52,317 -	46,000 -	44,951 -	44,000 -	44,000 -
01-001-000-0000-5206	PILT-DNR Land Pymt Law 477A.14	231,659 -	225,000 -	0	231,000 -	231,000 -
01-001-000-0000-5207	PILT-Wildlife Management	11,558 -	11,000 -	0	12,000 -	12,000 -
01-001-000-0000-5208	PILT-Gross Shelter Rent	22,858 -	19,000 -	19,984 -	21,000 -	21,000 -
01-001-000-0000-5209	PILT-30% Rental Reimbursement	320 -	100 -	54 -	200 -	100 -
01-001-000-0000-5211	Market Value Credit Aid	254,373 -	248,897 -	125,119 -	0	0
01-001-000-0000-5212	Disparity Reduction Aid	15,596 -	0	7,615 -	0	0
01-001-000-0000-5215	County Program Aid	1,804,716 -	1,839,537 -	919,769 -	2,459,447 -	2,459,447 -
01-001-000-0000-5218	Indian Casino Aid-Petroleum Tax	35,989 -	50,609 -	39,292 -	40,000 -	40,000 -
01-001-000-0000-5220	Emergency Protective Care Hearing Al	4,573 -	0	4,820 -	0	0
01-001-000-0000-5312	10.561 Admin Match Food Stamp Proc	90,538 -	80,000 -	93,850 -	80,000 -	80,000 -
01-001-000-0000-5318	15.226 PILT-Federal Entitlement Land	10,802 -	9,800 -	11,575 -	9,800 -	9,800 -
01-001-000-0000-5325	Local Asst & Tribal Consistency Fd	50,000 -	0	50,000 -	0	0
01-001-000-0000-5356	93.563 Child Support Enforcement	60,484 -	21,000 -	43,302 -	21,000 -	21,000 -
01-001-000-0000-5358	93.566 Refugee & Entrance Assistance	257 -	0	339 -	0	0
01-001-000-0000-5367	93.658 Foster Care Title IV-E	12,291 -	8,500 -	15,141 -	8,500 -	8,500 -
01-001-000-0000-5374	93.767 State Children's Insurance Prgm	694 -	0	447 -	0	0
01-001-000-0000-5379	93.778 Medical Assistance-Federal Ad	112,736 -	133,000 -	134,772 -	133,000 -	133,000 -
01-001-000-0000-5710	Interest	1,303,069 -	700,000 -	3,356,776 -	1,400,000 -	1,400,000 -
01-001-000-0000-5851	Invenergy Agreement	324,169 -	330,652 -	353,668 -	353,668 -	353,668 -
01-001-000-0000-5852	P-Card Rebates	5,577 -	4,700 -	4,921 -	4,700 -	4,700 -
01-001-000-0000-5859	Miscellaneous Revenue	30,662 -	5,000 -	3,067 -	5,000 -	5,000 -
01-001-000-0000-5947	Transfers In	6,426 -	2,000 -	2,670 -	8,400 -	2,200 -
01-001-000-0000-5948	Transfers In - Inter Fund	29,994 -	0	0	0	0
01-001-000-0000-5949	Use of Fund Balance-General Fund	0	811,100 -	0	488,042 -	2,072,200 -
01-001-000-0000-6172	Unemployment Compensation	22,714	30,000	526	20,000	20,000
01-001-000-0000-6195	Employee Incentives-Service Awards	8,862	7,650	7,935	434,592	7,650

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

001 Dept General Government Misc

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
01-001-000-0000-6203	Postage	5,511	0	1,584 -	0	0
01-001-000-0000-6243	Membership Dues & Fees	924	3,850	1,324	3,850	3,850
01-001-000-0000-6278	Consultant Fees	0	75,000	67,464	75,000	75,000
01-001-000-0000-6283	Other Professional Fees	24,239	50,000	340	50,000	50,000
01-001-000-0000-6284	Contracted Services	2,030	2,000	211	2,000	2,000
01-001-000-0000-6304	Other Machinery & Equipment Maint	3,040	1,600	1,999	1,600	1,600
01-001-000-0000-6345	Postage Meter	2,908	3,000	4,233	3,000	3,000
01-001-000-0000-6351	Insurance	317,049	320,300	324,889	333,713	333,713
01-001-000-0000-6354	Workman's Compensation	185,744	172,655	172,680	218,498	218,498
01-001-000-0000-6375	Service Charges	35,546	22,200	58,171	40,000	40,000
01-001-000-0000-6376	Credit Card Fees	10,471	13,000	11,343	13,000	13,000
01-001-000-0000-6402	Copy Machine Paper & Toner	1,794 -	100	1,788	100	100
01-001-000-0000-6405	Office Supplies	20	0	0	0	0
01-001-000-0000-6849	Broadband Expenditures	19,000	0	502,450	0	0
01-001-000-0000-6850	Miscellaneous Expense	50,327	61,100	173,210	61,100	61,100
01-001-000-0000-6997	Transfers Out	336,390	0	810,000	0	0
01-001-000-0000-6998	Transfers Out - Inter Fund	2,488,444	0	200,000	0	623,805
01-001-000-0000-6999	Future Fund Balance-27th Payroll	0	425,000	0	345,000	300,000
<b>Program 000</b>	<b>Undesignated</b>	<b>Revenue 26,257,497 -</b>	<b>26,792,906 -</b>	<b>26,856,636 -</b>	<b>5,821,257 -</b>	<b>7,399,115 -</b>
		<b>Expend. 3,511,425</b>	<b>1,187,455</b>	<b>2,336,979</b>	<b>1,601,453</b>	<b>1,753,316</b>
		<b>Net 22,746,072 -</b>	<b>25,605,451 -</b>	<b>24,519,657 -</b>	<b>4,219,804 -</b>	<b>5,645,799 -</b>
01-001-100-0000-5085	Aggregate Material Production Tax	25,329 -	18,000 -	22,396 -	18,000 -	18,000 -
01-001-100-0000-6999	Future Fund Balance-Aggregate Pit Re	0	18,000	0	18,000	18,000
<b>Program 100</b>	<b>Reserve for Pit Restoration</b>	<b>Revenue 25,329 -</b>	<b>18,000 -</b>	<b>22,396 -</b>	<b>18,000 -</b>	<b>18,000 -</b>
		<b>Expend. 0</b>	<b>18,000</b>	<b>0</b>	<b>18,000</b>	<b>18,000</b>
		<b>Net 25,329 -</b>	<b>0</b>	<b>22,396 -</b>	<b>0</b>	<b>0</b>
01-001-102-0000-5021	Current Special Assessments	17,603 -	0	526 -	0	0
01-001-102-0000-5859	Miscellaneous Revenue	50 -	0	400 -	0	0
<b>Program 102</b>	<b>Ordinance Enforcement</b>	<b>Revenue 17,653 -</b>	<b>0</b>	<b>926 -</b>	<b>0</b>	<b>0</b>
		<b>Expend. 0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Net 17,653 -</b>	<b>0</b>	<b>926 -</b>	<b>0</b>	<b>0</b>
<b>Dept 001</b>	<b>General Government Misc</b>	<b>Revenue 26,300,479 -</b>	<b>26,810,906 -</b>	<b>26,879,958 -</b>	<b>5,839,257 -</b>	<b>7,417,115 -</b>
		<b>Expend. 3,511,425</b>	<b>1,205,455</b>	<b>2,336,979</b>	<b>1,619,453</b>	<b>1,771,316</b>
		<b>Net 22,789,054 -</b>	<b>25,605,451 -</b>	<b>24,542,979 -</b>	<b>4,219,804 -</b>	<b>5,645,799 -</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

002 Dept Outside Agencies

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
01-002-000-0000-6820	SELCO Allocation	533,032	554,353	554,353	576,527	576,527
01-002-000-0000-6821	Goodhue County Historical Soc Alloc	132,100	132,000	132,000	134,500	134,500
01-002-000-0000-6823	Cannon Valley Trail Allocation	141,187	142,010	142,010	143,707	143,707
01-002-000-0000-6825	Soil & Water Conservation District Alloc	415,000	425,000	500,759	440,000	440,000
01-002-000-0000-6826	Goodhue County Fair Allocation	32,500	33,500	33,500	40,000	40,000
01-002-000-0000-6827	Cannon Valley Fair Allocation	10,000	10,000	10,000	10,000	10,000
01-002-000-0000-6829	Goodhue County Humane Society Alloc	21,000	21,000	21,000	21,000	21,000
01-002-000-0000-6830	SEMCAC Community Action Agency	3,000	5,000	5,000	5,000	5,000
01-002-000-0000-6833	SE MN Emergency Medical Svcs	5,000	5,000	5,000	5,000	5,000
01-002-000-0000-6835	Hope Coalition Allocation	5,000	5,000	5,000	7,500	7,500
01-002-000-0000-6837	Zumbro River Water Trail Group	0	9,000	0	0	0
01-002-000-0000-6838	City of Oronoco Allocation	0	0	9,000	0	0
01-002-000-0000-6839	SEMMCHRA Allocation	75,000	0	0	0	0
01-002-000-0000-6840	Lake Pepin Legacy Alliance	0	0	0	3,000	3,000
<b>Program 000</b>	Undesignated	<b>Revenue 0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend. 1,372,819</b>	<b>1,341,863</b>	<b>1,417,622</b>	<b>1,386,234</b>	<b>1,386,234</b>
		<b>Net 1,372,819</b>	<b>1,341,863</b>	<b>1,417,622</b>	<b>1,386,234</b>	<b>1,386,234</b>
01-002-010-0000-5260	DNR-Cannon Valley Ski Trail Annual C	2,048 -	3,800 -	3,203 -	3,800 -	3,800 -
01-002-010-0000-5273	Cannon Valley Trail-Other Grants	69,080 -	0	0	0	0
01-002-010-0000-5279	DNR-CVT Bridge Replacement Proj	0	0	503,100 -	0	0
01-002-010-0000-6823	Cannon Valley Trail Grant Payments	72,808	3,800	506,303	3,800	3,800
<b>Program 010</b>	Cannon Valley Trail	<b>Revenue 71,128 -</b>	<b>3,800 -</b>	<b>506,303 -</b>	<b>3,800 -</b>	<b>3,800 -</b>
		<b>Expend. 72,808</b>	<b>3,800</b>	<b>506,303</b>	<b>3,800</b>	<b>3,800</b>
		<b>Net 1,680</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
01-002-015-0000-5263	MN Snowmobile Trails Assistance Proj	51,220 -	89,000 -	91,979 -	89,000 -	89,000 -
01-002-015-0000-6824	Snowmobile Grant Payments	93,128	89,000	91,979	89,000	89,000
<b>Program 015</b>	Snowmobile Grant	<b>Revenue 51,220 -</b>	<b>89,000 -</b>	<b>91,979 -</b>	<b>89,000 -</b>	<b>89,000 -</b>
		<b>Expend. 93,128</b>	<b>89,000</b>	<b>91,979</b>	<b>89,000</b>	<b>89,000</b>
		<b>Net 41,908</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
01-002-020-0000-5270	Water & Soil Resources Block Grant-S	85,213 -	100,000 -	209,189 -	100,000 -	100,000 -
01-002-020-0000-6825	Soil & Water Grant Payments	85,213	100,000	59,011	100,000	100,000
<b>Program 020</b>	Soil & Water Grants	<b>Revenue 85,213 -</b>	<b>100,000 -</b>	<b>209,189 -</b>	<b>100,000 -</b>	<b>100,000 -</b>
		<b>Expend. 85,213</b>	<b>100,000</b>	<b>59,011</b>	<b>100,000</b>	<b>100,000</b>
		<b>Net 0</b>	<b>0</b>	<b>150,178 -</b>	<b>0</b>	<b>0</b>
01-002-025-0000-5021	Special Assessments-PACE	52,549 -	100,000 -	75,989 -	100,000 -	100,000 -

# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
002 Dept Outside Agencies

Report Basis: Cash

				2022	2023	2023	2024	2025
				Actual	Budget	YTD	Budget	Budget
				Mo. 01 - 12		Mo. 01 - 12		
<u>Account Number</u>	<u>Account Description</u>							
01-002-025-0000-6850	Miscellaneous Expense			204,479	100,000	102,264	100,000	100,000
<b>Program 025</b>	St Paul Port Authority-PACE Asm	<b>Revenue</b>		<b>52,549 -</b>	<b>100,000 -</b>	<b>75,989 -</b>	<b>100,000 -</b>	<b>100,000 -</b>
		<b>Expend.</b>		<b>204,479</b>	<b>100,000</b>	<b>102,264</b>	<b>100,000</b>	<b>100,000</b>
		<b>Net</b>		<b>151,930</b>	<b>0</b>	<b>26,275</b>	<b>0</b>	<b>0</b>
01-002-030-0000-5021	Special Assessments-Other			131 -	0	415 -	0	0
01-002-030-0000-6850	Miscellaneous Expense			131	0	415	0	0
<b>Program 030</b>	Special Assessments-Other	<b>Revenue</b>		<b>131 -</b>	<b>0</b>	<b>415 -</b>	<b>0</b>	<b>0</b>
		<b>Expend.</b>		<b>131</b>	<b>0</b>	<b>415</b>	<b>0</b>	<b>0</b>
		<b>Net</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Dept 002</b>	Outside Agencies	<b>Revenue</b>		<b>260,241 -</b>	<b>292,800 -</b>	<b>883,875 -</b>	<b>292,800 -</b>	<b>292,800 -</b>
		<b>Expend.</b>		<b>1,828,578</b>	<b>1,634,663</b>	<b>2,177,594</b>	<b>1,679,034</b>	<b>1,679,034</b>
		<b>Net</b>		<b>1,568,337</b>	<b>1,341,863</b>	<b>1,293,719</b>	<b>1,386,234</b>	<b>1,386,234</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
003 Dept CARES Act

Report Basis: Cash

		2022	2023	2023	2024	2025
		Actual	Budget	YTD	Budget	Budget
<u>Account Number</u>		<u>Account Description</u>	<u>Mo. 01 - 12</u>	<u>Mo. 01 - 12</u>		
01-003-000-0000-6669	Equipment/Furniture>=5,000	0	0	67,453	0	0
01-003-000-0000-6892	CARES Act - Internal	231,314	0	117,595	0	0
01-003-000-0000-6894	CARES Act - Other	20,000	0	0	0	0
01-003-000-0000-6997	Transfers Out - Intra Fund	109,947	0	0	0	0
<b>Program</b>	<b>000</b> Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend.</b>	<b>361,261</b>	<b>0</b>	<b>185,048</b>	<b>0</b>
		<b>Net</b>	<b>361,261</b>	<b>0</b>	<b>185,048</b>	<b>0</b>
<b>Dept</b>	<b>003</b> CARES Act	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend.</b>	<b>361,261</b>	<b>0</b>	<b>185,048</b>	<b>0</b>
		<b>Net</b>	<b>361,261</b>	<b>0</b>	<b>185,048</b>	<b>0</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
004 Dept ARPA

Report Basis: Cash

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>	
01-004-000-0000-5327		21.027 Coronavirus Local Fiscal Reco	4,500,501 -	0	0	0	0	
01-004-000-0000-5949		Use of Fund Balance-ARPA	0	80,650 -	0	232,115 -	0	
01-004-000-0000-6101		Salaries & Wages - Permanent	3,256,508	61,698	2,912,247	94,016	0	
01-004-000-0000-6102		Salaries & Wages-Part Time w/ Benefits	10,047	0	12,503	0	0	
01-004-000-0000-6103		Salaries & Wages-Part Time w/o Bene	31,729	0	6,715	0	0	
01-004-000-0000-6104		Salaries & Wages - Overtime	165,620	0	123,253	0	0	
01-004-000-0000-6107		Salaries & Wages - Department Heads	229,111	0	169,754	0	0	
01-004-000-0000-6114		Salaries & Wages - Holiday Pay	2,219	0	0	0	0	
01-004-000-0000-6118		Salaries & Wages - Uniform Allowance	79	0	0	0	0	
01-004-000-0000-6140		Vacation/Sick Payout	0	0	2,032	0	0	
01-004-000-0000-6151		Group Health Insurance	227,091	8,051	192,831	0	0	
01-004-000-0000-6152		HSA Contribution	132,579	1,500	132,302	8,050	0	
01-004-000-0000-6153		Family Insurance Supplement	182,986	0	153,377	14,204	0	
01-004-000-0000-6154		Life Insurance	2,877	54	2,416	54	0	
01-004-000-0000-6155		Dental Insurance-County Paid	12,622	0	12,567	1,277	0	
01-004-000-0000-6156		Accident Insurance-County Paid	3,144	0	3,475	271	0	
01-004-000-0000-6161		PERA	294,714	4,627	257,245	7,051	0	
01-004-000-0000-6171		FICA	221,751	3,825	190,163	5,829	0	
01-004-000-0000-6174		Mandatory Medicare	52,648	895	45,079	1,363	0	
01-004-000-0000-6998		Transfers Out - Inter Fund	0	0	0	100,000	0	
<b>Program</b>	<b>000</b>	<b>Undesignated</b>	<b>Revenue</b>	<b>4,500,501 -</b>	<b>80,650 -</b>	<b>0</b>	<b>232,115 -</b>	<b>0</b>
			<b>Expend.</b>	<b>4,825,725</b>	<b>80,650</b>	<b>4,215,959</b>	<b>232,115</b>	<b>0</b>
			<b>Net</b>	<b>325,224</b>	<b>0</b>	<b>4,215,959</b>	<b>0</b>	<b>0</b>
<b>Dept</b>	<b>004</b>	<b>ARPA</b>	<b>Revenue</b>	<b>4,500,501 -</b>	<b>80,650 -</b>	<b>0</b>	<b>232,115 -</b>	<b>0</b>
			<b>Expend.</b>	<b>4,825,725</b>	<b>80,650</b>	<b>4,215,959</b>	<b>232,115</b>	<b>0</b>
			<b>Net</b>	<b>325,224</b>	<b>0</b>	<b>4,215,959</b>	<b>0</b>	<b>0</b>

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

005 Dept County Board of Commissioners

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
01-005-000-0000-6106	Per Diem in Lieu of Salaries	13,700	30,000	35,550	35,000	35,000
01-005-000-0000-6107	Salaries & Wages - Department Heads	114,281	119,655	114,964	123,295	131,879
01-005-000-0000-6151	Group Health Insurance	14,005	16,102	15,431	17,310	9,347
01-005-000-0000-6152	HSA Contribution	5,600	6,000	5,769	6,000	6,000
01-005-000-0000-6153	Family Insurance Supplement	33,600	35,412	33,937	38,068	41,114
01-005-000-0000-6154	Life Insurance	210	271	208	271	271
01-005-000-0000-6161	PERA	5,176	7,036	6,376	7,557	8,001
01-005-000-0000-6171	FICA	6,501	9,279	7,881	9,814	10,430
01-005-000-0000-6174	Mandatory Medicare	1,520	2,170	1,843	2,295	2,439
01-005-000-0000-6177	Paid Family and Medical Leave	0	0	0	0	589
01-005-000-0000-6203	Postage	0	50	0	50	50
01-005-000-0000-6242	Legal Notices	2,264	2,000	769	2,000	2,000
01-005-000-0000-6243	Membership Dues & Fees	26,408	28,000	27,470	28,000	28,000
01-005-000-0000-6244	Subscriptions	110	110	110	110	110
01-005-000-0000-6284	Contracted Services	0	1,000	0	0	0
01-005-000-0000-6302	Copies/Copier Maintenance	1,268	1,106	1,159	1,106	1,106
01-005-000-0000-6331	Mileage & Transportation	5,715	4,000	9,120	8,000	8,000
01-005-000-0000-6332	Meals & Lodging	3,723	2,000	3,400	4,000	4,000
01-005-000-0000-6333	Other (Parking,Etc)	36	40	760	100	100
01-005-000-0000-6335	Motor Pool Vehicle Usage	338	500	118	500	500
01-005-000-0000-6342	Land & Building Lease/Rent	0	0	160	200	200
01-005-000-0000-6357	Conferences/Schools	3,935	2,000	2,930	4,000	4,000
01-005-000-0000-6402	Copy Machine Paper & Toner	75	300	51	300	300
01-005-000-0000-6405	Office Supplies	370	1,000	170	1,000	1,000
01-005-000-0000-6414	Food & Beverages	1,243	1,200	434	1,200	1,200
01-005-000-0000-6420	Other General Supplies	216	100	322	200	200
01-005-000-0000-6480	Equipment/Furniture<\$5,000	1,189	0	0	0	0
<b>Program</b>	<b>000</b> Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend.</b>	<b>241,483</b>	<b>269,331</b>	<b>268,932</b>	<b>290,376</b>
		<b>Net</b>	<b>241,483</b>	<b>269,331</b>	<b>268,932</b>	<b>290,376</b>
<b>Dept</b>	<b>005</b> County Board of Commissioners	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend.</b>	<b>241,483</b>	<b>269,331</b>	<b>268,932</b>	<b>290,376</b>
		<b>Net</b>	<b>241,483</b>	<b>269,331</b>	<b>268,932</b>	<b>290,376</b>



# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
011 Dept District Court

Report Basis: Cash

		2022	2023	2023	2024	2025
		Actual	Budget	YTD	Budget	Budget
<u>Account Number</u>		<u>Mo. 01 - 12</u>		<u>Mo. 01 - 12</u>		
<u>Account Description</u>						
01-011-000-0000-5445	Public Defender/Local	843 -	0	1,792 -	0	0
01-011-000-0000-5480	Court Collected-Late Payment Fees	0	0	40 -	0	0
01-011-000-0000-6265	Sexually Dangerous Civil Commitments	23,769	10,000	22,224	15,000	15,000
01-011-000-0000-6271	Attorney Fees	114,399	130,000	123,216	105,000	105,000
01-011-000-0000-6272	Physician & Medical Fees	37,481	23,000	45,543	35,000	35,000
01-011-000-0000-6277	Sheriff Fees	2,501	2,000	2,484	3,000	3,000
01-011-000-0000-6283	Other Professional Fees	55	5,000	657	1,000	1,000
01-011-000-0000-6285	Sexual Assault Exam Fees	38,180	25,000	9,791	0	0
01-011-000-0000-6850	Miscellaneous Expense	972	0	4,860	1,000	1,000
<b>Program</b>	<b>000</b> Undesignated	<b>Revenue</b>	<b>843 -</b>	<b>0</b>	<b>1,832 -</b>	<b>0</b>
		<b>Expend.</b>	<b>217,357</b>	<b>195,000</b>	<b>208,775</b>	<b>160,000</b>
		<b>Net</b>	<b>216,514</b>	<b>195,000</b>	<b>206,943</b>	<b>160,000</b>
<b>Dept</b>	<b>011</b> District Court	<b>Revenue</b>	<b>843 -</b>	<b>0</b>	<b>1,832 -</b>	<b>0</b>
		<b>Expend.</b>	<b>217,357</b>	<b>195,000</b>	<b>208,775</b>	<b>160,000</b>
		<b>Net</b>	<b>216,514</b>	<b>195,000</b>	<b>206,943</b>	<b>160,000</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
025 Dept Law Library

Report Basis: Cash

		2022	2023	2023	2024	2025
		Actual	Budget	YTD	Budget	Budget
		Mo. 01 - 12		Mo. 01 - 12		
<u>Account Number</u>	<u>Account Description</u>					
01-025-000-0000-5480	Law Library Fees	86,747 -	70,000 -	89,690 -	70,000 -	70,000 -
01-025-000-0000-6201	Telephone	76	100	64	100	100
01-025-000-0000-6203	Postage	0	100	0	100	100
01-025-000-0000-6244	Subscriptions	0	13,650	0	13,650	13,650
01-025-000-0000-6283	Other Professional Fees	0	10,200	2,000	10,200	10,200
01-025-000-0000-6302	Copies/Copier Maintenance	0	100	0	100	100
01-025-000-0000-6402	Copy Machine Paper & Toner	0	250	0	250	250
01-025-000-0000-6405	Office Supplies	172	200	0	200	200
01-025-000-0000-6414	Food & Beverages	178	100	0	100	100
01-025-000-0000-6420	Other General Supplies	210	0	0	0	0
01-025-000-0000-6452	Ledgers, Reference, & Law Books	24,802	30,000	36,890	30,000	30,000
01-025-000-0000-6669	Equipment/Furniture>=5,000	11,315	0	0	0	0
01-025-000-0000-6999	Future Fund Balance-Law Library	0	15,300	0	15,300	15,300
<b>Program</b>	<b>000</b> Undesignated	<b>Revenue</b>	<b>86,747 -</b>	<b>70,000 -</b>	<b>89,690 -</b>	<b>70,000 -</b>
		<b>Expend.</b>	<b>36,753</b>	<b>70,000</b>	<b>38,954</b>	<b>70,000</b>
		<b>Net</b>	<b>49,994 -</b>	<b>0</b>	<b>50,736 -</b>	<b>0</b>
<b>Dept</b>	<b>025</b> Law Library	<b>Revenue</b>	<b>86,747 -</b>	<b>70,000 -</b>	<b>89,690 -</b>	<b>70,000 -</b>
		<b>Expend.</b>	<b>36,753</b>	<b>70,000</b>	<b>38,954</b>	<b>70,000</b>
		<b>Net</b>	<b>49,994 -</b>	<b>0</b>	<b>50,736 -</b>	<b>0</b>

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
031 Dept Administration

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
01-031-000-0000-5949	Use of Fund Balance-Admin	0	86,880 -	0	48,697 -	0
01-031-000-0000-6101	Salaries & Wages - Permanent	214,048	255,951	247,665	281,306	313,485
01-031-000-0000-6103	Salaries & Wages-Part Time w/o Bene	514	12,000	7,336	12,000	12,000
01-031-000-0000-6107	Salaries & Wages - Department Heads	178,542	185,890	181,759	200,283	214,229
01-031-000-0000-6120	Salaries & Wages - Vehicle Allowance	8,589	8,868	8,109	9,134	9,408
01-031-000-0000-6151	Group Health Insurance	2,774	5,768	5,528	6,201	6,697
01-031-000-0000-6152	HSA Contribution	6,650	11,250	10,817	7,025	7,150
01-031-000-0000-6153	Family Insurance Supplement	12,728	13,213	12,662	19,034	20,557
01-031-000-0000-6154	Life Insurance	190	217	208	217	217
01-031-000-0000-6155	Dental Insurance-County Paid	1,306	1,528	1,465	366	366
01-031-000-0000-6156	Accident Insurance-County Paid	316	357	404	86	86
01-031-000-0000-6159	Disability Insurance-County Paid	3,292	3,400	3,292	3,400	3,400
01-031-000-0000-6161	PERA	29,444	34,038	32,207	37,019	40,513
01-031-000-0000-6171	FICA	21,835	28,138	25,175	30,603	33,491
01-031-000-0000-6174	Mandatory Medicare	5,741	6,581	6,366	7,157	7,833
01-031-000-0000-6177	Paid Family and Medical Leave	0	0	0	0	1,891
01-031-000-0000-6202	Cell Phone	1,701	2,000	1,870	2,000	2,000
01-031-000-0000-6203	Postage	0	50	0	50	50
01-031-000-0000-6243	Membership Dues & Fees	1,092	2,500	1,101	2,500	2,500
01-031-000-0000-6244	Subscriptions	1,295	50	630	50	50
01-031-000-0000-6270	Software Licensing	1,011	1,000	1,011	1,000	1,000
01-031-000-0000-6302	Copies/Copier Maintenance	1,161	1,106	1,159	1,106	1,106
01-031-000-0000-6331	Mileage & Transportation	0	1,000	571	1,000	1,000
01-031-000-0000-6332	Meals & Lodging	1,358	2,500	3,525	3,000	3,000
01-031-000-0000-6333	Other (Parking,Etc)	0	0	760	0	0
01-031-000-0000-6335	Motor Pool Vehicle Usage	72	200	194	200	200
01-031-000-0000-6357	Conferences/Schools	2,881	2,000	2,820	3,500	3,500
01-031-000-0000-6402	Copy Machine Paper & Toner	75	250	51	250	250
01-031-000-0000-6405	Office Supplies	513	300	250	300	300
01-031-000-0000-6414	Food & Beverages	975	1,000	179	1,000	1,000
01-031-000-0000-6480	Equipment/Furniture<\$5,000	79	0	691	500	500
01-031-000-0000-6850	Miscellaneous Expense	0	0	119	0	0
<b>Program 000</b>	Undesignated	<b>Revenue 0</b>	<b>86,880 -</b>	<b>0</b>	<b>48,697 -</b>	<b>0</b>
		<b>Expend. 498,182</b>	<b>581,155</b>	<b>557,924</b>	<b>630,287</b>	<b>687,779</b>
		<b>Net 498,182</b>	<b>494,275</b>	<b>557,924</b>	<b>581,590</b>	<b>687,779</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
031 Dept Administration

Report Basis: Cash

				2022	2023	2023	2024	2025
				Actual	Budget	YTD	Budget	Budget
				<u>Mo. 01 - 12</u>		<u>Mo. 01 - 12</u>		
<u>Account Number</u>	<u>Account Description</u>							
<b>Dept</b>	<b>031</b>	Administration	<b>Revenue</b>	0	86,880 -	0	48,697 -	0
			<b>Expend.</b>	498,182	581,155	557,924	630,287	687,779
			<b>Net</b>	498,182	494,275	557,924	581,590	687,779

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

041 Dept Auditor/Treasurer

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
01-041-000-0000-5101	3.2 Malt Liquor Licenses	100 -	200 -	100 -	200 -	200 -
01-041-000-0000-5102	Intoxicating Liquor Licenses	17,070 -	16,000 -	17,105 -	16,000 -	16,000 -
01-041-000-0000-5103	Wine Licenses	0	500 -	0	500 -	500 -
01-041-000-0000-5104	Setup Permit (Consumption & Display)	0	0	2,500 -	0	0
01-041-000-0000-5105	Seller/Server Training Verifications	900 -	500 -	1,100 -	500 -	500 -
01-041-000-0000-5110	Auctioneer Licenses	200 -	180 -	140 -	180 -	180 -
01-041-000-0000-5111	Fireworks Permits	50 -	100 -	0	100 -	100 -
01-041-000-0000-5112	Transient Merchant Licenses	600 -	300 -	600 -	300 -	300 -
01-041-000-0000-5113	Precious Metal Dealers Licenses	50 -	50 -	0	50 -	50 -
01-041-000-0000-5401	Bond Reports	4,000 -	3,000 -	3,800 -	3,000 -	3,000 -
01-041-000-0000-5402	Delinquent Tax & COJ Fees	19,454 -	22,000 -	17,580 -	22,000 -	22,000 -
01-041-000-0000-5403	Special Assessment Fees	1,410 -	800 -	315 -	800 -	800 -
01-041-000-0000-5404	Delinquent Tax Lists	150 -	250 -	200 -	250 -	250 -
01-041-000-0000-5448	Parcel Billing & Escrow Fees	23,828 -	21,000 -	22,052 -	21,000 -	21,000 -
01-041-000-0000-5450	Electronic Payment Fees	122 -	0	12	0	0
01-041-000-0000-5476	TIF Fees	1,500 -	1,500 -	1,650 -	1,500 -	1,500 -
01-041-000-0000-5480	Other Charges For Services	721 -	1,000 -	746 -	1,000 -	1,000 -
01-041-000-0000-5481	Aggregate Admin Fee	8,887 -	8,500 -	7,858 -	8,500 -	8,500 -
01-041-000-0000-5520	Fines-Aggregate Tax	810 -	0	445 -	0	0
01-041-000-0000-6101	Salaries & Wages - Permanent	446,977	485,158	463,816	531,825	590,240
01-041-000-0000-6103	Salaries & Wages-Part Time w/o Bene	0	0	244	0	0
01-041-000-0000-6104	Salaries & Wages - Overtime	2,232	0	1,572	0	0
01-041-000-0000-6107	Salaries & Wages - Department Heads	74,624	71,978	70,864	79,633	88,045
01-041-000-0000-6151	Group Health Insurance	5,597	5,768	5,528	6,201	6,697
01-041-000-0000-6152	HSA Contribution	30,444	36,000	34,134	35,675	36,550
01-041-000-0000-6153	Family Insurance Supplement	80,707	81,658	77,447	90,197	97,413
01-041-000-0000-6154	Life Insurance	355	353	335	353	353
01-041-000-0000-6155	Dental Insurance-County Paid	2,606	4,498	3,113	4,197	4,197
01-041-000-0000-6156	Accident Insurance-County Paid	710	1,035	1,024	899	899
01-041-000-0000-6161	PERA	39,287	41,785	40,219	45,859	50,871
01-041-000-0000-6171	FICA	29,560	34,542	30,249	37,910	42,054
01-041-000-0000-6174	Mandatory Medicare	6,913	8,078	7,074	8,866	9,835
01-041-000-0000-6177	Paid Family and Medical Leave	0	0	0	0	2,374
01-041-000-0000-6202	Cell Phone	0	420	0	420	420
01-041-000-0000-6203	Postage	17,308	17,850	18,746	18,350	18,350
01-041-000-0000-6242	Legal Notices	2,578	7,500	1,291	7,500	7,500

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

041 Dept Auditor/Treasurer

<u>Account Number</u>	<u>Account Description</u>	2022 Actual Mo. 01 - 12	2023 Budget	2023 YTD Mo. 01 - 12	2024 Budget	2025 Budget
01-041-000-0000-6243	Membership Dues & Fees	7,455	6,382	3,466	11,050	11,050
01-041-000-0000-6244	Subscriptions	369	400	3,555	400	400
01-041-000-0000-6268	Software Maintenance Contracts	134,631	136,200	138,529	133,000	133,000
01-041-000-0000-6269	Software Enhancements	4,950	900	900	6,700	6,700
01-041-000-0000-6274	Audit Fees	62,898	80,375	85,067	95,500	95,500
01-041-000-0000-6278	Consultant Fees	11,191	6,500	5,000	5,500	5,500
01-041-000-0000-6283	Other professional fees	8,600	8,275	7,240	8,850	8,850
01-041-000-0000-6284	Contracted Services	0	1,500	0	1,500	1,500
01-041-000-0000-6302	Copies/Copier Maintenance	3,182	3,000	2,438	2,750	2,750
01-041-000-0000-6331	Mileage & Transportation	238	200	681	700	700
01-041-000-0000-6332	Meals & Lodging	427	2,000	2,238	2,250	2,250
01-041-000-0000-6335	Motor Pool Vehicle Usage	158	600	552	700	700
01-041-000-0000-6357	Conferences/Schools	600	3,500	1,765	3,500	3,500
01-041-000-0000-6401	Printing Services	14,333	18,000	6,460	18,000	18,000
01-041-000-0000-6402	Copy Machine Paper & Toner	899	700	231	700	700
01-041-000-0000-6405	Office Supplies	785	500	752	750	750
01-041-000-0000-6414	Food & Beverages	0	100	37	100	100
01-041-000-0000-6420	Other General Supplies	0	0	168	0	0
01-041-000-0000-6432	Equipment/Furniture <\$1000	0	3,600	1,562	0	0
01-041-000-0000-6480	Equipment/Furniture<\$5,000	0	0	2,895	0	0
<b>Program 000</b>	Undesignated	<b>Revenue 79,852 -</b>	<b>75,880 -</b>	<b>76,179 -</b>	<b>75,880 -</b>	<b>75,880 -</b>
		<b>Expend. 990,614</b>	<b>1,069,355</b>	<b>1,019,192</b>	<b>1,159,835</b>	<b>1,247,748</b>
		<b>Net 910,762</b>	<b>993,475</b>	<b>943,013</b>	<b>1,083,955</b>	<b>1,171,868</b>
<b>Dept 041</b>	Auditor/Treasurer	<b>Revenue 79,852 -</b>	<b>75,880 -</b>	<b>76,179 -</b>	<b>75,880 -</b>	<b>75,880 -</b>
		<b>Expend. 990,614</b>	<b>1,069,355</b>	<b>1,019,192</b>	<b>1,159,835</b>	<b>1,247,748</b>
		<b>Net 910,762</b>	<b>993,475</b>	<b>943,013</b>	<b>1,083,955</b>	<b>1,171,868</b>

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
055 Dept Assessor

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
01-055-000-0000-5480	Other Charges for Services	738 -	700 -	790 -	700 -	700 -
01-055-000-0000-5947	Transfers In - Intra Fund	86 -	0	0	0	0
01-055-000-0000-6101	Salaries & Wages - Permanent	202,076	761,046	301,285	734,992	820,171
01-055-000-0000-6103	Salaries & Wages-Part Time w/o Bene	0	0	10,862	0	0
01-055-000-0000-6104	Salaries & Wages - Overtime	0	1,000	135	1,000	1,000
01-055-000-0000-6107	Salaries & Wages - Department Heads	14,952	71,978	33,397	79,633	88,045
01-055-000-0000-6151	Group Health Insurance	15,994	49,508	12,874	21,056	29,437
01-055-000-0000-6152	HSA Contribution	10,470	43,500	20,666	57,300	54,650
01-055-000-0000-6153	Family Insurance Supplement	11,536	46,245	31,959	118,605	112,753
01-055-000-0000-6154	Life Insurance	174	624	247	570	570
01-055-000-0000-6155	Dental Insurance-County Paid	1,001	5,179	2,030	7,117	6,206
01-055-000-0000-6156	Accident Insurance-County Paid	245	1,206	611	1,527	1,342
01-055-000-0000-6161	PERA	16,277	62,552	24,832	61,172	74,869
01-055-000-0000-6171	FICA	13,008	51,710	20,352	50,569	52,316
01-055-000-0000-6174	Mandatory Medicare	3,042	12,093	4,760	11,827	13,184
01-055-000-0000-6177	Paid Family and Medical Leave	0	0	0	0	3,182
01-055-000-0000-6202	Cell Phone	420	630	385	420	420
01-055-000-0000-6203	Postage	6,369	10,000	11,829	10,500	10,500
01-055-000-0000-6206	Data Cards	2,581	2,300	1,625	2,000	2,000
01-055-000-0000-6242	Legal Notices	253	300	95	300	300
01-055-000-0000-6243	Membership Dues & Fees	2,185	2,400	3,354	3,200	3,200
01-055-000-0000-6245	State Required Registration or License	1,006	2,000	608	2,000	2,000
01-055-000-0000-6268	Software Maintenance	20,310	9,000	81,594	70,000	70,000
01-055-000-0000-6269	Software Enhancements	250	500	250	500	500
01-055-000-0000-6270	Software Licensing	2,164	1,000	0	1,000	1,000
01-055-000-0000-6284	Contracted Services	6,806	6,000	356	5,500	5,500
01-055-000-0000-6302	Copies/Copier Maintenance	4,429	4,700	2,549	4,700	4,700
01-055-000-0000-6331	Mileage & Transportation	32	400	320	400	400
01-055-000-0000-6332	Meals & Lodging	5,791	8,800	4,983	8,800	8,800
01-055-000-0000-6333	Other (Parking,Etc)	0	100	0	100	100
01-055-000-0000-6335	Motor Pool Vehicle Usage	6,214	7,500	6,788	7,500	7,500
01-055-000-0000-6357	Conferences/Schools	8,150	9,225	7,025	9,225	9,225
01-055-000-0000-6401	Printing Services	5,923	6,500	7,084	6,500	6,500
01-055-000-0000-6402	Copy Machine Paper & Toner	375	600	154	600	600
01-055-000-0000-6405	Office Supplies	905	500	667	500	500
01-055-000-0000-6414	Food & Beverages	0	100	0	100	100

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# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

055 Dept Assessor

<u>Account Number</u>		<u>Account Description</u>	2022 Actual <u>Mo. 01 - 12</u>	2023 Budget	2023 YTD <u>Mo. 01 - 12</u>	2024 Budget	2025 Budget
01-055-000-0000-6420		Other General Supplies	922	1,500	284	1,500	1,500
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>824 -</b>	<b>700 -</b>	<b>790 -</b>	<b>700 -</b>
			<b>Expend.</b>	<b>363,860</b>	<b>1,180,696</b>	<b>593,960</b>	<b>1,280,713</b>
			<b>Net</b>	<b>363,036</b>	<b>1,179,996</b>	<b>593,170</b>	<b>1,280,013</b>
<b>Dept</b>	<b>055</b>	Assessor	<b>Revenue</b>	<b>824 -</b>	<b>700 -</b>	<b>790 -</b>	<b>700 -</b>
			<b>Expend.</b>	<b>363,860</b>	<b>1,180,696</b>	<b>593,960</b>	<b>1,280,713</b>
			<b>Net</b>	<b>363,036</b>	<b>1,179,996</b>	<b>593,170</b>	<b>1,280,013</b>



# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

061 Dept Human Resource

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
01-061-000-0000-6101	Salaries & Wages - Permanent	271,556	493,518	474,991	539,805	601,929
01-061-000-0000-6103	Salaries & Wages-Part Time w/o Bene	17,838	12,000	11,462	12,000	12,000
01-061-000-0000-6104	Salaries & Wages - Overtime	1,853	2,000	484	1,000	1,000
01-061-000-0000-6107	Salaries & Wages - Department Heads	65,834	0	0	0	0
01-061-000-0000-6151	Group Health Insurance	14,232	13,819	24,564	32,165	34,738
01-061-000-0000-6152	HSA Contribution	14,626	30,750	25,817	24,625	25,250
01-061-000-0000-6153	Family Insurance Supplement	29,485	57,345	29,729	28,408	30,681
01-061-000-0000-6154	Life Insurance	231	325	312	325	325
01-061-000-0000-6155	Dental Insurance-County Paid	1,782	3,904	3,043	2,920	2,920
01-061-000-0000-6156	Accident Insurance-County Paid	429	899	847	628	628
01-061-000-0000-6161	PERA	25,596	37,164	35,661	40,560	45,223
01-061-000-0000-6171	FICA	21,448	31,466	29,337	34,274	38,157
01-061-000-0000-6174	Mandatory Medicare	5,016	7,359	6,861	8,016	8,924
01-061-000-0000-6177	Paid Family and Medical Leave	0	0	0	0	2,154
01-061-000-0000-6202	Cell Phone	701	1,620	1,136	1,380	1,380
01-061-000-0000-6203	Postage	245	700	355	500	500
01-061-000-0000-6241	Advertising	777	5,000	970	2,000	2,000
01-061-000-0000-6243	Membership Dues & Fees	1,363	1,340	1,147	2,360	2,360
01-061-000-0000-6244	Subscriptions	0	0	630	0	0
01-061-000-0000-6270	Software Licensing	8,108	9,620	0	2,120	2,120
01-061-000-0000-6275	Labor Negotiator & Arbitration Fees	33,378	35,000	19,033	20,000	35,000
01-061-000-0000-6278	Consultant Fees	33,952	50,300	28,585	45,300	45,300
01-061-000-0000-6279	ADP Contract	80,217	85,000	75,068	85,000	85,000
01-061-000-0000-6283	Benefit Participation Fees	13,967	15,600	13,661	15,600	15,600
01-061-000-0000-6284	Contracted Svc/Health Care Reform F	19,493	28,000	38,176	40,000	40,000
01-061-000-0000-6290	Background Checks	3,131	3,400	662	1,500	1,500
01-061-000-0000-6302	Copies/Copier Maintenance	1,150	1,156	1,159	1,156	1,156
01-061-000-0000-6331	Mileage & Transportation	0	400	675	1,000	1,000
01-061-000-0000-6332	Meals & Lodging	468	3,300	1,107	4,000	4,000
01-061-000-0000-6335	Motor Pool Vehicle Usage	2	500	177	500	500
01-061-000-0000-6357	Conferences/Schools	483	2,495	3,850	3,695	3,695
01-061-000-0000-6402	Copy Machine Paper & Toner	75	100	871	100	100
01-061-000-0000-6405	Office Supplies	972	650	728	1,000	1,000
01-061-000-0000-6414	Food & Beverages	294	100	200	300	300
01-061-000-0000-6480	Equipment/Furniture<\$5,000	0	0	124	200	200
<b>Program 000</b>	Undesignated	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

061 Dept Human Resource

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
		<b>Expend.</b>	<b>668,702</b>	<b>934,830</b>	<b>831,422</b>	<b>952,437</b>	<b>1,046,640</b>
		<b>Net</b>	<b>668,702</b>	<b>934,830</b>	<b>831,422</b>	<b>952,437</b>	<b>1,046,640</b>
	01-061-061-0000-5610	Contributions & Donations	6,494 -	0	1,101 -	0	0
	01-061-061-0000-6414	Food & Beverages	2,268	2,000	1,883	2,000	2,000
	01-061-061-0000-6420	Other General Supplies	1 -	1,000	0	1,000	1,000
<b>Program</b>	<b>061</b>	Employee Wellness Committee	<b>Revenue</b>	<b>0</b>	<b>1,101 -</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>3,000</b>	<b>1,883</b>	<b>3,000</b>	<b>3,000</b>
			<b>Net</b>	<b>3,000</b>	<b>782</b>	<b>3,000</b>	<b>3,000</b>
<b>Dept</b>	<b>061</b>	Human Resource	<b>Revenue</b>	<b>0</b>	<b>1,101 -</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>670,969</b>	<b>833,305</b>	<b>955,437</b>	<b>1,049,640</b>
			<b>Net</b>	<b>664,475</b>	<b>832,204</b>	<b>955,437</b>	<b>1,049,640</b>

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

063 Dept Information Technology

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
01-063-000-0000-5450	Data Processing Fees	30,142 -	29,936 -	28,357 -	29,936 -	29,936 -
01-063-000-0000-5859	Microsoft Enterprise Reimbursements	3,320 -	27,383 -	54,837 -	60,000 -	60,000 -
01-063-000-0000-5947	Transfers In	0	5,000 -	0	5,000 -	5,000 -
01-063-000-0000-6101	Salaries & Wages - Permanent	277,891	503,648	377,185	510,466	570,149
01-063-000-0000-6103	Salaries & Wages-Part Time w/o Bene	0	12,000	0	12,000	12,000
01-063-000-0000-6107	Salaries & Wages - Department Heads	136,241	143,957	140,927	159,713	176,569
01-063-000-0000-6151	Group Health Insurance	25,448	37,972	34,377	38,366	41,435
01-063-000-0000-6152	HSA Contribution	11,738	15,750	11,740	18,550	18,800
01-063-000-0000-6153	Family Insurance Supplement	16,800	35,412	20,283	38,068	41,114
01-063-000-0000-6154	Life Insurance	262	380	310	380	380
01-063-000-0000-6155	Dental Insurance-County Paid	600	340	425	732	732
01-063-000-0000-6156	Accident Insurance-County Paid	166	86	106	171	171
01-063-000-0000-6161	PERA	31,060	49,470	38,869	51,163	56,938
01-063-000-0000-6171	FICA	24,544	40,896	30,862	42,295	47,069
01-063-000-0000-6174	Mandatory Medicare	5,740	9,564	7,218	9,892	11,008
01-063-000-0000-6177	Paid Family and Medical Leave	0	0	0	0	2,657
01-063-000-0000-6201	Telephone	28,824	32,000	24,721	32,000	32,000
01-063-000-0000-6202	Cell Phone	2,294	2,760	2,153	3,120	3,120
01-063-000-0000-6203	Postage	53	0	0	0	0
01-063-000-0000-6207	Telephone Maintenance	29,242	31,000	31,710	31,000	31,000
01-063-000-0000-6209	Internet	2,805	4,080	2,710	4,080	4,080
01-063-000-0000-6243	Membership Dues & Fees	3,944	4,500	4,222	4,500	4,500
01-063-000-0000-6268	Software Maintenance Contracts	270,578	272,275	239,727	339,900	255,000
01-063-000-0000-6269	Software Enhancements	300	300	300	300	300
01-063-000-0000-6270	Software Licensing	52,786	84,450	171,823	82,200	80,000
01-063-000-0000-6278	Consultant Fees	84,495	31,000	37,000	26,000	26,000
01-063-000-0000-6301	Maintenance Contracts	45,401	62,300	78,451	87,200	50,000
01-063-000-0000-6302	Printer Maintenance Contract (Marco)	7,521	7,000	9,072	8,000	8,000
01-063-000-0000-6331	Mileage & Transportation	46	0	195	0	0
01-063-000-0000-6332	Meals & Lodging	0	1,500	792	1,500	1,500
01-063-000-0000-6335	Motor Pool Vehicle Usage	119	500	403	500	500
01-063-000-0000-6357	Conferences/Schools	11,290	26,800	16,477	23,300	31,300
01-063-000-0000-6402	Copy Machine Paper & Toner	37	200	0	200	200
01-063-000-0000-6405	Office Supplies	491	1,250	706	1,250	1,250
01-063-000-0000-6420	Other General Supplies	389	2,500	0	2,500	2,500
01-063-000-0000-6432	Equipment/Furniture <\$1000	3,136	10,000	4,217	10,000	10,000

# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

063 Dept Information Technology

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>	
01-063-000-0000-6452		Ledgers, Reference, & Law Books	0	200	135	200	200	
01-063-000-0000-6850		Miscellaneous Expense	0	0	6	0	0	
01-063-000-0000-6997		Transfers Out	87,184	0	0	0	0	
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>33,462 -</b>	<b>62,319 -</b>	<b>83,194 -</b>	<b>94,936 -</b>	<b>94,936 -</b>
			<b>Expend.</b>	<b>1,161,425</b>	<b>1,424,090</b>	<b>1,287,122</b>	<b>1,539,546</b>	<b>1,520,472</b>
			<b>Net</b>	<b>1,127,963</b>	<b>1,361,771</b>	<b>1,203,928</b>	<b>1,444,610</b>	<b>1,425,536</b>
<b>Dept</b>	<b>063</b>	Information Technology	<b>Revenue</b>	<b>33,462 -</b>	<b>62,319 -</b>	<b>83,194 -</b>	<b>94,936 -</b>	<b>94,936 -</b>
			<b>Expend.</b>	<b>1,161,425</b>	<b>1,424,090</b>	<b>1,287,122</b>	<b>1,539,546</b>	<b>1,520,472</b>
			<b>Net</b>	<b>1,127,963</b>	<b>1,361,771</b>	<b>1,203,928</b>	<b>1,444,610</b>	<b>1,425,536</b>

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
071 Dept Elections

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
01-071-000-0000-5480	Election Filing Fees	1,090 -	0	255 -	660 -	0
01-071-000-0000-5855	Miscellaneous Revenue-Equipment Re	15,933 -	15,837 -	17,220 -	16,800 -	16,800 -
01-071-000-0000-5859	Election Reimbursements	19,902 -	6,000 -	2,439 -	19,500 -	1,600 -
01-071-000-0000-5949	Use of Fund Balance-Elections	0	0	0	61,000 -	0
01-071-000-0000-6103	Salaries & Wages-Part Time w/o Bene	0	0	0	16,616	0
01-071-000-0000-6104	Salaries & Wages - Overtime	0	2,000	0	19,000	0
01-071-000-0000-6161	PERA	0	150	0	1,425	0
01-071-000-0000-6171	FICA	0	124	0	2,208	0
01-071-000-0000-6174	Mandatory Medicare	0	29	0	516	0
01-071-000-0000-6203	Postage	6,357	280	169	15,000	1,500
01-071-000-0000-6205	Freight	37	0	0	250	0
01-071-000-0000-6242	Legal Notices	2,250	0	84	2,500	200
01-071-000-0000-6270	Software Licensing	22,060	17,060	35,310	34,340	34,340
01-071-000-0000-6284	Contracted Services	7,259	500	5,553	8,000	1,000
01-071-000-0000-6304	Other Machinery & Equipment Maint	7,353	7,500	8,005	8,500	14,050
01-071-000-0000-6331	Mileage	2,723	0	164	3,500	500
01-071-000-0000-6332	Meals & Lodging	4,030	0	373	4,700	500
01-071-000-0000-6335	Motor Pool Vehicle Usage	230	100	32	500	500
01-071-000-0000-6357	Conferences/Schools	0	100	0	100	100
01-071-000-0000-6382	Programming Charges	24,804	1,100	3,075	27,000	500
01-071-000-0000-6401	Printing Services	50,926	2,500	3,711	35,000	5,000
01-071-000-0000-6402	Copy Paper & Toner	0	0	77	100	100
01-071-000-0000-6405	Office Supplies	4,672	100	0	7,500	500
01-071-000-0000-6414	Food & Beverages	517	0	174	800	100
01-071-000-0000-6420	Other General Supplies	1,124	0	145	1,300	150
01-071-000-0000-6432	Equipment/Furniture <\$1000	345	0	2,332	0	0
01-071-000-0000-6480	Equipment/Furniture<=\$5,000	0	0	3,613	0	0
01-071-000-0000-6850	Other Election Expenses	0	0	1,153	6,000	0
01-071-000-0000-6999	Future Fund Balance-Election Activities	0	61,000	0	61,000	85,000
<b>Program 000</b>	Undesignated	<b>Revenue 36,925 -</b>	<b>21,837 -</b>	<b>19,914 -</b>	<b>97,960 -</b>	<b>18,400 -</b>
		<b>Expend. 134,687</b>	<b>92,543</b>	<b>63,970</b>	<b>255,855</b>	<b>144,040</b>
		<b>Net 97,762</b>	<b>70,706</b>	<b>44,056</b>	<b>157,895</b>	<b>125,640</b>
01-071-071-0000-5369	90.404 HAVA Election Security Grant	34,878 -	0	0	0	0
01-071-071-0000-6305	Building Maintenance	1,340	0	600	0	0
01-071-071-0000-6669	Equipment/Furniture>=5,000	30,917	0	4,000	0	0

# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

071 Dept Elections

			2022	2023	2023	2024	2025	
			Actual	Budget	YTD	Budget	Budget	
			Mo. 01 - 12		Mo. 01 - 12			
<u>Account Number</u>	<u>Account Description</u>							
<b>Program 071</b>	County HAVA Plan		<b>Revenue</b>	34,878 -	0	0	0	0
			<b>Expend.</b>	32,257	0	4,600	0	0
			<b>Net</b>	2,621 -	0	4,600	0	0
01-071-072-0000-5269	State-Election Equipment Grant			0	0	11,662 -	0	0
<b>Program 072</b>	VOTER		<b>Revenue</b>	0	0	11,662 -	0	0
			<b>Expend.</b>	0	0	0	0	0
			<b>Net</b>	0	0	11,662 -	0	0
<b>Dept 071</b>	Elections		<b>Revenue</b>	71,803 -	21,837 -	31,576 -	97,960 -	18,400 -
			<b>Expend.</b>	166,944	92,543	68,570	255,855	144,040
			<b>Net</b>	95,141	70,706	36,994	157,895	125,640

# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

091 Dept Attorney

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
01-091-000-0000-5401	CD Charges	50 -	1,000 -	40 -	1,000 -	1,000 -
01-091-000-0000-5443	Child Support Motion Fees	440 -	500 -	270 -	500 -	500 -
01-091-000-0000-5450	Child Support Services	17,371 -	50,000 -	12,354 -	50,000 -	50,000 -
01-091-000-0000-5480	Attorney Fees	158,936 -	153,873 -	158,605 -	163,849 -	170,142 -
01-091-000-0000-5949	Use of Fund Balance	0	68,190 -	0	0	0
01-091-000-0000-6101	Salaries & Wages - Permanent	1,336,211	1,501,930	1,430,913	1,620,141	1,773,513
01-091-000-0000-6102	Salaries & Wages-Part Time w/ Benefits	52,173	0	0	0	0
01-091-000-0000-6103	Salaries & Wages-Part Time w/o Bene	26,157	25,000	16,105	25,000	25,000
01-091-000-0000-6104	Salaries & Wages - Overtime	0	750	0	750	750
01-091-000-0000-6107	Salaries & Wages - Department Heads	156,458	167,482	162,706	178,069	190,469
01-091-000-0000-6151	Group Health Insurance	58,990	67,893	63,387	72,985	78,824
01-091-000-0000-6152	HSA Contribution	44,235	48,000	45,287	54,700	55,700
01-091-000-0000-6153	Family Insurance Supplement	109,457	114,957	98,528	118,749	128,249
01-091-000-0000-6154	Life Insurance	904	922	861	922	922
01-091-000-0000-6155	Dental Insurance-County Paid	3,239	3,057	3,159	4,563	4,563
01-091-000-0000-6156	Accident Insurance-County Paid	806	714	901	985	985
01-091-000-0000-6161	PERA	111,950	125,262	119,525	134,922	147,357
01-091-000-0000-6171	FICA	92,335	105,100	95,059	113,086	123,425
01-091-000-0000-6174	Mandatory Medicare	21,595	24,580	22,232	26,447	28,865
01-091-000-0000-6177	Paid Family and Medical Leave	0	0	0	0	6,968
01-091-000-0000-6202	Cell Phone	494	580	411	580	580
01-091-000-0000-6203	Postage	1,560	2,200	1,395	2,200	2,200
01-091-000-0000-6234	Transcripts	364	3,000	647	3,000	3,000
01-091-000-0000-6243	Membership Dues & Fees	6,881	6,000	0	7,000	7,000
01-091-000-0000-6244	Subscriptions	145	100	146	150	150
01-091-000-0000-6245	State Required Registration or License	4,109	5,200	4,413	5,200	5,200
01-091-000-0000-6270	Software Licensing	240	1,000	240	1,000	1,000
01-091-000-0000-6272	Physician & Medical Fees	3,338	5,000	8,337	5,000	5,000
01-091-000-0000-6277	Sheriff Fees	2,560	2,500	1,326	2,500	2,500
01-091-000-0000-6278	Consultant Fees	0	1,500	0	1,500	1,500
01-091-000-0000-6283	Other Professional Fees	387	5,000	0	5,000	5,000
01-091-000-0000-6301	Maintenance Contracts	0	1,500	0	0	0
01-091-000-0000-6302	Copies/Copier Maintenance	4,892	4,000	2,883	5,000	5,000
01-091-000-0000-6331	Mileage & Transportation	638	1,900	1,027	1,900	3,000
01-091-000-0000-6332	Meals & Lodging	2,239	1,200	2,654	3,000	1,200
01-091-000-0000-6333	Other (Parking,Etc)	14	150	0	150	150

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
091 Dept Attorney

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 Actual Mo. 01 - 12	2023 Budget	2023 YTD Mo. 01 - 12	2024 Budget	2025 Budget
01-091-000-0000-6335	Motor Pool Vehicle Usage	0	100	0	100	100
01-091-000-0000-6355	Witness Costs	283	2,000	481	2,000	2,000
01-091-000-0000-6357	Conferences/Schools	2,215	4,000	4,188	4,000	4,000
01-091-000-0000-6382	CJDN Connection Charges	0	0	600	0	0
01-091-000-0000-6401	Printing Services	3,060	6,500	3,593	6,500	6,500
01-091-000-0000-6402	Copy Machine Paper & Toner	2,097	2,475	923	2,475	2,475
01-091-000-0000-6405	Office Supplies	2,886	2,750	1,398	2,750	2,750
01-091-000-0000-6432	Equipment/Furniture <\$1000	0	1,000	248	1,000	1,000
01-091-000-0000-6452	Ledgers,Reference,Mcaps & Westlaw	39,525	42,000	5,378	50,000	50,000
01-091-000-0000-6997	Transfers Out - Intra Fund	0	0	458	0	0
<b>Program 000</b>	Undesignated	<b>Revenue 176,797 -</b>	<b>273,563 -</b>	<b>171,269 -</b>	<b>215,349 -</b>	<b>221,642 -</b>
		<b>Expend. 2,092,437</b>	<b>2,287,302</b>	<b>2,099,409</b>	<b>2,463,324</b>	<b>2,676,895</b>
		<b>Net 1,915,640</b>	<b>2,013,739</b>	<b>1,928,140</b>	<b>2,247,975</b>	<b>2,455,253</b>
01-091-130-0000-5479	Dui-Forfeiture Fees	7,778 -	10,000 -	8,430 -	10,000 -	10,000 -
01-091-130-0000-6270	Software Licensing	0	0	5,275	0	0
01-091-130-0000-6283	Other Professional Fees	0	0	50	0	0
01-091-130-0000-6999	Future Fund Balance-DUI Forfeitures	0	10,000	0	10,000	10,000
<b>Program 130</b>	Forfeiture Funds	<b>Revenue 7,778 -</b>	<b>10,000 -</b>	<b>8,430 -</b>	<b>10,000 -</b>	<b>10,000 -</b>
		<b>Expend. 0</b>	<b>10,000</b>	<b>5,325</b>	<b>10,000</b>	<b>10,000</b>
		<b>Net 7,778 -</b>	<b>0</b>	<b>3,105 -</b>	<b>0</b>	<b>0</b>
01-091-131-0000-5510	Victim/Witness Assistance	497 -	2,500 -	885 -	2,500 -	2,500 -
01-091-131-0000-6358	Other Charges	368	2,500	1,005	2,500	2,500
<b>Program 131</b>	Victim/Witness Assistance	<b>Revenue 497 -</b>	<b>2,500 -</b>	<b>885 -</b>	<b>2,500 -</b>	<b>2,500 -</b>
		<b>Expend. 368</b>	<b>2,500</b>	<b>1,005</b>	<b>2,500</b>	<b>2,500</b>
		<b>Net 129 -</b>	<b>0</b>	<b>120</b>	<b>0</b>	<b>0</b>
01-091-132-0000-5319	16.585 Drug Court Program	104,976 -	125,000 -	137,208 -	100,000 -	100,000 -
01-091-132-0000-5480	Treatment Court Participant Fees	1,220 -	0	670 -	0	0
01-091-132-0000-6101	Salaries & Wages - Permanent	47,371	58,191	55,781	62,979	70,445
01-091-132-0000-6152	HSA Contribution	2,040	3,000	2,874	3,000	3,000
01-091-132-0000-6153	Family Insurance Supplement	12,563	17,706	16,900	19,034	20,557
01-091-132-0000-6154	Life Insurance	45	54	52	54	54
01-091-132-0000-6161	PERA	3,554	4,364	4,184	4,723	5,283
01-091-132-0000-6171	FICA	2,565	3,608	2,923	3,905	4,368
01-091-132-0000-6174	Mandatory Medicare	600	844	684	913	1,021
01-091-132-0000-6177	Paid Family and Medical Leave	0	0	0	0	247



# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
091 Dept Attorney

Report Basis: Cash

			2022	2023	2023	2024	2025	
			Actual	Budget	YTD	Budget	Budget	
			Mo. 01 - 12		Mo. 01 - 12			
<u>Account Number</u>	<u>Account Description</u>							
01-091-132-0000-6202	Cell phone		494	1,700	412	500	500	
01-091-132-0000-6283	Other Professional Fees		21,600	5,570	26,300	21,600	21,600	
01-091-132-0000-6331	Mileage & Transportation		2,134	2,100	3,962	2,100	2,100	
01-091-132-0000-6332	Meals & Lodging		3,360	3,600	7,719	2,500	2,500	
01-091-132-0000-6335	Motor Pool Vehicle Usage		0	0	220	0	0	
01-091-132-0000-6357	Conferences/Schools/Workshops		3,580	2,323	4,475	2,500	2,500	
01-091-132-0000-6405	Office Supplies		9,535	0	6,396	12,500	12,500	
01-091-132-0000-6420	Other General Supplies		590	17,940	0	500	500	
01-091-132-0000-6432	Equipment/Furniture <\$1000		847	0	469	500	500	
01-091-132-0000-6480	Equipment/Furniture <\$5000		0	4,000	0	4,000	0	
01-091-132-4091-6332	Meals & Lodging		0	0	78	0	0	
01-091-132-4091-6405	Office Supplies		2,533	0	1,665	2,500	2,500	
<b>Program</b>	<b>132</b>	Treatment Court	<b>Revenue</b>	<b>106,196 -</b>	<b>125,000 -</b>	<b>137,878 -</b>	<b>100,000 -</b>	<b>100,000 -</b>
			<b>Expend.</b>	<b>113,411</b>	<b>125,000</b>	<b>135,094</b>	<b>143,808</b>	<b>150,175</b>
			<b>Net</b>	<b>7,215</b>	<b>0</b>	<b>2,784 -</b>	<b>43,808</b>	<b>50,175</b>
<b>Dept</b>	<b>091</b>	Attorney	<b>Revenue</b>	<b>291,268 -</b>	<b>411,063 -</b>	<b>318,462 -</b>	<b>327,849 -</b>	<b>334,142 -</b>
			<b>Expend.</b>	<b>2,206,216</b>	<b>2,424,802</b>	<b>2,240,833</b>	<b>2,619,632</b>	<b>2,839,570</b>
			<b>Net</b>	<b>1,914,948</b>	<b>2,013,739</b>	<b>1,922,371</b>	<b>2,291,783</b>	<b>2,505,428</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

Report Basis: Cash

			2022	2023	2023	2024	2025
			Actual	Budget	YTD	Budget	Budget
			<u>Mo. 01 - 12</u>		<u>Mo. 01 - 12</u>		
01	Fund	County General Revenue					
093	Dept	Attorneys Contingent					
	<u>Account Number</u>	<u>Account Description</u>					
	01-093-000-0000-6358	Other Charges	0	7,500	0	7,500	7,500
	<b>Program 000</b>	Undesignated					
		<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend.</b>	<b>0</b>	<b>7,500</b>	<b>0</b>	<b>7,500</b>	<b>7,500</b>
		<b>Net</b>	<b>0</b>	<b>7,500</b>	<b>0</b>	<b>7,500</b>	<b>7,500</b>
<b>Dept 093</b>		<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend.</b>	<b>0</b>	<b>7,500</b>	<b>0</b>	<b>7,500</b>	<b>7,500</b>
		<b>Net</b>	<b>0</b>	<b>7,500</b>	<b>0</b>	<b>7,500</b>	<b>7,500</b>

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

101 Dept Recorder

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
01-101-000-0000-5120	Marriage Licenses	6,450 -	5,000 -	5,600 -	5,000 -	5,000 -
01-101-000-0000-5451	Remote Access Data Imaging Fees	36,192 -	50,000 -	27,637 -	35,000 -	35,000 -
01-101-000-0000-5452	Returns & Certified Copies	25,077 -	25,000 -	22,861 -	25,000 -	25,000 -
01-101-000-0000-5453	Passports	31,535 -	20,000 -	37,870 -	30,000 -	30,000 -
01-101-000-0000-5454	Real Estate (Abstract) Fees	118,190 -	140,000 -	84,285 -	100,000 -	100,000 -
01-101-000-0000-5455	Real Estate (Torrens) Fees	8,545 -	10,500 -	5,998 -	8,000 -	8,000 -
01-101-000-0000-5457	Other Charges for Services	24,522 -	15,000 -	28,470 -	15,000 -	15,000 -
01-101-000-0000-5460	Well Certificate Fees	825 -	600 -	548 -	600 -	600 -
01-101-000-0000-5461	Notarial Fees	2,520 -	2,000 -	1,860 -	2,000 -	2,000 -
01-101-000-0000-5480	Remote Access Set-Up Fees	300 -	500 -	700 -	500 -	500 -
01-101-000-0000-6101	Salaries & Wages - Permanent	73,644	269,227	123,924	301,744	334,836
01-101-000-0000-6107	Salaries & Wages - Department Heads	9,807	33,496	15,131	35,614	38,094
01-101-000-0000-6151	Group Health Insurance	2,674	9,661	4,197	10,386	11,217
01-101-000-0000-6152	HSA Contribution	6,058	24,300	10,548	25,950	26,700
01-101-000-0000-6153	Family Insurance Supplement	10,076	39,639	17,221	42,612	46,021
01-101-000-0000-6154	Life Insurance	62	228	99	228	228
01-101-000-0000-6155	Dental Insurance-County Paid	904	3,546	1,548	3,831	3,831
01-101-000-0000-6156	Accident Insurance-County Paid	214	814	432	814	814
01-101-000-0000-6161	PERA	6,259	22,704	10,429	25,302	27,970
01-101-000-0000-6171	FICA	4,885	18,769	8,015	20,916	23,122
01-101-000-0000-6174	Mandatory Medicare	1,143	4,389	1,894	4,892	5,407
01-101-000-0000-6177	Paid Family and Medical Leave	0	0	0	0	1,305
01-101-000-0000-6203	Postage	4,863	4,213	5,006	4,213	4,213
01-101-000-0000-6243	Membership Dues & Fees	0	800	0	800	800
01-101-000-0000-6268	Software Maintenance Contracts	1,500	3,100	1,500	3,100	3,100
01-101-000-0000-6270	Software Licensing	0	300	0	300	300
01-101-000-0000-6274	Public Examiner Fees	405	600	450	600	600
01-101-000-0000-6284	Contracted Services	8,814	0	31,578	0	0
01-101-000-0000-6302	Copies/Copier Maintenance	0	450	0	450	450
01-101-000-0000-6335	Motor Pool Vehicle Usage	35	100	79	100	100
01-101-000-0000-6357	Conferences/Schools	575	500	425	500	500
01-101-000-0000-6401	Printing Services	1,571	1,200	1,486	1,200	1,200
01-101-000-0000-6402	Copy Paper, Toner	225	500	154	500	500
01-101-000-0000-6405	Office Supplies	647	600	542	600	600
01-101-000-0000-6452	Ledgers, Reference, & Law Books	0	300	0	300	300
01-101-000-0000-6480	Equipment/Furniture<\$5,000	250	1,000	0	1,000	1,000

# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

101 Dept Recorder

<u>Account Number</u>	<u>Account Description</u>	2022 Actual Mo. 01 - 12	2023 Budget	2023 YTD Mo. 01 - 12	2024 Budget	2025 Budget
01-101-000-0000-6849	Passport Expenditures	1,011	800	1,512	800	800
01-101-000-0000-6997	Transfers Out - Intra Fund	27,500	0	0	0	0
<b>Program 000</b>	Undesignated	<b>Revenue 254,156 -</b>	<b>268,600 -</b>	<b>215,829 -</b>	<b>221,100 -</b>	<b>221,100 -</b>
		<b>Expend. 163,122</b>	<b>441,236</b>	<b>236,170</b>	<b>486,752</b>	<b>534,008</b>
		<b>Net 91,034 -</b>	<b>172,636</b>	<b>20,341</b>	<b>265,652</b>	<b>312,908</b>
01-101-101-0000-5480	Technology Fund-County Recorder	86,810 -	100,000 -	62,230 -	70,000 -	70,000 -
01-101-101-0000-6268	Software Maintenance Contracts	34,743	36,391	34,391	37,000	37,000
01-101-101-0000-6284	Contracted Services	0	15,000	0	6,000	6,000
01-101-101-0000-6480	Equipment/Furniture<\$5,000	1,092	0	1,440	0	0
01-101-101-0000-6669	Equipment/Furniture>=5,000	25,585	0	54,827	0	0
01-101-101-0000-6997	Transfers Out	0	15,000	0	5,000	0
01-101-101-0000-6999	Future Fund Balance-Recorder Techno	0	33,609	0	22,000	27,000
<b>Program 101</b>	Technology Fund-County Record	<b>Revenue 86,810 -</b>	<b>100,000 -</b>	<b>62,230 -</b>	<b>70,000 -</b>	<b>70,000 -</b>
		<b>Expend. 61,420</b>	<b>100,000</b>	<b>90,658</b>	<b>70,000</b>	<b>70,000</b>
		<b>Net 25,390 -</b>	<b>0</b>	<b>28,428</b>	<b>0</b>	<b>0</b>
01-101-103-0000-5480	Compliance Fund-County Board	95,491 -	110,000 -	68,453 -	77,000 -	77,000 -
01-101-103-0000-5949	Use of Fund Balance-Recorder Compli	0	0	0	19,000 -	19,000 -
01-101-103-0000-6268	Software Maintenance Contracts	44,753	52,000	52,473	54,000	54,000
01-101-103-0000-6269	Software Enhancements	5,711	16,000	20,594	6,000	6,000
01-101-103-0000-6284	Contracted Services	27,532	10,000	14,343	36,000	36,000
01-101-103-0000-6999	Future Fund Balance-Recorder Compli	0	32,000	0	0	0
<b>Program 103</b>	Compliance Fund-County Board	<b>Revenue 95,491 -</b>	<b>110,000 -</b>	<b>68,453 -</b>	<b>96,000 -</b>	<b>96,000 -</b>
		<b>Expend. 77,996</b>	<b>110,000</b>	<b>87,410</b>	<b>96,000</b>	<b>96,000</b>
		<b>Net 17,495 -</b>	<b>0</b>	<b>18,957</b>	<b>0</b>	<b>0</b>
<b>Dept 101</b>	Recorder	<b>Revenue 436,457 -</b>	<b>478,600 -</b>	<b>346,512 -</b>	<b>387,100 -</b>	<b>387,100 -</b>
		<b>Expend. 302,538</b>	<b>651,236</b>	<b>414,238</b>	<b>652,752</b>	<b>700,008</b>
		<b>Net 133,919 -</b>	<b>172,636</b>	<b>67,726</b>	<b>265,652</b>	<b>312,908</b>

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
103 Dept Surveyor

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
01-103-000-0000-5401	Dodge County Staffing Charges	58,647 -	59,860 -	57,987 -	59,860 -	59,860 -
01-103-000-0000-5477	Plat Check Fees	5,899 -	3,000 -	4,316 -	3,000 -	3,000 -
01-103-000-0000-5850	Dodge County Mileage Reimbursemer	920 -	1,000 -	899 -	1,000 -	1,000 -
01-103-000-0000-5851	Dodge County Supply Reimbursements	9,000 -	9,000 -	4,500 -	9,000 -	9,000 -
01-103-000-0000-5859	Miscellaneous Revenue	8,637 -	0	14,687 -	0	0
01-103-000-0000-5931	Sale of Orthos & Maps	95 -	0	4,500 -	0	0
01-103-000-0000-5949	Use of Fund Balance-Surveyor	0	52,000 -	0	0	52,000 -
01-103-000-0000-6101	Salaries & Wages - Permanent	85,720	254,039	126,845	328,286	365,560
01-103-000-0000-6103	Salaries & Wages-Part Time w/o Bene	0	7,680	0	7,680	7,680
01-103-000-0000-6107	Salaries & Wages - Department Heads	9,807	33,496	15,131	35,614	38,094
01-103-000-0000-6151	Group Health Insurance	5,910	21,197	9,209	31,442	33,957
01-103-000-0000-6152	HSA Contribution	3,756	9,300	3,955	11,350	11,600
01-103-000-0000-6153	Family Insurance Supplement	2,652	0	0	0	0
01-103-000-0000-6154	Life Insurance	62	174	91	228	228
01-103-000-0000-6155	Dental Insurance-County Paid	429	681	296	732	732
01-103-000-0000-6156	Accident Insurance-County Paid	109	171	72	171	171
01-103-000-0000-6161	PERA	7,165	22,141	10,648	27,869	30,872
01-103-000-0000-6171	FICA	5,787	18,303	8,629	23,038	25,521
01-103-000-0000-6174	Mandatory Medicare	1,353	4,281	2,037	5,388	5,969
01-103-000-0000-6177	Paid Family and Medical Leave	0	0	0	0	1,441
01-103-000-0000-6202	Cell Phone	1,650	3,000	1,669	3,000	3,000
01-103-000-0000-6203	Postage	69	200	84	200	200
01-103-000-0000-6206	Data Cards	2,761	1,800	2,290	1,800	1,800
01-103-000-0000-6243	Membership Dues & Fees	170	950	485	950	950
01-103-000-0000-6245	State Required Registration or License	368	400	0	400	400
01-103-000-0000-6268	Software Maintenance Contracts	5,050	8,000	4,788	8,000	8,000
01-103-000-0000-6301	Maintenance Contracts	1,414	2,750	1,533	2,750	2,750
01-103-000-0000-6302	Copies/Copier Maintenance	205	500	540	500	500
01-103-000-0000-6303	Vehicle Maintenance	548	800	765	800	800
01-103-000-0000-6304	Other Machinery & Equipment Maint	0	200	0	200	200
01-103-000-0000-6309	Other-Vehicle or Boat License & Title	39	50	0	50	50
01-103-000-0000-6331	Mileage & Transportation	28	500	0	500	500
01-103-000-0000-6332	Meals & Lodging	0	1,200	337	1,200	1,200
01-103-000-0000-6357	Conferences/Schools	2,372	13,000	9,917	13,000	13,000
01-103-000-0000-6402	Copy Machine Paper & Toner	639	500	306	500	500
01-103-000-0000-6405	Office Supplies	844	500	862	500	500

# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
103 Dept Surveyor

Report Basis: Cash

		2022	2023	2023	2024	2025	
		Actual	Budget	YTD	Budget	Budget	
		Mo. 01 - 12		Mo. 01 - 12			
<u>Account Number</u>	<u>Account Description</u>						
01-103-000-0000-6412	Surveying Supplies	3,446	3,500	1,802	3,500	3,500	
01-103-000-0000-6414	Food & Beverages	0	100	97	100	100	
01-103-000-0000-6417	Safety Materials	208	500	0	500	500	
01-103-000-0000-6420	Other General Supplies	0	100	0	100	100	
01-103-000-0000-6567	Gasoline (Unleaded)	3,868	4,000	2,250	4,000	4,000	
01-103-000-0000-6850	Miscellaneous Expense	0	0	2,588	0	0	
01-103-000-0000-6997	Transfers Out - Intra Fund	0	52,000	0	0	52,000	
<b>Program</b>	<b>000</b> Undesignated	<b>Revenue</b>	<b>83,198 -</b>	<b>124,860 -</b>	<b>86,889 -</b>	<b>72,860 -</b>	<b>124,860 -</b>
		<b>Expend.</b>	<b>146,429</b>	<b>466,013</b>	<b>207,226</b>	<b>514,348</b>	<b>616,375</b>
		<b>Net</b>	<b>63,231</b>	<b>341,153</b>	<b>120,337</b>	<b>441,488</b>	<b>491,515</b>
<b>Dept</b>	<b>103</b> Surveyor	<b>Revenue</b>	<b>83,198 -</b>	<b>124,860 -</b>	<b>86,889 -</b>	<b>72,860 -</b>	<b>124,860 -</b>
		<b>Expend.</b>	<b>146,429</b>	<b>466,013</b>	<b>207,226</b>	<b>514,348</b>	<b>616,375</b>
		<b>Net</b>	<b>63,231</b>	<b>341,153</b>	<b>120,337</b>	<b>441,488</b>	<b>491,515</b>

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
105 Dept GIS

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
01-105-000-0000-5401	Dodge County Staffing Charges	7,500 -	7,500 -	7,500 -	7,500 -	7,500 -
01-105-000-0000-5402	Red Wing Staffing Charges	45,668 -	50,468 -	50,468 -	50,468 -	50,468 -
01-105-000-0000-5450	Digital Parcel Requests	6,862 -	6,000 -	4,813 -	6,000 -	6,000 -
01-105-000-0000-5480	User Group Fees	28,875 -	24,200 -	24,200 -	24,200 -	24,200 -
01-105-000-0000-5851	Dodge County Technology Reimburse	34,650 -	30,150 -	34,650 -	30,150 -	30,150 -
01-105-000-0000-5852	Red Wing Technology Reimbursements	10,721 -	10,828 -	10,828 -	10,828 -	10,828 -
01-105-000-0000-5859	Miscellaneous Revenue-Maps	119 -	0	88 -	0	0
01-105-000-0000-6101	Salaries & Wages - Permanent	70,969	256,154	114,069	277,040	307,517
01-105-000-0000-6104	Salaries & Wages - Overtime	123	0	0	0	0
01-105-000-0000-6107	Salaries & Wages - Department Heads	9,807	33,496	15,131	35,614	38,094
01-105-000-0000-6151	Group Health Insurance	4,292	15,429	6,703	16,586	17,913
01-105-000-0000-6152	HSA Contribution	1,458	5,550	2,307	5,825	5,950
01-105-000-0000-6153	Family Insurance Supplement	25	0	0	0	0
01-105-000-0000-6154	Life Insurance	51	174	75	174	174
01-105-000-0000-6155	Dental Insurance-County Paid	95	340	148	366	366
01-105-000-0000-6156	Accident Insurance-County Paid	26	86	36	86	86
01-105-000-0000-6161	PERA	6,067	21,724	9,690	23,449	25,921
01-105-000-0000-6171	FICA	4,974	17,958	7,860	19,385	21,428
01-105-000-0000-6174	Mandatory Medicare	1,163	4,200	1,858	4,533	5,010
01-105-000-0000-6177	Paid Family and Medical Leave	0	0	0	0	1,210
01-105-000-0000-6243	Membership Dues And Fees	0	500	95	500	500
01-105-000-0000-6268	Software Maintenance	15,000	15,000	15,000	15,000	15,000
01-105-000-0000-6269	Software Enhancements	0	1,500	233	1,500	1,500
01-105-000-0000-6270	Software Licensing	0	1,500	799	1,500	1,500
01-105-000-0000-6278	Consultant Fees	1,880	2,500	752	2,500	2,500
01-105-000-0000-6302	Copies/Copier Maintenance	58 -	300	262	300	300
01-105-000-0000-6331	Mileage & Transportation	2,702	1,600	1,135	1,600	1,600
01-105-000-0000-6332	Meals & Lodging	3,416	4,500	1,851	4,500	4,500
01-105-000-0000-6333	Other (Parking,Etc)	149	200	10	200	200
01-105-000-0000-6335	Motor Pool Vehicle Usage	27	100	31	100	100
01-105-000-0000-6357	Conferences/Schools	2,328	2,500	715	2,500	2,500
01-105-000-0000-6402	Copy Paper, Toner	639	500	306	500	500
01-105-000-0000-6405	Office Supplies	578	250	512	250	250
01-105-000-0000-6414	Food & Beverages	54	100	48	100	100
01-105-000-0000-6567	Gasoline (unleaded)	46	0	0	0	0
<b>Program 000</b>	<b>Undesignated</b>	<b>Revenue 134,395 -</b>	<b>129,146 -</b>	<b>132,547 -</b>	<b>129,146 -</b>	<b>129,146 -</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

105 Dept GIS

			2022	2023	2023	2024	2025
			Actual	Budget	YTD	Budget	Budget
			<u>Mo. 01 - 12</u>		<u>Mo. 01 - 12</u>		
		<b>Expend.</b>	125,811	386,161	179,626	414,108	454,719
		<b>Net</b>	8,584 -	257,015	47,079	284,962	325,573
<b>Dept</b>	<b>105</b>	<b>Revenue</b>	134,395 -	129,146 -	132,547 -	129,146 -	129,146 -
		<b>Expend.</b>	125,811	386,161	179,626	414,108	454,719
		<b>Net</b>	8,584 -	257,015	47,079	284,962	325,573



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

111 Dept General Government Buildings

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
01-111-000-0000-5936	Recycled Metal	257 -	0	0	0	0
01-111-000-0000-6101	Salaries & Wages - Permanent	438,411	474,595	425,341	503,235	561,378
01-111-000-0000-6102	Salaries & Wages-Part Time w/ Benefits	0	27,285	24,491	32,581	36,383
01-111-000-0000-6103	Salaries & Wages-Part Time w/o Bene	21,035	38,000	23,236	40,000	40,000
01-111-000-0000-6104	Salaries & Wages - Overtime	8,539	8,000	9,019	8,000	8,000
01-111-000-0000-6107	Salaries & Wages - Department Heads	102,152	111,044	109,171	126,513	140,105
01-111-000-0000-6151	Group Health Insurance	31,920	40,520	40,364	54,668	65,738
01-111-000-0000-6152	HSA Contribution	33,694	35,400	35,371	31,525	28,000
01-111-000-0000-6153	Family Insurance Supplement	54,983	39,639	42,942	47,442	35,897
01-111-000-0000-6154	Life Insurance	488	542	486	542	542
01-111-000-0000-6155	Dental Insurance-County Paid	3,921	4,245	4,019	2,920	2,009
01-111-000-0000-6156	Accident Insurance-County Paid	864	985	1,112	628	443
01-111-000-0000-6161	PERA	41,386	46,569	42,649	50,275	62,017
01-111-000-0000-6171	FICA	33,481	40,853	34,633	44,040	45,158
01-111-000-0000-6174	Mandatory Medicare	7,830	9,554	8,100	10,300	11,422
01-111-000-0000-6177	Paid Family and Medical Leave	0	0	0	0	2,757
01-111-000-0000-6202	Cell Phone	5,274	5,500	4,995	5,500	5,500
01-111-000-0000-6203	Postage	21	20	4	20	20
01-111-000-0000-6243	Membership Dues and Fees	699	700	719	800	800
01-111-000-0000-6245	State Required Registration or License	130	500	180	500	500
01-111-000-0000-6253	Water/Sewer	0	0	606	0	0
01-111-000-0000-6257	Solid Waste Disposal	256	2,000	255	2,000	2,000
01-111-000-0000-6258	Electronics Disposal	0	200	0	200	200
01-111-000-0000-6270	Software Licensing	11,278	11,600	12,755	13,600	13,600
01-111-000-0000-6283	Other Professional Fees	8,000	5,000	160	5,000	5,000
01-111-000-0000-6301	Maintenance Contracts	1,365	800	804	800	800
01-111-000-0000-6302	Copies/Copier Maintenance	0	100	0	100	100
01-111-000-0000-6303	Vehicle Maintenance	330	500	891	500	500
01-111-000-0000-6304	Other Machinery & Equipment Maint	335	0	80	0	0
01-111-000-0000-6305	Building Maintenance	431	0	765	0	0
01-111-000-0000-6306	Grounds Maintenance-Snow/Ice	1,567	3,000	5,321	3,000	3,000
01-111-000-0000-6307	Uniform Maintenance	5,770	6,100	5,948	6,100	6,100
01-111-000-0000-6309	Other - Vehicle or Boat License or Title	39	0	0	0	0
01-111-000-0000-6335	Motor Pool Vehicle Usage	149	100	151	100	100
01-111-000-0000-6357	Conferences/Schools	203	500	1,492	850	850
01-111-000-0000-6371	Security	3,934	10,000	7,914	10,000	10,000

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

111 Dept General Government Buildings

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
01-111-000-0000-6402	Copy Paper And Toner	67	100	38	100	100
01-111-000-0000-6405	Office Supplies	193	200	160	200	200
01-111-000-0000-6417	Safety Materials	1,535	500	523	500	500
01-111-000-0000-6420	Other General Supplies	217	2,000	148	2,000	2,000
01-111-000-0000-6432	Equipment/Furniture <\$1000	1,059	0	0	0	0
01-111-000-0000-6562	Tires, Batteries, & Vehicle Parts	119	2,000	1,273	2,000	2,000
01-111-000-0000-6563	Machinery Parts	3,371	1,000	4,510	2,500	2,500
01-111-000-0000-6565	Diesel Fuel	594	650	982	1,000	1,000
01-111-000-0000-6566	Gasoline (regular)	0	150	19	150	150
01-111-000-0000-6567	Gasoline (Unleaded)	696	1,000	797	1,000	1,000
01-111-000-0000-6569	Small Tools	287	2,000	1,147	2,000	2,000
01-111-000-0000-6669	Equipment/Furniture>=5,000	80,413	0	0	2,500	2,500
<b>Program 000</b>	<b>Undesignated</b>	<b>Revenue 257 -</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend. 907,036</b>	<b>933,451</b>	<b>853,571</b>	<b>1,015,689</b>	<b>1,102,869</b>
		<b>Net 906,779</b>	<b>933,451</b>	<b>853,571</b>	<b>1,015,689</b>	<b>1,102,869</b>
01-111-110-0000-5810	Rental Income-Government Ctr	1,980 -	2,000 -	1,535 -	2,270 -	2,380 -
01-111-110-0000-5949	Use of Fund Balance-Gov't Center	0	404,565 -	0	0	0
01-111-110-0000-6245	State Required Registration or License	195	200	285	200	200
01-111-110-0000-6247	State Elevator License	100	100	100	100	100
01-111-110-0000-6251	Electricity	48,141	36,000	46,995	36,000	36,000
01-111-110-0000-6252	Natural Gas	17,275	12,000	14,803	21,300	21,300
01-111-110-0000-6253	Water/Sewer	6,574	4,000	6,374	4,000	4,000
01-111-110-0000-6257	Solid Waste Disposal	1,991	1,500	1,684	1,500	1,500
01-111-110-0000-6301	Maintenance Contracts	37,087	14,500	23,780	26,000	22,000
01-111-110-0000-6304	Other Machinery & Equipment Maint	4,389	6,500	5,105	6,500	6,500
01-111-110-0000-6305	Building Maintenance	28,053	12,000	16,038	15,000	15,000
01-111-110-0000-6306	Grounds Maintenance	4,854	1,000	5,100	1,000	1,000
01-111-110-0000-6347	Rug And Mop Treatment	5,162	6,000	3,334	6,000	6,000
01-111-110-0000-6411	Custodial Supplies	4,516	3,500	3,615	3,500	3,500
01-111-110-0000-6413	Chemicals	364	1,000	377	1,000	1,000
01-111-110-0000-6420	Other General Supplies	2,327	4,000	4,391	4,000	4,000
01-111-110-0000-6421	Light Bulbs	953	1,000	680	1,000	1,000
01-111-110-0000-6480	Equipment/Furniture<\$5,000	0	0	3,880	0	0
01-111-110-0000-6569	Small Tools	98	0	118	0	0
01-111-110-0000-6997	Transfers Out	0	404,565	0	0	0

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

111 Dept General Government Buildings

		2022	2023	2023	2024	2025		
		Actual	Budget	YTD	Budget	Budget		
		Mo. 01 - 12		Mo. 01 - 12				
<b>Program</b>	<b>110</b>	<b>Buildings-Government Center</b>	<b>Revenue</b>	<b>1,980 -</b>	<b>406,565 -</b>	<b>1,535 -</b>	<b>2,270 -</b>	<b>2,380 -</b>
			<b>Expend.</b>	<b>162,079</b>	<b>507,865</b>	<b>136,659</b>	<b>127,100</b>	<b>123,100</b>
			<b>Net</b>	<b>160,099</b>	<b>101,300</b>	<b>135,124</b>	<b>124,830</b>	<b>120,720</b>
01-111-112-0000-5859		LEC Lease	144,398 -	137,063 -	155,881 -	300,000 -	300,000 -	
01-111-112-0000-5949		Use of Fund Balance-LEC	0	850,103 -	0	0	0	
01-111-112-0000-6245		State Required Registration or License	60	0	200	0	0	
01-111-112-0000-6247		State Elevator License	300	200	0	200	200	
01-111-112-0000-6251		Electricity	149,990	140,000	156,888	140,000	140,000	
01-111-112-0000-6252		Natural Gas	109,613	60,000	65,533	77,650	77,650	
01-111-112-0000-6253		Water/Sewer	46,896	55,000	43,568	40,000	40,000	
01-111-112-0000-6257		Solid Waste Disposal	2,672	2,520	1,975	2,520	2,520	
01-111-112-0000-6283		Other Professional Fees	0	100	0	100	100	
01-111-112-0000-6301		Maintenance Contracts	32,324	26,000	23,544	26,000	26,000	
01-111-112-0000-6304		Other Machinery & Equipment Maint	6,721	5,000	6,415	5,000	5,000	
01-111-112-0000-6305		Building Maintenance	19,252	20,000	36,040	20,000	20,000	
01-111-112-0000-6306		Grounds Maintenance	3,957	1,000	3,834	1,000	1,000	
01-111-112-0000-6347		Rug And Mop Treatment	328	3,000	794	3,000	3,000	
01-111-112-0000-6411		Custodial Supplies	4,236	4,000	3,337	4,000	4,000	
01-111-112-0000-6413		Chemicals	3,290	5,000	740	5,000	5,000	
01-111-112-0000-6420		Other General Supplies	1,074	5,000	736	5,000	5,000	
01-111-112-0000-6421		Light Bulbs	161	2,000	3,180	2,000	2,000	
01-111-112-0000-6480		Equipment/Furniture<\$5,000	0	0	4,860	0	0	
01-111-112-0000-6565		Diesel Fuel-LEC Generator	2,040	0	0	0	0	
01-111-112-0000-6997		Transfers Out	0	850,103	0	0	0	
<b>Program</b>	<b>112</b>	<b>Buildings-LEC</b>	<b>Revenue</b>	<b>144,398 -</b>	<b>987,166 -</b>	<b>155,881 -</b>	<b>300,000 -</b>	<b>300,000 -</b>
			<b>Expend.</b>	<b>382,914</b>	<b>1,178,923</b>	<b>351,644</b>	<b>331,470</b>	<b>331,470</b>
			<b>Net</b>	<b>238,516</b>	<b>191,757</b>	<b>195,763</b>	<b>31,470</b>	<b>31,470</b>
01-111-113-0000-6257		Solid Waste Disposal	249	0	0	0	0	
01-111-113-0000-6301		Maintenance Contracts	9,706	5,000	14,735	20,300	20,200	
01-111-113-0000-6304		Other Machinery & Equipment Maint	222	0	795	0	0	
01-111-113-0000-6305		Building Maintenance	21,181	10,000	20,708	15,000	15,000	
01-111-113-0000-6420		Other General Supplies	403	0	40	0	0	
01-111-113-0000-6421		Light Bulbs	0	1,000	0	1,000	1,000	
01-111-113-0000-6432		Furniture/Equipment <\$1000	0	0	393	0	0	
01-111-113-0000-6565		Diesel Fuel	2,040	0	0	0	0	

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

111 Dept General Government Buildings

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
01-111-113-0000-6569	Small Tools	24	100	259	100	100
<b>Program 113</b>	<b>Buildings-ADC</b>	<b>Revenue 0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend. 33,825</b>	<b>16,100</b>	<b>36,930</b>	<b>36,400</b>	<b>36,300</b>
		<b>Net 33,825</b>	<b>16,100</b>	<b>36,930</b>	<b>36,400</b>	<b>36,300</b>
01-111-115-0000-5810	Rental Income-Citizens Building	368,538 -	377,781 -	283,336 -	389,114 -	389,114 -
01-111-115-0000-6245	State Required Registration or License	10	0	65	0	0
01-111-115-0000-6247	State Elevator License	55	100	100	100	100
01-111-115-0000-6251	Electricity	35,113	22,000	25,899	24,000	24,000
01-111-115-0000-6252	Natural Gas	6,673	6,000	8,825	6,870	6,870
01-111-115-0000-6253	Water/Sewer	9,231	4,600	13,968	10,000	10,000
01-111-115-0000-6257	Solid Waste Disposal	1,982	1,700	1,767	1,700	1,700
01-111-115-0000-6283	Other Professional Fees	0	30	0	30	30
01-111-115-0000-6301	Maintenance Contracts	27,688	8,500	15,797	15,300	14,900
01-111-115-0000-6304	Other Machinery & Equipment Maint	2,526	700	399	700	700
01-111-115-0000-6305	Building Maintenance	8,920	4,500	10,153	6,500	6,500
01-111-115-0000-6306	Grounds Maintenance	3,976	1,500	2,494	1,500	1,500
01-111-115-0000-6347	Rug And Mop Treatment	652	0	2,042	0	0
01-111-115-0000-6411	Custodial Supplies	4,660	5,000	2,837	5,000	5,000
01-111-115-0000-6413	Chemicals	527	1,000	196	1,000	1,000
01-111-115-0000-6420	Other General Supplies	501	1,500	715	1,500	1,500
01-111-115-0000-6421	Light Bulbs	0	500	191	500	500
01-111-115-0000-6432	Furniture/Equipment <\$1000	0	0	204	0	0
<b>Program 115</b>	<b>Buildings-Citizen's (After Remode</b>	<b>Revenue 368,538 -</b>	<b>377,781 -</b>	<b>283,336 -</b>	<b>389,114 -</b>	<b>389,114 -</b>
		<b>Expend. 102,514</b>	<b>57,630</b>	<b>85,652</b>	<b>74,700</b>	<b>74,300</b>
		<b>Net 266,024 -</b>	<b>320,151 -</b>	<b>197,684 -</b>	<b>314,414 -</b>	<b>314,814 -</b>
01-111-116-0000-5810	Rental Income-Justice Center	13,743 -	13,810 -	3,453 -	0	0
01-111-116-0000-6245	State Required Registration or License	20	0	300	0	0
01-111-116-0000-6247	State Elevator License	300	300	0	300	300
01-111-116-0000-6251	Electricity	45,829	36,000	34,071	36,000	36,000
01-111-116-0000-6257	Solid Waste Disposal	1,241	1,296	1,098	1,296	1,296
01-111-116-0000-6301	Maintenance Contracts	18,483	9,600	23,650	15,300	14,900
01-111-116-0000-6304	Other Machinery & Equipment Maint	187	2,500	1,769	2,500	2,500
01-111-116-0000-6305	Building Maintenance	18,570	10,000	15,880	12,500	12,500
01-111-116-0000-6306	Grounds Maintenance	1,661	500	1,138	500	500
01-111-116-0000-6347	Rug And Mop Treatment	2,005	1,000	2,162	1,000	1,000

# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

111 Dept General Government Buildings

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
01-111-116-0000-6411	Custodial Supplies	3,733	3,000	2,282	3,000	3,000
01-111-116-0000-6420	Other General Supplies	2,016	2,500	3,822	2,500	2,500
01-111-116-0000-6421	Light Bulbs	780	1,000	622	1,000	1,000
01-111-116-0000-6432	Furniture/Equipment <\$1000	0	0	1,534	0	0
01-111-116-0000-6565	Diesel Fuel	2,040	0	0	0	0
<b>Program 116</b>	<b>Buildings-Justice Center</b>	<b>Revenue 13,743 -</b>	<b>13,810 -</b>	<b>3,453 -</b>	<b>0</b>	<b>0</b>
		<b>Expend. 96,865</b>	<b>67,696</b>	<b>88,328</b>	<b>75,896</b>	<b>75,496</b>
		<b>Net 83,122</b>	<b>53,886</b>	<b>84,875</b>	<b>75,896</b>	<b>75,496</b>
<b>Dept 111</b>	<b>General Government Buildings</b>	<b>Revenue 528,916 -</b>	<b>1,785,322 -</b>	<b>444,205 -</b>	<b>691,384 -</b>	<b>691,494 -</b>
		<b>Expend. 1,685,233</b>	<b>2,761,665</b>	<b>1,552,784</b>	<b>1,661,255</b>	<b>1,743,535</b>
		<b>Net 1,156,317</b>	<b>976,343</b>	<b>1,108,579</b>	<b>969,871</b>	<b>1,052,041</b>

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
121 Dept Veterans Service

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> <u>Mo. 01 - 12</u>	2023 <u>Budget</u>	2023 <u>YTD</u> <u>Mo. 01 - 12</u>	2024 <u>Budget</u>	2025 <u>Budget</u>
01-121-000-0000-5610	Contributions & Donations	599 -	0	0	0	0
01-121-000-0000-6101	Salaries & Wages - Permanent	23,615	76,475	87,397	121,222	135,698
01-121-000-0000-6107	Salaries & Wages - Department Heads	0	59,368	0	93,021	104,285
01-121-000-0000-6151	Group Health Insurance	2,546	8,051	2,491	0	0
01-121-000-0000-6152	HSA Contribution	485	1,500	1,492	6,000	6,000
01-121-000-0000-6153	Family Insurance Supplement	0	0	9,906	38,068	41,114
01-121-000-0000-6154	Life Insurance	18	108	71	163	163
01-121-000-0000-6155	Dental Insurance-County Paid	0	0	0	0	1,277
01-121-000-0000-6156	Accident Insurance-County Paid	0	0	0	0	271
01-121-000-0000-6161	PERA	1,771	10,188	6,555	16,068	17,999
01-121-000-0000-6171	FICA	1,428	8,422	4,942	13,283	14,879
01-121-000-0000-6174	Mandatory Medicare	334	1,970	1,156	3,107	3,480
01-121-000-0000-6177	Paid Family and Medical Leave	0	0	0	0	840
01-121-000-0000-6202	Cell Phone	1,469	1,000	1,086	3,168	3,168
01-121-000-0000-6203	Postage	162	600	276	400	400
01-121-000-0000-6206	Data Cards	480	600	400	600	600
01-121-000-0000-6243	Membership Dues & Fees	100	300	0	900	900
01-121-000-0000-6270	Software Licensing	0	0	1,485	1,350	1,350
01-121-000-0000-6302	Copies/Copier Maintenance	757	700	975	750	750
01-121-000-0000-6331	Mileage & Transportation	0	1,000	191	1,000	1,000
01-121-000-0000-6332	Meals & Lodging	0	1,000	1,380	1,100	1,100
01-121-000-0000-6335	Motor Pool Vehicle Usage	0	600	0	0	0
01-121-000-0000-6357	Conferences/Schools	760	800	197	900	900
01-121-000-0000-6402	Copy Machine Paper & Toner	150	250	0	350	350
01-121-000-0000-6405	Office Supplies	605	750	296	750	750
<b>Program 000</b>	<b>Undesignated</b>	<b>Revenue 599 -</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend. 34,680</b>	<b>173,682</b>	<b>120,296</b>	<b>302,200</b>	<b>337,274</b>
		<b>Net 34,081</b>	<b>173,682</b>	<b>120,296</b>	<b>302,200</b>	<b>337,274</b>
01-121-120-0000-5256	Dept of VA-CVSO Operational Grant	9,387 -	12,500 -	12,236 -	12,500 -	12,500 -
01-121-120-0000-6241	Advertising	3,780	6,000	4,292	5,000	5,000
01-121-120-0000-6272	Physician & Medical Fees	0	1,500	0	0	0
01-121-120-0000-6283	Other Professional Fees	1,700	0	0	0	0
01-121-120-0000-6301	Maintenance Contracts	1,575	1,650	0	0	0
01-121-120-0000-6331	Mileage & Transportation	0	0	102	0	0
01-121-120-0000-6332	Meals & Lodging	632	0	1,825	3,000	3,000

# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
121 Dept Veterans Service

Report Basis: Cash

		2022	2023	2023	2024	2025
		Actual	Budget	YTD	Budget	Budget
<u>Account Number</u>		<u>Mo. 01 - 12</u>		<u>Mo. 01 - 12</u>		
<u>Account Description</u>						
01-121-120-0000-6405	Office Supplies	153	0	921	0	0
01-121-120-0000-6414	Food & Beverage	0	0	0	3,250	3,250
01-121-120-0000-6420	Other General Supplies	2,078	2,350	1,142	500	500
01-121-120-0000-6480	Equipment/Furniture<\$5000	1,171	1,000	623	750	750
<b>Program 120</b>	<b>Veterans Operational Grant</b>	<b>Revenue 9,387 -</b>	<b>12,500 -</b>	<b>12,236 -</b>	<b>12,500 -</b>	<b>12,500 -</b>
		<b>Expend. 11,089</b>	<b>12,500</b>	<b>8,905</b>	<b>12,500</b>	<b>12,500</b>
		<b>Net 1,702</b>	<b>0</b>	<b>3,331 -</b>	<b>0</b>	<b>0</b>
01-121-140-0000-5610	Transportation Donations	20,706 -	18,000 -	15,789 -	13,000 -	13,000 -
01-121-140-0000-6106	Per Diem in Lieu of Salaries	0	0	1,800	45,000	45,000
01-121-140-0000-6220	Volunteer Transportation Mileage	42,504	18,000	49,061	10,000	10,000
01-121-140-0000-6567	Gasoline (Unleaded)	0	0	0	18,000	18,000
<b>Program 140</b>	<b>Veterans Transportation</b>	<b>Revenue 20,706 -</b>	<b>18,000 -</b>	<b>15,789 -</b>	<b>13,000 -</b>	<b>13,000 -</b>
		<b>Expend. 42,504</b>	<b>18,000</b>	<b>50,861</b>	<b>73,000</b>	<b>73,000</b>
		<b>Net 21,798</b>	<b>0</b>	<b>35,072</b>	<b>60,000</b>	<b>60,000</b>
<b>Dept 121</b>	<b>Veterans Service</b>	<b>Revenue 30,692 -</b>	<b>30,500 -</b>	<b>28,025 -</b>	<b>25,500 -</b>	<b>25,500 -</b>
		<b>Expend. 88,273</b>	<b>204,182</b>	<b>180,062</b>	<b>387,700</b>	<b>422,774</b>
		<b>Net 57,581</b>	<b>173,682</b>	<b>152,037</b>	<b>362,200</b>	<b>397,274</b>

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

127 Dept Land Use Management

<u>Account Number</u>	<u>Account Description</u>	<u>2022 Actual</u> <u>Mo. 01 - 12</u>	<u>2023 Budget</u>	<u>2023 YTD</u> <u>Mo. 01 - 12</u>	<u>2024 Budget</u>	<u>2025 Budget</u>
01-127-125-0000-5217	Aquatic Invasive Species Prevention	63,172 -	63,421 -	31,521 -	62,791 -	62,791 -
01-127-125-0000-5949	Use of Fund Balance	0	0	0	12,209 -	14,209 -
01-127-125-0000-6232	Publications & Brochures	11,920	15,000	24,270	30,000	30,000
01-127-125-0000-6278	Consultant Fees	14,113	10,000	0	5,000	5,000
01-127-125-0000-6283	Site Visit Fees	480	200	0	0	0
01-127-125-0000-6284	Contracted Services	10,632	150	34,601	40,000	40,000
01-127-125-0000-6331	Mileage & Transportation	0	500	0	0	0
01-127-125-0000-6332	Meals & Lodging	0	435	68	0	0
01-127-125-0000-6335	Motor Pool Vehicle Usage	0	100	0	0	0
01-127-125-0000-6357	Conferences/Schools	0	1,000	0	0	0
01-127-125-0000-6401	Printing Services	0	500	0	0	0
01-127-125-0000-6420	Other General Supplies	682	2,500	0	0	0
01-127-125-0000-6480	Equipment/Furniture<\$5,000	6	0	0	0	0
01-127-125-0000-6669	Equipment/Furniture>\$5,000	36,160	22,000	0	0	0
01-127-125-0000-6997	Transfers Out	4,252	11,036	1,474	10,036	2,000
01-127-125-0000-6998	Transfers Out - Inter Fund	25,653	0	0	0	0
<b>Program 125</b>	<b>Aquatic Invasive Species</b>	<b>63,172 -</b>	<b>63,421 -</b>	<b>31,521 -</b>	<b>75,000 -</b>	<b>77,000 -</b>
	<b>Revenue</b>	<b>63,172 -</b>	<b>63,421 -</b>	<b>31,521 -</b>	<b>75,000 -</b>	<b>77,000 -</b>
	<b>Expend.</b>	<b>103,898</b>	<b>63,421</b>	<b>60,413</b>	<b>85,036</b>	<b>77,000</b>
	<b>Net</b>	<b>40,726</b>	<b>0</b>	<b>28,892</b>	<b>10,036</b>	<b>0</b>
01-127-126-0000-5217	Buffer Initiative	109,346 -	109,346 -	54,486 -	108,971 -	108,971 -
01-127-126-0000-5949	Use of Fund Balance	0	0	0	56,029 -	56,029 -
01-127-126-0000-6203	Postage	0	1,000	0	1,000	1,000
01-127-126-0000-6278	Consultant Fees	70,150	95,000	0	73,000	73,000
01-127-126-0000-6284	Contracted Services	0	0	0	90,000	90,000
01-127-126-0000-6405	Office Supplies	0	1,000	0	1,000	1,000
01-127-126-0000-6999	Future Fund Balance - Buffer	0	12,346	0	0	0
<b>Program 126</b>	<b>Buffer Funds</b>	<b>109,346 -</b>	<b>109,346 -</b>	<b>54,486 -</b>	<b>165,000 -</b>	<b>165,000 -</b>
	<b>Revenue</b>	<b>109,346 -</b>	<b>109,346 -</b>	<b>54,486 -</b>	<b>165,000 -</b>	<b>165,000 -</b>
	<b>Expend.</b>	<b>70,150</b>	<b>109,346</b>	<b>0</b>	<b>165,000</b>	<b>165,000</b>
	<b>Net</b>	<b>39,196 -</b>	<b>0</b>	<b>54,486 -</b>	<b>0</b>	<b>0</b>
01-127-127-0000-5123	Building Permits	266,866 -	230,000 -	209,236 -	230,000 -	230,000 -
01-127-127-0000-5124	City Building Permits	148,550 -	120,000 -	209,090 -	130,000 -	120,000 -
01-127-127-0000-5125	CF Building Permit Receipts	0	0	28,388 -	10,000 -	0
01-127-127-0000-5478	Building Permit Surcharge	959 -	700 -	883 -	700 -	700 -
01-127-127-0000-5859	Miscellaneous Revenue	100 -	0	0	0	0
01-127-127-0000-5860	Insurance Reimbursements	0	0	670 -	0	0



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

127 Dept Land Use Management

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
01-127-127-0000-5947	Transfers In - Intra Fund	81 -	0	0	0	0
01-127-127-0000-6101	Salaries & Wages - Permanent	96,135	343,328	132,388	314,858	350,746
01-127-127-0000-6107	Salaries & Wages - Department Heads	9,807	33,496	15,131	35,614	38,094
01-127-127-0000-6151	Group Health Insurance	6,016	17,712	7,500	19,041	20,564
01-127-127-0000-6152	HSA Contribution	3,123	10,800	4,581	11,350	11,600
01-127-127-0000-6153	Family Insurance Supplement	3,712	13,213	5,740	14,204	15,340
01-127-127-0000-6154	Life Insurance	86	282	101	228	228
01-127-127-0000-6155	Dental Insurance-County Paid	333	1,188	516	1,277	1,277
01-127-127-0000-6156	Accident Insurance-County Paid	79	271	144	271	271
01-127-127-0000-6161	PERA	7,946	28,262	11,064	26,285	29,163
01-127-127-0000-6171	FICA	6,339	23,363	8,654	21,729	24,108
01-127-127-0000-6174	Mandatory Medicare	1,482	5,464	2,061	5,082	5,638
01-127-127-0000-6177	Paid Family and Medical Leave	0	0	0	0	1,361
01-127-127-0000-6202	Cell Phone	1,109	1,500	923	1,500	1,500
01-127-127-0000-6203	Postage	15	750	234	750	750
01-127-127-0000-6206	Data Cards	327	0	400	0	0
01-127-127-0000-6243	Membership Dues & Fees	245	400	317	400	400
01-127-127-0000-6244	Subscriptions	55	100	0	100	100
01-127-127-0000-6245	State Required Registration or License	100	150	0	150	150
01-127-127-0000-6270	Software Licensing	0	0	23	1,200	0
01-127-127-0000-6278	Consultant Fees	0	0	3,480	0	0
01-127-127-0000-6283	Other Professional Fees	0	2,000	1,480	2,000	2,000
01-127-127-0000-6302	Copies/Copier Maintenance	2,956	2,500	1,689	2,500	2,500
01-127-127-0000-6303	Vehicle Maintenance	406	1,500	2,215	1,500	1,500
01-127-127-0000-6309	Other-Vehicle or Boat License & Title	58	50	0	50	50
01-127-127-0000-6331	Mileage & Transportation	126	2,500	481	2,500	2,500
01-127-127-0000-6332	Meals & Lodging	86	1,000	0	1,000	1,000
01-127-127-0000-6335	Motor Pool Vehicle Usage	0	0	168	0	0
01-127-127-0000-6357	Conferences/Schools	1,432	4,500	1,420	3,500	4,500
01-127-127-0000-6401	Printing Services	316	500	255	500	500
01-127-127-0000-6402	Copy Machine Paper And Toner	262	350	316	350	350
01-127-127-0000-6405	Office Supplies	1,942	2,000	998	2,000	2,000
01-127-127-0000-6412	Field Supplies	56	500	248	500	500
01-127-127-0000-6414	Food & Beverages	25	50	0	50	50
01-127-127-0000-6452	Ledgers, Reference, & Law Books	0	2,000	0	2,000	2,000
01-127-127-0000-6562	Tires, Batteries, & Vehicle Parts	802	700	1,738	1,000	700

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

127 Dept Land Use Management

<u>Account Number</u>	<u>Account Description</u>	<u>2022 Actual</u> <u>Mo. 01 - 12</u>	<u>2023 Budget</u>	<u>2023 YTD</u> <u>Mo. 01 - 12</u>	<u>2024 Budget</u>	<u>2025 Budget</u>
01-127-127-0000-6567	Gasoline (Unleaded)	8,795	7,000	6,350	7,000	7,000
<b>Program 127</b>	<b>Building Activities</b>	<b>Revenue 416,556 -</b>	<b>350,700 -</b>	<b>448,267 -</b>	<b>370,700 -</b>	<b>350,700 -</b>
		<b>Expend. 154,171</b>	<b>507,429</b>	<b>210,615</b>	<b>480,489</b>	<b>528,440</b>
		<b>Net 262,385 -</b>	<b>156,729</b>	<b>237,652 -</b>	<b>109,789</b>	<b>177,740</b>
01-127-128-0000-5125	Conditional Use Permits	8,100 -	7,000 -	2,800 -	7,000 -	7,000 -
01-127-128-0000-5127	Variance Permits	8,550 -	6,000 -	4,900 -	6,000 -	6,000 -
01-127-128-0000-5128	Change of Zone Permits	3,050 -	500 -	2,000 -	500 -	500 -
01-127-128-0000-5129	Zoning Permits	1,300 -	3,000 -	2,750 -	3,000 -	3,000 -
01-127-128-0000-5270	Water & Soil Resources-Block Grant	2,772 -	2,800 -	7,568 -	2,800 -	2,800 -
01-127-128-0000-5482	Mining Registration Fees	19,800 -	18,600 -	8,100 -	18,600 -	18,600 -
01-127-128-0000-5859	Miscellaneous Revenue	35 -	100 -	0	100 -	100 -
01-127-128-0000-5947	Transfers In-Salary Reimb	118 -	8,036 -	0	8,036 -	8,036 -
01-127-128-0000-6101	Salaries & Wages - Permanent	45,219	179,634	76,434	194,865	218,527
01-127-128-0000-6106	Per Diem in Lieu of Salaries	13,550	18,000	10,375	18,000	18,000
01-127-128-0000-6107	Salaries & Wages - Department Heads	9,807	33,496	15,131	35,614	38,094
01-127-128-0000-6151	Group Health Insurance	5,406	15,429	7,164	19,041	20,564
01-127-128-0000-6152	HSA Contribution	1,669	5,550	1,218	3,300	3,300
01-127-128-0000-6154	Life Insurance	43	174	72	174	174
01-127-128-0000-6155	Dental Insurance-County Paid	95	340	0	0	0
01-127-128-0000-6156	Accident Insurance-County Paid	26	86	0	0	0
01-127-128-0000-6161	PERA	4,127	17,335	6,867	18,636	20,649
01-127-128-0000-6171	FICA	3,394	14,330	5,458	15,406	17,069
01-127-128-0000-6174	Mandatory Medicare	794	3,351	1,315	3,603	3,992
01-127-128-0000-6177	Paid Family and Medical Leave	0	0	0	0	964
01-127-128-0000-6202	Cell Phone	652	650	540	650	650
01-127-128-0000-6203	Postage	3,383	2,600	2,803	2,600	2,600
01-127-128-0000-6232	Publications & Brochures	0	0	450	0	0
01-127-128-0000-6242	Legal Notices	2,018	4,000	615	4,000	4,000
01-127-128-0000-6243	Membership Dues & Fees	997	1,000	0	1,000	1,000
01-127-128-0000-6244	Subscriptions	177	100	225	100	100
01-127-128-0000-6270	Software Licensing	0	100	0	100	100
01-127-128-0000-6278	Consultant Fees	300	0	300	0	0
01-127-128-0000-6284	Contracted Services	1,500	700	1,675	700	700
01-127-128-0000-6302	Copies/Copier Maintenance	2,766	2,000	1,654	2,000	2,000
01-127-128-0000-6331	Mileage & Transportation	2,802	3,000	2,760	3,000	3,000

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
127 Dept Land Use Management

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> <u>Mo. 01 - 12</u>	2023 <u>Budget</u>	2023 <u>YTD</u> <u>Mo. 01 - 12</u>	2024 <u>Budget</u>	2025 <u>Budget</u>
01-127-128-0000-6332	Meals & Lodging	520	1,000	415	1,000	1,000
01-127-128-0000-6333	Other (Parking,Etc)	0	25	0	25	25
01-127-128-0000-6335	Motor Pool Vehicle Usage	80	100	10	100	100
01-127-128-0000-6357	Conferences/Schools	885	1,500	250	1,500	1,500
01-127-128-0000-6401	Printing Services	316	300	255	300	300
01-127-128-0000-6402	Copy Machine Paper And Toner	262	500	316	1,000	500
01-127-128-0000-6405	Office Supplies	1,588	1,000	1,311	1,000	1,000
01-127-128-0000-6414	Food & Beverages	82	100	55	100	100
01-127-128-0000-6420	Other General Supplies	0	50	0	50	50
01-127-128-0000-6480	Equipment/Furniture<\$5,000	202	0	0	0	0
01-127-128-0000-6567	Gasoline (Unleaded)	1,025	0	830	0	0
01-127-128-0000-6850	Recording Fees	2,038	1,900	1,242	1,900	1,900
<b>Program 128</b>	<b>Planning/Zoning Activities</b>	<b>Revenue 43,725 -</b>	<b>46,036 -</b>	<b>28,118 -</b>	<b>46,036 -</b>	<b>46,036 -</b>
		<b>Expend. 105,723</b>	<b>308,350</b>	<b>139,740</b>	<b>329,764</b>	<b>361,958</b>
		<b>Net 61,998</b>	<b>262,314</b>	<b>111,622</b>	<b>283,728</b>	<b>315,922</b>
01-127-129-0000-5150	Septic System Permits	49,325 -	50,000 -	56,855 -	50,000 -	50,000 -
01-127-129-0000-5170	Well Permits	18,220 -	16,000 -	13,275 -	16,000 -	16,000 -
01-127-129-0000-5171	Well Maintenance Permits	3,610 -	4,000 -	3,855 -	4,000 -	4,000 -
01-127-129-0000-5270	Water & Soil Resources-MPCA SSTS	0	18,600 -	39,800 -	18,600 -	18,600 -
01-127-129-0000-5413	Olmsted Co Water Kits	4,290 -	6,000 -	5,590 -	6,000 -	6,000 -
01-127-129-0000-5417	Radon Test Kits	40 -	0	0	0	0
01-127-129-0000-5860	Insurance Reimbursements	0	0	2,175 -	0	0
01-127-129-0000-5948	Transfers In - Inter Fund	7,500 -	7,500 -	0	7,500 -	7,500 -
01-127-129-0000-6101	Salaries & Wages - Permanent	44,147	203,838	95,034	253,096	221,867
01-127-129-0000-6151	Group Health Insurance	0	8,051	196	0	0
01-127-129-0000-6152	HSA Contribution	1,723	7,500	3,559	9,000	9,000
01-127-129-0000-6153	Family Insurance Supplement	9,800	35,412	20,550	57,103	61,671
01-127-129-0000-6154	Life Insurance	32	163	64	163	163
01-127-129-0000-6161	PERA	3,311	15,288	7,128	18,982	16,640
01-127-129-0000-6171	FICA	2,419	12,638	5,248	15,692	13,756
01-127-129-0000-6174	Mandatory Medicare	566	2,956	1,227	3,670	3,217
01-127-129-0000-6177	Paid Family and Medical Leave	0	0	0	0	777
01-127-129-0000-6202	Cell Phone	1,099	1,000	873	1,000	1,000
01-127-129-0000-6203	Postage	175	500	226	500	500
01-127-129-0000-6232	Publications and Brochures	400	400	0	400	400

# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

127 Dept Land Use Management

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
01-127-129-0000-6243	Membership Dues & Fees	0	135	0	135	135
01-127-129-0000-6245	State Required Registration or License	0	500	0	500	500
01-127-129-0000-6270	Software Licensing	0	100	0	100	100
01-127-129-0000-6283	Other Professional Fees	1,010	2,000	560	2,000	2,000
01-127-129-0000-6285	Nursing/Laboratory Fees	2,496	4,000	4,582	4,000	4,000
01-127-129-0000-6302	Copies/Copier Maintenance	190	300	241	300	300
01-127-129-0000-6303	Vehicle Maintenance	1,500	500	2,751	1,500	500
01-127-129-0000-6309	Other-Vehicle or Boat License & Title	39	40	0	40	40
01-127-129-0000-6331	Mileage & Transportation	0	200	0	200	200
01-127-129-0000-6332	Meals & Lodging	0	500	635	1,500	500
01-127-129-0000-6357	Conferences/Schools/Workshops	265	2,200	1,044	2,300	2,200
01-127-129-0000-6401	Printing Services	0	550	0	550	550
01-127-129-0000-6402	Copy paper and Toner	214	100	306	100	100
01-127-129-0000-6405	Office Supplies	302	300	434	300	300
01-127-129-0000-6406	Env Hlth Field Supplies	161	600	2,170	600	600
01-127-129-0000-6414	Food & Beverages	0	650	1,002	1,200	650
01-127-129-0000-6567	Gasoline (Unleaded)	2,252	2,000	1,961	2,000	2,000
<b>Program 129</b>	<b>Environmental Health</b>	<b>Revenue 82,985 -</b>	<b>102,100 -</b>	<b>121,550 -</b>	<b>102,100 -</b>	<b>102,100 -</b>
		<b>Expend. 72,101</b>	<b>302,421</b>	<b>149,791</b>	<b>376,931</b>	<b>343,666</b>
		<b>Net 10,884 -</b>	<b>200,321</b>	<b>28,241</b>	<b>274,831</b>	<b>241,566</b>
<b>Dept 127</b>	<b>Land Use Management</b>	<b>Revenue 715,784 -</b>	<b>671,603 -</b>	<b>683,942 -</b>	<b>758,836 -</b>	<b>740,836 -</b>
		<b>Expend. 506,043</b>	<b>1,290,967</b>	<b>560,559</b>	<b>1,437,220</b>	<b>1,476,064</b>
		<b>Net 209,741 -</b>	<b>619,364</b>	<b>123,383 -</b>	<b>678,384</b>	<b>735,228</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

130 Dept County Vehicles-Motor Pool

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
01-130-000-0000-5859	Motor Pool Reimbursements	58,798 -	45,000 -	60,438 -	60,000 -	60,000 -
01-130-000-0000-5860	Insurance Reimbursements	15,267 -	0	500 -	0	0
01-130-000-0000-6303	Vehicle Maintenance	32,258	10,000	19,149	14,000	14,000
01-130-000-0000-6309	Other-Vehicle or Boat License & Title	491	500	0	500	500
01-130-000-0000-6420	Other General Supplies	758	500	1,655	1,500	1,500
01-130-000-0000-6567	Gasoline (Unleaded)	24,973	22,000	23,693	22,000	22,000
01-130-000-0000-6997	Transfers Out	24,780	0	0	0	0
01-130-000-0000-6999	Future Fund Balance	0	12,000	0	22,000	22,000
<b>Program 000</b>	<b>Undesignated</b>	<b>Revenue 74,065 -</b>	<b>45,000 -</b>	<b>60,938 -</b>	<b>60,000 -</b>	<b>60,000 -</b>
		<b>Expend. 83,260</b>	<b>45,000</b>	<b>44,497</b>	<b>60,000</b>	<b>60,000</b>
		<b>Net 9,195</b>	<b>0</b>	<b>16,441 -</b>	<b>0</b>	<b>0</b>
<b>Dept 130</b>	<b>County Vehicles-Motor Pool</b>	<b>Revenue 74,065 -</b>	<b>45,000 -</b>	<b>60,938 -</b>	<b>60,000 -</b>	<b>60,000 -</b>
		<b>Expend. 83,260</b>	<b>45,000</b>	<b>44,497</b>	<b>60,000</b>	<b>60,000</b>
		<b>Net 9,195</b>	<b>0</b>	<b>16,441 -</b>	<b>0</b>	<b>0</b>

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
201 Dept Sheriff

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> <u>Mo. 01 - 12</u>	2023 <u>Budget</u>	2023 <u>YTD</u> <u>Mo. 01 - 12</u>	2024 <u>Budget</u>	2025 <u>Budget</u>
01-201-000-0000-5118	Tobacco Licenses	200 -	200 -	400 -	200 -	200 -
01-201-000-0000-5221	Police Aid	418,186 -	415,000 -	484,579 -	415,000 -	415,000 -
01-201-000-0000-5242	State of MN DECN Grant	602 -	0	0	0	0
01-201-000-0000-5243	Police Officer Standards/Trng Board-P	47,696 -	43,700 -	42,428 -	46,000 -	46,000 -
01-201-000-0000-5246	Bulletproof Vest-State	4,214 -	7,700 -	6,437 -	4,900 -	7,700 -
01-201-000-0000-5322	16.607 Bulletproof Vest Partnership Pr	5,397 -	7,700 -	5,255 -	4,900 -	7,700 -
01-201-000-0000-5336	20.600 State & Community Highway S	8,096 -	9,000 -	10,229 -	8,000 -	8,000 -
01-201-000-0000-5338	20.608 Min Penalties for Repeat DWI	4,051 -	5,500 -	4,844 -	4,000 -	4,000 -
01-201-000-0000-5339	20.616 National Priority Safety Programs	4,414 -	4,500 -	3,177 -	4,500 -	4,500 -
01-201-000-0000-5396	97.056 Port Security Grant Program	0	551,900 -	23,970 -	0	0
01-201-000-0000-5462	Officer Service Fees	26,666 -	21,500 -	24,786 -	24,500 -	24,500 -
01-201-000-0000-5464	Sheriff Inmate Transportation Fees	6,702 -	9,000 -	9,196 -	6,500 -	6,500 -
01-201-000-0000-5465	Civil Process Fees	44,826 -	40,000 -	33,383 -	44,000 -	44,000 -
01-201-000-0000-5466	City Law Enforcement Contracts	480,241 -	504,448 -	526,827 -	648,725 -	529,845 -
01-201-000-0000-5467	School Law Enforcement Contracts	90,768 -	100,000 -	98,854 -	104,156 -	115,622 -
01-201-000-0000-5480	Other Charges For Services	126 -	0	358 -	0	0
01-201-000-0000-5536	Trespass Fines	200 -	500 -	0	200 -	200 -
01-201-000-0000-5538	Suspended Driver Program	1,000 -	500 -	500 -	800 -	800 -
01-201-000-0000-5610	Contributions & Donations	510 -	0	3,745 -	0	0
01-201-000-0000-5850	MN Dot Verizon Lease Reimbursements	6,900 -	0	6,900 -	0	0
01-201-000-0000-5851	Mobile Data User Agreement	9,694 -	10,500 -	11,913 -	12,550 -	12,550 -
01-201-000-0000-5859	Miscellaneous Revenue	4,057 -	0	1,718 -	0	0
01-201-000-0000-5860	Insurance Reimbursements	88,095 -	10,000 -	29,746 -	10,000 -	10,000 -
01-201-000-0000-5947	Transfers In	60,601 -	64,000 -	56,009 -	60,400 -	59,900 -
01-201-000-0000-5949	Use of Fund Balance	0	11,190 -	0	225,189 -	0
01-201-000-0000-6101	Salaries & Wages - Permanent	3,696,991	3,894,536	3,571,141	4,303,330	4,787,031
01-201-000-0000-6102	Salaries & Wages-Part Time w/ Benefits	0	81,127	0	0	0
01-201-000-0000-6103	Salaries & Wages-Part Time w/o Bene	0	0	19,669	0	0
01-201-000-0000-6104	Salaries & Wages - Overtime	183,429	200,000	396,755	230,950	220,000
01-201-000-0000-6107	Salaries & Wages - Department Heads	159,554	167,482	162,825	178,069	190,469
01-201-000-0000-6114	Salaries & Wages - Holiday Pay	95,323	111,500	0	123,000	130,000
01-201-000-0000-6118	Salaries & Wages - Uniform Allowance	34,324	35,500	29,695	41,100	41,100
01-201-000-0000-6151	Group Health Insurance	186,527	202,598	193,147	235,103	263,258
01-201-000-0000-6152	HSA Contribution	111,798	148,500	123,068	163,700	160,400
01-201-000-0000-6153	Family Insurance Supplement	247,338	265,031	197,333	273,158	279,670
01-201-000-0000-6154	Life Insurance	2,631	2,658	2,359	2,766	2,766

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
201 Dept Sheriff

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
01-201-000-0000-6155	Dental Insurance-County Paid	11,077	11,719	9,331	13,875	12,598
01-201-000-0000-6156	Accident Insurance-County Paid	2,700	2,755	2,753	3,026	2,755
01-201-000-0000-6157	PERA Duty Disability Health Insurance	0	0	8,049	43,264	0
01-201-000-0000-6161	PERA	686,579	745,636	685,330	799,259	878,174
01-201-000-0000-6171	FICA	26,600	29,897	27,640	37,183	46,172
01-201-000-0000-6174	Mandatory Medicare	58,204	63,694	58,642	68,754	76,194
01-201-000-0000-6177	Paid Family and Medical Leave	0	0	0	0	18,694
01-201-000-0000-6201	Telephone	946	0	0	0	0
01-201-000-0000-6202	Cell Phone	21,868	23,300	18,838	24,500	24,000
01-201-000-0000-6203	Postage	1,140	3,000	1,441	2,500	2,500
01-201-000-0000-6205	Freight	397	700	146	700	700
01-201-000-0000-6206	Data Cards	20,687	20,700	16,654	12,500	21,500
01-201-000-0000-6209	Internet	1,857	3,400	3,239	4,000	4,000
01-201-000-0000-6243	Membership Dues & Fees	11,962	12,500	12,286	13,000	13,500
01-201-000-0000-6244	Subscriptions	4,484	4,715	4,394	5,155	5,010
01-201-000-0000-6245	State Required Registration or License	1,921	1,800	1,844	2,200	1,650
01-201-000-0000-6251	Electricity	2,309	2,500	2,256	2,500	2,500
01-201-000-0000-6252	Natural Gas/Propane	3,130	3,400	2,943	3,600	3,600
01-201-000-0000-6253	Water/Sewer	578	1,100	710	1,000	1,000
01-201-000-0000-6257	Solid Waste Disposal	225	350	272	500	500
01-201-000-0000-6268	Software Maintenance	31,574	37,500	36,407	40,500	43,000
01-201-000-0000-6270	Software Licensing	29,943	38,000	34,075	56,200	59,000
01-201-000-0000-6272	Physician & Medical Fees	6,920	0	0	0	0
01-201-000-0000-6283	Other Professional Fees	1,538	4,000	7,123	4,700	4,700
01-201-000-0000-6284	Contracted Services	112	50,200	10,380	1,950	100,350
01-201-000-0000-6290	Employment Services-Credit Checks	39 -	0	0	0	0
01-201-000-0000-6291	Employee Medical, Drug & Alcohol Tes	4,859	6,070	12,000	8,760	8,760
01-201-000-0000-6301	Maintenance Contracts	7,252	12,000	6,804	11,200	13,000
01-201-000-0000-6302	Copies/Copier Maintenance	1,749	3,300	1,677	1,100	1,100
01-201-000-0000-6303	Vehicle Maintenance	177,848	116,000	86,825	106,000	100,000
01-201-000-0000-6304	Other Machinery & Equipment Maint	5,666	7,000	3,701	7,500	7,500
01-201-000-0000-6305	Building Maintenance	1,959	2,000	15	2,000	2,000
01-201-000-0000-6309	Other-Vehicle or Boat License & Title	461	1,500	669	1,500	1,500
01-201-000-0000-6315	Other-Vehicle Costs (Non-County)	841	2,000	971	1,500	1,500
01-201-000-0000-6330	Transport Fees - Other	0	3,500	6,479	3,500	3,500
01-201-000-0000-6331	Mileage & Transportation	863	700	329	700	700

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
201 Dept Sheriff

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
01-201-000-0000-6332	Meals & Lodging	13,159	10,500	11,106	10,500	10,500
01-201-000-0000-6333	Other Transportation	16	50	51	50	50
01-201-000-0000-6335	Motor Pool Vehicle Usage	67	0	0	0	0
01-201-000-0000-6340	Radio Tower/Cable Tv	70	0	0	0	0
01-201-000-0000-6346	Rentals	0	0	150	300	300
01-201-000-0000-6357	Conferences/Schools	35,649	45,000	39,138	45,000	45,000
01-201-000-0000-6401	Printing Services	531	1,200	942	11,000	1,000
01-201-000-0000-6402	Copy Machine Paper & Toner	1,868	3,000	1,362	2,500	2,500
01-201-000-0000-6405	Office Supplies	2,326	3,500	1,660	3,500	3,500
01-201-000-0000-6411	Custodial Supplies	0	300	0	200	200
01-201-000-0000-6414	Food & Beverages	373	400	1,394	400	100
01-201-000-0000-6416	Ammunition & Range Fees	19,137	29,855	29,806	20,300	20,300
01-201-000-0000-6420	Other General Supplies	15,075	19,000	14,046	20,350	20,350
01-201-000-0000-6432	Furniture/Equipment <\$1000	7,364	14,635	10,687	12,000	12,000
01-201-000-0000-6434	Medical Supplies	2,842	2,500	814	4,900	3,000
01-201-000-0000-6453	Sheriffs Personnel Uniforms	17,033	24,400	60,764	22,800	28,400
01-201-000-0000-6454	Sheriffs Personnel Equipment	8,451	7,800	17,970	32,600	7,800
01-201-000-0000-6480	Equipment/Furniture<\$5,000	8,739	0	3,404	0	0
01-201-000-0000-6565	Diesel Fuel	838	2,000	879	1,200	1,200
01-201-000-0000-6567	Gasoline (Unleaded)	183,350	185,000	140,941	185,000	185,000
01-201-000-0000-6663	Vehicles Purchased	0	0	27	0	0
01-201-000-0000-6669	Equipment/Furniture>=5,000	23,970	669,600	117,601	0	0
01-201-000-0000-6851	K-9 Expenses	10,955	10,600	5,710	12,500	6,000
01-201-000-0000-6855	Forensic Expenses	507	2,000	108	2,000	2,000
01-201-000-0000-6867	Emergency Response Team Expenses	4,166	6,000	5,649	4,500	4,500
01-201-000-0000-6870	Investigative Expenditures	9,314	13,000	8,629	13,000	13,000
01-201-000-0000-6883	Crime Prevention Expenses	10,406	10,000	10,599	14,000	14,000
01-201-000-0000-6897	Other Agency Grant Reimbursements	11,440	11,000	12,293	10,500	10,500
01-201-000-0000-6997	Transfers Out	144,024	0	0	225,189	0
<b>Program 000</b>	Undesignated	<b>Revenue 1,313,242 -</b>	<b>1,816,838 -</b>	<b>1,385,254 -</b>	<b>1,624,520 -</b>	<b>1,297,017 -</b>
		<b>Expend. 6,377,795</b>	<b>7,395,208</b>	<b>6,255,945</b>	<b>7,490,091</b>	<b>7,927,551</b>
		<b>Net 5,064,553</b>	<b>5,578,370</b>	<b>4,870,691</b>	<b>5,865,571</b>	<b>6,630,534</b>
01-201-130-0000-5479	Dui-Forfeiture Fees	0	0	4,811 -	0	0
<b>Program 130</b>	Forfeiture Funds	<b>Revenue 0</b>	<b>0</b>	<b>4,811 -</b>	<b>0</b>	<b>0</b>
		<b>Expend. 0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
201 Dept Sheriff

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
	<b>Net</b>	<b>0</b>	<b>0</b>	<b>4,811 -</b>	<b>0</b>	<b>0</b>
01-201-220-0000-5949	Use of Fund Balance	0	0	0	634,900 -	0
01-201-220-0000-6284	Contracted Services	0	0	0	100,000	0
01-201-220-0000-6357	Conferences/Schools	0	0	0	30,000	0
01-201-220-0000-6432	Furniture/Equipment <\$1000	0	0	0	10,000	0
01-201-220-0000-6669	Equipment/Furniture>=5,000	0	0	0	463,400	0
01-201-220-0000-6851	K-9 Expenses	0	0	0	19,000	0
01-201-220-0000-6883	Crime Prevention Expenses	0	0	0	12,500	0
<b>Program 220</b>	Public Safety Funds	<b>Revenue 0</b>	<b>0</b>	<b>0</b>	<b>634,900 -</b>	<b>0</b>
		<b>Expend. 0</b>	<b>0</b>	<b>0</b>	<b>634,900</b>	<b>0</b>
		<b>Net 0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
01-201-228-0000-5324	16.710 COPS Grant	46,714 -	30,000 -	29,930 -	0	0
01-201-228-0000-6101	Salaries & Wages - Permanent	65,613	69,895	63,601	0	0
01-201-228-0000-6104	Salaries & Wages - Overtime	0	0	4,447	0	0
01-201-228-0000-6114	Salaries & Wages - Holiday Pay	3,022	0	0	0	0
01-201-228-0000-6118	Salaries & Wages - Uniform Allowance	935	0	950	0	0
01-201-228-0000-6151	Group Health Insurance	0	8,051	7,716	0	0
01-201-228-0000-6152	HSA Contribution	0	1,500	1,500	0	0
01-201-228-0000-6154	Life Insurance	54	54	52	0	0
01-201-228-0000-6161	PERA	12,148	12,371	11,954	0	0
01-201-228-0000-6174	Mandatory Medicare	1,009	1,013	975	0	0
<b>Program 228</b>	COPS Grant	<b>Revenue 46,714 -</b>	<b>30,000 -</b>	<b>29,930 -</b>	<b>0</b>	<b>0</b>
		<b>Expend. 82,781</b>	<b>92,884</b>	<b>91,195</b>	<b>0</b>	<b>0</b>
		<b>Net 36,067</b>	<b>62,884</b>	<b>61,265</b>	<b>0</b>	<b>0</b>
01-201-229-0000-5480	Other Charges For Services	0	0	1,515 -	1,400 -	0
01-201-229-0000-6420	Other General Supplies	0	0	0	200	0
01-201-229-0000-6432	Furniture/Equipment <\$1000	0	0	6,967	300	0
01-201-229-0000-6999	Future Fund Balance-Project Lifesaver	0	0	0	900	0
<b>Program 229</b>	Project Lifesaver	<b>Revenue 0</b>	<b>0</b>	<b>1,515 -</b>	<b>1,400 -</b>	<b>0</b>
		<b>Expend. 0</b>	<b>0</b>	<b>6,967</b>	<b>1,400</b>	<b>0</b>
		<b>Net 0</b>	<b>0</b>	<b>5,452</b>	<b>0</b>	<b>0</b>
01-201-230-0000-5537	Counteract	5,021 -	3,300 -	2,856 -	4,000 -	4,000 -
01-201-230-0000-6357	Conferences/Schools	1,250	0	0	0	0
01-201-230-0000-6420	Other General Supplies	3,384	3,300	5,706	4,000	4,000
<b>Program 230</b>	Counteract	<b>Revenue 5,021 -</b>	<b>3,300 -</b>	<b>2,856 -</b>	<b>4,000 -</b>	<b>4,000 -</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
201 Dept Sheriff

Report Basis: Cash

			2022	2023	2023	2024	2025	
			Actual	Budget	YTD	Budget	Budget	
			Mo. 01 - 12		Mo. 01 - 12			
		<b>Expend.</b>	<b>4,634</b>	<b>3,300</b>	<b>5,706</b>	<b>4,000</b>	<b>4,000</b>	
		<b>Net</b>	<b>387 -</b>	<b>0</b>	<b>2,850</b>	<b>0</b>	<b>0</b>	
01-201-233-0000-5610		Contributions & Donations	1,640 -	0	480 -	0	0	
01-201-233-0000-5859		Miscellaneous Revenue	0	0	1,551 -	0	0	
01-201-233-0000-5949		Use of Fund Balance - K9	0	0	0	17,500 -	0	
01-201-233-0000-6357		Conferences/Schools	0	0	0	6,000	0	
01-201-233-0000-6851		K-9 Donation Expense	0	0	12,000	11,500	0	
<b>Program</b>	<b>233</b>	<b>K-9 Donations</b>	<b>Revenue</b>	<b>1,640 -</b>	<b>0</b>	<b>2,031 -</b>	<b>17,500 -</b>	<b>0</b>
			<b>Expend.</b>	<b>0</b>	<b>0</b>	<b>12,000</b>	<b>17,500</b>	<b>0</b>
			<b>Net</b>	<b>1,640 -</b>	<b>0</b>	<b>9,969</b>	<b>0</b>	<b>0</b>
01-201-238-0000-5130		Gun Permits	49,690 -	60,000 -	53,370 -	55,000 -	55,000 -	
01-201-238-0000-5949		Use of Fund Balance-Gun Permits	0	0	0	1,891 -	0	
01-201-238-0000-6203		Postage	383	450	440	450	450	
01-201-238-0000-6332		Meals & Lodging	0	200	0	200	200	
01-201-238-0000-6357		Conferences/Schools/Workshops	0	600	0	600	600	
01-201-238-0000-6402		Copy Machine Paper & Toner	195	200	220	200	200	
01-201-238-0000-6405		Office Supplies	127	300	35	300	300	
01-201-238-0000-6420		Other General Supplies	1,849	2,000	594	2,000	2,000	
01-201-238-0000-6480		Equipment/Furniture<\$5,000	0	0	1,612	2,641	0	
01-201-238-0000-6850		Refunds	320	500	810	500	500	
01-201-238-0000-6997		Transfers Out - Intra Fund	46,740	54,000	46,789	50,000	50,000	
01-201-238-0000-6999		Future Fund Balance-Gun Permits	0	1,750	0	0	750	
<b>Program</b>	<b>238</b>	<b>Gun Permits</b>	<b>Revenue</b>	<b>49,690 -</b>	<b>60,000 -</b>	<b>53,370 -</b>	<b>56,891 -</b>	<b>55,000 -</b>
			<b>Expend.</b>	<b>49,614</b>	<b>60,000</b>	<b>50,500</b>	<b>56,891</b>	<b>55,000</b>
			<b>Net</b>	<b>76 -</b>	<b>0</b>	<b>2,870 -</b>	<b>0</b>	<b>0</b>
<b>Dept</b>	<b>201</b>	<b>Sheriff</b>	<b>Revenue</b>	<b>1,416,307 -</b>	<b>1,910,138 -</b>	<b>1,479,767 -</b>	<b>2,339,211 -</b>	<b>1,356,017 -</b>
			<b>Expend.</b>	<b>6,514,824</b>	<b>7,551,392</b>	<b>6,422,313</b>	<b>8,204,782</b>	<b>7,986,551</b>
			<b>Net</b>	<b>5,098,517</b>	<b>5,641,254</b>	<b>4,942,546</b>	<b>5,865,571</b>	<b>6,630,534</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

203 Dept Sheriffs Contingent - Fines

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
	01-203-000-0000-5536	Fines-Sheriff Contingent	4,401 -	4,300 -	4,796 -	5,000 -	5,000 -
	01-203-000-0000-6997	Transfers Out-Sheriff Contingency	4,116	4,300	0	5,000	5,000
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>4,401 -</b>	<b>4,300 -</b>	<b>4,796 -</b>	<b>5,000 -</b>
			<b>Expend.</b>	<b>4,116</b>	<b>4,300</b>	<b>0</b>	<b>5,000</b>
			<b>Net</b>	<b>285 -</b>	<b>0</b>	<b>4,796 -</b>	<b>0</b>
<b>Dept</b>	<b>203</b>	Sheriffs Contingent - Fines	<b>Revenue</b>	<b>4,401 -</b>	<b>4,300 -</b>	<b>4,796 -</b>	<b>5,000 -</b>
			<b>Expend.</b>	<b>4,116</b>	<b>4,300</b>	<b>0</b>	<b>5,000</b>
			<b>Net</b>	<b>285 -</b>	<b>0</b>	<b>4,796 -</b>	<b>0</b>

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
205 Dept Sheriff-Seasonal

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
01-205-000-0000-5265	DNR-Boat & Water Safety Grant	22,277 -	22,000 -	31,052 -	30,000 -	30,000 -
01-205-000-0000-5390	97.012 Boating Safety Equipment Grant	0	8,335 -	10,297 -	0	0
01-205-000-0000-5391	97.012 Boating Safety Patrol Grant	5,500 -	5,875 -	5,500 -	5,875 -	5,875 -
01-205-000-0000-5396	97.056 Port Security Grant Program	60,080 -	26,203 -	116,763 -	157,284 -	0
01-205-000-0000-5610	Contributions & Donations	0	0	2,119 -	0	0
01-205-000-0000-6101	Salaries & Wages - Permanent	161,632	169,528	173,756	184,908	204,805
01-205-000-0000-6103	Salaries & Wages-Part Time w/o Bene	10,846	17,000	15,099	17,500	18,000
01-205-000-0000-6104	Salaries & Wages - Overtime	3,461	8,000	17,340	8,000	8,000
01-205-000-0000-6114	Salaries & Wages-Holiday Pay	6,444	8,200	0	9,100	9,600
01-205-000-0000-6118	Salaries & Wages - Uniform Allowance	1,885	1,885	1,900	1,900	1,900
01-205-000-0000-6151	Group Health Insurance	10,894	5,191	5,662	5,580	6,027
01-205-000-0000-6152	HSA Contribution	6,533	3,375	3,670	3,623	3,735
01-205-000-0000-6154	Life Insurance	107	103	97	103	103
01-205-000-0000-6155	Dental Insurance-County Paid	642	306	334	329	329
01-205-000-0000-6156	Accident Insurance-County Paid	178	77	81	77	77
01-205-000-0000-6161	PERA	31,027	35,883	36,496	38,818	42,794
01-205-000-0000-6171	FICA	258	0	0	0	0
01-205-000-0000-6174	Mandatory Medicare	2,627	2,940	3,008	3,180	3,506
01-205-000-0000-6177	Paid Family and Medical Leave	0	0	0	0	846
01-205-000-0000-6202	Cell Phone	989	1,000	823	1,000	1,000
01-205-000-0000-6206	Data Cards	1,473	1,500	1,520	2,000	2,000
01-205-000-0000-6283	Other Professional Fees	0	0	955	0	0
01-205-000-0000-6291	Employee Medical, Drug & Alcohol Tes	0	1,000	364	1,000	1,000
01-205-000-0000-6303	Vehicle Maintenance	4,959	4,000	767	5,000	5,000
01-205-000-0000-6304	Other Machinery & Equipment Maint	2,508	5,000	4,716	5,000	5,000
01-205-000-0000-6305	Building Maintenance	0	0	125	0	0
01-205-000-0000-6309	Other-Vehicle or Boat License & Title	116	0	0	120	0
01-205-000-0000-6332	Meals & Lodging	89	300	0	300	300
01-205-000-0000-6357	Conferences/Schools	175	800	0	800	800
01-205-000-0000-6401	Printing Services	0	200	0	0	0
01-205-000-0000-6420	Other General Supplies	155	1,500	802	1,000	1,000
01-205-000-0000-6432	Furniture/Equipment <\$1000	943	2,000	2,841	2,000	2,000
01-205-000-0000-6453	Personnel Uniforms	0	1,000	2,087	1,000	1,000
01-205-000-0000-6480	Equipment/Furniture<\$5,000	0	15,692	16,421	0	0
01-205-000-0000-6561	Motor Oil & Lubricants	0	2,000	0	0	0
01-205-000-0000-6565	Diesel Fuel	9,524	11,000	4,090	10,000	10,000

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
205 Dept Sheriff-Seasonal

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	<u>2022 Actual</u> <u>Mo. 01 - 12</u>	<u>2023 Budget</u>	<u>2023 YTD</u> <u>Mo. 01 - 12</u>	<u>2024 Budget</u>	<u>2025 Budget</u>
01-205-000-0000-6567	Gasoline (Unleaded)	2,426	4,000	3,133	4,000	4,000
01-205-000-0000-6669	Equipment/Furniture>=5,000	150,200	26,203	19,366	157,284	0
<b>Program 000</b>	Undesignated	<b>Revenue 87,857 -</b>	<b>62,413 -</b>	<b>165,731 -</b>	<b>193,159 -</b>	<b>35,875 -</b>
		<b>Expend. 410,091</b>	<b>329,683</b>	<b>315,453</b>	<b>463,622</b>	<b>332,822</b>
		<b>Net 322,234</b>	<b>267,270</b>	<b>149,722</b>	<b>270,463</b>	<b>296,947</b>
01-205-234-0000-6283	Other Professional Fees	0	0	1,170	0	0
01-205-234-0000-6304	Other Machinery & Equipment Maint	1,623	1,200	0	1,200	1,200
01-205-234-0000-6309	Other - Vehicle or Boat License & Title	19	0	0	19	0
01-205-234-0000-6331	Mileage & Transportation	0	0	166	0	0
01-205-234-0000-6346	Rents & Leases-Other	0	300	54	0	0
01-205-234-0000-6357	Conferences/Schools	249	1,000	1,693	500	500
01-205-234-0000-6414	Food & Beverages	0	0	70	0	0
01-205-234-0000-6420	Other General Supplies	2,602	1,500	422	2,500	2,500
01-205-234-0000-6432	Furniture/Equipment <\$1000	1,964	1,250	0	1,500	2,500
<b>Program 234</b>	Dive Team	<b>Revenue 0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend. 6,457</b>	<b>5,250</b>	<b>3,575</b>	<b>5,719</b>	<b>6,700</b>
		<b>Net 6,457</b>	<b>5,250</b>	<b>3,575</b>	<b>5,719</b>	<b>6,700</b>
01-205-235-0000-5264	DNR-Snowmobile Safety Enforcement	2,116 -	4,663 -	4,663 -	3,953 -	3,953 -
01-205-235-0000-6101	Salaries & Wages - Permanent	1,115	5,290	2,007	5,696	6,336
01-205-235-0000-6104	Salaries & Wages - Overtime	0	2,000	2,731	2,000	2,000
01-205-235-0000-6151	Group Health Insurance	75	346	150	372	402
01-205-235-0000-6152	HSA Contribution	41	225	90	242	249
01-205-235-0000-6154	Life Insurance	1	3	3	3	3
01-205-235-0000-6155	Dental Insurance-County Paid	4	20	9	22	22
01-205-235-0000-6156	Accident Insurance-County Paid	1	5	2	5	5
01-205-235-0000-6161	PERA	197	1,290	839	1,362	1,489
01-205-235-0000-6174	Mandatory Medicare	16	106	69	112	122
01-205-235-0000-6177	Paid Family and Medical Leave	0	0	0	0	29
01-205-235-0000-6304	Other Machinery & Equipment Maint	620	1,000	0	1,000	1,000
01-205-235-0000-6309	Other-Vehicle or Boat License & Title	28	0	0	28	0
01-205-235-0000-6401	Printing Services	0	300	0	300	300
01-205-235-0000-6420	Other General Supplies	185	500	0	500	500
01-205-235-0000-6567	Gasoline (Unleaded)	26	200	104	200	200
01-205-235-0000-6669	Equipment/Furniture>=5,000	0	0	53	0	0
<b>Program 235</b>	Snowmobile	<b>Revenue 2,116 -</b>	<b>4,663 -</b>	<b>4,663 -</b>	<b>3,953 -</b>	<b>3,953 -</b>

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
205 Dept Sheriff-Seasonal

Report Basis: Cash

		2022	2023	2023	2024	2025
		Actual	Budget	YTD	Budget	Budget
		Mo. 01 - 12		Mo. 01 - 12		
<u>Account Number</u>	<u>Account Description</u>					
	<b>Expend.</b>	<b>2,309</b>	<b>11,285</b>	<b>6,057</b>	<b>11,842</b>	<b>12,657</b>
	<b>Net</b>	<b>193</b>	<b>6,622</b>	<b>1,394</b>	<b>7,889</b>	<b>8,704</b>
01-205-236-0000-5262	DNR-Off Hwy Vehicle Enforcement (A`	2,353 -	6,046 -	6,046 -	3,359 -	3,359 -
01-205-236-0000-6101	Salaries & Wages - Permanent	1,225	3,798	837	4,089	4,549
01-205-236-0000-6103	Salaries & Wages-Part Time w/o Bene	86	0	0	0	0
01-205-236-0000-6104	Salaries & Wages - Overtime	652	500	539	500	500
01-205-236-0000-6151	Group Health Insurance	126	231	55	248	268
01-205-236-0000-6152	HSA Contribution	76	150	33	161	166
01-205-236-0000-6154	Life Insurance	1	2	1	2	2
01-205-236-0000-6155	Dental Insurance-County Paid	7	14	3	15	15
01-205-236-0000-6156	Accident Insurance-County Paid	2	3	1	3	3
01-205-236-0000-6161	PERA	331	761	244	812	897
01-205-236-0000-6171	FICA	5	0	0	0	0
01-205-236-0000-6174	Mandatory Medicare	28	62	20	67	74
01-205-236-0000-6177	Paid Family and Medical Leave	0	0	0	0	18
01-205-236-0000-6304	Other Machinery & Equipment Maint	0	1,000	96	1,000	1,000
01-205-236-0000-6309	Other-Vehicle or Boat License & Title	39	0	0	39	0
01-205-236-0000-6401	Printing Services	0	300	0	300	300
01-205-236-0000-6420	Other General Supplies	0	1,000	0	1,000	1,000
01-205-236-0000-6567	Gasoline (Unleaded)	78	50	16	50	50
01-205-236-0000-6669	Equipment/Furniture>=5,000	0	0	7,335	0	0
<b>Program 236</b>	<b>ATV</b>	<b>Revenue 2,353 -</b>	<b>6,046 -</b>	<b>6,046 -</b>	<b>3,359 -</b>	<b>3,359 -</b>
		<b>Expend. 2,656</b>	<b>7,871</b>	<b>9,180</b>	<b>8,286</b>	<b>8,842</b>
		<b>Net 303</b>	<b>1,825</b>	<b>3,134</b>	<b>4,927</b>	<b>5,483</b>
<b>Dept 205</b>	<b>Sheriff-Seasonal</b>	<b>Revenue 92,326 -</b>	<b>73,122 -</b>	<b>176,440 -</b>	<b>200,471 -</b>	<b>43,187 -</b>
		<b>Expend. 421,513</b>	<b>354,089</b>	<b>334,265</b>	<b>489,469</b>	<b>361,021</b>
		<b>Net 329,187</b>	<b>280,967</b>	<b>157,825</b>	<b>288,998</b>	<b>317,834</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

207 Dept Adult Detention Center

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
01-207-000-0000-5320	16.034 Coronavirus Emergency Supp	38,820 -	0	0	0	0
01-207-000-0000-5321	16.606 Criminal Alien Assistance SCA	2,806 -	2,800 -	28,670 -	3,000 -	3,000 -
01-207-000-0000-5450	Pay to Stay Fees	45,950 -	0	37,647 -	20,000 -	10,000 -
01-207-000-0000-5469	Weekender Fees	3,095 -	3,850 -	2,360 -	2,900 -	2,900 -
01-207-000-0000-5470	Board of Huber Law Detainees	3,609 -	16,400 -	13,965 -	12,000 -	12,000 -
01-207-000-0000-5471	Booking Fees	5,613 -	7,500 -	4,478 -	5,600 -	5,600 -
01-207-000-0000-5472	Detainee Board-County	38,335 -	40,000 -	58,685 -	262,800 -	40,000 -
01-207-000-0000-5473	Detainee Board-State	8,700 -	14,000 -	2,340 -	0	0
01-207-000-0000-5480	Other Charges For Services	6,670 -	4,000 -	3,840 -	4,000 -	4,000 -
01-207-000-0000-5853	Previous Inmate Debt	1,081 -	1,000 -	1,645 -	1,000 -	1,000 -
01-207-000-0000-5859	Incentive Payments (SSA)	1,924 -	2,800 -	1,800 -	2,800 -	2,800 -
01-207-000-0000-5949	Use of Fund Balance	0	6,943 -	0	0	0
01-207-000-0000-6101	Salaries & Wages - Permanent	1,295,539	2,788,668	1,286,603	3,125,752	3,490,327
01-207-000-0000-6102	Salaries & Wages-Part Time w/ Benefits	12,534	24,482	11,073	26,785	29,981
01-207-000-0000-6103	Salaries & Wages-Part Time w/o Bene	3,027	0	674	0	0
01-207-000-0000-6104	Salaries & Wages - Overtime	167,378	100,000	125,594	150,000	150,000
01-207-000-0000-6114	Salaries & Wages - Holiday Pay	74,707	105,000	0	117,200	117,200
01-207-000-0000-6118	Salaries & Wages - Uniform Allowance	23,740	39,500	27,785	40,600	40,600
01-207-000-0000-6151	Group Health Insurance	102,875	223,386	85,497	227,739	233,961
01-207-000-0000-6152	HSA Contribution	50,669	117,750	46,354	120,525	127,300
01-207-000-0000-6153	Family Insurance Supplement	49,298	128,170	30,654	132,952	164,146
01-207-000-0000-6154	Life Insurance	1,198	2,441	960	2,441	2,441
01-207-000-0000-6155	Dental Insurance-County Paid	4,800	8,669	3,873	9,864	10,230
01-207-000-0000-6156	Accident Insurance-County Paid	1,218	2,099	1,011	2,199	2,284
01-207-000-0000-6161	PERA	128,304	263,070	122,334	297,674	330,266
01-207-000-0000-6171	FICA	86,420	187,125	85,043	211,701	235,463
01-207-000-0000-6174	Mandatory Medicare	20,882	43,763	20,480	49,511	55,068
01-207-000-0000-6177	Paid Family and Medical Leave	0	0	0	0	13,292
01-207-000-0000-6202	Cell Phone	2,812	3,000	2,339	3,000	3,000
01-207-000-0000-6203	Postage	21	0	0	0	0
01-207-000-0000-6205	Freight	0	0	212	0	0
01-207-000-0000-6241	Advertising	0	0	1,176	2,000	2,000
01-207-000-0000-6244	Subscriptions	278	300	0	300	300
01-207-000-0000-6245	State Required Registration or License	610	700	750	700	700
01-207-000-0000-6257	Solid Waste Disposal	6,590	6,000	6,783	7,700	7,700
01-207-000-0000-6258	Electronics Disposal	170	0	0	0	0

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

207 Dept Adult Detention Center

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
01-207-000-0000-6268	Software Maintenance	15,650	16,400	16,066	16,550	17,200
01-207-000-0000-6272	Physician & Medical Fees	393,482	421,200	411,905	446,500	444,000
01-207-000-0000-6278	Consultant Fees	925	1,235	6,615	1,300	1,300
01-207-000-0000-6283	Other Professional Fees	8,418	4,500	3,474	3,900	3,900
01-207-000-0000-6291	Employee Medical, Drug & Alcohol Tes	11,892	9,000	13,598	9,000	9,000
01-207-000-0000-6301	Maintenance Contracts	34,310	49,643	27,368	42,300	58,500
01-207-000-0000-6302	Copies/Copier Maintenance	8,136	8,300	6,148	8,300	8,300
01-207-000-0000-6304	Other Machinery & Equipment Maint	23,069	15,000	838	15,000	15,000
01-207-000-0000-6305	Building Maintenance	4,338	3,800	5,249	3,800	3,800
01-207-000-0000-6331	Mileage & Transportation	0	0	236	50	0
01-207-000-0000-6332	Meals & Lodging	2,959	3,750	3,856	3,500	3,500
01-207-000-0000-6333	Other-Parking	84	0	45	0	0
01-207-000-0000-6335	Motor Pool Vehicle Usage	1,355	1,500	1,346	1,500	1,500
01-207-000-0000-6357	Conferences/Schools	10,942	10,500	9,813	12,000	12,000
01-207-000-0000-6358	Detainee Board	2,885	5,000	0	5,000	5,000
01-207-000-0000-6366	Detainee Laundry	23,358	24,000	5,632	0	0
01-207-000-0000-6401	Printing Services	194	0	0	0	0
01-207-000-0000-6402	Copy Machine Paper & Toner	1,909	2,250	1,380	2,000	2,000
01-207-000-0000-6405	Office Supplies	1,575	2,550	1,650	2,000	2,000
01-207-000-0000-6411	Custodial Supplies	13,224	12,000	9,574	13,500	13,500
01-207-000-0000-6414	Food & Beverages	0	0	197	0	0
01-207-000-0000-6420	Other General Supplies	3,575	6,300	9,211	7,300	7,300
01-207-000-0000-6432	Other Furniture And Equipment	3,942	5,000	3,807	6,000	6,000
01-207-000-0000-6435	Infection Control Items	3,326	0	0	0	0
01-207-000-0000-6453	Personnel Uniforms	9,310	8,000	7,116	8,000	8,000
01-207-000-0000-6454	Personnel Gear	0	0	950	0	0
01-207-000-0000-6461	Detainee Clothing	3,461	5,000	8,138	5,000	5,000
01-207-000-0000-6463	Detainee Meals	242,166	295,000	228,624	260,000	227,900
01-207-000-0000-6464	Other Detainee Supplies	1,853	4,400	321	3,400	3,400
01-207-000-0000-6465	Indigent Commissary Supplies	92	0	0	0	0
01-207-000-0000-6997	Transfers Out - Intra Fund	65,300	0	0	0	0
<b>Program 000</b>	Undesignated	<b>Revenue 156,603 -</b>	<b>99,293 -</b>	<b>155,430 -</b>	<b>314,100 -</b>	<b>81,300 -</b>
		<b>Expend. 2,924,800</b>	<b>4,958,451</b>	<b>2,642,352</b>	<b>5,404,543</b>	<b>5,874,359</b>
		<b>Net 2,768,197</b>	<b>4,859,158</b>	<b>2,486,922</b>	<b>5,090,443</b>	<b>5,793,059</b>
01-207-240-0000-5850	Phone Commission	16,635 -	26,400 -	11,672 -	21,200 -	17,700 -



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
207 Dept Adult Detention Center

Report Basis: Cash

		2022	2023	2023	2024	2025	
		Actual	Budget	YTD	Budget	Budget	
		Mo. 01 - 12		Mo. 01 - 12			
Account Number	Account Description						
01-207-240-0000-5855	Vending Commission	23,016 -	17,500 -	19,008 -	31,000 -	25,800 -	
01-207-240-0000-5859	Other Miscellaneous Revenue	1,239 -	3,800 -	1,326 -	3,400 -	2,800 -	
01-207-240-0000-6201	Telephone	5,083	5,800	4,872	8,300	6,900	
01-207-240-0000-6203	Postage	412	1,000	375	800	800	
01-207-240-0000-6244	Subscriptions	1,665	1,300	1,169	1,800	1,800	
01-207-240-0000-6268	Software Maintenance	540	0	0	0	0	
01-207-240-0000-6283	Other Professional Fees	4,499	3,000	3,148	3,000	3,000	
01-207-240-0000-6284	Contracted Services	6,776	5,500	6,587	6,500	6,500	
01-207-240-0000-6305	Building Maintenance	674	0	0	0	0	
01-207-240-0000-6332	Meals & Lodging	0	600	0	600	600	
01-207-240-0000-6340	Cable Tv	747	850	727	850	850	
01-207-240-0000-6357	Conferences/Schools/Workshops	0	500	0	500	500	
01-207-240-0000-6358	Training & Seminars (Detainees)	1,028	6,000	2,603	4,000	4,000	
01-207-240-0000-6405	Office Supplies	98	100	0	100	100	
01-207-240-0000-6414	Food & Beverages	0	500	57	200	200	
01-207-240-0000-6420	Other General Supplies	319	1,000	71	400	400	
01-207-240-0000-6432	Other Furniture And Equipment	26	5,000	1,759	3,000	3,000	
01-207-240-0000-6434	Medical Supplies	4,311	3,700	3,277	3,700	3,700	
01-207-240-0000-6464	Other Detainee Supplies	11,794	10,000	4,891	12,000	12,000	
01-207-240-0000-6465	Indigent Supplies	777	1,000	553	1,000	1,000	
01-207-240-0000-6999	Future Fund Balance-Inmate Improven	0	1,850	0	8,850	950	
<b>Program</b>	<b>240</b> Inmate Improvement Funds	<b>Revenue</b>	<b>40,890 -</b>	<b>47,700 -</b>	<b>32,006 -</b>	<b>55,600 -</b>	<b>46,300 -</b>
		<b>Expend.</b>	<b>38,749</b>	<b>47,700</b>	<b>30,089</b>	<b>55,600</b>	<b>46,300</b>
		<b>Net</b>	<b>2,141 -</b>	<b>0</b>	<b>1,917 -</b>	<b>0</b>	<b>0</b>
<b>Dept</b>	<b>207</b> Adult Detention Center	<b>Revenue</b>	<b>197,493 -</b>	<b>146,993 -</b>	<b>187,436 -</b>	<b>369,700 -</b>	<b>127,600 -</b>
		<b>Expend.</b>	<b>2,963,549</b>	<b>5,006,151</b>	<b>2,672,441</b>	<b>5,460,143</b>	<b>5,920,659</b>
		<b>Net</b>	<b>2,766,056</b>	<b>4,859,158</b>	<b>2,485,005</b>	<b>5,090,443</b>	<b>5,793,059</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

208 Dept Sentence to Serve

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>	
01-208-000-0000-5401		STS Charges	12,100 -	8,000 -	8,300 -	10,000 -	10,000 -	
01-208-000-0000-5852		STS Reimbursements-City of RW	64,762 -	67,030 -	64,762 -	64,762 -	67,029 -	
01-208-000-0000-6350		Sentence To Serve	254,648	263,581	259,047	259,047	263,580	
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>76,862 -</b>	<b>75,030 -</b>	<b>73,062 -</b>	<b>74,762 -</b>	<b>77,029 -</b>
			<b>Expend.</b>	<b>254,648</b>	<b>263,581</b>	<b>259,047</b>	<b>259,047</b>	<b>263,580</b>
			<b>Net</b>	<b>177,786</b>	<b>188,551</b>	<b>185,985</b>	<b>184,285</b>	<b>186,551</b>
<b>Dept</b>	<b>208</b>	Sentence to Serve	<b>Revenue</b>	<b>76,862 -</b>	<b>75,030 -</b>	<b>73,062 -</b>	<b>74,762 -</b>	<b>77,029 -</b>
			<b>Expend.</b>	<b>254,648</b>	<b>263,581</b>	<b>259,047</b>	<b>259,047</b>	<b>263,580</b>
			<b>Net</b>	<b>177,786</b>	<b>188,551</b>	<b>185,985</b>	<b>184,285</b>	<b>186,551</b>

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
209 Dept Enhanced 911 System

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	<u>2022 Actual</u> <u>Mo. 01 - 12</u>	<u>2023 Budget</u>	<u>2023 YTD</u> <u>Mo. 01 - 12</u>	<u>2024 Budget</u>	<u>2025 Budget</u>
01-209-000-0000-5223	Enhanced 911	253,183 -	256,824 -	256,836 -	256,824 -	256,824 -
01-209-000-0000-5224	Emergency Communications Network	16,417 -	0	0	0	0
01-209-000-0000-5335	20.615 E-911 Grant Program	24,626 -	0	0	0	0
01-209-000-0000-5710	Interest	2,873 -	3,000 -	5,417 -	5,000 -	5,000 -
01-209-000-0000-5949	Use of Fund Balance-E911 Grant Funds	0	5,451 -	0	42,516 -	0
01-209-000-0000-6101	Salaries & Wages - Permanent	30,657	0	41,890	0	0
01-209-000-0000-6104	Salaries & Wages - Overtime	262	0	13,022	0	0
01-209-000-0000-6151	Group Health Insurance	0	0	3,737	0	0
01-209-000-0000-6152	HSA Contribution	1,068	0	4,769	0	0
01-209-000-0000-6153	Family Insurance Supplement	6,944	0	5,697	0	0
01-209-000-0000-6154	Life Insurance	36	0	55	0	0
01-209-000-0000-6155	Dental Insurance-County Paid	0	0	598	0	0
01-209-000-0000-6156	Accident Insurance-County Paid	0	0	37	0	0
01-209-000-0000-6161	PERA	2,319	0	4,118	0	0
01-209-000-0000-6171	FICA	1,678	0	2,973	0	0
01-209-000-0000-6174	Mandatory Medicare	393	0	695	0	0
01-209-000-0000-6201	Telephone	2,007	2,100	2,230	2,100	2,100
01-209-000-0000-6202	Cell Phone	0	0	364	500	500
01-209-000-0000-6206	Data Cards	1,299	1,400	1,185	1,400	1,400
01-209-000-0000-6209	Internet	1,235	1,200	1,000	4,200	4,200
01-209-000-0000-6243	Membership Dues & Fees	19,828	19,000	18,500	22,500	22,500
01-209-000-0000-6251	Electricity	3,861	2,250	3,941	4,500	4,500
01-209-000-0000-6252	Natural Gas/Propane	426	115	339	450	450
01-209-000-0000-6268	Software Maintenance Contracts	15,099	29,600	18,985	38,300	36,000
01-209-000-0000-6270	Software Licensing	400	1,950	3,700	2,000	2,000
01-209-000-0000-6282	Computer Charges	7,770	4,440	4,440	4,440	4,440
01-209-000-0000-6283	Other Professional Fees	1,666	0	2,772	2,000	2,000
01-209-000-0000-6284	Contracted Services	0	0	0	28,600	0
01-209-000-0000-6291	Employee Medical, Drug & Alcohol Tes	838	0	4,650	850	850
01-209-000-0000-6301	Maintenance Contracts	20,951	35,000	24,908	47,600	25,000
01-209-000-0000-6304	Other Machinery & Equipment Maint	0	1,000	0	1,000	1,000
01-209-000-0000-6331	Mileage & Transportation	0	0	1,633	2,000	2,000
01-209-000-0000-6332	Meals And Lodging	0	1,500	3,902	6,000	6,000
01-209-000-0000-6333	Other-Parking	0	0	123	0	0
01-209-000-0000-6357	Conferences/Schools	886	1,500	5,575	10,000	10,000
01-209-000-0000-6420	Other General Supplies	643	1,000	139	2,000	2,000

# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
209 Dept Enhanced 911 System

Report Basis: Cash

				2022	2023	2023	2024	2025
				Actual	Budget	YTD	Budget	Budget
				Mo. 01 - 12		Mo. 01 - 12		
<u>Account Number</u>	<u>Account Description</u>							
01-209-000-0000-6432	Other Furniture And Equipment			7,411	9,000	18,977	10,000	10,000
01-209-000-0000-6480	Equipment/Furniture<\$5,000			1,849	29,120	27,010	10,300	10,046
01-209-000-0000-6669	Equipment/Furniture>=5,000			122,574	104,100	128,676	0	0
01-209-000-0000-6997	Transfers Out			18,662	21,000	148	103,600	103,600
01-209-000-0000-6999	Future Fund Balance-E911 Grant			0	0	0	0	11,238
<b>Program 000</b>	Undesignated	<b>Revenue</b>		<b>297,099 -</b>	<b>265,275 -</b>	<b>262,253 -</b>	<b>304,340 -</b>	<b>261,824 -</b>
		<b>Expend.</b>		<b>270,762</b>	<b>265,275</b>	<b>350,788</b>	<b>304,340</b>	<b>261,824</b>
		<b>Net</b>		<b>26,337 -</b>	<b>0</b>	<b>88,535</b>	<b>0</b>	<b>0</b>
01-209-242-0000-5223	PSAP - NG911			0	0	64,184 -	0	0
<b>Program 242</b>	Next Gen Geographic System	<b>Revenue</b>		<b>0</b>	<b>0</b>	<b>64,184 -</b>	<b>0</b>	<b>0</b>
		<b>Expend.</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Net</b>		<b>0</b>	<b>0</b>	<b>64,184 -</b>	<b>0</b>	<b>0</b>
<b>Dept 209</b>	Enhanced 911 System	<b>Revenue</b>		<b>297,099 -</b>	<b>265,275 -</b>	<b>326,437 -</b>	<b>304,340 -</b>	<b>261,824 -</b>
		<b>Expend.</b>		<b>270,762</b>	<b>265,275</b>	<b>350,788</b>	<b>304,340</b>	<b>261,824</b>
		<b>Net</b>		<b>26,337 -</b>	<b>0</b>	<b>24,351</b>	<b>0</b>	<b>0</b>

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

210 Dept Dispatch Non-E911 Expenses

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
01-210-000-0000-5242	State of MN DECN Grant	0	0	643 -	0	0
01-210-000-0000-5315	11.549 State & Local Implementation C	0	500 -	0	0	0
01-210-000-0000-5947	Transfers In - Intra Fund	18,662 -	21,000 -	0	104,600 -	105,100 -
01-210-000-0000-6101	Salaries & Wages - Permanent	755,651	863,050	793,457	1,040,412	1,150,115
01-210-000-0000-6102	Salaries & Wages-Part Time w/ Benefits	0	0	26,785	49,286	52,715
01-210-000-0000-6104	Salaries & Wages - Overtime	56,139	30,000	52,889	30,000	30,000
01-210-000-0000-6114	Salaries & Wages-Holiday Pay	35,945	39,700	0	47,200	49,600
01-210-000-0000-6118	Salaries & Wages - Uniform Allowance	9,350	11,200	9,923	13,300	13,300
01-210-000-0000-6151	Group Health Insurance	41,651	47,225	37,645	63,168	68,221
01-210-000-0000-6152	HSA Contribution	18,821	28,500	24,740	43,450	44,450
01-210-000-0000-6153	Family Insurance Supplement	39,214	53,119	45,918	57,031	61,593
01-210-000-0000-6154	Life Insurance	588	651	571	827	827
01-210-000-0000-6155	Dental Insurance-County Paid	654	1,361	1,330	3,472	3,472
01-210-000-0000-6156	Accident Insurance-County Paid	181	343	309	785	785
01-210-000-0000-6161	PERA	63,694	69,956	63,627	83,236	92,458
01-210-000-0000-6171	FICA	51,015	57,830	52,063	71,864	79,700
01-210-000-0000-6174	Mandatory Medicare	11,931	13,525	12,176	16,807	18,639
01-210-000-0000-6177	Paid Family and Medical Leave	0	0	0	0	4,499
01-210-000-0000-6202	Cell phone	2,317	2,600	1,886	2,100	2,100
01-210-000-0000-6206	Data Cards	515	500	400	500	500
01-210-000-0000-6243	Membership Dues & Fees	0	500	0	0	0
01-210-000-0000-6244	Subscriptions	182	200	210	200	200
01-210-000-0000-6332	Meals & Lodging	776	2,000	480	1,000	1,000
01-210-000-0000-6335	Motor Pool Vehicle Usage	351	400	636	1,000	1,000
01-210-000-0000-6340	Cable TV	317	900	728	950	950
01-210-000-0000-6357	Conferences	1,326	2,000	425	1,000	1,000
01-210-000-0000-6401	Printing Services	131	0	0	0	0
01-210-000-0000-6405	Office Supplies	48	250	528	250	250
01-210-000-0000-6414	Food & Beverages	524	500	716	1,000	1,000
01-210-000-0000-6420	Other General Supplies	223	400	267	600	600
01-210-000-0000-6432	Furniture/Equipment <\$1000	1,518	1,000	0	1,500	1,500
01-210-000-0000-6453	Personnel Uniforms	1,371	0	0	750	750
<b>Program 000</b>	Undesignated	<b>Revenue 18,662 -</b>	<b>21,500 -</b>	<b>643 -</b>	<b>104,600 -</b>	<b>105,100 -</b>
		<b>Expend. 1,094,433</b>	<b>1,227,710</b>	<b>1,127,709</b>	<b>1,531,688</b>	<b>1,681,224</b>
		<b>Net 1,075,771</b>	<b>1,206,210</b>	<b>1,127,066</b>	<b>1,427,088</b>	<b>1,576,124</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

210 Dept Dispatch Non-E911 Expenses

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
01-210-242-0000-5224	Emergency Communications Network	62 -	0	0	0	0
01-210-242-0000-5335	20.615 E-911 Grant Program	93 -	0	0	0	0
01-210-242-0000-6104	Salaries & Wages - Overtime	117	0	0	0	0
01-210-242-0000-6152	HSA Contribution	3	0	0	0	0
01-210-242-0000-6153	Family Insurance Supplement	18	0	0	0	0
01-210-242-0000-6161	PERA	9	0	0	0	0
01-210-242-0000-6171	FICA	7	0	0	0	0
01-210-242-0000-6174	Mandatory Medicare	2	0	0	0	0
<b>Program 242</b>	<b>Next Gen Geographic System</b>	<b>Revenue 155 -</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend. 156</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Net 1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Dept 210</b>	<b>Dispatch Non-E911 Expenses</b>	<b>Revenue 18,817 -</b>	<b>21,500 -</b>	<b>643 -</b>	<b>104,600 -</b>	<b>105,100 -</b>
		<b>Expend. 1,094,589</b>	<b>1,227,710</b>	<b>1,127,709</b>	<b>1,531,688</b>	<b>1,681,224</b>
		<b>Net 1,075,772</b>	<b>1,206,210</b>	<b>1,127,066</b>	<b>1,427,088</b>	<b>1,576,124</b>

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

211 Dept Communications Infrastructure

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
01-211-000-0000-5850	MN DOT Verizon Lease Reimburseme	0	6,900 -	0	6,900 -	7,935 -
01-211-000-0000-6201	Telephone	792	792	726	792	792
01-211-000-0000-6206	Data Cards	1,905	2,200	2,090	2,200	2,200
01-211-000-0000-6229	Radio Tower Software & Maintenance	42,407	43,000	42,730	43,000	43,500
01-211-000-0000-6243	Membership Dues & Fees	1,500	1,500	1,500	1,500	1,500
01-211-000-0000-6251	Electricity	15,816	18,200	14,859	17,000	17,000
01-211-000-0000-6252	Natural Gas/Propane	779	600	308	850	850
01-211-000-0000-6268	Software Maintenance	213	300	213	300	300
01-211-000-0000-6283	Other Professional Fees	0	0	1,440	0	0
01-211-000-0000-6284	Contracted Services	1,135	1,100	1,156	1,300	1,200
01-211-000-0000-6301	Maintenance Contracts	62,479	68,000	63,051	61,000	67,000
01-211-000-0000-6304	Other Machinery & Equipment Maint	2,805	10,000	13,739	10,000	10,000
01-211-000-0000-6340	Radio Tower/Cable TV	5,988	6,000	5,489	6,000	6,000
01-211-000-0000-6342	Verizon Lease Payment	6,986	6,900	6,900	6,900	7,935
01-211-000-0000-6357	Conferences	125 -	0	0	0	0
01-211-000-0000-6420	Other General Supplies	1,104	1,000	1,779	1,500	1,500
01-211-000-0000-6432	Furniture/Equipment <\$1000	0	1,000	91	1,000	1,000
01-211-000-0000-6565	Diesel Fuel	328	500	218	500	500
<b>Program 000</b>	Undesignated	<b>0</b>	<b>6,900 -</b>	<b>0</b>	<b>6,900 -</b>	<b>7,935 -</b>
		<b>Expend.</b>	<b>144,112</b>	<b>161,092</b>	<b>156,289</b>	<b>153,842</b>
		<b>Net</b>	<b>144,112</b>	<b>154,192</b>	<b>146,942</b>	<b>153,342</b>
01-211-239-0000-5949	Use of Fund Balance-Radio Tower Rej	0	14,000 -	0	0	0
01-211-239-0000-6304	Other Machinery & Equipment Maint	0	0	10,921	0	0
01-211-239-0000-6480	Equipment/Furniture<\$5,000	0	0	15,900	0	0
01-211-239-0000-6669	Equipment/Furniture>=\$5,000	13,292	14,000	11,302	0	0
01-211-239-0000-6999	Future Fund Balance	0	20,000	0	20,000	20,000
<b>Program 239</b>	Radio Tower	<b>0</b>	<b>14,000 -</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend.</b>	<b>13,292</b>	<b>34,000</b>	<b>38,123</b>	<b>20,000</b>
		<b>Net</b>	<b>13,292</b>	<b>20,000</b>	<b>38,123</b>	<b>20,000</b>
<b>Dept 211</b>	Communications Infrastructure	<b>0</b>	<b>20,900 -</b>	<b>0</b>	<b>6,900 -</b>	<b>7,935 -</b>
		<b>Expend.</b>	<b>157,404</b>	<b>195,092</b>	<b>194,412</b>	<b>173,842</b>
		<b>Net</b>	<b>157,404</b>	<b>174,192</b>	<b>194,412</b>	<b>173,342</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

215 Dept Coroner

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
01-215-000-0000-6273		Coroner/Autopsy Fees	148,128	154,193	113,254	157,277	160,422
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>148,128</b>	<b>113,254</b>	<b>157,277</b>	<b>160,422</b>
			<b>Net</b>	<b>148,128</b>	<b>113,254</b>	<b>157,277</b>	<b>160,422</b>
<b>Dept</b>	<b>215</b>	Coroner	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>148,128</b>	<b>113,254</b>	<b>157,277</b>	<b>160,422</b>
			<b>Net</b>	<b>148,128</b>	<b>113,254</b>	<b>157,277</b>	<b>160,422</b>



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

255 Dept Court Services

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
01-255-000-0000-5252	Dept of Corrections-PO Salary Reimb	218,050 -	220,000 -	583,239 -	795,573 -	795,573 -
01-255-000-0000-5253	Dept of Corrections-Caseload/Workload	68,712 -	68,712 -	51,534 -	0	0
01-255-000-0000-5289	MN DHS-Mental Health Screenings	19,195 -	19,815 -	19,815 -	32,977 -	32,977 -
01-255-000-0000-5947	Transfers In	30,000 -	31,497 -	15,000 -	30,500 -	30,500 -
01-255-000-0000-6101	Salaries & Wages - Permanent	233,830	793,685	326,943	833,995	929,124
01-255-000-0000-6103	Salaries & Wages-Part Time w/o Bene	0	12,000	0	12,000	12,000
01-255-000-0000-6104	Salaries & Wages - Overtime	0	1,300	0	1,300	1,300
01-255-000-0000-6107	Salaries & Wages - Department Heads	31,552	112,840	43,566	111,634	124,178
01-255-000-0000-6151	Group Health Insurance	15,994	57,559	19,531	47,020	50,782
01-255-000-0000-6152	HSA Contribution	9,315	33,750	15,855	46,250	47,500
01-255-000-0000-6153	Family Insurance Supplement	7,424	26,426	17,221	56,816	61,361
01-255-000-0000-6154	Life Insurance	174	597	242	597	597
01-255-000-0000-6155	Dental Insurance-County Paid	953	3,397	1,823	5,840	5,840
01-255-000-0000-6156	Accident Insurance-County Paid	237	799	497	1,256	1,256
01-255-000-0000-6161	PERA	19,904	69,987	27,716	71,920	80,033
01-255-000-0000-6171	FICA	15,765	57,029	21,971	59,454	66,161
01-255-000-0000-6174	Mandatory Medicare	3,687	13,337	5,138	13,904	15,473
01-255-000-0000-6177	Paid Family and Medical Leave	0	0	0	0	3,735
01-255-000-0000-6202	Cell Phone	4,739	5,000	4,277	5,000	5,000
01-255-000-0000-6203	Postage	1,606	1,700	1,816	2,000	2,000
01-255-000-0000-6243	Membership Dues & Fees	445	3,000	2,669	3,500	3,500
01-255-000-0000-6269	Software Enhancements	0	4,383	3,565	4,383	4,383
01-255-000-0000-6270	Software Licensing	1,498	2,000	1,529	2,000	2,000
01-255-000-0000-6283	Other Professional Fees	661	750	511	1,500	1,500
01-255-000-0000-6284	Contracted Services-MH Services	10,500	10,500	10,500	10,500	10,500
01-255-000-0000-6285	Laboratory Fees	3,909	4,000	3,472	4,000	4,000
01-255-000-0000-6302	Copies/Copier Maintenance	2,925	3,500	2,307	3,500	3,500
01-255-000-0000-6331	Mileage & Transportation	1,240	1,400	1,143	2,000	2,000
01-255-000-0000-6332	Meals & Lodging	2,669	3,000	1,602	5,000	5,000
01-255-000-0000-6333	Other - Parking	62	50	42	100	100
01-255-000-0000-6335	Motor Pool Vehicle Usage	4,569	7,500	4,503	7,500	7,500
01-255-000-0000-6357	Conferences/Schools	1,950	3,000	2,091	5,000	5,000
01-255-000-0000-6358	Other Charges	382	300	393	1,000	2,000
01-255-000-0000-6382	Cjdn Connection Charges	1,890	1,080	1,080	1,080	1,080
01-255-000-0000-6401	Printing Services	225	200	0	200	200
01-255-000-0000-6402	Copy Machine Paper & Toner	262	500	154	500	500

# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
255 Dept Court Services

Report Basis: Cash

<u>Account Number</u>		<u>Account Description</u>	2022 Actual Mo. 01 - 12	2023 Budget	2023 YTD Mo. 01 - 12	2024 Budget	2025 Budget
01-255-000-0000-6405		Office Supplies	2,720	1,000	1,458	2,000	1,000
01-255-000-0000-6414		Food & Beverages	298	500	0	500	500
01-255-000-0000-6420		Other General Supplies	0	0	0	500	500
01-255-000-0000-6850		Miscellaneous Expense	0	0	50	0	0
<b>Program 000</b>	Undesignated		<b>Revenue 335,957 -</b>	<b>340,024 -</b>	<b>669,588 -</b>	<b>859,050 -</b>	<b>859,050 -</b>
			<b>Expend. 381,385</b>	<b>1,236,069</b>	<b>523,665</b>	<b>1,323,749</b>	<b>1,461,103</b>
			<b>Net 45,428</b>	<b>896,045</b>	<b>145,923 -</b>	<b>464,699</b>	<b>602,053</b>
01-255-250-0000-5480		Correction Service Fee	4,470 -	2,397 -	2,350 -	2,000 -	2,000 -
01-255-250-0000-6284		Contracted Services	400	0	0	0	0
01-255-250-0000-6850		Miscellaneous Expense	1,261	900	1,301	1,500	1,500
01-255-250-0000-6997		Transfers Out	0	1,497	0	500	500
<b>Program 250</b>	Correction Service Fees		<b>Revenue 4,470 -</b>	<b>2,397 -</b>	<b>2,350 -</b>	<b>2,000 -</b>	<b>2,000 -</b>
			<b>Expend. 1,661</b>	<b>2,397</b>	<b>1,301</b>	<b>2,000</b>	<b>2,000</b>
			<b>Net 2,809 -</b>	<b>0</b>	<b>1,049 -</b>	<b>0</b>	<b>0</b>
01-255-255-0000-5475		Local Correctional Fees	54,868 -	30,000 -	45,620 -	30,000 -	30,000 -
01-255-255-0000-6997		Transfers Out	30,000	30,000	15,000	30,000	30,000
<b>Program 255</b>	Local Correctional Fees		<b>Revenue 54,868 -</b>	<b>30,000 -</b>	<b>45,620 -</b>	<b>30,000 -</b>	<b>30,000 -</b>
			<b>Expend. 30,000</b>	<b>30,000</b>	<b>15,000</b>	<b>30,000</b>	<b>30,000</b>
			<b>Net 24,868 -</b>	<b>0</b>	<b>30,620 -</b>	<b>0</b>	<b>0</b>
01-255-260-0000-5341		REAM (Remote Elec Alcohol Monitorin	0	0	600 -	0	0
01-255-260-0000-6284		Contracted Services	0	0	600	0	0
<b>Program 260</b>	REAM		<b>Revenue 0</b>	<b>0</b>	<b>600 -</b>	<b>0</b>	<b>0</b>
			<b>Expend. 0</b>	<b>0</b>	<b>600</b>	<b>0</b>	<b>0</b>
			<b>Net 0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Dept 255</b>	Court Services		<b>Revenue 395,295 -</b>	<b>372,421 -</b>	<b>718,158 -</b>	<b>891,050 -</b>	<b>891,050 -</b>
			<b>Expend. 413,046</b>	<b>1,268,466</b>	<b>540,566</b>	<b>1,355,749</b>	<b>1,493,103</b>
			<b>Net 17,751</b>	<b>896,045</b>	<b>177,592 -</b>	<b>464,699</b>	<b>602,053</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
281 Dept Emergency Management

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
01-281-000-0000-5395	97.042 Emergency Mgmt Performance	0	31,754 -	0	36,000 -	36,000 -
01-281-000-0000-6101	Salaries & Wages - Permanent	50,401	53,871	44,748	56,301	62,567
01-281-000-0000-6104	Salaries & Wages - Overtime	0	500	0	0	0
01-281-000-0000-6118	Salaries & Wages - Uniform Allowance	214	428	107	0	0
01-281-000-0000-6151	Group Health Insurance	0	0	2,617	5,193	5,608
01-281-000-0000-6152	HSA Contribution	0	0	485	900	900
01-281-000-0000-6154	Life Insurance	33	33	28	33	33
01-281-000-0000-6161	PERA	8,921	9,573	7,711	9,965	10,269
01-281-000-0000-6171	FICA	0	3,371	127	3,491	3,597
01-281-000-0000-6174	Mandatory Medicare	711	788	640	816	841
01-281-000-0000-6177	Paid Family and Medical Leave	0	0	0	0	219
01-281-000-0000-6301	Maintenance Contracts	2,796	5,651	13,602	11,065	11,900
01-281-000-0000-6414	Food & Beverages	0	0	0	1,000	0
01-281-000-0000-6420	Other General Supplies	0	0	0	1,000	0
<b>Program 000</b>	Undesignated	<b>Revenue 0</b>	<b>31,754 -</b>	<b>0</b>	<b>36,000 -</b>	<b>36,000 -</b>
		<b>Expend. 63,076</b>	<b>74,215</b>	<b>70,065</b>	<b>89,764</b>	<b>95,934</b>
		<b>Net 63,076</b>	<b>42,461</b>	<b>70,065</b>	<b>53,764</b>	<b>59,934</b>
01-281-280-0000-5247	Radiological Emergency Preparedness	278,193 -	271,996 -	253,211 -	338,817 -	295,917 -
01-281-280-0000-5949	Use of Fund Balance-NPP	0	13,810 -	0	0	0
01-281-280-0000-6101	Salaries & Wages - Permanent	33,601	35,914	28,465	79,080	88,215
01-281-280-0000-6102	Salaries & Wages-Part Time w/ Benefits	25,932	27,394	18,345	0	0
01-281-280-0000-6104	Salaries & Wages - Overtime	0	500	0	0	0
01-281-280-0000-6118	Salaries & Wages - Uniform Allowance	143	286	71	0	0
01-281-280-0000-6151	Group Health Insurance	2,228	0	1,744	3,462	3,739
01-281-280-0000-6152	HSA Contribution	431	0	323	2,850	2,850
01-281-280-0000-6153	Family Insurance Supplement	0	0	0	14,276	15,418
01-281-280-0000-6154	Life Insurance	76	76	40	62	62
01-281-280-0000-6161	PERA	7,892	8,449	6,424	9,759	10,857
01-281-280-0000-6171	FICA	1,362	3,956	1,122	4,903	5,469
01-281-280-0000-6174	Mandatory Medicare	793	925	669	1,147	1,280
01-281-280-0000-6177	Paid Family and Medical Leave	0	0	0	0	309
01-281-280-0000-6201	Telephone	3,042	3,900	2,326	2,500	2,500
01-281-280-0000-6202	Cell Phone	494	500	776	1,000	1,000
01-281-280-0000-6203	Postage	375	300	314	100	600
01-281-280-0000-6206	Data Cards	877	1,000	680	500	500

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
281 Dept Emergency Management

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
01-281-280-0000-6243	Membership Dues And Fees	1,200	1,200	1,000	1,200	1,200
01-281-280-0000-6244	Subscriptions	0	0	14	0	0
01-281-280-0000-6268	Software Maintenance Contracts	0	250	0	0	0
01-281-280-0000-6270	Software Licensing	719	750	412	0	0
01-281-280-0000-6283	Other Professional Fees	428	0	0	0	0
01-281-280-0000-6284	Contracted Services	0	0	24	50	50
01-281-280-0000-6291	Employee Medical, Drug & Alcohol Tes	0	0	375	0	0
01-281-280-0000-6301	Maintenance Contracts	19,546	17,000	12,146	8,875	8,462
01-281-280-0000-6302	Copies/Copier Maintenance	3,843	3,600	2,928	3,600	3,600
01-281-280-0000-6303	Vehicle Maintenance	495	1,000	362	1,000	1,000
01-281-280-0000-6304	Other Machinery & Equipment Maint	1,850	1,000	0	1,000	1,000
01-281-280-0000-6309	Other-Vehicle or Boat License & Title	204	0	0	0	0
01-281-280-0000-6331	Mileage & Transportation	1,259	800	0	800	800
01-281-280-0000-6332	Meals & Lodging	3,374	3,000	1,936	3,000	3,000
01-281-280-0000-6333	Other-(Parking,Etc)	57	150	0	150	150
01-281-280-0000-6335	Motor Pool Vehicle Usage	173	0	0	0	0
01-281-280-0000-6340	Cable TV	1,969	2,100	1,977	2,250	2,250
01-281-280-0000-6357	Conferences/Schools/Workshops	1,050	2,000	925	1,500	1,500
01-281-280-0000-6402	Copy Machine Paper & Toner	423	800	40	400	400
01-281-280-0000-6405	Office Supplies	398	500	0	500	500
01-281-280-0000-6414	Food & Beverages	3,997	900	101	4,200	500
01-281-280-0000-6420	Other General Supplies	300	6,866	929	3,103	0
01-281-280-0000-6432	Other Furniture And Equipment	954	1,500	3,519	1,500	1,500
01-281-280-0000-6453	Personnel Uniforms	0	0	944	0	0
01-281-280-0000-6480	Equipment/Furniture<\$5,000	10,712	31,680	26,746	31,400	1,365
01-281-280-0000-6567	Gasoline (Unleaded)	1,401	1,700	1,742	2,000	1,300
01-281-280-0000-6663	Vehicles Purchased	32,190	13,810	12,739	0	0
01-281-280-0000-6669	Equipment/Furniture>=5,000	16,302	0	5,167	9,550	14,000
01-281-280-0000-6897	Other Agency Reimbursements	94,521	101,000	65,162	109,000	108,250
01-281-280-0000-6997	Transfers Out	16,136	9,000	9,809	17,800	10,600
01-281-280-0000-6998	Transfers Out - Inter Fund	14,494	2,000	1,012	16,300	2,000
<b>Program 280</b>	NPP Designated	<b>278,193 -</b>	<b>285,806 -</b>	<b>253,211 -</b>	<b>338,817 -</b>	<b>295,917 -</b>
		<b>Expend. 305,241</b>	<b>285,806</b>	<b>211,308</b>	<b>338,817</b>	<b>296,226</b>
		<b>Net 27,048</b>	<b>0</b>	<b>41,903 -</b>	<b>0</b>	<b>309</b>
01-281-283-0000-5859	Miscellaneous Revenue	0	0	6,525 -	2,400 -	2,400 -

# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
281 Dept Emergency Management

Report Basis: Cash

				2022	2023	2023	2024	2025
				Actual	Budget	YTD	Budget	Budget
				Mo. 01 - 12		Mo. 01 - 12		
		01-281-283-0000-6203	Postage	0	0	169	500	500
		01-281-283-0000-6420	Other General Supplies	0	0	1,555	1,900	4,500
<b>Program</b>	<b>283</b>	Rural Identification	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>6,525 -</b>	<b>2,400 -</b>	<b>2,400 -</b>
			<b>Expend.</b>	<b>0</b>	<b>0</b>	<b>1,724</b>	<b>2,400</b>	<b>5,000</b>
			<b>Net</b>	<b>0</b>	<b>0</b>	<b>4,801 -</b>	<b>0</b>	<b>2,600</b>
<b>Dept</b>	<b>281</b>	Emergency Management	<b>Revenue</b>	<b>278,193 -</b>	<b>317,560 -</b>	<b>259,736 -</b>	<b>377,217 -</b>	<b>334,317 -</b>
			<b>Expend.</b>	<b>368,317</b>	<b>360,021</b>	<b>283,097</b>	<b>430,981</b>	<b>397,160</b>
			<b>Net</b>	<b>90,124</b>	<b>42,461</b>	<b>23,361</b>	<b>53,764</b>	<b>62,843</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

523 Dept Byllesby Dam

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
01-523-000-0000-6270		Software Licensing	0	5,000	3,630	0	0
01-523-000-0000-6301		Maintenance Contracts	4,871	4,968	4,968	5,067	5,169
01-523-000-0000-6304		Other Machinery & Equipment Maint	0	2,000	0	2,000	2,000
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>4,871</b>	<b>11,968</b>	<b>7,067</b>	<b>7,169</b>
			<b>Net</b>	<b>4,871</b>	<b>8,598</b>	<b>7,067</b>	<b>7,169</b>
<b>Dept</b>	<b>523</b>	Byllesby Dam	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>4,871</b>	<b>11,968</b>	<b>7,067</b>	<b>7,169</b>
			<b>Net</b>	<b>4,871</b>	<b>8,598</b>	<b>7,067</b>	<b>7,169</b>

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

601 Dept Extension

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
01-601-000-0000-5859	Publication Sales	340 -	400 -	186 -	400 -	400 -
01-601-000-0000-6101	Salaries & Wages - Permanent	12,790	45,126	22,106	51,074	57,294
01-601-000-0000-6103	Salaries & Wages-Part Time w/o Bene	0	2,000	849	2,000	2,000
01-601-000-0000-6106	Per Diem in Lieu of Salaries	0	300	0	300	300
01-601-000-0000-6152	HSA Contribution	862	3,000	1,318	3,000	3,000
01-601-000-0000-6153	Family Insurance Supplement	4,900	17,706	7,693	19,034	20,557
01-601-000-0000-6154	Life Insurance	16	54	24	54	54
01-601-000-0000-6161	PERA	959	3,557	1,651	4,003	4,476
01-601-000-0000-6171	FICA	586	2,940	1,032	3,309	3,700
01-601-000-0000-6174	Mandatory Medicare	137	688	241	774	865
01-601-000-0000-6177	Paid Family and Medical Leave	0	0	0	0	209
01-601-000-0000-6202	Cell Phone	554	560	461	560	560
01-601-000-0000-6203	Postage	1,246	1,200	1,367	1,200	1,200
01-601-000-0000-6232	Publications & Brochures	0	500	647	500	500
01-601-000-0000-6270	Software Licensing	0	900	300	900	900
01-601-000-0000-6284	Contracted Services	134,661	157,692	111,522	161,296	166,135
01-601-000-0000-6302	Copies/Copier Maintenance	2,644	3,400	1,553	3,400	3,400
01-601-000-0000-6331	Mileage & Transportation	28	0	94	0	0
01-601-000-0000-6335	Motor Pool Vehicle Usage	266	300	294	300	300
01-601-000-0000-6357	Conferences/Schools	0	600	0	0	0
01-601-000-0000-6358	Training & Seminars (For Others)	0	0	600	600	600
01-601-000-0000-6401	Printing Services	0	150	38	150	150
01-601-000-0000-6402	Copy Machine Paper & Toner	1,325	450	115	450	450
01-601-000-0000-6405	Office Supplies	411	500	809	500	500
01-601-000-0000-6420	Other General Supplies	0	300	299	300	300
01-601-000-0000-6480	Equipment/Furniture<\$5,000	63	0	0	0	0
<b>Program</b> <b>000</b> Undesignated	<b>Revenue</b>	<b>340 -</b>	<b>400 -</b>	<b>186 -</b>	<b>400 -</b>	<b>400 -</b>
	<b>Expend.</b>	<b>161,448</b>	<b>241,923</b>	<b>153,013</b>	<b>253,704</b>	<b>267,450</b>
	<b>Net</b>	<b>161,108</b>	<b>241,523</b>	<b>152,827</b>	<b>253,304</b>	<b>267,050</b>
<b>Dept</b> <b>601</b> Extension	<b>Revenue</b>	<b>340 -</b>	<b>400 -</b>	<b>186 -</b>	<b>400 -</b>	<b>400 -</b>
	<b>Expend.</b>	<b>161,448</b>	<b>241,923</b>	<b>153,013</b>	<b>253,704</b>	<b>267,450</b>
	<b>Net</b>	<b>161,108</b>	<b>241,523</b>	<b>152,827</b>	<b>253,304</b>	<b>267,050</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

750 Dept Regional Railroad Authority

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>	
	01-750-000-0000-5001	Current Real & Personal Property Taxes	4,500 -	4,500 -	2,250 -	0	0	
	01-750-000-0000-6243	Membership Dues & Fees	3,840	4,500	3,840	4,500	4,500	
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>4,500 -</b>	<b>4,500 -</b>	<b>2,250 -</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>3,840</b>	<b>4,500</b>	<b>3,840</b>	<b>4,500</b>	<b>4,500</b>
			<b>Net</b>	<b>660 -</b>	<b>0</b>	<b>1,590</b>	<b>4,500</b>	<b>4,500</b>
<b>Dept</b>	<b>750</b>	Regional Railroad Authority	<b>Revenue</b>	<b>4,500 -</b>	<b>4,500 -</b>	<b>2,250 -</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>3,840</b>	<b>4,500</b>	<b>3,840</b>	<b>4,500</b>	<b>4,500</b>
			<b>Net</b>	<b>660 -</b>	<b>0</b>	<b>1,590</b>	<b>4,500</b>	<b>4,500</b>



# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

803 Dept Compensated Absences

<u>Account Number</u>	<u>Account Description</u>	<u>2022 Actual</u> <u>Mo. 01 - 12</u>	<u>2023 Budget</u>	<u>2023 YTD</u> <u>Mo. 01 - 12</u>	<u>2024 Budget</u>	<u>2025 Budget</u>
01-803-000-0000-5859	Mcit Dividend	254,107 -	145,000 -	59,254 -	60,000 -	60,000 -
01-803-000-0000-5949	Use of Fund Balance-Compensated At	0	28,127 -	0	0	0
01-803-000-0000-6140	Vacation/Sick Payout	255,244	591,386	400,133	569,789	569,789
01-803-000-0000-6151	Group Health Insurance	0	0	671	0	0
01-803-000-0000-6153	Family Insurance Supplement	0	0	2,012	0	0
01-803-000-0000-6171	FICA	14,989	36,666	11,929	35,327	35,327
01-803-000-0000-6174	Mandatory Medicare	3,757	8,575	5,854	8,262	8,262
01-803-000-0000-6195	Employee Incentives	11,200	0	11,550	0	0
01-803-000-0000-6278	Consultant Fees	24,219	0	0	0	0
01-803-000-0000-6998	Transfers Out - Inter Fund	63,526	0	54,602	0	0
01-803-000-0000-6999	Future Fund Balance-Compensated At	0	0	0	95,122	95,122
<b>Program 000</b>	Undesignated	<b>Revenue 254,107 -</b>	<b>173,127 -</b>	<b>59,254 -</b>	<b>60,000 -</b>	<b>60,000 -</b>
		<b>Expend. 372,935</b>	<b>636,627</b>	<b>486,751</b>	<b>708,500</b>	<b>708,500</b>
		<b>Net 118,828</b>	<b>463,500</b>	<b>427,497</b>	<b>648,500</b>	<b>648,500</b>
<b>Dept 803</b>	Compensated Absences	<b>Revenue 254,107 -</b>	<b>173,127 -</b>	<b>59,254 -</b>	<b>60,000 -</b>	<b>60,000 -</b>
		<b>Expend. 372,935</b>	<b>636,627</b>	<b>486,751</b>	<b>708,500</b>	<b>708,500</b>
		<b>Net 118,828</b>	<b>463,500</b>	<b>427,497</b>	<b>648,500</b>	<b>648,500</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

805 Dept Employee Training & Development

		2022	2023	2023	2024	2025
		Actual	Budget	YTD	Budget	Budget
		Mo. 01 - 12		Mo. 01 - 12		
<u>Account Number</u>	<u>Account Description</u>					
01-805-000-0000-5710	Interest	7,374 -	200 -	0	200 -	200 -
01-805-000-0000-6196	Tuition Reimbursement	4,333	10,000	13,604	15,000	15,000
01-805-000-0000-6278	Consultant Fees	7,300	0	8,114	5,000	5,000
01-805-000-0000-6283	Other Professional Fees	11,891	9,950	0	5,000	5,000
01-805-000-0000-6357	Conferences/Schools	4,495	20,000	0	10,000	10,000
01-805-000-0000-6414	Food & Beverages	0	0	733	500	500
<b>Program 000</b>	Undesignated	<b>Revenue 7,374 -</b>	<b>200 -</b>	<b>0</b>	<b>200 -</b>	<b>200 -</b>
		<b>Expend. 28,019</b>	<b>39,950</b>	<b>22,451</b>	<b>35,500</b>	<b>35,500</b>
		<b>Net 20,645</b>	<b>39,750</b>	<b>22,451</b>	<b>35,300</b>	<b>35,300</b>
<b>Dept 805</b>	Employee Training & Development	<b>Revenue 7,374 -</b>	<b>200 -</b>	<b>0</b>	<b>200 -</b>	<b>200 -</b>
		<b>Expend. 28,019</b>	<b>39,950</b>	<b>22,451</b>	<b>35,500</b>	<b>35,500</b>
		<b>Net 20,645</b>	<b>39,750</b>	<b>22,451</b>	<b>35,300</b>	<b>35,300</b>
<b>Fund 01</b>	County General Revenue	<b>Revenue 36,679,135 -</b>	<b>34,563,532 -</b>	<b>33,437,880 -</b>	<b>13,938,871 -</b>	<b>13,732,568 -</b>
		<b>Expend. 33,200,388</b>	<b>34,563,532</b>	<b>32,144,684</b>	<b>37,008,755</b>	<b>38,074,420</b>
		<b>Net 3,478,747 -</b>	<b>0</b>	<b>1,293,196 -</b>	<b>23,069,884</b>	<b>24,341,852</b>

## USER-SELECTED BUDGET REPORT

03 Fund County Road and Bridge  
310 Dept Highway Maintenance

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
03-310-000-0000-5085	Aggregate Material Production Tax	71,764 -	65,000 -	63,455 -	65,000 -	65,000 -
03-310-000-0000-5088	Wheelage Tax	510,943 -	525,000 -	477,178 -	1,050,000 -	1,050,000 -
03-310-000-0000-5145	Driveway Applications	1,350 -	1,350 -	1,620 -	1,350 -	1,350 -
03-310-000-0000-5146	Over Width/Length Moving Permits	5,845 -	6,500 -	3,225 -	6,500 -	6,500 -
03-310-000-0000-5147	Right-Of-Way Utility Permits	6,460 -	5,000 -	5,110 -	5,000 -	5,000 -
03-310-000-0000-5226	Hwy User Tax-Regular Maintenance	2,919,045 -	2,656,331 -	2,899,233 -	2,656,331 -	2,656,331 -
03-310-000-0000-5227	Hwy User Tax-Municipal Maintenance	278,359 -	253,307 -	292,838 -	253,307 -	253,307 -
03-310-000-0000-5480	Other Charges For Services	13,434 -	1,500 -	1,091 -	1,500 -	1,500 -
03-310-000-0000-5859	Miscellaneous Revenue	3,507 -	2,000 -	4,028 -	2,000 -	2,000 -
03-310-000-0000-5934	Sale Of Supplies & Materials	10,043 -	20,000 -	31,398 -	20,000 -	20,000 -
03-310-000-0000-5948	Transfers In - Inter Fund	0	0	0	0	118,639 -
03-310-000-0000-5949	Use of Fund Balance-Hwy Maintenance	0	987,939 -	0	0	0
03-310-000-0000-6101	Salaries & Wages - Permanent	962,641	1,134,227	984,403	1,240,723	1,318,941
03-310-000-0000-6103	Salaries & Wages-Part Time w/o Bene	28,606	45,000	36,315	59,400	59,400
03-310-000-0000-6104	Salaries & Wages - Overtime	60,841	40,000	78,595	70,000	70,000
03-310-000-0000-6118	Salaries & Wages - Uniform Allowance	7,992	8,670	7,863	8,670	8,670
03-310-000-0000-6151	Group Health Insurance	42,219	41,457	35,354	37,203	40,179
03-310-000-0000-6152	HSA Contribution	70,902	89,250	80,971	102,600	102,600
03-310-000-0000-6153	Family Insurance Supplement	115,143	154,329	120,760	171,067	164,196
03-310-000-0000-6154	Life Insurance	881	976	832	976	922
03-310-000-0000-6155	Dental Insurance-County Paid	8,941	11,713	10,027	12,412	12,412
03-310-000-0000-6156	Accident Insurance-County Paid	2,057	2,698	2,775	2,684	2,864
03-310-000-0000-6161	PERA	77,461	88,067	79,592	98,304	104,373
03-310-000-0000-6171	FICA	61,963	75,592	64,816	84,948	90,106
03-310-000-0000-6174	Mandatory Medicare	14,491	17,679	15,159	19,867	21,073
03-310-000-0000-6177	Paid Family and Medical Leave	0	0	0	0	5,087
03-310-000-0000-6202	Cell Phone	2,641	3,000	1,480	3,000	3,000
03-310-000-0000-6206	Data Cards	0	0	960	0	0
03-310-000-0000-6241	Advertising & Legal Notices	0	200	0	200	200
03-310-000-0000-6251	Electricity	15,109	16,000	13,703	16,000	16,000
03-310-000-0000-6270	Software Licensing	3,365	4,400	2,150	4,400	4,400
03-310-000-0000-6278	Consultant Fees-Bridge Insp	30,562	14,000	48,082	14,000	14,000
03-310-000-0000-6281	Engineering-Hyd-Pavement Test Etc	4,347	1,500	5,704	5,000	5,000
03-310-000-0000-6283	Other Professional Fees	35	0	0	0	0
03-310-000-0000-6291	Employee Drug & Alcohol Testing	2,337	2,000	2,585	2,000	2,000
03-310-000-0000-6309	Other-Sidewalk Snow Removal	225	0	0	0	0

## USER-SELECTED BUDGET REPORT

03 Fund County Road and Bridge  
310 Dept Highway Maintenance

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
03-310-000-0000-6316	Bridge Maintenance	92,250	200,000	224,442	200,000	200,000
03-310-000-0000-6317	Guard Rail Maintenance	0	200,000	425,662	200,000	200,000
03-310-000-0000-6321	Maintenance Projects	413,403	1,827,939	398,756	840,000	840,000
03-310-000-0000-6322	Seal Coating Contracts	821,244	0	1,498,556	0	0
03-310-000-0000-6323	Traffic Marking Contracts	390,802	500,000	313,606	500,000	500,000
03-310-000-0000-6324	Street Signals & Lighting	4,285	24,000	2,833	24,000	24,000
03-310-000-0000-6325	Weed & Brush Spraying	0	250,000	33,800	250,000	250,000
03-310-000-0000-6326	Tree Trimming	0	3,000	0	3,000	3,000
03-310-000-0000-6327	Crushed Rock Surfacing Contracts	148,247	150,000	0	150,000	150,000
03-310-000-0000-6328	Aggregate Roads Grading	963	5,000	1,350	5,000	5,000
03-310-000-0000-6343	Machinery & Equipment Rental	15,131	10,000	26,068	10,000	10,000
03-310-000-0000-6354	Workman's Compensation	40,964	41,644	34,439	42,509	42,509
03-310-000-0000-6357	Conferences/Training	2,522	1,000	1,028	1,000	1,000
03-310-000-0000-6405	Office/Administrative Supplies	1,683	400	149	400	400
03-310-000-0000-6414	Food & Beverages	515	450	414	450	450
03-310-000-0000-6417	Safety Materials	3,098	3,000	3,237	3,000	3,000
03-310-000-0000-6432	Other Furniture & Equipment	651	2,500	2,641	2,500	2,500
03-310-000-0000-6480	Equipment/Furniture<\$5,000	1,495	1,000	0	1,000	1,000
03-310-000-0000-6502	Aggregates & Icing Sand	47,542	30,000	53,744	40,000	45,000
03-310-000-0000-6503	Bituminous	55,734	40,000	39,639	40,000	40,000
03-310-000-0000-6504	Traffic Signs, Posts & Misc	34,671	30,000	26,169	35,000	40,000
03-310-000-0000-6505	Culverts, Aprons, Bands Etc.	25,406	30,000	29,527	30,000	30,000
03-310-000-0000-6506	De-Icing Materials	326,401	340,000	364,916	340,000	340,000
03-310-000-0000-6507	Crushed Rock	67,326	70,000	123,831	70,000	70,000
03-310-000-0000-6508	Miscellaneous Road Supplies	24,031	14,500	20,713	20,000	20,000
03-310-000-0000-6509	Adopt-A-Hwy Expenses	2,295	2,000	1,734	2,000	2,000
03-310-000-0000-6511	Weed/Brush Control	58,906	25,000	8,690	25,000	25,000
03-310-000-0000-6512	Crack Filling	46,303	55,000	45,530	55,000	55,000
03-310-000-0000-6514	Dust Control Chemicals	15,340	15,500	18,400	20,000	20,000
03-310-000-0000-6515	Addressing System Charges	0	6,000	49	6,000	6,000
03-310-000-0000-6517	Erosion Control & Turf Establishment	16,612	25,000	276	25,000	25,000
03-310-000-0000-6573	Supplies-Work For Others	0	0	1,761	0	0
03-310-000-0000-6839	Disposal Costs	1,689	1,000	1,952	1,000	1,000
<b>Program 000</b>	Undesignated	<b>Revenue 3,820,750 -</b>	<b>4,523,927 -</b>	<b>3,779,176 -</b>	<b>4,060,988 -</b>	<b>4,179,627 -</b>
		<b>Expend. 4,172,268</b>	<b>5,654,691</b>	<b>5,296,038</b>	<b>4,895,313</b>	<b>4,997,282</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

03 Fund County Road and Bridge  
310 Dept Highway Maintenance

Report Basis: Cash

			2022	2023	2023	2024	2025	
			Actual	Budget	YTD	Budget	Budget	
			<u>Mo. 01 - 12</u>		<u>Mo. 01 - 12</u>			
		<b>Net</b>	351,518	1,130,764	1,516,862	834,325	817,655	
<b>Dept</b>	<b>310</b>	<b>Highway Maintenance</b>	<b>Revenue</b>	3,820,750 -	4,523,927 -	3,779,176 -	4,060,988 -	4,179,627 -
			<b>Expend.</b>	4,172,268	5,654,691	5,296,038	4,895,313	4,997,282
			<b>Net</b>	351,518	1,130,764	1,516,862	834,325	817,655

## USER-SELECTED BUDGET REPORT

03 Fund County Road and Bridge  
320 Dept Highway Construction

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	<u>2022 Actual</u> <u>Mo. 01 - 12</u>	<u>2023 Budget</u>	<u>2023 YTD</u> <u>Mo. 01 - 12</u>	<u>2024 Budget</u>	<u>2025 Budget</u>
03-320-000-0000-5090	Local Option Sales Tax	4,357,775 -	4,000,000 -	4,545,990 -	4,560,000 -	4,560,000 -
03-320-000-0000-5230	Hwy User Tax-Regular Construction	509,637 -	5,175,000 -	4,682,424 -	7,322,000 -	62,000 -
03-320-000-0000-5231	Hwy User Tax-Municipal Construction	604,930 -	0	0	206,000 -	750,000 -
03-320-000-0000-5232	Hwy User Tax-Town Bridge	298,313 -	680,000 -	771,995 -	1,035,000 -	1,000,000 -
03-320-000-0000-5233	Hwy User Tax-Special Town Bridge	85,502 -	0	103,898 -	0	0
03-320-000-0000-5234	Hwy User Tax-Bridge Bonding	136,960 -	0	164,328 -	0	0
03-320-000-0000-5278	MN Dept of Transportation Grants	351,000 -	0	2,083,493 -	904,776 -	229,000 -
03-320-000-0000-5331	20.205 Highway Planning & Constructi	689,233 -	0	679,758 -	0	0
03-320-000-0000-5480	Other Charges For Services	242,634 -	0	379,212 -	0	0
03-320-000-0000-5859	Miscellaneous Revenue	0	0	2,205 -	0	0
03-320-000-0000-5949	Use of Fund Balance-Hwy Construction	0	500,000 -	0	0	0
03-320-000-0000-6101	Salaries & Wages - Permanent	483,307	728,714	590,871	656,304	727,553
03-320-000-0000-6103	Salaries & Wages-Part Time w/o Bene	4,459	0	0	7,200	7,200
03-320-000-0000-6104	Salaries & Wages - Overtime	20,282	24,000	22,856	24,000	24,000
03-320-000-0000-6151	Group Health Insurance	19,708	35,689	30,176	33,457	36,134
03-320-000-0000-6152	HSA Contribution	15,332	22,500	19,673	23,600	24,100
03-320-000-0000-6153	Family Insurance Supplement	29,528	30,919	39,442	38,068	41,114
03-320-000-0000-6154	Life Insurance	295	434	359	380	380
03-320-000-0000-6155	Dental Insurance-County Paid	1,470	1,869	1,147	1,463	1,463
03-320-000-0000-6156	Accident Insurance-County Paid	361	443	303	343	343
03-320-000-0000-6161	PERA	37,769	56,454	46,450	51,023	56,436
03-320-000-0000-6171	FICA	30,027	46,668	36,634	42,625	47,117
03-320-000-0000-6174	Mandatory Medicare	7,022	10,914	8,568	9,969	11,019
03-320-000-0000-6177	Paid Family and Medical Leave	0	0	0	0	2,660
03-320-000-0000-6202	Cell Phone	3,655	5,000	3,625	5,000	5,000
03-320-000-0000-6206	Data Cards	1,080	1,100	1,291	1,100	1,100
03-320-000-0000-6232	Publications & Brochures	410	0	0	0	0
03-320-000-0000-6241	Advertising & Legal Notices	0	100	0	100	100
03-320-000-0000-6243	Membership Dues/Professional Licens	128	325	150	325	325
03-320-000-0000-6268	Software Maintenance Contracts	12,974	25,000	21,889	25,000	25,000
03-320-000-0000-6278	Consultant Fees	127,102	430,000	168,357	275,000	200,000
03-320-000-0000-6281	Preliminary Engineering & Design	368,984	250,000	382,550	100,000	100,000
03-320-000-0000-6283	Other Professional Fees	2,580	2,500	24,298	2,500	2,500
03-320-000-0000-6287	Construction Phase Engineering & Tes	126,733	20,000	75,239	20,000	20,000
03-320-000-0000-6301	Non-Contract Project Costs	310	6,000	200	1,000	1,000
03-320-000-0000-6304	Other Machinery & Equipment Maint	100	1,500	2,985	1,500	1,500

# Goodhue County



## USER-SELECTED BUDGET REPORT

03 Fund County Road and Bridge  
320 Dept Highway Construction

Report Basis: Cash

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
03-320-000-0000-6311		Right-Of-Way CSAH Road System	353,425	100,000	75,592	100,000	100,000
03-320-000-0000-6319		Township Bridge Projects	487,650	680,000	800,371	1,035,000	1,000,000
03-320-000-0000-6320		Construction Contracts	8,066,475	11,275,000	13,496,481	15,092,776	7,701,000
03-320-000-0000-6321		Minor Non-Contract Charges	0	0	2,152	0	0
03-320-000-0000-6332		Meals & Lodging	28	0	0	0	0
03-320-000-0000-6343		Machinery & Equipment Rental	2,430	0	0	0	0
03-320-000-0000-6354		Workman's Compensation	13,833	13,422	14,331	16,348	16,348
03-320-000-0000-6357		Conferences/Training	6,540	7,500	6,200	7,500	7,500
03-320-000-0000-6402		Paper/Toner/Inkjet Cartridges	1,162	500	958	1,500	1,500
03-320-000-0000-6405		Office & Computer Supplies/Small Equip	1,164	500	716	1,500	1,500
03-320-000-0000-6414		Food & Beverages	103	350	220	350	350
03-320-000-0000-6417		Safety Materials	1,878	1,000	2,243	2,000	2,000
03-320-000-0000-6432		Other Furniture & Equipment	2,763	3,500	300	3,000	3,000
03-320-000-0000-6480		Equipment/Furniture<\$5,000	2,350	3,000	0	3,000	3,000
03-320-000-0000-6501		Field Engineering/Survey Supplies	3,756	4,000	2,718	4,000	4,000
03-320-000-0000-6508		Misc Road Construction Supplies	2,320	1,000	616	1,000	1,000
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue 7,275,984 -</b>	<b>10,355,000 -</b>	<b>13,413,303 -</b>	<b>14,027,776 -</b>	<b>6,601,000 -</b>
			<b>Expend. 10,239,493</b>	<b>13,789,901</b>	<b>15,879,961</b>	<b>17,587,931</b>	<b>10,177,242</b>
			<b>Net 2,963,509</b>	<b>3,434,901</b>	<b>2,466,658</b>	<b>3,560,155</b>	<b>3,576,242</b>
<b>Dept</b>	<b>320</b>	Highway Construction	<b>Revenue 7,275,984 -</b>	<b>10,355,000 -</b>	<b>13,413,303 -</b>	<b>14,027,776 -</b>	<b>6,601,000 -</b>
			<b>Expend. 10,239,493</b>	<b>13,789,901</b>	<b>15,879,961</b>	<b>17,587,931</b>	<b>10,177,242</b>
			<b>Net 2,963,509</b>	<b>3,434,901</b>	<b>2,466,658</b>	<b>3,560,155</b>	<b>3,576,242</b>

## USER-SELECTED BUDGET REPORT

03 Fund County Road and Bridge  
330 Dept Highway Administration

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> <u>Mo. 01 - 12</u>	2023 <u>Budget</u>	2023 <u>YTD</u> <u>Mo. 01 - 12</u>	2024 <u>Budget</u>	2025 <u>Budget</u>
03-330-000-0000-5001	Current Real & Personal Property Taxes	5,833,479 -	6,332,444 -	6,151,509 -	0	0
03-330-000-0000-5006	Delinquent Taxes-Real & Personal	29,169 -	0	24,803 -	0	0
03-330-000-0000-5060	Current Mobile Home Taxes	6,223 -	0	5,359 -	0	0
03-330-000-0000-5064	Delinquent Taxes-Mobile Home	669 -	0	1,052 -	0	0
03-330-000-0000-5207	PILT-Wildlife Management	3,099 -	0	0	0	0
03-330-000-0000-5208	PILT-Gross Shelter Rent	6,461 -	0	5,967 -	0	0
03-330-000-0000-5209	PILT-30% Rental Reimbursement	91 -	0	16 -	0	0
03-330-000-0000-5211	Market Value Credit Aid	70,377 -	72,599 -	36,496 -	0	0
03-330-000-0000-5212	Disparity Reduction Aid	4,315 -	0	2,221 -	0	0
03-330-000-0000-5238	Hwy User Tax-Town Road Allotment	771,290 -	515,859 -	556,677 -	515,859 -	515,859 -
03-330-000-0000-5810	Rental Income	2,300 -	2,300 -	2,330 -	2,300 -	2,300 -
03-330-000-0000-5948	Transfers In - Inter Fund	2,998 -	720 -	718 -	5,700 -	720 -
03-330-000-0000-5949	Use of Fund Balance-Hwy Administrati	0	0	0	273,794 -	0
03-330-000-0000-6101	Salaries & Wages - Permanent	178,055	208,130	178,877	219,948	245,250
03-330-000-0000-6103	Salaries & Wages-Part Time w/o Bene	0	0	9,654	0	0
03-330-000-0000-6104	Salaries & Wages - Overtime	952	2,000	4,605	2,000	2,000
03-330-000-0000-6107	Salaries & Wages - Department Heads	159,671	167,482	236,582	159,314	178,913
03-330-000-0000-6120	Salaries & Wages - Vehicle Allowance	0	6,800	5,950	10,506	10,822
03-330-000-0000-6151	Group Health Insurance	10,413	8,051	4,026	6,201	6,697
03-330-000-0000-6152	HSA Contribution	10,197	15,000	12,252	18,075	18,450
03-330-000-0000-6153	Family Insurance Supplement	48,997	61,499	68,202	59,192	63,927
03-330-000-0000-6154	Life Insurance	203	217	220	217	217
03-330-000-0000-6155	Dental Insurance-County Paid	245	1,188	692	1,643	1,643
03-330-000-0000-6156	Accident Insurance-County Paid	68	271	200	357	357
03-330-000-0000-6161	PERA	25,402	28,321	31,084	28,595	31,968
03-330-000-0000-6171	FICA	19,565	23,412	25,166	23,638	26,427
03-330-000-0000-6174	Mandatory Medicare	4,663	5,475	5,896	5,528	6,180
03-330-000-0000-6177	Paid Family and Medical Leave	0	0	0	0	1,492
03-330-000-0000-6202	Cell Phone	1,421	1,100	923	1,100	1,100
03-330-000-0000-6203	Postage	367	200	344	300	300
03-330-000-0000-6209	Internet	670	600	407	700	700
03-330-000-0000-6241	Advertising & Legal Notices	563	0	305	0	0
03-330-000-0000-6243	Membership Dues & Fees	4,043	4,000	4,122	4,000	4,000
03-330-000-0000-6244	Subscriptions	235	300	332	300	300
03-330-000-0000-6268	Software Maintenance Contracts	7,186	6,500	11,667	6,500	6,500
03-330-000-0000-6278	Consultant Fees	4,180	31,000	3,609	20,000	20,000



## USER-SELECTED BUDGET REPORT

03 Fund County Road and Bridge  
330 Dept Highway Administration

Report Basis: Cash

		2022	2023	2023	2024	2025	
		Actual	Budget	YTD	Budget	Budget	
		Mo. 01 - 12		Mo. 01 - 12			
<u>Account Number</u>	<u>Account Description</u>						
03-330-000-0000-6283	Other Professional Fees	984	2,000	1,121	2,000	2,000	
03-330-000-0000-6302	Copies/Copier Maintenance	4,781	4,640	4,258	4,640	4,640	
03-330-000-0000-6305	Building Maintenance	13,200	0	1,564	0	0	
03-330-000-0000-6318	Th 52 Development	30,677	0	30,856	0	0	
03-330-000-0000-6331	Mileage & Transportation	0	400	0	400	400	
03-330-000-0000-6351	Insurance	30,483	29,918	30,918	31,244	31,244	
03-330-000-0000-6352	Special Assessments	0	0	4,986	0	0	
03-330-000-0000-6354	Workman's Compensation	277	322	371	390	390	
03-330-000-0000-6357	Conferences/Training	3,277	13,500	4,010	13,500	13,500	
03-330-000-0000-6402	Paper/Toner/Ink Jet Cartridges	639	500	631	500	500	
03-330-000-0000-6405	Office Supplies/Small Equip	1,971	1,200	1,052	1,200	1,200	
03-330-000-0000-6414	Food & Beverages	193	150	425	150	150	
03-330-000-0000-6417	Safety Materials	154	0	29	0	0	
03-330-000-0000-6420	Other General Supplies	325	100	269	100	100	
03-330-000-0000-6432	Other Furniture & Equipment	0	1,000	1,262	1,000	1,000	
03-330-000-0000-6845	Town Road Allotment	771,290	515,859	557,118	515,859	515,859	
03-330-000-0000-6997	Transfers Out	0	0	0	273,794	0	
<b>Program</b>	<b>000 Undesignated</b>	<b>Revenue</b>	<b>6,730,471 -</b>	<b>6,923,922 -</b>	<b>6,787,148 -</b>	<b>797,653 -</b>	<b>518,879 -</b>
		<b>Expend.</b>	<b>1,335,347</b>	<b>1,141,135</b>	<b>1,243,985</b>	<b>1,412,891</b>	<b>1,198,226</b>
		<b>Net</b>	<b>5,395,124 -</b>	<b>5,782,787 -</b>	<b>5,543,163 -</b>	<b>615,238</b>	<b>679,347</b>
<b>Dept</b>	<b>330 Highway Administration</b>	<b>Revenue</b>	<b>6,730,471 -</b>	<b>6,923,922 -</b>	<b>6,787,148 -</b>	<b>797,653 -</b>	<b>518,879 -</b>
		<b>Expend.</b>	<b>1,335,347</b>	<b>1,141,135</b>	<b>1,243,985</b>	<b>1,412,891</b>	<b>1,198,226</b>
		<b>Net</b>	<b>5,395,124 -</b>	<b>5,782,787 -</b>	<b>5,543,163 -</b>	<b>615,238</b>	<b>679,347</b>

## USER-SELECTED BUDGET REPORT

03 Fund County Road and Bridge  
340 Dept Equipment Maintenance

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> <u>Mo. 01 - 12</u>	2023 <u>Budget</u>	2023 <u>YTD</u> <u>Mo. 01 - 12</u>	2024 <u>Budget</u>	2025 <u>Budget</u>
03-340-000-0000-5480	Other Charges For Services	0	1,200 -	3,400 -	1,200 -	1,200 -
03-340-000-0000-5496	Intracounty Fees-Labor	27 -	0	0	0	0
03-340-000-0000-5497	Intracounty Fees-Materials/Supplies	45 -	0	0	0	0
03-340-000-0000-5859	Miscellaneous Revenue	765 -	800 -	1,650 -	800 -	800 -
03-340-000-0000-5860	Insurance Reimbursements	8,123 -	0	0	0	0
03-340-000-0000-6101	Salaries & Wages - Permanent	69,729	75,091	71,824	81,245	89,982
03-340-000-0000-6104	Salaries & Wages - Overtime	0	100	1,808	100	100
03-340-000-0000-6118	Salaries & Wages - Uniform Allowance	510	510	510	510	510
03-340-000-0000-6152	HSA Contribution	6,650	7,500	7,212	8,050	8,300
03-340-000-0000-6153	Family Insurance Supplement	12,728	13,213	12,662	14,204	15,340
03-340-000-0000-6154	Life Insurance	54	54	52	54	54
03-340-000-0000-6155	Dental Insurance-County Paid	1,142	1,188	1,139	1,277	1,277
03-340-000-0000-6156	Accident Insurance-County Paid	271	271	325	271	271
03-340-000-0000-6161	PERA	5,230	5,639	5,522	6,101	6,756
03-340-000-0000-6171	FICA	3,866	4,662	4,063	5,043	5,585
03-340-000-0000-6174	Mandatory Medicare	904	1,090	950	1,180	1,306
03-340-000-0000-6177	Paid Family and Medical Leave	0	0	0	0	315
03-340-000-0000-6202	Cell Phone	554	700	463	700	700
03-340-000-0000-6245	State Required Registration or License	40	90	40	90	90
03-340-000-0000-6270	Software Licensing	1,499	3,500	1,699	3,500	3,500
03-340-000-0000-6283	Other Professional Fees	0	0	331	0	0
03-340-000-0000-6291	Employee Drug & Alcohol Testing	228	250	131	250	250
03-340-000-0000-6303	Labor-Trucks & Pick Ups	44,261	19,500	71,506	40,000	40,000
03-340-000-0000-6304	Other Machinery & Equipment Maint	37,745	20,000	190 -	20,000	20,000
03-340-000-0000-6307	Uniform Maintenance	1,405	1,600	1,445	1,800	1,800
03-340-000-0000-6309	Other-Vehicle or Boat License & Title	847	0	12,738	1,000	1,000
03-340-000-0000-6351	Property Insurance	35,927	39,095	38,460	42,450	42,450
03-340-000-0000-6354	Workman's Compensation	5,404	1,999	1,115 -	2,385	2,385
03-340-000-0000-6357	Conferences/Training	275	250	229	500	500
03-340-000-0000-6405	Office Supplies/Small Equip	0	0	34	0	0
03-340-000-0000-6414	Food & Beverages	10	0	10	0	0
03-340-000-0000-6417	Safety Materials	51	100	29	100	100
03-340-000-0000-6420	Other General Supplies	18,142	15,000	17,779	15,000	15,000
03-340-000-0000-6432	Other Furniture & Equipment	2,982	3,000	26,203	3,000	3,000
03-340-000-0000-6480	Equipment/Furniture<\$5,000	4,956	1,000	3,510	5,000	5,000
03-340-000-0000-6561	Motor Oil & Lubricants	14,720	13,000	9,220	13,000	13,000

# Goodhue County



## USER-SELECTED BUDGET REPORT

03 Fund County Road and Bridge  
340 Dept Equipment Maintenance

Report Basis: Cash

		2022	2023	2023	2024	2025	
		Actual	Budget	YTD	Budget	Budget	
		Mo. 01 - 12		Mo. 01 - 12			
<u>Account Number</u>	<u>Account Description</u>						
03-340-000-0000-6562	Truck & Pickup Repair Parts	86,776	75,000	69,618	75,000	75,000	
03-340-000-0000-6563	Heavy & Misc Equip Repair Parts	43,394	35,000	37,668	115,000	35,000	
03-340-000-0000-6565	Diesel Fuel	282,000	300,000	252,929	300,000	300,000	
03-340-000-0000-6567	Gasoline (Unleaded)	50,410	37,500	6,819 -	37,500	37,500	
03-340-000-0000-6569	Small Tools & Shop Equipment	3,715	5,000	1,574	5,000	5,000	
03-340-000-0000-6570	Welding Supplies	1,578	2,000	1,144	2,000	2,000	
03-340-000-0000-6572	Cutting Edges	79,250	80,000	77,616	85,000	85,000	
03-340-000-0000-6575	Tires	23,181	31,900	28,492	37,000	37,000	
03-340-000-0000-6669	Equipment/Furniture>=5,000	0	0	7,958	0	0	
<b>Program</b>	<b>000 Undesignated</b>	<b>Revenue</b>	<b>8,960 -</b>	<b>2,000 -</b>	<b>5,050 -</b>	<b>2,000 -</b>	<b>2,000 -</b>
		<b>Expend.</b>	<b>840,434</b>	<b>794,802</b>	<b>758,769</b>	<b>923,310</b>	<b>855,071</b>
		<b>Net</b>	<b>831,474</b>	<b>792,802</b>	<b>753,719</b>	<b>921,310</b>	<b>853,071</b>
<b>Dept</b>	<b>340 Equipment Maintenance</b>	<b>Revenue</b>	<b>8,960 -</b>	<b>2,000 -</b>	<b>5,050 -</b>	<b>2,000 -</b>	<b>2,000 -</b>
		<b>Expend.</b>	<b>840,434</b>	<b>794,802</b>	<b>758,769</b>	<b>923,310</b>	<b>855,071</b>
		<b>Net</b>	<b>831,474</b>	<b>792,802</b>	<b>753,719</b>	<b>921,310</b>	<b>853,071</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

03 Fund County Road and Bridge  
350 Dept Shop Maintenance

Report Basis: Cash

		2022	2023	2023	2024	2025
		Actual	Budget	YTD	Budget	Budget
<u>Account Number</u>		<u>Mo. 01 - 12</u>		<u>Mo. 01 - 12</u>		
<u>Account Description</u>						
03-350-000-0000-5859	Miscellaneous Revenue	0	0	431 -	0	0
03-350-000-0000-6201	Telephone	3,160	3,000	3,380	3,000	3,000
03-350-000-0000-6209	Internet	2,718	2,800	2,653	2,800	2,800
03-350-000-0000-6251	Electricity	41,160	40,000	40,744	40,000	40,000
03-350-000-0000-6252	Natural Gas & Lp	32,507	35,000	32,524	35,000	35,000
03-350-000-0000-6253	Water/Sewer/Garbage Pick Up	15,273	11,000	17,414	15,000	15,000
03-350-000-0000-6268	Software Maintenace Contracts	0	2,500	2,350	2,500	2,500
03-350-000-0000-6283	Other Professional Fees	6,773	5,000	7,568	8,000	8,000
03-350-000-0000-6304	Other Machinery & Equipment Maint	5,420	5,000	6,701	5,000	5,000
03-350-000-0000-6305	Building Maintenance	16,916	50,000	58,014	50,000	50,000
03-350-000-0000-6306	Grounds Maintenance	7,324	6,000	7,925	6,000	6,000
03-350-000-0000-6351	Property Insurance	21,468	22,534	22,445	24,034	24,034
03-350-000-0000-6420	Other General Supplies	3,903	3,500	4,248	3,500	3,500
03-350-000-0000-6432	Other Furniture & Equipment	0	500	1,800	500	500
03-350-000-0000-6563	Building & Systems Repair Parts	5,665	8,500	2,972	8,500	8,500
<b>Program</b>	<b>000</b> Undesignated	<b>Revenue</b>	<b>0</b>	<b>431 -</b>	<b>0</b>	<b>0</b>
		<b>Expend.</b>	<b>162,287</b>	<b>210,738</b>	<b>203,834</b>	<b>203,834</b>
		<b>Net</b>	<b>162,287</b>	<b>210,307</b>	<b>203,834</b>	<b>203,834</b>
<b>Dept</b>	<b>350</b> Shop Maintenance	<b>Revenue</b>	<b>0</b>	<b>431 -</b>	<b>0</b>	<b>0</b>
		<b>Expend.</b>	<b>162,287</b>	<b>210,738</b>	<b>203,834</b>	<b>203,834</b>
		<b>Net</b>	<b>162,287</b>	<b>210,307</b>	<b>203,834</b>	<b>203,834</b>

## USER-SELECTED BUDGET REPORT

03 Fund County Road and Bridge  
521 Dept County Parks

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>	
03-521-000-0000-5083	Sale of Forfeited Land	16,027 -	6,000 -	0	6,000 -	6,000 -	
03-521-000-0000-5180	Byllesby Permits	80 -	200 -	0	0	0	
03-521-000-0000-5266	Park Grant - State	1,242,067 -	0	0	0	0	
03-521-000-0000-5515	Rental Fees/Reservation Fees	0	500 -	0	500 -	500 -	
03-521-000-0000-5810	Rental Income-Byllesby	6,274 -	6,500 -	6,333 -	6,500 -	6,500 -	
03-521-000-0000-5948	Transfers In - Inter Fund	25,653 -	0	0	0	0	
03-521-000-0000-5949	Use of Fund Balance-Byllesby Park & Trl	0	0	0	80,000 -	0	
03-521-000-0000-6106	Per Diem in Lieu of Salaries	1,400	2,400	600	2,400	2,400	
03-521-000-0000-6209	Internet	0	0	0	2,400	2,400	
03-521-000-0000-6241	Advertising	523	200	419	200	200	
03-521-000-0000-6243	Membership Dues & Fees	325	325	355	375	375	
03-521-000-0000-6251	Electric	1,446	2,400	1,571	3,000	3,000	
03-521-000-0000-6278	Consultant Fees	64,072	10,000	13,660	30,000	30,000	
03-521-000-0000-6283	Other Professional Fees	0	8,000	0	8,000	8,000	
03-521-000-0000-6305	Building Maintenance	0	15,000	749	15,000	15,000	
03-521-000-0000-6306	Grounds Maintenance	1,300	15,500	2,591	16,000	16,000	
03-521-000-0000-6331	Mileage	202	560	202	750	750	
03-521-000-0000-6343	Equipment Rent (Dumpsters & Portabl	7,159	5,000	7,668	5,000	5,000	
03-521-000-0000-6351	Insurance	373	2,751	2,751	459	459	
03-521-000-0000-6414	Food & Beverages	11	250	0	250	250	
03-521-000-0000-6420	General Supplies & Repair Parts	6,827	8,000	3,406	8,000	8,000	
03-521-000-0000-6480	Equipment/Furniture<\$5,000	0	500	0	500	500	
03-521-000-0000-6514	Dust Control	1,032	1,200	600	1,200	1,200	
03-521-000-0000-6563	Bldg, Equip & Fixtures Repair Parts	4,672	9,600	10,510	9,600	9,600	
03-521-000-0000-6632	Land Improvements	1,555,586	110,000	422,215	110,000	110,000	
03-521-000-0000-6669	Equipment/Furniture>=5,000	0	50,000	26,681	50,000	50,000	
03-521-000-0000-6850	Miscellaneous Expense	2,588	500	46	500	500	
03-521-000-0000-6997	Transfers Out	0	0	0	80,000	0	
<b>Program</b>	<b>000</b> Undesignated	<b>Revenue</b>	<b>1,290,101 -</b>	<b>13,200 -</b>	<b>6,333 -</b>	<b>93,000 -</b>	<b>13,000 -</b>
		<b>Expend.</b>	<b>1,647,516</b>	<b>242,186</b>	<b>494,024</b>	<b>343,634</b>	<b>263,634</b>
		<b>Net</b>	<b>357,415</b>	<b>228,986</b>	<b>487,691</b>	<b>250,634</b>	<b>250,634</b>
<b>Dept</b>	<b>521</b> County Parks	<b>Revenue</b>	<b>1,290,101 -</b>	<b>13,200 -</b>	<b>6,333 -</b>	<b>93,000 -</b>	<b>13,000 -</b>
		<b>Expend.</b>	<b>1,647,516</b>	<b>242,186</b>	<b>494,024</b>	<b>343,634</b>	<b>263,634</b>
		<b>Net</b>	<b>357,415</b>	<b>228,986</b>	<b>487,691</b>	<b>250,634</b>	<b>250,634</b>
<b>Fund</b>	<b>03</b> County Road and Bridge	<b>Revenue</b>	<b>19,126,266 -</b>	<b>21,818,049 -</b>	<b>23,991,441 -</b>	<b>18,981,417 -</b>	<b>11,314,506 -</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

03 Fund County Road and Bridge  
521 Dept County Parks

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> <u>Mo. 01 - 12</u>	2023 <u>Budget</u>	2023 <u>YTD</u> <u>Mo. 01 - 12</u>	2024 <u>Budget</u>	2025 <u>Budget</u>
	<b>Expend.</b>	<b>18,397,345</b>	<b>21,818,049</b>	<b>23,883,515</b>	<b>25,366,913</b>	<b>17,695,289</b>
	<b>Net</b>	<b>728,921 -</b>	<b>0</b>	<b>107,926 -</b>	<b>6,385,496</b>	<b>6,380,783</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund  
400 Dept Health & Human Services General

Report Basis: Cash

		2022	2023	2023	2024	2025	
		Actual	Budget	YTD	Budget	Budget	
<u>Account Number</u>		<u>Mo. 01 - 12</u>		<u>Mo. 01 - 12</u>			
<u>Account Description</u>							
11-400-000-0000-5001	Current Real & Personal Property Taxes	7,946,572 -	8,228,343 -	7,993,524 -	0	0	
11-400-000-0000-5006	Delinquent Taxes-Real & Personal	42,646 -	0	34,426 -	0	0	
11-400-000-0000-5060	Current Mobile Home Taxes	8,476 -	0	6,963 -	0	0	
11-400-000-0000-5064	Delinquent Taxes-Mobile Home	1,007 -	0	1,486 -	0	0	
11-400-000-0000-5207	PILT-Wildlife Management	4,222 -	4,000 -	0	4,000 -	4,000 -	
11-400-000-0000-5208	PILT-Gross Shelter Rent	8,801 -	7,500 -	7,753 -	7,500 -	7,500 -	
11-400-000-0000-5209	PILT-30% Rental Reimbursement Taxes	124 -	60 -	21 -	60 -	60 -	
11-400-000-0000-5211	Market Value Credit Aid	95,873 -	94,335 -	47,421 -	0	0	
11-400-000-0000-5212	Disparity Reduction Aid	5,878 -	0	2,886 -	0	0	
11-400-000-0000-5948	Transfers In - Inter Fund	327,897 -	1,080 -	54,896 -	10,600 -	486,719 -	
<b>Program</b>	<b>000 Undesignated</b>	<b>Revenue</b>	<b>8,441,496 -</b>	<b>8,335,318 -</b>	<b>8,149,376 -</b>	<b>22,160 -</b>	<b>498,279 -</b>
		<b>Expend.</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Net</b>	<b>8,441,496 -</b>	<b>8,335,318 -</b>	<b>8,149,376 -</b>	<b>22,160 -</b>	<b>498,279 -</b>
<b>Dept</b>	<b>400 Health &amp; Human Services General</b>	<b>Revenue</b>	<b>8,441,496 -</b>	<b>8,335,318 -</b>	<b>8,149,376 -</b>	<b>22,160 -</b>	<b>498,279 -</b>
		<b>Expend.</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Net</b>	<b>8,441,496 -</b>	<b>8,335,318 -</b>	<b>8,149,376 -</b>	<b>22,160 -</b>	<b>498,279 -</b>

## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund

Report Basis: Cash

420 Dept Income Maintenance-Economic Assistance

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
11-420-000-0000-6850	Miscellaneous Expense	0	0	384	0	0
<b>Program 000</b>	Undesignated	<b>Revenue 0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend. 0</b>	<b>0</b>	<b>384</b>	<b>0</b>	<b>0</b>
		<b>Net 0</b>	<b>0</b>	<b>384</b>	<b>0</b>	<b>0</b>
11-420-600-0000-5840	Admin Refunds Fees - Interest - Etc	36 -	0	39 -	0	0
11-420-600-0010-5401	Jail Pay To Stay	30,633 -	0	27,572 -	0	0
11-420-600-0010-5949	Use of Fund Balance-Income Maintena	0	84,100 -	0	157,650 -	157,650 -
11-420-600-0010-6101	Salaries & Wages - Permanent	890,238	741,084	742,575	880,631	972,542
11-420-600-0010-6104	Salaries & Wages Overtime	603	0	0	0	0
11-420-600-0010-6106	Per Diem in Lieu of Salaries	969	1,200	1,181	1,200	1,200
11-420-600-0010-6107	Salaries & Wages - Department Heads	58,551	60,361	58,022	66,210	73,243
11-420-600-0010-6140	Vacation/Sick Payout	13,925	0	4,386	0	0
11-420-600-0010-6151	Group Health Insurance	62,376	57,280	60,619	66,410	71,723
11-420-600-0010-6152	HSA Contribution	34,711	36,923	35,857	41,436	42,366
11-420-600-0010-6153	Family Insurance Supplement	64,634	37,451	42,876	54,069	58,394
11-420-600-0010-6154	Life Insurance	790	612	654	688	688
11-420-600-0010-6155	Dental Insurance-County Paid	2,704	2,853	3,368	3,682	3,682
11-420-600-0010-6156	Accident Insurance-County Paid	664	669	941	799	799
11-420-600-0010-6161	PERA	71,217	60,108	60,047	71,013	78,434
11-420-600-0010-6171	FICA	56,070	49,690	47,445	58,704	64,839
11-420-600-0010-6174	Mandatory Medicare	13,146	11,621	11,096	13,729	15,164
11-420-600-0010-6177	Paid Family and Medical Leave	0	0	0	0	3,660
11-420-600-0010-6201	Telephone	4,584	4,640	4,443	4,640	4,640
11-420-600-0010-6202	Cell Phone	2,094	2,800	1,504	2,400	2,400
11-420-600-0010-6203	Postage	26,463	21,804	23,031	21,804	21,804
11-420-600-0010-6206	Data Cards	840	1,300	465	1,000	1,000
11-420-600-0010-6209	Internet	165	0	276	200	200
11-420-600-0010-6241	Advertising	1,022	1,200	771	1,200	1,200
11-420-600-0010-6243	Association Dues/Memberships	2,332	2,884	2,288	2,884	2,884
11-420-600-0010-6244	Subscriptions	291	250	0	250	250
11-420-600-0010-6268	Software Maintenance Contracts	193,790	62,207	28,392	48,923	48,923
11-420-600-0010-6274	Audit Fees	0	3,000	0	0	0
11-420-600-0010-6283	Oth Profess, Tech & Merit Services	57,378	48,000	51,719	27,483	27,483
11-420-600-0010-6302	Copies/Copier Maintenance	7,661	9,000	8,375	9,000	9,000
11-420-600-0010-6331	Mileage	1,237	1,600	2,439	1,600	1,600



## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund  
420 Dept Income Maintenance-Economic Assistance

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
11-420-600-0010-6332	Meals & Lodging	1,044	300	204	300	300
11-420-600-0010-6333	Other Travel Expense	27	0	0	0	0
11-420-600-0010-6335	Motor Pool Vehicle Usage	728	1,500	284	1,000	1,000
11-420-600-0010-6342	Rent/Lease Income Maintenance	119,444	122,439	91,829	108,602	108,602
11-420-600-0010-6345	Postage Meter	2,596	3,300	3,082	3,300	3,300
11-420-600-0010-6351	Liability Insurance	7,426	9,874	10,010	10,373	10,373
11-420-600-0010-6354	Workman's Compensation	3,758	3,605	3,090	4,365	4,365
11-420-600-0010-6357	Conferences/Schools/Training	9,605	8,500	8,897	8,500	8,500
11-420-600-0010-6358	Other Charges	393	843	456	843	843
11-420-600-0010-6382	Data Processing Charges Goodhue Co	16,657	17,300	15,943	17,300	17,300
11-420-600-0010-6401	Printing Services	0	200	367	200	200
11-420-600-0010-6405	Office Supplies	11,165	10,000	9,062	12,000	12,000
11-420-600-0010-6414	Food & Beverages	16	0	122	0	0
11-420-600-0010-6432	Other Furniture & Equipment	5,340	6,000	6,396	9,000	9,000
11-420-600-0010-6480	Equipment/Furniture<\$5,000	23,460	27,129	2,898	32,400	32,400
11-420-600-0010-6663	Vehicles Purchased	0	11,815	0	0	0
11-420-600-0010-6669	Equipment/Furniture>=5,000	0	0	8,130	0	0
11-420-600-0020-6101	Salaries & Wages - Permanent	1,170,709	1,416,729	1,304,737	1,537,995	1,710,317
11-420-600-0020-6103	Salaries & Wages-Part Time w/o Bene	3,287	0	18,190	0	0
11-420-600-0020-6104	Salaries & Wages-Overtime	14,182	43,400	25,286	30,000	30,000
11-420-600-0020-6140	Vacation/Sick Payout	6,877	0	1,203	0	0
11-420-600-0020-6151	Group Health Insurance	99,852	103,743	86,302	102,696	110,912
11-420-600-0020-6152	HSA Contribution	40,627	48,030	59,160	65,750	67,000
11-420-600-0020-6153	Family Insurance Supplement	51,228	119,450	107,513	118,749	128,249
11-420-600-0020-6154	Life Insurance	945	1,140	1,003	1,085	1,085
11-420-600-0020-6155	Dental Insurance-County Paid	2,451	2,549	4,698	5,295	5,295
11-420-600-0020-6156	Accident Insurance-County Paid	634	614	959	1,156	1,156
11-420-600-0020-6161	PERA	88,912	109,510	99,755	117,600	130,610
11-420-600-0020-6171	FICA	70,358	90,528	78,845	97,216	107,971
11-420-600-0020-6174	Mandatory Medicare	16,455	21,172	18,440	22,736	25,251
11-420-600-0020-6177	Paid Family and Medical Leave	0	0	0	0	6,095
11-420-600-0020-6332	Meals & Lodging	34	400	47	400	400
<b>Program 600</b>	<b>Income Maintenance</b>	<b>Revenue 30,669 -</b>	<b>84,100 -</b>	<b>27,611 -</b>	<b>157,650 -</b>	<b>157,650 -</b>
		<b>Expend. 3,336,665</b>	<b>3,398,607</b>	<b>3,159,678</b>	<b>3,688,816</b>	<b>4,040,642</b>
		<b>Net 3,305,996</b>	<b>3,314,507</b>	<b>3,132,067</b>	<b>3,531,166</b>	<b>3,882,992</b>

## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund

Report Basis: Cash

420 Dept Income Maintenance-Economic Assistance

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
11-420-610-0000-5289	DHS-State Maxis MFIP/HG/FS Refunds	4,113 -	0	2,646 -	0	0
11-420-610-0000-5290	DHS-State Periodic Data Match	13,686 -	13,628 -	13,722 -	13,722 -	13,722 -
11-420-610-0000-5353	93.558 TANF Co Wide Admin	109,207 -	112,000 -	97,850 -	106,000 -	106,000 -
11-420-610-0000-5830	Maxis MFIP Recoveries	6,991 -	10,000 -	7,385 -	10,000 -	10,000 -
11-420-610-0010-6386	County Attorney Fees/Fraud	0	0	986	0	0
11-420-610-0010-6387	Public Assistance Fraud Investigator	0	1,500	0	1,500	1,500
11-420-610-0100-6025	County Share Of State & Fed Disb	5,378	7,500	4,624	7,500	7,500
<b>Program 610</b>	<b>AFDC Revenue</b>	<b>133,997 -</b>	<b>135,628 -</b>	<b>121,603 -</b>	<b>129,722 -</b>	<b>129,722 -</b>
	<b>Expend.</b>	<b>5,378</b>	<b>9,000</b>	<b>5,610</b>	<b>9,000</b>	<b>9,000</b>
	<b>Net</b>	<b>128,619 -</b>	<b>126,628 -</b>	<b>115,993 -</b>	<b>120,722 -</b>	<b>120,722 -</b>
11-420-620-0000-5830	Maxis GA/GRH Recoveries	34,406 -	22,000 -	29,342 -	22,000 -	22,000 -
11-420-620-0000-6020	Group Residential Housing/GRH Recov	33,545	20,000	26,212	20,000	20,000
11-420-620-0100-6025	Central Disb County Share	806	1,500	132	1,500	1,500
11-420-620-0600-5840	County Burials Recovery 100%	13,069 -	0	5,415 -	0	0
11-420-620-0600-6020	Co Burials Payment For Recipients	54,322	40,000	28,137	40,000	40,000
<b>Program 620</b>	<b>General Assistance Revenue</b>	<b>47,475 -</b>	<b>22,000 -</b>	<b>34,757 -</b>	<b>22,000 -</b>	<b>22,000 -</b>
	<b>Expend.</b>	<b>88,673</b>	<b>61,500</b>	<b>54,481</b>	<b>61,500</b>	<b>61,500</b>
	<b>Net</b>	<b>41,198</b>	<b>39,500</b>	<b>19,724</b>	<b>39,500</b>	<b>39,500</b>
11-420-621-0000-5830	Recoveries Gamc County Share	150 -	100 -	150 -	100 -	100 -
<b>Program 621</b>	<b>General Assistance Medical Care Revenue</b>	<b>150 -</b>	<b>100 -</b>	<b>150 -</b>	<b>100 -</b>	<b>100 -</b>
	<b>Expend.</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Net</b>	<b>150 -</b>	<b>100 -</b>	<b>150 -</b>	<b>100 -</b>	<b>100 -</b>
11-420-630-0000-5312	10.561 FS Direct Admin FSPFNS Aid	454,744 -	345,000 -	484,479 -	453,789 -	453,789 -
11-420-630-0000-5830	Maxis Food Stamp Recovery	3,117 -	8,000 -	7,621 -	8,000 -	8,000 -
11-420-630-0100-6025	Central Disb County Share	197	6,000	6,075	6,000	6,000
<b>Program 630</b>	<b>Food Support Revenue</b>	<b>457,861 -</b>	<b>353,000 -</b>	<b>492,100 -</b>	<b>461,789 -</b>	<b>461,789 -</b>
	<b>Expend.</b>	<b>197</b>	<b>6,000</b>	<b>6,075</b>	<b>6,000</b>	<b>6,000</b>
	<b>Net</b>	<b>457,664 -</b>	<b>347,000 -</b>	<b>486,025 -</b>	<b>455,789 -</b>	<b>455,789 -</b>
11-420-640-0000-5289	DHS-St Incent MA C/S Ins & Health Bc	28,645 -	20,000 -	27,713 -	26,000 -	26,000 -
11-420-640-0000-5290	DHS-IVD C/S State Incentives	13,169 -	20,000 -	12,575 -	14,000 -	14,000 -
11-420-640-0000-5355	93.563 IVD Federal Admin Reimb	872,395 -	725,000 -	787,815 -	850,000 -	850,000 -
11-420-640-0000-5356	93.563 IVD Federal Incentive Income	102,482 -	100,000 -	102,770 -	100,000 -	100,000 -
11-420-640-0000-5379	93.778 Fed MA C/S Medical Incentive	19,871 -	18,000 -	18,682 -	18,000 -	18,000 -
11-420-640-0000-5401	Child Support Service Fees	4,286 -	4,500 -	3,971 -	4,500 -	4,500 -
11-420-640-0000-5848	Admin Recovery Genetic Testing	2,080 -	800 -	780 -	800 -	800 -

## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund  
420 Dept Income Maintenance-Economic Assistance

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
11-420-640-0010-6101	Salaries & Wages - Permanent	469,098	603,084	586,486	697,441	776,839
11-420-640-0010-6104	Salaries & Wages - Overtime	17,197	0	12,327	5,000	5,000
11-420-640-0010-6140	Vacation/Sick Payout	1,891	0	0	0	0
11-420-640-0010-6151	Group Health Insurance	27,941	67,893	48,627	58,130	62,780
11-420-640-0010-6152	HSA Contribution	24,069	21,000	23,480	16,025	16,150
11-420-640-0010-6153	Family Insurance Supplement	48,363	24,143	34,148	40,157	43,370
11-420-640-0010-6154	Life Insurance	443	542	506	542	542
11-420-640-0010-6155	Dental Insurance-County Paid	2,519	681	1,642	1,643	1,643
11-420-640-0010-6156	Accident Insurance-County Paid	635	171	448	357	357
11-420-640-0010-6161	PERA	36,488	45,231	44,911	52,683	58,652
11-420-640-0010-6171	FICA	28,870	37,391	35,580	43,551	48,486
11-420-640-0010-6174	Mandatory Medicare	6,752	8,745	8,321	10,185	11,339
11-420-640-0010-6177	Paid Family and Medical Leave	0	0	0	0	2,737
11-420-640-0010-6201	Telephone	1,223	1,280	1,050	1,280	1,280
11-420-640-0010-6202	Cell Phone	105	0	385	420	420
11-420-640-0010-6203	Postage	5,514	4,544	4,795	4,544	4,544
11-420-640-0010-6241	Advertising	1,677	800	280	800	800
11-420-640-0010-6268	Software Maintenance Contracts	122,731	65,687	11,740	38,050	38,050
11-420-640-0010-6277	Spec Costs (Sheriff Sop, Pat, Rop)	4,643	7,500	4,032	4,000	4,000
11-420-640-0010-6283	Oth Profess,Tech & Merit Service	26,189	7,000	18,134	7,000	7,000
11-420-640-0010-6285	Child Support Genetic Testing	144	700	144	500	500
11-420-640-0010-6302	Copies/Copier Maintenance	1,644	2,800	1,852	2,000	2,000
11-420-640-0010-6331	Mileage	0	900	63	300	300
11-420-640-0010-6332	Meals & Lodging	0	100	0	100	100
11-420-640-0010-6335	Motor Pool Vehicle Usage	0	200	332	200	200
11-420-640-0010-6342	Rent/Lease Child Support	30,699	31,469	23,602	30,156	30,156
11-420-640-0010-6345	Postage Meter	838	688	642	688	688
11-420-640-0010-6351	Liability Insurance	3,733	4,964	5,032	5,215	5,215
11-420-640-0010-6354	Workman's Compensation	1,476	912	782	1,261	1,261
11-420-640-0010-6357	Conferences/Schools/Training	300	3,500	3,540	3,500	3,500
11-420-640-0010-6382	Data Processing Charges	2,857	3,000	2,143	3,000	3,000
11-420-640-0010-6385	Cs Federal Offset Fee	3,127	8,000	2,717	8,000	8,000
11-420-640-0010-6386	County Attorney Fees	20,588	65,000	6,153	65,000	65,000
11-420-640-0010-6405	Office Supplies	5,125	3,600	2,203	4,000	4,000
11-420-640-0010-6432	Other Furniture & Equipment	1,463	2,000	0	2,000	2,000
11-420-640-0010-6480	Equipment/Furniture<\$5,000	6,396	1,608	3,157	1,608	1,608

## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund

Report Basis: Cash

420 Dept Income Maintenance-Economic Assistance

<u>Account Number</u>	<u>Account Description</u>	<u>2022</u> <u>Actual</u> <u>Mo. 01 - 12</u>	<u>2023</u> <u>Budget</u>	<u>2023</u> <u>YTD</u> <u>Mo. 01 - 12</u>	<u>2024</u> <u>Budget</u>	<u>2025</u> <u>Budget</u>
<b>Program 640</b>	Child Support and Collections	<b>Revenue 1,042,928 -</b>	<b>888,300 -</b>	<b>954,306 -</b>	<b>1,013,300 -</b>	<b>1,013,300 -</b>
		<b>Expend. 904,738</b>	<b>1,025,133</b>	<b>889,254</b>	<b>1,109,336</b>	<b>1,211,517</b>
		<b>Net 138,190 -</b>	<b>136,833</b>	<b>65,052 -</b>	<b>96,036</b>	<b>198,217</b>
11-420-650-0000-5288	DHS-State Share MA Access	62,085 -	93,850 -	62,153 -	66,850 -	66,850 -
11-420-650-0000-5289	DHS-State MA Renewal Eligibility	0	0	229,604 -	0	0
11-420-650-0000-5374	93.767 State Children's Health Ins Prgm	3,398 -	0	2,258 -	0	0
11-420-650-0000-5378	93.778 IGR Federal Share MA Access	62,164 -	93,850 -	62,228 -	66,850 -	66,850 -
11-420-650-0000-5381	93.778 Fed MA Admin Aid	635,218 -	705,000 -	739,691 -	705,000 -	705,000 -
11-420-650-0000-5830	Ma Recovery County Share	149,577 -	20,000 -	49,610 -	20,000 -	20,000 -
11-420-650-0010-6009	Ma Access Mileage	123,761	164,450	117,750	120,000	120,000
11-420-650-0010-6011	Ma Access Parking	795	1,400	973	1,000	1,000
11-420-650-0010-6012	Ma Access Meals	2,778	350	1,921	2,500	2,500
11-420-650-0010-6013	Ma Access Lodging	6,700	2,000	5,709	5,000	5,000
11-420-650-0010-6014	Ma Access Interpreter	689	3,500	150	1,200	1,200
11-420-650-0010-6016	MA Access Three Rivers	3,139	16,000	2,108	4,000	4,000
11-420-650-0010-6020	Ma (Death, Birth, Etc) Certificates	65	0	91	130	130
11-420-650-0100-6020	Nh < 65 Asst Living/Resid Care (90/10)	116,945	150,000	124,391	150,000	150,000
11-420-650-0400-5240	DHS-MA Cost Eff & Med Part B Ins Str	373,403 -	364,000 -	394,306 -	420,000 -	420,000 -
11-420-650-0400-5379	93.778 IGR MA Cost Eff Insurance Fed	293,252 -	286,000 -	329,401 -	330,000 -	330,000 -
11-420-650-0400-6020	Cost Eff Insur Payments	722,016	650,000	809,581	750,000	750,000
<b>Program 650</b>	Medical Assistance	<b>Revenue 1,579,097 -</b>	<b>1,562,700 -</b>	<b>1,869,251 -</b>	<b>1,608,700 -</b>	<b>1,608,700 -</b>
		<b>Expend. 976,888</b>	<b>987,700</b>	<b>1,062,674</b>	<b>1,033,830</b>	<b>1,033,830</b>
		<b>Net 602,209 -</b>	<b>575,000 -</b>	<b>806,577 -</b>	<b>574,870 -</b>	<b>574,870 -</b>
11-420-680-0000-5358	93.566 Federal Administration - Refugee	1,267 -	0	1,789 -	0	0
<b>Program 680</b>	Indo-Chinese	<b>Revenue 1,267 -</b>	<b>0</b>	<b>1,789 -</b>	<b>0</b>	<b>0</b>
		<b>Expend. 0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Net 1,267 -</b>	<b>0</b>	<b>1,789 -</b>	<b>0</b>	<b>0</b>
11-420-710-0000-5366	93.658 Federal IVE IM Admin	13,800 -	10,000 -	11,039 -	10,000 -	10,000 -
<b>Program 710</b>	Children's Services	<b>Revenue 13,800 -</b>	<b>10,000 -</b>	<b>11,039 -</b>	<b>10,000 -</b>	<b>10,000 -</b>
		<b>Expend. 0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Net 13,800 -</b>	<b>10,000 -</b>	<b>11,039 -</b>	<b>10,000 -</b>	<b>10,000 -</b>
<b>Dept 420</b>	Income Maintenance-Economic Assistance	<b>Revenue 3,307,244 -</b>	<b>3,055,828 -</b>	<b>3,512,606 -</b>	<b>3,403,261 -</b>	<b>3,403,261 -</b>
		<b>Expend. 5,312,539</b>	<b>5,487,940</b>	<b>5,178,156</b>	<b>5,908,482</b>	<b>6,362,489</b>
		<b>Net 2,005,295</b>	<b>2,432,112</b>	<b>1,665,550</b>	<b>2,505,221</b>	<b>2,959,228</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund

Report Basis: Cash

430 Dept Health and Social Services

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
11-430-000-0000-5949	Use of Fund Balance-Health & Social S	0	0	0	546,993 -	1,152,698 -
<b>Program 000</b>	Undesignated	<b>Revenue 0</b>	<b>0</b>	<b>0</b>	<b>546,993 -</b>	<b>1,152,698 -</b>
		<b>Expend. 0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Net 0</b>	<b>0</b>	<b>0</b>	<b>546,993 -</b>	<b>1,152,698 -</b>
11-430-700-0000-5289	DHS-Vulnerable Children & Adults St	381,626 -	394,706 -	394,706 -	394,706 -	394,706 -
11-430-700-0000-5292	DHS-MA LTSS MNChoices/State S57	307,787 -	307,125 -	327,570 -	354,800 -	354,800 -
11-430-700-0000-5367	93.658 Federal SSIS Project Reimb	46,118 -	35,000 -	83,350 -	50,000 -	50,000 -
11-430-700-0000-5370	93.667 SS Block Grant Title XX F56	225,143 -	215,971 -	215,971 -	215,971 -	215,971 -
11-430-700-0000-5383	93.778 MA LTSS MNChoices-Fed F67	375,808 -	375,000 -	399,964 -	432,700 -	432,700 -
11-430-700-0000-5840	Admin Refunds - Swf Rep Fee & Admin	234 -	0	95 -	0	0
11-430-700-0010-5404	Psych Evaluations Court Services M13	10,500 -	10,500 -	10,500 -	10,500 -	10,500 -
11-430-700-0010-6101	Salaries & Wages - Permanent	559,827	670,287	643,479	911,580	1,009,081
11-430-700-0010-6104	Salaries & Wages - Overtime	122	0	0	0	0
11-430-700-0010-6106	Per Diem in Lieu of Salaries	931	1,180	1,372	1,180	1,180
11-430-700-0010-6107	Salaries & Wages - Department Heads	70,562	72,743	73,902	85,377	94,445
11-430-700-0010-6140	Vacation/Sick Payout	8,552	0	4,214	0	0
11-430-700-0010-6151	Group Health Insurance	25,810	35,989	26,113	34,238	36,978
11-430-700-0010-6152	HSA Contribution	28,852	37,462	36,412	45,940	44,114
11-430-700-0010-6153	Family Insurance Supplement	47,491	55,636	56,004	82,262	88,842
11-430-700-0010-6154	Life Insurance	420	475	424	536	536
11-430-700-0010-6155	Dental Insurance-County Paid	3,250	3,973	4,217	4,424	4,424
11-430-700-0010-6156	Accident Insurance-County Paid	877	918	1,206	967	967
11-430-700-0010-6161	PERA	47,288	56,897	53,805	74,772	82,764
11-430-700-0010-6171	FICA	37,599	47,036	42,860	61,811	68,419
11-430-700-0010-6174	Mandatory Medicare	8,851	11,000	10,024	14,456	16,001
11-430-700-0010-6177	Paid Family and Medical Leave	0	0	0	0	3,862
11-430-700-0010-6201	Telephone	4,941	5,280	4,175	5,280	5,280
11-430-700-0010-6202	Cell Phone	15,625	13,000	14,896	25,000	25,000
11-430-700-0010-6203	Postage	3,686	3,012	3,202	3,012	3,012
11-430-700-0010-6206	Data Cards	2,101	1,800	1,751	0	0
11-430-700-0010-6209	Internet	159	0	265	175	175
11-430-700-0010-6241	Advertising	1,963	1,500	1,112	3,680	3,680
11-430-700-0010-6243	Association Dues/Memberships	2,715	2,800	2,474	3,500	3,500
11-430-700-0010-6268	Software Maintenance Contracts	157,757	90,000	25,826	78,938	78,938
11-430-700-0010-6274	Audit Fees	0	2,900	0	0	0

## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund

Report Basis: Cash

430 Dept Health and Social Services

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
11-430-700-0010-6283	Oth Profess, Techn & Merit Service	82,923	57,000	70,517	37,783	37,783
11-430-700-0010-6302	Copies/Copier Maintenance	5,675	7,000	5,999	7,000	7,000
11-430-700-0010-6331	Mileage	16,591	23,000	14,807	23,000	23,000
11-430-700-0010-6332	Meals & Lodging	7,652	550	3,448	8,000	8,000
11-430-700-0010-6333	Other Travel Expense	477	300	201	300	300
11-430-700-0010-6335	Motor Pool Vehicle Usage	38,014	34,000	37,726	40,000	40,000
11-430-700-0010-6342	Rent/Lease Social Services	112,625	115,450	86,588	199,071	199,071
11-430-700-0010-6345	Postage Meter	524	456	426	456	456
11-430-700-0010-6351	Liability Insurance	9,130	12,140	12,308	12,752	12,752
11-430-700-0010-6354	Workman's Compensation	5,281	5,101	4,275	6,790	6,790
11-430-700-0010-6357	Conferences/Schools/Training	11,588	15,000	14,160	15,000	15,000
11-430-700-0010-6358	Other Charges	377	750	482	750	750
11-430-700-0010-6363	Csp Program and Activities Expense	0	3,000	0	0	0
11-430-700-0010-6382	Data Processing Charges Goodhue Cc	10,628	11,000	10,271	11,000	11,000
11-430-700-0010-6405	Office Supplies	9,104	10,000	10,320	12,000	12,000
11-430-700-0010-6414	Food & Beverages	19	0	152	0	0
11-430-700-0010-6432	Other Furniture & Equipment	1,074	4,100	3,892	4,100	4,100
11-430-700-0010-6480	Equipment/Furniture<\$5,000	4,289	15,473	11,487	15,473	15,473
11-430-700-0010-6663	Vehicles Purchased	0	11,351	0	0	0
11-430-700-0010-6669	Equipment/Furniture>=5,000	0	0	10,483	0	0
11-430-700-0020-6101	Salaries & Wages - Permanent SSTS	2,012,066	2,221,275	2,108,846	2,626,690	3,019,952
11-430-700-0020-6103	Salaries & Wages-Part Time w/o Bene	0	0	17,252	0	0
11-430-700-0020-6104	Salaries & Wages - Overtime SSTS	27,348	57,600	35,535	25,000	25,000
11-430-700-0020-6140	Vacation/Sick Payout SSTS	29,762	0	8,032	0	0
11-430-700-0020-6151	Group Health Insurance SSTS	77,648	85,197	74,257	94,041	101,564
11-430-700-0020-6152	HSA Contribution SSTS	96,741	99,750	97,123	108,450	119,000
11-430-700-0020-6153	Family Insurance Supplement SSTS	192,298	211,602	221,757	265,540	302,124
11-430-700-0020-6154	Life Insurance SSTS	1,485	1,573	1,458	1,681	1,736
11-430-700-0020-6155	Dental Insurance-County Paid SSTS	10,155	10,018	7,698	10,403	11,680
11-430-700-0020-6156	Accident Insurance-County Paid SSTS	2,670	2,327	2,565	2,241	2,512
11-430-700-0020-6161	PERA SSTS	153,190	169,746	160,636	198,877	228,444
11-430-700-0020-6171	FICA SSTS	120,913	140,323	125,886	164,405	188,847
11-430-700-0020-6174	Mandatory Medicare SSTS	28,278	32,817	29,441	38,449	44,166
11-430-700-0020-6177	Paid Family and Medical Leave	0	0	0	0	10,661
11-430-700-0020-6332	Meals & Lodging	2,168	1,650	2,494	2,500	2,500
11-430-700-3810-5380	93.778 MA Non-Waivered SSTS Admi	140,896 -	135,000 -	142,862 -	165,000 -	165,000 -

## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund  
430 Dept Health and Social Services

Report Basis: Cash

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
<b>Program</b>	<b>700</b>	Social Services Program	<b>Revenue</b> 1,488,112 -	<b>1,473,302 -</b>	<b>1,575,018 -</b>	<b>1,623,677 -</b>	<b>1,623,677 -</b>
			<b>Expend.</b> 4,100,072	<b>4,473,437</b>	<b>4,198,255</b>	<b>5,368,880</b>	<b>6,022,859</b>
			<b>Net</b> 2,611,960	<b>3,000,135</b>	<b>2,623,237</b>	<b>3,745,203</b>	<b>4,399,182</b>
11-430-710-0000-5240		DHS Indian Child Welfare Act (ICWA)	3,702 -	5,000 -	0	5,000 -	5,000 -
11-430-710-0000-5241		Local Homeless Prev Aid St Shared S55	0	76,255 -	33,496 -	76,255 -	76,255 -
11-430-710-0000-5289		Child Protection State Grant S04	178,225 -	158,263 -	158,263 -	190,104 -	190,104 -
11-430-710-0000-5290		Child Protection Opioid Grant S06	29,451 -	47,488 -	42,799 -	18,384 -	18,384 -
11-430-710-0000-5401		Out-Of-Home Placement Fees I	82,094 -	20,000 -	100,573 -	0	0
11-430-710-3020-6020		Child Protection Opioid Response	11,147	47,488	2,149	18,384	18,384
11-430-710-3110-6020		Mental Health Screenings	19,195	19,815	19,815	32,977	32,977
11-430-710-3150-6020		Interpretation Services	0	500	411	500	500
11-430-710-3390-6020		GCED Edu Assist Settling IV Special E	532,799	538,725	549,383	560,037	560,037
11-430-710-3410-5401		Ehm Fees M1	2,005 -	2,500 -	4,048 -	2,500 -	2,500 -
11-430-710-3410-6020		Electric Home Monitoring	2,408	2,000	3,467	2,000	2,000
11-430-710-3440-6020		Local Homeless Prevent Housing Serv	0	76,255	23,655	76,255	76,255
11-430-710-3460-5291		STAY Funds State Match S06	3,084 -	11,090 -	8,900 -	400 -	400 -
11-430-710-3460-5372		93.674 Federal Grant - Stay/Self F04	54,301 -	44,360 -	35,597 -	1,600 -	1,600 -
11-430-710-3460-6020		Stay/Self Federal Grant	57,214	55,450	44,336	2,000	2,000
11-430-710-3620-5832		GCED Family Based Couns M3	60,000 -	60,000 -	60,000 -	61,800 -	61,800 -
11-430-710-3620-6020		Family Based Counseling	66,123	90,000	101,523	90,000	90,000
11-430-710-3621-6021		SS Sex Offender Therapy	0	4,000	1,063	4,000	4,000
11-430-710-3624-6020		Fernbrook Contract	0	12,000	0	0	0
11-430-710-3640-5289		DHS-Alternative Response State 36%	5,121 -	6,473 -	4,951 -	6,265 -	6,265 -
11-430-710-3640-5352		93.556 Alternative Response IVB2 23%	3,518 -	4,136 -	3,163 -	4,003 -	4,003 -
11-430-710-3640-5364		93.645 Alternative Response IVB1 41%	3,201 -	7,373 -	5,639 -	7,135 -	7,135 -
11-430-710-3640-5365		93.669 CAPTA Family Response F65	8,019 -	0	0	0	0
11-430-710-3640-6020		Family Assessment Response	28,287	49,000	41,362	49,000	49,000
11-430-710-3660-5832		GCED Family Group Decision N	10,000 -	10,000 -	10,000 -	10,300 -	10,300 -
11-430-710-3660-6020		Family Group Decision Making	7,990	20,000	8,579	20,000	20,000
11-430-710-3670-5289		DHS-Parental Support Outreach State	34,651 -	33,724 -	17,213 -	35,254 -	35,254 -
11-430-710-3670-5361		93.590 Children's Trust Funds F09	21,961 -	21,562 -	11,006 -	22,540 -	22,540 -
11-430-710-3670-6020		Parental Support Outreach	44,540	55,286	56,975	57,794	57,794
11-430-710-3710-6020		Child Shelter-SS	33,800	18,000	102,155	52,500	52,500
11-430-710-3711-6020		Foster Care Child Shelter - CS	138	0	6,175	0	0
11-430-710-3750-6025		Northstar Kinship Assistance Co Share	0	0	1,730	1,500	1,500



## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund

Report Basis: Cash

430 Dept Health and Social Services

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
11-430-710-3780-6025	Northstar Adoption Assistance Co Share	0	0	4,259	4,500	4,500
11-430-710-3800-6057	Rule 4 Trmt Foster Care - SS	224,606	100,000	78,158	140,000	140,000
11-430-710-3810-5240	DHS-Foster Care IV-E SSTS Admin St	0	0	114,120 -	0	0
11-430-710-3810-5289	NS Care for Children Fiscal FC S03	149,853 -	75,000 -	38,014 -	50,000 -	50,000 -
11-430-710-3810-5366	93.658 Foster Care IV-E Federal F01	144,035 -	80,000 -	155,181 -	80,000 -	80,000 -
11-430-710-3810-5367	93.658 Foster Care IV-E SSTS Admin	62,631 -	50,000 -	106,770 -	124,100 -	124,100 -
11-430-710-3810-5401	Foster Care-Background Fees M1	190 -	0	175 -	0	0
11-430-710-3810-5402	Foster Care Fees (Iv-E) M1	6,367 -	5,000 -	5,209 -	0	0
11-430-710-3810-6057	Regular Foster Care-Ss	475,462	500,000	641,207	510,000	510,000
11-430-710-3810-6058	Regular Foster Care-Ss-Cs Expenses	45,918	37,000	49,731	50,000	50,000
11-430-710-3810-6063	Foster Parent Training	135	500	50	500	500
11-430-710-3810-6064	Background Check/Daycare & Foster C	0	1,200	0	1,200	1,200
11-430-710-3814-6056	Emergency Foster Care Provider	5,811	8,000	1,738	4,000	4,000
11-430-710-3814-6057	Emergency Foster Care	18,887	5,000	6,606	2,500	2,500
11-430-710-3830-6020	Foster Care Rule 8 - SS	55,339	140,000	84,731	125,000	125,000
11-430-710-3831-6020	Foster Care - Rule 8 CS	3,690	70,000	0	0	0
11-430-710-3850-6020	Dept Of Corr Group Facility Ss	298,956	295,000	181,515	275,000	275,000
11-430-710-3852-6020	Dept Of Corr Group Facility Cs	46,726	200,000	189,728	200,000	200,000
11-430-710-3880-6020	Extend Foster Care-Ind Living 18-20	134,568	100,000	116,842	120,000	120,000
11-430-710-3890-6020	Short Term Foster Care	1,730	2,500	1,711	2,500	2,500
11-430-710-3930-5381	93.778 IGR MA Fed CW/TCM I	573,065 -	500,000 -	540,186 -	600,000 -	600,000 -
11-430-710-3930-5832	GCED Child Gen Case Mgmt I	205,873 -	214,330 -	214,330 -	220,760 -	220,760 -
11-430-710-3970-5366	93.658 FSC LCTS IV-E Admin F07	52,192 -	52,800 -	55,433 -	50,000 -	50,000 -
11-430-710-3970-5379	93.778 MA FSC LCTS Admin F07	111,878 -	107,200 -	139,155 -	130,000 -	130,000 -
11-430-710-3970-5832	GCFSC No Seagr	172 -	0	0	0	0
11-430-710-3970-6020	Gc Family Services Collaborative	164,242	160,000	195,167	180,000	180,000
<b>Program 710</b>	<b>Children's Services</b>	<b>Revenue 1,805,589 -</b>	<b>1,592,554 -</b>	<b>1,864,221 -</b>	<b>1,696,400 -</b>	<b>1,696,400 -</b>
		<b>Expend. 2,279,711</b>	<b>2,607,719</b>	<b>2,514,221</b>	<b>2,582,147</b>	<b>2,582,147</b>
		<b>Net 474,122</b>	<b>1,015,165</b>	<b>650,000</b>	<b>885,747</b>	<b>885,747</b>
11-430-720-3110-5290	DHS-State Child Care BSF Admin	6,694 -	7,500 -	5,132 -	7,500 -	7,500 -
11-430-720-3110-5362	93.575 Federal Child Care BSF Admin	11,858 -	9,500 -	9,562 -	9,500 -	9,500 -
11-430-720-3110-5402	Recoveries Daycare State-County Share	1,190 -	2,000 -	2,573 -	2,000 -	2,000 -
11-430-720-3110-6024	Day Care Overpayment Recovery	407	1,500	1,749	1,500	1,500
11-430-720-3110-6026	Bsf County Match	23,802	23,802	21,818	23,802	23,802
11-430-720-3120-5289	DHS-Child Care MFIP Admin State	8,548 -	8,500 -	6,885 -	8,500 -	8,500 -



## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund

Report Basis: Cash

430 Dept Health and Social Services

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
11-430-720-3120-5362	93.575 Child Care MFIP Admin Federa	11,117 -	8,500 -	7,166 -	8,500 -	8,500 -
11-430-720-3140-6069	Other Child Care Fee	40,070	50,000	48,898	40,000	40,000
11-430-720-3370-5289	DHS-MFIP Employment Services TAN	26,058 -	22,822 -	20,983 -	20,600 -	20,600 -
11-430-720-3370-5353	93.558 MFIP Employment Services TA	257,058 -	262,452 -	240,139 -	236,895 -	236,895 -
11-430-720-3370-6020	Pmts For Recipients-Stride/Mfip Emp&	223,871	243,842	222,719	233,521	233,521
11-430-720-3980-5401	Daycare Licensing Application Fee M5	4,000 -	2,000 -	2,700 -	2,000 -	2,000 -
<b>Program 720</b>	Child Care/Stride	<b>Revenue 326,523 -</b>	<b>323,274 -</b>	<b>295,140 -</b>	<b>295,495 -</b>	<b>295,495 -</b>
		<b>Expend. 288,150</b>	<b>319,144</b>	<b>295,184</b>	<b>298,823</b>	<b>298,823</b>
		<b>Net 38,373 -</b>	<b>4,130 -</b>	<b>44</b>	<b>3,328</b>	<b>3,328</b>
11-430-730-3021-6020	Drug Tests-RS Eden	24,984	25,000	19,701	25,000	25,000
11-430-730-3050-5380	93.778 MA/SSTS Rule 25 F22	31,858 -	0	0	0	0
11-430-730-3050-6020	Payments For Recipients Rule 25 Assc	345	1,000	0	0	0
11-430-730-3590-5289	DHS-State Share CCDTF Admin	41,876 -	35,000 -	20,547 -	35,000 -	35,000 -
11-430-730-3590-6020	Purchase Of Serv State Of Mn Ccdtf	81,544	100,000	52,244	90,000	90,000
11-430-730-3712-5401	Detox Fees/Rule 25 M9	58,326 -	65,000 -	51,582 -	65,000 -	65,000 -
11-430-730-3712-6020	Detox Costs	94,461	100,000	84,972	100,000	100,000
<b>Program 730</b>	Chemical Dependency	<b>Revenue 132,060 -</b>	<b>100,000 -</b>	<b>72,129 -</b>	<b>100,000 -</b>	<b>100,000 -</b>
		<b>Expend. 201,334</b>	<b>226,000</b>	<b>156,917</b>	<b>215,000</b>	<b>215,000</b>
		<b>Net 69,274</b>	<b>126,000</b>	<b>84,788</b>	<b>115,000</b>	<b>115,000</b>
11-430-740-0010-5402	Mental Health Priv Pay & Copay Fee	1,260 -	0	534 -	0	0
11-430-740-3030-5289	DHS-Adult CSP/Rule 78/IMD Alt S	190,750 -	190,750 -	190,750 -	190,750 -	190,750 -
11-430-740-3030-5290	DHS-Adult MH Initiative Olmsted St S	62,660 -	54,401 -	54,401 -	54,401 -	54,401 -
11-430-740-3080-6020	Mh Assessments	76,458	88,500	0	0	0
11-430-740-3160-6020	Transportation MH Proact/GCED	14,611	20,000	3,236	6,000	6,000
11-430-740-3161-6020	Transportation-MH Client-Gas Cards	513	5,000	0	5,000	5,000
11-430-740-3180-6020	Client Flex Funds	14,792	12,000	18,923	12,000	12,000
11-430-740-3300-5289	DHS-Childrens MH Screening S	36,132 -	72,450 -	72,450 -	44,655 -	44,655 -
11-430-740-3320-6020	Child MH Mobile Crisis Services	9,470	9,940	9,470	9,940	9,940
11-430-740-3340-6050	DD SILS & Center Based Supp Emplo	4,852	20,000	1,063	20,000	20,000
11-430-740-3370-6050	Comm Based Supp Empl-Not Armhs Txx	12,943	22,000	2,761	11,000	11,000
11-430-740-3430-6020	Housing Subsidy	0	4,000	0	4,000	4,000
11-430-740-3520-6020	Adult Outpatient Psychotherapy	143,917	60,000	45,543	60,000	60,000
11-430-740-3540-6050	TXX Medication Management	76,458	25,000	0	0	0
11-430-740-3580-5340	93.104 System of Care (SOC) F35	30,146 -	0	0	0	0
11-430-740-3580-6020	CSG/SOC Grant - System of Care Grant	31,965	61,224	282	61,224	61,224

## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund

Report Basis: Cash

430 Dept Health and Social Services

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> <u>Mo. 01 - 12</u>	2023 <u>Budget</u>	2023 <u>YTD</u> <u>Mo. 01 - 12</u>	2024 <u>Budget</u>	2025 <u>Budget</u>
11-430-740-3720-6020	Recipients-Living In State/Private Hosp	180,196	200,000	154,419	180,000	180,000
11-430-740-3722-6020	Sex Offender Prgm State Oper Serv	61,010	60,000	59,326	60,000	60,000
11-430-740-3760-6020	Impatient Community Based Under 21	0	0	0	30,000	0
11-430-740-3830-5289	MA Residential Treatment State S64	16,372 -	0	10,788 -	0	0
11-430-740-3830-5366	93.658 Foster Care IV-E Rule 5 F28	7,322 -	2,000 -	25,211 -	2,000 -	2,000 -
11-430-740-3830-5379	93.778 IGR MA Rule 5 Admin F66	82	0	0	0	0
11-430-740-3830-6020	Rule 5 Social Services	319,900	340,000	441,371	340,000	340,000
11-430-740-3831-6020	Rule 5 Court Services	10,189	6,000	0	0	0
11-430-740-3890-5289	DHS-MH Respite Services S63	21,704 -	30,127 -	14,788 -	10,007 -	10,007 -
11-430-740-3890-6020	Respite MH Child - Fernbrook	10,581	30,127	9,386	10,007	10,007
11-430-740-3900-5381	93.778 IGR MA MH Case Mgmt/Childr	0	0	0	30,000 -	30,000 -
11-430-740-3900-5401	Children MH-TCM SCHA M1	0	0	6,784 -	0	0
11-430-740-3900-5832	GCED Child Rule 79 Case Mgmt	100,000 -	100,000 -	100,000 -	103,000 -	103,000 -
11-430-740-3900-6025	Non Fed Share Mh-Tcm Cont Vend/Fe	142,436	160,000	141,188	130,000	130,000
11-430-740-3910-5240	DHS-State MH Case Mgmt Adult	6,877 -	3,000 -	2,341 -	3,000 -	3,000 -
11-430-740-3910-5381	93.778 IGR MA Fed MH Case Mgmt A	228,527 -	175,000 -	174,935 -	200,000 -	200,000 -
11-430-740-3910-5401	Adult MH-TCM SCHA/MEDICA	1,086,608 -	550,000 -	751,140 -	825,000 -	825,000 -
11-430-740-3910-6020	Adult Rule 79 Case Mgmnt	1,226	2,500	2,131	4,000	4,000
11-430-740-3930-5401	Healthy Pathways M13	69,976 -	60,000 -	64,549 -	72,000 -	72,000 -
<b>Program 740</b>	<b>Mental Health Program</b>	<b>Revenue 1,858,252 -</b>	<b>1,237,728 -</b>	<b>1,468,671 -</b>	<b>1,534,813 -</b>	<b>1,534,813 -</b>
		<b>Expend. 1,111,517</b>	<b>1,126,291</b>	<b>889,099</b>	<b>943,171</b>	<b>913,171</b>
		<b>Net 746,735 -</b>	<b>111,437 -</b>	<b>579,572 -</b>	<b>591,642 -</b>	<b>621,642 -</b>
11-430-750-3160-6050	Transportation Dd Proact Txx	7,258	28,000	3,125	8,000	8,000
11-430-750-3340-5289	DHS-DD SILS Program S34	11,921 -	37,036 -	29,069 -	27,274 -	27,274 -
11-430-750-3340-6050	Txx Purchase Of Service-Sils	29,098	43,572	18,002	32,087	32,087
11-430-750-3350-5289	DHS-DD Family Support Program	51,205 -	93,108 -	83,807 -	93,108 -	93,108 -
11-430-750-3350-6083	Family Support Program Subsidy	52,726	93,108	78,808	93,108	93,108
11-430-750-3381-6020	Community Based Employment	16,339	65,000	19,822	20,000	20,000
11-430-750-3382-6020	Center Based Employment	2,069	30,000	0	2,000	2,000
<b>Program 750</b>	<b>Developmental Disabilities</b>	<b>Revenue 63,126 -</b>	<b>130,144 -</b>	<b>112,876 -</b>	<b>120,382 -</b>	<b>120,382 -</b>
		<b>Expend. 107,490</b>	<b>259,680</b>	<b>119,757</b>	<b>155,195</b>	<b>155,195</b>
		<b>Net 44,364</b>	<b>129,536</b>	<b>6,881</b>	<b>34,813</b>	<b>34,813</b>
11-430-760-0000-5289	Adult Protection State Grant S48	15,188 -	8,575 -	44,555 -	29,568 -	29,568 -
11-430-760-3022-6020	Caregiver Support Faith in Action	1,854	1,854	0	1,854	1,854
11-430-760-3160-6015	Transportation	0	0	725	0	0

# Goodhue County



## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund

Report Basis: Cash

430 Dept Health and Social Services

		2022	2023	2023	2024	2025
		Actual	Budget	YTD	Budget	Budget
		Mo. 01 - 12		Mo. 01 - 12		
<u>Account Number</u>	<u>Account Description</u>					
11-430-760-3580-5240	DHS-Consumer Support Grant	15,408 -	4,000 -	20,196 -	4,000 -	4,000 -
11-430-760-3930-5381	93.778 IGR MA VA/DD-TCM Adlt 18+	71,561 -	65,000 -	33,768 -	65,000 -	65,000 -
11-430-760-3950-6050	Guardianship/Conservatorship Txx	144,528	180,000	167,384	180,000	180,000
11-430-760-3980-5401	Adult Foster Care Licensing & Bg M	12,000 -	1,500 -	0	1,500 -	1,500 -
<b>Program 760</b>	<b>Adult Services</b>	<b>Revenue 114,157 -</b>	<b>79,075 -</b>	<b>98,519 -</b>	<b>100,068 -</b>	<b>100,068 -</b>
		<b>Expend. 146,382</b>	<b>181,854</b>	<b>168,109</b>	<b>181,854</b>	<b>181,854</b>
		<b>Net 32,225</b>	<b>102,779</b>	<b>69,590</b>	<b>81,786</b>	<b>81,786</b>
<b>Dept 430</b>	<b>Health and Social Services</b>	<b>Revenue 5,787,819 -</b>	<b>4,936,077 -</b>	<b>5,486,574 -</b>	<b>6,017,828 -</b>	<b>6,623,533 -</b>
		<b>Expend. 8,234,656</b>	<b>9,194,125</b>	<b>8,341,542</b>	<b>9,745,070</b>	<b>10,369,049</b>
		<b>Net 2,446,837</b>	<b>4,258,048</b>	<b>2,854,968</b>	<b>3,727,242</b>	<b>3,745,516</b>

## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund

Report Basis: Cash

463 Dept Quality Assurance-Health Svcs

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
11-463-463-0000-5290	DHS-Alternative Care Waiver	37,705 -	11,000 -	29,109 -	30,000 -	30,000 -
11-463-463-0000-5291	DHS-Billable Waivers/State	305,433 -	291,100 -	220,387 -	221,600 -	221,600 -
11-463-463-0000-5292	DHS-HHS Staff Waiver CM State	350,199 -	275,000 -	328,878 -	364,800 -	364,800 -
11-463-463-0000-5381	93.778 IGR Billable Waivers/Federal	416,903 -	418,900 -	329,246 -	332,400 -	332,400 -
11-463-463-0000-5382	93.778 IGR DHS HHS Staff Waiver CM	349,958 -	275,000 -	328,558 -	395,200 -	395,200 -
11-463-463-0000-5402	SCHA Programs	321,302 -	325,000 -	326,150 -	330,000 -	330,000 -
11-463-463-0000-5428	Spenddown Fees From Client	14,813 -	15,000 -	20,531 -	17,000 -	17,000 -
11-463-463-0000-5429	SCHA/Elderly Waiver/Care Coordination	210,813 -	135,000 -	156,571 -	200,000 -	200,000 -
11-463-463-0000-5435	SCHA/MA & PHN Clinic	0	0	105 -	0	0
11-463-463-0000-5850	Miscellaneous Revenue	0	0	1,000 -	0	0
11-463-463-0000-5859	SCHA/CCC Reimbursement	98,041 -	93,000 -	111,061 -	101,000 -	101,000 -
11-463-463-0000-6010	Billable Service Options Items	601,632	550,000	570,757	550,000	550,000
11-463-463-0000-6020	Contracted Case Management	143,750	160,000	94,184	4,000	4,000
11-463-463-0000-6101	Salaries & Wages - Permanent	1,247,293	1,330,133	1,313,502	1,820,666	2,019,499
11-463-463-0000-6102	Salaries & Wages-Part Time w/ Benefits	81,653	84,240	83,558	92,701	102,525
11-463-463-0000-6104	Salaries & Wages - Overtime	3,873	0	5,968	0	0
11-463-463-0000-6140	Vacation/Sick Payout	6,685	0	0	0	0
11-463-463-0000-6151	Group Health Insurance	55,337	55,481	56,397	79,549	95,260
11-463-463-0000-6152	HSA Contribution	51,401	60,420	56,686	62,493	61,730
11-463-463-0000-6153	Family Insurance Supplement	126,285	141,383	131,656	199,716	195,136
11-463-463-0000-6154	Life Insurance	936	951	918	1,184	1,184
11-463-463-0000-6155	Dental Insurance-County Paid	4,241	5,433	4,531	3,286	3,286
11-463-463-0000-6156	Accident Insurance-County Paid	1,040	1,256	1,255	714	714
11-463-463-0000-6161	PERA	99,965	106,078	105,119	143,503	159,152
11-463-463-0000-6171	FICA	77,901	87,691	81,486	118,629	131,566
11-463-463-0000-6174	Mandatory Medicare	18,219	20,508	19,057	27,744	30,769
11-463-463-0000-6177	Paid Family and Medical Leave	0	0	0	0	7,427
11-463-463-0000-6202	Cell Phone	996	900	422	900	900
11-463-463-0000-6206	Data Cards	2,038	1,680	2,078	3,500	3,500
11-463-463-0000-6241	Advertising	285	0	0	0	0
11-463-463-0000-6245	State Required Registration or License	199	400	199	600	600
11-463-463-0000-6283	Other Professional & Tech Fees	1,047	700	1,064	700	700
11-463-463-0000-6331	Mileage	8,422	17,000	16,293	17,000	17,000
11-463-463-0000-6332	Meals & Lodging	17	2,000	117	2,000	2,000
11-463-463-0000-6333	Other Travel Expense	0	50	21	50	50
11-463-463-0000-6335	Motor Pool Vehicle Usage	4,529	5,500	4,372	5,500	5,500

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# Goodhue County



## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund  
463 Dept Quality Assurance-Health Svcs

Report Basis: Cash

		2022	2023	2023	2024	2025
		Actual	Budget	YTD	Budget	Budget
		Mo. 01 - 12		Mo. 01 - 12		
<u>Account Number</u>	<u>Account Description</u>					
11-463-463-0000-6357	Conferences/Schools/Training	666	2,000	2,105	4,000	4,000
11-463-463-0000-6405	Office Supplies	218	0	12	500	500
11-463-463-0000-6432	Other Furniture And Equipment	0	0	1,460	0	0
11-463-463-0000-6480	Equipment/Furniture<\$5,000	0	0	7,486	0	0
<b>Program 463</b>	<b>LTCC/Waiver Management</b>					
	<b>Revenue</b>	<b>2,105,167 -</b>	<b>1,839,000 -</b>	<b>1,851,596 -</b>	<b>1,992,000 -</b>	<b>1,992,000 -</b>
	<b>Expend.</b>	<b>2,538,628</b>	<b>2,633,804</b>	<b>2,560,703</b>	<b>3,138,935</b>	<b>3,396,998</b>
	<b>Net</b>	<b>433,461</b>	<b>794,804</b>	<b>709,107</b>	<b>1,146,935</b>	<b>1,404,998</b>
<b>Dept 463</b>	<b>Quality Assurance-Health Svcs</b>					
	<b>Revenue</b>	<b>2,105,167 -</b>	<b>1,839,000 -</b>	<b>1,851,596 -</b>	<b>1,992,000 -</b>	<b>1,992,000 -</b>
	<b>Expend.</b>	<b>2,538,628</b>	<b>2,633,804</b>	<b>2,560,703</b>	<b>3,138,935</b>	<b>3,396,998</b>
	<b>Net</b>	<b>433,461</b>	<b>794,804</b>	<b>709,107</b>	<b>1,146,935</b>	<b>1,404,998</b>

## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund

Report Basis: Cash

466 Dept Healthy Communities/Behaviors

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
11-466-450-0000-5280	MDH-Local Public Health Grant	100,142 -	53,555 -	92,122 -	53,555 -	53,555 -
11-466-450-0000-5284	MDH-State Follow Along Program FAP	2,100 -	2,100 -	0	2,100 -	2,100 -
11-466-450-0000-5285	MDH-Birth Defects State	1,725 -	0	2,175 -	0	0
11-466-450-0000-5289	DHS-Medical Assistance-State	427 -	3,000 -	1,241 -	3,000 -	3,000 -
11-466-450-0000-5291	DHS-MA FHV FFS State	2,885 -	2,000 -	1,562 -	2,000 -	2,000 -
11-466-450-0000-5347	93.251 EHDI & BD Followup	1,050 -	600 -	525 -	600 -	600 -
11-466-450-0000-5353	93.558 TANF Grant - Federal Funds	49,488 -	47,462 -	36,170 -	48,399 -	48,399 -
11-466-450-0000-5379	93.778 IGR Medical Assistance-Federal	427 -	3,000 -	1,241 -	3,000 -	3,000 -
11-466-450-0000-5381	93.778 IGR FHV FFS Federal	2,998 -	2,000 -	1,599 -	2,000 -	2,000 -
11-466-450-0000-5385	93.870 Mat Inf Child Strong Foundations	0	0	56,870 -	140,000 -	140,000 -
11-466-450-0000-5389	93.994 MCH Block Grant	47,473 -	41,276 -	43,376 -	41,276 -	41,276 -
11-466-450-0000-5410	Daycare/Nurse Consultation Fees	6,100 -	4,500 -	4,459 -	4,500 -	4,500 -
11-466-450-0000-5431	SCHA/BCBS FHV Billing	51,127 -	50,000 -	39,624 -	50,000 -	50,000 -
11-466-450-0000-5434	Family Home Visiting Local Grant	121,198 -	140,000 -	30,121 -	0	0
11-466-450-0000-5435	SCHA/MA & PHN Clinic	64,757 -	70,000 -	66,877 -	70,000 -	70,000 -
11-466-450-0000-5832	Local Follow Along Program (FSC)	25,696 -	20,000 -	17,005 -	9,505 -	9,505 -
11-466-450-0000-6020	Non-Billable Medical Supplies	3,150	0	0	0	0
11-466-450-0000-6101	Salaries & Wages - Permanent	277,578	312,387	278,580	355,257	393,534
11-466-450-0000-6102	Salaries & Wages-Part Time w/ Benefits	65,106	60,159	22,284	0	0
11-466-450-0000-6104	Salaries & Wages - Overtime	0	0	406	0	0
11-466-450-0000-6140	Vacation/Sick Payout	0	0	33,425	0	0
11-466-450-0000-6151	Group Health Insurance	197	0	169	0	0
11-466-450-0000-6152	HSA Contribution	14,977	16,380	12,816	19,100	19,600
11-466-450-0000-6153	Family Insurance Supplement	38,198	41,278	37,924	47,442	51,237
11-466-450-0000-6154	Life Insurance	252	270	203	217	217
11-466-450-0000-6155	Dental Insurance-County Paid	1,414	2,352	870	2,554	2,554
11-466-450-0000-6156	Accident Insurance-County Paid	310	536	241	542	542
11-466-450-0000-6161	PERA	25,701	27,941	22,595	26,644	29,515
11-466-450-0000-6171	FICA	19,496	23,098	19,221	22,026	24,399
11-466-450-0000-6174	Mandatory Medicare	4,560	5,402	4,495	5,151	5,706
11-466-450-0000-6177	Paid Family and Medical Leave	0	0	0	0	1,377
11-466-450-0000-6202	Cell Phone	494	960	584	1,440	1,440
11-466-450-0000-6203	Postage	0	0	11	0	0
11-466-450-0000-6232	Publications & Brochures	1,753	1,200	1,557	1,200	1,200
11-466-450-0000-6241	Advertising	0	0	559	600	600
11-466-450-0000-6245	State Required Registration or License	480	300	0	300	300

## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund

Report Basis: Cash

466 Dept Healthy Communities/Behaviors

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
11-466-450-0000-6283	Other Professional Fees	942	4,000	825	4,000	4,000
11-466-450-0000-6331	Mileage	4,394	7,500	6,549	7,500	7,500
11-466-450-0000-6332	Meals & Lodging	39	1,200	0	1,200	1,200
11-466-450-0000-6333	Other Travel Expense	3	0	0	0	0
11-466-450-0000-6335	Motor Pool Vehicle Usage	458	1,500	693	1,500	1,500
11-466-450-0000-6357	Conferences/Schools/Training	560	4,500	1,496	4,500	4,500
11-466-450-0000-6405	Office Supplies	144	450	75	450	450
11-466-450-0000-6407	Grant Supplies	459	1,850	1,749	1,850	1,850
11-466-450-0000-6432	Other Furniture And Equipment	238	0	0	0	0
11-466-450-0000-6810	Refunds	200	0	0	0	0
<b>Program 450</b>	Parent/Child Health Promotion	<b>Revenue 477,593 -</b>	<b>439,493 -</b>	<b>394,967 -</b>	<b>429,935 -</b>	<b>429,935 -</b>
		<b>Expend. 461,103</b>	<b>513,263</b>	<b>447,327</b>	<b>503,473</b>	<b>553,221</b>
		<b>Net 16,490 -</b>	<b>73,770</b>	<b>52,360</b>	<b>73,538</b>	<b>123,286</b>
11-466-456-0000-6101	Salaries & Wages - Permanent	10	0	0	0	0
11-466-456-0000-6151	Group Health Insurance	1	0	0	0	0
11-466-456-0000-6152	HSA Contribution	1	0	0	0	0
11-466-456-0000-6161	PERA	1	0	0	0	0
11-466-456-0000-6171	FICA	1	0	0	0	0
<b>Program 456</b>	Maternal Child Health Grant	<b>Revenue 0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend. 14</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Net 14</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
11-466-458-0000-5292	DHS-CTC Outreach/State	49,300 -	44,261 -	46,733 -	48,575 -	48,575 -
11-466-458-0000-5382	93.778 IGR CTC Outreach/Federal	49,300 -	44,261 -	46,733 -	48,575 -	48,575 -
11-466-458-0000-6101	Salaries & Wages - Permanent	46,471	45,997	45,141	65,411	72,619
11-466-458-0000-6102	Salaries & Wages-Part Time w/ Benefits	13,576	1,230	2,642	0	0
11-466-458-0000-6151	Group Health Insurance	6,283	6,038	5,570	8,655	9,347
11-466-458-0000-6152	HSA Contribution	2,062	1,470	1,357	1,500	1,500
11-466-458-0000-6153	Family Insurance Supplement	1,758	608	890	0	0
11-466-458-0000-6154	Life Insurance	55	44	41	54	54
11-466-458-0000-6155	Dental Insurance-County Paid	111	59	24	0	0
11-466-458-0000-6156	Accident Insurance-County Paid	24	14	7	0	0
11-466-458-0000-6161	PERA	4,503	3,542	3,584	4,906	5,446
11-466-458-0000-6171	FICA	3,450	2,928	2,769	4,055	4,502
11-466-458-0000-6174	Mandatory Medicare	807	685	648	948	1,053
11-466-458-0000-6177	Paid Family and Medical Leave	0	0	0	0	254

## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund  
466 Dept Healthy Communities/Behaviors

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
11-466-458-0000-6203	Postage/Freight	2,849	2,200	1,863	2,200	2,200
11-466-458-0000-6241	Advertising	99	0	93	0	0
11-466-458-0000-6283	Other Professional Fees	200	100	0	100	100
11-466-458-0000-6331	Mileage	152	100	0	100	100
11-466-458-0000-6335	Motor Vehicle Pool	53	400	30	400	400
11-466-458-0000-6357	Conferences/Schools/Training	0	150	0	150	150
11-466-458-0000-6402	Copy Machine Paper & Toner	2,942	2,400	1,688	2,400	2,400
11-466-458-0000-6405	Office Supplies	0	80	0	80	80
11-466-458-0000-6407	Grant Supplies	7,371	3,300	24,492	7,000	7,000
11-466-458-0000-6414	Food & Beverages	10,349	0	0	0	0
11-466-458-0000-6480	Equipment/Furniture<\$5,000	0	0	1,449	0	0
<b>Program 458</b>	Child/Teen Checkup Outreach Gr	<b>Revenue 98,600 -</b>	<b>88,522 -</b>	<b>93,466 -</b>	<b>97,150 -</b>	<b>97,150 -</b>
		<b>Expend. 103,115</b>	<b>71,345</b>	<b>92,288</b>	<b>97,959</b>	<b>107,205</b>
		<b>Net 4,515</b>	<b>17,177 -</b>	<b>1,178 -</b>	<b>809</b>	<b>10,055</b>
11-466-462-0000-5310	10.557 WIC Grant	162,706 -	170,236 -	162,745 -	160,300 -	160,300 -
11-466-462-0000-5850	Miscellaneous Revenue - Wabasha WIC	685 -	0	0	0	0
11-466-462-0000-6021	BF Consulting Contracts	1,040	3,000	840	3,000	3,000
11-466-462-0000-6024	BF Peer	3,347	5,000	2,627	5,000	5,000
11-466-462-0000-6101	Salaries & Wages - Permanent	90,855	100,618	104,658	107,931	115,474
11-466-462-0000-6102	Salaries & Wages-Part Time w/ Benefits	1,025	0	0	0	0
11-466-462-0000-6151	Group Health Insurance	805	161	607	0	0
11-466-462-0000-6152	HSA Contribution	5,900	7,305	7,294	8,050	8,300
11-466-462-0000-6153	Family Insurance Supplement	11,013	12,817	12,919	14,204	15,340
11-466-462-0000-6154	Life Insurance	57	54	57	54	54
11-466-462-0000-6155	Dental Insurance-County Paid	992	1,153	1,092	1,277	1,277
11-466-462-0000-6156	Accident Insurance-County Paid	238	263	311	271	271
11-466-462-0000-6161	PERA	6,891	7,546	7,849	8,095	8,661
11-466-462-0000-6171	FICA	5,356	6,238	6,135	6,692	7,159
11-466-462-0000-6174	Mandatory Medicare	1,253	1,459	1,435	1,565	1,674
11-466-462-0000-6177	Paid Family and Medical Leave	0	0	0	0	404
11-466-462-0000-6202	Cell Phone	867	1,400	411	540	540
11-466-462-0000-6245	State Required Registration or License	85	100	0	100	100
11-466-462-0000-6248	Insurance WIC Prog Reimbursements	808	800	0	800	800
11-466-462-0000-6283	Other Professional Fees	651	150	356	150	150
11-466-462-0000-6331	Mileage	99	400	83	400	400



## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund

Report Basis: Cash

466 Dept Healthy Communities/Behaviors

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> <u>Mo. 01 - 12</u>	2023 <u>Budget</u>	2023 <u>YTD</u> <u>Mo. 01 - 12</u>	2024 <u>Budget</u>	2025 <u>Budget</u>
11-466-462-0000-6332	Meals And Lodging	0	150	0	150	150
11-466-462-0000-6335	Motor Pool Vehicle Usage	0	850	193	850	850
11-466-462-0000-6357	Conferences/Schools/Training	150	1,000	35	1,000	1,000
11-466-462-0000-6405	Office Supplies	13	200	0	200	200
11-466-462-0000-6407	Grant Supplies	100	2,000	323	2,000	2,000
<b>Program 462</b>	<b>WIC Grant</b>					
	<b>Revenue</b>	<b>163,391 -</b>	<b>170,236 -</b>	<b>162,745 -</b>	<b>160,300 -</b>	<b>160,300 -</b>
	<b>Expend.</b>	<b>131,545</b>	<b>152,664</b>	<b>147,225</b>	<b>162,329</b>	<b>172,804</b>
	<b>Net</b>	<b>31,846 -</b>	<b>17,572 -</b>	<b>15,520 -</b>	<b>2,029</b>	<b>12,504</b>
11-466-466-0000-5218	Indian Casino Aid	13,311 -	18,718 -	14,533 -	18,718 -	18,718 -
11-466-466-0000-5280	MDH-Local Public Health Grant	68,390 -	111,229 -	62,913 -	111,229 -	111,229 -
11-466-466-0000-5289	MN DHS - Community Living Infrastruc	81,541 -	45,000 -	89,897 -	75,000 -	75,000 -
11-466-466-0000-5290	MN DHS - CLI Direct Assistance	24,946 -	338,775 -	259,969 -	0	0
11-466-466-0000-5291	MDH - PH Infrastructure	4,022 -	0	92,738 -	72,000 -	72,000 -
11-466-466-0000-5359	93.391 CDC Partner Crisis Response I	11,611 -	5,000 -	8,905 -	0	0
11-466-466-0000-5850	Miscellaneous Refunds & Reimburserr	132,070 -	40,700 -	36,870 -	40,700 -	40,700 -
11-466-466-0000-5851	Mayo - Community Investment Program	0	0	7,500 -	12,000 -	12,000 -
11-466-466-0000-5948	Transfers In - Inter Fund	0	0	200,000 -	100,000 -	100,000 -
11-466-466-0000-5949	Use of Fund Balance-Health Education	0	0	0	125,000 -	125,000 -
11-466-466-0000-6020	MN DHS CLI Direct Assistance	70,969	338,775	242,302	0	0
11-466-466-0000-6021	ARPA - Promotion Marketing + Other	0	0	13,650	125,000	125,000
11-466-466-0000-6023	Special Projects CHA-CHIP + Infrastru	13,899	9,500	63,140	21,500	21,500
11-466-466-0000-6024	ARPA - Mental Health Coalition	84,710	55,440	31,196	100,000	100,000
11-466-466-0000-6101	Salaries & Wages - Permanent	208,468	309,310	203,751	354,668	395,080
11-466-466-0000-6103	Salaries & Wages-Part Time w/o Bene	390	0	0	0	0
11-466-466-0000-6104	Salaries & Wages - Overtime	0	0	2,515	0	0
11-466-466-0000-6140	Vacation/Sick Payout	0	0	11,634	0	0
11-466-466-0000-6151	Group Health Insurance	8,870	12,209	5,524	12,401	16,044
11-466-466-0000-6152	HSA Contribution	7,224	7,950	7,375	19,100	16,950
11-466-466-0000-6153	Family Insurance Supplement	11,405	17,706	22,279	33,238	35,897
11-466-466-0000-6154	Life Insurance	161	206	137	217	217
11-466-466-0000-6155	Dental Insurance-County Paid	522	340	326	2,009	1,643
11-466-466-0000-6156	Accident Insurance-County Paid	137	86	79	443	357
11-466-466-0000-6161	PERA	15,635	23,198	15,620	26,600	29,631
11-466-466-0000-6171	FICA	12,197	19,177	12,035	21,989	24,495
11-466-466-0000-6174	Mandatory Medicare	2,853	4,485	2,815	5,143	5,728

## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund  
466 Dept Healthy Communities/Behaviors

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
11-466-466-0000-6177	Paid Family and Medical Leave	0	0	0	0	1,383
11-466-466-0000-6202	Cell Phone	494	0	411	500	500
11-466-466-0000-6241	Advertising	1,034	0	379	600	600
11-466-466-0000-6244	Subscriptions	635	200	663	1,000	1,000
11-466-466-0000-6283	Other Professional Fees	50 -	0	0	0	0
11-466-466-0000-6331	Mileage	0	500	625	500	500
11-466-466-0000-6332	Meals & Lodging	220	260	153	260	260
11-466-466-0000-6333	Other Travel Expenses	3	50	0	50	50
11-466-466-0000-6335	Motor Pool Vehicle Usage	317	205	80	205	205
11-466-466-0000-6342	Land & Building Lease/Rent	320	200	0	200	200
11-466-466-0000-6357	Conferences/Schools/Training	1,038	3,000	300	3,000	3,000
11-466-466-0000-6405	Office Supplies	454	380	0	380	380
11-466-466-0000-6850	Miscellaneous Expense	257 -	0	0	0	0
<b>Program 466</b>	<b>Healthy Communities</b>	<b>Revenue</b>	<b>335,891 -</b>	<b>559,422 -</b>	<b>773,325 -</b>	<b>554,647 -</b>
		<b>Expend.</b>	<b>441,648</b>	<b>803,177</b>	<b>636,989</b>	<b>729,003</b>
		<b>Net</b>	<b>105,757</b>	<b>243,755</b>	<b>136,336 -</b>	<b>225,973</b>
11-466-468-0000-5336	20.600 TZD Grant (Toward Zero Death)	8,299 -	20,647 -	16,434 -	20,647 -	20,647 -
11-466-468-0000-6101	Salaries & Wages - Permanent	8,095	17,902	11,813	0	0
11-466-468-0000-6151	Group Health Insurance	490	1,610	0	0	0
11-466-468-0000-6152	HSA Contribution	319	300	387	0	0
11-466-468-0000-6153	Family Insurance Supplement	127	0	2,265	0	0
11-466-468-0000-6154	Life Insurance	5	11	7	0	8
11-466-468-0000-6155	Dental Insurance-County Paid	29	0	0	0	0
11-466-468-0000-6156	Accident Insurance-County Paid	8	0	0	0	0
11-466-468-0000-6161	PERA	607	1,343	886	0	0
11-466-468-0000-6171	FICA	495	1,110	596	0	0
11-466-468-0000-6174	Mandatory Medicare	116	260	139	0	0
11-466-468-0000-6202	Cell Phone	105	120	110	120	120
11-466-468-0000-6203	Postage	24	0	0	0	0
11-466-468-0000-6241	Advertising	0	0	27	0	0
11-466-468-0000-6331	Mileage	328	661	620	661	661
11-466-468-0000-6332	Meals & Lodging	0	447	14	447	447
11-466-468-0000-6335	Motor Pool Vehicle Usage	70	342	14	342	342
11-466-468-0000-6357	Conferences/Schools/Training	0	300	0	300	300
11-466-468-0000-6401	Printing Services	0	150	0	150	150

## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund

Report Basis: Cash

466 Dept Healthy Communities/Behaviors

<u>Account Number</u>	<u>Account Description</u>	<u>2022 Actual</u> <u>Mo. 01 - 12</u>	<u>2023 Budget</u>	<u>2023 YTD</u> <u>Mo. 01 - 12</u>	<u>2024 Budget</u>	<u>2025 Budget</u>
11-466-468-0000-6407	Grant Supplies	168	400	124	400	400
11-466-468-0000-6414	Food & Beverages	0	150	0	150	150
<b>Program 468</b>	<b>Toward Zero Deaths</b>	<b>8,299 -</b>	<b>20,647 -</b>	<b>16,434 -</b>	<b>20,647 -</b>	<b>20,647 -</b>
	<b>Revenue</b>	<b>8,299 -</b>	<b>20,647 -</b>	<b>16,434 -</b>	<b>20,647 -</b>	<b>20,647 -</b>
	<b>Expend.</b>	<b>10,986</b>	<b>25,106</b>	<b>17,002</b>	<b>2,570</b>	<b>2,578</b>
	<b>Net</b>	<b>2,687</b>	<b>4,459</b>	<b>568</b>	<b>18,077 -</b>	<b>18,069 -</b>
11-466-472-0000-5282	MDH-SHIP Grant	158,641 -	177,598 -	182,211 -	200,000 -	200,000 -
11-466-472-0000-6024	Contracts/Special Projects	21,170	37,781	20,555	39,034	39,034
11-466-472-0000-6101	Salaries & Wages - Permanent	85,658	65,969	74,706	76,896	85,977
11-466-472-0000-6102	Salaries & Wages-Part Time w/ Benefits	7,768	30,449	28,962	36,556	39,571
11-466-472-0000-6140	Vacation/Sick Payout	2,665	0	0	0	0
11-466-472-0000-6151	Group Health Insurance	7,308	5,768	5,611	6,201	6,697
11-466-472-0000-6152	HSA Contribution	4,508	3,750	6,194	8,050	8,300
11-466-472-0000-6153	Family Insurance Supplement	1,007	0	5,722	7,102	7,670
11-466-472-0000-6154	Life Insurance	91	108	109	108	108
11-466-472-0000-6155	Dental Insurance-County Paid	473	340	1,069	1,643	1,643
11-466-472-0000-6156	Accident Insurance-County Paid	131	86	286	357	357
11-466-472-0000-6161	PERA	7,007	7,231	7,695	8,509	9,416
11-466-472-0000-6171	FICA	5,764	5,978	5,598	7,034	7,784
11-466-472-0000-6174	Mandatory Medicare	1,348	1,398	1,309	1,645	1,820
11-466-472-0000-6177	Paid Family and Medical Leave	0	0	0	0	439
11-466-472-0000-6244	Subscriptions	167	0	0	0	0
11-466-472-0000-6278	Consultant Fees	580	500	0	500	500
11-466-472-0000-6331	Mileage & Transportation	1,708	1,800	348	1,800	1,800
11-466-472-0000-6332	Meals & Lodging	0	400	48	400	400
11-466-472-0000-6333	Other Travel Expense	0	0	3	0	0
11-466-472-0000-6335	Motor Pool Vehicle Usage	67	700	234	500	500
11-466-472-0000-6342	Land & Building Lease/Rent	0	75	0	75	75
11-466-472-0000-6357	Conferences/Schools/Training	1,398	500	1,118	2,000	2,000
11-466-472-0000-6401	Printing Services	0	1,925	0	0	0
11-466-472-0000-6405	Office Supplies	0	331	0	331	331
11-466-472-0000-6407	Grant Supplies	7,020	2,800	300	2,800	2,800
11-466-472-0000-6414	Food & Beverages	0	500	0	500	500
<b>Program 472</b>	<b>SHIP Grant</b>	<b>158,641 -</b>	<b>177,598 -</b>	<b>182,211 -</b>	<b>200,000 -</b>	<b>200,000 -</b>
	<b>Revenue</b>	<b>158,641 -</b>	<b>177,598 -</b>	<b>182,211 -</b>	<b>200,000 -</b>	<b>200,000 -</b>
	<b>Expend.</b>	<b>155,838</b>	<b>168,389</b>	<b>159,867</b>	<b>202,041</b>	<b>217,722</b>
	<b>Net</b>	<b>2,803 -</b>	<b>9,209 -</b>	<b>22,344 -</b>	<b>2,041</b>	<b>17,722</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund  
466 Dept Healthy Communities/Behaviors

Report Basis: Cash

				2022	2023	2023	2024	2025
				Actual	Budget	YTD	Budget	Budget
				<u>Mo. 01 - 12</u>		<u>Mo. 01 - 12</u>		
<b>Dept</b>	<b>466</b>	Healthy Communities/Behaviors	<b>Revenue</b>	1,242,415 -	1,455,918 -	1,623,148 -	1,462,679 -	1,462,679 -
			<b>Expend.</b>	1,304,249	1,733,944	1,500,698	1,697,375	1,834,150
			<b>Net</b>	61,834	278,026	122,450 -	234,696	371,471

# Goodhue County



## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund

Report Basis: Cash

467 Dept Disaster Preparedness

		2022	2023	2023	2024	2025	
		Actual	Budget	YTD	Budget	Budget	
<u>Account Number</u>		<u>Mo. 01 - 12</u>		<u>Mo. 01 - 12</u>			
<u>Account Description</u>							
11-467-467-0000-5327	21.027 Coronavirus Incentive Fund	6,857 -	0	0	0	0	
11-467-467-0000-5329	21.019 Coronavirus Relief Fund CICT	293 -	0	0	0	0	
11-467-467-0000-5342	93.268 Immunizations & Vaccines Coop	247,507 -	150,000 -	32,296 -	200,000 -	200,000 -	
11-467-467-0000-5343	93.323 ELC for Infectious Diseases	61,917 -	0	0	0	0	
11-467-467-0000-5346	93.069 PHEP (EP Grant)	38,663 -	37,783 -	39,853 -	38,131 -	38,131 -	
11-467-467-0000-6023	Contracts	0	0	350	0	0	
11-467-467-0000-6101	Salaries & Wages - Permanent	62,892	0	4,068	0	0	
11-467-467-0000-6102	Salaries & Wages-Part Time w/ Benefits	21,970	50,987	49,966	57,633	63,879	
11-467-467-0000-6151	Group Health Insurance	1,643	0	77	0	0	
11-467-467-0000-6152	HSA Contribution	870	0	99	0	0	
11-467-467-0000-6153	Family Insurance Supplement	1,820	0	498	0	0	
11-467-467-0000-6154	Life Insurance	83	54	54	54	54	
11-467-467-0000-6155	Dental Insurance-County Paid	39	0	0	0	0	
11-467-467-0000-6156	Accident Insurance-County Paid	11	0	0	0	0	
11-467-467-0000-6161	PERA	6,365	3,824	4,052	4,322	4,791	
11-467-467-0000-6171	FICA	5,128	3,161	3,322	3,573	3,960	
11-467-467-0000-6174	Mandatory Medicare	1,199	739	777	836	926	
11-467-467-0000-6177	Paid Family and Medical Leave	0	0	0	0	224	
11-467-467-0000-6202	Cell Phone	494	0	247	540	540	
11-467-467-0000-6283	Other - COVID Grant Expenditures	18,001	150,000	23,289	200,000	200,000	
11-467-467-0000-6331	Mileage & Transportation	227	80	49	80	80	
11-467-467-0000-6335	Motor Pool Vehicle Usage	92	367	386	367	367	
11-467-467-0000-6357	Conferences/Schools/Training	0	75	0	75	75	
11-467-467-0000-6405	Office/Grant Supplies	101	0	152	0	0	
<b>Program</b>	<b>467</b> Emergency Preparedness Grant	<b>Revenue</b>	<b>355,237 -</b>	<b>187,783 -</b>	<b>72,149 -</b>	<b>238,131 -</b>	<b>238,131 -</b>
		<b>Expend.</b>	<b>120,935</b>	<b>209,287</b>	<b>87,386</b>	<b>267,480</b>	<b>274,896</b>
		<b>Net</b>	<b>234,302 -</b>	<b>21,504</b>	<b>15,237</b>	<b>29,349</b>	<b>36,765</b>
<b>Dept</b>	<b>467</b> Disaster Preparedness	<b>Revenue</b>	<b>355,237 -</b>	<b>187,783 -</b>	<b>72,149 -</b>	<b>238,131 -</b>	<b>238,131 -</b>
		<b>Expend.</b>	<b>120,935</b>	<b>209,287</b>	<b>87,386</b>	<b>267,480</b>	<b>274,896</b>
		<b>Net</b>	<b>234,302 -</b>	<b>21,504</b>	<b>15,237</b>	<b>29,349</b>	<b>36,765</b>

## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund

Report Basis: Cash

471 Dept Infectious Disease

<u>Account Number</u>	<u>Account Description</u>	<u>2022 Actual</u> <u>Mo. 01 - 12</u>	<u>2023 Budget</u>	<u>2023 YTD</u> <u>Mo. 01 - 12</u>	<u>2024 Budget</u>	<u>2025 Budget</u>
11-471-471-0000-5280	MDH-Local Public Health Grant	75,717 -	41,196 -	69,653 -	41,196 -	41,196 -
11-471-471-0000-5348	93.268 Child Imm (IPI & PERI Hep B)	500 -	0	0	0	0
11-471-471-0000-5349	93.354 Public Health Emerg Response	68,266 -	34,500 -	49,709 -	20,000 -	20,000 -
11-471-471-0000-5407	Immunizations-Private	2,246 -	1,800 -	1,716 -	1,800 -	1,800 -
11-471-471-0000-5435	SCHA/MA Immunizations	23 -	0	0	0	0
11-471-471-0000-6020	Non-Billable Medical Supplies	73	500	0	500	500
11-471-471-0000-6023	CDCP Workforce Development Grant	67,944	34,500	63,501	20,000	20,000
11-471-471-0000-6101	Salaries & Wages - Permanent	58,878	68,416	65,858	216,209	235,570
11-471-471-0000-6102	Salaries & Wages-Part Time w/ Benefits	117	0	0	0	0
11-471-471-0000-6151	Group Health Insurance	6,263	8,051	7,684	17,310	13,393
11-471-471-0000-6152	HSA Contribution	1,218	1,500	1,486	11,050	16,600
11-471-471-0000-6153	Family Insurance Supplement	381	0	304	14,204	15,340
11-471-471-0000-6154	Life Insurance	52	54	54	163	163
11-471-471-0000-6155	Dental Insurance-County Paid	0	0	0	1,277	2,009
11-471-471-0000-6156	Accident Insurance-County Paid	0	0	0	271	443
11-471-471-0000-6161	PERA	4,425	5,131	4,939	16,216	17,668
11-471-471-0000-6171	FICA	3,545	4,242	3,947	13,405	14,605
11-471-471-0000-6174	Mandatory Medicare	829	992	923	3,135	3,416
11-471-471-0000-6177	Paid Family and Medical Leave	0	0	0	0	824
11-471-471-0000-6202	Cell Phone	0	0	124	0	0
11-471-471-0000-6203	Postage/Freight	8	0	27	0	0
11-471-471-0000-6283	Other Professional Fees	0	0	226	0	0
11-471-471-0000-6331	Mileage	142	900	80	400	400
11-471-471-0000-6333	Other Travel Expenses	21	0	0	0	0
11-471-471-0000-6335	Motor Pool Vehicle Usage	196	400	370	200	200
11-471-471-0000-6357	Conferences/Schools/Training	0	200	0	200	200
11-471-471-0000-6405	Office Supplies	157	60	130	60	60
11-471-471-0000-6431	Drugs & Medicine	2,752	2,000	865	2,000	2,000
11-471-471-0000-6434	Non-Billable Medical Supplies	58	0	0	0	0
11-471-471-0000-6435	Infection Control	453	600	437	600	600
11-471-471-0000-6850	Miscellaneous Expense	140	0	60	0	0
<b>Program</b>	<b>471</b> Disease Prevention & Control	<b>146,752 -</b>	<b>77,496 -</b>	<b>121,078 -</b>	<b>62,996 -</b>	<b>62,996 -</b>
		<b>147,652</b>	<b>127,546</b>	<b>151,015</b>	<b>317,200</b>	<b>343,991</b>
		<b>900</b>	<b>50,050</b>	<b>29,937</b>	<b>254,204</b>	<b>280,995</b>
<b>Dept</b>	<b>471</b> Infectious Disease	<b>146,752 -</b>	<b>77,496 -</b>	<b>121,078 -</b>	<b>62,996 -</b>	<b>62,996 -</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund  
471 Dept Infectious Disease

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> <u>Mo. 01 - 12</u>	2023 <u>Budget</u>	2023 <u>YTD</u> <u>Mo. 01 - 12</u>	2024 <u>Budget</u>	2025 <u>Budget</u>
	<b>Expend.</b>	<b>147,652</b>	<b>127,546</b>	<b>151,015</b>	<b>317,200</b>	<b>343,991</b>
	<b>Net</b>	<b>900</b>	<b>50,050</b>	<b>29,937</b>	<b>254,204</b>	<b>280,995</b>

## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund  
479 Dept PHS Administration

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> <u>Mo. 01 - 12</u>	2023 <u>Budget</u>	2023 <u>YTD</u> <u>Mo. 01 - 12</u>	2024 <u>Budget</u>	2025 <u>Budget</u>
11-479-478-0000-5840	Administration Refunds	57 -	0	50 -	0	0
11-479-478-0000-6201	Telephone	1,295	1,440	974	1,440	1,440
11-479-478-0000-6202	Cell Phone	0	360	250	360	360
11-479-478-0000-6203	Postage/Freight	1,930	2,294	1,866	2,294	2,294
11-479-478-0000-6241	Advertising	3	450	657	450	450
11-479-478-0000-6243	Association Dues/Memberships	1,830	1,400	1,520	1,400	1,400
11-479-478-0000-6244	Subscriptions	0	65	0	65	65
11-479-478-0000-6246	Adm/Processing Fees	5	225	4	225	225
11-479-478-0000-6268	Software Maintenance Contracts	11,873	11,502	9,272	12,222	12,222
11-479-478-0000-6278	Consultant Fees	390	390	98	390	390
11-479-478-0000-6283	Other Professional & Tech Fees	4,074	5,200	4,742	6,998	6,998
11-479-478-0000-6302	Copies/Copier Maintenance	1,051	1,920	1,174	1,400	1,400
11-479-478-0000-6304	Other Machinery & Equipment Maint	181	0	10	0	0
11-479-478-0000-6331	Mileage	0	30	9	30	30
11-479-478-0000-6333	Other Travel Expenses	3	0	0	0	0
11-479-478-0000-6342	Land & Building Lease/Rent	30,699	31,469	23,602	15,098	15,098
11-479-478-0000-6345	Postage Meter	223	347	324	347	347
11-479-478-0000-6351	Insurance	4,361	5,799	5,879	6,092	6,092
11-479-478-0000-6354	Workman's Compensation	731	2,188	1,903	2,593	2,593
11-479-478-0000-6357	Conferences/Schools/Training	51	0	287	200	200
11-479-478-0000-6405	Office Supplies	188	700	378	700	700
11-479-478-0000-6414	Food & Beverages	54	92	10	92	92
11-479-478-0000-6420	Other General Supplies	0	110	0	110	110
11-479-478-0000-6480	Equipment/Furniture<\$5,000	25,508	22,822	24,466	10,800	10,800
11-479-478-0000-6998	Transfers Out - Inter Fund	7,500	7,500	0	7,500	7,500
<b>Program 478</b>	<b>Non-SSTS/LCTS PHS Administr</b>	<b>Revenue 57 -</b>	<b>0</b>	<b>50 -</b>	<b>0</b>	<b>0</b>
		<b>Expend. 91,950</b>	<b>96,303</b>	<b>77,425</b>	<b>70,806</b>	<b>70,806</b>
		<b>Net 91,893</b>	<b>96,303</b>	<b>77,375</b>	<b>70,806</b>	<b>70,806</b>
11-479-479-0000-5840	Administration Refunds	440 -	0	82 -	0	0
11-479-479-0000-5948	Transfers In - Inter Fund	28,588 -	22,822 -	24,466 -	16,306 -	10,800 -
11-479-479-0000-6101	Salaries & Wages - Permanent	196,979	181,000	229,424	180,161	198,645
11-479-479-0000-6102	Salaries & Wages-Part Time w/ Benefits	452	0	168	0	0
11-479-479-0000-6103	Salaries & Wages-Part Time w/o Bene	3,510	0	0	0	0
11-479-479-0000-6104	Salaries & Wages - Overtime	36	0	0	0	0
11-479-479-0000-6106	Per Diem in Lieu of Salaries	0	0	247	0	0



## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund

Report Basis: Cash

479 Dept PHS Administration

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
11-479-479-0000-6107	Salaries & Wages - Department Heads	21,018	21,668	20,059	22,651	25,057
11-479-479-0000-6140	Vacation/Sick Payout	2,547	0	0	0	0
11-479-479-0000-6151	Group Health Insurance	11,415	15,787	12,438	14,448	15,604
11-479-479-0000-6152	HSA Contribution	8,428	7,635	10,431	7,574	7,721
11-479-479-0000-6153	Family Insurance Supplement	17,276	8,701	20,729	11,160	12,052
11-479-479-0000-6154	Life Insurance	163	143	166	132	132
11-479-479-0000-6155	Dental Insurance-County Paid	533	476	796	475	475
11-479-479-0000-6156	Accident Insurance-County Paid	134	112	223	104	104
11-479-479-0000-6161	PERA	16,386	15,200	18,724	15,211	16,778
11-479-479-0000-6171	FICA	12,834	12,565	14,297	12,574	13,870
11-479-479-0000-6174	Mandatory Medicare	3,025	2,939	3,344	2,941	3,244
11-479-479-0000-6177	Paid Family and Medical Leave	0	0	0	0	783
11-479-479-0000-6201	Telephone	3,072	3,360	2,553	3,360	3,360
11-479-479-0000-6202	Cell Phone	216	1,050	225	400	400
11-479-479-0000-6203	Postage/Freight	4,495	5,346	4,346	5,346	5,346
11-479-479-0000-6241	Advertising	6	1,050	354	600	600
11-479-479-0000-6243	Association Dues/Memberships	4,269	3,100	3,554	4,500	4,500
11-479-479-0000-6244	Subscriptions	0	150	0	150	150
11-479-479-0000-6268	Software Maintenance Contracts	27,704	26,947	23,553	28,653	28,653
11-479-479-0000-6270	Computer Software/Licensing	0	0	304	0	0
11-479-479-0000-6278	Consultant Fees	910	910	228	910	910
11-479-479-0000-6283	Other Professional & Tech Fees	11,905	10,000	13,747	13,412	13,412
11-479-479-0000-6302	Copies/Copier Maintenance	2,159	6,200	3,353	4,000	4,000
11-479-479-0000-6304	Other Machinery & Equipment Maint	78	0	26	0	0
11-479-479-0000-6331	Mileage	20	70	164	70	70
11-479-479-0000-6332	Meals & Lodging	331	500	69	500	500
11-479-479-0000-6333	Other Travel Expenses	7	0	0	0	0
11-479-479-0000-6335	Motor Pool Vehicle Usage	18	0	17	0	0
11-479-479-0000-6342	Land & Building Lease/Rent	75,071	76,954	57,716	36,187	36,187
11-479-479-0000-6345	Postage Meter	521	809	756	809	809
11-479-479-0000-6351	Insurance	10,175	13,530	13,717	14,212	14,212
11-479-479-0000-6354	Workman's Compensation	13,806	9,391	7,563	10,451	10,451
11-479-479-0000-6357	Conferences/Schools/Training	1,490	400	510	400	400
11-479-479-0000-6405	Office Supplies	514	1,000	1,476	1,000	1,000
11-479-479-0000-6414	Food & Beverages	132	300	45	300	300
11-479-479-0000-6432	Other Furniture & Equipment	293	0	448	0	0

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# Goodhue County



## USER-SELECTED BUDGET REPORT

Report Basis: Cash

11 Fund Health & Human Service Fund  
479 Dept PHS Administration

				2022	2023	2023	2024	2025
				Actual	Budget	YTD	Budget	Budget
				Mo. 01 - 12		Mo. 01 - 12		
		11-479-479-0000-6480	Equipment/Furniture<\$5,000	1,394	0	0	0	0
		11-479-479-0000-6669	Equipment/Furniture>=5,000	0	0	2,781	0	0
<b>Program</b>	<b>479</b>	SSTS/LCTS PHS Administration	<b>Revenue</b>	<b>29,028 -</b>	<b>22,822 -</b>	<b>24,548 -</b>	<b>16,306 -</b>	<b>10,800 -</b>
			<b>Expend.</b>	<b>453,322</b>	<b>427,293</b>	<b>468,551</b>	<b>392,691</b>	<b>419,725</b>
			<b>Net</b>	<b>424,294</b>	<b>404,471</b>	<b>444,003</b>	<b>376,385</b>	<b>408,925</b>
<b>Dept</b>	<b>479</b>	PHS Administration	<b>Revenue</b>	<b>29,085 -</b>	<b>22,822 -</b>	<b>24,598 -</b>	<b>16,306 -</b>	<b>10,800 -</b>
			<b>Expend.</b>	<b>545,272</b>	<b>523,596</b>	<b>545,976</b>	<b>463,497</b>	<b>490,531</b>
			<b>Net</b>	<b>516,187</b>	<b>500,774</b>	<b>521,378</b>	<b>447,191</b>	<b>479,731</b>
<b>Fund</b>	<b>11</b>	Health & Human Service Fund	<b>Revenue</b>	<b>21,415,215 -</b>	<b>19,910,242 -</b>	<b>20,841,125 -</b>	<b>13,215,361 -</b>	<b>14,291,679 -</b>
			<b>Expend.</b>	<b>18,203,931</b>	<b>19,910,242</b>	<b>18,365,476</b>	<b>21,538,039</b>	<b>23,072,104</b>
			<b>Net</b>	<b>3,211,284 -</b>	<b>0</b>	<b>2,475,649 -</b>	<b>8,322,678</b>	<b>8,780,425</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

12 Fund Gc Family Services Collaborative  
430 Dept Health and Social Services

Report Basis: Cash

		2022	2023	2023	2024	2025
		Actual	Budget	YTD	Budget	Budget
		Mo. 01 - 12		Mo. 01 - 12		
12-430-770-0000-5330	CFC LCTS Ma & Ive	164,070 -	0	195,167 -	0	0
12-430-770-0000-5401	CFC Charges for Services	500 -	0	0	0	0
12-430-770-0000-5611	CFC Contributions & Donations	7,400 -	0	6,213 -	0	0
12-430-770-0000-5710	CFC Interest	9,442 -	0	8,876 -	0	0
12-430-770-0000-6282	CFC Administrative Cost	40,627	0	28,597	0	0
12-430-770-0000-6284	CFC Prof & Para Prof Contracted Serv	184,705	0	208,080	0	0
12-430-770-0000-6356	CFC Community Outreach Trng & Mee	0	0	4	0	0
12-430-770-0000-6357	CFC Program Costs	706	0	2,115	0	0
<b>Program</b>	<b>770</b> GC Family Service Collaborative	<b>Revenue</b>	<b>181,412 -</b>	<b>0</b>	<b>210,256 -</b>	<b>0</b>
		<b>Expend.</b>	<b>226,038</b>	<b>0</b>	<b>238,796</b>	<b>0</b>
		<b>Net</b>	<b>44,626</b>	<b>0</b>	<b>28,540</b>	<b>0</b>
12-430-780-0000-5850	CFC ARPA Miscellaneous Revenue	125,000 -	0	125,000 -	0	0
12-430-780-0000-6359	CFC ARPA Sub-Awards	65,367	0	153,666	0	0
<b>Program</b>	<b>780</b> CFC ARPA/CHI	<b>Revenue</b>	<b>125,000 -</b>	<b>0</b>	<b>125,000 -</b>	<b>0</b>
		<b>Expend.</b>	<b>65,367</b>	<b>0</b>	<b>153,666</b>	<b>0</b>
		<b>Net</b>	<b>59,633 -</b>	<b>0</b>	<b>28,666</b>	<b>0</b>
<b>Dept</b>	<b>430</b> Health and Social Services	<b>Revenue</b>	<b>306,412 -</b>	<b>0</b>	<b>335,256 -</b>	<b>0</b>
		<b>Expend.</b>	<b>291,405</b>	<b>0</b>	<b>392,462</b>	<b>0</b>
		<b>Net</b>	<b>15,007 -</b>	<b>0</b>	<b>57,206</b>	<b>0</b>
<b>Fund</b>	<b>12</b> Gc Family Services Collaborative	<b>Revenue</b>	<b>306,412 -</b>	<b>0</b>	<b>335,256 -</b>	<b>0</b>
		<b>Expend.</b>	<b>291,405</b>	<b>0</b>	<b>392,462</b>	<b>0</b>
		<b>Net</b>	<b>15,007 -</b>	<b>0</b>	<b>57,206</b>	<b>0</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

Report Basis: Cash

15 Fund County Ditch 1  
630 Dept County Ditch #1

		2022	2023	2023	2024	2025	
		Actual	Budget	YTD	Budget	Budget	
<u>Account Number</u>		<u>Mo. 01 - 12</u>		<u>Mo. 01 - 12</u>			
<u>Account Description</u>							
15-630-000-0000-5021	Current Special Assessments	0	0	370,929 -	50,913 -	49,946 -	
15-630-000-0000-5949	Use of Fund Balance	0	20,500 -	0	0	0	
15-630-000-0000-6203	Postage	29	0	33	0	0	
15-630-000-0000-6242	Legal Notices	290	0	0	0	0	
15-630-000-0000-6283	Other Professional Fees	69,871	0	11,002	0	0	
15-630-000-0000-6306	Grounds Maintenance	0	10,000	0	10,000	10,000	
15-630-000-0000-6308	Construction Contracts	181,283	0	13,065	0	0	
15-630-000-0000-6791	Interest Payments	10,500	10,500	5,250	4,500	3,975	
15-630-000-0000-6851	Damages Payments	0	0	55,743	0	0	
15-630-000-0000-6998	Transfers Out	29,994	0	0	0	0	
15-630-000-0000-6999	Future Fund Balance	0	0	0	36,413	35,971	
<b>Program</b>	<b>000</b> Undesignated	<b>Revenue</b>	<b>0</b>	<b>20,500 -</b>	<b>370,929 -</b>	<b>50,913 -</b>	<b>49,946 -</b>
		<b>Expend.</b>	<b>291,967</b>	<b>20,500</b>	<b>85,093</b>	<b>50,913</b>	<b>49,946</b>
		<b>Net</b>	<b>291,967</b>	<b>0</b>	<b>285,836 -</b>	<b>0</b>	<b>0</b>
<b>Dept</b>	<b>630</b> County Ditch #1	<b>Revenue</b>	<b>0</b>	<b>20,500 -</b>	<b>370,929 -</b>	<b>50,913 -</b>	<b>49,946 -</b>
		<b>Expend.</b>	<b>291,967</b>	<b>20,500</b>	<b>85,093</b>	<b>50,913</b>	<b>49,946</b>
		<b>Net</b>	<b>291,967</b>	<b>0</b>	<b>285,836 -</b>	<b>0</b>	<b>0</b>
<b>Fund</b>	<b>15</b> County Ditch 1	<b>Revenue</b>	<b>0</b>	<b>20,500 -</b>	<b>370,929 -</b>	<b>50,913 -</b>	<b>49,946 -</b>
		<b>Expend.</b>	<b>291,967</b>	<b>20,500</b>	<b>85,093</b>	<b>50,913</b>	<b>49,946</b>
		<b>Net</b>	<b>291,967</b>	<b>0</b>	<b>285,836 -</b>	<b>0</b>	<b>0</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

20 Fund National Opioid Settlement Fund  
480 Dept Opioid Settlement

Report Basis: Cash

		2022	2023	2023	2024	2025
		Actual	Budget	YTD	Budget	Budget
<u>Account Number</u>		<u>Mo. 01 - 12</u>		<u>Mo. 01 - 12</u>		
<u>Account Description</u>						
20-480-000-0000-5710	Interest	88 -	0	0	0	0
20-480-000-0000-5850	Opioid Settlement Receipts "Other"	243,878 -	0	42,333 -	0	0
20-480-000-0000-6278	Consultation Fees	769	0	40,247	0	0
20-480-000-0000-6357	Conferences/Schools	595	0	250	0	0
<b>Program 000</b>	Undesignated					
	<b>Revenue</b>	<b>243,966 -</b>	<b>0</b>	<b>42,333 -</b>	<b>0</b>	<b>0</b>
	<b>Expend.</b>	<b>1,364</b>	<b>0</b>	<b>40,497</b>	<b>0</b>	<b>0</b>
	<b>Net</b>	<b>242,602 -</b>	<b>0</b>	<b>1,836 -</b>	<b>0</b>	<b>0</b>
<b>Dept 480</b>	Opioid Settlement					
	<b>Revenue</b>	<b>243,966 -</b>	<b>0</b>	<b>42,333 -</b>	<b>0</b>	<b>0</b>
	<b>Expend.</b>	<b>1,364</b>	<b>0</b>	<b>40,497</b>	<b>0</b>	<b>0</b>
	<b>Net</b>	<b>242,602 -</b>	<b>0</b>	<b>1,836 -</b>	<b>0</b>	<b>0</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

Report Basis: Cash

20 Fund National Opioid Settlement Fund  
481 Dept Mallinckrodt Opioid Settlement

				2022	2023	2023	2024	2025
				Actual	Budget	YTD	Budget	Budget
				Mo. 01 - 12		Mo. 01 - 12		
		20-481-000-0000-5850	Mallinckrodt Opioid Settlement Receipts	0	0	18,197 -	0	0
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>18,197 -</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Net</b>	<b>0</b>	<b>0</b>	<b>18,197 -</b>	<b>0</b>	<b>0</b>
<b>Dept</b>	<b>481</b>	Mallinckrodt Opioid Settlement	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>18,197 -</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Net</b>	<b>0</b>	<b>0</b>	<b>18,197 -</b>	<b>0</b>	<b>0</b>
<b>Fund</b>	<b>20</b>	National Opioid Settlement Fund	<b>Revenue</b>	<b>243,966 -</b>	<b>0</b>	<b>60,530 -</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>1,364</b>	<b>0</b>	<b>40,497</b>	<b>0</b>	<b>0</b>
			<b>Net</b>	<b>242,602 -</b>	<b>0</b>	<b>20,033 -</b>	<b>0</b>	<b>0</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

25 Fund Economic Development Authority  
700 Dept EDA-General

Report Basis: Cash

		2022	2023	2023	2024	2025		
		Actual	Budget	YTD	Budget	Budget		
<u>Account Number</u>		<u>Account Description</u>	<u>Mo. 01 - 12</u>	<u>Mo. 01 - 12</u>				
	25-700-000-0000-5001	Current Real & Personal Property Taxes	46,850 -	96,130 -	93,888 -	0	0	
	25-700-000-0000-5006	Delinquent Taxes-Real & Personal	188 -	0	193 -	0	0	
	25-700-000-0000-5060	Current Mobile Home Taxes	50 -	0	82 -	0	0	
	25-700-000-0000-5064	Delinquent Taxes-Mobile Home	4 -	0	8 -	0	0	
	25-700-000-0000-5207	PILT-Wildlife Management	25 -	0	0	0	0	
	25-700-000-0000-5208	PILT-Gross Shelter Rent	52 -	0	91 -	0	0	
	25-700-000-0000-5209	PILT-30% Rental Reimbursement	1 -	0	0	0	0	
	25-700-000-0000-5211	Market Value Credit Aid	562 -	1,102 -	553 -	0	0	
	25-700-000-0000-5212	Disparity Reduction Aid	34 -	0	34 -	0	0	
	25-700-000-0000-5859	MCIT Dividend	0	84 -	0	84 -	84 -	
	25-700-000-0000-6243	Membership Dues & Fees	275	250	500	250	250	
	25-700-000-0000-6278	Consultant Fees	11,807	12,000	8,451	12,000	12,000	
	25-700-000-0000-6351	Insurance	1,450	1,549	1,549	1,245	1,245	
	25-700-000-0000-6414	Food & Beverages	0	600	0	600	600	
	25-700-000-0000-6850	Outside Funding Allotments	19,817	69,817	69,879	73,379	80,379	
	25-700-000-0000-6855	Economic Abatements	10,600	10,600	10,600	10,600	10,600	
	25-700-000-0000-6897	Micro Loans	0	2,500	0	0	0	
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>47,766 -</b>	<b>97,316 -</b>	<b>94,849 -</b>	<b>84 -</b>	<b>84 -</b>
			<b>Expend.</b>	<b>43,949</b>	<b>97,316</b>	<b>90,979</b>	<b>98,074</b>	<b>105,074</b>
			<b>Net</b>	<b>3,817 -</b>	<b>0</b>	<b>3,870 -</b>	<b>97,990</b>	<b>104,990</b>
<b>Dept</b>	<b>700</b>	EDA-General	<b>Revenue</b>	<b>47,766 -</b>	<b>97,316 -</b>	<b>94,849 -</b>	<b>84 -</b>	<b>84 -</b>
			<b>Expend.</b>	<b>43,949</b>	<b>97,316</b>	<b>90,979</b>	<b>98,074</b>	<b>105,074</b>
			<b>Net</b>	<b>3,817 -</b>	<b>0</b>	<b>3,870 -</b>	<b>97,990</b>	<b>104,990</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

Report Basis: Cash

			2022	2023	2023	2024	2025
			Actual	Budget	YTD	Budget	Budget
			Mo. 01 - 12		Mo. 01 - 12		
<u>Account Number</u>	<u>Account Description</u>						
25-710-000-0000-6850	MIF Flood Relief Loans (2010)		78,113	0	24	0	0
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>78,113</b>	<b>0</b>	<b>24</b>	<b>0</b>
			<b>Net</b>	<b>78,113</b>	<b>0</b>	<b>24</b>	<b>0</b>
<b>Dept</b>	<b>710</b>	EDA-MIF Loan Program (2010 Flood Relief)	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>78,113</b>	<b>0</b>	<b>24</b>	<b>0</b>
			<b>Net</b>	<b>78,113</b>	<b>0</b>	<b>24</b>	<b>0</b>
<b>Fund</b>	<b>25</b>	Economic Development Authority	<b>Revenue</b>	<b>47,766 -</b>	<b>97,316 -</b>	<b>94,849 -</b>	<b>84 -</b>
			<b>Expend.</b>	<b>122,062</b>	<b>97,316</b>	<b>91,003</b>	<b>98,074</b>
			<b>Net</b>	<b>74,296</b>	<b>0</b>	<b>3,846 -</b>	<b>104,990</b>



# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan

Report Basis: Cash

001 Dept General Government Misc

<u>Account Number</u>	<u>Account Description</u>	<u>2022 Actual</u> <u>Mo. 01 - 12</u>	<u>2023 Budget</u>	<u>2023 YTD</u> <u>Mo. 01 - 12</u>	<u>2024 Budget</u>	<u>2025 Budget</u>
34-001-000-0000-5001	Current Real & Personal Property Taxes	2,455,050 -	2,637,238 -	2,561,916 -	0	0
34-001-000-0000-5006	Delinquent Taxes-Real & Personal	13,012 -	0	10,575 -	0	0
34-001-000-0000-5060	Current Mobile Home Taxes	2,619 -	0	2,232 -	0	0
34-001-000-0000-5064	Delinquent Taxes-Mobile Home	302 -	0	456 -	0	0
34-001-000-0000-5207	PILT-Wildlife Management	1,304 -	0	0	0	0
34-001-000-0000-5208	PILT-Gross Shelter Rent	2,719 -	0	2,485 -	0	0
34-001-000-0000-5209	PILT-Rental Reimbursement	38 -	0	7 -	0	0
34-001-000-0000-5211	Market Value Credit Aid	29,616 -	30,235 -	15,199 -	0	0
34-001-000-0000-5212	Disparity Reduction Aid	1,816 -	0	925 -	0	0
34-001-000-0000-5920	Sale of Capital Assets	7,593 -	0	253,963 -	0	0
34-001-000-0000-5947	Transfers In	290,506 -	0	810,000 -	0	0
34-001-000-0000-5949	Use of Fund Balance-Capital Plan Fund	0	2,342,351 -	0	0	0
34-001-000-0000-6375	Commission Payments	0	0	6,763	0	0
34-001-000-0000-6669	Equipment/Furniture>=5,000	0	0	9,335	0	0
34-001-000-0000-6998	Transfers Out - Inter Fund	28,588	22,822	24,466	16,306	24,751
<b>Program 000</b>	<b>Undesignated</b>	<b>Revenue 2,804,575 -</b>	<b>5,009,824 -</b>	<b>3,657,758 -</b>	<b>0</b>	<b>0</b>
		<b>Expend. 28,588</b>	<b>22,822</b>	<b>40,564</b>	<b>16,306</b>	<b>24,751</b>
		<b>Net 2,775,987 -</b>	<b>4,987,002 -</b>	<b>3,617,194 -</b>	<b>16,306</b>	<b>24,751</b>
<b>Dept 001</b>	<b>General Government Misc</b>	<b>Revenue 2,804,575 -</b>	<b>5,009,824 -</b>	<b>3,657,758 -</b>	<b>0</b>	<b>0</b>
		<b>Expend. 28,588</b>	<b>22,822</b>	<b>40,564</b>	<b>16,306</b>	<b>24,751</b>
		<b>Net 2,775,987 -</b>	<b>4,987,002 -</b>	<b>3,617,194 -</b>	<b>16,306</b>	<b>24,751</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan

Report Basis: Cash

005 Dept County Board of Commissioners

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
34-005-000-0000-6480		Equipment/Furniture<\$5,000	0	1,037	0	1,890	8,344
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>1,037</b>	<b>0</b>	<b>1,890</b>	<b>8,344</b>
			<b>Net</b>	<b>0</b>	<b>0</b>	<b>1,890</b>	<b>8,344</b>
<b>Dept</b>	<b>005</b>	County Board of Commissioners	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>1,037</b>	<b>0</b>	<b>1,890</b>	<b>8,344</b>
			<b>Net</b>	<b>0</b>	<b>1,037</b>	<b>1,890</b>	<b>8,344</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan  
011 Dept District Court

Report Basis: Cash

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
34-011-000-0000-6669		Equipment/Furniture>=5,000	27,942	0	0	0	0
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>27,942</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Net</b>	<b>27,942</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Dept</b>	<b>011</b>	District Court	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>27,942</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Net</b>	<b>27,942</b>	<b>0</b>	<b>0</b>	<b>0</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan  
031 Dept Administration

Report Basis: Cash

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
34-031-000-0000-6432		Furniture and Equipment <\$1000	0	1,764	0	795	0
34-031-000-0000-6480		Equipment/Furniture<\$5,000	4,852	3,216	3,060	3,417	0
34-031-000-0000-6669		Equipment/Furniture>=5,000	0	0	0	8,674	0
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>4,852</b>	<b>4,980</b>	<b>3,060</b>	<b>12,886</b>
			<b>Net</b>	<b>4,852</b>	<b>4,980</b>	<b>3,060</b>	<b>12,886</b>
<b>Dept</b>	<b>031</b>	Administration	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>4,852</b>	<b>4,980</b>	<b>3,060</b>	<b>12,886</b>
			<b>Net</b>	<b>4,852</b>	<b>4,980</b>	<b>3,060</b>	<b>12,886</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan

Report Basis: Cash

041 Dept Auditor/Treasurer

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
34-041-000-0000-6432		Equipment/Furniture <\$1000	2,620	1,732	1,857	0	0
34-041-000-0000-6480		Equipment/Furniture<\$5,000	2,806	17,605	4,347	4,200	0
34-041-000-0000-6669		Equipment/Furniture>=5,000	12,513	352,174	329,702	42,731	0
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>17,939</b>	<b>371,511</b>	<b>335,906</b>	<b>46,931</b>
			<b>Net</b>	<b>17,939</b>	<b>371,511</b>	<b>335,906</b>	<b>46,931</b>
<b>Dept</b>	<b>041</b>	Auditor/Treasurer	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>17,939</b>	<b>371,511</b>	<b>335,906</b>	<b>46,931</b>
			<b>Net</b>	<b>17,939</b>	<b>371,511</b>	<b>335,906</b>	<b>46,931</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan  
055 Dept Assessor

Report Basis: Cash

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
34-055-000-0000-6480		Equipment/Furniture<\$5,000	1,637	0	12,792	0	1,789
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>1,637</b>	<b>12,792</b>	<b>0</b>	<b>1,789</b>
			<b>Net</b>	<b>1,637</b>	<b>12,792</b>	<b>0</b>	<b>1,789</b>
<b>Dept</b>	<b>055</b>	Assessor	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>1,637</b>	<b>12,792</b>	<b>0</b>	<b>1,789</b>
			<b>Net</b>	<b>1,637</b>	<b>12,792</b>	<b>0</b>	<b>1,789</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan

Report Basis: Cash

061 Dept Human Resource

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> <u>Mo. 01 - 12</u>	2023 <u>Budget</u>	2023 <u>YTD</u> <u>Mo. 01 - 12</u>	2024 <u>Budget</u>	2025 <u>Budget</u>
34-061-000-0000-6480		Equipment/Furniture<\$5,000	6,358	2,577	0	0	8,908
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>6,358</b>	<b>0</b>	<b>0</b>	<b>8,908</b>
			<b>Net</b>	<b>6,358</b>	<b>0</b>	<b>0</b>	<b>8,908</b>
<b>Dept</b>	<b>061</b>	Human Resource	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>6,358</b>	<b>0</b>	<b>0</b>	<b>8,908</b>
			<b>Net</b>	<b>6,358</b>	<b>0</b>	<b>0</b>	<b>8,908</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan

Report Basis: Cash

063 Dept Information Technology

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
34-063-000-0000-5947		Transfers In - Intra Fund	87,000 -	0	0	0	0
34-063-000-0000-6432		Other Furniture And Equipment <\$1000	0	3,332	1,126	0	0
34-063-000-0000-6480		Equipment/Furniture<\$5,000	0	17,991	7,045	8,250	3,000
34-063-000-0000-6669		Equipment/Furniture>=5,000	75,129	134,396	18,871	270,000	21,000
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>87,000 -</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>75,129</b>	<b>155,719</b>	<b>27,042</b>	<b>278,250</b>
			<b>Net</b>	<b>11,871 -</b>	<b>155,719</b>	<b>27,042</b>	<b>278,250</b>
<b>Dept</b>	<b>063</b>	Information Technology	<b>Revenue</b>	<b>87,000 -</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>75,129</b>	<b>155,719</b>	<b>27,042</b>	<b>278,250</b>
			<b>Net</b>	<b>11,871 -</b>	<b>155,719</b>	<b>27,042</b>	<b>278,250</b>



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# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan  
071 Dept Elections

Report Basis: Cash

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
34-071-000-0000-6480		Equipment/Furniture<\$5,000	124,385	0	0	3,150	0
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>124,385</b>	<b>0</b>	<b>3,150</b>	<b>0</b>
			<b>Net</b>	<b>124,385</b>	<b>0</b>	<b>3,150</b>	<b>0</b>
<b>Dept</b>	<b>071</b>	Elections	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>124,385</b>	<b>0</b>	<b>3,150</b>	<b>0</b>
			<b>Net</b>	<b>124,385</b>	<b>0</b>	<b>3,150</b>	<b>0</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan  
091 Dept Attorney

Report Basis: Cash

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
34-091-000-0000-6432		Other Equipment/Furniture <\$1000.00	980	6,172	0	4,000	0
34-091-000-0000-6480		Equipment/Furniture<\$5,000	10,568	8,728	10,730	7,197	3,034
34-091-000-0000-6669		Equipment/Furniture>=5,000	0	170,000	0	0	0
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>11,548</b>	<b>10,730</b>	<b>11,197</b>	<b>3,034</b>
			<b>Net</b>	<b>11,548</b>	<b>10,730</b>	<b>11,197</b>	<b>3,034</b>
<b>Dept</b>	<b>091</b>	Attorney	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>11,548</b>	<b>10,730</b>	<b>11,197</b>	<b>3,034</b>
			<b>Net</b>	<b>11,548</b>	<b>10,730</b>	<b>11,197</b>	<b>3,034</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan  
101 Dept Recorder

Report Basis: Cash

			2022	2023	2023	2024	2025
			Actual	Budget	YTD	Budget	Budget
			Mo. 01 - 12		Mo. 01 - 12		
<u>Account Number</u>	<u>Account Description</u>						
34-101-000-0000-5947	Transfers In - Intra Fund		27,500 -	10,000 -	0	0	0
<b>Program 000</b>	Undesignated	<b>Revenue</b>	<b>27,500 -</b>	<b>10,000 -</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend.</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Net</b>	<b>27,500 -</b>	<b>10,000 -</b>	<b>0</b>	<b>0</b>	<b>0</b>
34-101-101-0000-6432	Equipment/Furniture <\$1000		0	1,000	0	0	0
34-101-101-0000-6480	Equipment/Furniture<\$5,000		0	9,000	8,720	0	0
<b>Program 101</b>	Technology Fund-County Record	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend.</b>	<b>0</b>	<b>10,000</b>	<b>8,720</b>	<b>0</b>	<b>0</b>
		<b>Net</b>	<b>0</b>	<b>10,000</b>	<b>8,720</b>	<b>0</b>	<b>0</b>
<b>Dept 101</b>	Recorder	<b>Revenue</b>	<b>27,500 -</b>	<b>10,000 -</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend.</b>	<b>0</b>	<b>10,000</b>	<b>8,720</b>	<b>0</b>	<b>0</b>
		<b>Net</b>	<b>27,500 -</b>	<b>0</b>	<b>8,720</b>	<b>0</b>	<b>0</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan  
103 Dept Surveyor

Report Basis: Cash

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
34-103-000-0000-5947		Transfers In - Intra Fund	0	52,000 -	0	0	0
34-103-000-0000-6432		Equipment/Furniture<\$1000	0	917	0	0	0
34-103-000-0000-6480		Equipment/Furniture<\$5,000	3,014	13,253	6,091	14,600	7,368
34-103-000-0000-6663		Vehicles Purchased	0	33,000	0	92,300	0
34-103-000-0000-6669		Equipment/Furniture>=5,000	0	57,500	0	81,900	15,000
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>52,000 -</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>3,014</b>	<b>104,670</b>	<b>6,091</b>	<b>188,800</b>
			<b>Net</b>	<b>3,014</b>	<b>52,670</b>	<b>6,091</b>	<b>188,800</b>
<b>Dept</b>	<b>103</b>	Surveyor	<b>Revenue</b>	<b>0</b>	<b>52,000 -</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>3,014</b>	<b>104,670</b>	<b>6,091</b>	<b>188,800</b>
			<b>Net</b>	<b>3,014</b>	<b>52,670</b>	<b>6,091</b>	<b>188,800</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan

Report Basis: Cash

111 Dept General Government Buildings

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
34-111-000-0000-5859	Energy Rebates	0	0	42,000 -	0	0
34-111-000-0000-5947	Transfers In	109,947 -	1,254,668 -	0	0	0
34-111-000-0000-6305	Building Maintenance	4,197	0	0	0	0
34-111-000-0000-6432	Equipment/Furniture <\$1000	0	2,645	3,075	0	0
34-111-000-0000-6480	Equipment/Furniture <\$5,000	17,884	1,622	1,356	3,062	7,246
34-111-000-0000-6663	Vehicles Purchased	0	0	0	0	37,663
34-111-000-0000-6669	Equipment/Furniture >=5,000	379,643	5,092	137,164	34,815	6,115
<b>Program 000</b>	Undesignated	<b>Revenue 109,947 -</b>	<b>1,254,668 -</b>	<b>42,000 -</b>	<b>0</b>	<b>0</b>
		<b>Expend. 401,724</b>	<b>9,359</b>	<b>141,595</b>	<b>37,877</b>	<b>51,024</b>
		<b>Net 291,777</b>	<b>1,245,309 -</b>	<b>99,595</b>	<b>37,877</b>	<b>51,024</b>
34-111-110-0000-6305	Building Maintenance	21,577	0	0	0	0
34-111-110-0000-6480	Equipment/Furniture <\$5,000	0	0	0	17,500	0
34-111-110-0000-6669	Equipment/Furniture >=5,000	0	409,565	318,549	41,190	101,556
<b>Program 110</b>	Buildings-Government Center	<b>Revenue 0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend. 21,577</b>	<b>409,565</b>	<b>318,549</b>	<b>58,690</b>	<b>101,556</b>
		<b>Net 21,577</b>	<b>409,565</b>	<b>318,549</b>	<b>58,690</b>	<b>101,556</b>
34-111-112-0000-6669	Equipment/Furniture >=5,000	0	850,103	753,408	106,546	183,683
<b>Program 112</b>	Buildings-LEC	<b>Revenue 0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend. 0</b>	<b>850,103</b>	<b>753,408</b>	<b>106,546</b>	<b>183,683</b>
		<b>Net 0</b>	<b>850,103</b>	<b>753,408</b>	<b>106,546</b>	<b>183,683</b>
34-111-113-0000-6669	Equipment/Furniture >=5,000	0	42,983	38,767	0	0
<b>Program 113</b>	Buildings-ADC	<b>Revenue 0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend. 0</b>	<b>42,983</b>	<b>38,767</b>	<b>0</b>	<b>0</b>
		<b>Net 0</b>	<b>42,983</b>	<b>38,767</b>	<b>0</b>	<b>0</b>
34-111-115-0000-6480	Equipment/Furniture <\$5,000	0	0	0	3,000	0
34-111-115-0000-6669	Equipment/Furniture >=5,000	0	0	0	0	30,576
<b>Program 115</b>	Buildings-Citizen's (After Remode	<b>Revenue 0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend. 0</b>	<b>0</b>	<b>0</b>	<b>3,000</b>	<b>30,576</b>
		<b>Net 0</b>	<b>0</b>	<b>0</b>	<b>3,000</b>	<b>30,576</b>
34-111-116-0000-6669	Equipment/Furniture >=5,000	0	0	0	9,400	60,060
<b>Program 116</b>	Buildings-Justice Center	<b>Revenue 0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend. 0</b>	<b>0</b>	<b>0</b>	<b>9,400</b>	<b>60,060</b>
		<b>Net 0</b>	<b>0</b>	<b>0</b>	<b>9,400</b>	<b>60,060</b>
<b>Dept 111</b>	General Government Buildings	<b>Revenue 109,947 -</b>	<b>1,254,668 -</b>	<b>42,000 -</b>	<b>0</b>	<b>0</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan

Report Basis: Cash

111 Dept General Government Buildings

Account Number      Account Description

	2022 <u>Actual</u> <u>Mo. 01 - 12</u>	2023 <u>Budget</u>	2023 <u>YTD</u> <u>Mo. 01 - 12</u>	2024 <u>Budget</u>	2025 <u>Budget</u>
<b>Expend.</b>	423,301	1,312,010	1,252,319	215,513	426,899
<b>Net</b>	313,354	57,342	1,210,319	215,513	426,899

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# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan

Report Basis: Cash

121 Dept Veterans Service

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
34-121-000-0000-6432		Equipment/Furniture <\$1000	1,346	0	0	0	0
34-121-000-0000-6480		Equipment/Furniture<\$5,000	0	0	3,243	0	0
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>1,346</b>	<b>3,243</b>	<b>0</b>	<b>0</b>
			<b>Net</b>	<b>1,346</b>	<b>3,243</b>	<b>0</b>	<b>0</b>
<b>Dept</b>	<b>121</b>	Veterans Service	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>1,346</b>	<b>3,243</b>	<b>0</b>	<b>0</b>
			<b>Net</b>	<b>1,346</b>	<b>3,243</b>	<b>0</b>	<b>0</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan

Report Basis: Cash

127 Dept Land Use Management

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
34-127-000-0000-6432		Other Furniture and Equipment <\$1000	1,403	0	0	0	0
34-127-000-0000-6480		Equipment/Furniture <\$5000	5,358	2,852	0	0	0
34-127-000-0000-6669		Equipment/Furniture >=5,000	0	13,211	13,622	0	0
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>16,063</b>	<b>13,622</b>	<b>0</b>	<b>0</b>
			<b>Net</b>	<b>6,761</b>	<b>13,622</b>	<b>0</b>	<b>0</b>
34-127-127-0000-6480		Equipment/Furniture <\$5,000	0	3,000	1,857	0	846
34-127-127-0000-6663		Vehicles Purchased	26,671	66,000	0	0	0
34-127-127-0000-6669		Equipment/Furniture >=5,000	0	3,000	0	0	0
<b>Program</b>	<b>127</b>	Building Activities	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>26,671</b>	<b>1,857</b>	<b>0</b>	<b>846</b>
			<b>Net</b>	<b>26,671</b>	<b>1,857</b>	<b>0</b>	<b>846</b>
34-127-128-0000-6480		Equipment/Furniture <\$5,000	0	0	0	3,823	4,535
<b>Program</b>	<b>128</b>	Planning/Zoning Activities	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>0</b>	<b>0</b>	<b>3,823</b>	<b>4,535</b>
			<b>Net</b>	<b>0</b>	<b>0</b>	<b>3,823</b>	<b>4,535</b>
34-127-129-0000-6480		Equipment/Furniture <\$5,000	0	0	3,887	0	2,395
34-127-129-0000-6669		Equipment/Furniture >=5,000	0	0	0	0	36,036
<b>Program</b>	<b>129</b>	Environmental Health	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>0</b>	<b>3,887</b>	<b>0</b>	<b>38,431</b>
			<b>Net</b>	<b>0</b>	<b>3,887</b>	<b>0</b>	<b>38,431</b>
<b>Dept</b>	<b>127</b>	Land Use Management	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>33,432</b>	<b>19,366</b>	<b>3,823</b>	<b>43,812</b>
			<b>Net</b>	<b>33,432</b>	<b>19,366</b>	<b>3,823</b>	<b>43,812</b>



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# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan

Report Basis: Cash

130 Dept County Vehicles-Motor Pool

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
34-130-000-0000-5947		Transfers In - Intra Fund	24,780 -	0	0	0	0
34-130-000-0000-6663		Vehicles Purchased	0	72,780	0	0	227,136
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>24,780 -</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>0</b>	<b>72,780</b>	<b>0</b>	<b>227,136</b>
			<b>Net</b>	<b>24,780 -</b>	<b>0</b>	<b>0</b>	<b>227,136</b>
<b>Dept</b>	<b>130</b>	County Vehicles-Motor Pool	<b>Revenue</b>	<b>24,780 -</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>0</b>	<b>72,780</b>	<b>0</b>	<b>227,136</b>
			<b>Net</b>	<b>24,780 -</b>	<b>0</b>	<b>0</b>	<b>227,136</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan  
201 Dept Sheriff

Report Basis: Cash

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>	
34-201-000-0000-5859		Capital Reimbursements	831 -	0	0	0	0	
34-201-000-0000-5947		Transfers In	144,024 -	4,300 -	0	230,189 -	5,000 -	
34-201-000-0000-6432		Furniture & Equipment <\$1000	0	26,300	0	0	0	
34-201-000-0000-6480		Equipment/Furniture<\$5,000	171,773	94,195	100,885	204,201	12,520	
34-201-000-0000-6663		Vehicles Purchased	370,211	525,766	183,131	415,200	702,239	
34-201-000-0000-6669		Equipment/Furniture>=5,000	129,399	194,400	189,762	389,433	132,024	
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>144,855 -</b>	<b>4,300 -</b>	<b>0</b>	<b>230,189 -</b>	<b>5,000 -</b>
			<b>Expend.</b>	<b>671,383</b>	<b>840,661</b>	<b>473,778</b>	<b>1,008,834</b>	<b>846,783</b>
			<b>Net</b>	<b>526,528</b>	<b>836,361</b>	<b>473,778</b>	<b>778,645</b>	<b>841,783</b>
<b>Dept</b>	<b>201</b>	Sheriff	<b>Revenue</b>	<b>144,855 -</b>	<b>4,300 -</b>	<b>0</b>	<b>230,189 -</b>	<b>5,000 -</b>
			<b>Expend.</b>	<b>671,383</b>	<b>840,661</b>	<b>473,778</b>	<b>1,008,834</b>	<b>846,783</b>
			<b>Net</b>	<b>526,528</b>	<b>836,361</b>	<b>473,778</b>	<b>778,645</b>	<b>841,783</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan

Report Basis: Cash

205 Dept Sheriff-Seasonal

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
34-205-000-0000-6305	Building Maintenance	1,806	0	0	0	0
34-205-000-0000-6432	Equipment/Furniture < \$1000.00	0	0	0	0	1,678
34-205-000-0000-6480	Equipment/Furniture<\$5,000	9,801	22,582	2,683	3,200	11,650
34-205-000-0000-6663	Vehicles Purchased	0	143,000	0	0	0
34-205-000-0000-6669	Equipment/Furniture>=5,000	104,453	17,800	12,806	85,700	158,306
<b>Program 000</b>	<b>Undesignated</b>	<b>Revenue 0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend. 116,060</b>	<b>183,382</b>	<b>15,489</b>	<b>88,900</b>	<b>171,634</b>
		<b>Net 116,060</b>	<b>183,382</b>	<b>15,489</b>	<b>88,900</b>	<b>171,634</b>
<b>Dept 205</b>	<b>Sheriff-Seasonal</b>	<b>Revenue 0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend. 116,060</b>	<b>183,382</b>	<b>15,489</b>	<b>88,900</b>	<b>171,634</b>
		<b>Net 116,060</b>	<b>183,382</b>	<b>15,489</b>	<b>88,900</b>	<b>171,634</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan

Report Basis: Cash

207 Dept Adult Detention Center

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
34-207-000-0000-5947	Transfers In - Intra Fund	65,300 -	0	0	0	0
34-207-000-0000-6432	Furniture and Equipment <\$1000	0	3,150	0	30,600	0
34-207-000-0000-6480	Equipment/Furniture<\$5,000	54,460	45,133	44,271	8,715	25,654
34-207-000-0000-6669	Equipment/Furniture>=5,000	190,163	96,700	50,319	46,200	58,299
<b>Program 000</b>	Undesignated	<b>Revenue 65,300 -</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend. 244,623</b>	<b>144,983</b>	<b>94,590</b>	<b>85,515</b>	<b>83,953</b>
		<b>Net 179,323</b>	<b>144,983</b>	<b>94,590</b>	<b>85,515</b>	<b>83,953</b>
<b>Dept 207</b>	Adult Detention Center	<b>Revenue 65,300 -</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend. 244,623</b>	<b>144,983</b>	<b>94,590</b>	<b>85,515</b>	<b>83,953</b>
		<b>Net 179,323</b>	<b>144,983</b>	<b>94,590</b>	<b>85,515</b>	<b>83,953</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan  
209 Dept Enhanced 911 System

Report Basis: Cash

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
34-209-000-0000-6669		Equipment/Furniture>=5,000	50,511	0	0	0	0
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>50,511</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Net</b>	<b>50,511</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Dept</b>	<b>209</b>	Enhanced 911 System	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>50,511</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Net</b>	<b>50,511</b>	<b>0</b>	<b>0</b>	<b>0</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan

Report Basis: Cash

211 Dept Communications Infrastructure

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
34-211-000-0000-6305	Building Maintenance	58,622	0	49,031	0	0
34-211-000-0000-6669	Equipment/Furniture>=5,000	73,938	151,735	107,631	145,100	86,100
<b>Program 000</b>	Undesignated	<b>Revenue 0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend. 132,560</b>	<b>151,735</b>	<b>156,662</b>	<b>145,100</b>	<b>86,100</b>
		<b>Net 132,560</b>	<b>151,735</b>	<b>156,662</b>	<b>145,100</b>	<b>86,100</b>
<b>Dept 211</b>	Communications Infrastructure	<b>Revenue 0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend. 132,560</b>	<b>151,735</b>	<b>156,662</b>	<b>145,100</b>	<b>86,100</b>
		<b>Net 132,560</b>	<b>151,735</b>	<b>156,662</b>	<b>145,100</b>	<b>86,100</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan  
255 Dept Court Services

Report Basis: Cash

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
34-255-000-0000-6432		Furniture and Equipment <\$1000	929	1,173	0	0	0
34-255-000-0000-6480		Equipment/Furniture<\$5,000	0	0	1,406	6,799	17,461
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>929</b>	<b>1,406</b>	<b>6,799</b>	<b>17,461</b>
			<b>Net</b>	<b>929</b>	<b>1,406</b>	<b>6,799</b>	<b>17,461</b>
<b>Dept</b>	<b>255</b>	Court Services	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>929</b>	<b>1,406</b>	<b>6,799</b>	<b>17,461</b>
			<b>Net</b>	<b>929</b>	<b>1,406</b>	<b>6,799</b>	<b>17,461</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan

Report Basis: Cash

281 Dept Emergency Management

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
34-281-000-0000-6480		Furniture/Equipment<\$5000	0	0	0	3,000	0
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>0</b>	<b>0</b>	<b>3,000</b>	<b>0</b>
			<b>Net</b>	<b>0</b>	<b>0</b>	<b>3,000</b>	<b>0</b>
<b>Dept</b>	<b>281</b>	Emergency Management	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>0</b>	<b>0</b>	<b>3,000</b>	<b>0</b>
			<b>Net</b>	<b>0</b>	<b>0</b>	<b>3,000</b>	<b>0</b>



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# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan

Report Basis: Cash

310 Dept Highway Maintenance

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
34-310-000-0000-6432		Equipment/Furniture<\$1,000	0	0	0	6,684	800
34-310-000-0000-6480		Equipment/Furniture<\$5,000	1,403	0	0	0	3,690
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>1,403</b>	<b>0</b>	<b>6,684</b>	<b>4,490</b>
			<b>Net</b>	<b>1,403</b>	<b>0</b>	<b>6,684</b>	<b>4,490</b>
<b>Dept</b>	<b>310</b>	Highway Maintenance	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>1,403</b>	<b>0</b>	<b>6,684</b>	<b>4,490</b>
			<b>Net</b>	<b>1,403</b>	<b>0</b>	<b>6,684</b>	<b>4,490</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan

Report Basis: Cash

320 Dept Highway Construction

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
34-320-000-0000-6480		Equipment/Furniture<\$5,000	10,400	3,423	0	2,000	0
34-320-000-0000-6669		Equipment/Furniture>=5,000	9,345	0	0	40,000	0
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>19,745</b>	<b>0</b>	<b>42,000</b>	<b>0</b>
			<b>Net</b>	<b>19,745</b>	<b>0</b>	<b>42,000</b>	<b>0</b>
<b>Dept</b>	<b>320</b>	Highway Construction	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>19,745</b>	<b>0</b>	<b>42,000</b>	<b>0</b>
			<b>Net</b>	<b>19,745</b>	<b>0</b>	<b>42,000</b>	<b>0</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan

Report Basis: Cash

330 Dept Highway Administration

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> <u>Mo. 01 - 12</u>	2023 <u>Budget</u>	2023 <u>YTD</u> <u>Mo. 01 - 12</u>	2024 <u>Budget</u>	2025 <u>Budget</u>
34-330-000-0000-5947	Transfers In - Intra Fund	0	0	0	273,794 -	0
34-330-000-0000-6480	Equipment/Furniture<\$5,000	2,533	3,216	1,476	2,803	5,058
34-330-000-0000-6669	Equipment/Furniture>=5,000	0	0	0	273,794	0
<b>Program 000</b>	Undesignated	<b>Revenue 0</b>	<b>0</b>	<b>0</b>	<b>273,794 -</b>	<b>0</b>
		<b>Expend. 2,533</b>	<b>3,216</b>	<b>1,476</b>	<b>276,597</b>	<b>5,058</b>
		<b>Net 2,533</b>	<b>3,216</b>	<b>1,476</b>	<b>2,803</b>	<b>5,058</b>
<b>Dept 330</b>	Highway Administration	<b>Revenue 0</b>	<b>0</b>	<b>0</b>	<b>273,794 -</b>	<b>0</b>
		<b>Expend. 2,533</b>	<b>3,216</b>	<b>1,476</b>	<b>276,597</b>	<b>5,058</b>
		<b>Net 2,533</b>	<b>3,216</b>	<b>1,476</b>	<b>2,803</b>	<b>5,058</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan

Report Basis: Cash

340 Dept Equipment Maintenance

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
34-340-000-0000-5947		Transfers In - Intra Fund	50,000 -	0	0	0	0
34-340-000-0000-6480		Equipment/Furniture<\$5,000	0	0	1,476	7,128	0
34-340-000-0000-6663		Vehicles Purchased	95,355	1,452,991	920,273	451,000	442,800
34-340-000-0000-6669		Equipment/Furniture>=5,000	0	549,357	665,088	466,900	811,100
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>50,000 -</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>95,355</b>	<b>2,002,348</b>	<b>1,586,837</b>	<b>1,253,900</b>
			<b>Net</b>	<b>45,355</b>	<b>2,002,348</b>	<b>925,028</b>	<b>1,253,900</b>
<b>Dept</b>	<b>340</b>	Equipment Maintenance	<b>Revenue</b>	<b>50,000 -</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>95,355</b>	<b>1,586,837</b>	<b>925,028</b>	<b>1,253,900</b>
			<b>Net</b>	<b>45,355</b>	<b>1,586,837</b>	<b>925,028</b>	<b>1,253,900</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan

Report Basis: Cash

350 Dept Shop Maintenance

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> <u>Mo. 01 - 12</u>	2023 <u>Budget</u>	2023 <u>YTD</u> <u>Mo. 01 - 12</u>	2024 <u>Budget</u>	2025 <u>Budget</u>
34-350-000-0000-6669		Equipment/Furniture>=5,000	0	0	0	278,261	246,000
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>0</b>	<b>0</b>	<b>278,261</b>	<b>246,000</b>
			<b>Net</b>	<b>0</b>	<b>0</b>	<b>278,261</b>	<b>246,000</b>
<b>Dept</b>	<b>350</b>	Shop Maintenance	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>0</b>	<b>0</b>	<b>278,261</b>	<b>246,000</b>
			<b>Net</b>	<b>0</b>	<b>0</b>	<b>278,261</b>	<b>246,000</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan

Report Basis: Cash

398 Dept Recycling Center

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
34-398-000-0000-6432		Equipment/Furniture<\$1,000	0	0	0	789	0
34-398-000-0000-6480		Equipment/Furniture<\$5,000	1,130	0	0	3,150	0
34-398-000-0000-6663		Vehicles Purchased	243,827	0	0	0	215,000
34-398-000-0000-6669		Equipment/Furniture>=5,000	131,488	667,936	168,025	123,100	61,989
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>376,445</b>	<b>667,936</b>	<b>168,025</b>	<b>127,039</b>
			<b>Net</b>	<b>376,445</b>	<b>667,936</b>	<b>168,025</b>	<b>127,039</b>
<b>Dept</b>	<b>398</b>	Recycling Center	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>376,445</b>	<b>667,936</b>	<b>168,025</b>	<b>127,039</b>
			<b>Net</b>	<b>376,445</b>	<b>667,936</b>	<b>168,025</b>	<b>127,039</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan  
521 Dept County Parks

Report Basis: Cash

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
34-521-000-0000-5947		Transfers In - Intra Fund	0	0	0	80,000 -	0
34-521-000-0000-6669		Equipment/Furniture>=5,000	0	0	0	110,000	200,000
<b>Program</b>	<b>000</b>	Undesignated	<b>0</b>	<b>0</b>	<b>0</b>	<b>80,000 -</b>	<b>0</b>
		<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>80,000 -</b>	<b>0</b>
		<b>Expend.</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>110,000</b>	<b>200,000</b>
		<b>Net</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>30,000</b>	<b>200,000</b>
<b>Dept</b>	<b>521</b>	County Parks	<b>0</b>	<b>0</b>	<b>0</b>	<b>80,000 -</b>	<b>0</b>
		<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>80,000 -</b>	<b>0</b>
		<b>Expend.</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>110,000</b>	<b>200,000</b>
		<b>Net</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>30,000</b>	<b>200,000</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan  
601 Dept Extension

Report Basis: Cash

			2022	2023	2023	2024	2025
			Actual	Budget	YTD	Budget	Budget
			Mo. 01 - 12		Mo. 01 - 12		
<u>Account Number</u>	<u>Account Description</u>						
34-601-000-0000-6432	Furniture & Equipment <\$1000		0	866	928	814	0
34-601-000-0000-6480	Equipment/Furniture<\$5,000		1,392	0	0	1,483	0
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>1,392</b>	<b>866</b>	<b>928</b>	<b>2,297</b>
			<b>Net</b>	<b>1,392</b>	<b>866</b>	<b>928</b>	<b>2,297</b>
<b>Dept</b>	<b>601</b>	Extension	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>1,392</b>	<b>866</b>	<b>928</b>	<b>2,297</b>
			<b>Net</b>	<b>1,392</b>	<b>866</b>	<b>928</b>	<b>2,297</b>
<b>Fund</b>	<b>34</b>	Capital Plan	<b>Revenue</b>	<b>3,313,957 -</b>	<b>6,330,792 -</b>	<b>3,699,758 -</b>	<b>583,983 -</b>
			<b>Expend.</b>	<b>2,472,410</b>	<b>6,330,792</b>	<b>4,219,024</b>	<b>3,884,800</b>
			<b>Net</b>	<b>841,547 -</b>	<b>0</b>	<b>519,266</b>	<b>3,300,817</b>
							<b>5,000 -</b>
							<b>3,983,409</b>
							<b>3,978,409</b>



# Goodhue County



## USER-SELECTED BUDGET REPORT

35 Fund Debt Service Fund

Report Basis: Cash

820 Dept 2012A G.O. CIP Bonds-Highway Projects

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>	
35-820-000-0000-5001		Current Real & Personal Property Taxes	347,316 -	451,696 -	438,636 -	0	0	
35-820-000-0000-5006		Delinquent Taxes-Real & Personal	2,185 -	0	1,545 -	0	0	
35-820-000-0000-5060		Current Mobile Home Taxes	370 -	0	382 -	0	0	
35-820-000-0000-5064		Delinquent Taxes-Mobile Home	51 -	0	68 -	0	0	
35-820-000-0000-5207		PILT-Wildlife Management	184 -	0	0	0	0	
35-820-000-0000-5208		PILT-Gross Shelter Rent	385 -	0	426 -	0	0	
35-820-000-0000-5209		PILT-30% Rental Reimbursement	5 -	0	1 -	0	0	
35-820-000-0000-5211		Market Value Credit Aid	4,187 -	9,279 -	2,603 -	0	0	
35-820-000-0000-5212		Disparity Reduction Aid	257 -	0	158 -	0	0	
35-820-000-0000-6783		Debt Administrative Fees	550	750	3,100	0	0	
35-820-000-0000-6790		Principal Payments	430,000	435,000	435,000	0	0	
35-820-000-0000-6791		Interest Payments	11,703	4,024	4,024	0	0	
35-820-000-0000-6999		Future Fund Balance-2012A Hwy Bonds	0	21,201	0	0	0	
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>354,940 -</b>	<b>460,975 -</b>	<b>443,819 -</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>442,253</b>	<b>460,975</b>	<b>442,124</b>	<b>0</b>	<b>0</b>
			<b>Net</b>	<b>87,313</b>	<b>0</b>	<b>1,695 -</b>	<b>0</b>	<b>0</b>
<b>Dept</b>	<b>820</b>	2012A G.O. CIP Bonds-Highway Projects	<b>Revenue</b>	<b>354,940 -</b>	<b>460,975 -</b>	<b>443,819 -</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>442,253</b>	<b>460,975</b>	<b>442,124</b>	<b>0</b>	<b>0</b>
			<b>Net</b>	<b>87,313</b>	<b>0</b>	<b>1,695 -</b>	<b>0</b>	<b>0</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

35 Fund Debt Service Fund

Report Basis: Cash

821 Dept 2014A G.O. CIP Bonds-Highway Projects

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>	
35-821-000-0000-5001		Current Real & Personal Property Taxes	663,726 -	856,151 -	831,965 -	0	0	
35-821-000-0000-5006		Delinquent Taxes-Real & Personal	4,025 -	0	2,943 -	0	0	
35-821-000-0000-5060		Current Mobile Home Taxes	708 -	0	725 -	0	0	
35-821-000-0000-5064		Delinquent Taxes-Mobile Home	96 -	0	130 -	0	0	
35-821-000-0000-5207		PILT-Wildlife Management	353 -	0	0	0	0	
35-821-000-0000-5208		PILT-Gross Shelter Rent	735 -	0	807 -	0	0	
35-821-000-0000-5209		PILT-30% Rental Reimbursement	10 -	0	2 -	0	0	
35-821-000-0000-5211		Market Value Credit Aid	8,006 -	17,665 -	4,935 -	0	0	
35-821-000-0000-5212		Disparity Reduction Aid	491 -	0	300 -	0	0	
35-821-000-0000-6783		Debt Administrative Fees	550	750	550	800	900	
35-821-000-0000-6790		Principal Payments	770,000	785,000	785,000	800,000	815,000	
35-821-000-0000-6791		Interest Payments	63,738	47,206	47,206	29,375	10,188	
35-821-000-0000-6999		Future Fund Balance-2014A Hwy Bonds	0	40,860	0	40,669	40,359	
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>678,150 -</b>	<b>873,816 -</b>	<b>841,807 -</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>834,288</b>	<b>873,816</b>	<b>832,756</b>	<b>870,844</b>	<b>866,447</b>
			<b>Net</b>	<b>156,138</b>	<b>0</b>	<b>9,051 -</b>	<b>870,844</b>	<b>866,447</b>
<b>Dept</b>	<b>821</b>	2014A G.O. CIP Bonds-Highway Projects	<b>Revenue</b>	<b>678,150 -</b>	<b>873,816 -</b>	<b>841,807 -</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>834,288</b>	<b>873,816</b>	<b>832,756</b>	<b>870,844</b>	<b>866,447</b>
			<b>Net</b>	<b>156,138</b>	<b>0</b>	<b>9,051 -</b>	<b>870,844</b>	<b>866,447</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

35 Fund Debt Service Fund

Report Basis: Cash

825 Dept 2012B Taxable G.O. Bonds (QECB)

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>	
35-825-000-0000-5001		Current Real & Personal Property Taxes	77,506 -	148,881 -	144,654 -	0	0	
35-825-000-0000-5006		Delinquent Taxes-Real & Personal	487 -	0	348 -	0	0	
35-825-000-0000-5060		Current Mobile Home Taxes	83 -	0	126 -	0	0	
35-825-000-0000-5064		Delinquent Taxes-Mobile Home	12 -	0	16 -	0	0	
35-825-000-0000-5207		PILT-Wildlife Management	41 -	0	0	0	0	
35-825-000-0000-5208		PILT-Gross Shelter Rent	86 -	0	140 -	0	0	
35-825-000-0000-5209		PILT-30% Rental Reimbursement	1 -	0	0	0	0	
35-825-000-0000-5211		Market Value Credit Aid	938 -	2,627 -	857 -	0	0	
35-825-000-0000-5212		Disparity Reduction Aid	58 -	0	52 -	0	0	
35-825-000-0000-5301		Federal Tax Credit (QECB Bonds)	18,764 -	0	37,806 -	37,527 -	37,527 -	
35-825-000-0000-6783		Debt Administrative Fees	1,485	1,550	4,585	4,700	4,700	
35-825-000-0000-6791		Interest Payments	44,678	44,678	44,678	44,678	44,678	
35-825-000-0000-6999		Future Fund Balance-2012B QECB Bc	0	105,280	0	139,657	139,657	
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>97,976 -</b>	<b>151,508 -</b>	<b>183,999 -</b>	<b>37,527 -</b>	<b>37,527 -</b>
			<b>Expend.</b>	<b>46,163</b>	<b>151,508</b>	<b>49,263</b>	<b>189,035</b>	<b>189,035</b>
			<b>Net</b>	<b>51,813 -</b>	<b>0</b>	<b>134,736 -</b>	<b>151,508</b>	<b>151,508</b>
<b>Dept</b>	<b>825</b>	2012B Taxable G.O. Bonds (QECB)	<b>Revenue</b>	<b>97,976 -</b>	<b>151,508 -</b>	<b>183,999 -</b>	<b>37,527 -</b>	<b>37,527 -</b>
			<b>Expend.</b>	<b>46,163</b>	<b>151,508</b>	<b>49,263</b>	<b>189,035</b>	<b>189,035</b>
			<b>Net</b>	<b>51,813 -</b>	<b>0</b>	<b>134,736 -</b>	<b>151,508</b>	<b>151,508</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

35 Fund Debt Service Fund

Report Basis: Cash

830 Dept 2015A G.O. Bonds CB & Other CIP

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>	
35-830-000-0000-5001		Current Real & Personal Property Taxes	380,522 -	508,746 -	494,194 -	0	0	
35-830-000-0000-5006		Delinquent Taxes-Real & Personal	2,258 -	0	1,694 -	0	0	
35-830-000-0000-5060		Current Mobile Home Taxes	406 -	0	430 -	0	0	
35-830-000-0000-5064		Delinquent Taxes-Mobile Home	56 -	0	75 -	0	0	
35-830-000-0000-5207		PILT-Wildlife Management	202 -	0	0	0	0	
35-830-000-0000-5208		PILT-Gross Shelter Rent	422 -	0	480 -	0	0	
35-830-000-0000-5209		PILT-30% Rental Reimbursement	6 -	0	1 -	0	0	
35-830-000-0000-5211		Market Value Credit Aid	4,591 -	5,833 -	2,933 -	0	0	
35-830-000-0000-5212		Disparity Reduction Aid	282 -	0	179 -	0	0	
35-830-000-0000-6783		Debt Administrative Fees	500	750	550	800	900	
35-830-000-0000-6790		Principal Payments	195,000	205,000	205,000	655,000	680,000	
35-830-000-0000-6791		Interest Payments	291,075	285,075	285,075	272,175	252,150	
35-830-000-0000-6999		Future Fund Balance-2015A CB & Oth	0	23,754	0	45,559	45,708	
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>388,745 -</b>	<b>514,579 -</b>	<b>499,986 -</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>486,575</b>	<b>514,579</b>	<b>490,625</b>	<b>973,534</b>	<b>978,758</b>
			<b>Net</b>	<b>97,830</b>	<b>0</b>	<b>9,361 -</b>	<b>973,534</b>	<b>978,758</b>
<b>Dept</b>	<b>830</b>	2015A G.O. Bonds CB & Other CIP	<b>Revenue</b>	<b>388,745 -</b>	<b>514,579 -</b>	<b>499,986 -</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>486,575</b>	<b>514,579</b>	<b>490,625</b>	<b>973,534</b>	<b>978,758</b>
			<b>Net</b>	<b>97,830</b>	<b>0</b>	<b>9,361 -</b>	<b>973,534</b>	<b>978,758</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

35 Fund Debt Service Fund

Report Basis: Cash

840 Dept 2005B Jail Building-Refunding

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
35-840-000-0000-5006		Delinquent Taxes-Real & Personal	122 -	0	225 -	0	0
35-840-000-0000-5064		Delinquent Taxes-Mobile Home	0	0	8 -	0	0
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>122 -</b>	<b>0</b>	<b>233 -</b>	<b>0</b>
			<b>Expend.</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Net</b>	<b>122 -</b>	<b>0</b>	<b>233 -</b>	<b>0</b>
<b>Dept</b>	<b>840</b>	2005B Jail Building-Refunding	<b>Revenue</b>	<b>122 -</b>	<b>0</b>	<b>233 -</b>	<b>0</b>
			<b>Expend.</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Net</b>	<b>122 -</b>	<b>0</b>	<b>233 -</b>	<b>0</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

Report Basis: Cash

35 Fund Debt Service Fund  
845 Dept 2020 Landfill

				2022	2023	2023	2024	2025
				Actual	Budget	YTD	Budget	Budget
				Mo. 01 - 12		Mo. 01 - 12		
<u>Account Number</u>	<u>Account Description</u>							
35-845-000-0000-5001	Current Real & Personal Property Taxes			28,954 -	0	0	0	0
35-845-000-0000-5006	Delinquent Taxes-Real & Personal			171 -	0	0	0	0
35-845-000-0000-5060	Current Mobile Home Taxes			31 -	0	0	0	0
35-845-000-0000-5064	Delinquent Taxes-Mobile Home			7 -	0	0	0	0
35-845-000-0000-5207	PILT-Wildlife Management			15 -	0	0	0	0
35-845-000-0000-5208	PILT-Gross Shelter Rent			32 -	0	0	0	0
35-845-000-0000-5211	Market Value Credit Aid			343 -	0	0	0	0
35-845-000-0000-5212	Disparity Reduction Aid			21 -	0	0	0	0
<b>Program</b>	<b>000</b> Undesignated	<b>Revenue</b>		<b>29,574 -</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend.</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Net</b>		<b>29,574 -</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Dept</b>	<b>845</b> 2020 Landfill	<b>Revenue</b>		<b>29,574 -</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend.</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Net</b>		<b>29,574 -</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Fund</b>	<b>35</b> Debt Service Fund	<b>Revenue</b>		<b>1,549,507 -</b>	<b>2,000,878 -</b>	<b>1,969,844 -</b>	<b>37,527 -</b>	<b>37,527 -</b>
		<b>Expend.</b>		<b>1,809,279</b>	<b>2,000,878</b>	<b>1,814,768</b>	<b>2,033,413</b>	<b>2,034,240</b>
		<b>Net</b>		<b>259,772</b>	<b>0</b>	<b>155,076 -</b>	<b>1,995,886</b>	<b>1,996,713</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

61 Fund Waste Management Facilities

Report Basis: Cash

390 Dept Waste Management Administrative

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>	
61-390-000-0000-5001		Current Real & Personal Property Taxes	615,174 -	574,714 -	558,019 -	0	0	
61-390-000-0000-5006		Delinquent Taxes-Real & Personal	2,923 -	0	2,594 -	0	0	
61-390-000-0000-5060		Current Mobile Home Taxes	656 -	0	486 -	0	0	
61-390-000-0000-5064		Delinquent Taxes-Mobile Home	67 -	0	109 -	0	0	
61-390-000-0000-5207		PILT-Wildlife Management	327 -	0	0	0	0	
61-390-000-0000-5208		PILT-Gross Shelter Rent	681 -	0	541 -	0	0	
61-390-000-0000-5209		PILT-30% Rental Reimbursement	10 -	0	1 -	0	0	
61-390-000-0000-5211		Market Value Credit Aid	7,425 -	6,589 -	3,311 -	0	0	
61-390-000-0000-5212		Disparity Reduction Aid	455 -	0	202 -	0	0	
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>627,718 -</b>	<b>581,303 -</b>	<b>565,263 -</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Net</b>	<b>627,718 -</b>	<b>581,303 -</b>	<b>565,263 -</b>	<b>0</b>	<b>0</b>
<b>Dept</b>	<b>390</b>	Waste Management Administrative	<b>Revenue</b>	<b>627,718 -</b>	<b>581,303 -</b>	<b>565,263 -</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Net</b>	<b>627,718 -</b>	<b>581,303 -</b>	<b>565,263 -</b>	<b>0</b>	<b>0</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

Report Basis: Cash

61 Fund Waste Management Facilities  
392 Dept Solid Waste Management

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
61-392-000-0000-5948		Transfers In - Inter Fund	139 -	200 -	0	0	200 -
61-392-000-0000-6101		Salaries & Wages - Permanent	14,180	40,179	33,076	68,710	43,525
61-392-000-0000-6104		Salaries & Wages - Overtime	0	0	133	0	0
61-392-000-0000-6152		HSA Contribution	603	1,800	1,373	2,100	3,000
61-392-000-0000-6153		Family Insurance Supplement	3,430	10,624	8,263	13,324	20,557
61-392-000-0000-6154		Life Insurance	11	33	25	38	54
61-392-000-0000-6161		PERA	1,064	3,013	2,491	5,153	3,264
61-392-000-0000-6171		FICA	763	2,491	1,784	4,260	2,699
61-392-000-0000-6174		Mandatory Medicare	178	583	417	996	631
61-392-000-0000-6177		Paid Family and Medical Leave	0	0	0	0	152
61-392-000-0000-6202		Cell Phone	494	0	411	500	500
61-392-000-0000-6354		Workman's Compensation	1	99	7 -	117	117
61-392-000-0000-6357		Conferences/Schools/Workshops	455	600	455	600	600
61-392-000-0000-6417		Safety Materials	136	0	0	0	0
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>200 -</b>	<b>0</b>	<b>0</b>	<b>200 -</b>
			<b>Expend.</b>	<b>59,422</b>	<b>48,421</b>	<b>95,798</b>	<b>75,099</b>
			<b>Net</b>	<b>59,222</b>	<b>48,421</b>	<b>95,798</b>	<b>74,899</b>
<b>Dept</b>	<b>392</b>	Solid Waste Management	<b>Revenue</b>	<b>200 -</b>	<b>0</b>	<b>0</b>	<b>200 -</b>
			<b>Expend.</b>	<b>59,422</b>	<b>48,421</b>	<b>95,798</b>	<b>75,099</b>
			<b>Net</b>	<b>59,222</b>	<b>48,421</b>	<b>95,798</b>	<b>74,899</b>



# Goodhue County



## USER-SELECTED BUDGET REPORT

61 Fund Waste Management Facilities  
397 Dept Landfill

Report Basis: Cash

			2022	2023	2023	2024	2025
			Actual	Budget	YTD	Budget	Budget
			Mo. 01 - 12		Mo. 01 - 12		
Account Number	Account Description						
61-397-000-0000-5150	Solid Waste Collector Licenses		9,240 -	9,000 -	7,080 -	7,000 -	7,000 -
61-397-000-0000-5480	Landfill Fees		71,647 -	70,000 -	60,253 -	70,000 -	70,000 -
61-397-000-0000-5710	Interest		4,427 -	330 -	0	330 -	330 -
61-397-000-0000-5936	Sale Of Scrap Metal		4,931 -	4,000 -	5,004 -	4,000 -	4,000 -
61-397-000-0000-5948	Transfers In - Inter Fund		2,110,430 -	0	0	0	0
61-397-000-0000-6241	Advertising		677	1,000	391	1,000	1,000
61-397-000-0000-6245	State/Registration/License/Permit		470	430	400	430	430
61-397-000-0000-6278	Consultant Fees		3,000	0	0	0	0
61-397-000-0000-6283	Water Monitoring/Well Permits		64,033	25,000	20,166	25,000	25,000
61-397-000-0000-6306	Landfill Site Maint		4,470	5,000	3,823	5,000	5,000
61-397-000-0000-6342	Land Lease		6,600	6,600	6,600	6,600	6,600
61-397-000-0000-6343	Machinery & Equipment Rental		27,281	20,000	27,555	20,000	20,000
61-397-000-0000-6349	Contract Operations		40,544	39,000	39,520	39,000	39,000
61-397-000-0000-6351	Insurance		5,171	6,427	6,410	6,822	6,822
61-397-000-0000-6357	Conferences/Schools		480	480	0	480	480
61-397-000-0000-6401	Printing Services		95	700	652	700	700
61-397-000-0000-6508	Misc Site Supplies & Materials		0	0	247	0	0
61-397-000-0000-6835	Closure Expenses-Letter Of Credit		190	50,000	0	0	0
61-397-000-0000-6839	Misc Disposal		36,072	35,000	29,683	35,000	35,000
<b>Program 000</b>	Undesignated	<b>Revenue</b>	<b>2,200,675 -</b>	<b>83,330 -</b>	<b>72,337 -</b>	<b>81,330 -</b>	<b>81,330 -</b>
		<b>Expend.</b>	<b>189,083</b>	<b>189,637</b>	<b>135,447</b>	<b>140,032</b>	<b>140,032</b>
		<b>Net</b>	<b>2,011,592 -</b>	<b>106,307</b>	<b>63,110</b>	<b>58,702</b>	<b>58,702</b>
61-397-191-0000-6259	Landfill Closure		2,457,281	0	0	0	0
<b>Program 191</b>	Landfill Closure	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend.</b>	<b>2,457,281</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Net</b>	<b>2,457,281</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Dept 397</b>	Landfill	<b>Revenue</b>	<b>2,200,675 -</b>	<b>83,330 -</b>	<b>72,337 -</b>	<b>81,330 -</b>	<b>81,330 -</b>
		<b>Expend.</b>	<b>2,646,364</b>	<b>189,637</b>	<b>135,447</b>	<b>140,032</b>	<b>140,032</b>
		<b>Net</b>	<b>445,689</b>	<b>106,307</b>	<b>63,110</b>	<b>58,702</b>	<b>58,702</b>

## USER-SELECTED BUDGET REPORT

61 Fund Waste Management Facilities  
398 Dept Recycling Center

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> <u>Mo. 01 - 12</u>	2023 <u>Budget</u>	2023 <u>YTD</u> <u>Mo. 01 - 12</u>	2024 <u>Budget</u>	2025 <u>Budget</u>
61-398-000-0000-5810	Rental Income-Recycling Center	6,369 -	6,100 -	5,873 -	6,100 -	6,100 -
61-398-000-0000-5936	Sale Of Recycled Aluminum & Tin	41,239 -	15,000 -	23,004 -	15,000 -	15,000 -
61-398-000-0000-5937	Sale Of Recycled Glass	1,788 -	7,000 -	946 -	7,000 -	7,000 -
61-398-000-0000-5938	Sale Of Recycled Plastics	16,643 -	10,000 -	5,805 -	10,000 -	10,000 -
61-398-000-0000-5940	Sale Of Recycled Newspaper & Cardb	111,997 -	50,000 -	40,081 -	50,000 -	50,000 -
61-398-000-0000-5942	Sale Of Miscellaneous Recyclable	4,320 -	5,400 -	2,585 -	5,400 -	5,400 -
61-398-000-0000-5948	Transfers In - Inter Fund	0	0	0	0	19,147 -
61-398-000-0000-6101	Salaries & Wages - Permanent	85,720	307,096	284,508	333,630	438,125
61-398-000-0000-6103	Salaries & Wages-Part Time w/o Bene	1,823	18,000	10,249	18,000	18,000
61-398-000-0000-6104	Salaries & Wages - Overtime	2,585	6,000	17,447	6,000	6,000
61-398-000-0000-6151	Group Health Insurance	4,456	8,051	7,716	8,655	9,347
61-398-000-0000-6152	HSA Contribution	3,769	12,000	10,961	12,550	15,800
61-398-000-0000-6153	Family Insurance Supplement	8,612	30,919	26,680	33,238	56,454
61-398-000-0000-6154	Life Insurance	79	271	251	271	325
61-398-000-0000-6155	Dental Insurance-County Paid	333	1,188	1,139	1,277	1,277
61-398-000-0000-6156	Accident Insurance-County Paid	79	271	325	271	271
61-398-000-0000-6161	PERA	6,623	23,482	22,624	25,472	33,327
61-398-000-0000-6171	FICA	5,190	20,528	18,314	22,173	28,709
61-398-000-0000-6174	Mandatory Medicare	1,214	4,801	4,283	5,186	6,714
61-398-000-0000-6177	Paid Family and Medical Leave	0	0	0	0	1,621
61-398-000-0000-6209	Internet	1,870	1,800	1,507	1,800	1,800
61-398-000-0000-6253	Water & Sewer	2,393	2,200	2,706	2,200	2,200
61-398-000-0000-6283	Other Professional Fees	5,080	700	1,518	700	700
61-398-000-0000-6291	Employee Drug & Alcohol Testing	540	120	442	120	120
61-398-000-0000-6303	Vehicle Maintenance	9,982	1,500	3,543	1,500	1,500
61-398-000-0000-6304	Other Machinery & Equipment Maint	846	1,000	630	1,000	1,000
61-398-000-0000-6305	Building Maintenance	3,644	0	2,507	0	0
61-398-000-0000-6306	Grounds Maintenance	1,796	1,600	1,848	1,600	1,600
61-398-000-0000-6307	Uniform Maintenance	4,610	3,400	4,368	3,400	3,400
61-398-000-0000-6309	Other-Vehicle or Boat License & Title	135	0	0	0	0
61-398-000-0000-6351	Insurance	5,181	5,453	5,827	5,764	5,764
61-398-000-0000-6354	Workman's Compensation	5,020	4,564	5,494	6,020	6,020
61-398-000-0000-6357	Conferences/Schools	700	400	15	400	400
61-398-000-0000-6402	Paper/Toner/Inkjet Cartridges	5	50	0	50	50
61-398-000-0000-6405	Office Supplies	39	100	89	100	100
61-398-000-0000-6411	Bldg/Grounds Supplies & Materials	5,072	2,000	3,745	3,000	4,000

# Goodhue County



## USER-SELECTED BUDGET REPORT

61 Fund Waste Management Facilities  
398 Dept Recycling Center

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 12	2024 <u>Budget</u>	2025 <u>Budget</u>
61-398-000-0000-6414	Food & Beverages	60	0	128	0	0
61-398-000-0000-6417	Safety Materials	971	900	811	900	900
61-398-000-0000-6420	Other General Supplies	614	900	1,301	900	900
61-398-000-0000-6432	Other Furniture & Equipment	83	500	450	500	500
61-398-000-0000-6561	Motor Oil & Lubricants	1,196	2,400	813	2,400	2,400
61-398-000-0000-6562	Truck & Pick Up Parts	335	0	874	0	0
61-398-000-0000-6563	Equipment Repair Parts	189	0	685	0	0
61-398-000-0000-6565	Diesel Fuel	0	12,000	0	8,000	8,000
61-398-000-0000-6567	Gasoline (Unleaded)	767	500	487	500	500
61-398-000-0000-6569	Small Tools & Equipment	1,621	1,000	70	1,000	1,000
<b>Program 000</b>	Undesignated	<b>Revenue 182,356 -</b>	<b>93,500 -</b>	<b>78,294 -</b>	<b>93,500 -</b>	<b>112,647 -</b>
		<b>Expend. 173,232</b>	<b>475,694</b>	<b>444,355</b>	<b>508,577</b>	<b>658,824</b>
		<b>Net 9,124 -</b>	<b>382,194</b>	<b>366,061</b>	<b>415,077</b>	<b>546,177</b>
61-398-192-0000-5274	MN Dept of Environmental Asst-SCOR	97,814 -	93,275 -	98,342 -	113,458 -	113,458 -
61-398-192-0000-6241	Advertising	134	500	0	500	500
61-398-192-0000-6251	Electric	12,533	9,900	11,959	11,000	11,000
61-398-192-0000-6252	Natural Gas	13,619	9,000	13,685	15,000	15,000
61-398-192-0000-6258	Electronics Disposal	11,398	8,000	3,400	8,000	8,000
61-398-192-0000-6303	Vehicle Maintenance	9,460	0	0	0	0
61-398-192-0000-6305	Building Maintenance	9,725	9,602	1,783	9,602	9,602
61-398-192-0000-6418	Processing Supplies	7,083	6,500	8,671	7,000	7,500
61-398-192-0000-6420	Other General Supplies	0	0	47	0	0
61-398-192-0000-6562	Truck & Pick Up Parts	6,569	5,000	4,131	5,000	5,000
61-398-192-0000-6563	Grader, Tractor, Misc Parts	1,392	1,500	929	1,500	1,500
61-398-192-0000-6565	Diesel Fuel	34,322	12,000	22,095	22,983	22,483
61-398-192-0000-6566	Propane (Lp)	6,891	4,400	6,733	6,000	6,000
61-398-192-0000-6575	Tires	572	3,500	1,893	3,500	3,500
61-398-192-0000-6839	Misc Disposal Costs	20,360	15,000	24,603	15,000	15,000
61-398-192-0000-6840	Tire Disposal	3,022	4,000	8,862	4,000	4,000
61-398-192-0000-6841	Appliance Disposal	1,815	4,373	1,150	4,373	4,373
<b>Program 192</b>	SCORE	<b>Revenue 97,814 -</b>	<b>93,275 -</b>	<b>98,342 -</b>	<b>113,458 -</b>	<b>113,458 -</b>
		<b>Expend. 138,895</b>	<b>93,275</b>	<b>109,941</b>	<b>113,458</b>	<b>113,458</b>
		<b>Net 41,081</b>	<b>0</b>	<b>11,599</b>	<b>0</b>	<b>0</b>
<b>Dept 398</b>	Recycling Center	<b>Revenue 280,170 -</b>	<b>186,775 -</b>	<b>176,636 -</b>	<b>206,958 -</b>	<b>226,105 -</b>
		<b>Expend. 312,127</b>	<b>568,969</b>	<b>554,296</b>	<b>622,035</b>	<b>772,282</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

61 Fund Waste Management Facilities  
398 Dept Recycling Center

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> <u>Mo. 01 - 12</u>	2023 <u>Budget</u>	2023 <u>YTD</u> <u>Mo. 01 - 12</u>	2024 <u>Budget</u>	2025 <u>Budget</u>
	<b>Net</b>	<b>31,957</b>	<b>382,194</b>	<b>377,660</b>	<b>415,077</b>	<b>546,177</b>

## USER-SELECTED BUDGET REPORT

61 Fund Waste Management Facilities

Report Basis: Cash

399 Dept Household Hazardous Waste

<u>Account Number</u>	<u>Account Description</u>	<u>2022 Actual</u> <u>Mo. 01 - 12</u>	<u>2023 Budget</u>	<u>2023 YTD</u> <u>Mo. 01 - 12</u>	<u>2024 Budget</u>	<u>2025 Budget</u>	
61-399-000-0000-5272	MN Dept of Pollution Control Olmsted	5,563 -	6,200 -	5,040 -	6,200 -	6,200 -	
61-399-000-0000-5480	Other Charges-Bulb Disposal	6,339 -	4,700 -	5,458 -	4,700 -	4,700 -	
61-399-000-0000-5852	Cost Reimbursements	0	24,000 -	15,188 -	24,000 -	24,000 -	
61-399-000-0000-5859	HHW Salvage Revenue	0	0	340 -	0	0	
61-399-000-0000-6101	Salaries & Wages - Permanent	6,077	26,786	15,058	38,177	18,654	
61-399-000-0000-6103	Salaries & Wages-Part Time w/o Bene	0	9,000	0	9,000	9,000	
61-399-000-0000-6104	Salaries & Wages - Overtime	0	0	57	0	0	
61-399-000-0000-6152	HSA Contribution	258	1,200	623	900	3,000	
61-399-000-0000-6153	Family Insurance Supplement	1,470	7,083	3,541	5,710	20,557	
61-399-000-0000-6154	Life Insurance	5	22	11	16	54	
61-399-000-0000-6161	PERA	456	2,009	1,134	2,863	1,399	
61-399-000-0000-6171	FICA	327	2,219	818	2,925	1,736	
61-399-000-0000-6174	Mandatory Medicare	76	519	191	684	406	
61-399-000-0000-6177	Paid Family and Medical Leave	0	0	0	0	98	
61-399-000-0000-6202	Cell Phone	0	500	0	500	500	
61-399-000-0000-6203	Postage	42	700	38	700	700	
61-399-000-0000-6241	Advertising	1,317	0	0	0	0	
61-399-000-0000-6291	Employee Drug & Alcohol Testing	181	100	324	100	100	
61-399-000-0000-6309	Other-Vehicle or Boat License & Title	39	32	0	32	32	
61-399-000-0000-6351	Insurance	78	83	83	88	88	
61-399-000-0000-6354	Workman's Compensation	8 -	125	14 -	151	151	
61-399-000-0000-6357	Conferences/Schools	525	200	245	200	200	
61-399-000-0000-6405	Office Supplies	26	250	0	250	250	
61-399-000-0000-6417	Safety Materials	0	150	0	150	150	
61-399-000-0000-6562	Truck & Pick Up Parts	0	500	0	500	500	
61-399-000-0000-6838	Hazardous Waste Disposal	0	17,002	0	17,002	17,002	
<b>Program 000</b>	<b>Undesignated</b>	<b>Revenue</b>	<b>11,902 -</b>	<b>34,900 -</b>	<b>26,026 -</b>	<b>34,900 -</b>	<b>34,900 -</b>
		<b>Expend.</b>	<b>10,869</b>	<b>68,480</b>	<b>22,109</b>	<b>79,948</b>	<b>74,577</b>
		<b>Net</b>	<b>1,033 -</b>	<b>33,580</b>	<b>3,917 -</b>	<b>45,048</b>	<b>39,677</b>
61-399-192-0000-5274	MN Dept of Environmental Asst-SCOR	41,920 -	39,975 -	42,147 -	46,700 -	46,700 -	
61-399-192-0000-6103	Salaries & Wages-Part Time w/o Bene	1,269	0	0	0	0	
61-399-192-0000-6171	FICA	79	0	0	0	0	
61-399-192-0000-6174	Mandatory Medicare	18	0	0	0	0	
61-399-192-0000-6241	Advertising	1,136	3,700	1,307	3,700	3,700	
61-399-192-0000-6418	Collection Supplies	5,017	4,500	997	4,500	4,500	

# Goodhue County



## USER-SELECTED BUDGET REPORT

Report Basis: Cash

61 Fund Waste Management Facilities  
399 Dept Household Hazardous Waste

		2022	2023	2023	2024	2025
		Actual	Budget	YTD	Budget	Budget
		Mo. 01 - 12		Mo. 01 - 12		
<u>Account Number</u>	<u>Account Description</u>					
61-399-192-0000-6480	Equipment/Furniture<\$5,000	0	3,500	0	3,500	3,500
61-399-192-0000-6565	Diesel Fuel	0	1,000	0	1,000	1,000
61-399-192-0000-6838	Hazardous Waste Disposal	24,845	22,625	40,456	29,350	29,350
61-399-192-0000-6839	Residual Disposal	0	4,650	0	4,650	4,650
<b>Program</b>	<b>192 SCORE</b>	<b>Revenue</b>	<b>41,920 -</b>	<b>39,975 -</b>	<b>42,147 -</b>	<b>46,700 -</b>
		<b>Expend.</b>	<b>32,364</b>	<b>39,975</b>	<b>42,760</b>	<b>46,700</b>
		<b>Net</b>	<b>9,556 -</b>	<b>0</b>	<b>613</b>	<b>0</b>
<b>Dept</b>	<b>399 Household Hazardous Waste</b>	<b>Revenue</b>	<b>53,822 -</b>	<b>74,875 -</b>	<b>68,173 -</b>	<b>81,600 -</b>
		<b>Expend.</b>	<b>43,233</b>	<b>108,455</b>	<b>64,869</b>	<b>121,277</b>
		<b>Net</b>	<b>10,589 -</b>	<b>33,580</b>	<b>3,304 -</b>	<b>39,677</b>
<b>Fund</b>	<b>61 Waste Management Facilities</b>	<b>Revenue</b>	<b>3,162,524 -</b>	<b>926,483 -</b>	<b>882,409 -</b>	<b>369,888 -</b>
		<b>Expend.</b>	<b>3,023,039</b>	<b>926,483</b>	<b>803,033</b>	<b>984,513</b>
		<b>Net</b>	<b>139,485 -</b>	<b>0</b>	<b>79,376 -</b>	<b>614,625</b>
<b>Final Totals</b>		<b>Revenue</b>	<b>85,844,748 -</b>	<b>85,667,792 -</b>	<b>85,684,021 -</b>	<b>47,178,044 -</b>
		<b>Expend.</b>	<b>77,813,190</b>	<b>85,667,792</b>	<b>81,839,555</b>	<b>90,965,420</b>
		<b>Net</b>	<b>8,031,558 -</b>	<b>0</b>	<b>3,844,466 -</b>	<b>46,302,627</b>



**Scott O. Arneson**  
County Administrator  
Goodhue County

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

To: County Board of Commissioners

From: County Administration

Date: November 14, 2023

Re: 2024 Proposed Budget and Levy

**Summary:**

On September 19, 2023, the county board established the 2024 preliminary levy at \$44,331,886. The final levy (which can be lower, not higher than the approved preliminary levy) will be approved by the board at the December 21 county board meeting. Attached for your review are previous budget reports summarizing the process that has led us to the current stage. At this time, the 2024 budget and levy reflect the following:

2024 Preliminary Budget = \$90,914,696  
2024 Preliminary Levy = \$43,748,652

*Increase in levy of \$1,728,007 (4.11%) over the approved 2023 levy*  
*Reduction of \$583,234 in the approved 2024 preliminary levy*

The draft 2025 Preliminary budget is \$86,229,411 with a levy request of \$46,420,866

**Overview:**

Following the establishment of the preliminary levy, discussions and/or board directives have been addressed concerning the following outstanding matters:

*Patrol deputy true costs and municipal policing contracts.* Discussion regarding the issue of true costs associated with the county's provision of policing contracts for cities in Goodhue County took place during the October 17 and October 24 Committee of the Whole meetings. The consensus of the board was to proceed with existing contracts as is. Furthermore, for future contracts, the board has decided to establish an hourly rate that more accurately aligns with the actual costs to the county as approved by the board in the annual county fee schedule.

*Cap and closure of construction and demolition landfill.* This issue was discussed at a Committee of the Whole meeting held on October 17. Although the expenses related to the landfill cap and closure are currently undetermined, staff has discussed potential funding avenues. Among these options is the utilization of Waste Management Fund Balance (\$223,307) given the sale of the Bench Street landfill in 2022.

## GOODHUE COUNTY BOARD OF COMMISSIONERS

LINDA FLANDERS  
1<sup>st</sup> District  
1121 W 4<sup>th</sup> St.  
Red Wing, MN 55066

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

TODD GRESETH  
3<sup>rd</sup> District  
46804 Hwy 57 Blvd  
Wanamingo, MN 55983

JASON MAJERUS  
4<sup>th</sup> District  
39111 Co. 2 Blvd  
Goodhue, MN 55027

SUSAN BETCHER  
5<sup>th</sup> District  
301331 Lakeview Ave.  
Red Wing, MN 55066

*An Equal Opportunity Employer*

*Law Enforcement Center Lease Agreement.* The LEC Committee is actively convening to deliberate on the forthcoming lease agreement between the city of Red Wing and the county. A comprehensive space study has been concluded for the building, presenting a range of options for consideration. A two-year lease extension will be brought to the County Board in December that has been agreed upon by the LEC committee. The 2024 budget includes LEC lease revenues equal to \$300,000.

*Personnel costs, Recruitment, and Employee Retention Initiatives.* To meet the board's objectives, the current proposed budget outlines a 1% of payroll costs, amounting to \$426,942, allocated to strengthen employee retention initiatives. Furthermore, recognizing the impact of county-wide vacancies and employee-related savings, the consensus from the board following the previous budget workshop was to budget for 99% of staffing costs. Consequently, the remaining 1% gap has been allocated to Use of Fund Balance. In addition, the revised budget reflects updated health care costs following the completion of the open enrollment process for employee health care.

*Paid Family Medical Leave.* Minnesota's new law creates a paid family and medical leave program to provide partial wage replacement for employees for twelve to twenty weeks in a fifty-two-week period for medical leave, bonding, caring for a family member, safety leave, or a qualifying exigency leave. Employers must pay at least 50% of the annual premiums with the rest paid by employees through a deduction in their wages. The county will begin budgeting for the expense in 2025, while employees may begin using the paid leave in January of 2026. Thus, the proposed 2025 budget includes a levy of \$124,408 for Paid Family Medical Leave.

In addition to the above, the following items have had ongoing conversations, with no direction at this time:

- Park Manager Position- the current 2024 budget includes \$106,277 for this role.
- School Resource Officers Request- this issue will be a topic at the county board retreat in early 2025. The Sheriff will initiate discussions with school districts, given that the existing contracts for School Resource Officers will expire in June, 2024.

***Conclusion:***

The upcoming budget workshop is scheduled for Tuesday, November 21, 2023 at 11:30 a.m. It will be held at Government Center in conference room 301-1. Furthermore, the 2024 Truth in Taxation meeting, scheduled for Thursday, December 7, 2023, at 6:00 p.m. will take place in the county board room. Lastly, on December 21, 2023, during the regularly scheduled county board meeting, staff will seek the board's approval for the final budget and levy. As always, your participation and input in these events are highly valued.



## Levy History Detail

Fund	Department	Dept #	2021 Levy	2022 Levy	2023 Levy	2024 Proposed	2025 Proposed	2024 Levy
						Levy	Levy	inc/(dec) over 2023
General Revenue	Gen Gov't Misc	001	(2,613,240)	(1,976,983)	(3,651,043)	(4,364,804)	(5,645,799)	(713,761)
	Outside Agencies	002	1,281,759	1,292,719	1,341,863	1,386,234	1,386,234	44,371
	CARES Funding	003	-	-	-	-	-	-
	ARPA Funding	004	-	-	-	-	-	-
	County Board	005	266,247	250,681	269,331	290,376	295,836	21,045
	Court Administration	011	190,000	193,200	195,000	160,000	160,000	(35,000)
	Law Library	025	-	-	-	-	-	-
	Administration	031	449,671	463,880	494,275	581,590	687,779	87,315
	Auditor/Treasurer	041	821,654	823,554	993,475	1,083,955	1,171,868	90,480
	Assessor	055	1,058,211	1,137,446	1,179,996	1,280,013	1,392,370	100,017
	Human Resource	061	697,156	794,463	937,830	955,437	1,049,640	17,607
	Information Technology	063	1,051,397	1,179,096	1,361,771	1,444,610	1,425,536	82,839
	Elections	071	-	35,642	70,706	157,895	125,640	87,189
	Attorney	091	1,885,758	1,877,986	2,013,739	2,247,975	2,455,253	234,236
	Attorney Treatment Court	091-132	100,000	100,000	-	43,808	50,175	43,808
	Attorney Contingent	093	7,500	7,500	7,500	7,500	7,500	-
	Recorder	101	189,287	153,878	172,636	265,652	312,908	93,016
	Surveyor	103	384,396	385,895	341,153	441,488	491,515	100,335
	GIS	105	226,068	234,142	257,015	284,962	325,573	27,947
	Facilities Maintenance	111	834,303	902,198	976,343	969,871	1,052,041	(6,472)
	Veteran's Service	121	218,063	197,241	173,682	362,200	397,274	188,518
	Planning,Zoning,Bldg	127	592,847	522,163	619,364	678,384	735,228	59,020
	Motor Pool	130	(35,400)	-	-	-	-	-
	Sheriff-Patrol/Civil	201	4,950,131	4,948,012	5,641,254	5,865,571	6,630,534	224,317
	Sheriff-Contingent	203	-	-	-	-	-	-
	Sheriff-Seasonal	205	245,050	305,922	280,967	288,998	317,834	8,031
	Sheriff-ADC	207	4,064,924	4,470,070	4,859,158	5,090,443	5,793,059	231,285
	Sheriff- STS	208	163,465	175,887	188,551	184,285	186,551	(4,266)
	Sheriff-Dispatch E911	209/210	1,132,793	1,133,305	1,206,210	1,427,088	1,576,124	220,878
	Sheriff- Communications Inf	211	161,968	169,392	174,192	166,942	173,342	(7,250)
	Coroner	215	145,342	149,702	154,193	157,277	160,422	3,084
	Court Services	255	826,875	841,967	896,045	464,699	602,053	(431,346)
	Sheriff-OEM	281	34,814	31,771	42,461	53,764	62,843	11,303
	Byllesby Dam	523	6,775	6,871	11,968	7,067	7,169	(4,901)
	Extension	601	171,097	215,224	241,523	253,304	267,050	11,781
	County Ditch #1	630	100,000	-	-	-	-	-
	Railroad Authority	750	4,500	4,500	4,500	4,500	4,500	-
	Operations Reserve	802	-	-	-	-	-	-
	Compensated Absences	803	250,000	375,000	463,500	648,500	648,500	185,000
	Employee Training	805	19,750	34,750	39,750	35,300	35,300	(4,450)
	Building Reserve-Welfare/PHS	806/808	-	-	-	-	-	-
General Revenue			19,883,161	21,437,074	21,958,908	22,924,884	24,341,852	965,976
Public Works		Fund 03	5,558,122	5,930,896	6,405,043	6,491,772	6,499,022	86,729
Health & Human Services		Fund 11	7,844,244	8,079,571	8,322,678	8,322,678	8,780,425	-
County Ditch 1		Fund 15	-	-	-	-	-	-
EDA		Fund 25	27,153	47,254	97,232	97,990	104,990	758
Capital Plan		Fund 34	2,512,234	2,495,847	2,667,473	3,300,817	3,978,409	633,344
Debt Service		Fund 35	1,512,905	1,522,517	1,988,008	1,995,886	1,996,713	7,878
Waste Management		Fund 61	561,290	625,653	581,303	614,625	719,455	33,322
			37,899,109	40,138,812	42,020,645	43,748,652	46,420,866	1,728,007

2024 Draft Levy	43,748,652	
2023 Levy	(42,020,645)	
2024 Prop Levy Inc	1,728,007	4.11%

2025 Draft Levy	46,420,866	
2024 Draft Levy	(43,748,652)	
2025 Prop Levy Inc	2,672,214	6.11%

**2024-2025 CAPITAL PLAN REQUESTS**

ASSET #	Description	Dept	Repl Funding	2024 Request	2025 Request
<b>ADMINISTRATION</b>					
G012031	LAPTOP	031	CP	1,653.00	-
G012070	LAPTOP: PRESENTER	031	CP	1,764.00	-
G011574	PROJECTOR:301-1 CONFERENCE ROOM	031	CP	795.00	-
	Toshiba Copier e-4515AC SCNKH53181	031	CP	8,674.00	-
	<b>Total Administration</b>			<b>12,886.00</b>	<b>-</b>
<b>ATTORNEY</b>					
	SCANNERS (4)	091	CP	4,000.00	-
G011750	PRINTER: SECRETARIES	091	CP	1,473.00	-
G011972	TABLET: TREATMENT COURT COORDINATOR	091	CP	1,955.00	-
G011992	LAPTOP:CAROL	091	CP	1,484.00	-
G012017	MS SURFACE:STEVE	091	CP	2,285.00	-
G011936	SCANNER:NICOLE	091	CP	-	1,084.00
G009530	HP LASERJET PRINTER:	091	CP	-	1,950.00
	<b>Total Attorney</b>			<b>11,197.00</b>	<b>3,034.00</b>
<b>COUNTY BOARD</b>					
G100965	PORTABLE PA SYSTEM	005	CP	1,890.00	-
	CHROMEBOOK GOOGLE PIXELBOOK GO (9)	005	CP	-	8,344.00
	<b>Total County Board</b>			<b>1,890.00</b>	<b>8,344.00</b>
<b>COURTS</b>					
	<b>Total Courts</b>			<b>-</b>	<b>-</b>
<b>COURT SERVICES</b>					
	MICROSOFT SURFACE (3)	255	CP	5,157.00	-
	HP PRINTER: FILE ROOM	255	CP	1,642.00	-
	SURFACE PRO (9)	255	CP	-	17,461.00
	<b>Total Court Services</b>			<b>6,799.00</b>	<b>17,461.00</b>
<b>ELECTIONS</b>					
	DESKTOP (2)	071	CP	3,150.00	-
	<b>Total Elections</b>			<b>3,150.00</b>	<b>-</b>
<b>FACILITY MAINTENANCE</b>					
	20 KVA UPS SYSTEM - LEC Visitation	111	CP	39,988.00	-
	20 KVA UPS SYSTEM - LEC EOC/911	111	CP	39,988.00	-
	20 KVA UPS SYSTEM - GOV CTR IT ROOM	111	CP	36,190.00	-
	CARPET EXTRACTOR	111	CP	6,115.00	6,115.00
	FLOOR SCRUBBER	111	CP	10,950.00	-
	DESKTOP (3)	111	CP	3,062.00	-
	CAB & SWEEPER FOR KUBOTA F3990 FMT	111	CP	12,750.00	-
	LAWN MOWER TRAILER	111	CP	5,000.00	-
	STAIRWELL FOB READERS (4)	111	CP	17,500.00	-
	LANDSCAPING UPDATES & TREE REPLACEMENT	111	CP	5,000.00	-
	HUMIDIFIER RECONDITIONING AHEU 8, 9, & 10	111	CP	9,400.00	-
	HUMIDIFIER RECONDITIONING AHU 1 & 2	111	CP	14,970.00	-
	LANDSCAPING UPDATES & TREE REPL.	111	CP	5,000.00	-

	CARPET SWEEPER	111	CP	6,600.00	-
	SW ENTRANCE STOOP & STORM DRAIN	111	CP	3,000.00	-
	KONICA PRINT/COPY/SCAN	111	CP	-	4,500.00
	COMPUTER:ID CARD MAKER - FACILITIES	111	CP	-	1,562.00
	COMPUTER:	111	CP	-	1,184.00
	2003 FORD 3/4 TON F250 PICKUP	111	CP	-	37,663.00
	PARKING LOT & PERIMETER LIGHTING	111	CP	-	19,656.00
	MAKE UP AIR UNIT REPLACEMENT	111	CP	-	81,900.00
	FIRE PANEL REPLACEMENT	111	CP	-	60,060.00
	UPS:LEC PHONE SYSTEM	111	CP	-	8,963.00
	LEC CARPET PROJECT	111	CP	-	109,200.00
	FIRE PANEL REPLACEMENT	111	CP	-	65,520.00
	CLEAN/PAINT PARKING RETAINING WALL	111	CP	-	15,288.00
	CLEAN/PAINT DRIVE LANE RETAINING WALL	111	CP	-	15,288.00
	<b>Total Facilities Maintenance</b>			<b>215,513.00</b>	<b>426,899.00</b>
<b>FINANCE &amp; TAXPAYER SERVICES</b>					
	FOB DOOR LOCKS	041	CP	36,750.00	-
	LAPTOP (2)	041	CP	4,200.00	-
	Toshiba Copier e-5518A SC2JH10979	041	CP	5,981.00	-
	SURFACE PRO	055	CP	-	1,789.00
	<b>Total Finance &amp; Taxpayer Services</b>			<b>46,931.00</b>	<b>1,789.00</b>
<b>FLEET</b>					
V1712	2018 CHEVY IMPALA	130	CP	-	34,944.00
1811	2018 DODGE CARAVAN-SILVER	130	CP	-	32,760.00
1812	2018 CHEVY EQUINOX-SILVER	130	CP	-	34,944.00
1813	2018 CHEVY EQUINOX-SILVER	130	CP	-	34,944.00
1814	2018 FORD FUSION-BLUE	130	CP	-	27,300.00
1815	2018 FORD FUSION-GOLD	130	CP	-	27,300.00
1911	2019 CHEVY EQUINOX-BROWN	130	CP	-	34,944.00
	<b>Total Fleet</b>			<b>-</b>	<b>227,136.00</b>
<b>HEALTH &amp; HUMAN SERVICES</b>					
	LAPTOPS: (4 CEP)	420	CP	10,800.00	-
	LAPTOPS: (5 CEP)	420	CP	-	12,600.00
	Toshiba copier e-4518A HHS 1st Floor Front Desk		CP	5,506.00	-
	Toshiba copier e-3518A HHS 1st Floor Hall		CP	-	5,547.00
	Toshiba copier e-4518A HHS 2nd Floor Hallway		CP	-	6,604.00
	<b>Total Health &amp; Human Services</b>			<b>16,306.00</b>	<b>24,751.00</b>
<b>HUMAN RESOURCES</b>					
	SURFACE PRO (4)	061	CP	-	8,908.00
	<b>Total Human Resources</b>			<b>-</b>	<b>8,908.00</b>
<b>INFORMATION TECHNOLOGY</b>					
	DISK ERASER DUPLICATOR KILLDISK DESKTOP	063	CP	5,000.00	-
	DELL SAN UNITY 480 #1	063	CP	125,000.00	-
	DELL SAN UNITY 480 #2	063	CP	125,000.00	-
	VM HOST SERVER POWEREDGE R740	063	CP	15,000.00	-
	LAPTOP DELL LATITUDE 5500	063	CP	1,450.00	-
	LAPTOP DELL LATITUDE 9510 (4)	063	CP	6,800.00	-

	ETHERNET TESTER NAVITEKII	063	CP	-	3,000.00
	VEEAM BACKUP SERVER DELL R640	063	CP	-	5,500.00
	VM HOST SERVER POWEREDGE R740	063	CP	-	15,500.00
	<b>Total Information Technology</b>			<b>278,250.00</b>	<b>24,000.00</b>
<b>LAND USE MANAGEMENT</b>					
	MULTI FUNCTION PRINTER	127	CP	-	2,730.00
G011768	DESKTOP COMPUTER:	127	CP	-	846.00
	DESKTOP COMPUTER: (3)	127	CP	3,823.00	-
	DESKTOP COMPUTER: (2)	127	CP	-	1,805.00
	DESKTOP COMPUTER: (2)	127	CP	-	2,395.00
1641	2017 FORD EXPLORER	127	CP	-	36,036.00
	<b>Total Land Use Management</b>			<b>3,823.00</b>	<b>43,812.00</b>
<b>PUBLIC WORKS</b>					
	DESKTOP (8)	310	CP	6,684.00	-
	Trimble R10 GNSS Receiver Head	320	CP	30,000.00	-
	Trimble Data Collector	320	CP	10,000.00	-
	LAPTOP	320	CP	2,000.00	-
	LAPTOP (2)	330	CP	2,803.00	-
	60 Mobile Radios	330	CP	175,867.00	-
	24 Portable Radios	330	CP	80,664.00	-
	Building Console (Radio System)	330	CP	17,263.00	-
2401	TANDEM W/SNOW PLOW	340	CP	320,000.00	-
0204	EXCAVATOR CAT 315CL	340	CP	375,000.00	-
1206	4WD SILVERADO PICKUP	340	CP	73,000.00	-
1503	2015 CHEVY SILVERADO	340	CP	58,000.00	-
	ROTARY MOWER	340	CP	40,000.00	-
	WALK BEHIND PAVEMENT SAW	340	CP	12,000.00	-
	ERSKINE BRUSH CUTTER	340	CP	20,000.00	-
G011408	COMPUTER	340	CP	1,628.00	-
5540	PRESSURE WASHER (2013) KYN	340	CP	8,900.00	-
	TRAFFIC CONES: QTY 100	340	CP	2,500.00	-
	CANDLESTICK CONES: QTY 100	340	CP	3,000.00	-
	TRAFFIC DRUMS: QTY 100	340	CP	11,000.00	-
	EXTERIOR BUILDING MAINTENANCE	350	CP	35,000.00	-
	SECURITY FENCE/GATE	350	CP	35,000.00	-
	OVERHEAD GARAGE DOORS (2024-2028)	350	CP	50,000.00	50,000.00
	KENYON SITE SAND/SALT SIDING/ROOF	350	CP	42,261.00	-
	EXTERIOR BUILDING MAINTENANCE - KENYON	350	CP	23,000.00	-
	PAVE PARKING LOT - VASA	350	CP	75,000.00	-
	HAZMAT STG BLDG/CONTAINER	350	CP	18,000.00	-
	FISH CLEANING STATION - BYLLESBY PARK	521	CP	30,000.00	-
	HOST SITES - BYLLESBY PARK	521	CP	50,000.00	-
	ACCESS ROAD/PARKING LOT - NIELSON PARK	521	CP	30,000.00	150,000.00
	DESKTOP	310	CP	-	800.00
	LAPTOP (3)	320	CP	-	3,690.00
	LAPTOP (2)	330	CP	-	2,750.00
	SURFACE PRO	330	CP	-	2,308.00
	TANDEM W/SNOW PLOW	340	CP	-	332,800.00
0802	CAT 450E BACKHOE/LOADER	340	CP	-	200,000.00
1104	CREWCAB W/DUMPBOX	340	CP	-	110,000.00

1704	ROTARY MOWER 2012	340	CP	-	42,000.00
1001	JD 624K LOADER (2010)	340	CP	-	300,000.00
	BUSH HOG MOWER	340	CP	-	42,000.00
1603	KUBOTA LAWN TRACTOR (2016)	340	CP	-	18,000.00
	VACUUM TRAILER	340	CP	-	65,000.00
1506	2015 POLARIS RANGER	340	CP	-	20,000.00
0508	2005 EAGLE AM 80"X12" RANGER TRAILER	340	CP	-	10,000.00
	JOB INSPECTION TRAILER	340	CP	-	60,000.00
1508	20' UTILITY TRAILER	340	CP	-	15,000.00
1712	PRESSURE WASHER (2017) ZTA	340	CP	-	9,100.00
	BARRICADES: QTY 100	340	CP	-	30,000.00
	HOIST - TANDEM	350	CP	-	100,000.00
	HOIST - PICKUPS	350	CP	-	50,000.00
	EXTERIOR BUILDING MAINTENANCE - CANNON FALLS	350	CP	-	23,000.00
	EXTERIOR BUILDING MAINTENANCE - ZUMBROTA	350	CP	-	23,000.00
	PARKING LOT EXPANSION - NIELSON PARK	521	CP	-	50,000.00
	<b>Total Public Works</b>			<b>1,638,570.00</b>	<b>1,709,448.00</b>
<b>SHERIFF - CIVIL/PATROL</b>					
	MOBILE COMMAND CENTER (25% MATCH)	201	ARP	225,189.00	-
	MDT (23)	201	CP	97,244.00	-
	RIFLES (13)	201	CP	20,150.00	-
	Red Man Suit/High Gear Suit: Training	201	CP	5,500.00	-
	LESS LETHAL SINGLE LAUNCHER (ERT)	201	CP	1,585.00	-
G011247	GUN PARTS WASHER	201	CP	2,941.00	-
G010829	BALLISTIC SHIELD:ERT	201	CP	3,697.00	-
G011581	DELL DESKTOP:	201	CP	1,250.00	-
G011973	LAPTOP	201	CP	1,890.00	-
G011989	DESKTOP	201	CP	1,313.00	-
G012016	DELL PC	201	CP	2,363.00	-
G012084	DESKTOP	201	CP	1,312.00	-
SQ1724	#1724 FORD EXPLORER	201	CP	61,500.00	-
SQ1823	#1823 FORD EXPLORER	201	CP	61,500.00	-
SQ1921	#1921 FORD TAURUS	201	CP	44,700.00	-
SQ1927	#1927 2020 FORD EXPLORER (2019)	201	CP	61,500.00	-
SQ2021	#2021 DODGE DURANGO (2018)	201	CP	50,400.00	-
SQ2023	#2023 FORD EXPLORER TRANSPORT (2020)	201	CP	57,300.00	-
SQ2024	#2024 FORD EXPLORER (2020)	201	CP	61,500.00	-
SQ2025	#2025 FORD EXPLORER (2020)	201	CP	61,500.00	-
SQ2030	#2030 FORD EXPLORER (2020)	201	CP	61,500.00	-
SQ2128	#2128 FORD EXPLORER (2021)	201	CP	61,500.00	-
SQ2129	#2129 FORD EXPLORER (2021)	201	CP	61,500.00	-
	OFFICE FURNITURE - SHERIFF ADMIN, INVESTIGATIONS, CIVIL, SGTS, E	201	CP	-	60,000.00
G010914	PRINTER:RECORDS (2013)	201	CP	-	1,201.00
G011315	DJI MATRICE DRONE	201	CP	-	15,000.00
G011727	BALLISTIC SHEILD	201	CP	-	4,112.00
G011791	DESKTOP	201	CP	-	1,365.00
G011792	DESKTOP	201	CP	-	1,365.00
G011793	DESKTOP	201	CP	-	1,365.00
G011794	DESKTOP	201	CP	-	1,365.00
	MDT (12)	201	CP	-	57,024.00
G101263	TASER:SPARE (2018)	201	CP	-	1,747.00

G101278	INTERVIEW ROOM SYSTEM (2018)	201	CP	-	43,043.00
SQ2022	#2022 FORD F150 (2020)	201	CP	-	53,309.00
SQ2026	#2026 FORD EXPLORER (2020)	201	CP	-	62,700.00
SQ2027	#2027 FORD EXPLORER (2020)	201	CP	-	62,700.00
SQ2028	#2028 FORD EXPLORER (2020)	201	CP	-	62,700.00
SQ2029	#2029 CHEVY SILVERADO (2020)	201	CP	-	56,657.00
SQ2121	#2121 FORD EXPLORER (2021)	201	CP	-	62,700.00
SQ2122	#2122 FORD EXPLORER (2021)	201	CP	-	62,700.00
SQ2123	#2123 FORD EXPLORER (2021)	201	CP	-	62,700.00
SQ2124	#2124 FORD EXPLORER (2021)	201	CP	-	62,700.00
SQ2125	#2125 CHEVY TAHOE (2021)	201	CP	-	64,730.00
SQ2127	#2127 CHEVY TRAVERSE (2021)	201	CP	-	45,600.00
	<b>Total Sheriff - Civil/Patrol</b>			<b>1,008,834.00</b>	<b>846,783.00</b>
<b>SHERIFF - COM INFRASTRUCTURE</b>					
	PINE ISLAND TOWER HVAC UNITS 1 & 2	211	CP	-	28,700.00
	SAND HILL MICROWAVE	211	CP	53,500.00	-
	MOTOROLA PTP 600 MICORWAVE (LEC) LINKED TO SH	211	CP	24,300.00	-
	PINE ISLAND DC PLANT REPLACEMENT	211	CP	20,000.00	-
	CANNON FALLS DC PLANT REPLACEMENT	211	CP	20,000.00	-
	CANNON FALLS TOWER HVAC UNITS 1 & 2	211	CP	27,300.00	-
	ASPEN TOWER HVAC UNITS 1 & 2	211	CP	-	28,700.00
	SANDHILL TOWER HVAC UNITS 1 & 2	211	CP	-	28,700.00
	<b>Total Sheriff - Com Infrastructure</b>			<b>145,100.00</b>	<b>86,100.00</b>
<b>SHERIFF - SEASONAL</b>					
	1 MOBILE RADIO	205	CP	8,500.00	-
G009753	2009 ATV TRAILER	205	CP	5,000.00	-
G010488	POLARIS SPORTSMAN ATV	205	CP	10,600.00	-
G010490	UNDERWATER CAMERA	205	CP	1,500.00	-
G011317	250 HP EVINRUDE G2 MOTOR (2019)	205	CP	5,475.00	-
G101024	EVERGLADES BOAT (25%)	205	CP	45,525.00	-
G101026	EVERGLADES BOAT TRAILER (25%)	205	CP	1,700.00	-
G101150	POLARIS SPORTSMAN ATV	205	CP	10,600.00	-
G100980	AIRBOAT	205	CP	-	125,000.00
G008491	NIGHTVISION BINOCULARS	205	CP	-	4,150.00
G008521	GENERATOR	205	CP	-	4,750.00
G009741	MAGIC TILT AIRBOAT TRAILER	205	CP	-	8,736.00
G009743	AIRBOAT HEADSET	205	CP	-	839.00
G009744	AIRBOAT HEADSET	205	CP	-	839.00
G011699	250 HP EVINRUDE G2 MOTOR	205	CP	-	24,570.00
G101151	DIVE BUDDY PHONE	205	CP	-	2,750.00
	<b>Total Sheriff - Seasonal</b>			<b>88,900.00</b>	<b>171,634.00</b>
<b>SHERIFF - ADULT DETENTION CENTER</b>					
	SECURITY CONTROLS COMPUTERS/GENETEC WORKSTATIONS	207	CP	36,000.00	-
G008701	REACH-IN REFRIGERATOR	207	CP	10,200.00	-
G011987	DESKTOP	207	CP	1,313.00	-
G011988	DESKTOP	207	CP	1,312.00	-
G012009	DELL LAPTOP WITH DOCKING STATION	207	CP	2,730.00	-
G101176	TASER:ADC SGTS	207	CP	1,680.00	-
G101177	TASER:ADC SGTS	207	CP	1,680.00	-

G101255	180 ADC MATTRESSES	207	CP	30,600.00	-
G008027	EXAM TABLE-HEALTH UNIT	207	CP	-	1,350.00
G008685	VEGETABLE PREP SINK	207	CP	-	2,150.00
G008690	WORK TABLE-KITCHEN	207	CP	-	978.00
G008692	BAKERS TABLE-KITCHEN	207	CP	-	944.00
G008694	EXHAUST HOOD-KITCHEN	207	CP	-	8,299.00
G008695	TILTING GAS KETTLE	207	CP	-	28,500.00
G008702	HOT FOOD WELL UNIT	207	CP	-	4,100.00
G008703	WORK TABLE-KITCHEN	207	CP	-	2,085.00
G008704	WORK TABLE W/DRAWERS	207	CP	-	1,911.00
G008706	SINK W/DRAIN BOARDS	207	CP	-	2,900.00
G008707	DISH TABLE-KITCHEN	207	CP	-	1,750.00
G008710	DISH TABLE,CLEAN	207	CP	-	1,289.00
G101025	JAIL GYM FLOORING	207	CP	-	21,500.00
G012083	DESKTOP	207	CP	-	1,365.00
G012163	LAPTOP	207	CP	-	1,966.00
	Toshiba Copier e-478S Sheriff ADC Health Unit	207	CP	-	2,866.00
	<b>Total Sheriff - Adult Detention Center</b>			<b>85,515.00</b>	<b>83,953.00</b>
<b>SHERIFF - EMERGENCY SERVICES</b>					
	Plotter	281	CP	3,000.00	-
	<b>Total Sheriff - Emergency Services</b>			<b>3,000.00</b>	-
<b>SURVEYOR/GIS</b>					
	SATEL GPS BASE RADIO (3)	103	CP	9,600.00	-
G011420	LAPTOP	103	CP	2,000.00	-
	COMPUTER (2)	103	CP	3,000.00	-
G011984	LAPTOP	103	CP	2,100.00	-
	CHEVY EQUINOX LS	103	CP	27,300.00	-
	TOTAL STATION (2)	103	CP	79,800.00	-
G010817	ATV TRAILER:	103	CP	-	2,402.00
G010816	POLARIS RANGER 570	103	CP	-	15,000.00
	MAGNETIC LOCATOR (2)	103	CP	-	1,966.00
G008383	EXPRESSION SCANNER	103	CP	-	3,000.00
	<b>Total Surveyor/GIS</b>			<b>123,800.00</b>	<b>22,368.00</b>
<b>EXTENSION SERVICES</b>					
	DESKTOP	601	CP	814.00	-
	LAPTOP	601	CP	1,483.00	-
	<b>Total Extension Services</b>			<b>2,297.00</b>	-
<b>WASTE MANAGEMENT</b>					
7022A	CAT FORKLIFT	398	CP	40,000.00	-
7012	2008 SINGLE AXLE TRUCK	398	CP	65,000.00	-
2017-398-5	RECYCLING BOX	398	CP	10,500.00	-
7195	COMPARTMENT ROLLOFF (2012)	398	CP	12,600.00	-
7031	CONVEYOR HOPPER (2014)	398	CP	3,150.00	-
G012014	DESKTOP	398	CP	789.00	-
	RECYCLING CNTR RE-DESIGN & FURNITURE	398	CP	60,000.00	-
7014	HOOK TRUCK	398	CP	-	215,000.00
	ROLL OFF PUP TRAILER #2	398	CP	-	48,000.00
7024	28' VAN PUP TRAILER	398	CP	-	13,989.00

		398	CP	-	
	<b>Total Waste Management</b>			<b>192,039.00</b>	<b>276,989.00</b>
<b>TOTALS BY YEAR</b>				<b>3,884,800.00</b>	<b>3,983,409.00</b>



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

001 Dept General Government Misc

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
01-001-000-0000-5001	Current Real & Personal Property Taxes	21,072,610 -	21,705,511 -	12,008,720 -	0	0
01-001-000-0000-5006	Delinquent Taxes-Real & Personal	111,318 -	0	83,767 -	0	0
01-001-000-0000-5058	Power Lines	330,303 -	330,000 -	302,190 -	290,000 -	290,000 -
01-001-000-0000-5060	Current Mobile Home Taxes	22,232 -	18,000 -	14,195 -	18,000 -	18,000 -
01-001-000-0000-5064	Delinquent Taxes-Mobile Home	2,525 -	3,500 -	3,551 -	3,500 -	3,500 -
01-001-000-0000-5070	Penalty & Interest-Taxes	142,017 -	100,000 -	63,837 -	100,000 -	100,000 -
01-001-000-0000-5081	Mortgage Registry	40,625 -	60,000 -	25,093 -	60,000 -	60,000 -
01-001-000-0000-5082	State Deed Tax	43,727 -	30,000 -	20,817 -	30,000 -	30,000 -
01-001-000-0000-5083	Sale of Forfeited Land	20,482 -	0	0	0	0
01-001-000-0000-5084	Solar Production Tax	52,317 -	46,000 -	44,951 -	44,000 -	44,000 -
01-001-000-0000-5206	PILT-DNR Land Pymt Law 477A.14	231,659 -	225,000 -	0	231,000 -	231,000 -
01-001-000-0000-5207	PILT-Wildlife Management	11,558 -	11,000 -	0	12,000 -	12,000 -
01-001-000-0000-5208	PILT-Gross Shelter Rent	22,858 -	19,000 -	19,984 -	21,000 -	21,000 -
01-001-000-0000-5209	PILT-30% Rental Reimbursement	320 -	100 -	54 -	200 -	100 -
01-001-000-0000-5211	Market Value Credit Aid	254,373 -	248,897 -	125,119 -	0	0
01-001-000-0000-5212	Disparity Reduction Aid	15,596 -	0	7,615 -	0	0
01-001-000-0000-5215	County Program Aid	1,804,716 -	1,839,537 -	919,769 -	2,459,447 -	2,459,447 -
01-001-000-0000-5218	Indian Casino Aid-Petroleum Tax	35,989 -	50,609 -	39,292 -	40,000 -	40,000 -
01-001-000-0000-5220	Emergency Protective Care Hearing Al	4,573 -	0	4,820 -	0	0
01-001-000-0000-5312	10.561 Admin Match Food Stamp Proc	90,538 -	80,000 -	71,303 -	80,000 -	80,000 -
01-001-000-0000-5318	15.226 PILT-Federal Entitlement Land	10,802 -	9,800 -	11,575 -	9,800 -	9,800 -
01-001-000-0000-5325	Local Asst & Tribal Consistency Fd	50,000 -	0	50,000 -	0	0
01-001-000-0000-5356	93.563 Child Support Enforcement	60,484 -	21,000 -	33,640 -	21,000 -	21,000 -
01-001-000-0000-5358	93.566 Refugee & Entrance Assistance	257 -	0	192 -	0	0
01-001-000-0000-5367	93.658 Foster Care Title IV-E	12,291 -	8,500 -	11,360 -	8,500 -	8,500 -
01-001-000-0000-5374	93.767 State Children's Insurance Prgm	694 -	0	258 -	0	0
01-001-000-0000-5379	93.778 Medical Assistance-Federal Ad	112,736 -	133,000 -	97,777 -	133,000 -	133,000 -
01-001-000-0000-5710	Interest	1,303,069 -	700,000 -	3,015,680 -	1,400,000 -	1,400,000 -
01-001-000-0000-5851	Invenergy Agreement	324,169 -	330,652 -	353,668 -	353,668 -	353,668 -
01-001-000-0000-5852	P-Card Rebates	5,577 -	4,700 -	4,921 -	4,700 -	4,700 -
01-001-000-0000-5859	Miscellaneous Revenue	30,662 -	5,000 -	28 -	5,000 -	5,000 -
01-001-000-0000-5947	Transfers In	6,426 -	2,000 -	2,670 -	8,400 -	2,200 -
01-001-000-0000-5948	Transfers In - Inter Fund	29,994 -	0	0	0	0
01-001-000-0000-5949	Use of Fund Balance-General Fund	0	811,100 -	0	488,042 -	2,072,200 -
01-001-000-0000-6172	Unemployment Compensation	22,714	30,000	526	20,000	20,000
01-001-000-0000-6195	Employee Incentives-Service Awards	8,862	7,650	5,749	434,592	7,650

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
001 Dept General Government Misc

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
01-001-000-0000-6203	Postage	5,511	0	1,373	0	0
01-001-000-0000-6243	Membership Dues & Fees	924	3,850	1,324	3,850	3,850
01-001-000-0000-6278	Consultant Fees	0	75,000	55,964	75,000	75,000
01-001-000-0000-6283	Other Professional Fees	24,239	50,000	340	50,000	50,000
01-001-000-0000-6284	Contracted Services	2,030	2,000	211	2,000	2,000
01-001-000-0000-6304	Other Machinery & Equipment Maint	3,040	1,600	1,999	1,600	1,600
01-001-000-0000-6345	Postage Meter	2,908	3,000	4,056	3,000	3,000
01-001-000-0000-6351	Insurance	317,049	320,300	324,889	333,713	333,713
01-001-000-0000-6354	Workman's Compensation	185,744	172,655	172,680	218,498	218,498
01-001-000-0000-6375	Service Charges	35,546	22,200	55,988	40,000	40,000
01-001-000-0000-6376	Credit Card Fees	10,471	13,000	8,891	13,000	13,000
01-001-000-0000-6402	Copy Machine Paper & Toner	1,794 -	100	11 -	100	100
01-001-000-0000-6405	Office Supplies	20	0	0	0	0
01-001-000-0000-6849	Broadband Expenditures	19,000	0	327,767	0	0
01-001-000-0000-6850	Miscellaneous Expense	50,327	61,100	169,926	61,100	61,100
01-001-000-0000-6997	Transfers Out	336,390	0	810,000	0	0
01-001-000-0000-6998	Transfers Out - Inter Fund	2,488,444	0	200,000	0	623,805
01-001-000-0000-6999	Future Fund Balance-27th Payroll	0	425,000	0	200,000	300,000
<b>Program 000</b>	Undesignated	<b>Revenue 26,257,497 -</b>	<b>26,792,906 -</b>	<b>17,336,846 -</b>	<b>5,821,257 -</b>	<b>7,399,115 -</b>
		<b>Expend. 3,511,425</b>	<b>1,187,455</b>	<b>2,141,672</b>	<b>1,456,453</b>	<b>1,753,316</b>
		<b>Net 22,746,072 -</b>	<b>25,605,451 -</b>	<b>15,195,174 -</b>	<b>4,364,804 -</b>	<b>5,645,799 -</b>
01-001-100-0000-5085	Aggregate Material Production Tax	25,329 -	18,000 -	22,396 -	18,000 -	18,000 -
01-001-100-0000-6999	Future Fund Balance-Aggregate Pit Re	0	18,000	0	18,000	18,000
<b>Program 100</b>	Reserve for Pit Restoration	<b>Revenue 25,329 -</b>	<b>18,000 -</b>	<b>22,396 -</b>	<b>18,000 -</b>	<b>18,000 -</b>
		<b>Expend. 0</b>	<b>18,000</b>	<b>0</b>	<b>18,000</b>	<b>18,000</b>
		<b>Net 25,329 -</b>	<b>0</b>	<b>22,396 -</b>	<b>0</b>	<b>0</b>
01-001-102-0000-5021	Current Special Assessments	17,603 -	0	526 -	0	0
01-001-102-0000-5859	Miscellaneous Revenue	50 -	0	400 -	0	0
<b>Program 102</b>	Ordinance Enforcement	<b>Revenue 17,653 -</b>	<b>0</b>	<b>926 -</b>	<b>0</b>	<b>0</b>
		<b>Expend. 0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Net 17,653 -</b>	<b>0</b>	<b>926 -</b>	<b>0</b>	<b>0</b>
<b>Dept 001</b>	General Government Misc	<b>Revenue 26,300,479 -</b>	<b>26,810,906 -</b>	<b>17,360,168 -</b>	<b>5,839,257 -</b>	<b>7,417,115 -</b>
		<b>Expend. 3,511,425</b>	<b>1,205,455</b>	<b>2,141,672</b>	<b>1,474,453</b>	<b>1,771,316</b>
		<b>Net 22,789,054 -</b>	<b>25,605,451 -</b>	<b>15,218,496 -</b>	<b>4,364,804 -</b>	<b>5,645,799 -</b>

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
002 Dept Outside Agencies

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	<u>2022 Actual</u> <u>Mo. 01 - 12</u>	<u>2023 Budget</u>	<u>2023 YTD</u> <u>Mo. 01 - 11</u>	<u>2024 Budget</u>	<u>2025 Budget</u>
01-002-000-0000-6820	SELCO Allocation	533,032	554,353	554,353	576,527	576,527
01-002-000-0000-6821	Goodhue County Historical Soc Alloc	132,100	132,000	132,000	134,500	134,500
01-002-000-0000-6823	Cannon Valley Trail Allocation	141,187	142,010	142,010	143,707	143,707
01-002-000-0000-6825	Soil & Water Conservation District Alloc	415,000	425,000	430,097	440,000	440,000
01-002-000-0000-6826	Goodhue County Fair Allocation	32,500	33,500	33,500	40,000	40,000
01-002-000-0000-6827	Cannon Valley Fair Allocation	10,000	10,000	10,000	10,000	10,000
01-002-000-0000-6829	Goodhue County Humane Society Alloc	21,000	21,000	21,000	21,000	21,000
01-002-000-0000-6830	SEMCAC Community Action Agency	3,000	5,000	5,000	5,000	5,000
01-002-000-0000-6833	SE MN Emergency Medical Svcs	5,000	5,000	5,000	5,000	5,000
01-002-000-0000-6835	Hope Coalition Allocation	5,000	5,000	5,000	7,500	7,500
01-002-000-0000-6837	Zumbro River Water Trail Group	0	9,000	0	0	0
01-002-000-0000-6838	City of Oronoco Allocation	0	0	9,000	0	0
01-002-000-0000-6839	SEMMCHRA Allocation	75,000	0	0	0	0
01-002-000-0000-6840	Lake Pepin Legacy Alliance	0	0	0	3,000	3,000
<b>Program 000</b>	Undesignated	<b>Revenue 0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend. 1,372,819</b>	<b>1,341,863</b>	<b>1,346,960</b>	<b>1,386,234</b>	<b>1,386,234</b>
		<b>Net 1,372,819</b>	<b>1,341,863</b>	<b>1,346,960</b>	<b>1,386,234</b>	<b>1,386,234</b>
01-002-010-0000-5260	DNR-Cannon Valley Ski Trail Annual C	2,048 -	3,800 -	3,203 -	3,800 -	3,800 -
01-002-010-0000-5273	Cannon Valley Trail-Other Grants	69,080 -	0	0	0	0
01-002-010-0000-5279	DNR-CVT Bridge Replacement Proj	0	0	503,100 -	0	0
01-002-010-0000-6823	Cannon Valley Trail Grant Payments	72,808	3,800	506,303	3,800	3,800
<b>Program 010</b>	Cannon Valley Trail	<b>Revenue 71,128 -</b>	<b>3,800 -</b>	<b>506,303 -</b>	<b>3,800 -</b>	<b>3,800 -</b>
		<b>Expend. 72,808</b>	<b>3,800</b>	<b>506,303</b>	<b>3,800</b>	<b>3,800</b>
		<b>Net 1,680</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
01-002-015-0000-5263	MN Snowmobile Trails Assistance Proj	51,220 -	89,000 -	91,979 -	89,000 -	89,000 -
01-002-015-0000-6824	Snowmobile Grant Payments	93,128	89,000	91,979	89,000	89,000
<b>Program 015</b>	Snowmobile Grant	<b>Revenue 51,220 -</b>	<b>89,000 -</b>	<b>91,979 -</b>	<b>89,000 -</b>	<b>89,000 -</b>
		<b>Expend. 93,128</b>	<b>89,000</b>	<b>91,979</b>	<b>89,000</b>	<b>89,000</b>
		<b>Net 41,908</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
01-002-020-0000-5270	Water & Soil Resources Block Grant-S	85,213 -	100,000 -	59,011 -	100,000 -	100,000 -
01-002-020-0000-6825	Soil & Water Grant Payments	85,213	100,000	59,011	100,000	100,000
<b>Program 020</b>	Soil & Water Grants	<b>Revenue 85,213 -</b>	<b>100,000 -</b>	<b>59,011 -</b>	<b>100,000 -</b>	<b>100,000 -</b>
		<b>Expend. 85,213</b>	<b>100,000</b>	<b>59,011</b>	<b>100,000</b>	<b>100,000</b>
		<b>Net 0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
01-002-025-0000-5021	Special Assessments-PACE	52,549 -	100,000 -	60,335 -	100,000 -	100,000 -

# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
002 Dept Outside Agencies

Report Basis: Cash

				2022	2023	2023	2024	2025
				Actual	Budget	YTD	Budget	Budget
				Mo. 01 - 12		Mo. 01 - 11		
<u>Account Number</u>	<u>Account Description</u>							
01-002-025-0000-6850	Miscellaneous Expense			204,479	100,000	86,610	100,000	100,000
<b>Program 025</b>	St Paul Port Authority-PACE Asm	<b>Revenue</b>		<b>52,549 -</b>	<b>100,000 -</b>	<b>60,335 -</b>	<b>100,000 -</b>	<b>100,000 -</b>
		<b>Expend.</b>		<b>204,479</b>	<b>100,000</b>	<b>86,610</b>	<b>100,000</b>	<b>100,000</b>
		<b>Net</b>		<b>151,930</b>	<b>0</b>	<b>26,275</b>	<b>0</b>	<b>0</b>
01-002-030-0000-5021	Special Assessments-Other			131 -	0	415 -	0	0
01-002-030-0000-6850	Miscellaneous Expense			131	0	415	0	0
<b>Program 030</b>	Special Assessments-Other	<b>Revenue</b>		<b>131 -</b>	<b>0</b>	<b>415 -</b>	<b>0</b>	<b>0</b>
		<b>Expend.</b>		<b>131</b>	<b>0</b>	<b>415</b>	<b>0</b>	<b>0</b>
		<b>Net</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Dept 002</b>	Outside Agencies	<b>Revenue</b>		<b>260,241 -</b>	<b>292,800 -</b>	<b>718,043 -</b>	<b>292,800 -</b>	<b>292,800 -</b>
		<b>Expend.</b>		<b>1,828,578</b>	<b>1,634,663</b>	<b>2,091,278</b>	<b>1,679,034</b>	<b>1,679,034</b>
		<b>Net</b>		<b>1,568,337</b>	<b>1,341,863</b>	<b>1,373,235</b>	<b>1,386,234</b>	<b>1,386,234</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
003 Dept CARES Act

Report Basis: Cash

		2022	2023	2023	2024	2025
		Actual	Budget	YTD	Budget	Budget
<u>Account Number</u>		<u>Account Description</u>	<u>Mo. 01 - 12</u>	<u>Mo. 01 - 11</u>		
01-003-000-0000-6669	Equipment/Furniture>=5,000	0	0	67,453	0	0
01-003-000-0000-6892	CARES Act - Internal	231,314	0	117,595	0	0
01-003-000-0000-6894	CARES Act - Other	20,000	0	0	0	0
01-003-000-0000-6997	Transfers Out - Intra Fund	109,947	0	0	0	0
<b>Program</b>	<b>000</b> Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend.</b>	<b>361,261</b>	<b>0</b>	<b>185,048</b>	<b>0</b>
		<b>Net</b>	<b>361,261</b>	<b>0</b>	<b>185,048</b>	<b>0</b>
<b>Dept</b>	<b>003</b> CARES Act	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend.</b>	<b>361,261</b>	<b>0</b>	<b>185,048</b>	<b>0</b>
		<b>Net</b>	<b>361,261</b>	<b>0</b>	<b>185,048</b>	<b>0</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
004 Dept ARPA

Report Basis: Cash

		2022	2023	2023	2024	2025	
		Actual	Budget	YTD	Budget	Budget	
<u>Account Number</u>		<u>Mo. 01 - 12</u>		<u>Mo. 01 - 11</u>			
<u>Account Description</u>							
01-004-000-0000-5327	21.027 Coronavirus Local Fiscal Reco	4,500,501 -	0	0	0	0	
01-004-000-0000-5949	Use of Fund Balance-ARPA	0	80,650 -	0	232,115 -	0	
01-004-000-0000-6101	Salaries & Wages - Permanent	3,256,508	61,698	2,905,486	94,016	0	
01-004-000-0000-6102	Salaries & Wages-Part Time w/ Benefits	10,047	0	12,503	0	0	
01-004-000-0000-6103	Salaries & Wages-Part Time w/o Bene	31,729	0	6,715	0	0	
01-004-000-0000-6104	Salaries & Wages - Overtime	165,620	0	123,253	0	0	
01-004-000-0000-6107	Salaries & Wages - Department Heads	229,111	0	169,754	0	0	
01-004-000-0000-6114	Salaries & Wages - Holiday Pay	2,219	0	0	0	0	
01-004-000-0000-6118	Salaries & Wages - Uniform Allowance	79	0	0	0	0	
01-004-000-0000-6140	Vacation/Sick Payout	0	0	2,032	0	0	
01-004-000-0000-6151	Group Health Insurance	227,091	8,051	192,831	0	0	
01-004-000-0000-6152	HSA Contribution	132,579	1,500	131,725	8,050	0	
01-004-000-0000-6153	Family Insurance Supplement	182,986	0	152,276	14,204	0	
01-004-000-0000-6154	Life Insurance	2,877	54	2,411	54	0	
01-004-000-0000-6155	Dental Insurance-County Paid	12,622	0	12,468	1,277	0	
01-004-000-0000-6156	Accident Insurance-County Paid	3,144	0	3,447	271	0	
01-004-000-0000-6161	PERA	294,714	4,627	256,738	7,051	0	
01-004-000-0000-6171	FICA	221,751	3,825	189,803	5,829	0	
01-004-000-0000-6174	Mandatory Medicare	52,648	895	44,995	1,363	0	
01-004-000-0000-6998	Transfers Out - Inter Fund	0	0	0	100,000	0	
<b>Program</b>	<b>000</b> Undesignated	<b>Revenue</b>	<b>4,500,501 -</b>	<b>80,650 -</b>	<b>0</b>	<b>232,115 -</b>	<b>0</b>
		<b>Expend.</b>	<b>4,825,725</b>	<b>80,650</b>	<b>4,206,437</b>	<b>232,115</b>	<b>0</b>
		<b>Net</b>	<b>325,224</b>	<b>0</b>	<b>4,206,437</b>	<b>0</b>	<b>0</b>
<b>Dept</b>	<b>004</b> ARPA	<b>Revenue</b>	<b>4,500,501 -</b>	<b>80,650 -</b>	<b>0</b>	<b>232,115 -</b>	<b>0</b>
		<b>Expend.</b>	<b>4,825,725</b>	<b>80,650</b>	<b>4,206,437</b>	<b>232,115</b>	<b>0</b>
		<b>Net</b>	<b>325,224</b>	<b>0</b>	<b>4,206,437</b>	<b>0</b>	<b>0</b>

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

005 Dept County Board of Commissioners

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
01-005-000-0000-6106	Per Diem in Lieu of Salaries	13,700	30,000	32,950	35,000	35,000
01-005-000-0000-6107	Salaries & Wages - Department Heads	114,281	119,655	105,756	123,295	131,879
01-005-000-0000-6151	Group Health Insurance	14,005	16,102	14,089	17,310	9,347
01-005-000-0000-6152	HSA Contribution	5,600	6,000	5,307	6,000	6,000
01-005-000-0000-6153	Family Insurance Supplement	33,600	35,412	30,986	38,068	41,114
01-005-000-0000-6154	Life Insurance	210	271	190	271	271
01-005-000-0000-6161	PERA	5,176	7,036	5,878	7,557	8,001
01-005-000-0000-6171	FICA	6,501	9,279	7,271	9,814	10,430
01-005-000-0000-6174	Mandatory Medicare	1,520	2,170	1,700	2,295	2,439
01-005-000-0000-6177	Paid Family and Medical Leave	0	0	0	0	589
01-005-000-0000-6203	Postage	0	50	0	50	50
01-005-000-0000-6242	Legal Notices	2,264	2,000	769	2,000	2,000
01-005-000-0000-6243	Membership Dues & Fees	26,408	28,000	27,470	28,000	28,000
01-005-000-0000-6244	Subscriptions	110	110	110	110	110
01-005-000-0000-6284	Contracted Services	0	1,000	0	0	0
01-005-000-0000-6302	Copies/Copier Maintenance	1,268	1,106	1,159	1,106	1,106
01-005-000-0000-6331	Mileage & Transportation	5,715	4,000	8,276	8,000	8,000
01-005-000-0000-6332	Meals & Lodging	3,723	2,000	3,376	4,000	4,000
01-005-000-0000-6333	Other (Parking,Etc)	36	40	760	100	100
01-005-000-0000-6335	Motor Pool Vehicle Usage	338	500	118	500	500
01-005-000-0000-6342	Land & Building Lease/Rent	0	0	160	200	200
01-005-000-0000-6357	Conferences/Schools	3,935	2,000	2,930	4,000	4,000
01-005-000-0000-6402	Copy Machine Paper & Toner	75	300	51	300	300
01-005-000-0000-6405	Office Supplies	370	1,000	170	1,000	1,000
01-005-000-0000-6414	Food & Beverages	1,243	1,200	434	1,200	1,200
01-005-000-0000-6420	Other General Supplies	216	100	322	200	200
01-005-000-0000-6480	Equipment/Furniture<\$5,000	1,189	0	0	0	0
<b>Program</b>	<b>000</b> Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend.</b>	<b>241,483</b>	<b>269,331</b>	<b>250,232</b>	<b>290,376</b>
		<b>Net</b>	<b>241,483</b>	<b>269,331</b>	<b>250,232</b>	<b>290,376</b>
<b>Dept</b>	<b>005</b> County Board of Commissioners	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend.</b>	<b>241,483</b>	<b>269,331</b>	<b>250,232</b>	<b>290,376</b>
		<b>Net</b>	<b>241,483</b>	<b>269,331</b>	<b>250,232</b>	<b>290,376</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
011 Dept District Court

Report Basis: Cash

		2022	2023	2023	2024	2025
		Actual	Budget	YTD	Budget	Budget
<u>Account Number</u>		<u>Mo. 01 - 12</u>		<u>Mo. 01 - 11</u>		
<u>Account Description</u>						
01-011-000-0000-5445	Public Defender/Local	843 -	0	1,775 -	0	0
01-011-000-0000-5480	Court Collected-Late Payment Fees	0	0	40 -	0	0
01-011-000-0000-6265	Sexually Dangerous Civil Commitments	23,769	10,000	13,560	15,000	15,000
01-011-000-0000-6271	Attorney Fees	114,399	130,000	109,032	105,000	105,000
01-011-000-0000-6272	Physician & Medical Fees	37,481	23,000	37,580	35,000	35,000
01-011-000-0000-6277	Sheriff Fees	2,501	2,000	2,484	3,000	3,000
01-011-000-0000-6283	Other Professional Fees	55	5,000	657	1,000	1,000
01-011-000-0000-6285	Sexual Assault Exam Fees	38,180	25,000	9,791	0	0
01-011-000-0000-6850	Miscellaneous Expense	972	0	4,116	1,000	1,000
<b>Program</b>	<b>000</b> Undesignated	<b>Revenue</b>	<b>843 -</b>	<b>0</b>	<b>1,815 -</b>	<b>0</b>
		<b>Expend.</b>	<b>217,357</b>	<b>195,000</b>	<b>177,220</b>	<b>160,000</b>
		<b>Net</b>	<b>216,514</b>	<b>195,000</b>	<b>175,405</b>	<b>160,000</b>
<b>Dept</b>	<b>011</b> District Court	<b>Revenue</b>	<b>843 -</b>	<b>0</b>	<b>1,815 -</b>	<b>0</b>
		<b>Expend.</b>	<b>217,357</b>	<b>195,000</b>	<b>177,220</b>	<b>160,000</b>
		<b>Net</b>	<b>216,514</b>	<b>195,000</b>	<b>175,405</b>	<b>160,000</b>



# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
025 Dept Law Library

Report Basis: Cash

		2022	2023	2023	2024	2025
		Actual	Budget	YTD	Budget	Budget
		Mo. 01 - 12		Mo. 01 - 11		
<u>Account Number</u>	<u>Account Description</u>					
01-025-000-0000-5480	Law Library Fees	86,747 -	70,000 -	82,671 -	70,000 -	70,000 -
01-025-000-0000-6201	Telephone	76	100	58	100	100
01-025-000-0000-6203	Postage	0	100	0	100	100
01-025-000-0000-6244	Subscriptions	0	13,650	0	13,650	13,650
01-025-000-0000-6283	Other Professional Fees	0	10,200	2,000	10,200	10,200
01-025-000-0000-6302	Copies/Copier Maintenance	0	100	0	100	100
01-025-000-0000-6402	Copy Machine Paper & Toner	0	250	0	250	250
01-025-000-0000-6405	Office Supplies	172	200	0	200	200
01-025-000-0000-6414	Food & Beverages	178	100	0	100	100
01-025-000-0000-6420	Other General Supplies	210	0	0	0	0
01-025-000-0000-6452	Ledgers, Reference, & Law Books	24,802	30,000	30,369	30,000	30,000
01-025-000-0000-6669	Equipment/Furniture>=5,000	11,315	0	0	0	0
01-025-000-0000-6999	Future Fund Balance-Law Library	0	15,300	0	15,300	15,300
<b>Program</b>	<b>000</b> Undesignated	<b>Revenue</b>	<b>86,747 -</b>	<b>70,000 -</b>	<b>82,671 -</b>	<b>70,000 -</b>
		<b>Expend.</b>	<b>36,753</b>	<b>70,000</b>	<b>32,427</b>	<b>70,000</b>
		<b>Net</b>	<b>49,994 -</b>	<b>0</b>	<b>50,244 -</b>	<b>0</b>
<b>Dept</b>	<b>025</b> Law Library	<b>Revenue</b>	<b>86,747 -</b>	<b>70,000 -</b>	<b>82,671 -</b>	<b>70,000 -</b>
		<b>Expend.</b>	<b>36,753</b>	<b>70,000</b>	<b>32,427</b>	<b>70,000</b>
		<b>Net</b>	<b>49,994 -</b>	<b>0</b>	<b>50,244 -</b>	<b>0</b>

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
031 Dept Administration

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
01-031-000-0000-5949	Use of Fund Balance-Admin	0	86,880 -	0	48,697 -	0
01-031-000-0000-6101	Salaries & Wages - Permanent	214,048	255,951	227,102	281,306	313,485
01-031-000-0000-6103	Salaries & Wages-Part Time w/o Bene	514	12,000	6,696	12,000	12,000
01-031-000-0000-6107	Salaries & Wages - Department Heads	178,542	185,890	166,801	200,283	214,229
01-031-000-0000-6120	Salaries & Wages - Vehicle Allowance	8,589	8,868	7,372	9,134	9,408
01-031-000-0000-6151	Group Health Insurance	2,774	5,768	5,047	6,201	6,697
01-031-000-0000-6152	HSA Contribution	6,650	11,250	9,952	7,025	7,150
01-031-000-0000-6153	Family Insurance Supplement	12,728	13,213	11,561	19,034	20,557
01-031-000-0000-6154	Life Insurance	190	217	190	217	217
01-031-000-0000-6155	Dental Insurance-County Paid	1,306	1,528	1,337	366	366
01-031-000-0000-6156	Accident Insurance-County Paid	316	357	369	86	86
01-031-000-0000-6159	Disability Insurance-County Paid	3,292	3,400	1,646	3,400	3,400
01-031-000-0000-6161	PERA	29,444	34,038	29,543	37,019	40,513
01-031-000-0000-6171	FICA	21,835	28,138	23,908	30,603	33,491
01-031-000-0000-6174	Mandatory Medicare	5,741	6,581	5,819	7,157	7,833
01-031-000-0000-6177	Paid Family and Medical Leave	0	0	0	0	1,891
01-031-000-0000-6202	Cell Phone	1,701	2,000	1,673	2,000	2,000
01-031-000-0000-6203	Postage	0	50	0	50	50
01-031-000-0000-6243	Membership Dues & Fees	1,092	2,500	1,101	2,500	2,500
01-031-000-0000-6244	Subscriptions	1,295	50	0	50	50
01-031-000-0000-6270	Software Licensing	1,011	1,000	0	1,000	1,000
01-031-000-0000-6302	Copies/Copier Maintenance	1,161	1,106	1,159	1,106	1,106
01-031-000-0000-6331	Mileage & Transportation	0	1,000	571	1,000	1,000
01-031-000-0000-6332	Meals & Lodging	1,358	2,500	3,500	3,000	3,000
01-031-000-0000-6333	Other (Parking,Etc)	0	0	760	0	0
01-031-000-0000-6335	Motor Pool Vehicle Usage	72	200	194	200	200
01-031-000-0000-6357	Conferences/Schools	2,881	2,000	2,820	3,500	3,500
01-031-000-0000-6402	Copy Machine Paper & Toner	75	250	51	250	250
01-031-000-0000-6405	Office Supplies	513	300	204	300	300
01-031-000-0000-6414	Food & Beverages	975	1,000	179	1,000	1,000
01-031-000-0000-6480	Equipment/Furniture<\$5,000	79	0	691	500	500
01-031-000-0000-6850	Miscellaneous Expense	0	0	119	0	0
<b>Program 000</b>	Undesignated	<b>Revenue 0</b>	<b>86,880 -</b>	<b>0</b>	<b>48,697 -</b>	<b>0</b>
		<b>Expend. 498,182</b>	<b>581,155</b>	<b>510,365</b>	<b>630,287</b>	<b>687,779</b>
		<b>Net 498,182</b>	<b>494,275</b>	<b>510,365</b>	<b>581,590</b>	<b>687,779</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

031 Dept Administration

			2022	2023	2023	2024	2025	
			Actual	Budget	YTD	Budget	Budget	
			<u>Mo. 01 - 12</u>		<u>Mo. 01 - 11</u>			
<b>Dept</b>	<b>031</b>	Administration	<b>Revenue</b>	<b>0</b>	<b>86,880 -</b>	<b>0</b>	<b>48,697 -</b>	<b>0</b>
			<b>Expend.</b>	<b>498,182</b>	<b>581,155</b>	<b>510,365</b>	<b>630,287</b>	<b>687,779</b>
			<b>Net</b>	<b>498,182</b>	<b>494,275</b>	<b>510,365</b>	<b>581,590</b>	<b>687,779</b>

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
041 Dept Auditor/Treasurer

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
01-041-000-0000-5101	3.2 Malt Liquor Licenses	100 -	200 -	100 -	200 -	200 -
01-041-000-0000-5102	Intoxicating Liquor Licenses	17,070 -	16,000 -	17,105 -	16,000 -	16,000 -
01-041-000-0000-5103	Wine Licenses	0	500 -	0	500 -	500 -
01-041-000-0000-5104	Setup Permit (Consumption & Display)	0	0	2,500 -	0	0
01-041-000-0000-5105	Seller/Server Training Verifications	900 -	500 -	1,100 -	500 -	500 -
01-041-000-0000-5110	Auctioneer Licenses	200 -	180 -	120 -	180 -	180 -
01-041-000-0000-5111	Fireworks Permits	50 -	100 -	0	100 -	100 -
01-041-000-0000-5112	Transient Merchant Licenses	600 -	300 -	600 -	300 -	300 -
01-041-000-0000-5113	Precious Metal Dealers Licenses	50 -	50 -	0	50 -	50 -
01-041-000-0000-5401	Bond Reports	4,000 -	3,000 -	3,800 -	3,000 -	3,000 -
01-041-000-0000-5402	Delinquent Tax & COJ Fees	19,454 -	22,000 -	15,769 -	22,000 -	22,000 -
01-041-000-0000-5403	Special Assessment Fees	1,410 -	800 -	315 -	800 -	800 -
01-041-000-0000-5404	Delinquent Tax Lists	150 -	250 -	200 -	250 -	250 -
01-041-000-0000-5448	Parcel Billing & Escrow Fees	23,828 -	21,000 -	22,052 -	21,000 -	21,000 -
01-041-000-0000-5450	Electronic Payment Fees	122 -	0	118	0	0
01-041-000-0000-5476	TIF Fees	1,500 -	1,500 -	1,650 -	1,500 -	1,500 -
01-041-000-0000-5480	Other Charges For Services	721 -	1,000 -	721 -	1,000 -	1,000 -
01-041-000-0000-5481	Aggregate Admin Fee	8,887 -	8,500 -	7,858 -	8,500 -	8,500 -
01-041-000-0000-5520	Fines-Aggregate Tax	810 -	0	445 -	0	0
01-041-000-0000-6101	Salaries & Wages - Permanent	446,977	485,158	425,152	531,825	590,240
01-041-000-0000-6103	Salaries & Wages-Part Time w/o Bene	0	0	244	0	0
01-041-000-0000-6104	Salaries & Wages - Overtime	2,232	0	1,572	0	0
01-041-000-0000-6107	Salaries & Wages - Department Heads	74,624	71,978	64,850	79,633	88,045
01-041-000-0000-6151	Group Health Insurance	5,597	5,768	5,047	6,201	6,697
01-041-000-0000-6152	HSA Contribution	30,444	36,000	31,364	35,675	36,550
01-041-000-0000-6153	Family Insurance Supplement	80,707	81,658	70,642	90,197	97,413
01-041-000-0000-6154	Life Insurance	355	353	305	353	353
01-041-000-0000-6155	Dental Insurance-County Paid	2,606	4,498	2,838	4,197	4,197
01-041-000-0000-6156	Accident Insurance-County Paid	710	1,035	936	899	899
01-041-000-0000-6161	PERA	39,287	41,785	36,868	45,859	50,871
01-041-000-0000-6171	FICA	29,560	34,542	27,717	37,910	42,054
01-041-000-0000-6174	Mandatory Medicare	6,913	8,078	6,482	8,866	9,835
01-041-000-0000-6177	Paid Family and Medical Leave	0	0	0	0	2,374
01-041-000-0000-6202	Cell Phone	0	420	0	420	420
01-041-000-0000-6203	Postage	17,308	17,850	17,816	18,350	18,350
01-041-000-0000-6242	Legal Notices	2,578	7,500	1,291	7,500	7,500

# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
041 Dept Auditor/Treasurer

Report Basis: Cash

		2022	2023	2023	2024	2025
		Actual	Budget	YTD	Budget	Budget
		Mo. 01 - 12		Mo. 01 - 11		
<u>Account Number</u>	<u>Account Description</u>					
01-041-000-0000-6243	Membership Dues & Fees	7,455	6,382	3,466	11,050	11,050
01-041-000-0000-6244	Subscriptions	369	400	3,555	400	400
01-041-000-0000-6268	Software Maintenance Contracts	134,631	136,200	138,529	133,000	133,000
01-041-000-0000-6269	Software Enhancements	4,950	900	900	6,700	6,700
01-041-000-0000-6274	Audit Fees	62,898	80,375	85,067	95,500	95,500
01-041-000-0000-6278	Consultant Fees	11,191	6,500	5,000	5,500	5,500
01-041-000-0000-6283	Other professional fees	8,600	8,275	7,240	8,850	8,850
01-041-000-0000-6284	Contracted Services	0	1,500	0	1,500	1,500
01-041-000-0000-6302	Copies/Copier Maintenance	3,182	3,000	2,206	2,750	2,750
01-041-000-0000-6331	Mileage & Transportation	238	200	681	700	700
01-041-000-0000-6332	Meals & Lodging	427	2,000	1,300	2,250	2,250
01-041-000-0000-6335	Motor Pool Vehicle Usage	158	600	458	700	700
01-041-000-0000-6357	Conferences/Schools	600	3,500	1,765	3,500	3,500
01-041-000-0000-6401	Printing Services	14,333	18,000	6,282	18,000	18,000
01-041-000-0000-6402	Copy Machine Paper & Toner	899	700	231	700	700
01-041-000-0000-6405	Office Supplies	785	500	705	750	750
01-041-000-0000-6414	Food & Beverages	0	100	37	100	100
01-041-000-0000-6420	Other General Supplies	0	0	168	0	0
01-041-000-0000-6432	Equipment/Furniture <\$1000	0	3,600	1,562	0	0
01-041-000-0000-6480	Equipment/Furniture<\$5,000	0	0	2,895	0	0
<b>Program</b>	<b>000</b> Undesignated	<b>Revenue</b>	<b>79,852 -</b>	<b>75,880 -</b>	<b>74,217 -</b>	<b>75,880 -</b>
		<b>Expend.</b>	<b>990,614</b>	<b>1,069,355</b>	<b>955,171</b>	<b>1,159,835</b>
		<b>Net</b>	<b>910,762</b>	<b>993,475</b>	<b>880,954</b>	<b>1,083,955</b>
<b>Dept</b>	<b>041</b> Auditor/Treasurer	<b>Revenue</b>	<b>79,852 -</b>	<b>75,880 -</b>	<b>74,217 -</b>	<b>75,880 -</b>
		<b>Expend.</b>	<b>990,614</b>	<b>1,069,355</b>	<b>955,171</b>	<b>1,159,835</b>
		<b>Net</b>	<b>910,762</b>	<b>993,475</b>	<b>880,954</b>	<b>1,083,955</b>

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
055 Dept Assessor

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
01-055-000-0000-5480	Other Charges for Services	738 -	700 -	720 -	700 -	700 -
01-055-000-0000-5947	Transfers In - Intra Fund	86 -	0	0	0	0
01-055-000-0000-6101	Salaries & Wages - Permanent	202,076	761,046	248,436	734,992	820,171
01-055-000-0000-6103	Salaries & Wages-Part Time w/o Bene	0	0	10,862	0	0
01-055-000-0000-6104	Salaries & Wages - Overtime	0	1,000	135	1,000	1,000
01-055-000-0000-6107	Salaries & Wages - Department Heads	14,952	71,978	27,383	79,633	88,045
01-055-000-0000-6151	Group Health Insurance	15,994	49,508	10,571	21,056	29,437
01-055-000-0000-6152	HSA Contribution	10,470	43,500	17,031	57,300	54,650
01-055-000-0000-6153	Family Insurance Supplement	11,536	46,245	25,528	118,605	112,753
01-055-000-0000-6154	Life Insurance	174	624	200	570	570
01-055-000-0000-6155	Dental Insurance-County Paid	1,001	5,179	1,640	7,117	6,206
01-055-000-0000-6156	Accident Insurance-County Paid	245	1,206	494	1,527	1,342
01-055-000-0000-6161	PERA	16,277	62,552	20,418	61,172	74,869
01-055-000-0000-6171	FICA	13,008	51,710	16,914	50,569	52,316
01-055-000-0000-6174	Mandatory Medicare	3,042	12,093	3,956	11,827	13,184
01-055-000-0000-6177	Paid Family and Medical Leave	0	0	0	0	3,182
01-055-000-0000-6202	Cell Phone	420	630	350	420	420
01-055-000-0000-6203	Postage	6,369	10,000	11,702	10,500	10,500
01-055-000-0000-6206	Data Cards	2,581	2,300	1,515	2,000	2,000
01-055-000-0000-6242	Legal Notices	253	300	95	300	300
01-055-000-0000-6243	Membership Dues & Fees	2,185	2,400	3,334	3,200	3,200
01-055-000-0000-6245	State Required Registration or License	1,006	2,000	608	2,000	2,000
01-055-000-0000-6268	Software Maintenance	20,310	9,000	79,430	70,000	70,000
01-055-000-0000-6269	Software Enhancements	250	500	250	500	500
01-055-000-0000-6270	Software Licensing	2,164	1,000	0	1,000	1,000
01-055-000-0000-6284	Contracted Services	6,806	6,000	356	5,500	5,500
01-055-000-0000-6302	Copies/Copier Maintenance	4,429	4,700	2,274	4,700	4,700
01-055-000-0000-6331	Mileage & Transportation	32	400	320	400	400
01-055-000-0000-6332	Meals & Lodging	5,791	8,800	4,620	8,800	8,800
01-055-000-0000-6333	Other (Parking,Etc)	0	100	0	100	100
01-055-000-0000-6335	Motor Pool Vehicle Usage	6,214	7,500	5,824	7,500	7,500
01-055-000-0000-6357	Conferences/Schools	8,150	9,225	6,985	9,225	9,225
01-055-000-0000-6401	Printing Services	5,923	6,500	7,084	6,500	6,500
01-055-000-0000-6402	Copy Machine Paper & Toner	375	600	154	600	600
01-055-000-0000-6405	Office Supplies	905	500	562	500	500
01-055-000-0000-6414	Food & Beverages	0	100	0	100	100

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# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

055 Dept Assessor

<u>Account Number</u>		<u>Account Description</u>	2022 Actual <u>Mo. 01 - 12</u>	2023 Budget	2023 YTD <u>Mo. 01 - 11</u>	2024 Budget	2025 Budget	
01-055-000-0000-6420		Other General Supplies	922	1,500	284	1,500	1,500	
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>824 -</b>	<b>700 -</b>	<b>720 -</b>	<b>700 -</b>	<b>700 -</b>
			<b>Expend.</b>	<b>363,860</b>	<b>1,180,696</b>	<b>509,315</b>	<b>1,280,713</b>	<b>1,393,070</b>
			<b>Net</b>	<b>363,036</b>	<b>1,179,996</b>	<b>508,595</b>	<b>1,280,013</b>	<b>1,392,370</b>
<b>Dept</b>	<b>055</b>	Assessor	<b>Revenue</b>	<b>824 -</b>	<b>700 -</b>	<b>720 -</b>	<b>700 -</b>	<b>700 -</b>
			<b>Expend.</b>	<b>363,860</b>	<b>1,180,696</b>	<b>509,315</b>	<b>1,280,713</b>	<b>1,393,070</b>
			<b>Net</b>	<b>363,036</b>	<b>1,179,996</b>	<b>508,595</b>	<b>1,280,013</b>	<b>1,392,370</b>

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

061 Dept Human Resource

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
01-061-000-0000-6101	Salaries & Wages - Permanent	271,556	493,518	435,614	539,805	601,929
01-061-000-0000-6103	Salaries & Wages-Part Time w/o Bene	17,838	12,000	11,462	12,000	12,000
01-061-000-0000-6104	Salaries & Wages - Overtime	1,853	2,000	484	1,000	1,000
01-061-000-0000-6107	Salaries & Wages - Department Heads	65,834	0	0	0	0
01-061-000-0000-6151	Group Health Insurance	14,232	13,819	22,261	32,165	34,738
01-061-000-0000-6152	HSA Contribution	14,626	30,750	23,856	24,625	25,250
01-061-000-0000-6153	Family Insurance Supplement	29,485	57,345	27,527	28,408	30,681
01-061-000-0000-6154	Life Insurance	231	325	285	325	325
01-061-000-0000-6155	Dental Insurance-County Paid	1,782	3,904	2,788	2,920	2,920
01-061-000-0000-6156	Accident Insurance-County Paid	429	899	778	628	628
01-061-000-0000-6161	PERA	25,596	37,164	32,707	40,560	45,223
01-061-000-0000-6171	FICA	21,448	31,466	26,960	34,274	38,157
01-061-000-0000-6174	Mandatory Medicare	5,016	7,359	6,305	8,016	8,924
01-061-000-0000-6177	Paid Family and Medical Leave	0	0	0	0	2,154
01-061-000-0000-6202	Cell Phone	701	1,620	1,025	1,380	1,380
01-061-000-0000-6203	Postage	245	700	321	500	500
01-061-000-0000-6241	Advertising	777	5,000	970	2,000	2,000
01-061-000-0000-6243	Membership Dues & Fees	1,363	1,340	1,147	2,360	2,360
01-061-000-0000-6270	Software Licensing	8,108	9,620	0	2,120	2,120
01-061-000-0000-6275	Labor Negotiator & Arbitration Fees	33,378	35,000	18,164	20,000	35,000
01-061-000-0000-6278	Consultant Fees	33,952	50,300	12,341	45,300	45,300
01-061-000-0000-6279	ADP Contract	80,217	85,000	70,683	85,000	85,000
01-061-000-0000-6283	Benefit Participation Fees	13,967	15,600	12,534	15,600	15,600
01-061-000-0000-6284	Contracted Svc/Health Care Reform F	19,493	28,000	38,176	40,000	40,000
01-061-000-0000-6290	Background Checks	3,131	3,400	662	1,500	1,500
01-061-000-0000-6302	Copies/Copier Maintenance	1,150	1,156	1,159	1,156	1,156
01-061-000-0000-6331	Mileage & Transportation	0	400	675	1,000	1,000
01-061-000-0000-6332	Meals & Lodging	468	3,300	1,107	4,000	4,000
01-061-000-0000-6335	Motor Pool Vehicle Usage	2	500	177	500	500
01-061-000-0000-6357	Conferences/Schools	483	2,495	3,850	3,695	3,695
01-061-000-0000-6402	Copy Machine Paper & Toner	75	100	871	100	100
01-061-000-0000-6405	Office Supplies	972	650	705	1,000	1,000
01-061-000-0000-6414	Food & Beverages	294	100	200	300	300
01-061-000-0000-6480	Equipment/Furniture<\$5,000	0	0	124	200	200
<b>Program 000</b>	Undesignated	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend. 668,702</b>	<b>934,830</b>	<b>755,918</b>	<b>952,437</b>	<b>1,046,640</b>



# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
061 Dept Human Resource

Report Basis: Cash

				2022	2023	2023	2024	2025
				Actual	Budget	YTD	Budget	Budget
				Mo. 01 - 12		Mo. 01 - 11		
		<b>Net</b>		<b>668,702</b>	<b>934,830</b>	<b>755,918</b>	<b>952,437</b>	<b>1,046,640</b>
	01-061-061-0000-5610	Contributions & Donations		6,494 -	0	1,101 -	0	0
	01-061-061-0000-6414	Food & Beverages		2,268	2,000	1,469	2,000	2,000
	01-061-061-0000-6420	Other General Supplies		1 -	1,000	0	1,000	1,000
<b>Program</b>	<b>061</b>	Employee Wellness Committee	<b>Revenue</b>	<b>6,494 -</b>	<b>0</b>	<b>1,101 -</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>2,267</b>	<b>3,000</b>	<b>1,469</b>	<b>3,000</b>	<b>3,000</b>
			<b>Net</b>	<b>4,227 -</b>	<b>3,000</b>	<b>368</b>	<b>3,000</b>	<b>3,000</b>
<b>Dept</b>	<b>061</b>	Human Resource	<b>Revenue</b>	<b>6,494 -</b>	<b>0</b>	<b>1,101 -</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>670,969</b>	<b>937,830</b>	<b>757,387</b>	<b>955,437</b>	<b>1,049,640</b>
			<b>Net</b>	<b>664,475</b>	<b>937,830</b>	<b>756,286</b>	<b>955,437</b>	<b>1,049,640</b>

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

063 Dept Information Technology

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
01-063-000-0000-5450	Data Processing Fees	30,142 -	29,936 -	28,357 -	29,936 -	29,936 -
01-063-000-0000-5859	Microsoft Enterprise Reimbursements	3,320 -	27,383 -	53,343 -	60,000 -	60,000 -
01-063-000-0000-5947	Transfers In	0	5,000 -	0	5,000 -	5,000 -
01-063-000-0000-6101	Salaries & Wages - Permanent	277,891	503,648	340,366	510,466	570,149
01-063-000-0000-6103	Salaries & Wages-Part Time w/o Bene	0	12,000	0	12,000	12,000
01-063-000-0000-6107	Salaries & Wages - Department Heads	136,241	143,957	129,300	159,713	176,569
01-063-000-0000-6151	Group Health Insurance	25,448	37,972	31,213	38,366	41,435
01-063-000-0000-6152	HSA Contribution	11,738	15,750	10,644	18,550	18,800
01-063-000-0000-6153	Family Insurance Supplement	16,800	35,412	17,332	38,068	41,114
01-063-000-0000-6154	Life Insurance	262	380	278	380	380
01-063-000-0000-6155	Dental Insurance-County Paid	600	340	397	732	732
01-063-000-0000-6156	Accident Insurance-County Paid	166	86	99	171	171
01-063-000-0000-6161	PERA	31,060	49,470	35,235	51,163	56,938
01-063-000-0000-6171	FICA	24,544	40,896	28,006	42,295	47,069
01-063-000-0000-6174	Mandatory Medicare	5,740	9,564	6,550	9,892	11,008
01-063-000-0000-6177	Paid Family and Medical Leave	0	0	0	0	2,657
01-063-000-0000-6201	Telephone	28,824	32,000	22,411	32,000	32,000
01-063-000-0000-6202	Cell Phone	2,294	2,760	1,956	3,120	3,120
01-063-000-0000-6203	Postage	53	0	0	0	0
01-063-000-0000-6207	Telephone Maintenance	29,242	31,000	31,710	31,000	31,000
01-063-000-0000-6209	Internet	2,805	4,080	2,455	4,080	4,080
01-063-000-0000-6243	Membership Dues & Fees	3,944	4,500	4,222	4,500	4,500
01-063-000-0000-6268	Software Maintenance Contracts	270,578	272,275	56,304	339,900	255,000
01-063-000-0000-6269	Software Enhancements	300	300	300	300	300
01-063-000-0000-6270	Software Licensing	52,786	84,450	150,329	82,200	80,000
01-063-000-0000-6278	Consultant Fees	84,495	31,000	36,795	26,000	26,000
01-063-000-0000-6301	Maintenance Contracts	45,401	62,300	76,701	87,200	50,000
01-063-000-0000-6302	Printer Maintenance Contract (Marco)	7,521	7,000	7,624	8,000	8,000
01-063-000-0000-6331	Mileage & Transportation	46	0	195	0	0
01-063-000-0000-6332	Meals & Lodging	0	1,500	792	1,500	1,500
01-063-000-0000-6335	Motor Pool Vehicle Usage	119	500	403	500	500
01-063-000-0000-6357	Conferences/Schools	11,290	26,800	16,477	23,300	31,300
01-063-000-0000-6402	Copy Machine Paper & Toner	37	200	0	200	200
01-063-000-0000-6405	Office Supplies	491	1,250	587	1,250	1,250
01-063-000-0000-6420	Other General Supplies	389	2,500	0	2,500	2,500
01-063-000-0000-6432	Equipment/Furniture <\$1000	3,136	10,000	3,942	10,000	10,000

# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

063 Dept Information Technology

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
01-063-000-0000-6452	Ledgers, Reference, & Law Books	0	200	135	200	200
01-063-000-0000-6850	Miscellaneous Expense	0	0	6	0	0
01-063-000-0000-6997	Transfers Out	87,184	0	0	0	0
<b>Program 000</b>	Undesignated	<b>Revenue 33,462 -</b>	<b>62,319 -</b>	<b>81,700 -</b>	<b>94,936 -</b>	<b>94,936 -</b>
		<b>Expend. 1,161,425</b>	<b>1,424,090</b>	<b>1,012,764</b>	<b>1,539,546</b>	<b>1,520,472</b>
		<b>Net 1,127,963</b>	<b>1,361,771</b>	<b>931,064</b>	<b>1,444,610</b>	<b>1,425,536</b>
<b>Dept 063</b>	Information Technology	<b>Revenue 33,462 -</b>	<b>62,319 -</b>	<b>81,700 -</b>	<b>94,936 -</b>	<b>94,936 -</b>
		<b>Expend. 1,161,425</b>	<b>1,424,090</b>	<b>1,012,764</b>	<b>1,539,546</b>	<b>1,520,472</b>
		<b>Net 1,127,963</b>	<b>1,361,771</b>	<b>931,064</b>	<b>1,444,610</b>	<b>1,425,536</b>

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

071 Dept Elections

<u>Account Number</u>	<u>Account Description</u>	<u>2022 Actual</u> <u>Mo. 01 - 12</u>	<u>2023 Budget</u>	<u>2023 YTD</u> <u>Mo. 01 - 11</u>	<u>2024 Budget</u>	<u>2025 Budget</u>
01-071-000-0000-5480	Election Filing Fees	1,090 -	0	255 -	660 -	0
01-071-000-0000-5855	Miscellaneous Revenue-Equipment Re	15,933 -	15,837 -	17,220 -	16,800 -	16,800 -
01-071-000-0000-5859	Election Reimbursements	19,902 -	6,000 -	2,439 -	19,500 -	1,600 -
01-071-000-0000-5949	Use of Fund Balance-Elections	0	0	0	61,000 -	0
01-071-000-0000-6103	Salaries & Wages-Part Time w/o Bene	0	0	0	16,616	0
01-071-000-0000-6104	Salaries & Wages - Overtime	0	2,000	0	19,000	0
01-071-000-0000-6161	PERA	0	150	0	1,425	0
01-071-000-0000-6171	FICA	0	124	0	2,208	0
01-071-000-0000-6174	Mandatory Medicare	0	29	0	516	0
01-071-000-0000-6203	Postage	6,357	280	144	15,000	1,500
01-071-000-0000-6205	Freight	37	0	0	250	0
01-071-000-0000-6242	Legal Notices	2,250	0	84	2,500	200
01-071-000-0000-6270	Software Licensing	22,060	17,060	35,310	34,340	34,340
01-071-000-0000-6284	Contracted Services	7,259	500	5,553	8,000	1,000
01-071-000-0000-6304	Other Machinery & Equipment Maint	7,353	7,500	8,005	8,500	14,050
01-071-000-0000-6331	Mileage	2,723	0	164	3,500	500
01-071-000-0000-6332	Meals & Lodging	4,030	0	373	4,700	500
01-071-000-0000-6335	Motor Pool Vehicle Usage	230	100	32	500	500
01-071-000-0000-6357	Conferences/Schools	0	100	0	100	100
01-071-000-0000-6382	Programming Charges	24,804	1,100	3,075	27,000	500
01-071-000-0000-6401	Printing Services	50,926	2,500	3,397	35,000	5,000
01-071-000-0000-6402	Copy Paper & Toner	0	0	77	100	100
01-071-000-0000-6405	Office Supplies	4,672	100	0	7,500	500
01-071-000-0000-6414	Food & Beverages	517	0	174	800	100
01-071-000-0000-6420	Other General Supplies	1,124	0	145	1,300	150
01-071-000-0000-6432	Equipment/Furniture <\$1000	345	0	2,332	0	0
01-071-000-0000-6480	Equipment/Furniture<=\$5,000	0	0	3,613	0	0
01-071-000-0000-6850	Other Election Expenses	0	0	1,153	6,000	0
01-071-000-0000-6999	Future Fund Balance-Election Activities	0	61,000	0	61,000	85,000
<b>Program 000</b>	<b>Undesignated</b>	<b>Revenue 36,925 -</b>	<b>21,837 -</b>	<b>19,914 -</b>	<b>97,960 -</b>	<b>18,400 -</b>
		<b>Expend. 134,687</b>	<b>92,543</b>	<b>63,631</b>	<b>255,855</b>	<b>144,040</b>
		<b>Net 97,762</b>	<b>70,706</b>	<b>43,717</b>	<b>157,895</b>	<b>125,640</b>
01-071-071-0000-5369	90.404 HAVA Election Security Grant	34,878 -	0	0	0	0
01-071-071-0000-6305	Building Maintenance	1,340	0	600	0	0
01-071-071-0000-6669	Equipment/Furniture>=5,000	30,917	0	4,000	0	0

# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

071 Dept Elections

				2022	2023	2023	2024	2025
				Actual	Budget	YTD	Budget	Budget
				Mo. 01 - 12		Mo. 01 - 11		
<u>Account Number</u>	<u>Account Description</u>							
<b>Program 071</b>	County HAVA Plan	<b>Revenue</b>		34,878 -	0	0	0	0
		<b>Expend.</b>		32,257	0	4,600	0	0
		<b>Net</b>		2,621 -	0	4,600	0	0
01-071-072-0000-5269	State-Election Equipment Grant			0	0	11,662 -	0	0
<b>Program 072</b>	VOTER	<b>Revenue</b>		0	0	11,662 -	0	0
		<b>Expend.</b>		0	0	0	0	0
		<b>Net</b>		0	0	11,662 -	0	0
<b>Dept 071</b>	Elections	<b>Revenue</b>		71,803 -	21,837 -	31,576 -	97,960 -	18,400 -
		<b>Expend.</b>		166,944	92,543	68,231	255,855	144,040
		<b>Net</b>		95,141	70,706	36,655	157,895	125,640

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
091 Dept Attorney

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
01-091-000-0000-5401	CD Charges	50 -	1,000 -	40 -	1,000 -	1,000 -
01-091-000-0000-5443	Child Support Motion Fees	440 -	500 -	265 -	500 -	500 -
01-091-000-0000-5450	Child Support Services	17,371 -	50,000 -	12,354 -	50,000 -	50,000 -
01-091-000-0000-5480	Attorney Fees	158,936 -	153,873 -	136,801 -	163,849 -	170,142 -
01-091-000-0000-5949	Use of Fund Balance	0	68,190 -	0	0	0
01-091-000-0000-6101	Salaries & Wages - Permanent	1,336,211	1,501,930	1,310,216	1,620,141	1,773,513
01-091-000-0000-6102	Salaries & Wages-Part Time w/ Benefits	52,173	0	0	0	0
01-091-000-0000-6103	Salaries & Wages-Part Time w/o Bene	26,157	25,000	14,348	25,000	25,000
01-091-000-0000-6104	Salaries & Wages - Overtime	0	750	0	750	750
01-091-000-0000-6107	Salaries & Wages - Department Heads	156,458	167,482	149,406	178,069	190,469
01-091-000-0000-6151	Group Health Insurance	58,990	67,893	58,400	72,985	78,824
01-091-000-0000-6152	HSA Contribution	44,235	48,000	41,364	54,700	55,700
01-091-000-0000-6153	Family Insurance Supplement	109,457	114,957	89,323	118,749	128,249
01-091-000-0000-6154	Life Insurance	904	922	784	922	922
01-091-000-0000-6155	Dental Insurance-County Paid	3,239	3,057	2,839	4,563	4,563
01-091-000-0000-6156	Accident Insurance-County Paid	806	714	812	985	985
01-091-000-0000-6161	PERA	111,950	125,262	109,475	134,922	147,357
01-091-000-0000-6171	FICA	92,335	105,100	87,050	113,086	123,425
01-091-000-0000-6174	Mandatory Medicare	21,595	24,580	20,359	26,447	28,865
01-091-000-0000-6177	Paid Family and Medical Leave	0	0	0	0	6,968
01-091-000-0000-6202	Cell Phone	494	580	370	580	580
01-091-000-0000-6203	Postage	1,560	2,200	1,299	2,200	2,200
01-091-000-0000-6234	Transcripts	364	3,000	647	3,000	3,000
01-091-000-0000-6243	Membership Dues & Fees	6,881	6,000	0	7,000	7,000
01-091-000-0000-6244	Subscriptions	145	100	146	150	150
01-091-000-0000-6245	State Required Registration or License	4,109	5,200	4,413	5,200	5,200
01-091-000-0000-6270	Software Licensing	240	1,000	240	1,000	1,000
01-091-000-0000-6272	Physician & Medical Fees	3,338	5,000	4,937	5,000	5,000
01-091-000-0000-6277	Sheriff Fees	2,560	2,500	1,276	2,500	2,500
01-091-000-0000-6278	Consultant Fees	0	1,500	0	1,500	1,500
01-091-000-0000-6283	Other Professional Fees	387	5,000	0	5,000	5,000
01-091-000-0000-6301	Maintenance Contracts	0	1,500	0	0	0
01-091-000-0000-6302	Copies/Copier Maintenance	4,892	4,000	2,535	5,000	5,000
01-091-000-0000-6331	Mileage & Transportation	638	1,900	1,027	1,900	3,000
01-091-000-0000-6332	Meals & Lodging	2,239	1,200	2,654	3,000	1,200
01-091-000-0000-6333	Other (Parking,Etc)	14	150	0	150	150

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
091 Dept Attorney

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 Actual Mo. 01 - 12	2023 Budget	2023 YTD Mo. 01 - 11	2024 Budget	2025 Budget
01-091-000-0000-6335	Motor Pool Vehicle Usage	0	100	0	100	100
01-091-000-0000-6355	Witness Costs	283	2,000	481	2,000	2,000
01-091-000-0000-6357	Conferences/Schools	2,215	4,000	4,188	4,000	4,000
01-091-000-0000-6382	CJDN Connection Charges	0	0	600	0	0
01-091-000-0000-6401	Printing Services	3,060	6,500	3,593	6,500	6,500
01-091-000-0000-6402	Copy Machine Paper & Toner	2,097	2,475	923	2,475	2,475
01-091-000-0000-6405	Office Supplies	2,886	2,750	1,306	2,750	2,750
01-091-000-0000-6432	Equipment/Furniture <\$1000	0	1,000	121	1,000	1,000
01-091-000-0000-6452	Ledgers,Reference,Mcaps & Westlaw	39,525	42,000	5,363	50,000	50,000
01-091-000-0000-6997	Transfers Out - Intra Fund	0	0	458	0	0
<b>Program 000</b>	Undesignated	<b>Revenue 176,797 -</b>	<b>273,563 -</b>	<b>149,460 -</b>	<b>215,349 -</b>	<b>221,642 -</b>
		<b>Expend. 2,092,437</b>	<b>2,287,302</b>	<b>1,920,953</b>	<b>2,463,324</b>	<b>2,676,895</b>
		<b>Net 1,915,640</b>	<b>2,013,739</b>	<b>1,771,493</b>	<b>2,247,975</b>	<b>2,455,253</b>
01-091-130-0000-5479	Dui-Forfeiture Fees	7,778 -	10,000 -	8,430 -	10,000 -	10,000 -
01-091-130-0000-6270	Software Licensing	0	0	5,275	0	0
01-091-130-0000-6283	Other Professional Fees	0	0	50	0	0
01-091-130-0000-6999	Future Fund Balance-DUI Forfeitures	0	10,000	0	10,000	10,000
<b>Program 130</b>	Forfeiture Funds	<b>Revenue 7,778 -</b>	<b>10,000 -</b>	<b>8,430 -</b>	<b>10,000 -</b>	<b>10,000 -</b>
		<b>Expend. 0</b>	<b>10,000</b>	<b>5,325</b>	<b>10,000</b>	<b>10,000</b>
		<b>Net 7,778 -</b>	<b>0</b>	<b>3,105 -</b>	<b>0</b>	<b>0</b>
01-091-131-0000-5510	Victim/Witness Assistance	497 -	2,500 -	753 -	2,500 -	2,500 -
01-091-131-0000-6358	Other Charges	368	2,500	1,005	2,500	2,500
<b>Program 131</b>	Victim/Witness Assistance	<b>Revenue 497 -</b>	<b>2,500 -</b>	<b>753 -</b>	<b>2,500 -</b>	<b>2,500 -</b>
		<b>Expend. 368</b>	<b>2,500</b>	<b>1,005</b>	<b>2,500</b>	<b>2,500</b>
		<b>Net 129 -</b>	<b>0</b>	<b>252</b>	<b>0</b>	<b>0</b>
01-091-132-0000-5319	16.585 Drug Court Program	104,976 -	125,000 -	137,208 -	100,000 -	100,000 -
01-091-132-0000-5480	Treatment Court Participant Fees	1,220 -	0	670 -	0	0
01-091-132-0000-6101	Salaries & Wages - Permanent	47,371	58,191	51,258	62,979	70,445
01-091-132-0000-6152	HSA Contribution	2,040	3,000	2,643	3,000	3,000
01-091-132-0000-6153	Family Insurance Supplement	12,563	17,706	15,424	19,034	20,557
01-091-132-0000-6154	Life Insurance	45	54	47	54	54
01-091-132-0000-6161	PERA	3,554	4,364	3,844	4,723	5,283
01-091-132-0000-6171	FICA	2,565	3,608	2,688	3,905	4,368
01-091-132-0000-6174	Mandatory Medicare	600	844	629	913	1,021
01-091-132-0000-6177	Paid Family and Medical Leave	0	0	0	0	247

# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
091 Dept Attorney

Report Basis: Cash

			2022	2023	2023	2024	2025	
			Actual	Budget	YTD	Budget	Budget	
			Mo. 01 - 12		Mo. 01 - 11			
<u>Account Number</u>	<u>Account Description</u>							
01-091-132-0000-6202	Cell phone		494	1,700	370	500	500	
01-091-132-0000-6283	Other Professional Fees		21,600	5,570	26,300	21,600	21,600	
01-091-132-0000-6331	Mileage & Transportation		2,134	2,100	3,962	2,100	2,100	
01-091-132-0000-6332	Meals & Lodging		3,360	3,600	7,719	2,500	2,500	
01-091-132-0000-6335	Motor Pool Vehicle Usage		0	0	220	0	0	
01-091-132-0000-6357	Conferences/Schools/Workshops		3,580	2,323	4,475	2,500	2,500	
01-091-132-0000-6405	Office Supplies		9,535	0	4,808	12,500	12,500	
01-091-132-0000-6420	Other General Supplies		590	17,940	0	500	500	
01-091-132-0000-6432	Equipment/Furniture <\$1000		847	0	469	500	500	
01-091-132-0000-6480	Equipment/Furniture <\$5000		0	4,000	0	4,000	0	
01-091-132-4091-6332	Meals & Lodging		0	0	78	0	0	
01-091-132-4091-6405	Office Supplies		2,533	0	1,613	2,500	2,500	
<b>Program</b>	<b>132</b>	Treatment Court	<b>Revenue</b>	<b>106,196 -</b>	<b>125,000 -</b>	<b>137,878 -</b>	<b>100,000 -</b>	<b>100,000 -</b>
			<b>Expend.</b>	<b>113,411</b>	<b>125,000</b>	<b>126,547</b>	<b>143,808</b>	<b>150,175</b>
			<b>Net</b>	<b>7,215</b>	<b>0</b>	<b>11,331 -</b>	<b>43,808</b>	<b>50,175</b>
<b>Dept</b>	<b>091</b>	Attorney	<b>Revenue</b>	<b>291,268 -</b>	<b>411,063 -</b>	<b>296,521 -</b>	<b>327,849 -</b>	<b>334,142 -</b>
			<b>Expend.</b>	<b>2,206,216</b>	<b>2,424,802</b>	<b>2,053,830</b>	<b>2,619,632</b>	<b>2,839,570</b>
			<b>Net</b>	<b>1,914,948</b>	<b>2,013,739</b>	<b>1,757,309</b>	<b>2,291,783</b>	<b>2,505,428</b>



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# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

093 Dept Attorneys Contingent

<u>Account Number</u>		<u>Account Description</u>	2022 Actual <u>Mo. 01 - 12</u>	2023 Budget	2023 YTD <u>Mo. 01 - 11</u>	2024 Budget	2025 Budget
01-093-000-0000-6358		Other Charges	0	7,500	0	7,500	7,500
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>7,500</b>	<b>0</b>	<b>7,500</b>	<b>7,500</b>
			<b>Net</b>	<b>7,500</b>	<b>0</b>	<b>7,500</b>	<b>7,500</b>
<b>Dept</b>	<b>093</b>	Attorneys Contingent	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>7,500</b>	<b>0</b>	<b>7,500</b>	<b>7,500</b>
			<b>Net</b>	<b>7,500</b>	<b>0</b>	<b>7,500</b>	<b>7,500</b>

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

101 Dept Recorder

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
01-101-000-0000-5120	Marriage Licenses	6,450 -	5,000 -	5,350 -	5,000 -	5,000 -
01-101-000-0000-5451	Remote Access Data Imaging Fees	36,192 -	50,000 -	25,419 -	35,000 -	35,000 -
01-101-000-0000-5452	Returns & Certified Copies	25,077 -	25,000 -	21,355 -	25,000 -	25,000 -
01-101-000-0000-5453	Passports	31,535 -	20,000 -	35,805 -	30,000 -	30,000 -
01-101-000-0000-5454	Real Estate (Abstract) Fees	118,190 -	140,000 -	77,851 -	100,000 -	100,000 -
01-101-000-0000-5455	Real Estate (Torrens) Fees	8,545 -	10,500 -	5,569 -	8,000 -	8,000 -
01-101-000-0000-5457	Other Charges for Services	24,522 -	15,000 -	27,116 -	15,000 -	15,000 -
01-101-000-0000-5460	Well Certificate Fees	825 -	600 -	495 -	600 -	600 -
01-101-000-0000-5461	Notarial Fees	2,520 -	2,000 -	1,700 -	2,000 -	2,000 -
01-101-000-0000-5480	Remote Access Set-Up Fees	300 -	500 -	650 -	500 -	500 -
01-101-000-0000-6101	Salaries & Wages - Permanent	73,644	269,227	101,996	301,744	334,836
01-101-000-0000-6107	Salaries & Wages - Department Heads	9,807	33,496	12,471	35,614	38,094
01-101-000-0000-6151	Group Health Insurance	2,674	9,661	3,392	10,386	11,217
01-101-000-0000-6152	HSA Contribution	6,058	24,300	8,702	25,950	26,700
01-101-000-0000-6153	Family Insurance Supplement	10,076	39,639	13,918	42,612	46,021
01-101-000-0000-6154	Life Insurance	62	228	80	228	228
01-101-000-0000-6155	Dental Insurance-County Paid	904	3,546	1,251	3,831	3,831
01-101-000-0000-6156	Accident Insurance-County Paid	214	814	349	814	814
01-101-000-0000-6161	PERA	6,259	22,704	8,585	25,302	27,970
01-101-000-0000-6171	FICA	4,885	18,769	6,671	20,916	23,122
01-101-000-0000-6174	Mandatory Medicare	1,143	4,389	1,560	4,892	5,407
01-101-000-0000-6177	Paid Family and Medical Leave	0	0	0	0	1,305
01-101-000-0000-6203	Postage	4,863	4,213	4,612	4,213	4,213
01-101-000-0000-6243	Membership Dues & Fees	0	800	0	800	800
01-101-000-0000-6268	Software Maintenance Contracts	1,500	3,100	1,500	3,100	3,100
01-101-000-0000-6270	Software Licensing	0	300	0	300	300
01-101-000-0000-6274	Public Examiner Fees	405	600	450	600	600
01-101-000-0000-6284	Contracted Services	8,814	0	31,578	0	0
01-101-000-0000-6302	Copies/Copier Maintenance	0	450	0	450	450
01-101-000-0000-6335	Motor Pool Vehicle Usage	35	100	39	100	100
01-101-000-0000-6357	Conferences/Schools	575	500	425	500	500
01-101-000-0000-6401	Printing Services	1,571	1,200	1,486	1,200	1,200
01-101-000-0000-6402	Copy Paper, Toner	225	500	154	500	500
01-101-000-0000-6405	Office Supplies	647	600	542	600	600
01-101-000-0000-6452	Ledgers, Reference, & Law Books	0	300	0	300	300
01-101-000-0000-6480	Equipment/Furniture<\$5,000	250	1,000	0	1,000	1,000

# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
101 Dept Recorder

Report Basis: Cash

<u>Account Number</u>		<u>Account Description</u>	2022 Actual Mo. 01 - 12	2023 Budget	2023 YTD Mo. 01 - 11	2024 Budget	2025 Budget
01-101-000-0000-6849		Passport Expenditures	1,011	800	951	800	800
01-101-000-0000-6997		Transfers Out - Intra Fund	27,500	0	0	0	0
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue 254,156 -</b>	<b>268,600 -</b>	<b>201,310 -</b>	<b>221,100 -</b>	<b>221,100 -</b>
			<b>Expend. 163,122</b>	<b>441,236</b>	<b>200,712</b>	<b>486,752</b>	<b>534,008</b>
			<b>Net 91,034 -</b>	<b>172,636</b>	<b>598 -</b>	<b>265,652</b>	<b>312,908</b>
01-101-101-0000-5480		Technology Fund-County Recorder	86,810 -	100,000 -	57,440 -	70,000 -	70,000 -
01-101-101-0000-6268		Software Maintenance Contracts	34,743	36,391	34,391	37,000	37,000
01-101-101-0000-6284		Contracted Services	0	15,000	0	6,000	6,000
01-101-101-0000-6480		Equipment/Furniture<\$5,000	1,092	0	1,440	0	0
01-101-101-0000-6669		Equipment/Furniture>=5,000	25,585	0	54,827	0	0
01-101-101-0000-6997		Transfers Out	0	15,000	0	5,000	0
01-101-101-0000-6999		Future Fund Balance-Recorder Techn	0	33,609	0	22,000	27,000
<b>Program</b>	<b>101</b>	Technology Fund-County Record	<b>Revenue 86,810 -</b>	<b>100,000 -</b>	<b>57,440 -</b>	<b>70,000 -</b>	<b>70,000 -</b>
			<b>Expend. 61,420</b>	<b>100,000</b>	<b>90,658</b>	<b>70,000</b>	<b>70,000</b>
			<b>Net 25,390 -</b>	<b>0</b>	<b>33,218</b>	<b>0</b>	<b>0</b>
01-101-103-0000-5480		Compliance Fund-County Board	95,491 -	110,000 -	63,184 -	77,000 -	77,000 -
01-101-103-0000-5949		Use of Fund Balance-Recorder Compli	0	0	0	19,000 -	19,000 -
01-101-103-0000-6268		Software Maintenance Contracts	44,753	52,000	12,473	54,000	54,000
01-101-103-0000-6269		Software Enhancements	5,711	16,000	18,750	6,000	6,000
01-101-103-0000-6284		Contracted Services	27,532	10,000	14,343	36,000	36,000
01-101-103-0000-6999		Future Fund Balance-Recorder Compli	0	32,000	0	0	0
<b>Program</b>	<b>103</b>	Compliance Fund-County Board	<b>Revenue 95,491 -</b>	<b>110,000 -</b>	<b>63,184 -</b>	<b>96,000 -</b>	<b>96,000 -</b>
			<b>Expend. 77,996</b>	<b>110,000</b>	<b>45,566</b>	<b>96,000</b>	<b>96,000</b>
			<b>Net 17,495 -</b>	<b>0</b>	<b>17,618 -</b>	<b>0</b>	<b>0</b>
<b>Dept</b>	<b>101</b>	Recorder	<b>Revenue 436,457 -</b>	<b>478,600 -</b>	<b>321,934 -</b>	<b>387,100 -</b>	<b>387,100 -</b>
			<b>Expend. 302,538</b>	<b>651,236</b>	<b>336,936</b>	<b>652,752</b>	<b>700,008</b>
			<b>Net 133,919 -</b>	<b>172,636</b>	<b>15,002</b>	<b>265,652</b>	<b>312,908</b>

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
103 Dept Surveyor

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
01-103-000-0000-5401	Dodge County Staffing Charges	58,647 -	59,860 -	28,930 -	59,860 -	59,860 -
01-103-000-0000-5477	Plat Check Fees	5,899 -	3,000 -	3,566 -	3,000 -	3,000 -
01-103-000-0000-5850	Dodge County Mileage Reimbursemer	920 -	1,000 -	290 -	1,000 -	1,000 -
01-103-000-0000-5851	Dodge County Supply Reimbursements	9,000 -	9,000 -	4,500 -	9,000 -	9,000 -
01-103-000-0000-5859	Miscellaneous Revenue	8,637 -	0	14,686 -	0	0
01-103-000-0000-5931	Sale of Orthos & Maps	95 -	0	0	0	0
01-103-000-0000-5949	Use of Fund Balance-Surveyor	0	52,000 -	0	0	52,000 -
01-103-000-0000-6101	Salaries & Wages - Permanent	85,720	254,039	102,965	328,286	365,560
01-103-000-0000-6103	Salaries & Wages-Part Time w/o Bene	0	7,680	0	7,680	7,680
01-103-000-0000-6107	Salaries & Wages - Department Heads	9,807	33,496	12,471	35,614	38,094
01-103-000-0000-6151	Group Health Insurance	5,910	21,197	7,443	31,442	33,957
01-103-000-0000-6152	HSA Contribution	3,756	9,300	3,263	11,350	11,600
01-103-000-0000-6153	Family Insurance Supplement	2,652	0	0	0	0
01-103-000-0000-6154	Life Insurance	62	174	72	228	228
01-103-000-0000-6155	Dental Insurance-County Paid	429	681	239	732	732
01-103-000-0000-6156	Accident Insurance-County Paid	109	171	58	171	171
01-103-000-0000-6161	PERA	7,165	22,141	8,658	27,869	30,872
01-103-000-0000-6171	FICA	5,787	18,303	7,083	23,038	25,521
01-103-000-0000-6174	Mandatory Medicare	1,353	4,281	1,656	5,388	5,969
01-103-000-0000-6177	Paid Family and Medical Leave	0	0	0	0	1,441
01-103-000-0000-6202	Cell Phone	1,650	3,000	1,506	3,000	3,000
01-103-000-0000-6203	Postage	69	200	65	200	200
01-103-000-0000-6206	Data Cards	2,761	1,800	2,049	1,800	1,800
01-103-000-0000-6243	Membership Dues & Fees	170	950	485	950	950
01-103-000-0000-6245	State Required Registration or License	368	400	0	400	400
01-103-000-0000-6268	Software Maintenance Contracts	5,050	8,000	4,788	8,000	8,000
01-103-000-0000-6301	Maintenance Contracts	1,414	2,750	1,533	2,750	2,750
01-103-000-0000-6302	Copies/Copier Maintenance	205	500	534	500	500
01-103-000-0000-6303	Vehicle Maintenance	548	800	765	800	800
01-103-000-0000-6304	Other Machinery & Equipment Maint	0	200	0	200	200
01-103-000-0000-6309	Other-Vehicle or Boat License & Title	39	50	0	50	50
01-103-000-0000-6331	Mileage & Transportation	28	500	0	500	500
01-103-000-0000-6332	Meals & Lodging	0	1,200	337	1,200	1,200
01-103-000-0000-6357	Conferences/Schools	2,372	13,000	9,917	13,000	13,000
01-103-000-0000-6402	Copy Machine Paper & Toner	639	500	306	500	500
01-103-000-0000-6405	Office Supplies	844	500	837	500	500

# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
103 Dept Surveyor

Report Basis: Cash

		2022	2023	2023	2024	2025	
		Actual	Budget	YTD	Budget	Budget	
		Mo. 01 - 12		Mo. 01 - 11			
<u>Account Number</u>	<u>Account Description</u>						
01-103-000-0000-6412	Surveying Supplies	3,446	3,500	1,802	3,500	3,500	
01-103-000-0000-6414	Food & Beverages	0	100	55	100	100	
01-103-000-0000-6417	Safety Materials	208	500	0	500	500	
01-103-000-0000-6420	Other General Supplies	0	100	0	100	100	
01-103-000-0000-6567	Gasoline (Unleaded)	3,868	4,000	2,101	4,000	4,000	
01-103-000-0000-6850	Miscellaneous Expense	0	0	2,588	0	0	
01-103-000-0000-6997	Transfers Out - Intra Fund	0	52,000	0	0	52,000	
<b>Program</b>	<b>000</b> Undesignated	<b>Revenue</b>	<b>83,198 -</b>	<b>124,860 -</b>	<b>51,972 -</b>	<b>72,860 -</b>	<b>124,860 -</b>
		<b>Expend.</b>	<b>146,429</b>	<b>466,013</b>	<b>173,576</b>	<b>514,348</b>	<b>616,375</b>
		<b>Net</b>	<b>63,231</b>	<b>341,153</b>	<b>121,604</b>	<b>441,488</b>	<b>491,515</b>
<b>Dept</b>	<b>103</b> Surveyor	<b>Revenue</b>	<b>83,198 -</b>	<b>124,860 -</b>	<b>51,972 -</b>	<b>72,860 -</b>	<b>124,860 -</b>
		<b>Expend.</b>	<b>146,429</b>	<b>466,013</b>	<b>173,576</b>	<b>514,348</b>	<b>616,375</b>
		<b>Net</b>	<b>63,231</b>	<b>341,153</b>	<b>121,604</b>	<b>441,488</b>	<b>491,515</b>

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
105 Dept GIS

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
01-105-000-0000-5401	Dodge County Staffing Charges	7,500 -	7,500 -	3,750 -	7,500 -	7,500 -
01-105-000-0000-5402	Red Wing Staffing Charges	45,668 -	50,468 -	25,234 -	50,468 -	50,468 -
01-105-000-0000-5450	Digital Parcel Requests	6,862 -	6,000 -	4,762 -	6,000 -	6,000 -
01-105-000-0000-5480	User Group Fees	28,875 -	24,200 -	24,200 -	24,200 -	24,200 -
01-105-000-0000-5851	Dodge County Technology Reimburse	34,650 -	30,150 -	7,575 -	30,150 -	30,150 -
01-105-000-0000-5852	Red Wing Technology Reimbursements	10,721 -	10,828 -	5,414 -	10,828 -	10,828 -
01-105-000-0000-5859	Miscellaneous Revenue-Maps	119 -	0	89 -	0	0
01-105-000-0000-6101	Salaries & Wages - Permanent	70,969	256,154	94,075	277,040	307,517
01-105-000-0000-6104	Salaries & Wages - Overtime	123	0	0	0	0
01-105-000-0000-6107	Salaries & Wages - Department Heads	9,807	33,496	12,471	35,614	38,094
01-105-000-0000-6151	Group Health Insurance	4,292	15,429	5,418	16,586	17,913
01-105-000-0000-6152	HSA Contribution	1,458	5,550	1,903	5,825	5,950
01-105-000-0000-6153	Family Insurance Supplement	25	0	0	0	0
01-105-000-0000-6154	Life Insurance	51	174	61	174	174
01-105-000-0000-6155	Dental Insurance-County Paid	95	340	119	366	366
01-105-000-0000-6156	Accident Insurance-County Paid	26	86	29	86	86
01-105-000-0000-6161	PERA	6,067	21,724	7,991	23,449	25,921
01-105-000-0000-6171	FICA	4,974	17,958	6,550	19,385	21,428
01-105-000-0000-6174	Mandatory Medicare	1,163	4,200	1,532	4,533	5,010
01-105-000-0000-6177	Paid Family and Medical Leave	0	0	0	0	1,210
01-105-000-0000-6243	Membership Dues And Fees	0	500	0	500	500
01-105-000-0000-6268	Software Maintenance	15,000	15,000	0	15,000	15,000
01-105-000-0000-6269	Software Enhancements	0	1,500	0	1,500	1,500
01-105-000-0000-6270	Software Licensing	0	1,500	114	1,500	1,500
01-105-000-0000-6278	Consultant Fees	1,880	2,500	752	2,500	2,500
01-105-000-0000-6302	Copies/Copier Maintenance	58 -	300	255	300	300
01-105-000-0000-6331	Mileage & Transportation	2,702	1,600	1,135	1,600	1,600
01-105-000-0000-6332	Meals & Lodging	3,416	4,500	503	4,500	4,500
01-105-000-0000-6333	Other (Parking,Etc)	149	200	10	200	200
01-105-000-0000-6335	Motor Pool Vehicle Usage	27	100	31	100	100
01-105-000-0000-6357	Conferences/Schools	2,328	2,500	715	2,500	2,500
01-105-000-0000-6402	Copy Paper, Toner	639	500	306	500	500
01-105-000-0000-6405	Office Supplies	578	250	512	250	250
01-105-000-0000-6414	Food & Beverages	54	100	48	100	100
01-105-000-0000-6567	Gasoline (unleaded)	46	0	0	0	0
<b>Program 000</b>	Undesignated	<b>Revenue 134,395 -</b>	<b>129,146 -</b>	<b>71,024 -</b>	<b>129,146 -</b>	<b>129,146 -</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

105 Dept GIS

			2022	2023	2023	2024	2025
			Actual	Budget	YTD	Budget	Budget
			Mo. 01 - 12		Mo. 01 - 11		
		Expend.	125,811	386,161	134,530	414,108	454,719
		Net	8,584 -	257,015	63,506	284,962	325,573
Dept	105	Revenue	134,395 -	129,146 -	71,024 -	129,146 -	129,146 -
		Expend.	125,811	386,161	134,530	414,108	454,719
		Net	8,584 -	257,015	63,506	284,962	325,573

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

111 Dept General Government Buildings

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
01-111-000-0000-5936	Recycled Metal	257 -	0	0	0	0
01-111-000-0000-6101	Salaries & Wages - Permanent	438,411	474,595	392,552	503,235	561,378
01-111-000-0000-6102	Salaries & Wages-Part Time w/ Benefits	0	27,285	22,129	32,581	36,383
01-111-000-0000-6103	Salaries & Wages-Part Time w/o Bene	21,035	38,000	20,552	40,000	40,000
01-111-000-0000-6104	Salaries & Wages - Overtime	8,539	8,000	8,096	8,000	8,000
01-111-000-0000-6107	Salaries & Wages - Department Heads	102,152	111,044	99,834	126,513	140,105
01-111-000-0000-6151	Group Health Insurance	31,920	40,520	36,317	54,668	65,738
01-111-000-0000-6152	HSA Contribution	33,694	35,400	33,109	31,525	28,000
01-111-000-0000-6153	Family Insurance Supplement	54,983	39,639	40,740	47,442	35,897
01-111-000-0000-6154	Life Insurance	488	542	445	542	542
01-111-000-0000-6155	Dental Insurance-County Paid	3,921	4,245	3,764	2,920	2,009
01-111-000-0000-6156	Accident Insurance-County Paid	864	985	1,043	628	443
01-111-000-0000-6161	PERA	41,386	46,569	39,243	50,275	62,017
01-111-000-0000-6171	FICA	33,481	40,853	31,794	44,040	45,158
01-111-000-0000-6174	Mandatory Medicare	7,830	9,554	7,436	10,300	11,422
01-111-000-0000-6177	Paid Family and Medical Leave	0	0	0	0	2,757
01-111-000-0000-6202	Cell Phone	5,274	5,500	4,495	5,500	5,500
01-111-000-0000-6203	Postage	21	20	4	20	20
01-111-000-0000-6243	Membership Dues and Fees	699	700	719	800	800
01-111-000-0000-6245	State Required Registration or License	130	500	180	500	500
01-111-000-0000-6253	Water/Sewer	0	0	606	0	0
01-111-000-0000-6257	Solid Waste Disposal	256	2,000	243	2,000	2,000
01-111-000-0000-6258	Electronics Disposal	0	200	0	200	200
01-111-000-0000-6270	Software Licensing	11,278	11,600	12,755	13,600	13,600
01-111-000-0000-6283	Other Professional Fees	8,000	5,000	160	5,000	5,000
01-111-000-0000-6301	Maintenance Contracts	1,365	800	804	800	800
01-111-000-0000-6302	Copies/Copier Maintenance	0	100	0	100	100
01-111-000-0000-6303	Vehicle Maintenance	330	500	61	500	500
01-111-000-0000-6304	Other Machinery & Equipment Maint	335	0	80	0	0
01-111-000-0000-6305	Building Maintenance	431	0	647	0	0
01-111-000-0000-6306	Grounds Maintenance-Snow/Ice	1,567	3,000	4,579	3,000	3,000
01-111-000-0000-6307	Uniform Maintenance	5,770	6,100	5,344	6,100	6,100
01-111-000-0000-6309	Other - Vehicle or Boat License or Title	39	0	0	0	0
01-111-000-0000-6335	Motor Pool Vehicle Usage	149	100	65	100	100
01-111-000-0000-6357	Conferences/Schools	203	500	1,492	850	850
01-111-000-0000-6371	Security	3,934	10,000	4,365	10,000	10,000



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

111 Dept General Government Buildings

<u>Account Number</u>	<u>Account Description</u>	2022 Actual <u>Mo. 01 - 12</u>	2023 Budget	2023 YTD <u>Mo. 01 - 11</u>	2024 Budget	2025 Budget
01-111-000-0000-6402	Copy Paper And Toner	67	100	38	100	100
01-111-000-0000-6405	Office Supplies	193	200	160	200	200
01-111-000-0000-6417	Safety Materials	1,535	500	523	500	500
01-111-000-0000-6420	Other General Supplies	217	2,000	127	2,000	2,000
01-111-000-0000-6432	Equipment/Furniture <\$1000	1,059	0	0	0	0
01-111-000-0000-6562	Tires, Batteries, & Vehicle Parts	119	2,000	1,273	2,000	2,000
01-111-000-0000-6563	Machinery Parts	3,371	1,000	4,510	2,500	2,500
01-111-000-0000-6565	Diesel Fuel	594	650	982	1,000	1,000
01-111-000-0000-6566	Gasoline (regular)	0	150	19	150	150
01-111-000-0000-6567	Gasoline (Unleaded)	696	1,000	671	1,000	1,000
01-111-000-0000-6569	Small Tools	287	2,000	1,064	2,000	2,000
01-111-000-0000-6669	Equipment/Furniture >=5,000	80,413	0	0	2,500	2,500
<b>Program 000</b>	<b>Undesignated</b>	<b>Revenue 257 -</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend. 907,036</b>	<b>933,451</b>	<b>783,020</b>	<b>1,015,689</b>	<b>1,102,869</b>
		<b>Net 906,779</b>	<b>933,451</b>	<b>783,020</b>	<b>1,015,689</b>	<b>1,102,869</b>
01-111-110-0000-5810	Rental Income-Government Ctr	1,980 -	2,000 -	1,535 -	2,270 -	2,380 -
01-111-110-0000-5949	Use of Fund Balance-Gov't Center	0	404,565 -	0	0	0
01-111-110-0000-6245	State Required Registration or License	195	200	285	200	200
01-111-110-0000-6247	State Elevator License	100	100	100	100	100
01-111-110-0000-6251	Electricity	48,141	36,000	43,161	36,000	36,000
01-111-110-0000-6252	Natural Gas	17,275	12,000	14,410	21,300	21,300
01-111-110-0000-6253	Water/Sewer	6,574	4,000	5,742	4,000	4,000
01-111-110-0000-6257	Solid Waste Disposal	1,991	1,500	1,471	1,500	1,500
01-111-110-0000-6301	Maintenance Contracts	37,087	14,500	22,917	26,000	22,000
01-111-110-0000-6304	Other Machinery & Equipment Maint	4,389	6,500	4,999	6,500	6,500
01-111-110-0000-6305	Building Maintenance	28,053	12,000	15,955	15,000	15,000
01-111-110-0000-6306	Grounds Maintenance	4,854	1,000	4,647	1,000	1,000
01-111-110-0000-6347	Rug And Mop Treatment	5,162	6,000	3,065	6,000	6,000
01-111-110-0000-6411	Custodial Supplies	4,516	3,500	3,289	3,500	3,500
01-111-110-0000-6413	Chemicals	364	1,000	377	1,000	1,000
01-111-110-0000-6420	Other General Supplies	2,327	4,000	4,051	4,000	4,000
01-111-110-0000-6421	Light Bulbs	953	1,000	680	1,000	1,000
01-111-110-0000-6480	Equipment/Furniture <\$5,000	0	0	3,880	0	0
01-111-110-0000-6569	Small Tools	98	0	118	0	0
01-111-110-0000-6997	Transfers Out	0	404,565	0	0	0

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

111 Dept General Government Buildings

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
<b>Program 110</b>	<b>Buildings-Government Center</b>	<b>Revenue 1,980 -</b>	<b>406,565 -</b>	<b>1,535 -</b>	<b>2,270 -</b>	<b>2,380 -</b>
		<b>Expend. 162,079</b>	<b>507,865</b>	<b>129,147</b>	<b>127,100</b>	<b>123,100</b>
		<b>Net 160,099</b>	<b>101,300</b>	<b>127,612</b>	<b>124,830</b>	<b>120,720</b>
01-111-112-0000-5859	LEC Lease	144,398 -	137,063 -	155,881 -	300,000 -	300,000 -
01-111-112-0000-5949	Use of Fund Balance-LEC	0	850,103 -	0	0	0
01-111-112-0000-6245	State Required Registration or License	60	0	200	0	0
01-111-112-0000-6247	State Elevator License	300	200	0	200	200
01-111-112-0000-6251	Electricity	149,990	140,000	141,670	140,000	140,000
01-111-112-0000-6252	Natural Gas	109,613	60,000	61,215	77,650	77,650
01-111-112-0000-6253	Water/Sewer	46,896	55,000	39,460	40,000	40,000
01-111-112-0000-6257	Solid Waste Disposal	2,672	2,520	1,801	2,520	2,520
01-111-112-0000-6283	Other Professional Fees	0	100	0	100	100
01-111-112-0000-6301	Maintenance Contracts	32,324	26,000	23,163	26,000	26,000
01-111-112-0000-6304	Other Machinery & Equipment Maint	6,721	5,000	6,143	5,000	5,000
01-111-112-0000-6305	Building Maintenance	19,252	20,000	36,040	20,000	20,000
01-111-112-0000-6306	Grounds Maintenance	3,957	1,000	3,169	1,000	1,000
01-111-112-0000-6347	Rug And Mop Treatment	328	3,000	727	3,000	3,000
01-111-112-0000-6411	Custodial Supplies	4,236	4,000	3,406	4,000	4,000
01-111-112-0000-6413	Chemicals	3,290	5,000	300	5,000	5,000
01-111-112-0000-6420	Other General Supplies	1,074	5,000	676	5,000	5,000
01-111-112-0000-6421	Light Bulbs	161	2,000	397	2,000	2,000
01-111-112-0000-6480	Equipment/Furniture<\$5,000	0	0	4,860	0	0
01-111-112-0000-6565	Diesel Fuel-LEC Generator	2,040	0	0	0	0
01-111-112-0000-6997	Transfers Out	0	850,103	0	0	0
<b>Program 112</b>	<b>Buildings-LEC</b>	<b>Revenue 144,398 -</b>	<b>987,166 -</b>	<b>155,881 -</b>	<b>300,000 -</b>	<b>300,000 -</b>
		<b>Expend. 382,914</b>	<b>1,178,923</b>	<b>323,227</b>	<b>331,470</b>	<b>331,470</b>
		<b>Net 238,516</b>	<b>191,757</b>	<b>167,346</b>	<b>31,470</b>	<b>31,470</b>
01-111-113-0000-6257	Solid Waste Disposal	249	0	0	0	0
01-111-113-0000-6301	Maintenance Contracts	9,706	5,000	14,353	20,300	20,200
01-111-113-0000-6304	Other Machinery & Equipment Maint	222	0	795	0	0
01-111-113-0000-6305	Building Maintenance	21,181	10,000	20,650	15,000	15,000
01-111-113-0000-6420	Other General Supplies	403	0	40	0	0
01-111-113-0000-6421	Light Bulbs	0	1,000	0	1,000	1,000
01-111-113-0000-6432	Furniture/Equipment <\$1000	0	0	393	0	0
01-111-113-0000-6565	Diesel Fuel	2,040	0	0	0	0

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

111 Dept General Government Buildings

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> <u>Mo. 01 - 12</u>	2023 <u>Budget</u>	2023 <u>YTD</u> <u>Mo. 01 - 11</u>	2024 <u>Budget</u>	2025 <u>Budget</u>
01-111-113-0000-6569	Small Tools	24	100	259	100	100
<b>Program 113</b>	Buildings-ADC	<b>Revenue 0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend. 33,825</b>	<b>16,100</b>	<b>36,490</b>	<b>36,400</b>	<b>36,300</b>
		<b>Net 33,825</b>	<b>16,100</b>	<b>36,490</b>	<b>36,400</b>	<b>36,300</b>
01-111-115-0000-5810	Rental Income-Citizens Building	368,538 -	377,781 -	283,336 -	389,114 -	389,114 -
01-111-115-0000-6245	State Required Registration or License	10	0	65	0	0
01-111-115-0000-6247	State Elevator License	55	100	100	100	100
01-111-115-0000-6251	Electricity	35,113	22,000	23,101	24,000	24,000
01-111-115-0000-6252	Natural Gas	6,673	6,000	8,729	6,870	6,870
01-111-115-0000-6253	Water/Sewer	9,231	4,600	12,793	10,000	10,000
01-111-115-0000-6257	Solid Waste Disposal	1,982	1,700	1,606	1,700	1,700
01-111-115-0000-6283	Other Professional Fees	0	30	0	30	30
01-111-115-0000-6301	Maintenance Contracts	27,688	8,500	14,934	15,300	14,900
01-111-115-0000-6304	Other Machinery & Equipment Maint	2,526	700	399	700	700
01-111-115-0000-6305	Building Maintenance	8,920	4,500	9,333	6,500	6,500
01-111-115-0000-6306	Grounds Maintenance	3,976	1,500	2,349	1,500	1,500
01-111-115-0000-6347	Rug And Mop Treatment	652	0	1,880	0	0
01-111-115-0000-6411	Custodial Supplies	4,660	5,000	2,899	5,000	5,000
01-111-115-0000-6413	Chemicals	527	1,000	196	1,000	1,000
01-111-115-0000-6420	Other General Supplies	501	1,500	715	1,500	1,500
01-111-115-0000-6421	Light Bulbs	0	500	191	500	500
01-111-115-0000-6432	Furniture/Equipment <\$1000	0	0	204	0	0
<b>Program 115</b>	Buildings-Citizen's (After Remode	<b>Revenue 368,538 -</b>	<b>377,781 -</b>	<b>283,336 -</b>	<b>389,114 -</b>	<b>389,114 -</b>
		<b>Expend. 102,514</b>	<b>57,630</b>	<b>79,494</b>	<b>74,700</b>	<b>74,300</b>
		<b>Net 266,024 -</b>	<b>320,151 -</b>	<b>203,842 -</b>	<b>314,414 -</b>	<b>314,814 -</b>
01-111-116-0000-5810	Rental Income-Justice Center	13,743 -	13,810 -	3,453 -	0	0
01-111-116-0000-6245	State Required Registration or License	20	0	300	0	0
01-111-116-0000-6247	State Elevator License	300	300	0	300	300
01-111-116-0000-6251	Electricity	45,829	36,000	30,829	36,000	36,000
01-111-116-0000-6257	Solid Waste Disposal	1,241	1,296	999	1,296	1,296
01-111-116-0000-6301	Maintenance Contracts	18,483	9,600	23,031	15,300	14,900
01-111-116-0000-6304	Other Machinery & Equipment Maint	187	2,500	1,769	2,500	2,500
01-111-116-0000-6305	Building Maintenance	18,570	10,000	15,880	12,500	12,500
01-111-116-0000-6306	Grounds Maintenance	1,661	500	1,138	500	500
01-111-116-0000-6347	Rug And Mop Treatment	2,005	1,000	1,978	1,000	1,000

# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

111 Dept General Government Buildings

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
01-111-116-0000-6411	Custodial Supplies	3,733	3,000	2,282	3,000	3,000
01-111-116-0000-6420	Other General Supplies	2,016	2,500	3,743	2,500	2,500
01-111-116-0000-6421	Light Bulbs	780	1,000	468	1,000	1,000
01-111-116-0000-6432	Furniture/Equipment <\$1000	0	0	816	0	0
01-111-116-0000-6565	Diesel Fuel	2,040	0	0	0	0
<b>Program 116</b>	<b>Buildings-Justice Center</b>	<b>Revenue 13,743 -</b>	<b>13,810 -</b>	<b>3,453 -</b>	<b>0</b>	<b>0</b>
		<b>Expend. 96,865</b>	<b>67,696</b>	<b>83,233</b>	<b>75,896</b>	<b>75,496</b>
		<b>Net 83,122</b>	<b>53,886</b>	<b>79,780</b>	<b>75,896</b>	<b>75,496</b>
<b>Dept 111</b>	<b>General Government Buildings</b>	<b>Revenue 528,916 -</b>	<b>1,785,322 -</b>	<b>444,205 -</b>	<b>691,384 -</b>	<b>691,494 -</b>
		<b>Expend. 1,685,233</b>	<b>2,761,665</b>	<b>1,434,611</b>	<b>1,661,255</b>	<b>1,743,535</b>
		<b>Net 1,156,317</b>	<b>976,343</b>	<b>990,406</b>	<b>969,871</b>	<b>1,052,041</b>

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
121 Dept Veterans Service

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> <u>Mo. 01 - 12</u>	2023 <u>Budget</u>	2023 <u>YTD</u> <u>Mo. 01 - 11</u>	2024 <u>Budget</u>	2025 <u>Budget</u>
01-121-000-0000-5610	Contributions & Donations	599 -	0	0	0	0
01-121-000-0000-6101	Salaries & Wages - Permanent	23,615	76,475	71,845	121,222	135,698
01-121-000-0000-6107	Salaries & Wages - Department Heads	0	59,368	0	93,021	104,285
01-121-000-0000-6151	Group Health Insurance	2,546	8,051	2,827	0	0
01-121-000-0000-6152	HSA Contribution	485	1,500	1,088	6,000	6,000
01-121-000-0000-6153	Family Insurance Supplement	0	0	6,217	38,068	41,114
01-121-000-0000-6154	Life Insurance	18	108	57	163	163
01-121-000-0000-6155	Dental Insurance-County Paid	0	0	0	0	1,277
01-121-000-0000-6156	Accident Insurance-County Paid	0	0	0	0	271
01-121-000-0000-6161	PERA	1,771	10,188	5,388	16,068	17,999
01-121-000-0000-6171	FICA	1,428	8,422	4,095	13,283	14,879
01-121-000-0000-6174	Mandatory Medicare	334	1,970	958	3,107	3,480
01-121-000-0000-6177	Paid Family and Medical Leave	0	0	0	0	840
01-121-000-0000-6202	Cell Phone	1,469	1,000	957	3,168	3,168
01-121-000-0000-6203	Postage	162	600	263	400	400
01-121-000-0000-6206	Data Cards	480	600	360	600	600
01-121-000-0000-6243	Membership Dues & Fees	100	300	0	900	900
01-121-000-0000-6270	Software Licensing	0	0	0	1,350	1,350
01-121-000-0000-6302	Copies/Copier Maintenance	757	700	975	750	750
01-121-000-0000-6331	Mileage & Transportation	0	1,000	136	1,000	1,000
01-121-000-0000-6332	Meals & Lodging	0	1,000	1,380	1,100	1,100
01-121-000-0000-6335	Motor Pool Vehicle Usage	0	600	0	0	0
01-121-000-0000-6357	Conferences/Schools	760	800	197	900	900
01-121-000-0000-6402	Copy Machine Paper & Toner	150	250	0	350	350
01-121-000-0000-6405	Office Supplies	605	750	296	750	750
<b>Program 000</b>	<b>Undesignated</b>	<b>Revenue 599 -</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend. 34,680</b>	<b>173,682</b>	<b>97,039</b>	<b>302,200</b>	<b>337,274</b>
		<b>Net 34,081</b>	<b>173,682</b>	<b>97,039</b>	<b>302,200</b>	<b>337,274</b>
01-121-120-0000-5256	Dept of VA-CVSO Operational Grant	9,387 -	12,500 -	12,236 -	12,500 -	12,500 -
01-121-120-0000-6241	Advertising	3,780	6,000	4,188	5,000	5,000
01-121-120-0000-6272	Physician & Medical Fees	0	1,500	0	0	0
01-121-120-0000-6283	Other Professional Fees	1,700	0	0	0	0
01-121-120-0000-6301	Maintenance Contracts	1,575	1,650	0	0	0
01-121-120-0000-6332	Meals & Lodging	632	0	1,825	3,000	3,000
01-121-120-0000-6405	Office Supplies	153	0	921	0	0

# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
121 Dept Veterans Service

Report Basis: Cash

		2022	2023	2023	2024	2025
		Actual	Budget	YTD	Budget	Budget
<u>Account Number</u>		<u>Mo. 01 - 12</u>		<u>Mo. 01 - 11</u>		
<u>Account Description</u>						
01-121-120-0000-6414	Food & Beverage	0	0	0	3,250	3,250
01-121-120-0000-6420	Other General Supplies	2,078	2,350	1,142	500	500
01-121-120-0000-6480	Equipment/Furniture<\$5000	1,171	1,000	623	750	750
<b>Program 120</b>	<b>Veterans Operational Grant</b>	<b>Revenue 9,387 -</b>	<b>12,500 -</b>	<b>12,236 -</b>	<b>12,500 -</b>	<b>12,500 -</b>
		<b>Expend. 11,089</b>	<b>12,500</b>	<b>8,699</b>	<b>12,500</b>	<b>12,500</b>
		<b>Net 1,702</b>	<b>0</b>	<b>3,537 -</b>	<b>0</b>	<b>0</b>
01-121-140-0000-5610	Transportation Donations	20,706 -	18,000 -	15,095 -	13,000 -	13,000 -
01-121-140-0000-6106	Per Diem in Lieu of Salaries	0	0	1,100	45,000	45,000
01-121-140-0000-6220	Volunteer Transportation Mileage	42,504	18,000	46,062	10,000	10,000
01-121-140-0000-6567	Gasoline (Unleaded)	0	0	0	18,000	18,000
<b>Program 140</b>	<b>Veterans Transportation</b>	<b>Revenue 20,706 -</b>	<b>18,000 -</b>	<b>15,095 -</b>	<b>13,000 -</b>	<b>13,000 -</b>
		<b>Expend. 42,504</b>	<b>18,000</b>	<b>47,162</b>	<b>73,000</b>	<b>73,000</b>
		<b>Net 21,798</b>	<b>0</b>	<b>32,067</b>	<b>60,000</b>	<b>60,000</b>
<b>Dept 121</b>	<b>Veterans Service</b>	<b>Revenue 30,692 -</b>	<b>30,500 -</b>	<b>27,331 -</b>	<b>25,500 -</b>	<b>25,500 -</b>
		<b>Expend. 88,273</b>	<b>204,182</b>	<b>152,900</b>	<b>387,700</b>	<b>422,774</b>
		<b>Net 57,581</b>	<b>173,682</b>	<b>125,569</b>	<b>362,200</b>	<b>397,274</b>

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

127 Dept Land Use Management

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
01-127-125-0000-5217	Aquatic Invasive Species Prevention	63,172 -	63,421 -	31,521 -	62,791 -	62,791 -
01-127-125-0000-5949	Use of Fund Balance	0	0	0	12,209 -	14,209 -
01-127-125-0000-6232	Publications & Brochures	11,920	15,000	24,270	30,000	30,000
01-127-125-0000-6278	Consultant Fees	14,113	10,000	0	5,000	5,000
01-127-125-0000-6283	Site Visit Fees	480	200	0	0	0
01-127-125-0000-6284	Contracted Services	10,632	150	34,601	40,000	40,000
01-127-125-0000-6331	Mileage & Transportation	0	500	0	0	0
01-127-125-0000-6332	Meals & Lodging	0	435	68	0	0
01-127-125-0000-6335	Motor Pool Vehicle Usage	0	100	0	0	0
01-127-125-0000-6357	Conferences/Schools	0	1,000	0	0	0
01-127-125-0000-6401	Printing Services	0	500	0	0	0
01-127-125-0000-6420	Other General Supplies	682	2,500	0	0	0
01-127-125-0000-6480	Equipment/Furniture<\$5,000	6	0	0	0	0
01-127-125-0000-6669	Equipment/Furniture>\$5,000	36,160	22,000	0	0	0
01-127-125-0000-6997	Transfers Out	4,252	11,036	1,474	10,036	2,000
01-127-125-0000-6998	Transfers Out - Inter Fund	25,653	0	0	0	0
<b>Program 125</b>	<b>Aquatic Invasive Species</b>	<b>Revenue 63,172 -</b>	<b>63,421 -</b>	<b>31,521 -</b>	<b>75,000 -</b>	<b>77,000 -</b>
		<b>Expend. 103,898</b>	<b>63,421</b>	<b>60,413</b>	<b>85,036</b>	<b>77,000</b>
		<b>Net 40,726</b>	<b>0</b>	<b>28,892</b>	<b>10,036</b>	<b>0</b>
01-127-126-0000-5217	Buffer Initiative	109,346 -	109,346 -	54,486 -	108,971 -	108,971 -
01-127-126-0000-5949	Use of Fund Balance	0	0	0	56,029 -	56,029 -
01-127-126-0000-6203	Postage	0	1,000	0	1,000	1,000
01-127-126-0000-6278	Consultant Fees	70,150	95,000	0	73,000	73,000
01-127-126-0000-6284	Contracted Services	0	0	0	90,000	90,000
01-127-126-0000-6405	Office Supplies	0	1,000	0	1,000	1,000
01-127-126-0000-6999	Future Fund Balance - Buffer	0	12,346	0	0	0
<b>Program 126</b>	<b>Buffer Funds</b>	<b>Revenue 109,346 -</b>	<b>109,346 -</b>	<b>54,486 -</b>	<b>165,000 -</b>	<b>165,000 -</b>
		<b>Expend. 70,150</b>	<b>109,346</b>	<b>0</b>	<b>165,000</b>	<b>165,000</b>
		<b>Net 39,196 -</b>	<b>0</b>	<b>54,486 -</b>	<b>0</b>	<b>0</b>
01-127-127-0000-5123	Building Permits	266,866 -	230,000 -	203,534 -	230,000 -	230,000 -
01-127-127-0000-5124	City Building Permits	148,550 -	120,000 -	208,903 -	130,000 -	120,000 -
01-127-127-0000-5125	CF Building Permit Receipts	0	0	27,114 -	10,000 -	0
01-127-127-0000-5478	Building Permit Surcharge	959 -	700 -	727 -	700 -	700 -
01-127-127-0000-5859	Miscellaneous Revenue	100 -	0	0	0	0
01-127-127-0000-5860	Insurance Reimbursements	0	0	670 -	0	0

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

127 Dept Land Use Management

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
01-127-127-0000-5947	Transfers In - Intra Fund	81 -	0	0	0	0
01-127-127-0000-6101	Salaries & Wages - Permanent	96,135	343,328	109,897	314,858	350,746
01-127-127-0000-6107	Salaries & Wages - Department Heads	9,807	33,496	12,471	35,614	38,094
01-127-127-0000-6151	Group Health Insurance	6,016	17,712	6,024	19,041	20,564
01-127-127-0000-6152	HSA Contribution	3,123	10,800	3,773	11,350	11,600
01-127-127-0000-6153	Family Insurance Supplement	3,712	13,213	4,639	14,204	15,340
01-127-127-0000-6154	Life Insurance	86	282	82	228	228
01-127-127-0000-6155	Dental Insurance-County Paid	333	1,188	417	1,277	1,277
01-127-127-0000-6156	Accident Insurance-County Paid	79	271	116	271	271
01-127-127-0000-6161	PERA	7,946	28,262	9,178	26,285	29,163
01-127-127-0000-6171	FICA	6,339	23,363	7,313	21,729	24,108
01-127-127-0000-6174	Mandatory Medicare	1,482	5,464	1,710	5,082	5,638
01-127-127-0000-6177	Paid Family and Medical Leave	0	0	0	0	1,361
01-127-127-0000-6202	Cell Phone	1,109	1,500	830	1,500	1,500
01-127-127-0000-6203	Postage	15	750	228	750	750
01-127-127-0000-6206	Data Cards	327	0	360	0	0
01-127-127-0000-6243	Membership Dues & Fees	245	400	100	400	400
01-127-127-0000-6244	Subscriptions	55	100	0	100	100
01-127-127-0000-6245	State Required Registration or License	100	150	0	150	150
01-127-127-0000-6270	Software Licensing	0	0	4	1,200	0
01-127-127-0000-6278	Consultant Fees	0	0	3,480	0	0
01-127-127-0000-6283	Other Professional Fees	0	2,000	1,480	2,000	2,000
01-127-127-0000-6302	Copies/Copier Maintenance	2,956	2,500	1,576	2,500	2,500
01-127-127-0000-6303	Vehicle Maintenance	406	1,500	2,215	1,500	1,500
01-127-127-0000-6309	Other-Vehicle or Boat License & Title	58	50	0	50	50
01-127-127-0000-6331	Mileage & Transportation	126	2,500	481	2,500	2,500
01-127-127-0000-6332	Meals & Lodging	86	1,000	0	1,000	1,000
01-127-127-0000-6335	Motor Pool Vehicle Usage	0	0	132	0	0
01-127-127-0000-6357	Conferences/Schools	1,432	4,500	1,420	3,500	4,500
01-127-127-0000-6401	Printing Services	316	500	255	500	500
01-127-127-0000-6402	Copy Machine Paper And Toner	262	350	316	350	350
01-127-127-0000-6405	Office Supplies	1,942	2,000	979	2,000	2,000
01-127-127-0000-6412	Field Supplies	56	500	248	500	500
01-127-127-0000-6414	Food & Beverages	25	50	0	50	50
01-127-127-0000-6452	Ledgers, Reference, & Law Books	0	2,000	0	2,000	2,000
01-127-127-0000-6562	Tires, Batteries, & Vehicle Parts	802	700	1,738	1,000	700



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

127 Dept Land Use Management

<u>Account Number</u>	<u>Account Description</u>	<u>2022 Actual</u> <u>Mo. 01 - 12</u>	<u>2023 Budget</u>	<u>2023 YTD</u> <u>Mo. 01 - 11</u>	<u>2024 Budget</u>	<u>2025 Budget</u>
01-127-127-0000-6567	Gasoline (Unleaded)	8,795	7,000	5,860	7,000	7,000
<b>Program 127</b>	<b>Building Activities</b>	<b>Revenue 416,556 -</b>	<b>350,700 -</b>	<b>440,948 -</b>	<b>370,700 -</b>	<b>350,700 -</b>
		<b>Expend. 154,171</b>	<b>507,429</b>	<b>177,322</b>	<b>480,489</b>	<b>528,440</b>
		<b>Net 262,385 -</b>	<b>156,729</b>	<b>263,626 -</b>	<b>109,789</b>	<b>177,740</b>
01-127-128-0000-5125	Conditional Use Permits	8,100 -	7,000 -	2,450 -	7,000 -	7,000 -
01-127-128-0000-5127	Variance Permits	8,550 -	6,000 -	4,550 -	6,000 -	6,000 -
01-127-128-0000-5128	Change of Zone Permits	3,050 -	500 -	2,000 -	500 -	500 -
01-127-128-0000-5129	Zoning Permits	1,300 -	3,000 -	2,750 -	3,000 -	3,000 -
01-127-128-0000-5270	Water & Soil Resources-Block Grant	2,772 -	2,800 -	0	2,800 -	2,800 -
01-127-128-0000-5482	Mining Registration Fees	19,800 -	18,600 -	4,800 -	18,600 -	18,600 -
01-127-128-0000-5859	Miscellaneous Revenue	35 -	100 -	0	100 -	100 -
01-127-128-0000-5947	Transfers In-Salary Reimb	118 -	8,036 -	0	8,036 -	8,036 -
01-127-128-0000-6101	Salaries & Wages - Permanent	45,219	179,634	62,354	194,865	218,527
01-127-128-0000-6106	Per Diem in Lieu of Salaries	13,550	18,000	9,375	18,000	18,000
01-127-128-0000-6107	Salaries & Wages - Department Heads	9,807	33,496	12,471	35,614	38,094
01-127-128-0000-6151	Group Health Insurance	5,406	15,429	5,688	19,041	20,564
01-127-128-0000-6152	HSA Contribution	1,669	5,550	987	3,300	3,300
01-127-128-0000-6154	Life Insurance	43	174	57	174	174
01-127-128-0000-6155	Dental Insurance-County Paid	95	340	0	0	0
01-127-128-0000-6156	Accident Insurance-County Paid	26	86	0	0	0
01-127-128-0000-6161	PERA	4,127	17,335	5,612	18,636	20,649
01-127-128-0000-6171	FICA	3,394	14,330	4,596	15,406	17,069
01-127-128-0000-6174	Mandatory Medicare	794	3,351	1,075	3,603	3,992
01-127-128-0000-6177	Paid Family and Medical Leave	0	0	0	0	964
01-127-128-0000-6202	Cell Phone	652	650	480	650	650
01-127-128-0000-6203	Postage	3,383	2,600	2,516	2,600	2,600
01-127-128-0000-6232	Publications & Brochures	0	0	450	0	0
01-127-128-0000-6242	Legal Notices	2,018	4,000	602	4,000	4,000
01-127-128-0000-6243	Membership Dues & Fees	997	1,000	0	1,000	1,000
01-127-128-0000-6244	Subscriptions	177	100	225	100	100
01-127-128-0000-6270	Software Licensing	0	100	0	100	100
01-127-128-0000-6278	Consultant Fees	300	0	300	0	0
01-127-128-0000-6284	Contracted Services	1,500	700	1,575	700	700
01-127-128-0000-6302	Copies/Copier Maintenance	2,766	2,000	1,542	2,000	2,000
01-127-128-0000-6331	Mileage & Transportation	2,802	3,000	2,544	3,000	3,000

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
127 Dept Land Use Management

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> <u>Mo. 01 - 12</u>	2023 <u>Budget</u>	2023 <u>YTD</u> <u>Mo. 01 - 11</u>	2024 <u>Budget</u>	2025 <u>Budget</u>
01-127-128-0000-6332	Meals & Lodging	520	1,000	384	1,000	1,000
01-127-128-0000-6333	Other (Parking,Etc)	0	25	0	25	25
01-127-128-0000-6335	Motor Pool Vehicle Usage	80	100	10	100	100
01-127-128-0000-6357	Conferences/Schools	885	1,500	250	1,500	1,500
01-127-128-0000-6401	Printing Services	316	300	255	300	300
01-127-128-0000-6402	Copy Machine Paper And Toner	262	500	316	1,000	500
01-127-128-0000-6405	Office Supplies	1,588	1,000	1,293	1,000	1,000
01-127-128-0000-6414	Food & Beverages	82	100	55	100	100
01-127-128-0000-6420	Other General Supplies	0	50	0	50	50
01-127-128-0000-6480	Equipment/Furniture<\$5,000	202	0	0	0	0
01-127-128-0000-6567	Gasoline (Unleaded)	1,025	0	758	0	0
01-127-128-0000-6850	Recording Fees	2,038	1,900	1,150	1,900	1,900
<b>Program 128</b>	<b>Planning/Zoning Activities</b>	<b>Revenue</b>	<b>43,725 -</b>	<b>46,036 -</b>	<b>16,550 -</b>	<b>46,036 -</b>
		<b>Expend.</b>	<b>105,723</b>	<b>308,350</b>	<b>116,920</b>	<b>329,764</b>
		<b>Net</b>	<b>61,998</b>	<b>262,314</b>	<b>100,370</b>	<b>315,922</b>
01-127-129-0000-5150	Septic System Permits	49,325 -	50,000 -	55,280 -	50,000 -	50,000 -
01-127-129-0000-5170	Well Permits	18,220 -	16,000 -	12,565 -	16,000 -	16,000 -
01-127-129-0000-5171	Well Maintenance Permits	3,610 -	4,000 -	3,855 -	4,000 -	4,000 -
01-127-129-0000-5270	Water & Soil Resources-MPCA SSTS	0	18,600 -	18,600 -	18,600 -	18,600 -
01-127-129-0000-5413	Olmsted Co Water Kits	4,290 -	6,000 -	4,810 -	6,000 -	6,000 -
01-127-129-0000-5417	Radon Test Kits	40 -	0	0	0	0
01-127-129-0000-5860	Insurance Reimbursements	0	0	2,175 -	0	0
01-127-129-0000-5948	Transfers In - Inter Fund	7,500 -	7,500 -	0	7,500 -	7,500 -
01-127-129-0000-6101	Salaries & Wages - Permanent	44,147	203,838	76,581	253,096	221,867
01-127-129-0000-6151	Group Health Insurance	0	8,051	196	0	0
01-127-129-0000-6152	HSA Contribution	1,723	7,500	2,867	9,000	9,000
01-127-129-0000-6153	Family Insurance Supplement	9,800	35,412	16,123	57,103	61,671
01-127-129-0000-6154	Life Insurance	32	163	51	163	163
01-127-129-0000-6161	PERA	3,311	15,288	5,744	18,982	16,640
01-127-129-0000-6171	FICA	2,419	12,638	4,240	15,692	13,756
01-127-129-0000-6174	Mandatory Medicare	566	2,956	992	3,670	3,217
01-127-129-0000-6177	Paid Family and Medical Leave	0	0	0	0	777
01-127-129-0000-6202	Cell Phone	1,099	1,000	785	1,000	1,000
01-127-129-0000-6203	Postage	175	500	220	500	500
01-127-129-0000-6232	Publications and Brochures	400	400	0	400	400

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

127 Dept Land Use Management

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
01-127-129-0000-6243	Membership Dues & Fees	0	135	0	135	135
01-127-129-0000-6245	State Required Registration or License	0	500	0	500	500
01-127-129-0000-6270	Software Licensing	0	100	0	100	100
01-127-129-0000-6283	Other Professional Fees	1,010	2,000	560	2,000	2,000
01-127-129-0000-6285	Nursing/Laboratory Fees	2,496	4,000	4,582	4,000	4,000
01-127-129-0000-6302	Copies/Copier Maintenance	190	300	234	300	300
01-127-129-0000-6303	Vehicle Maintenance	1,500	500	2,697	1,500	500
01-127-129-0000-6309	Other-Vehicle or Boat License & Title	39	40	0	40	40
01-127-129-0000-6331	Mileage & Transportation	0	200	0	200	200
01-127-129-0000-6332	Meals & Lodging	0	500	635	1,500	500
01-127-129-0000-6357	Conferences/Schools/Workshops	265	2,200	1,044	2,300	2,200
01-127-129-0000-6401	Printing Services	0	550	0	550	550
01-127-129-0000-6402	Copy paper and Toner	214	100	306	100	100
01-127-129-0000-6405	Office Supplies	302	300	415	300	300
01-127-129-0000-6406	Env Hlth Field Supplies	161	600	2,170	600	600
01-127-129-0000-6414	Food & Beverages	0	650	1,002	1,200	650
01-127-129-0000-6567	Gasoline (Unleaded)	2,252	2,000	1,764	2,000	2,000
<b>Program 129</b>	<b>Environmental Health</b>	<b>82,985 -</b>	<b>102,100 -</b>	<b>97,285 -</b>	<b>102,100 -</b>	<b>102,100 -</b>
	<b>Revenue</b>	<b>82,985 -</b>	<b>102,100 -</b>	<b>97,285 -</b>	<b>102,100 -</b>	<b>102,100 -</b>
	<b>Expend.</b>	<b>72,101</b>	<b>302,421</b>	<b>123,208</b>	<b>376,931</b>	<b>343,666</b>
	<b>Net</b>	<b>10,884 -</b>	<b>200,321</b>	<b>25,923</b>	<b>274,831</b>	<b>241,566</b>
<b>Dept 127</b>	<b>Land Use Management</b>	<b>715,784 -</b>	<b>671,603 -</b>	<b>640,790 -</b>	<b>758,836 -</b>	<b>740,836 -</b>
	<b>Revenue</b>	<b>715,784 -</b>	<b>671,603 -</b>	<b>640,790 -</b>	<b>758,836 -</b>	<b>740,836 -</b>
	<b>Expend.</b>	<b>506,043</b>	<b>1,290,967</b>	<b>477,863</b>	<b>1,437,220</b>	<b>1,476,064</b>
	<b>Net</b>	<b>209,741 -</b>	<b>619,364</b>	<b>162,927 -</b>	<b>678,384</b>	<b>735,228</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

130 Dept County Vehicles-Motor Pool

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
01-130-000-0000-5859	Motor Pool Reimbursements	58,798 -	45,000 -	55,158 -	60,000 -	60,000 -
01-130-000-0000-5860	Insurance Reimbursements	15,267 -	0	500 -	0	0
01-130-000-0000-6303	Vehicle Maintenance	32,258	10,000	19,084	14,000	14,000
01-130-000-0000-6309	Other-Vehicle or Boat License & Title	491	500	0	500	500
01-130-000-0000-6420	Other General Supplies	758	500	1,655	1,500	1,500
01-130-000-0000-6567	Gasoline (Unleaded)	24,973	22,000	21,062	22,000	22,000
01-130-000-0000-6997	Transfers Out	24,780	0	0	0	0
01-130-000-0000-6999	Future Fund Balance	0	12,000	0	22,000	22,000
<b>Program 000</b>	Undesignated	<b>Revenue 74,065 -</b>	<b>45,000 -</b>	<b>55,658 -</b>	<b>60,000 -</b>	<b>60,000 -</b>
		<b>Expend. 83,260</b>	<b>45,000</b>	<b>41,801</b>	<b>60,000</b>	<b>60,000</b>
		<b>Net 9,195</b>	<b>0</b>	<b>13,857 -</b>	<b>0</b>	<b>0</b>
<b>Dept 130</b>	County Vehicles-Motor Pool	<b>Revenue 74,065 -</b>	<b>45,000 -</b>	<b>55,658 -</b>	<b>60,000 -</b>	<b>60,000 -</b>
		<b>Expend. 83,260</b>	<b>45,000</b>	<b>41,801</b>	<b>60,000</b>	<b>60,000</b>
		<b>Net 9,195</b>	<b>0</b>	<b>13,857 -</b>	<b>0</b>	<b>0</b>

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
201 Dept Sheriff

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> <u>Mo. 01 - 12</u>	2023 <u>Budget</u>	2023 <u>YTD</u> <u>Mo. 01 - 11</u>	2024 <u>Budget</u>	2025 <u>Budget</u>
01-201-000-0000-5118	Tobacco Licenses	200 -	200 -	400 -	200 -	200 -
01-201-000-0000-5221	Police Aid	418,186 -	415,000 -	484,579 -	415,000 -	415,000 -
01-201-000-0000-5242	State of MN DECN Grant	602 -	0	0	0	0
01-201-000-0000-5243	Police Officer Standards/Trng Board-P	47,696 -	43,700 -	42,428 -	46,000 -	46,000 -
01-201-000-0000-5246	Bulletproof Vest-State	4,214 -	7,700 -	6,437 -	4,900 -	7,700 -
01-201-000-0000-5322	16.607 Bulletproof Vest Partnership Pr	5,397 -	7,700 -	5,255 -	4,900 -	7,700 -
01-201-000-0000-5336	20.600 State & Community Highway S	8,096 -	9,000 -	10,229 -	8,000 -	8,000 -
01-201-000-0000-5338	20.608 Min Penalties for Repeat DWI	4,051 -	5,500 -	4,844 -	4,000 -	4,000 -
01-201-000-0000-5339	20.616 National Priority Safety Programs	4,414 -	4,500 -	3,177 -	4,500 -	4,500 -
01-201-000-0000-5396	97.056 Port Security Grant Program	0	551,900 -	23,970 -	0	0
01-201-000-0000-5462	Officer Service Fees	26,666 -	21,500 -	23,786 -	24,500 -	24,500 -
01-201-000-0000-5464	Sheriff Inmate Transportation Fees	6,702 -	9,000 -	9,196 -	6,500 -	6,500 -
01-201-000-0000-5465	Civil Process Fees	44,826 -	40,000 -	30,878 -	44,000 -	44,000 -
01-201-000-0000-5466	City Law Enforcement Contracts	480,241 -	504,448 -	444,767 -	648,725 -	529,845 -
01-201-000-0000-5467	School Law Enforcement Contracts	90,768 -	100,000 -	58,948 -	104,156 -	115,622 -
01-201-000-0000-5480	Other Charges For Services	126 -	0	358 -	0	0
01-201-000-0000-5536	Trespass Fines	200 -	500 -	0	200 -	200 -
01-201-000-0000-5538	Suspended Driver Program	1,000 -	500 -	500 -	800 -	800 -
01-201-000-0000-5610	Contributions & Donations	510 -	0	3,735 -	0	0
01-201-000-0000-5850	MN Dot Verizon Lease Reimbursements	6,900 -	0	6,900 -	0	0
01-201-000-0000-5851	Mobile Data User Agreement	9,694 -	10,500 -	6,887 -	12,550 -	12,550 -
01-201-000-0000-5859	Miscellaneous Revenue	4,057 -	0	1,495 -	0	0
01-201-000-0000-5860	Insurance Reimbursements	88,095 -	10,000 -	29,746 -	10,000 -	10,000 -
01-201-000-0000-5947	Transfers In	60,601 -	64,000 -	56,009 -	60,400 -	59,900 -
01-201-000-0000-5949	Use of Fund Balance	0	11,190 -	0	225,189 -	0
01-201-000-0000-6101	Salaries & Wages - Permanent	3,696,991	3,894,536	3,178,392	4,303,330	4,787,031
01-201-000-0000-6102	Salaries & Wages-Part Time w/ Benefits	0	81,127	0	0	0
01-201-000-0000-6103	Salaries & Wages-Part Time w/o Bene	0	0	18,580	0	0
01-201-000-0000-6104	Salaries & Wages - Overtime	183,429	200,000	364,864	230,950	220,000
01-201-000-0000-6107	Salaries & Wages - Department Heads	159,554	167,482	149,526	178,069	190,469
01-201-000-0000-6114	Salaries & Wages - Holiday Pay	95,323	111,500	0	123,000	130,000
01-201-000-0000-6118	Salaries & Wages - Uniform Allowance	34,324	35,500	16,079	41,100	41,100
01-201-000-0000-6151	Group Health Insurance	186,527	202,598	175,388	235,103	263,258
01-201-000-0000-6152	HSA Contribution	111,798	148,500	112,360	163,700	160,400
01-201-000-0000-6153	Family Insurance Supplement	247,338	265,031	179,836	273,158	279,670
01-201-000-0000-6154	Life Insurance	2,631	2,658	2,144	2,766	2,766

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
201 Dept Sheriff

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
01-201-000-0000-6155	Dental Insurance-County Paid	11,077	11,719	8,424	13,875	12,598
01-201-000-0000-6156	Accident Insurance-County Paid	2,700	2,755	2,488	3,026	2,755
01-201-000-0000-6157	PERA Duty Disability Health Insurance	0	0	0	43,264	0
01-201-000-0000-6161	PERA	686,579	745,636	612,157	799,259	878,174
01-201-000-0000-6171	FICA	26,600	29,897	25,279	37,183	46,172
01-201-000-0000-6174	Mandatory Medicare	58,204	63,694	52,249	68,754	76,194
01-201-000-0000-6177	Paid Family and Medical Leave	0	0	0	0	18,694
01-201-000-0000-6201	Telephone	946	0	0	0	0
01-201-000-0000-6202	Cell Phone	21,868	23,300	16,590	24,500	24,000
01-201-000-0000-6203	Postage	1,140	3,000	1,202	2,500	2,500
01-201-000-0000-6205	Freight	397	700	146	700	700
01-201-000-0000-6206	Data Cards	20,687	20,700	14,969	12,500	21,500
01-201-000-0000-6209	Internet	1,857	3,400	2,929	4,000	4,000
01-201-000-0000-6243	Membership Dues & Fees	11,962	12,500	12,286	13,000	13,500
01-201-000-0000-6244	Subscriptions	4,484	4,715	4,231	5,155	5,010
01-201-000-0000-6245	State Required Registration or License	1,921	1,800	1,844	2,200	1,650
01-201-000-0000-6251	Electricity	2,309	2,500	2,066	2,500	2,500
01-201-000-0000-6252	Natural Gas/Propane	3,130	3,400	2,843	3,600	3,600
01-201-000-0000-6253	Water/Sewer	578	1,100	660	1,000	1,000
01-201-000-0000-6257	Solid Waste Disposal	225	350	272	500	500
01-201-000-0000-6268	Software Maintenance	31,574	37,500	35,905	40,500	43,000
01-201-000-0000-6270	Software Licensing	29,943	38,000	34,075	56,200	59,000
01-201-000-0000-6272	Physician & Medical Fees	6,920	0	0	0	0
01-201-000-0000-6283	Other Professional Fees	1,538	4,000	7,123	4,700	4,700
01-201-000-0000-6284	Contracted Services	112	50,200	10,380	1,950	100,350
01-201-000-0000-6290	Employment Services-Credit Checks	39 -	0	0	0	0
01-201-000-0000-6291	Employee Medical, Drug & Alcohol Tes	4,859	6,070	11,961	8,760	8,760
01-201-000-0000-6301	Maintenance Contracts	7,252	12,000	6,804	11,200	13,000
01-201-000-0000-6302	Copies/Copier Maintenance	1,749	3,300	1,446	1,100	1,100
01-201-000-0000-6303	Vehicle Maintenance	177,848	116,000	77,078	106,000	100,000
01-201-000-0000-6304	Other Machinery & Equipment Maint	5,666	7,000	3,701	7,500	7,500
01-201-000-0000-6305	Building Maintenance	1,959	2,000	15	2,000	2,000
01-201-000-0000-6309	Other-Vehicle or Boat License & Title	461	1,500	639	1,500	1,500
01-201-000-0000-6315	Other-Vehicle Costs (Non-County)	841	2,000	971	1,500	1,500
01-201-000-0000-6330	Transport Fees - Other	0	3,500	6,479	3,500	3,500
01-201-000-0000-6331	Mileage & Transportation	863	700	0	700	700

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
201 Dept Sheriff

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
01-201-000-0000-6332	Meals & Lodging	13,159	10,500	9,444	10,500	10,500
01-201-000-0000-6333	Other Transportation	16	50	51	50	50
01-201-000-0000-6335	Motor Pool Vehicle Usage	67	0	0	0	0
01-201-000-0000-6340	Radio Tower/Cable Tv	70	0	0	0	0
01-201-000-0000-6346	Rentals	0	0	150	300	300
01-201-000-0000-6357	Conferences/Schools	35,649	45,000	34,613	45,000	45,000
01-201-000-0000-6401	Printing Services	531	1,200	696	11,000	1,000
01-201-000-0000-6402	Copy Machine Paper & Toner	1,868	3,000	848	2,500	2,500
01-201-000-0000-6405	Office Supplies	2,326	3,500	1,617	3,500	3,500
01-201-000-0000-6411	Custodial Supplies	0	300	0	200	200
01-201-000-0000-6414	Food & Beverages	373	400	1,084	400	100
01-201-000-0000-6416	Ammunition & Range Fees	19,137	29,855	23,046	20,300	20,300
01-201-000-0000-6420	Other General Supplies	15,075	19,000	12,439	20,350	20,350
01-201-000-0000-6432	Furniture/Equipment <\$1000	7,364	14,635	10,684	12,000	12,000
01-201-000-0000-6434	Medical Supplies	2,842	2,500	814	4,900	3,000
01-201-000-0000-6453	Sheriffs Personnel Uniforms	17,033	24,400	53,584	22,800	28,400
01-201-000-0000-6454	Sheriffs Personnel Equipment	8,451	7,800	14,051	32,600	7,800
01-201-000-0000-6480	Equipment/Furniture<\$5,000	8,739	0	3,404	0	0
01-201-000-0000-6565	Diesel Fuel	838	2,000	590	1,200	1,200
01-201-000-0000-6567	Gasoline (Unleaded)	183,350	185,000	125,469	185,000	185,000
01-201-000-0000-6669	Equipment/Furniture>=5,000	23,970	669,600	117,601	0	0
01-201-000-0000-6851	K-9 Expenses	10,955	10,600	3,916	12,500	6,000
01-201-000-0000-6855	Forensic Expenses	507	2,000	108	2,000	2,000
01-201-000-0000-6867	Emergency Response Team Expenses	4,166	6,000	5,649	4,500	4,500
01-201-000-0000-6870	Investigative Expenditures	9,314	13,000	8,629	13,000	13,000
01-201-000-0000-6883	Crime Prevention Expenses	10,406	10,000	10,133	14,000	14,000
01-201-000-0000-6897	Other Agency Grant Reimbursements	11,440	11,000	12,293	10,500	10,500
01-201-000-0000-6997	Transfers Out	144,024	0	0	225,189	0
<b>Program 000</b>	Undesignated	<b>Revenue 1,313,242 -</b>	<b>1,816,838 -</b>	<b>1,254,524 -</b>	<b>1,624,520 -</b>	<b>1,297,017 -</b>
		<b>Expend. 6,377,795</b>	<b>7,395,208</b>	<b>5,605,294</b>	<b>7,490,091</b>	<b>7,927,551</b>
		<b>Net 5,064,553</b>	<b>5,578,370</b>	<b>4,350,770</b>	<b>5,865,571</b>	<b>6,630,534</b>
01-201-130-0000-5479	Dui-Forfeiture Fees	0	0	4,811 -	0	0
<b>Program 130</b>	Forfeiture Funds	<b>Revenue 0</b>	<b>0</b>	<b>4,811 -</b>	<b>0</b>	<b>0</b>
		<b>Expend. 0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Net 0</b>	<b>0</b>	<b>4,811 -</b>	<b>0</b>	<b>0</b>

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
201 Dept Sheriff

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 Actual Mo. 01 - 12	2023 Budget	2023 YTD Mo. 01 - 11	2024 Budget	2025 Budget
01-201-220-0000-5949	Use of Fund Balance	0	0	0	634,900 -	0
01-201-220-0000-6284	Contracted Services	0	0	0	100,000	0
01-201-220-0000-6357	Conferences/Schools	0	0	0	30,000	0
01-201-220-0000-6432	Furniture/Equipment <\$1000	0	0	0	10,000	0
01-201-220-0000-6669	Equipment/Furniture>=5,000	0	0	0	463,400	0
01-201-220-0000-6851	K-9 Expenses	0	0	0	19,000	0
01-201-220-0000-6883	Crime Prevention Expenses	0	0	0	12,500	0
<b>Program 220</b>	<b>Public Safety Funds</b>	<b>Revenue 0</b>	<b>0</b>	<b>0</b>	<b>634,900 -</b>	<b>0</b>
		<b>Expend. 0</b>	<b>0</b>	<b>0</b>	<b>634,900</b>	<b>0</b>
		<b>Net 0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
01-201-228-0000-5324	16.710 COPS Grant	46,714 -	30,000 -	29,930 -	0	0
01-201-228-0000-6101	Salaries & Wages - Permanent	65,613	69,895	54,557	0	0
01-201-228-0000-6104	Salaries & Wages - Overtime	0	0	4,447	0	0
01-201-228-0000-6114	Salaries & Wages - Holiday Pay	3,022	0	0	0	0
01-201-228-0000-6118	Salaries & Wages - Uniform Allowance	935	0	475	0	0
01-201-228-0000-6151	Group Health Insurance	0	8,051	7,045	0	0
01-201-228-0000-6152	HSA Contribution	0	1,500	1,385	0	0
01-201-228-0000-6154	Life Insurance	54	54	47	0	0
01-201-228-0000-6161	PERA	12,148	12,371	10,353	0	0
01-201-228-0000-6174	Mandatory Medicare	1,009	1,013	839	0	0
<b>Program 228</b>	<b>COPS Grant</b>	<b>Revenue 46,714 -</b>	<b>30,000 -</b>	<b>29,930 -</b>	<b>0</b>	<b>0</b>
		<b>Expend. 82,781</b>	<b>92,884</b>	<b>79,148</b>	<b>0</b>	<b>0</b>
		<b>Net 36,067</b>	<b>62,884</b>	<b>49,218</b>	<b>0</b>	<b>0</b>
01-201-229-0000-5480	Other Charges For Services	0	0	1,225 -	1,400 -	0
01-201-229-0000-6420	Other General Supplies	0	0	0	200	0
01-201-229-0000-6432	Furniture/Equipment <\$1000	0	0	6,967	300	0
01-201-229-0000-6999	Future Fund Balance-Project Lifesaver	0	0	0	900	0
<b>Program 229</b>	<b>Project Lifesaver</b>	<b>Revenue 0</b>	<b>0</b>	<b>1,225 -</b>	<b>1,400 -</b>	<b>0</b>
		<b>Expend. 0</b>	<b>0</b>	<b>6,967</b>	<b>1,400</b>	<b>0</b>
		<b>Net 0</b>	<b>0</b>	<b>5,742</b>	<b>0</b>	<b>0</b>
01-201-230-0000-5537	Counteract	5,021 -	3,300 -	2,821 -	4,000 -	4,000 -
01-201-230-0000-6357	Conferences/Schools	1,250	0	0	0	0
01-201-230-0000-6420	Other General Supplies	3,384	3,300	5,706	4,000	4,000
<b>Program 230</b>	<b>Counteract</b>	<b>Revenue 5,021 -</b>	<b>3,300 -</b>	<b>2,821 -</b>	<b>4,000 -</b>	<b>4,000 -</b>
		<b>Expend. 4,634</b>	<b>3,300</b>	<b>5,706</b>	<b>4,000</b>	<b>4,000</b>



# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
201 Dept Sheriff

Report Basis: Cash

<u>Account Number</u>		<u>Account Description</u>	2022 Actual Mo. 01 - 12	2023 Budget	2023 YTD Mo. 01 - 11	2024 Budget	2025 Budget
		<b>Net</b>	<b>387 -</b>	<b>0</b>	<b>2,885</b>	<b>0</b>	<b>0</b>
01-201-233-0000-5610		Contributions & Donations	1,640 -	0	380 -	0	0
01-201-233-0000-5859		Miscellaneous Revenue	0	0	1,551 -	0	0
01-201-233-0000-5949		Use of Fund Balance - K9	0	0	0	17,500 -	0
01-201-233-0000-6357		Conferences/Schools	0	0	0	6,000	0
01-201-233-0000-6851		K-9 Donation Expense	0	0	0	11,500	0
<b>Program 233</b>	K-9 Donations	<b>Revenue</b>	<b>1,640 -</b>	<b>0</b>	<b>1,931 -</b>	<b>17,500 -</b>	<b>0</b>
		<b>Expend.</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>17,500</b>	<b>0</b>
		<b>Net</b>	<b>1,640 -</b>	<b>0</b>	<b>1,931 -</b>	<b>0</b>	<b>0</b>
01-201-238-0000-5130		Gun Permits	49,690 -	60,000 -	49,900 -	55,000 -	55,000 -
01-201-238-0000-5949		Use of Fund Balance-Gun Permits	0	0	0	1,891 -	0
01-201-238-0000-6203		Postage	383	450	440	450	450
01-201-238-0000-6332		Meals & Lodging	0	200	0	200	200
01-201-238-0000-6357		Conferences/Schools/Workshops	0	600	0	600	600
01-201-238-0000-6402		Copy Machine Paper & Toner	195	200	220	200	200
01-201-238-0000-6405		Office Supplies	127	300	35	300	300
01-201-238-0000-6420		Other General Supplies	1,849	2,000	594	2,000	2,000
01-201-238-0000-6480		Equipment/Furniture<\$5,000	0	0	1,612	2,641	0
01-201-238-0000-6850		Refunds	320	500	760	500	500
01-201-238-0000-6997		Transfers Out - Intra Fund	46,740	54,000	46,789	50,000	50,000
01-201-238-0000-6999		Future Fund Balance-Gun Permits	0	1,750	0	0	750
<b>Program 238</b>	Gun Permits	<b>Revenue</b>	<b>49,690 -</b>	<b>60,000 -</b>	<b>49,900 -</b>	<b>56,891 -</b>	<b>55,000 -</b>
		<b>Expend.</b>	<b>49,614</b>	<b>60,000</b>	<b>50,450</b>	<b>56,891</b>	<b>55,000</b>
		<b>Net</b>	<b>76 -</b>	<b>0</b>	<b>550</b>	<b>0</b>	<b>0</b>
<b>Dept 201</b>	Sheriff	<b>Revenue</b>	<b>1,416,307 -</b>	<b>1,910,138 -</b>	<b>1,345,142 -</b>	<b>2,339,211 -</b>	<b>1,356,017 -</b>
		<b>Expend.</b>	<b>6,514,824</b>	<b>7,551,392</b>	<b>5,747,565</b>	<b>8,204,782</b>	<b>7,986,551</b>
		<b>Net</b>	<b>5,098,517</b>	<b>5,641,254</b>	<b>4,402,423</b>	<b>5,865,571</b>	<b>6,630,534</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
203 Dept Sheriffs Contingent - Fines

Report Basis: Cash

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
01-203-000-0000-5536		Fines-Sheriff Contingent	4,401 -	4,300 -	4,502 -	5,000 -	5,000 -
01-203-000-0000-6997		Transfers Out-Sheriff Contingency	4,116	4,300	0	5,000	5,000
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>4,401 -</b>	<b>4,300 -</b>	<b>4,502 -</b>	<b>5,000 -</b>
			<b>Expend.</b>	<b>4,116</b>	<b>4,300</b>	<b>0</b>	<b>5,000</b>
			<b>Net</b>	<b>285 -</b>	<b>0</b>	<b>4,502 -</b>	<b>0</b>
<b>Dept</b>	<b>203</b>	Sheriffs Contingent - Fines	<b>Revenue</b>	<b>4,401 -</b>	<b>4,300 -</b>	<b>4,502 -</b>	<b>5,000 -</b>
			<b>Expend.</b>	<b>4,116</b>	<b>4,300</b>	<b>0</b>	<b>5,000</b>
			<b>Net</b>	<b>285 -</b>	<b>0</b>	<b>4,502 -</b>	<b>0</b>

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
205 Dept Sheriff-Seasonal

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
01-205-000-0000-5265	DNR-Boat & Water Safety Grant	22,277 -	22,000 -	31,052 -	30,000 -	30,000 -
01-205-000-0000-5390	97.012 Boating Safety Equipment Grant	0	8,335 -	10,297 -	0	0
01-205-000-0000-5391	97.012 Boating Safety Patrol Grant	5,500 -	5,875 -	5,500 -	5,875 -	5,875 -
01-205-000-0000-5396	97.056 Port Security Grant Program	60,080 -	26,203 -	116,763 -	157,284 -	0
01-205-000-0000-6101	Salaries & Wages - Permanent	161,632	169,528	152,632	184,908	204,805
01-205-000-0000-6103	Salaries & Wages-Part Time w/o Bene	10,846	17,000	14,969	17,500	18,000
01-205-000-0000-6104	Salaries & Wages - Overtime	3,461	8,000	15,438	8,000	8,000
01-205-000-0000-6114	Salaries & Wages-Holiday Pay	6,444	8,200	0	9,100	9,600
01-205-000-0000-6118	Salaries & Wages - Uniform Allowance	1,885	1,885	950	1,900	1,900
01-205-000-0000-6151	Group Health Insurance	10,894	5,191	5,191	5,580	6,027
01-205-000-0000-6152	HSA Contribution	6,533	3,375	3,387	3,623	3,735
01-205-000-0000-6154	Life Insurance	107	103	88	103	103
01-205-000-0000-6155	Dental Insurance-County Paid	642	306	306	329	329
01-205-000-0000-6156	Accident Insurance-County Paid	178	77	74	77	77
01-205-000-0000-6161	PERA	31,027	35,883	32,398	38,818	42,794
01-205-000-0000-6171	FICA	258	0	0	0	0
01-205-000-0000-6174	Mandatory Medicare	2,627	2,940	2,659	3,180	3,506
01-205-000-0000-6177	Paid Family and Medical Leave	0	0	0	0	846
01-205-000-0000-6202	Cell Phone	989	1,000	740	1,000	1,000
01-205-000-0000-6206	Data Cards	1,473	1,500	1,360	2,000	2,000
01-205-000-0000-6283	Other Professional Fees	0	0	955	0	0
01-205-000-0000-6291	Employee Medical, Drug & Alcohol Tes	0	1,000	364	1,000	1,000
01-205-000-0000-6303	Vehicle Maintenance	4,959	4,000	767	5,000	5,000
01-205-000-0000-6304	Other Machinery & Equipment Maint	2,508	5,000	4,716	5,000	5,000
01-205-000-0000-6309	Other-Vehicle or Boat License & Title	116	0	0	120	0
01-205-000-0000-6332	Meals & Lodging	89	300	0	300	300
01-205-000-0000-6357	Conferences/Schools	175	800	0	800	800
01-205-000-0000-6401	Printing Services	0	200	0	0	0
01-205-000-0000-6420	Other General Supplies	155	1,500	802	1,000	1,000
01-205-000-0000-6432	Furniture/Equipment <\$1000	943	2,000	2,841	2,000	2,000
01-205-000-0000-6453	Personnel Uniforms	0	1,000	2,087	1,000	1,000
01-205-000-0000-6480	Equipment/Furniture<\$5,000	0	15,692	16,421	0	0
01-205-000-0000-6561	Motor Oil & Lubricants	0	2,000	0	0	0
01-205-000-0000-6565	Diesel Fuel	9,524	11,000	3,967	10,000	10,000
01-205-000-0000-6567	Gasoline (Unleaded)	2,426	4,000	3,133	4,000	4,000
01-205-000-0000-6669	Equipment/Furniture>=5,000	150,200	26,203	19,366	157,284	0

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
205 Dept Sheriff-Seasonal

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
<b>Program 000</b>	Undesignated	<b>Revenue 87,857 -</b>	<b>62,413 -</b>	<b>163,612 -</b>	<b>193,159 -</b>	<b>35,875 -</b>
		<b>Expend. 410,091</b>	<b>329,683</b>	<b>285,611</b>	<b>463,622</b>	<b>332,822</b>
		<b>Net 322,234</b>	<b>267,270</b>	<b>121,999</b>	<b>270,463</b>	<b>296,947</b>
01-205-234-0000-6283	Other Professional Fees	0	0	1,170	0	0
01-205-234-0000-6304	Other Machinery & Equipment Maint	1,623	1,200	0	1,200	1,200
01-205-234-0000-6309	Other - Vehicle or Boat License & Title	19	0	0	19	0
01-205-234-0000-6331	Mileage & Transportation	0	0	166	0	0
01-205-234-0000-6346	Rents & Leases-Other	0	300	54	0	0
01-205-234-0000-6357	Conferences/Schools	249	1,000	1,693	500	500
01-205-234-0000-6414	Food & Beverages	0	0	70	0	0
01-205-234-0000-6420	Other General Supplies	2,602	1,500	422	2,500	2,500
01-205-234-0000-6432	Furniture/Equipment <\$1000	1,964	1,250	0	1,500	2,500
<b>Program 234</b>	Dive Team	<b>Revenue 0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend. 6,457</b>	<b>5,250</b>	<b>3,575</b>	<b>5,719</b>	<b>6,700</b>
		<b>Net 6,457</b>	<b>5,250</b>	<b>3,575</b>	<b>5,719</b>	<b>6,700</b>
01-205-235-0000-5264	DNR-Snowmobile Safety Enforcement	2,116 -	4,663 -	4,663 -	3,953 -	3,953 -
01-205-235-0000-6101	Salaries & Wages - Permanent	1,115	5,290	2,007	5,696	6,336
01-205-235-0000-6104	Salaries & Wages - Overtime	0	2,000	2,731	2,000	2,000
01-205-235-0000-6151	Group Health Insurance	75	346	150	372	402
01-205-235-0000-6152	HSA Contribution	41	225	90	242	249
01-205-235-0000-6154	Life Insurance	1	3	3	3	3
01-205-235-0000-6155	Dental Insurance-County Paid	4	20	9	22	22
01-205-235-0000-6156	Accident Insurance-County Paid	1	5	2	5	5
01-205-235-0000-6161	PERA	197	1,290	839	1,362	1,489
01-205-235-0000-6174	Mandatory Medicare	16	106	69	112	122
01-205-235-0000-6177	Paid Family and Medical Leave	0	0	0	0	29
01-205-235-0000-6304	Other Machinery & Equipment Maint	620	1,000	0	1,000	1,000
01-205-235-0000-6309	Other-Vehicle or Boat License & Title	28	0	0	28	0
01-205-235-0000-6401	Printing Services	0	300	0	300	300
01-205-235-0000-6420	Other General Supplies	185	500	0	500	500
01-205-235-0000-6567	Gasoline (Unleaded)	26	200	104	200	200
01-205-235-0000-6669	Equipment/Furniture>=5,000	0	0	53	0	0
<b>Program 235</b>	Snowmobile	<b>Revenue 2,116 -</b>	<b>4,663 -</b>	<b>4,663 -</b>	<b>3,953 -</b>	<b>3,953 -</b>
		<b>Expend. 2,309</b>	<b>11,285</b>	<b>6,057</b>	<b>11,842</b>	<b>12,657</b>
		<b>Net 193</b>	<b>6,622</b>	<b>1,394</b>	<b>7,889</b>	<b>8,704</b>

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
205 Dept Sheriff-Seasonal

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
01-205-236-0000-5262	DNR-Off Hwy Vehicle Enforcement (A`	2,353 -	6,046 -	6,046 -	3,359 -	3,359 -
01-205-236-0000-6101	Salaries & Wages - Permanent	1,225	3,798	837	4,089	4,549
01-205-236-0000-6103	Salaries & Wages-Part Time w/o Bene	86	0	0	0	0
01-205-236-0000-6104	Salaries & Wages - Overtime	652	500	539	500	500
01-205-236-0000-6151	Group Health Insurance	126	231	55	248	268
01-205-236-0000-6152	HSA Contribution	76	150	33	161	166
01-205-236-0000-6154	Life Insurance	1	2	1	2	2
01-205-236-0000-6155	Dental Insurance-County Paid	7	14	3	15	15
01-205-236-0000-6156	Accident Insurance-County Paid	2	3	1	3	3
01-205-236-0000-6161	PERA	331	761	244	812	897
01-205-236-0000-6171	FICA	5	0	0	0	0
01-205-236-0000-6174	Mandatory Medicare	28	62	20	67	74
01-205-236-0000-6177	Paid Family and Medical Leave	0	0	0	0	18
01-205-236-0000-6304	Other Machinery & Equipment Maint	0	1,000	96	1,000	1,000
01-205-236-0000-6309	Other-Vehicle or Boat License & Title	39	0	0	39	0
01-205-236-0000-6401	Printing Services	0	300	0	300	300
01-205-236-0000-6420	Other General Supplies	0	1,000	0	1,000	1,000
01-205-236-0000-6567	Gasoline (Unleaded)	78	50	16	50	50
01-205-236-0000-6669	Equipment/Furniture>=5,000	0	0	7,335	0	0
<b>Program 236</b>	<b>ATV</b>					
	<b>Revenue</b>	<b>2,353 -</b>	<b>6,046 -</b>	<b>6,046 -</b>	<b>3,359 -</b>	<b>3,359 -</b>
	<b>Expend.</b>	<b>2,656</b>	<b>7,871</b>	<b>9,180</b>	<b>8,286</b>	<b>8,842</b>
	<b>Net</b>	<b>303</b>	<b>1,825</b>	<b>3,134</b>	<b>4,927</b>	<b>5,483</b>
<b>Dept 205</b>	<b>Sheriff-Seasonal</b>					
	<b>Revenue</b>	<b>92,326 -</b>	<b>73,122 -</b>	<b>174,321 -</b>	<b>200,471 -</b>	<b>43,187 -</b>
	<b>Expend.</b>	<b>421,513</b>	<b>354,089</b>	<b>304,423</b>	<b>489,469</b>	<b>361,021</b>
	<b>Net</b>	<b>329,187</b>	<b>280,967</b>	<b>130,102</b>	<b>288,998</b>	<b>317,834</b>

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
207 Dept Adult Detention Center

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
01-207-000-0000-5320	16.034 Coronavirus Emergency Supp	38,820 -	0	0	0	0
01-207-000-0000-5321	16.606 Criminal Alien Assistance SCA	2,806 -	2,800 -	28,670 -	3,000 -	3,000 -
01-207-000-0000-5450	Pay to Stay Fees	45,950 -	0	37,647 -	20,000 -	10,000 -
01-207-000-0000-5469	Weekender Fees	3,095 -	3,850 -	2,360 -	2,900 -	2,900 -
01-207-000-0000-5470	Board of Huber Law Detainees	3,609 -	16,400 -	12,290 -	12,000 -	12,000 -
01-207-000-0000-5471	Booking Fees	5,613 -	7,500 -	4,074 -	5,600 -	5,600 -
01-207-000-0000-5472	Detainee Board-County	38,335 -	40,000 -	54,725 -	262,800 -	40,000 -
01-207-000-0000-5473	Detainee Board-State	8,700 -	14,000 -	2,220 -	0	0
01-207-000-0000-5480	Other Charges For Services	6,670 -	4,000 -	3,680 -	4,000 -	4,000 -
01-207-000-0000-5853	Previous Inmate Debt	1,081 -	1,000 -	1,507 -	1,000 -	1,000 -
01-207-000-0000-5859	Incentive Payments (SSA)	1,924 -	2,800 -	1,800 -	2,800 -	2,800 -
01-207-000-0000-5949	Use of Fund Balance	0	6,943 -	0	0	0
01-207-000-0000-6101	Salaries & Wages - Permanent	1,295,539	2,788,668	974,291	3,125,752	3,490,327
01-207-000-0000-6102	Salaries & Wages-Part Time w/ Benefits	12,534	24,482	9,120	26,785	29,981
01-207-000-0000-6103	Salaries & Wages-Part Time w/o Bene	3,027	0	623	0	0
01-207-000-0000-6104	Salaries & Wages - Overtime	167,378	100,000	104,787	150,000	150,000
01-207-000-0000-6114	Salaries & Wages - Holiday Pay	74,707	105,000	0	117,200	117,200
01-207-000-0000-6118	Salaries & Wages - Uniform Allowance	23,740	39,500	13,971	40,600	40,600
01-207-000-0000-6151	Group Health Insurance	102,875	223,386	69,375	227,739	233,961
01-207-000-0000-6152	HSA Contribution	50,669	117,750	38,393	120,525	127,300
01-207-000-0000-6153	Family Insurance Supplement	49,298	128,170	24,775	132,952	164,146
01-207-000-0000-6154	Life Insurance	1,198	2,441	774	2,441	2,441
01-207-000-0000-6155	Dental Insurance-County Paid	4,800	8,669	3,146	9,864	10,230
01-207-000-0000-6156	Accident Insurance-County Paid	1,218	2,099	819	2,199	2,284
01-207-000-0000-6161	PERA	128,304	263,070	93,246	297,674	330,266
01-207-000-0000-6171	FICA	86,420	187,125	64,436	211,701	235,463
01-207-000-0000-6174	Mandatory Medicare	20,882	43,763	15,510	49,511	55,068
01-207-000-0000-6177	Paid Family and Medical Leave	0	0	0	0	13,292
01-207-000-0000-6202	Cell Phone	2,812	3,000	2,105	3,000	3,000
01-207-000-0000-6203	Postage	21	0	0	0	0
01-207-000-0000-6205	Freight	0	0	212	0	0
01-207-000-0000-6241	Advertising	0	0	1,176	2,000	2,000
01-207-000-0000-6244	Subscriptions	278	300	0	300	300
01-207-000-0000-6245	State Required Registration or License	610	700	750	700	700
01-207-000-0000-6257	Solid Waste Disposal	6,590	6,000	6,170	7,700	7,700
01-207-000-0000-6258	Electronics Disposal	170	0	0	0	0

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

207 Dept Adult Detention Center

<u>Account Number</u>	<u>Account Description</u>	<u>2022 Actual</u> <u>Mo. 01 - 12</u>	<u>2023 Budget</u>	<u>2023 YTD</u> <u>Mo. 01 - 11</u>	<u>2024 Budget</u>	<u>2025 Budget</u>
01-207-000-0000-6268	Software Maintenance	15,650	16,400	14,264	16,550	17,200
01-207-000-0000-6272	Physician & Medical Fees	393,482	421,200	374,455	446,500	444,000
01-207-000-0000-6278	Consultant Fees	925	1,235	6,615	1,300	1,300
01-207-000-0000-6283	Other Professional Fees	8,418	4,500	3,007	3,900	3,900
01-207-000-0000-6291	Employee Medical, Drug & Alcohol Tes	11,892	9,000	12,606	9,000	9,000
01-207-000-0000-6301	Maintenance Contracts	34,310	49,643	27,368	42,300	58,500
01-207-000-0000-6302	Copies/Copier Maintenance	8,136	8,300	5,600	8,300	8,300
01-207-000-0000-6304	Other Machinery & Equipment Maint	23,069	15,000	384	15,000	15,000
01-207-000-0000-6305	Building Maintenance	4,338	3,800	5,249	3,800	3,800
01-207-000-0000-6331	Mileage & Transportation	0	0	236	50	0
01-207-000-0000-6332	Meals & Lodging	2,959	3,750	3,785	3,500	3,500
01-207-000-0000-6333	Other-Parking	84	0	45	0	0
01-207-000-0000-6335	Motor Pool Vehicle Usage	1,355	1,500	1,236	1,500	1,500
01-207-000-0000-6357	Conferences/Schools	10,942	10,500	9,176	12,000	12,000
01-207-000-0000-6358	Detainee Board	2,885	5,000	0	5,000	5,000
01-207-000-0000-6366	Detainee Laundry	23,358	24,000	5,632	0	0
01-207-000-0000-6401	Printing Services	194	0	0	0	0
01-207-000-0000-6402	Copy Machine Paper & Toner	1,909	2,250	1,015	2,000	2,000
01-207-000-0000-6405	Office Supplies	1,575	2,550	1,276	2,000	2,000
01-207-000-0000-6411	Custodial Supplies	13,224	12,000	9,215	13,500	13,500
01-207-000-0000-6414	Food & Beverages	0	0	197	0	0
01-207-000-0000-6420	Other General Supplies	3,575	6,300	7,955	7,300	7,300
01-207-000-0000-6432	Other Furniture And Equipment	3,942	5,000	3,807	6,000	6,000
01-207-000-0000-6435	Infection Control Items	3,326	0	0	0	0
01-207-000-0000-6453	Personnel Uniforms	9,310	8,000	7,116	8,000	8,000
01-207-000-0000-6454	Personnel Gear	0	0	950	0	0
01-207-000-0000-6461	Detainee Clothing	3,461	5,000	6,622	5,000	5,000
01-207-000-0000-6463	Detainee Meals	242,166	295,000	215,801	260,000	227,900
01-207-000-0000-6464	Other Detainee Supplies	1,853	4,400	321	3,400	3,400
01-207-000-0000-6465	Indigent Commissary Supplies	92	0	0	0	0
01-207-000-0000-6997	Transfers Out - Intra Fund	65,300	0	0	0	0
<b>Program 000</b>	Undesignated	<b>Revenue 156,603 -</b>	<b>99,293 -</b>	<b>148,973 -</b>	<b>314,100 -</b>	<b>81,300 -</b>
		<b>Expend. 2,924,800</b>	<b>4,958,451</b>	<b>2,147,612</b>	<b>5,404,543</b>	<b>5,874,359</b>
		<b>Net 2,768,197</b>	<b>4,859,158</b>	<b>1,998,639</b>	<b>5,090,443</b>	<b>5,793,059</b>
01-207-240-0000-5850	Phone Commission	16,635 -	26,400 -	10,577 -	21,200 -	17,700 -

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
207 Dept Adult Detention Center

Report Basis: Cash

		2022	2023	2023	2024	2025	
		Actual	Budget	YTD	Budget	Budget	
<u>Account Number</u>		<u>Mo. 01 - 12</u>		<u>Mo. 01 - 11</u>			
<u>Account Description</u>							
01-207-240-0000-5855	Vending Commission	23,016 -	17,500 -	17,392 -	31,000 -	25,800 -	
01-207-240-0000-5859	Other Miscellaneous Revenue	1,239 -	3,800 -	1,258 -	3,400 -	2,800 -	
01-207-240-0000-6201	Telephone	5,083	5,800	4,430	8,300	6,900	
01-207-240-0000-6203	Postage	412	1,000	375	800	800	
01-207-240-0000-6244	Subscriptions	1,665	1,300	1,169	1,800	1,800	
01-207-240-0000-6268	Software Maintenance	540	0	0	0	0	
01-207-240-0000-6283	Other Professional Fees	4,499	3,000	2,980	3,000	3,000	
01-207-240-0000-6284	Contracted Services	6,776	5,500	6,018	6,500	6,500	
01-207-240-0000-6305	Building Maintenance	674	0	0	0	0	
01-207-240-0000-6332	Meals & Lodging	0	600	0	600	600	
01-207-240-0000-6340	Cable Tv	747	850	727	850	850	
01-207-240-0000-6357	Conferences/Schools/Workshops	0	500	0	500	500	
01-207-240-0000-6358	Training & Seminars (Detainees)	1,028	6,000	2,603	4,000	4,000	
01-207-240-0000-6405	Office Supplies	98	100	0	100	100	
01-207-240-0000-6414	Food & Beverages	0	500	57	200	200	
01-207-240-0000-6420	Other General Supplies	319	1,000	71	400	400	
01-207-240-0000-6432	Other Furniture And Equipment	26	5,000	559	3,000	3,000	
01-207-240-0000-6434	Medical Supplies	4,311	3,700	3,184	3,700	3,700	
01-207-240-0000-6464	Other Detainee Supplies	11,794	10,000	4,891	12,000	12,000	
01-207-240-0000-6465	Indigent Supplies	777	1,000	495	1,000	1,000	
01-207-240-0000-6999	Future Fund Balance-Inmate Improven	0	1,850	0	8,850	950	
<b>Program</b>	<b>240</b> Inmate Improvement Funds	<b>Revenue</b>	<b>40,890 -</b>	<b>47,700 -</b>	<b>29,227 -</b>	<b>55,600 -</b>	<b>46,300 -</b>
		<b>Expend.</b>	<b>38,749</b>	<b>47,700</b>	<b>27,559</b>	<b>55,600</b>	<b>46,300</b>
		<b>Net</b>	<b>2,141 -</b>	<b>0</b>	<b>1,668 -</b>	<b>0</b>	<b>0</b>
<b>Dept</b>	<b>207</b> Adult Detention Center	<b>Revenue</b>	<b>197,493 -</b>	<b>146,993 -</b>	<b>178,200 -</b>	<b>369,700 -</b>	<b>127,600 -</b>
		<b>Expend.</b>	<b>2,963,549</b>	<b>5,006,151</b>	<b>2,175,171</b>	<b>5,460,143</b>	<b>5,920,659</b>
		<b>Net</b>	<b>2,766,056</b>	<b>4,859,158</b>	<b>1,996,971</b>	<b>5,090,443</b>	<b>5,793,059</b>



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# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

208 Dept Sentence to Serve

			2022	2023	2023	2024	2025	
			Actual	Budget	YTD	Budget	Budget	
			Mo. 01 - 12		Mo. 01 - 11			
<u>Account Number</u>	<u>Account Description</u>							
01-208-000-0000-5401	STS Charges		12,100 -	8,000 -	8,300 -	10,000 -	10,000 -	
01-208-000-0000-5852	STS Reimbursements-City of RW		64,762 -	67,030 -	32,381 -	64,762 -	67,029 -	
01-208-000-0000-6350	Sentence To Serve		254,648	263,581	129,524	259,047	263,580	
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>76,862 -</b>	<b>75,030 -</b>	<b>40,681 -</b>	<b>74,762 -</b>	<b>77,029 -</b>
			<b>Expend.</b>	<b>254,648</b>	<b>263,581</b>	<b>129,524</b>	<b>259,047</b>	<b>263,580</b>
			<b>Net</b>	<b>177,786</b>	<b>188,551</b>	<b>88,843</b>	<b>184,285</b>	<b>186,551</b>
<b>Dept</b>	<b>208</b>	Sentence to Serve	<b>Revenue</b>	<b>76,862 -</b>	<b>75,030 -</b>	<b>40,681 -</b>	<b>74,762 -</b>	<b>77,029 -</b>
			<b>Expend.</b>	<b>254,648</b>	<b>263,581</b>	<b>129,524</b>	<b>259,047</b>	<b>263,580</b>
			<b>Net</b>	<b>177,786</b>	<b>188,551</b>	<b>88,843</b>	<b>184,285</b>	<b>186,551</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
209 Dept Enhanced 911 System

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	<u>2022 Actual</u> <u>Mo. 01 - 12</u>	<u>2023 Budget</u>	<u>2023 YTD</u> <u>Mo. 01 - 11</u>	<u>2024 Budget</u>	<u>2025 Budget</u>
01-209-000-0000-5223	Enhanced 911	253,183 -	256,824 -	235,433 -	256,824 -	256,824 -
01-209-000-0000-5224	Emergency Communications Network	16,417 -	0	0	0	0
01-209-000-0000-5335	20.615 E-911 Grant Program	24,626 -	0	0	0	0
01-209-000-0000-5710	Interest	2,873 -	3,000 -	5,417 -	5,000 -	5,000 -
01-209-000-0000-5949	Use of Fund Balance-E911 Grant Funds	0	5,451 -	0	42,516 -	0
01-209-000-0000-6101	Salaries & Wages - Permanent	30,657	0	34,464	0	0
01-209-000-0000-6104	Salaries & Wages - Overtime	262	0	12,902	0	0
01-209-000-0000-6151	Group Health Insurance	0	0	2,418	0	0
01-209-000-0000-6152	HSA Contribution	1,068	0	4,372	0	0
01-209-000-0000-6153	Family Insurance Supplement	6,944	0	5,697	0	0
01-209-000-0000-6154	Life Insurance	36	0	45	0	0
01-209-000-0000-6155	Dental Insurance-County Paid	0	0	574	0	0
01-209-000-0000-6156	Accident Insurance-County Paid	0	0	31	0	0
01-209-000-0000-6161	PERA	2,319	0	3,552	0	0
01-209-000-0000-6171	FICA	1,678	0	2,514	0	0
01-209-000-0000-6174	Mandatory Medicare	393	0	588	0	0
01-209-000-0000-6201	Telephone	2,007	2,100	2,045	2,100	2,100
01-209-000-0000-6202	Cell Phone	0	0	274	500	500
01-209-000-0000-6206	Data Cards	1,299	1,400	1,038	1,400	1,400
01-209-000-0000-6209	Internet	1,235	1,200	900	4,200	4,200
01-209-000-0000-6243	Membership Dues & Fees	19,828	19,000	18,500	22,500	22,500
01-209-000-0000-6251	Electricity	3,861	2,250	3,599	4,500	4,500
01-209-000-0000-6252	Natural Gas/Propane	426	115	315	450	450
01-209-000-0000-6268	Software Maintenance Contracts	15,099	29,600	18,985	38,300	36,000
01-209-000-0000-6270	Software Licensing	400	1,950	3,700	2,000	2,000
01-209-000-0000-6282	Computer Charges	7,770	4,440	4,440	4,440	4,440
01-209-000-0000-6283	Other Professional Fees	1,666	0	2,095	2,000	2,000
01-209-000-0000-6284	Contracted Services	0	0	0	28,600	0
01-209-000-0000-6291	Employee Medical, Drug & Alcohol Tes	838	0	4,650	850	850
01-209-000-0000-6301	Maintenance Contracts	20,951	35,000	24,908	47,600	25,000
01-209-000-0000-6304	Other Machinery & Equipment Maint	0	1,000	0	1,000	1,000
01-209-000-0000-6331	Mileage & Transportation	0	0	1,633	2,000	2,000
01-209-000-0000-6332	Meals And Lodging	0	1,500	3,902	6,000	6,000
01-209-000-0000-6333	Other-Parking	0	0	123	0	0
01-209-000-0000-6357	Conferences/Schools	886	1,500	5,575	10,000	10,000
01-209-000-0000-6420	Other General Supplies	643	1,000	113	2,000	2,000

# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
209 Dept Enhanced 911 System

Report Basis: Cash

				2022	2023	2023	2024	2025
				Actual	Budget	YTD	Budget	Budget
				Mo. 01 - 12		Mo. 01 - 11		
<u>Account Number</u>	<u>Account Description</u>							
01-209-000-0000-6432	Other Furniture And Equipment			7,411	9,000	14,037	10,000	10,000
01-209-000-0000-6480	Equipment/Furniture<\$5,000			1,849	29,120	27,010	10,300	10,046
01-209-000-0000-6669	Equipment/Furniture>=5,000			122,574	104,100	128,676	0	0
01-209-000-0000-6997	Transfers Out			18,662	21,000	148	103,600	103,600
01-209-000-0000-6999	Future Fund Balance-E911 Grant			0	0	0	0	11,238
<b>Program 000</b>	Undesignated	<b>Revenue</b>		<b>297,099 -</b>	<b>265,275 -</b>	<b>240,850 -</b>	<b>304,340 -</b>	<b>261,824 -</b>
		<b>Expend.</b>		<b>270,762</b>	<b>265,275</b>	<b>333,823</b>	<b>304,340</b>	<b>261,824</b>
		<b>Net</b>		<b>26,337 -</b>	<b>0</b>	<b>92,973</b>	<b>0</b>	<b>0</b>
01-209-242-0000-5223	PSAP - NG911			0	0	64,184 -	0	0
<b>Program 242</b>	Next Gen Geographic System	<b>Revenue</b>		<b>0</b>	<b>0</b>	<b>64,184 -</b>	<b>0</b>	<b>0</b>
		<b>Expend.</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Net</b>		<b>0</b>	<b>0</b>	<b>64,184 -</b>	<b>0</b>	<b>0</b>
<b>Dept 209</b>	Enhanced 911 System	<b>Revenue</b>		<b>297,099 -</b>	<b>265,275 -</b>	<b>305,034 -</b>	<b>304,340 -</b>	<b>261,824 -</b>
		<b>Expend.</b>		<b>270,762</b>	<b>265,275</b>	<b>333,823</b>	<b>304,340</b>	<b>261,824</b>
		<b>Net</b>		<b>26,337 -</b>	<b>0</b>	<b>28,789</b>	<b>0</b>	<b>0</b>

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

210 Dept Dispatch Non-E911 Expenses

<u>Account Number</u>	<u>Account Description</u>	<u>2022 Actual Mo. 01 - 12</u>	<u>2023 Budget</u>	<u>2023 YTD Mo. 01 - 11</u>	<u>2024 Budget</u>	<u>2025 Budget</u>
01-210-000-0000-5242	State of MN DECN Grant	0	0	643 -	0	0
01-210-000-0000-5315	11.549 State & Local Implementation C	0	500 -	0	0	0
01-210-000-0000-5947	Transfers In - Intra Fund	18,662 -	21,000 -	0	104,600 -	105,100 -
01-210-000-0000-6101	Salaries & Wages - Permanent	755,651	863,050	692,444	1,040,412	1,150,115
01-210-000-0000-6102	Salaries & Wages-Part Time w/ Benefits	0	0	20,195	49,286	52,715
01-210-000-0000-6104	Salaries & Wages - Overtime	56,139	30,000	50,182	30,000	30,000
01-210-000-0000-6114	Salaries & Wages-Holiday Pay	35,945	39,700	0	47,200	49,600
01-210-000-0000-6118	Salaries & Wages - Uniform Allowance	9,350	11,200	4,936	13,300	13,300
01-210-000-0000-6151	Group Health Insurance	41,651	47,225	34,212	63,168	68,221
01-210-000-0000-6152	HSA Contribution	18,821	28,500	22,829	43,450	44,450
01-210-000-0000-6153	Family Insurance Supplement	39,214	53,119	42,229	57,031	61,593
01-210-000-0000-6154	Life Insurance	588	651	520	827	827
01-210-000-0000-6155	Dental Insurance-County Paid	654	1,361	1,211	3,472	3,472
01-210-000-0000-6156	Accident Insurance-County Paid	181	343	280	785	785
01-210-000-0000-6161	PERA	63,694	69,956	55,848	83,236	92,458
01-210-000-0000-6171	FICA	51,015	57,830	45,154	71,864	79,700
01-210-000-0000-6174	Mandatory Medicare	11,931	13,525	10,560	16,807	18,639
01-210-000-0000-6177	Paid Family and Medical Leave	0	0	0	0	4,499
01-210-000-0000-6202	Cell phone	2,317	2,600	1,680	2,100	2,100
01-210-000-0000-6206	Data Cards	515	500	360	500	500
01-210-000-0000-6243	Membership Dues & Fees	0	500	0	0	0
01-210-000-0000-6244	Subscriptions	182	200	210	200	200
01-210-000-0000-6332	Meals & Lodging	776	2,000	480	1,000	1,000
01-210-000-0000-6335	Motor Pool Vehicle Usage	351	400	636	1,000	1,000
01-210-000-0000-6340	Cable TV	317	900	655	950	950
01-210-000-0000-6357	Conferences	1,326	2,000	425	1,000	1,000
01-210-000-0000-6401	Printing Services	131	0	0	0	0
01-210-000-0000-6405	Office Supplies	48	250	528	250	250
01-210-000-0000-6414	Food & Beverages	524	500	620	1,000	1,000
01-210-000-0000-6420	Other General Supplies	223	400	267	600	600
01-210-000-0000-6432	Furniture/Equipment <\$1000	1,518	1,000	0	1,500	1,500
01-210-000-0000-6453	Personnel Uniforms	1,371	0	0	750	750
<b>Program 000</b>	Undesignated	<b>Revenue 18,662 -</b>	<b>21,500 -</b>	<b>643 -</b>	<b>104,600 -</b>	<b>105,100 -</b>
		<b>Expend. 1,094,433</b>	<b>1,227,710</b>	<b>986,461</b>	<b>1,531,688</b>	<b>1,681,224</b>
		<b>Net 1,075,771</b>	<b>1,206,210</b>	<b>985,818</b>	<b>1,427,088</b>	<b>1,576,124</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

210 Dept Dispatch Non-E911 Expenses

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
01-210-242-0000-5224	Emergency Communications Network	62 -	0	0	0	0
01-210-242-0000-5335	20.615 E-911 Grant Program	93 -	0	0	0	0
01-210-242-0000-6104	Salaries & Wages - Overtime	117	0	0	0	0
01-210-242-0000-6152	HSA Contribution	3	0	0	0	0
01-210-242-0000-6153	Family Insurance Supplement	18	0	0	0	0
01-210-242-0000-6161	PERA	9	0	0	0	0
01-210-242-0000-6171	FICA	7	0	0	0	0
01-210-242-0000-6174	Mandatory Medicare	2	0	0	0	0
<b>Program 242</b>	<b>Next Gen Geographic System</b>					
	<b>Revenue</b>	<b>155 -</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Expend.</b>	<b>156</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Net</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Dept 210</b>	<b>Dispatch Non-E911 Expenses</b>					
	<b>Revenue</b>	<b>18,817 -</b>	<b>21,500 -</b>	<b>643 -</b>	<b>104,600 -</b>	<b>105,100 -</b>
	<b>Expend.</b>	<b>1,094,589</b>	<b>1,227,710</b>	<b>986,461</b>	<b>1,531,688</b>	<b>1,681,224</b>
	<b>Net</b>	<b>1,075,772</b>	<b>1,206,210</b>	<b>985,818</b>	<b>1,427,088</b>	<b>1,576,124</b>

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

211 Dept Communications Infrastructure

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
01-211-000-0000-5850	MN DOT Verizon Lease Reimburseme	0	6,900 -	0	6,900 -	7,935 -
01-211-000-0000-6201	Telephone	792	792	660	792	792
01-211-000-0000-6206	Data Cards	1,905	2,200	1,765	2,200	2,200
01-211-000-0000-6229	Radio Tower Software & Maintenance	42,407	43,000	42,730	43,000	43,500
01-211-000-0000-6243	Membership Dues & Fees	1,500	1,500	1,500	1,500	1,500
01-211-000-0000-6251	Electricity	15,816	18,200	13,732	17,000	17,000
01-211-000-0000-6252	Natural Gas/Propane	779	600	279	850	850
01-211-000-0000-6268	Software Maintenance	213	300	213	300	300
01-211-000-0000-6283	Other Professional Fees	0	0	1,440	0	0
01-211-000-0000-6284	Contracted Services	1,135	1,100	1,156	1,300	1,200
01-211-000-0000-6301	Maintenance Contracts	62,479	68,000	61,287	61,000	67,000
01-211-000-0000-6304	Other Machinery & Equipment Maint	2,805	10,000	13,347	10,000	10,000
01-211-000-0000-6340	Radio Tower/Cable TV	5,988	6,000	5,489	6,000	6,000
01-211-000-0000-6342	Verizon Lease Payment	6,986	6,900	6,325	6,900	7,935
01-211-000-0000-6357	Conferences	125 -	0	0	0	0
01-211-000-0000-6420	Other General Supplies	1,104	1,000	1,763	1,500	1,500
01-211-000-0000-6432	Furniture/Equipment <\$1000	0	1,000	0	1,000	1,000
01-211-000-0000-6565	Diesel Fuel	328	500	218	500	500
<b>Program 000</b>	Undesignated	<b>Revenue 0</b>	<b>6,900 -</b>	<b>0</b>	<b>6,900 -</b>	<b>7,935 -</b>
		<b>Expend. 144,112</b>	<b>161,092</b>	<b>151,904</b>	<b>153,842</b>	<b>161,277</b>
		<b>Net 144,112</b>	<b>154,192</b>	<b>151,904</b>	<b>146,942</b>	<b>153,342</b>
01-211-239-0000-5949	Use of Fund Balance-Radio Tower Rej	0	14,000 -	0	0	0
01-211-239-0000-6304	Other Machinery & Equipment Maint	0	0	10,921	0	0
01-211-239-0000-6480	Equipment/Furniture<\$5,000	0	0	15,900	0	0
01-211-239-0000-6669	Equipment/Furniture>=\$5,000	13,292	14,000	11,302	0	0
01-211-239-0000-6999	Future Fund Balance	0	20,000	0	20,000	20,000
<b>Program 239</b>	Radio Tower	<b>Revenue 0</b>	<b>14,000 -</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend. 13,292</b>	<b>34,000</b>	<b>38,123</b>	<b>20,000</b>	<b>20,000</b>
		<b>Net 13,292</b>	<b>20,000</b>	<b>38,123</b>	<b>20,000</b>	<b>20,000</b>
<b>Dept 211</b>	Communications Infrastructure	<b>Revenue 0</b>	<b>20,900 -</b>	<b>0</b>	<b>6,900 -</b>	<b>7,935 -</b>
		<b>Expend. 157,404</b>	<b>195,092</b>	<b>190,027</b>	<b>173,842</b>	<b>181,277</b>
		<b>Net 157,404</b>	<b>174,192</b>	<b>190,027</b>	<b>166,942</b>	<b>173,342</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

215 Dept Coroner

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
01-215-000-0000-6273		Coroner/Autopsy Fees	148,128	154,193	113,254	157,277	160,422
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>148,128</b>	<b>113,254</b>	<b>157,277</b>	<b>160,422</b>
			<b>Net</b>	<b>148,128</b>	<b>113,254</b>	<b>157,277</b>	<b>160,422</b>
<b>Dept</b>	<b>215</b>	Coroner	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>148,128</b>	<b>113,254</b>	<b>157,277</b>	<b>160,422</b>
			<b>Net</b>	<b>148,128</b>	<b>113,254</b>	<b>157,277</b>	<b>160,422</b>

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
255 Dept Court Services

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
01-255-000-0000-5252	Dept of Corrections-PO Salary Reimb	218,050 -	220,000 -	511,939 -	795,573 -	795,573 -
01-255-000-0000-5253	Dept of Corrections-Caseload/Workload	68,712 -	68,712 -	51,534 -	0	0
01-255-000-0000-5289	MN DHS-Mental Health Screenings	19,195 -	19,815 -	19,815 -	32,977 -	32,977 -
01-255-000-0000-5947	Transfers In	30,000 -	31,497 -	15,000 -	30,500 -	30,500 -
01-255-000-0000-6101	Salaries & Wages - Permanent	233,830	793,685	266,262	833,995	929,124
01-255-000-0000-6103	Salaries & Wages-Part Time w/o Bene	0	12,000	0	12,000	12,000
01-255-000-0000-6104	Salaries & Wages - Overtime	0	1,300	0	1,300	1,300
01-255-000-0000-6107	Salaries & Wages - Department Heads	31,552	112,840	35,563	111,634	124,178
01-255-000-0000-6151	Group Health Insurance	15,994	57,559	15,215	47,020	50,782
01-255-000-0000-6152	HSA Contribution	9,315	33,750	12,970	46,250	47,500
01-255-000-0000-6153	Family Insurance Supplement	7,424	26,426	13,918	56,816	61,361
01-255-000-0000-6154	Life Insurance	174	597	193	597	597
01-255-000-0000-6155	Dental Insurance-County Paid	953	3,397	1,490	5,840	5,840
01-255-000-0000-6156	Accident Insurance-County Paid	237	799	407	1,256	1,256
01-255-000-0000-6161	PERA	19,904	69,987	22,564	71,920	80,033
01-255-000-0000-6171	FICA	15,765	57,029	17,902	59,454	66,161
01-255-000-0000-6174	Mandatory Medicare	3,687	13,337	4,187	13,904	15,473
01-255-000-0000-6177	Paid Family and Medical Leave	0	0	0	0	3,735
01-255-000-0000-6202	Cell Phone	4,739	5,000	3,816	5,000	5,000
01-255-000-0000-6203	Postage	1,606	1,700	1,674	2,000	2,000
01-255-000-0000-6243	Membership Dues & Fees	445	3,000	2,669	3,500	3,500
01-255-000-0000-6269	Software Enhancements	0	4,383	3,565	4,383	4,383
01-255-000-0000-6270	Software Licensing	1,498	2,000	1,525	2,000	2,000
01-255-000-0000-6283	Other Professional Fees	661	750	511	1,500	1,500
01-255-000-0000-6284	Contracted Services-MH Services	10,500	10,500	10,500	10,500	10,500
01-255-000-0000-6285	Laboratory Fees	3,909	4,000	3,121	4,000	4,000
01-255-000-0000-6302	Copies/Copier Maintenance	2,925	3,500	2,071	3,500	3,500
01-255-000-0000-6331	Mileage & Transportation	1,240	1,400	1,143	2,000	2,000
01-255-000-0000-6332	Meals & Lodging	2,669	3,000	1,546	5,000	5,000
01-255-000-0000-6333	Other - Parking	62	50	42	100	100
01-255-000-0000-6335	Motor Pool Vehicle Usage	4,569	7,500	4,055	7,500	7,500
01-255-000-0000-6357	Conferences/Schools	1,950	3,000	1,936	5,000	5,000
01-255-000-0000-6358	Other Charges	382	300	393	1,000	2,000
01-255-000-0000-6382	Cjdn Connection Charges	1,890	1,080	1,080	1,080	1,080
01-255-000-0000-6401	Printing Services	225	200	0	200	200
01-255-000-0000-6402	Copy Machine Paper & Toner	262	500	154	500	500



# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
255 Dept Court Services

Report Basis: Cash

<u>Account Number</u>		<u>Account Description</u>	2022 Actual Mo. 01 - 12	2023 Budget	2023 YTD Mo. 01 - 11	2024 Budget	2025 Budget
01-255-000-0000-6405		Office Supplies	2,720	1,000	1,343	2,000	1,000
01-255-000-0000-6414		Food & Beverages	298	500	0	500	500
01-255-000-0000-6420		Other General Supplies	0	0	0	500	500
01-255-000-0000-6850		Miscellaneous Expense	0	0	50	0	0
<b>Program 000</b>	Undesignated						
		<b>Revenue</b>	<b>335,957 -</b>	<b>340,024 -</b>	<b>598,288 -</b>	<b>859,050 -</b>	<b>859,050 -</b>
		<b>Expend.</b>	<b>381,385</b>	<b>1,236,069</b>	<b>431,865</b>	<b>1,323,749</b>	<b>1,461,103</b>
		<b>Net</b>	<b>45,428</b>	<b>896,045</b>	<b>166,423 -</b>	<b>464,699</b>	<b>602,053</b>
01-255-250-0000-5480		Correction Service Fee	4,470 -	2,397 -	2,350 -	2,000 -	2,000 -
01-255-250-0000-6284		Contracted Services	400	0	0	0	0
01-255-250-0000-6850		Miscellaneous Expense	1,261	900	1,301	1,500	1,500
01-255-250-0000-6997		Transfers Out	0	1,497	0	500	500
<b>Program 250</b>	Correction Service Fees						
		<b>Revenue</b>	<b>4,470 -</b>	<b>2,397 -</b>	<b>2,350 -</b>	<b>2,000 -</b>	<b>2,000 -</b>
		<b>Expend.</b>	<b>1,661</b>	<b>2,397</b>	<b>1,301</b>	<b>2,000</b>	<b>2,000</b>
		<b>Net</b>	<b>2,809 -</b>	<b>0</b>	<b>1,049 -</b>	<b>0</b>	<b>0</b>
01-255-255-0000-5475		Local Correctional Fees	54,868 -	30,000 -	43,508 -	30,000 -	30,000 -
01-255-255-0000-6997		Transfers Out	30,000	30,000	15,000	30,000	30,000
<b>Program 255</b>	Local Correctional Fees						
		<b>Revenue</b>	<b>54,868 -</b>	<b>30,000 -</b>	<b>43,508 -</b>	<b>30,000 -</b>	<b>30,000 -</b>
		<b>Expend.</b>	<b>30,000</b>	<b>30,000</b>	<b>15,000</b>	<b>30,000</b>	<b>30,000</b>
		<b>Net</b>	<b>24,868 -</b>	<b>0</b>	<b>28,508 -</b>	<b>0</b>	<b>0</b>
01-255-260-0000-5341		REAM (Remote Elec Alcohol Monitorin	0	0	600 -	0	0
01-255-260-0000-6284		Contracted Services	0	0	600	0	0
<b>Program 260</b>	REAM						
		<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>600 -</b>	<b>0</b>	<b>0</b>
		<b>Expend.</b>	<b>0</b>	<b>0</b>	<b>600</b>	<b>0</b>	<b>0</b>
		<b>Net</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Dept 255</b>	Court Services						
		<b>Revenue</b>	<b>395,295 -</b>	<b>372,421 -</b>	<b>644,746 -</b>	<b>891,050 -</b>	<b>891,050 -</b>
		<b>Expend.</b>	<b>413,046</b>	<b>1,268,466</b>	<b>448,766</b>	<b>1,355,749</b>	<b>1,493,103</b>
		<b>Net</b>	<b>17,751</b>	<b>896,045</b>	<b>195,980 -</b>	<b>464,699</b>	<b>602,053</b>

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
281 Dept Emergency Management

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
01-281-000-0000-5395	97.042 Emergency Mgmt Performance	0	31,754 -	0	36,000 -	36,000 -
01-281-000-0000-6101	Salaries & Wages - Permanent	50,401	53,871	38,602	56,301	62,567
01-281-000-0000-6104	Salaries & Wages - Overtime	0	500	0	0	0
01-281-000-0000-6118	Salaries & Wages - Uniform Allowance	214	428	107	0	0
01-281-000-0000-6151	Group Health Insurance	0	0	2,214	5,193	5,608
01-281-000-0000-6152	HSA Contribution	0	0	415	900	900
01-281-000-0000-6154	Life Insurance	33	33	23	33	33
01-281-000-0000-6161	PERA	8,921	9,573	6,833	9,965	10,269
01-281-000-0000-6171	FICA	0	3,371	0	3,491	3,597
01-281-000-0000-6174	Mandatory Medicare	711	788	552	816	841
01-281-000-0000-6177	Paid Family and Medical Leave	0	0	0	0	219
01-281-000-0000-6301	Maintenance Contracts	2,796	5,651	13,602	11,065	11,900
01-281-000-0000-6414	Food & Beverages	0	0	0	1,000	0
01-281-000-0000-6420	Other General Supplies	0	0	0	1,000	0
<b>Program 000</b>	<b>Undesignated</b>	<b>Revenue 0</b>	<b>31,754 -</b>	<b>0</b>	<b>36,000 -</b>	<b>36,000 -</b>
		<b>Expend. 63,076</b>	<b>74,215</b>	<b>62,348</b>	<b>89,764</b>	<b>95,934</b>
		<b>Net 63,076</b>	<b>42,461</b>	<b>62,348</b>	<b>53,764</b>	<b>59,934</b>
01-281-280-0000-5247	Radiological Emergency Preparedness	278,193 -	271,996 -	253,211 -	338,817 -	295,917 -
01-281-280-0000-5949	Use of Fund Balance-NPP	0	13,810 -	0	0	0
01-281-280-0000-6101	Salaries & Wages - Permanent	33,601	35,914	25,734	79,080	88,215
01-281-280-0000-6102	Salaries & Wages-Part Time w/ Benefits	25,932	27,394	18,345	0	0
01-281-280-0000-6104	Salaries & Wages - Overtime	0	500	0	0	0
01-281-280-0000-6118	Salaries & Wages - Uniform Allowance	143	286	71	0	0
01-281-280-0000-6151	Group Health Insurance	2,228	0	1,476	3,462	3,739
01-281-280-0000-6152	HSA Contribution	431	0	277	2,850	2,850
01-281-280-0000-6153	Family Insurance Supplement	0	0	0	14,276	15,418
01-281-280-0000-6154	Life Insurance	76	76	38	62	62
01-281-280-0000-6161	PERA	7,892	8,449	5,941	9,759	10,857
01-281-280-0000-6171	FICA	1,362	3,956	1,122	4,903	5,469
01-281-280-0000-6174	Mandatory Medicare	793	925	630	1,147	1,280
01-281-280-0000-6177	Paid Family and Medical Leave	0	0	0	0	309
01-281-280-0000-6201	Telephone	3,042	3,900	2,131	2,500	2,500
01-281-280-0000-6202	Cell Phone	494	500	694	1,000	1,000
01-281-280-0000-6203	Postage	375	300	311	100	600
01-281-280-0000-6206	Data Cards	877	1,000	640	500	500

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
281 Dept Emergency Management

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
01-281-280-0000-6243	Membership Dues And Fees	1,200	1,200	1,000	1,200	1,200
01-281-280-0000-6244	Subscriptions	0	0	14	0	0
01-281-280-0000-6268	Software Maintenance Contracts	0	250	0	0	0
01-281-280-0000-6270	Software Licensing	719	750	412	0	0
01-281-280-0000-6283	Other Professional Fees	428	0	0	0	0
01-281-280-0000-6284	Contracted Services	0	0	24	50	50
01-281-280-0000-6291	Employee Medical, Drug & Alcohol Tes	0	0	375	0	0
01-281-280-0000-6301	Maintenance Contracts	19,546	17,000	11,468	8,875	8,462
01-281-280-0000-6302	Copies/Copier Maintenance	3,843	3,600	2,718	3,600	3,600
01-281-280-0000-6303	Vehicle Maintenance	495	1,000	362	1,000	1,000
01-281-280-0000-6304	Other Machinery & Equipment Maint	1,850	1,000	0	1,000	1,000
01-281-280-0000-6309	Other-Vehicle or Boat License & Title	204	0	0	0	0
01-281-280-0000-6331	Mileage & Transportation	1,259	800	0	800	800
01-281-280-0000-6332	Meals & Lodging	3,374	3,000	1,482	3,000	3,000
01-281-280-0000-6333	Other-(Parking,Etc)	57	150	0	150	150
01-281-280-0000-6335	Motor Pool Vehicle Usage	173	0	0	0	0
01-281-280-0000-6340	Cable TV	1,969	2,100	1,977	2,250	2,250
01-281-280-0000-6357	Conferences/Schools/Workshops	1,050	2,000	925	1,500	1,500
01-281-280-0000-6402	Copy Machine Paper & Toner	423	800	40	400	400
01-281-280-0000-6405	Office Supplies	398	500	0	500	500
01-281-280-0000-6414	Food & Beverages	3,997	900	101	4,200	500
01-281-280-0000-6420	Other General Supplies	300	6,866	711	3,103	0
01-281-280-0000-6432	Other Furniture And Equipment	954	1,500	3,519	1,500	1,500
01-281-280-0000-6453	Personnel Uniforms	0	0	661	0	0
01-281-280-0000-6480	Equipment/Furniture<\$5,000	10,712	31,680	26,746	31,400	1,365
01-281-280-0000-6567	Gasoline (Unleaded)	1,401	1,700	1,346	2,000	1,300
01-281-280-0000-6663	Vehicles Purchased	32,190	13,810	12,739	0	0
01-281-280-0000-6669	Equipment/Furniture>=5,000	16,302	0	5,167	9,550	14,000
01-281-280-0000-6897	Other Agency Reimbursements	94,521	101,000	65,162	109,000	108,250
01-281-280-0000-6997	Transfers Out	16,136	9,000	9,809	17,800	10,600
01-281-280-0000-6998	Transfers Out - Inter Fund	14,494	2,000	1,012	16,300	2,000
<b>Program 280</b>	NPP Designated	<b>Revenue 278,193 -</b>	<b>285,806 -</b>	<b>253,211 -</b>	<b>338,817 -</b>	<b>295,917 -</b>
		<b>Expend. 305,241</b>	<b>285,806</b>	<b>205,180</b>	<b>338,817</b>	<b>296,226</b>
		<b>Net 27,048</b>	<b>0</b>	<b>48,031 -</b>	<b>0</b>	<b>309</b>
01-281-283-0000-5859	Miscellaneous Revenue	0	0	6,507 -	2,400 -	2,400 -

# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
281 Dept Emergency Management

Report Basis: Cash

<u>Account Number</u>		<u>Account Description</u>	2022 Actual Mo. 01 - 12	2023 Budget	2023 YTD Mo. 01 - 11	2024 Budget	2025 Budget
01-281-283-0000-6203		Postage	0	0	141	500	500
01-281-283-0000-6420		Other General Supplies	0	0	1,555	1,900	4,500
<b>Program</b>	<b>283</b>	Rural Identification	<b>Revenue</b>	<b>0</b>	<b>6,507 -</b>	<b>2,400 -</b>	<b>2,400 -</b>
			<b>Expend.</b>	<b>0</b>	<b>1,696</b>	<b>2,400</b>	<b>5,000</b>
			<b>Net</b>	<b>0</b>	<b>4,811 -</b>	<b>0</b>	<b>2,600</b>
<b>Dept</b>	<b>281</b>	Emergency Management	<b>Revenue</b>	<b>278,193 -</b>	<b>317,560 -</b>	<b>259,718 -</b>	<b>377,217 -</b>
			<b>Expend.</b>	<b>368,317</b>	<b>360,021</b>	<b>269,224</b>	<b>430,981</b>
			<b>Net</b>	<b>90,124</b>	<b>42,461</b>	<b>9,506</b>	<b>53,764</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

523 Dept Byllesby Dam

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
01-523-000-0000-6270		Software Licensing	0	5,000	3,630	0	0
01-523-000-0000-6301		Maintenance Contracts	4,871	4,968	4,968	5,067	5,169
01-523-000-0000-6304		Other Machinery & Equipment Maint	0	2,000	0	2,000	2,000
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>4,871</b>	<b>11,968</b>	<b>7,067</b>	<b>7,169</b>
			<b>Net</b>	<b>4,871</b>	<b>8,598</b>	<b>7,067</b>	<b>7,169</b>
<b>Dept</b>	<b>523</b>	Byllesby Dam	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>4,871</b>	<b>11,968</b>	<b>7,067</b>	<b>7,169</b>
			<b>Net</b>	<b>4,871</b>	<b>8,598</b>	<b>7,067</b>	<b>7,169</b>

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

601 Dept Extension

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
01-601-000-0000-5859	Publication Sales	340 -	400 -	121 -	400 -	400 -
01-601-000-0000-6101	Salaries & Wages - Permanent	12,790	45,126	18,384	51,074	57,294
01-601-000-0000-6103	Salaries & Wages-Part Time w/o Bene	0	2,000	849	2,000	2,000
01-601-000-0000-6106	Per Diem in Lieu of Salaries	0	300	0	300	300
01-601-000-0000-6152	HSA Contribution	862	3,000	1,088	3,000	3,000
01-601-000-0000-6153	Family Insurance Supplement	4,900	17,706	6,217	19,034	20,557
01-601-000-0000-6154	Life Insurance	16	54	19	54	54
01-601-000-0000-6161	PERA	959	3,557	1,372	4,003	4,476
01-601-000-0000-6171	FICA	586	2,940	863	3,309	3,700
01-601-000-0000-6174	Mandatory Medicare	137	688	202	774	865
01-601-000-0000-6177	Paid Family and Medical Leave	0	0	0	0	209
01-601-000-0000-6202	Cell Phone	554	560	415	560	560
01-601-000-0000-6203	Postage	1,246	1,200	1,357	1,200	1,200
01-601-000-0000-6232	Publications & Brochures	0	500	647	500	500
01-601-000-0000-6270	Software Licensing	0	900	300	900	900
01-601-000-0000-6284	Contracted Services	134,661	157,692	111,522	161,296	166,135
01-601-000-0000-6302	Copies/Copier Maintenance	2,644	3,400	902	3,400	3,400
01-601-000-0000-6331	Mileage & Transportation	28	0	0	0	0
01-601-000-0000-6335	Motor Pool Vehicle Usage	266	300	294	300	300
01-601-000-0000-6357	Conferences/Schools	0	600	0	0	0
01-601-000-0000-6358	Training & Seminars (For Others)	0	0	600	600	600
01-601-000-0000-6401	Printing Services	0	150	38	150	150
01-601-000-0000-6402	Copy Machine Paper & Toner	1,325	450	766	450	450
01-601-000-0000-6405	Office Supplies	411	500	677	500	500
01-601-000-0000-6420	Other General Supplies	0	300	180	300	300
01-601-000-0000-6480	Equipment/Furniture<\$5,000	63	0	0	0	0
<b>Program 000</b>	Undesignated	<b>Revenue 340 -</b>	<b>400 -</b>	<b>121 -</b>	<b>400 -</b>	<b>400 -</b>
		<b>Expend. 161,448</b>	<b>241,923</b>	<b>146,692</b>	<b>253,704</b>	<b>267,450</b>
		<b>Net 161,108</b>	<b>241,523</b>	<b>146,571</b>	<b>253,304</b>	<b>267,050</b>
<b>Dept 601</b>	Extension	<b>Revenue 340 -</b>	<b>400 -</b>	<b>121 -</b>	<b>400 -</b>	<b>400 -</b>
		<b>Expend. 161,448</b>	<b>241,923</b>	<b>146,692</b>	<b>253,704</b>	<b>267,450</b>
		<b>Net 161,108</b>	<b>241,523</b>	<b>146,571</b>	<b>253,304</b>	<b>267,050</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

750 Dept Regional Railroad Authority

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>	
	01-750-000-0000-5001	Current Real & Personal Property Taxes	4,500 -	4,500 -	2,250 -	0	0	
	01-750-000-0000-6243	Membership Dues & Fees	3,840	4,500	3,840	4,500	4,500	
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>4,500 -</b>	<b>4,500 -</b>	<b>2,250 -</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>3,840</b>	<b>4,500</b>	<b>3,840</b>	<b>4,500</b>	<b>4,500</b>
			<b>Net</b>	<b>660 -</b>	<b>0</b>	<b>1,590</b>	<b>4,500</b>	<b>4,500</b>
<b>Dept</b>	<b>750</b>	Regional Railroad Authority	<b>Revenue</b>	<b>4,500 -</b>	<b>4,500 -</b>	<b>2,250 -</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>3,840</b>	<b>4,500</b>	<b>3,840</b>	<b>4,500</b>	<b>4,500</b>
			<b>Net</b>	<b>660 -</b>	<b>0</b>	<b>1,590</b>	<b>4,500</b>	<b>4,500</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
803 Dept Compensated Absences

Report Basis: Cash

		2022	2023	2023	2024	2025
		Actual	Budget	YTD	Budget	Budget
<u>Account Number</u>		<u>Mo. 01 - 12</u>		<u>Mo. 01 - 11</u>		
<u>Account Description</u>						
01-803-000-0000-5859	Mcit Dividend	254,107 -	145,000 -	0	60,000 -	60,000 -
01-803-000-0000-5949	Use of Fund Balance-Compensated At	0	28,127 -	0	0	0
01-803-000-0000-6140	Vacation/Sick Payout	255,244	591,386	332,567	569,789	569,789
01-803-000-0000-6151	Group Health Insurance	0	0	671	0	0
01-803-000-0000-6153	Family Insurance Supplement	0	0	2,012	0	0
01-803-000-0000-6171	FICA	14,989	36,666	10,788	35,327	35,327
01-803-000-0000-6174	Mandatory Medicare	3,757	8,575	4,874	8,262	8,262
01-803-000-0000-6195	Employee Incentives	11,200	0	11,550	0	0
01-803-000-0000-6278	Consultant Fees	24,219	0	0	0	0
01-803-000-0000-6998	Transfers Out - Inter Fund	63,526	0	54,602	0	0
01-803-000-0000-6999	Future Fund Balance-Compensated At	0	0	0	95,122	95,122
<b>Program</b>	<b>000</b> Undesignated	<b>Revenue</b>	<b>254,107 -</b>	<b>173,127 -</b>	<b>0</b>	<b>60,000 -</b>
		<b>Expend.</b>	<b>372,935</b>	<b>636,627</b>	<b>417,064</b>	<b>708,500</b>
		<b>Net</b>	<b>118,828</b>	<b>463,500</b>	<b>417,064</b>	<b>648,500</b>
<b>Dept</b>	<b>803</b> Compensated Absences	<b>Revenue</b>	<b>254,107 -</b>	<b>173,127 -</b>	<b>0</b>	<b>60,000 -</b>
		<b>Expend.</b>	<b>372,935</b>	<b>636,627</b>	<b>417,064</b>	<b>708,500</b>
		<b>Net</b>	<b>118,828</b>	<b>463,500</b>	<b>417,064</b>	<b>648,500</b>



# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

805 Dept Employee Training & Development

		2022	2023	2023	2024	2025
		Actual	Budget	YTD	Budget	Budget
		Mo. 01 - 12		Mo. 01 - 11		
<u>Account Number</u>	<u>Account Description</u>					
01-805-000-0000-5710	Interest	7,374 -	200 -	0	200 -	200 -
01-805-000-0000-6196	Tuition Reimbursement	4,333	10,000	13,604	15,000	15,000
01-805-000-0000-6278	Consultant Fees	7,300	0	5,226	5,000	5,000
01-805-000-0000-6283	Other Professional Fees	11,891	9,950	0	5,000	5,000
01-805-000-0000-6357	Conferences/Schools	4,495	20,000	0	10,000	10,000
01-805-000-0000-6414	Food & Beverages	0	0	651	500	500
<b>Program 000</b>	Undesignated	<b>Revenue 7,374 -</b>	<b>200 -</b>	<b>0</b>	<b>200 -</b>	<b>200 -</b>
		<b>Expend. 28,019</b>	<b>39,950</b>	<b>19,481</b>	<b>35,500</b>	<b>35,500</b>
		<b>Net 20,645</b>	<b>39,750</b>	<b>19,481</b>	<b>35,300</b>	<b>35,300</b>
<b>Dept 805</b>	Employee Training & Development	<b>Revenue 7,374 -</b>	<b>200 -</b>	<b>0</b>	<b>200 -</b>	<b>200 -</b>
		<b>Expend. 28,019</b>	<b>39,950</b>	<b>19,481</b>	<b>35,500</b>	<b>35,500</b>
		<b>Net 20,645</b>	<b>39,750</b>	<b>19,481</b>	<b>35,300</b>	<b>35,300</b>
<b>Fund 01</b>	County General Revenue	<b>Revenue 36,679,135 -</b>	<b>34,563,532 -</b>	<b>23,216,804 -</b>	<b>13,938,871 -</b>	<b>13,732,568 -</b>
		<b>Expend. 33,200,388</b>	<b>34,563,532</b>	<b>28,997,507</b>	<b>36,863,755</b>	<b>38,074,420</b>
		<b>Net 3,478,747 -</b>	<b>0</b>	<b>5,780,703</b>	<b>22,924,884</b>	<b>24,341,852</b>



## USER-SELECTED BUDGET REPORT

03 Fund County Road and Bridge  
310 Dept Highway Maintenance

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
03-310-000-0000-5085	Aggregate Material Production Tax	71,764 -	65,000 -	63,455 -	65,000 -	65,000 -
03-310-000-0000-5088	Wheelage Tax	510,943 -	525,000 -	433,200 -	1,050,000 -	1,050,000 -
03-310-000-0000-5145	Driveway Applications	1,350 -	1,350 -	1,350 -	1,350 -	1,350 -
03-310-000-0000-5146	Over Width/Length Moving Permits	5,845 -	6,500 -	3,075 -	6,500 -	6,500 -
03-310-000-0000-5147	Right-Of-Way Utility Permits	6,460 -	5,000 -	4,520 -	5,000 -	5,000 -
03-310-000-0000-5226	Hwy User Tax-Regular Maintenance	2,919,045 -	2,656,331 -	2,899,233 -	2,656,331 -	2,656,331 -
03-310-000-0000-5227	Hwy User Tax-Municipal Maintenance	278,359 -	253,307 -	292,838 -	253,307 -	253,307 -
03-310-000-0000-5480	Other Charges For Services	13,434 -	1,500 -	0	1,500 -	1,500 -
03-310-000-0000-5859	Miscellaneous Revenue	3,507 -	2,000 -	4,028 -	2,000 -	2,000 -
03-310-000-0000-5934	Sale Of Supplies & Materials	10,043 -	20,000 -	28,977 -	20,000 -	20,000 -
03-310-000-0000-5948	Transfers In - Inter Fund	0	0	0	0	118,639 -
03-310-000-0000-5949	Use of Fund Balance-Hwy Maintenance	0	987,939 -	0	0	0
03-310-000-0000-6101	Salaries & Wages - Permanent	962,641	1,134,227	897,815	1,240,723	1,318,941
03-310-000-0000-6103	Salaries & Wages-Part Time w/o Bene	28,606	45,000	36,315	59,400	59,400
03-310-000-0000-6104	Salaries & Wages - Overtime	60,841	40,000	73,073	70,000	70,000
03-310-000-0000-6118	Salaries & Wages - Uniform Allowance	7,992	8,670	0	8,670	8,670
03-310-000-0000-6151	Group Health Insurance	42,219	41,457	32,279	37,203	40,179
03-310-000-0000-6152	HSA Contribution	70,902	89,250	73,759	102,600	102,600
03-310-000-0000-6153	Family Insurance Supplement	115,143	154,329	107,499	171,067	164,196
03-310-000-0000-6154	Life Insurance	881	976	750	976	922
03-310-000-0000-6155	Dental Insurance-County Paid	8,941	11,713	9,145	12,412	12,412
03-310-000-0000-6156	Accident Insurance-County Paid	2,057	2,698	2,533	2,684	2,864
03-310-000-0000-6161	PERA	77,461	88,067	72,683	98,304	104,373
03-310-000-0000-6171	FICA	61,963	75,592	59,029	84,948	90,106
03-310-000-0000-6174	Mandatory Medicare	14,491	17,679	13,805	19,867	21,073
03-310-000-0000-6177	Paid Family and Medical Leave	0	0	0	0	5,087
03-310-000-0000-6202	Cell Phone	2,641	3,000	1,351	3,000	3,000
03-310-000-0000-6206	Data Cards	0	0	840	0	0
03-310-000-0000-6241	Advertising & Legal Notices	0	200	0	200	200
03-310-000-0000-6251	Electricity	15,109	16,000	12,525	16,000	16,000
03-310-000-0000-6270	Software Licensing	3,365	4,400	2,150	4,400	4,400
03-310-000-0000-6278	Consultant Fees-Bridge Insp	30,562	14,000	25,412	14,000	14,000
03-310-000-0000-6281	Engineering-Hyd-Pavement Test Etc	4,347	1,500	5,704	5,000	5,000
03-310-000-0000-6283	Other Professional Fees	35	0	0	0	0
03-310-000-0000-6291	Employee Drug & Alcohol Testing	2,337	2,000	2,540	2,000	2,000
03-310-000-0000-6309	Other-Sidewalk Snow Removal	225	0	0	0	0

## USER-SELECTED BUDGET REPORT

03 Fund County Road and Bridge  
310 Dept Highway Maintenance

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
03-310-000-0000-6316	Bridge Maintenance	92,250	200,000	200,000	200,000	200,000
03-310-000-0000-6317	Guard Rail Maintenance	0	200,000	425,662	200,000	200,000
03-310-000-0000-6321	Maintenance Projects	413,403	1,827,939	384,374	840,000	840,000
03-310-000-0000-6322	Seal Coating Contracts	821,244	0	1,498,556	0	0
03-310-000-0000-6323	Traffic Marking Contracts	390,802	500,000	313,606	500,000	500,000
03-310-000-0000-6324	Street Signals & Lighting	4,285	24,000	2,833	24,000	24,000
03-310-000-0000-6325	Weed & Brush Spraying	0	250,000	0	250,000	250,000
03-310-000-0000-6326	Tree Trimming	0	3,000	0	3,000	3,000
03-310-000-0000-6327	Crushed Rock Surfacing Contracts	148,247	150,000	0	150,000	150,000
03-310-000-0000-6328	Aggregate Roads Grading	963	5,000	0	5,000	5,000
03-310-000-0000-6343	Machinery & Equipment Rental	15,131	10,000	26,068	10,000	10,000
03-310-000-0000-6354	Workman's Compensation	40,964	41,644	34,439	42,509	42,509
03-310-000-0000-6357	Conferences/Training	2,522	1,000	628	1,000	1,000
03-310-000-0000-6405	Office/Administrative Supplies	1,683	400	108	400	400
03-310-000-0000-6414	Food & Beverages	515	450	414	450	450
03-310-000-0000-6417	Safety Materials	3,098	3,000	3,237	3,000	3,000
03-310-000-0000-6432	Other Furniture & Equipment	651	2,500	2,641	2,500	2,500
03-310-000-0000-6480	Equipment/Furniture<\$5,000	1,495	1,000	0	1,000	1,000
03-310-000-0000-6502	Aggregates & Icing Sand	47,542	30,000	21,947	40,000	45,000
03-310-000-0000-6503	Bituminous	55,734	40,000	39,383	40,000	40,000
03-310-000-0000-6504	Traffic Signs, Posts & Misc	34,671	30,000	26,169	35,000	40,000
03-310-000-0000-6505	Culverts, Aprons, Bands Etc.	25,406	30,000	5,223	30,000	30,000
03-310-000-0000-6506	De-Icing Materials	326,401	340,000	285,780	340,000	340,000
03-310-000-0000-6507	Crushed Rock	67,326	70,000	123,825	70,000	70,000
03-310-000-0000-6508	Miscellaneous Road Supplies	24,031	14,500	20,618	20,000	20,000
03-310-000-0000-6509	Adopt-A-Hwy Expenses	2,295	2,000	1,734	2,000	2,000
03-310-000-0000-6511	Weed/Brush Control	58,906	25,000	8,690	25,000	25,000
03-310-000-0000-6512	Crack Filling	46,303	55,000	45,530	55,000	55,000
03-310-000-0000-6514	Dust Control Chemicals	15,340	15,500	18,400	20,000	20,000
03-310-000-0000-6515	Addressing System Charges	0	6,000	49	6,000	6,000
03-310-000-0000-6517	Erosion Control & Turf Establishment	16,612	25,000	168	25,000	25,000
03-310-000-0000-6573	Supplies-Work For Others	0	0	1,761	0	0
03-310-000-0000-6839	Disposal Costs	1,689	1,000	1,678	1,000	1,000
<b>Program 000</b>	Undesignated	<b>Revenue 3,820,750 -</b>	<b>4,523,927 -</b>	<b>3,730,676 -</b>	<b>4,060,988 -</b>	<b>4,179,627 -</b>
		<b>Expend. 4,172,268</b>	<b>5,654,691</b>	<b>4,922,728</b>	<b>4,895,313</b>	<b>4,997,282</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

03 Fund County Road and Bridge  
310 Dept Highway Maintenance

Report Basis: Cash

			2022	2023	2023	2024	2025	
			Actual	Budget	YTD	Budget	Budget	
			<u>Mo. 01 - 12</u>		<u>Mo. 01 - 11</u>			
		<b>Net</b>	351,518	1,130,764	1,192,052	834,325	817,655	
<b>Dept</b>	<b>310</b>	<b>Highway Maintenance</b>	<b>Revenue</b>	3,820,750 -	4,523,927 -	3,730,676 -	4,060,988 -	4,179,627 -
			<b>Expend.</b>	4,172,268	5,654,691	4,922,728	4,895,313	4,997,282
			<b>Net</b>	351,518	1,130,764	1,192,052	834,325	817,655

## USER-SELECTED BUDGET REPORT

03 Fund County Road and Bridge  
320 Dept Highway Construction

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	<u>2022 Actual</u> <u>Mo. 01 - 12</u>	<u>2023 Budget</u>	<u>2023 YTD</u> <u>Mo. 01 - 11</u>	<u>2024 Budget</u>	<u>2025 Budget</u>
03-320-000-0000-5090	Local Option Sales Tax	4,357,775 -	4,000,000 -	4,182,389 -	4,560,000 -	4,560,000 -
03-320-000-0000-5230	Hwy User Tax-Regular Construction	509,637 -	5,175,000 -	4,667,824 -	7,322,000 -	62,000 -
03-320-000-0000-5231	Hwy User Tax-Municipal Construction	604,930 -	0	0	206,000 -	750,000 -
03-320-000-0000-5232	Hwy User Tax-Town Bridge	298,313 -	680,000 -	737,585 -	1,035,000 -	1,000,000 -
03-320-000-0000-5233	Hwy User Tax-Special Town Bridge	85,502 -	0	103,812 -	0	0
03-320-000-0000-5234	Hwy User Tax-Bridge Bonding	136,960 -	0	164,328 -	0	0
03-320-000-0000-5278	MN Dept of Transportation Grants	351,000 -	0	2,083,493 -	904,776 -	229,000 -
03-320-000-0000-5331	20.205 Highway Planning & Constructi	689,233 -	0	679,758 -	0	0
03-320-000-0000-5480	Other Charges For Services	242,634 -	0	351,644 -	0	0
03-320-000-0000-5949	Use of Fund Balance-Hwy Construction	0	500,000 -	0	0	0
03-320-000-0000-6101	Salaries & Wages - Permanent	483,307	728,714	543,327	656,304	727,553
03-320-000-0000-6103	Salaries & Wages-Part Time w/o Bene	4,459	0	0	7,200	7,200
03-320-000-0000-6104	Salaries & Wages - Overtime	20,282	24,000	22,856	24,000	24,000
03-320-000-0000-6151	Group Health Insurance	19,708	35,689	27,202	33,457	36,134
03-320-000-0000-6152	HSA Contribution	15,332	22,500	18,288	23,600	24,100
03-320-000-0000-6153	Family Insurance Supplement	29,528	30,919	36,491	38,068	41,114
03-320-000-0000-6154	Life Insurance	295	434	328	380	380
03-320-000-0000-6155	Dental Insurance-County Paid	1,470	1,869	1,091	1,463	1,463
03-320-000-0000-6156	Accident Insurance-County Paid	361	443	289	343	343
03-320-000-0000-6161	PERA	37,769	56,454	42,884	51,023	56,436
03-320-000-0000-6171	FICA	30,027	46,668	33,830	42,625	47,117
03-320-000-0000-6174	Mandatory Medicare	7,022	10,914	7,912	9,969	11,019
03-320-000-0000-6177	Paid Family and Medical Leave	0	0	0	0	2,660
03-320-000-0000-6202	Cell Phone	3,655	5,000	3,260	5,000	5,000
03-320-000-0000-6206	Data Cards	1,080	1,100	871	1,100	1,100
03-320-000-0000-6232	Publications & Brochures	410	0	0	0	0
03-320-000-0000-6241	Advertising & Legal Notices	0	100	0	100	100
03-320-000-0000-6243	Membership Dues/Professional Licens	128	325	150	325	325
03-320-000-0000-6268	Software Maintenance Contracts	12,974	25,000	21,889	25,000	25,000
03-320-000-0000-6278	Consultant Fees	127,102	430,000	72,743	275,000	200,000
03-320-000-0000-6281	Preliminary Engineering & Design	368,984	250,000	360,664	100,000	100,000
03-320-000-0000-6283	Other Professional Fees	2,580	2,500	24,298	2,500	2,500
03-320-000-0000-6287	Construction Phase Engineering & Tes	126,733	20,000	70,380	20,000	20,000
03-320-000-0000-6301	Non-Contract Project Costs	310	6,000	200	1,000	1,000
03-320-000-0000-6304	Other Machinery & Equipment Maint	100	1,500	2,985	1,500	1,500
03-320-000-0000-6311	Right-Of-Way CSAH Road System	353,425	100,000	73,610	100,000	100,000

# Goodhue County



## USER-SELECTED BUDGET REPORT

03 Fund County Road and Bridge  
320 Dept Highway Construction

Report Basis: Cash

		2022	2023	2023	2024	2025
		Actual	Budget	YTD	Budget	Budget
		Mo. 01 - 12		Mo. 01 - 11		
<u>Account Number</u>	<u>Account Description</u>					
03-320-000-0000-6319	Township Bridge Projects	487,650	680,000	800,371	1,035,000	1,000,000
03-320-000-0000-6320	Construction Contracts	8,066,475	11,275,000	13,052,646	15,092,776	7,701,000
03-320-000-0000-6321	Minor Non-Contract Charges	0	0	2,152	0	0
03-320-000-0000-6332	Meals & Lodging	28	0	0	0	0
03-320-000-0000-6343	Machinery & Equipment Rental	2,430	0	0	0	0
03-320-000-0000-6354	Workman's Compensation	13,833	13,422	14,331	16,348	16,348
03-320-000-0000-6357	Conferences/Training	6,540	7,500	3,625	7,500	7,500
03-320-000-0000-6402	Paper/Toner/Inkjet Cartridges	1,162	500	958	1,500	1,500
03-320-000-0000-6405	Office & Computer Supplies/Small Equip	1,164	500	687	1,500	1,500
03-320-000-0000-6414	Food & Beverages	103	350	220	350	350
03-320-000-0000-6417	Safety Materials	1,878	1,000	2,031	2,000	2,000
03-320-000-0000-6432	Other Furniture & Equipment	2,763	3,500	300	3,000	3,000
03-320-000-0000-6480	Equipment/Furniture<\$5,000	2,350	3,000	0	3,000	3,000
03-320-000-0000-6501	Field Engineering/Survey Supplies	3,756	4,000	2,593	4,000	4,000
03-320-000-0000-6508	Misc Road Construction Supplies	2,320	1,000	616	1,000	1,000
<b>Program</b>	<b>000 Undesignated</b>	<b>Revenue 7,275,984 -</b>	<b>10,355,000 -</b>	<b>12,970,833 -</b>	<b>14,027,776 -</b>	<b>6,601,000 -</b>
		<b>Expend. 10,239,493</b>	<b>13,789,901</b>	<b>15,246,078</b>	<b>17,587,931</b>	<b>10,177,242</b>
		<b>Net 2,963,509</b>	<b>3,434,901</b>	<b>2,275,245</b>	<b>3,560,155</b>	<b>3,576,242</b>
<b>Dept</b>	<b>320 Highway Construction</b>	<b>Revenue 7,275,984 -</b>	<b>10,355,000 -</b>	<b>12,970,833 -</b>	<b>14,027,776 -</b>	<b>6,601,000 -</b>
		<b>Expend. 10,239,493</b>	<b>13,789,901</b>	<b>15,246,078</b>	<b>17,587,931</b>	<b>10,177,242</b>
		<b>Net 2,963,509</b>	<b>3,434,901</b>	<b>2,275,245</b>	<b>3,560,155</b>	<b>3,576,242</b>

## USER-SELECTED BUDGET REPORT

03 Fund County Road and Bridge  
330 Dept Highway Administration

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> <u>Mo. 01 - 12</u>	2023 <u>Budget</u>	2023 <u>YTD</u> <u>Mo. 01 - 11</u>	2024 <u>Budget</u>	2025 <u>Budget</u>
03-330-000-0000-5001	Current Real & Personal Property Taxes	5,833,479 -	6,332,444 -	3,500,639 -	0	0
03-330-000-0000-5006	Delinquent Taxes-Real & Personal	29,169 -	0	22,591 -	0	0
03-330-000-0000-5060	Current Mobile Home Taxes	6,223 -	0	4,188 -	0	0
03-330-000-0000-5064	Delinquent Taxes-Mobile Home	669 -	0	970 -	0	0
03-330-000-0000-5207	PILT-Wildlife Management	3,099 -	0	0	0	0
03-330-000-0000-5208	PILT-Gross Shelter Rent	6,461 -	0	5,967 -	0	0
03-330-000-0000-5209	PILT-30% Rental Reimbursement	91 -	0	16 -	0	0
03-330-000-0000-5211	Market Value Credit Aid	70,377 -	72,599 -	36,496 -	0	0
03-330-000-0000-5212	Disparity Reduction Aid	4,315 -	0	2,221 -	0	0
03-330-000-0000-5238	Hwy User Tax-Town Road Allotment	771,290 -	515,859 -	556,677 -	515,859 -	515,859 -
03-330-000-0000-5810	Rental Income	2,300 -	2,300 -	2,330 -	2,300 -	2,300 -
03-330-000-0000-5948	Transfers In - Inter Fund	2,998 -	720 -	718 -	5,700 -	720 -
03-330-000-0000-5949	Use of Fund Balance-Hwy Administrati	0	0	0	273,794 -	0
03-330-000-0000-6101	Salaries & Wages - Permanent	178,055	208,130	162,800	293,060	327,179
03-330-000-0000-6103	Salaries & Wages-Part Time w/o Bene	0	0	8,644	0	0
03-330-000-0000-6104	Salaries & Wages - Overtime	952	2,000	4,605	2,000	2,000
03-330-000-0000-6107	Salaries & Wages - Department Heads	159,671	167,482	224,313	159,314	178,913
03-330-000-0000-6120	Salaries & Wages - Vehicle Allowance	0	6,800	5,100	10,506	10,822
03-330-000-0000-6151	Group Health Insurance	10,413	8,051	4,026	6,201	6,697
03-330-000-0000-6152	HSA Contribution	10,197	15,000	11,214	21,075	21,450
03-330-000-0000-6153	Family Insurance Supplement	48,997	61,499	64,620	78,226	84,484
03-330-000-0000-6154	Life Insurance	203	217	205	271	271
03-330-000-0000-6155	Dental Insurance-County Paid	245	1,188	593	1,643	1,643
03-330-000-0000-6156	Accident Insurance-County Paid	68	271	172	357	357
03-330-000-0000-6161	PERA	25,402	28,321	28,958	34,078	38,113
03-330-000-0000-6171	FICA	19,565	23,412	23,438	28,171	31,506
03-330-000-0000-6174	Mandatory Medicare	4,663	5,475	5,481	6,588	7,368
03-330-000-0000-6177	Paid Family and Medical Leave	0	0	0	0	1,779
03-330-000-0000-6202	Cell Phone	1,421	1,100	830	1,100	1,100
03-330-000-0000-6203	Postage	367	200	314	300	300
03-330-000-0000-6209	Internet	670	600	407	700	700
03-330-000-0000-6241	Advertising & Legal Notices	563	0	305	0	0
03-330-000-0000-6243	Membership Dues & Fees	4,043	4,000	4,122	4,000	4,000
03-330-000-0000-6244	Subscriptions	235	300	332	300	300
03-330-000-0000-6268	Software Maintenance Contracts	7,186	6,500	11,667	6,500	6,500
03-330-000-0000-6278	Consultant Fees	4,180	31,000	3,609	20,000	20,000

## USER-SELECTED BUDGET REPORT

03 Fund County Road and Bridge  
330 Dept Highway Administration

Report Basis: Cash

		2022	2023	2023	2024	2025	
		Actual	Budget	YTD	Budget	Budget	
		Mo. 01 - 12		Mo. 01 - 11			
<u>Account Number</u>	<u>Account Description</u>						
03-330-000-0000-6283	Other Professional Fees	984	2,000	865	2,000	2,000	
03-330-000-0000-6302	Copies/Copier Maintenance	4,781	4,640	4,016	4,640	4,640	
03-330-000-0000-6305	Building Maintenance	13,200	0	1,564	0	0	
03-330-000-0000-6318	Th 52 Development	30,677	0	26,461	0	0	
03-330-000-0000-6331	Mileage & Transportation	0	400	0	400	400	
03-330-000-0000-6351	Insurance	30,483	29,918	30,918	31,244	31,244	
03-330-000-0000-6352	Special Assessments	0	0	4,986	0	0	
03-330-000-0000-6354	Workman's Compensation	277	322	371	390	390	
03-330-000-0000-6357	Conferences/Training	3,277	13,500	4,010	13,500	13,500	
03-330-000-0000-6402	Paper/Toner/Ink Jet Cartridges	639	500	546	500	500	
03-330-000-0000-6405	Office Supplies/Small Equip	1,971	1,200	939	1,200	1,200	
03-330-000-0000-6414	Food & Beverages	193	150	425	150	150	
03-330-000-0000-6417	Safety Materials	154	0	29	0	0	
03-330-000-0000-6420	Other General Supplies	325	100	256	100	100	
03-330-000-0000-6432	Other Furniture & Equipment	0	1,000	1,262	1,000	1,000	
03-330-000-0000-6845	Town Road Allotment	771,290	515,859	557,118	515,859	515,859	
03-330-000-0000-6997	Transfers Out	0	0	0	273,794	0	
<b>Program</b>	<b>000 Undesignated</b>	<b>Revenue</b>	<b>6,730,471 -</b>	<b>6,923,922 -</b>	<b>4,132,813 -</b>	<b>797,653 -</b>	<b>518,879 -</b>
		<b>Expend.</b>	<b>1,335,347</b>	<b>1,141,135</b>	<b>1,199,521</b>	<b>1,519,167</b>	<b>1,316,465</b>
		<b>Net</b>	<b>5,395,124 -</b>	<b>5,782,787 -</b>	<b>2,933,292 -</b>	<b>721,514</b>	<b>797,586</b>
<b>Dept</b>	<b>330 Highway Administration</b>	<b>Revenue</b>	<b>6,730,471 -</b>	<b>6,923,922 -</b>	<b>4,132,813 -</b>	<b>797,653 -</b>	<b>518,879 -</b>
		<b>Expend.</b>	<b>1,335,347</b>	<b>1,141,135</b>	<b>1,199,521</b>	<b>1,519,167</b>	<b>1,316,465</b>
		<b>Net</b>	<b>5,395,124 -</b>	<b>5,782,787 -</b>	<b>2,933,292 -</b>	<b>721,514</b>	<b>797,586</b>



## USER-SELECTED BUDGET REPORT

03 Fund County Road and Bridge  
340 Dept Equipment Maintenance

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> <u>Mo. 01 - 12</u>	2023 <u>Budget</u>	2023 <u>YTD</u> <u>Mo. 01 - 11</u>	2024 <u>Budget</u>	2025 <u>Budget</u>
03-340-000-0000-5480	Other Charges For Services	0	1,200 -	0	1,200 -	1,200 -
03-340-000-0000-5496	Intracounty Fees-Labor	27 -	0	0	0	0
03-340-000-0000-5497	Intracounty Fees-Materials/Supplies	45 -	0	0	0	0
03-340-000-0000-5859	Miscellaneous Revenue	765 -	800 -	1,650 -	800 -	800 -
03-340-000-0000-5860	Insurance Reimbursements	8,123 -	0	0	0	0
03-340-000-0000-6101	Salaries & Wages - Permanent	69,729	75,091	65,814	81,245	89,982
03-340-000-0000-6104	Salaries & Wages - Overtime	0	100	1,808	100	100
03-340-000-0000-6118	Salaries & Wages - Uniform Allowance	510	510	0	510	510
03-340-000-0000-6152	HSA Contribution	6,650	7,500	6,635	8,050	8,300
03-340-000-0000-6153	Family Insurance Supplement	12,728	13,213	11,561	14,204	15,340
03-340-000-0000-6154	Life Insurance	54	54	47	54	54
03-340-000-0000-6155	Dental Insurance-County Paid	1,142	1,188	1,040	1,277	1,277
03-340-000-0000-6156	Accident Insurance-County Paid	271	271	297	271	271
03-340-000-0000-6161	PERA	5,230	5,639	5,072	6,101	6,756
03-340-000-0000-6171	FICA	3,866	4,662	3,704	5,043	5,585
03-340-000-0000-6174	Mandatory Medicare	904	1,090	866	1,180	1,306
03-340-000-0000-6177	Paid Family and Medical Leave	0	0	0	0	315
03-340-000-0000-6202	Cell Phone	554	700	417	700	700
03-340-000-0000-6245	State Required Registration or License	40	90	40	90	90
03-340-000-0000-6270	Software Licensing	1,499	3,500	1,699	3,500	3,500
03-340-000-0000-6283	Other Professional Fees	0	0	331	0	0
03-340-000-0000-6291	Employee Drug & Alcohol Testing	228	250	129	250	250
03-340-000-0000-6303	Labor-Trucks & Pick Ups	44,261	19,500	70,365	40,000	40,000
03-340-000-0000-6304	Other Machinery & Equipment Maint	37,745	20,000	190 -	20,000	20,000
03-340-000-0000-6307	Uniform Maintenance	1,405	1,600	1,309	1,800	1,800
03-340-000-0000-6309	Other-Vehicle or Boat License & Title	847	0	12,738	1,000	1,000
03-340-000-0000-6351	Property Insurance	35,927	39,095	38,460	42,450	42,450
03-340-000-0000-6354	Workman's Compensation	5,404	1,999	1,115 -	2,385	2,385
03-340-000-0000-6357	Conferences/Training	275	250	229	500	500
03-340-000-0000-6405	Office Supplies/Small Equip	0	0	34	0	0
03-340-000-0000-6414	Food & Beverages	10	0	10	0	0
03-340-000-0000-6417	Safety Materials	51	100	29	100	100
03-340-000-0000-6420	Other General Supplies	18,142	15,000	16,559	15,000	15,000
03-340-000-0000-6432	Other Furniture & Equipment	2,982	3,000	24,686	3,000	3,000
03-340-000-0000-6480	Equipment/Furniture<\$5,000	4,956	1,000	3,510	5,000	5,000
03-340-000-0000-6561	Motor Oil & Lubricants	14,720	13,000	9,220	13,000	13,000

# Goodhue County



## USER-SELECTED BUDGET REPORT

03 Fund County Road and Bridge  
340 Dept Equipment Maintenance

Report Basis: Cash

		2022	2023	2023	2024	2025
		Actual	Budget	YTD	Budget	Budget
		Mo. 01 - 12		Mo. 01 - 11		
<u>Account Number</u>	<u>Account Description</u>					
03-340-000-0000-6562	Truck & Pickup Repair Parts	86,776	75,000	62,756	75,000	75,000
03-340-000-0000-6563	Heavy & Misc Equip Repair Parts	43,394	35,000	35,305	115,000	35,000
03-340-000-0000-6565	Diesel Fuel	282,000	300,000	220,700	300,000	300,000
03-340-000-0000-6567	Gasoline (Unleaded)	50,410	37,500	1,208	37,500	37,500
03-340-000-0000-6569	Small Tools & Shop Equipment	3,715	5,000	1,574	5,000	5,000
03-340-000-0000-6570	Welding Supplies	1,578	2,000	1,104	2,000	2,000
03-340-000-0000-6572	Cutting Edges	79,250	80,000	77,616	85,000	85,000
03-340-000-0000-6575	Tires	23,181	31,900	28,011	37,000	37,000
03-340-000-0000-6669	Equipment/Furniture>=5,000	0	0	7,958	0	0
<b>Program</b>	<b>000 Undesignated</b>	<b>Revenue</b>	<b>8,960 -</b>	<b>2,000 -</b>	<b>1,650 -</b>	<b>2,000 -</b>
		<b>Expend.</b>	<b>840,434</b>	<b>794,802</b>	<b>711,536</b>	<b>923,310</b>
		<b>Net</b>	<b>831,474</b>	<b>792,802</b>	<b>709,886</b>	<b>921,310</b>
<b>Dept</b>	<b>340 Equipment Maintenance</b>	<b>Revenue</b>	<b>8,960 -</b>	<b>2,000 -</b>	<b>1,650 -</b>	<b>2,000 -</b>
		<b>Expend.</b>	<b>840,434</b>	<b>794,802</b>	<b>711,536</b>	<b>923,310</b>
		<b>Net</b>	<b>831,474</b>	<b>792,802</b>	<b>709,886</b>	<b>921,310</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

03 Fund County Road and Bridge  
350 Dept Shop Maintenance

Report Basis: Cash

		2022	2023	2023	2024	2025
		Actual	Budget	YTD	Budget	Budget
<u>Account Number</u>		<u>Account Description</u>	<u>Mo. 01 - 12</u>	<u>Mo. 01 - 11</u>		
03-350-000-0000-5859	Miscellaneous Revenue	0	0	431 -	0	0
03-350-000-0000-6201	Telephone	3,160	3,000	3,075	3,000	3,000
03-350-000-0000-6209	Internet	2,718	2,800	2,425	2,800	2,800
03-350-000-0000-6251	Electricity	41,160	40,000	37,665	40,000	40,000
03-350-000-0000-6252	Natural Gas & Lp	32,507	35,000	30,395	35,000	35,000
03-350-000-0000-6253	Water/Sewer/Garbage Pick Up	15,273	11,000	15,746	15,000	15,000
03-350-000-0000-6268	Software Maintenace Contracts	0	2,500	2,350	2,500	2,500
03-350-000-0000-6283	Other Professional Fees	6,773	5,000	7,388	8,000	8,000
03-350-000-0000-6304	Other Machinery & Equipment Maint	5,420	5,000	6,526	5,000	5,000
03-350-000-0000-6305	Building Maintenance	16,916	50,000	54,895	50,000	50,000
03-350-000-0000-6306	Grounds Maintenance	7,324	6,000	7,591	6,000	6,000
03-350-000-0000-6351	Property Insurance	21,468	22,534	22,445	24,034	24,034
03-350-000-0000-6420	Other General Supplies	3,903	3,500	3,878	3,500	3,500
03-350-000-0000-6432	Other Furniture & Equipment	0	500	1,800	500	500
03-350-000-0000-6563	Building & Systems Repair Parts	5,665	8,500	2,641	8,500	8,500
<b>Program</b>	<b>000</b> Undesignated	<b>Revenue</b>	<b>0</b>	<b>431 -</b>	<b>0</b>	<b>0</b>
		<b>Expend.</b>	<b>162,287</b>	<b>198,820</b>	<b>203,834</b>	<b>203,834</b>
		<b>Net</b>	<b>162,287</b>	<b>198,389</b>	<b>203,834</b>	<b>203,834</b>
<b>Dept</b>	<b>350</b> Shop Maintenance	<b>Revenue</b>	<b>0</b>	<b>431 -</b>	<b>0</b>	<b>0</b>
		<b>Expend.</b>	<b>162,287</b>	<b>198,820</b>	<b>203,834</b>	<b>203,834</b>
		<b>Net</b>	<b>162,287</b>	<b>198,389</b>	<b>203,834</b>	<b>203,834</b>

## USER-SELECTED BUDGET REPORT

03 Fund County Road and Bridge  
521 Dept County Parks

Report Basis: Cash

		2022	2023	2023	2024	2025	
		Actual	Budget	YTD	Budget	Budget	
		Mo. 01 - 12		Mo. 01 - 11			
Account Number	Account Description						
03-521-000-0000-5083	Sale of Forfeited Land	16,027 -	6,000 -	0	6,000 -	6,000 -	
03-521-000-0000-5180	Byllesby Permits	80 -	200 -	0	0	0	
03-521-000-0000-5266	Park Grant - State	1,242,067 -	0	0	0	0	
03-521-000-0000-5515	Rental Fees/Reservation Fees	0	500 -	0	500 -	500 -	
03-521-000-0000-5810	Rental Income-Byllesby	6,274 -	6,500 -	6,333 -	6,500 -	6,500 -	
03-521-000-0000-5948	Transfers In - Inter Fund	25,653 -	0	0	0	0	
03-521-000-0000-5949	Use of Fund Balance-Byllesby Park & Trl	0	0	0	80,000 -	0	
03-521-000-0000-6106	Per Diem in Lieu of Salaries	1,400	2,400	600	2,400	2,400	
03-521-000-0000-6209	Internet	0	0	0	2,400	2,400	
03-521-000-0000-6241	Advertising	523	200	419	200	200	
03-521-000-0000-6243	Membership Dues & Fees	325	325	355	375	375	
03-521-000-0000-6251	Electric	1,446	2,400	1,447	3,000	3,000	
03-521-000-0000-6278	Consultant Fees	64,072	10,000	13,660	30,000	30,000	
03-521-000-0000-6283	Other Professional Fees	0	8,000	0	8,000	8,000	
03-521-000-0000-6305	Building Maintenance	0	15,000	0	15,000	15,000	
03-521-000-0000-6306	Grounds Maintenance	1,300	15,500	2,591	16,000	16,000	
03-521-000-0000-6331	Mileage	202	560	202	750	750	
03-521-000-0000-6343	Equipment Rent (Dumpsters & Portabl	7,159	5,000	7,586	5,000	5,000	
03-521-000-0000-6351	Insurance	373	2,751	2,751	459	459	
03-521-000-0000-6414	Food & Beverages	11	250	0	250	250	
03-521-000-0000-6420	General Supplies & Repair Parts	6,827	8,000	3,406	8,000	8,000	
03-521-000-0000-6480	Equipment/Furniture<\$5,000	0	500	0	500	500	
03-521-000-0000-6514	Dust Control	1,032	1,200	600	1,200	1,200	
03-521-000-0000-6563	Bldg, Equip & Fixtures Repair Parts	4,672	9,600	9,721	9,600	9,600	
03-521-000-0000-6632	Land Improvements	1,555,586	110,000	422,215	110,000	110,000	
03-521-000-0000-6669	Equipment/Furniture>=5,000	0	50,000	26,681	50,000	50,000	
03-521-000-0000-6850	Miscellaneous Expense	2,588	500	46	500	500	
03-521-000-0000-6997	Transfers Out	0	0	0	80,000	0	
<b>Program</b>	<b>000</b> Undesignated	<b>Revenue</b>	<b>1,290,101 -</b>	<b>13,200 -</b>	<b>6,333 -</b>	<b>93,000 -</b>	<b>13,000 -</b>
		<b>Expend.</b>	<b>1,647,516</b>	<b>242,186</b>	<b>492,280</b>	<b>343,634</b>	<b>263,634</b>
		<b>Net</b>	<b>357,415</b>	<b>228,986</b>	<b>485,947</b>	<b>250,634</b>	<b>250,634</b>
<b>Dept</b>	<b>521</b> County Parks	<b>Revenue</b>	<b>1,290,101 -</b>	<b>13,200 -</b>	<b>6,333 -</b>	<b>93,000 -</b>	<b>13,000 -</b>
		<b>Expend.</b>	<b>1,647,516</b>	<b>242,186</b>	<b>492,280</b>	<b>343,634</b>	<b>263,634</b>
		<b>Net</b>	<b>357,415</b>	<b>228,986</b>	<b>485,947</b>	<b>250,634</b>	<b>250,634</b>
<b>Fund</b>	<b>03</b> County Road and Bridge	<b>Revenue</b>	<b>19,126,266 -</b>	<b>21,818,049 -</b>	<b>20,842,736 -</b>	<b>18,981,417 -</b>	<b>11,314,506 -</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

03 Fund County Road and Bridge  
521 Dept County Parks

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> <u>Mo. 01 - 12</u>	2023 <u>Budget</u>	2023 <u>YTD</u> <u>Mo. 01 - 11</u>	2024 <u>Budget</u>	2025 <u>Budget</u>
		<b>Expend.</b> 18,397,345	21,818,049	22,770,963	25,473,189	17,813,528
		<b>Net</b> 728,921 -	0	1,928,227	6,491,772	6,499,022

# Goodhue County



## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund  
400 Dept Health & Human Services General

Report Basis: Cash

		2022	2023	2023	2024	2025	
		Actual	Budget	YTD	Budget	Budget	
<u>Account Number</u>		<u>Mo. 01 - 12</u>		<u>Mo. 01 - 11</u>			
<u>Account Description</u>							
11-400-000-0000-5001	Current Real & Personal Property Taxes	7,946,572 -	8,228,343 -	4,548,880 -	0	0	
11-400-000-0000-5006	Delinquent Taxes-Real & Personal	42,646 -	0	31,310 -	0	0	
11-400-000-0000-5060	Current Mobile Home Taxes	8,476 -	0	5,442 -	0	0	
11-400-000-0000-5064	Delinquent Taxes-Mobile Home	1,007 -	0	1,369 -	0	0	
11-400-000-0000-5207	PILT-Wildlife Management	4,222 -	4,000 -	0	4,000 -	4,000 -	
11-400-000-0000-5208	PILT-Gross Shelter Rent	8,801 -	7,500 -	7,753 -	7,500 -	7,500 -	
11-400-000-0000-5209	PILT-30% Rental Reimbursement Taxes	124 -	60 -	21 -	60 -	60 -	
11-400-000-0000-5211	Market Value Credit Aid	95,873 -	94,335 -	47,421 -	0	0	
11-400-000-0000-5212	Disparity Reduction Aid	5,878 -	0	2,886 -	0	0	
11-400-000-0000-5948	Transfers In - Inter Fund	327,897 -	1,080 -	54,896 -	10,600 -	486,719 -	
<b>Program</b>	<b>000 Undesignated</b>	<b>Revenue</b>	<b>8,441,496 -</b>	<b>8,335,318 -</b>	<b>4,699,978 -</b>	<b>22,160 -</b>	<b>498,279 -</b>
		<b>Expend.</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Net</b>	<b>8,441,496 -</b>	<b>8,335,318 -</b>	<b>4,699,978 -</b>	<b>22,160 -</b>	<b>498,279 -</b>
<b>Dept</b>	<b>400 Health &amp; Human Services General</b>	<b>Revenue</b>	<b>8,441,496 -</b>	<b>8,335,318 -</b>	<b>4,699,978 -</b>	<b>22,160 -</b>	<b>498,279 -</b>
		<b>Expend.</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Net</b>	<b>8,441,496 -</b>	<b>8,335,318 -</b>	<b>4,699,978 -</b>	<b>22,160 -</b>	<b>498,279 -</b>

## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund

Report Basis: Cash

420 Dept Income Maintenance-Economic Assistance

<u>Account Number</u>	<u>Account Description</u>	<u>2022 Actual</u> <u>Mo. 01 - 12</u>	<u>2023 Budget</u>	<u>2023 YTD</u> <u>Mo. 01 - 11</u>	<u>2024 Budget</u>	<u>2025 Budget</u>
11-420-000-0000-6850	Miscellaneous Expense	0	0	384	0	0
<b>Program 000</b>	Undesignated	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Expend.</b>	<b>0</b>	<b>0</b>	<b>384</b>	<b>0</b>	<b>0</b>
	<b>Net</b>	<b>0</b>	<b>0</b>	<b>384</b>	<b>0</b>	<b>0</b>
11-420-600-0000-5840	Admin Refunds Fees - Interest - Etc	36 -	0	39 -	0	0
11-420-600-0010-5401	Jail Pay To Stay	30,633 -	0	26,945 -	0	0
11-420-600-0010-5949	Use of Fund Balance-Income Maintena	0	84,100 -	0	157,650 -	157,650 -
11-420-600-0010-6101	Salaries & Wages - Permanent	890,238	741,084	678,998	880,631	972,542
11-420-600-0010-6104	Salaries & Wages Overtime	603	0	0	0	0
11-420-600-0010-6106	Per Diem in Lieu of Salaries	969	1,200	1,105	1,200	1,200
11-420-600-0010-6107	Salaries & Wages - Department Heads	58,551	60,361	53,150	66,210	73,243
11-420-600-0010-6140	Vacation/Sick Payout	13,925	0	4,386	0	0
11-420-600-0010-6151	Group Health Insurance	62,376	57,280	55,449	66,410	71,723
11-420-600-0010-6152	HSA Contribution	34,711	36,923	32,211	41,436	42,366
11-420-600-0010-6153	Family Insurance Supplement	64,634	37,451	37,740	54,069	58,394
11-420-600-0010-6154	Life Insurance	790	612	593	688	688
11-420-600-0010-6155	Dental Insurance-County Paid	2,704	2,853	2,935	3,682	3,682
11-420-600-0010-6156	Accident Insurance-County Paid	664	669	821	799	799
11-420-600-0010-6161	PERA	71,217	60,108	54,913	71,013	78,434
11-420-600-0010-6171	FICA	56,070	49,690	43,439	58,704	64,839
11-420-600-0010-6174	Mandatory Medicare	13,146	11,621	10,159	13,729	15,164
11-420-600-0010-6177	Paid Family and Medical Leave	0	0	0	0	3,660
11-420-600-0010-6201	Telephone	4,584	4,640	4,088	4,640	4,640
11-420-600-0010-6202	Cell Phone	2,094	2,800	1,363	2,400	2,400
11-420-600-0010-6203	Postage	26,463	21,804	23,031	21,804	21,804
11-420-600-0010-6206	Data Cards	840	1,300	430	1,000	1,000
11-420-600-0010-6209	Internet	165	0	96	200	200
11-420-600-0010-6241	Advertising	1,022	1,200	771	1,200	1,200
11-420-600-0010-6243	Association Dues/Memberships	2,332	2,884	2,288	2,884	2,884
11-420-600-0010-6244	Subscriptions	291	250	0	250	250
11-420-600-0010-6268	Software Maintenance Contracts	193,790	62,207	27,648	48,923	48,923
11-420-600-0010-6274	Audit Fees	0	3,000	0	0	0
11-420-600-0010-6283	Oth Profess, Tech & Merit Services	57,378	48,000	48,333	27,483	27,483
11-420-600-0010-6302	Copies/Copier Maintenance	7,661	9,000	7,619	9,000	9,000
11-420-600-0010-6331	Mileage	1,237	1,600	1,745	1,600	1,600

## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund  
420 Dept Income Maintenance-Economic Assistance

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
11-420-600-0010-6332	Meals & Lodging	1,044	300	145	300	300
11-420-600-0010-6333	Other Travel Expense	27	0	0	0	0
11-420-600-0010-6335	Motor Pool Vehicle Usage	728	1,500	284	1,000	1,000
11-420-600-0010-6342	Rent/Lease Income Maintenance	119,444	122,439	91,829	108,602	108,602
11-420-600-0010-6345	Postage Meter	2,596	3,300	2,854	3,300	3,300
11-420-600-0010-6351	Liability Insurance	7,426	9,874	10,010	10,373	10,373
11-420-600-0010-6354	Workman's Compensation	3,758	3,605	3,090	4,365	4,365
11-420-600-0010-6357	Conferences/Schools/Training	9,605	8,500	8,862	8,500	8,500
11-420-600-0010-6358	Other Charges	393	843	390	843	843
11-420-600-0010-6382	Data Processing Charges Goodhue Co	16,657	17,300	15,943	17,300	17,300
11-420-600-0010-6401	Printing Services	0	200	130	200	200
11-420-600-0010-6405	Office Supplies	11,165	10,000	7,455	12,000	12,000
11-420-600-0010-6414	Food & Beverages	16	0	122	0	0
11-420-600-0010-6432	Other Furniture & Equipment	5,340	6,000	6,396	9,000	9,000
11-420-600-0010-6480	Equipment/Furniture<\$5,000	23,460	27,129	2,898	32,400	32,400
11-420-600-0010-6663	Vehicles Purchased	0	11,815	0	0	0
11-420-600-0010-6669	Equipment/Furniture>=5,000	0	0	8,130	0	0
11-420-600-0020-6101	Salaries & Wages - Permanent	1,170,709	1,416,729	1,197,279	1,537,995	1,710,317
11-420-600-0020-6103	Salaries & Wages-Part Time w/o Bene	3,287	0	18,190	0	0
11-420-600-0020-6104	Salaries & Wages-Overtime	14,182	43,400	20,051	30,000	30,000
11-420-600-0020-6140	Vacation/Sick Payout	6,877	0	1,203	0	0
11-420-600-0020-6151	Group Health Insurance	99,852	103,743	79,012	102,696	110,912
11-420-600-0020-6152	HSA Contribution	40,627	48,030	54,544	65,750	67,000
11-420-600-0020-6153	Family Insurance Supplement	51,228	119,450	98,307	118,749	128,249
11-420-600-0020-6154	Life Insurance	945	1,140	917	1,085	1,085
11-420-600-0020-6155	Dental Insurance-County Paid	2,451	2,549	4,288	5,295	5,295
11-420-600-0020-6156	Accident Insurance-County Paid	634	614	877	1,156	1,156
11-420-600-0020-6161	PERA	88,912	109,510	91,303	117,600	130,610
11-420-600-0020-6171	FICA	70,358	90,528	72,248	97,216	107,971
11-420-600-0020-6174	Mandatory Medicare	16,455	21,172	16,897	22,736	25,251
11-420-600-0020-6177	Paid Family and Medical Leave	0	0	0	0	6,095
11-420-600-0020-6332	Meals & Lodging	34	400	47	400	400
<b>Program 600</b>	<b>Income Maintenance</b>	<b>Revenue 30,669 -</b>	<b>84,100 -</b>	<b>26,984 -</b>	<b>157,650 -</b>	<b>157,650 -</b>
		<b>Expend. 3,336,665</b>	<b>3,398,607</b>	<b>2,907,012</b>	<b>3,688,816</b>	<b>4,040,642</b>
		<b>Net 3,305,996</b>	<b>3,314,507</b>	<b>2,880,028</b>	<b>3,531,166</b>	<b>3,882,992</b>



## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund

Report Basis: Cash

420 Dept Income Maintenance-Economic Assistance

<u>Account Number</u>	<u>Account Description</u>	<u>2022 Actual</u> <u>Mo. 01 - 12</u>	<u>2023 Budget</u>	<u>2023 YTD</u> <u>Mo. 01 - 11</u>	<u>2024 Budget</u>	<u>2025 Budget</u>
11-420-610-0000-5289	DHS-State Maxis MFIP/HG/FS Refunds	4,113 -	0	2,373 -	0	0
11-420-610-0000-5290	DHS-State Periodic Data Match	13,686 -	13,628 -	13,722 -	13,722 -	13,722 -
11-420-610-0000-5353	93.558 TANF Co Wide Admin	109,207 -	112,000 -	79,426 -	106,000 -	106,000 -
11-420-610-0000-5830	Maxis MFIP Recoveries	6,991 -	10,000 -	7,343 -	10,000 -	10,000 -
11-420-610-0010-6386	County Attorney Fees/Fraud	0	0	986	0	0
11-420-610-0010-6387	Public Assistance Fraud Investigator	0	1,500	0	1,500	1,500
11-420-610-0100-6025	County Share Of State & Fed Disb	5,378	7,500	4,323	7,500	7,500
<b>Program 610</b>	<b>AFDC</b>	<b>Revenue 133,997 -</b>	<b>135,628 -</b>	<b>102,864 -</b>	<b>129,722 -</b>	<b>129,722 -</b>
		<b>Expend. 5,378</b>	<b>9,000</b>	<b>5,309</b>	<b>9,000</b>	<b>9,000</b>
		<b>Net 128,619 -</b>	<b>126,628 -</b>	<b>97,555 -</b>	<b>120,722 -</b>	<b>120,722 -</b>
11-420-620-0000-5830	Maxis GA/GRH Recoveries	34,406 -	22,000 -	26,496 -	22,000 -	22,000 -
11-420-620-0000-6020	Group Residential Housing/GRH Recov	33,545	20,000	19,700	20,000	20,000
11-420-620-0100-6025	Central Disb County Share	806	1,500	80	1,500	1,500
11-420-620-0600-5840	County Burials Recovery 100%	13,069 -	0	5,003 -	0	0
11-420-620-0600-6020	Co Burials Payment For Recipients	54,322	40,000	26,287	40,000	40,000
<b>Program 620</b>	<b>General Assistance</b>	<b>Revenue 47,475 -</b>	<b>22,000 -</b>	<b>31,499 -</b>	<b>22,000 -</b>	<b>22,000 -</b>
		<b>Expend. 88,673</b>	<b>61,500</b>	<b>46,067</b>	<b>61,500</b>	<b>61,500</b>
		<b>Net 41,198</b>	<b>39,500</b>	<b>14,568</b>	<b>39,500</b>	<b>39,500</b>
11-420-621-0000-5830	Recoveries Gamc County Share	150 -	100 -	125 -	100 -	100 -
<b>Program 621</b>	<b>General Assistance Medical Care</b>	<b>Revenue 150 -</b>	<b>100 -</b>	<b>125 -</b>	<b>100 -</b>	<b>100 -</b>
		<b>Expend. 0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Net 150 -</b>	<b>100 -</b>	<b>125 -</b>	<b>100 -</b>	<b>100 -</b>
11-420-630-0000-5312	10.561 FS Direct Admin FSPFNS Aid	454,744 -	345,000 -	405,650 -	453,789 -	453,789 -
11-420-630-0000-5830	Maxis Food Stamp Recovery	3,117 -	8,000 -	7,514 -	8,000 -	8,000 -
11-420-630-0100-6025	Central Disb County Share	197	6,000	5,525	6,000	6,000
<b>Program 630</b>	<b>Food Support</b>	<b>Revenue 457,861 -</b>	<b>353,000 -</b>	<b>413,164 -</b>	<b>461,789 -</b>	<b>461,789 -</b>
		<b>Expend. 197</b>	<b>6,000</b>	<b>5,525</b>	<b>6,000</b>	<b>6,000</b>
		<b>Net 457,664 -</b>	<b>347,000 -</b>	<b>407,639 -</b>	<b>455,789 -</b>	<b>455,789 -</b>
11-420-640-0000-5289	DHS-St Incent MA C/S Ins & Health Bc	28,645 -	20,000 -	26,086 -	26,000 -	26,000 -
11-420-640-0000-5290	DHS-IVD C/S State Incentives	13,169 -	20,000 -	12,575 -	14,000 -	14,000 -
11-420-640-0000-5355	93.563 IVD Federal Admin Reimb	872,395 -	725,000 -	693,524 -	850,000 -	850,000 -
11-420-640-0000-5356	93.563 IVD Federal Incentive Income	102,482 -	100,000 -	102,770 -	100,000 -	100,000 -
11-420-640-0000-5379	93.778 Fed MA C/S Medical Incentive	19,871 -	18,000 -	17,644 -	18,000 -	18,000 -
11-420-640-0000-5401	Child Support Service Fees	4,286 -	4,500 -	3,440 -	4,500 -	4,500 -
11-420-640-0000-5848	Admin Recovery Genetic Testing	2,080 -	800 -	763 -	800 -	800 -

## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund  
420 Dept Income Maintenance-Economic Assistance

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	<u>2022 Actual</u> <u>Mo. 01 - 12</u>	<u>2023 Budget</u>	<u>2023 YTD</u> <u>Mo. 01 - 11</u>	<u>2024 Budget</u>	<u>2025 Budget</u>
11-420-640-0010-6101	Salaries & Wages - Permanent	469,098	603,084	535,363	697,441	776,839
11-420-640-0010-6104	Salaries & Wages - Overtime	17,197	0	11,332	5,000	5,000
11-420-640-0010-6140	Vacation/Sick Payout	1,891	0	0	0	0
11-420-640-0010-6151	Group Health Insurance	27,941	67,893	44,311	58,130	62,780
11-420-640-0010-6152	HSA Contribution	24,069	21,000	21,519	16,025	16,150
11-420-640-0010-6153	Family Insurance Supplement	48,363	24,143	31,035	40,157	43,370
11-420-640-0010-6154	Life Insurance	443	542	461	542	542
11-420-640-0010-6155	Dental Insurance-County Paid	2,519	681	1,487	1,643	1,643
11-420-640-0010-6156	Accident Insurance-County Paid	635	171	407	357	357
11-420-640-0010-6161	PERA	36,488	45,231	41,002	52,683	58,652
11-420-640-0010-6171	FICA	28,870	37,391	32,484	43,551	48,486
11-420-640-0010-6174	Mandatory Medicare	6,752	8,745	7,597	10,185	11,339
11-420-640-0010-6177	Paid Family and Medical Leave	0	0	0	0	2,737
11-420-640-0010-6201	Telephone	1,223	1,280	947	1,280	1,280
11-420-640-0010-6202	Cell Phone	105	0	350	420	420
11-420-640-0010-6203	Postage	5,514	4,544	4,795	4,544	4,544
11-420-640-0010-6241	Advertising	1,677	800	280	800	800
11-420-640-0010-6268	Software Maintenance Contracts	122,731	65,687	11,722	38,050	38,050
11-420-640-0010-6277	Spec Costs (Sheriff Sop, Pat, Rop)	4,643	7,500	4,032	4,000	4,000
11-420-640-0010-6283	Oth Profess,Tech & Merit Service	26,189	7,000	16,954	7,000	7,000
11-420-640-0010-6285	Child Support Genetic Testing	144	700	144	500	500
11-420-640-0010-6302	Copies/Copier Maintenance	1,644	2,800	1,693	2,000	2,000
11-420-640-0010-6331	Mileage	0	900	63	300	300
11-420-640-0010-6332	Meals & Lodging	0	100	0	100	100
11-420-640-0010-6335	Motor Pool Vehicle Usage	0	200	270	200	200
11-420-640-0010-6342	Rent/Lease Child Support	30,699	31,469	23,602	30,156	30,156
11-420-640-0010-6345	Postage Meter	838	688	595	688	688
11-420-640-0010-6351	Liability Insurance	3,733	4,964	5,032	5,215	5,215
11-420-640-0010-6354	Workman's Compensation	1,476	912	782	1,261	1,261
11-420-640-0010-6357	Conferences/Schools/Training	300	3,500	3,540	3,500	3,500
11-420-640-0010-6382	Data Processing Charges	2,857	3,000	2,143	3,000	3,000
11-420-640-0010-6385	Cs Federal Offset Fee	3,127	8,000	2,655	8,000	8,000
11-420-640-0010-6386	County Attorney Fees	20,588	65,000	6,153	65,000	65,000
11-420-640-0010-6405	Office Supplies	5,125	3,600	2,000	4,000	4,000
11-420-640-0010-6432	Other Furniture & Equipment	1,463	2,000	0	2,000	2,000
11-420-640-0010-6480	Equipment/Furniture<\$5,000	6,396	1,608	2,898	1,608	1,608

## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund

Report Basis: Cash

420 Dept Income Maintenance-Economic Assistance

<u>Account Number</u>	<u>Account Description</u>	<u>2022 Actual</u> <u>Mo. 01 - 12</u>	<u>2023 Budget</u>	<u>2023 YTD</u> <u>Mo. 01 - 11</u>	<u>2024 Budget</u>	<u>2025 Budget</u>
<b>Program 640</b>	Child Support and Collections	<b>1,042,928 -</b>	<b>888,300 -</b>	<b>856,802 -</b>	<b>1,013,300 -</b>	<b>1,013,300 -</b>
	<b>Revenue</b>	<b>1,042,928 -</b>	<b>888,300 -</b>	<b>856,802 -</b>	<b>1,013,300 -</b>	<b>1,013,300 -</b>
	<b>Expend.</b>	<b>904,738</b>	<b>1,025,133</b>	<b>817,648</b>	<b>1,109,336</b>	<b>1,211,517</b>
	<b>Net</b>	<b>138,190 -</b>	<b>136,833</b>	<b>39,154 -</b>	<b>96,036</b>	<b>198,217</b>
11-420-650-0000-5288	DHS-State Share MA Access	62,085 -	93,850 -	50,526 -	66,850 -	66,850 -
11-420-650-0000-5289	DHS-State MA Renewal Eligibility	0	0	229,604 -	0	0
11-420-650-0000-5374	93.767 State Children's Health Ins Prgm	3,398 -	0	1,287 -	0	0
11-420-650-0000-5378	93.778 IGR Federal Share MA Access	62,164 -	93,850 -	50,601 -	66,850 -	66,850 -
11-420-650-0000-5381	93.778 Fed MA Admin Aid	635,218 -	705,000 -	584,283 -	705,000 -	705,000 -
11-420-650-0000-5830	Ma Recovery County Share	149,577 -	20,000 -	49,629 -	20,000 -	20,000 -
11-420-650-0010-6009	Ma Access Mileage	123,761	164,450	106,906	120,000	120,000
11-420-650-0010-6011	Ma Access Parking	795	1,400	790	1,000	1,000
11-420-650-0010-6012	Ma Access Meals	2,778	350	1,902	2,500	2,500
11-420-650-0010-6013	Ma Access Lodging	6,700	2,000	5,709	5,000	5,000
11-420-650-0010-6014	Ma Access Interpreter	689	3,500	150	1,200	1,200
11-420-650-0010-6016	MA Access Three Rivers	3,139	16,000	1,940	4,000	4,000
11-420-650-0010-6020	Ma (Death, Birth, Etc) Certificates	65	0	91	130	130
11-420-650-0100-6020	Nh < 65 Asst Living/Resid Care (90/10)	116,945	150,000	114,707	150,000	150,000
11-420-650-0400-5240	DHS-MA Cost Eff & Med Part B Ins Str	373,403 -	364,000 -	350,298 -	420,000 -	420,000 -
11-420-650-0400-5379	93.778 IGR MA Cost Eff Insurance Fed	293,252 -	286,000 -	283,459 -	330,000 -	330,000 -
11-420-650-0400-6020	Cost Eff Insur Payments	722,016	650,000	732,181	750,000	750,000
<b>Program 650</b>	Medical Assistance	<b>1,579,097 -</b>	<b>1,562,700 -</b>	<b>1,599,687 -</b>	<b>1,608,700 -</b>	<b>1,608,700 -</b>
	<b>Revenue</b>	<b>1,579,097 -</b>	<b>1,562,700 -</b>	<b>1,599,687 -</b>	<b>1,608,700 -</b>	<b>1,608,700 -</b>
	<b>Expend.</b>	<b>976,888</b>	<b>987,700</b>	<b>964,376</b>	<b>1,033,830</b>	<b>1,033,830</b>
	<b>Net</b>	<b>602,209 -</b>	<b>575,000 -</b>	<b>635,311 -</b>	<b>574,870 -</b>	<b>574,870 -</b>
11-420-680-0000-5358	93.566 Federal Administration - Refugee	1,267 -	0	1,038 -	0	0
<b>Program 680</b>	Indo-Chinese	<b>1,267 -</b>	<b>0</b>	<b>1,038 -</b>	<b>0</b>	<b>0</b>
	<b>Revenue</b>	<b>1,267 -</b>	<b>0</b>	<b>1,038 -</b>	<b>0</b>	<b>0</b>
	<b>Expend.</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Net</b>	<b>1,267 -</b>	<b>0</b>	<b>1,038 -</b>	<b>0</b>	<b>0</b>
11-420-710-0000-5366	93.658 Federal IVE IM Admin	13,800 -	10,000 -	11,039 -	10,000 -	10,000 -
<b>Program 710</b>	Children's Services	<b>13,800 -</b>	<b>10,000 -</b>	<b>11,039 -</b>	<b>10,000 -</b>	<b>10,000 -</b>
	<b>Revenue</b>	<b>13,800 -</b>	<b>10,000 -</b>	<b>11,039 -</b>	<b>10,000 -</b>	<b>10,000 -</b>
	<b>Expend.</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Net</b>	<b>13,800 -</b>	<b>10,000 -</b>	<b>11,039 -</b>	<b>10,000 -</b>	<b>10,000 -</b>
<b>Dept 420</b>	Income Maintenance-Economic Assistance	<b>3,307,244 -</b>	<b>3,055,828 -</b>	<b>3,043,202 -</b>	<b>3,403,261 -</b>	<b>3,403,261 -</b>
	<b>Revenue</b>	<b>3,307,244 -</b>	<b>3,055,828 -</b>	<b>3,043,202 -</b>	<b>3,403,261 -</b>	<b>3,403,261 -</b>
	<b>Expend.</b>	<b>5,312,539</b>	<b>5,487,940</b>	<b>4,746,321</b>	<b>5,908,482</b>	<b>6,362,489</b>
	<b>Net</b>	<b>2,005,295</b>	<b>2,432,112</b>	<b>1,703,119</b>	<b>2,505,221</b>	<b>2,959,228</b>

## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund  
430 Dept Health and Social Services

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
11-430-000-0000-5949	Use of Fund Balance-Health & Social S	0	0	0	546,993 -	1,152,698 -
<b>Program 000</b>	Undesignated	<b>Revenue 0</b>	<b>0</b>	<b>0</b>	<b>546,993 -</b>	<b>1,152,698 -</b>
		<b>Expend. 0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Net 0</b>	<b>0</b>	<b>0</b>	<b>546,993 -</b>	<b>1,152,698 -</b>
11-430-700-0000-5289	DHS-Vulnerable Children & Adults St	381,626 -	394,706 -	394,706 -	394,706 -	394,706 -
11-430-700-0000-5292	DHS-MA LTSS MNChoices/State S57	307,787 -	307,125 -	235,952 -	354,800 -	354,800 -
11-430-700-0000-5367	93.658 Federal SSIS Project Reimb	46,118 -	35,000 -	83,350 -	50,000 -	50,000 -
11-430-700-0000-5370	93.667 SS Block Grant Title XX F56	225,143 -	215,971 -	197,978 -	215,971 -	215,971 -
11-430-700-0000-5383	93.778 MA LTSS MNChoices-Fed F67	375,808 -	375,000 -	288,099 -	432,700 -	432,700 -
11-430-700-0000-5840	Admin Refunds - Swf Rep Fee & Admin	234 -	0	95 -	0	0
11-430-700-0010-5404	Psych Evaluations Court Services M13	10,500 -	10,500 -	10,500 -	10,500 -	10,500 -
11-430-700-0010-6101	Salaries & Wages - Permanent	559,827	670,287	577,585	911,580	1,009,081
11-430-700-0010-6104	Salaries & Wages - Overtime	122	0	0	0	0
11-430-700-0010-6106	Per Diem in Lieu of Salaries	931	1,180	1,274	1,180	1,180
11-430-700-0010-6107	Salaries & Wages - Department Heads	70,562	72,743	67,562	85,377	94,445
11-430-700-0010-6140	Vacation/Sick Payout	8,552	0	4,214	0	0
11-430-700-0010-6151	Group Health Insurance	25,810	35,989	23,172	34,238	36,978
11-430-700-0010-6152	HSA Contribution	28,852	37,462	32,620	45,940	44,114
11-430-700-0010-6153	Family Insurance Supplement	47,491	55,636	50,172	82,262	88,842
11-430-700-0010-6154	Life Insurance	420	475	380	536	536
11-430-700-0010-6155	Dental Insurance-County Paid	3,250	3,973	3,709	4,424	4,424
11-430-700-0010-6156	Accident Insurance-County Paid	877	918	1,067	967	967
11-430-700-0010-6161	PERA	47,288	56,897	48,388	74,772	82,764
11-430-700-0010-6171	FICA	37,599	47,036	38,568	61,811	68,419
11-430-700-0010-6174	Mandatory Medicare	8,851	11,000	9,020	14,456	16,001
11-430-700-0010-6177	Paid Family and Medical Leave	0	0	0	0	3,862
11-430-700-0010-6201	Telephone	4,941	5,280	3,869	5,280	5,280
11-430-700-0010-6202	Cell Phone	15,625	13,000	13,184	25,000	25,000
11-430-700-0010-6203	Postage	3,686	3,012	3,202	3,012	3,012
11-430-700-0010-6206	Data Cards	2,101	1,800	1,576	0	0
11-430-700-0010-6209	Internet	159	0	92	175	175
11-430-700-0010-6241	Advertising	1,963	1,500	1,112	3,680	3,680
11-430-700-0010-6243	Association Dues/Memberships	2,715	2,800	2,474	3,500	3,500
11-430-700-0010-6268	Software Maintenance Contracts	157,757	90,000	25,336	78,938	78,938
11-430-700-0010-6274	Audit Fees	0	2,900	0	0	0

## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund

Report Basis: Cash

430 Dept Health and Social Services

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
11-430-700-0010-6283	Oth Profess, Techn & Merit Service	82,923	57,000	44,774	37,783	37,783
11-430-700-0010-6302	Copies/Copier Maintenance	5,675	7,000	5,467	7,000	7,000
11-430-700-0010-6331	Mileage	16,591	23,000	14,047	23,000	23,000
11-430-700-0010-6332	Meals & Lodging	7,652	550	3,372	8,000	8,000
11-430-700-0010-6333	Other Travel Expense	477	300	186	300	300
11-430-700-0010-6335	Motor Pool Vehicle Usage	38,014	34,000	34,925	40,000	40,000
11-430-700-0010-6342	Rent/Lease Social Services	112,625	115,450	86,588	199,071	199,071
11-430-700-0010-6345	Postage Meter	524	456	394	456	456
11-430-700-0010-6351	Liability Insurance	9,130	12,140	12,308	12,752	12,752
11-430-700-0010-6354	Workman's Compensation	5,281	5,101	4,275	6,790	6,790
11-430-700-0010-6357	Conferences/Schools/Training	11,588	15,000	11,133	15,000	15,000
11-430-700-0010-6358	Other Charges	377	750	419	750	750
11-430-700-0010-6363	Csp Program and Activities Expense	0	3,000	0	0	0
11-430-700-0010-6382	Data Processing Charges Goodhue Cc	10,628	11,000	10,271	11,000	11,000
11-430-700-0010-6405	Office Supplies	9,104	10,000	8,680	12,000	12,000
11-430-700-0010-6414	Food & Beverages	19	0	152	0	0
11-430-700-0010-6432	Other Furniture & Equipment	1,074	4,100	2,455	4,100	4,100
11-430-700-0010-6480	Equipment/Furniture<\$5,000	4,289	15,473	11,487	15,473	15,473
11-430-700-0010-6663	Vehicles Purchased	0	11,351	0	0	0
11-430-700-0010-6669	Equipment/Furniture>=5,000	0	0	10,483	0	0
11-430-700-0020-6101	Salaries & Wages - Permanent SSTS	2,012,066	2,221,275	1,934,993	2,626,690	3,019,952
11-430-700-0020-6103	Salaries & Wages-Part Time w/o Bene	0	0	14,511	0	0
11-430-700-0020-6104	Salaries & Wages - Overtime SSTS	27,348	57,600	31,997	25,000	25,000
11-430-700-0020-6140	Vacation/Sick Payout SSTS	29,762	0	8,032	0	0
11-430-700-0020-6151	Group Health Insurance SSTS	77,648	85,197	67,637	94,041	101,564
11-430-700-0020-6152	HSA Contribution SSTS	96,741	99,750	90,085	108,450	119,000
11-430-700-0020-6153	Family Insurance Supplement SSTS	192,298	211,602	203,749	265,540	302,124
11-430-700-0020-6154	Life Insurance SSTS	1,485	1,573	1,331	1,681	1,736
11-430-700-0020-6155	Dental Insurance-County Paid SSTS	10,155	10,018	7,161	10,403	11,680
11-430-700-0020-6156	Accident Insurance-County Paid SSTS	2,670	2,327	2,385	2,241	2,512
11-430-700-0020-6161	PERA SSTS	153,190	169,746	147,500	198,877	228,444
11-430-700-0020-6171	FICA SSTS	120,913	140,323	115,357	164,405	188,847
11-430-700-0020-6174	Mandatory Medicare SSTS	28,278	32,817	26,979	38,449	44,166
11-430-700-0020-6177	Paid Family and Medical Leave	0	0	0	0	10,661
11-430-700-0020-6332	Meals & Lodging	2,168	1,650	2,355	2,500	2,500
11-430-700-3810-5380	93.778 MA Non-Waivered SSTS Admi	140,896 -	135,000 -	107,623 -	165,000 -	165,000 -

## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund  
430 Dept Health and Social Services

Report Basis: Cash

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
<b>Program</b>	<b>700</b>	Social Services Program	<b>Revenue</b> 1,488,112 -	<b>1,473,302 -</b>	<b>1,318,303 -</b>	<b>1,623,677 -</b>	<b>1,623,677 -</b>
			<b>Expend.</b> 4,100,072	<b>4,473,437</b>	<b>3,824,064</b>	<b>5,368,880</b>	<b>6,022,859</b>
			<b>Net</b> 2,611,960	<b>3,000,135</b>	<b>2,505,761</b>	<b>3,745,203</b>	<b>4,399,182</b>
11-430-710-0000-5240		DHS Indian Child Welfare Act (ICWA)	3,702 -	5,000 -	0	5,000 -	5,000 -
11-430-710-0000-5241		Local Homeless Prev Aid St Shared S55	0	76,255 -	33,496 -	76,255 -	76,255 -
11-430-710-0000-5289		Child Protection State Grant S04	178,225 -	158,263 -	158,263 -	190,104 -	190,104 -
11-430-710-0000-5290		Child Protection Opioid Grant S06	29,451 -	47,488 -	33,301 -	18,384 -	18,384 -
11-430-710-0000-5401		Out-Of-Home Placement Fees I	82,094 -	20,000 -	86,660 -	0	0
11-430-710-3020-6020		Child Protection Opioid Response	11,147	47,488	2,149	18,384	18,384
11-430-710-3110-6020		Mental Health Screenings	19,195	19,815	19,815	32,977	32,977
11-430-710-3150-6020		Interpretation Services	0	500	411	500	500
11-430-710-3390-6020		GCED Edu Assist Settling IV Special E	532,799	538,725	549,383	560,037	560,037
11-430-710-3410-5401		Ehm Fees M1	2,005 -	2,500 -	4,048 -	2,500 -	2,500 -
11-430-710-3410-6020		Electric Home Monitoring	2,408	2,000	2,624	2,000	2,000
11-430-710-3440-6020		Local Homeless Prevent Housing Serv	0	76,255	5,317	76,255	76,255
11-430-710-3460-5291		STAY Funds State Match S06	3,084 -	11,090 -	8,900 -	400 -	400 -
11-430-710-3460-5372		93.674 Federal Grant - Stay/Self F04	54,301 -	44,360 -	35,597 -	1,600 -	1,600 -
11-430-710-3460-6020		Stay/Self Federal Grant	57,214	55,450	34,964	2,000	2,000
11-430-710-3620-5832		GCED Family Based Couns M3	60,000 -	60,000 -	60,000 -	61,800 -	61,800 -
11-430-710-3620-6020		Family Based Counseling	66,123	90,000	79,823	90,000	90,000
11-430-710-3621-6021		SS Sex Offender Therapy	0	4,000	481	4,000	4,000
11-430-710-3624-6020		Fernbrook Contract	0	12,000	0	0	0
11-430-710-3640-5289		DHS-Alternative Response State 36%	5,121 -	6,473 -	4,951 -	6,265 -	6,265 -
11-430-710-3640-5352		93.556 Alternative Response IVB2 23%	3,518 -	4,136 -	3,163 -	4,003 -	4,003 -
11-430-710-3640-5364		93.645 Alternative Response IVB1 41%	3,201 -	7,373 -	5,639 -	7,135 -	7,135 -
11-430-710-3640-5365		93.669 CAPTA Family Response F65	8,019 -	0	0	0	0
11-430-710-3640-6020		Family Assessment Response	28,287	49,000	39,835	49,000	49,000
11-430-710-3660-5832		GCED Family Group Decision N	10,000 -	10,000 -	10,000 -	10,300 -	10,300 -
11-430-710-3660-6020		Family Group Decision Making	7,990	20,000	8,524	20,000	20,000
11-430-710-3670-5289		DHS-Parental Support Outreach State	34,651 -	33,724 -	17,213 -	35,254 -	35,254 -
11-430-710-3670-5361		93.590 Children's Trust Funds F09	21,961 -	21,562 -	11,006 -	22,540 -	22,540 -
11-430-710-3670-6020		Parental Support Outreach	44,540	55,286	51,398	57,794	57,794
11-430-710-3710-6020		Child Shelter-SS	33,800	18,000	102,155	52,500	52,500
11-430-710-3711-6020		Foster Care Child Shelter - CS	138	0	0	0	0
11-430-710-3750-6025		Northstar Kinship Assistance Co Share	0	0	1,730	1,500	1,500

## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund

Report Basis: Cash

430 Dept Health and Social Services

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
11-430-710-3780-6025	Northstar Adoption Assistance Co Share	0	0	4,259	4,500	4,500
11-430-710-3800-6057	Rule 4 Trmt Foster Care - SS	224,606	100,000	78,158	140,000	140,000
11-430-710-3810-5240	DHS-Foster Care IV-E SSTS Admin St	0	0	114,120 -	0	0
11-430-710-3810-5289	NS Care for Children Fiscal FC S03	149,853 -	75,000 -	38,014 -	50,000 -	50,000 -
11-430-710-3810-5366	93.658 Foster Care IV-E Federal F01	144,035 -	80,000 -	155,181 -	80,000 -	80,000 -
11-430-710-3810-5367	93.658 Foster Care IV-E SSTS Admin	62,631 -	50,000 -	77,792 -	124,100 -	124,100 -
11-430-710-3810-5401	Foster Care-Background Fees M1	190 -	0	175 -	0	0
11-430-710-3810-5402	Foster Care Fees (Iv-E) M1	6,367 -	5,000 -	4,987 -	0	0
11-430-710-3810-6057	Regular Foster Care-Ss	475,462	500,000	563,781	510,000	510,000
11-430-710-3810-6058	Regular Foster Care-Ss-Cs Expenses	45,918	37,000	45,593	50,000	50,000
11-430-710-3810-6063	Foster Parent Training	135	500	50	500	500
11-430-710-3810-6064	Background Check/Daycare & Foster C	0	1,200	0	1,200	1,200
11-430-710-3814-6056	Emergency Foster Care Provider	5,811	8,000	1,738	4,000	4,000
11-430-710-3814-6057	Emergency Foster Care	18,887	5,000	6,606	2,500	2,500
11-430-710-3830-6020	Foster Care Rule 8 - SS	55,339	140,000	70,351	125,000	125,000
11-430-710-3831-6020	Foster Care - Rule 8 CS	3,690	70,000	0	0	0
11-430-710-3850-6020	Dept Of Corr Group Facility Ss	298,956	295,000	170,894	275,000	275,000
11-430-710-3852-6020	Dept Of Corr Group Facility Cs	46,726	200,000	180,428	200,000	200,000
11-430-710-3880-6020	Extend Foster Care-Ind Living 18-20	134,568	100,000	106,380	120,000	120,000
11-430-710-3890-6020	Short Term Foster Care	1,730	2,500	1,402	2,500	2,500
11-430-710-3930-5381	93.778 IGR MA Fed CW/TCM I	573,065 -	500,000 -	424,123 -	600,000 -	600,000 -
11-430-710-3930-5832	GCED Child Gen Case Mgmt I	205,873 -	214,330 -	214,330 -	220,760 -	220,760 -
11-430-710-3970-5366	93.658 FSC LCTS IV-E Admin F07	52,192 -	52,800 -	38,742 -	50,000 -	50,000 -
11-430-710-3970-5379	93.778 MA FSC LCTS Admin F07	111,878 -	107,200 -	111,828 -	130,000 -	130,000 -
11-430-710-3970-5832	GCFSC No Seagr	172 -	0	0	0	0
11-430-710-3970-6020	Gc Family Services Collaborative	164,242	160,000	151,149	180,000	180,000
<b>Program 710</b>	<b>Children's Services Revenue</b>	<b>1,805,589 -</b>	<b>1,592,554 -</b>	<b>1,651,529 -</b>	<b>1,696,400 -</b>	<b>1,696,400 -</b>
	<b>Expend.</b>	<b>2,279,711</b>	<b>2,607,719</b>	<b>2,279,398</b>	<b>2,582,147</b>	<b>2,582,147</b>
	<b>Net</b>	<b>474,122</b>	<b>1,015,165</b>	<b>627,869</b>	<b>885,747</b>	<b>885,747</b>
11-430-720-3110-5290	DHS-State Child Care BSF Admin	6,694 -	7,500 -	4,622 -	7,500 -	7,500 -
11-430-720-3110-5362	93.575 Federal Child Care BSF Admin	11,858 -	9,500 -	8,615 -	9,500 -	9,500 -
11-430-720-3110-5402	Recoveries Daycare State-County Share	1,190 -	2,000 -	2,518 -	2,000 -	2,000 -
11-430-720-3110-6024	Day Care Overpayment Recovery	407	1,500	1,749	1,500	1,500
11-430-720-3110-6026	Bsf County Match	23,802	23,802	19,834	23,802	23,802
11-430-720-3120-5289	DHS-Child Care MFIP Admin State	8,548 -	8,500 -	6,465 -	8,500 -	8,500 -



# Goodhue County



## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund

Report Basis: Cash

430 Dept Health and Social Services

<u>Account Number</u>	<u>Account Description</u>	<u>2022 Actual</u> <u>Mo. 01 - 12</u>	<u>2023 Budget</u>	<u>2023 YTD</u> <u>Mo. 01 - 11</u>	<u>2024 Budget</u>	<u>2025 Budget</u>
11-430-720-3120-5362	93.575 Child Care MFIP Admin Feder	11,117 -	8,500 -	6,728 -	8,500 -	8,500 -
11-430-720-3140-6069	Other Child Care Fee	40,070	50,000	47,020	40,000	40,000
11-430-720-3370-5289	DHS-MFIP Employment Services TAN	26,058 -	22,822 -	15,118 -	20,600 -	20,600 -
11-430-720-3370-5353	93.558 MFIP Employment Services TA	257,058 -	262,452 -	181,177 -	236,895 -	236,895 -
11-430-720-3370-6020	Pmts For Recipients-Stride/Mfip Emp&	223,871	243,842	202,105	233,521	233,521
11-430-720-3980-5401	Daycare Licensing Application Fee M5	4,000 -	2,000 -	2,550 -	2,000 -	2,000 -
<b>Program 720</b>	<b>Child Care/Stride</b>	<b>Revenue 326,523 -</b>	<b>323,274 -</b>	<b>227,793 -</b>	<b>295,495 -</b>	<b>295,495 -</b>
		<b>Expend. 288,150</b>	<b>319,144</b>	<b>270,708</b>	<b>298,823</b>	<b>298,823</b>
		<b>Net 38,373 -</b>	<b>4,130 -</b>	<b>42,915</b>	<b>3,328</b>	<b>3,328</b>
11-430-730-3021-6020	Drug Tests-RS Eden	24,984	25,000	16,420	25,000	25,000
11-430-730-3050-5380	93.778 MA/SSTS Rule 25 F22	31,858 -	0	0	0	0
11-430-730-3050-6020	Payments For Recipients Rule 25 Assc	345	1,000	0	0	0
11-430-730-3590-5289	DHS-State Share CCDTF Admin	41,876 -	35,000 -	20,547 -	35,000 -	35,000 -
11-430-730-3590-6020	Purchase Of Serv State Of Mn Ccdtf	81,544	100,000	47,742	90,000	90,000
11-430-730-3712-5401	Detox Fees/Rule 25 M9	58,326 -	65,000 -	50,119 -	65,000 -	65,000 -
11-430-730-3712-6020	Detox Costs	94,461	100,000	80,592	100,000	100,000
<b>Program 730</b>	<b>Chemical Dependency</b>	<b>Revenue 132,060 -</b>	<b>100,000 -</b>	<b>70,666 -</b>	<b>100,000 -</b>	<b>100,000 -</b>
		<b>Expend. 201,334</b>	<b>226,000</b>	<b>144,754</b>	<b>215,000</b>	<b>215,000</b>
		<b>Net 69,274</b>	<b>126,000</b>	<b>74,088</b>	<b>115,000</b>	<b>115,000</b>
11-430-740-0010-5402	Mental Health Priv Pay & Copay Fee	1,260 -	0	534 -	0	0
11-430-740-3030-5289	DHS-Adult CSP/Rule 78/IMD Alt S	190,750 -	190,750 -	190,750 -	190,750 -	190,750 -
11-430-740-3030-5290	DHS-Adult MH Initiative Olmsted St S	62,660 -	54,401 -	54,401 -	54,401 -	54,401 -
11-430-740-3080-6020	Mh Assessments	76,458	88,500	0	0	0
11-430-740-3160-6020	Transportation MH Proact/GCED	14,611	20,000	3,236	6,000	6,000
11-430-740-3161-6020	Transportation-MH Client-Gas Cards	513	5,000	0	5,000	5,000
11-430-740-3180-6020	Client Flex Funds	14,792	12,000	15,911	12,000	12,000
11-430-740-3300-5289	DHS-Childrens MH Screening S	36,132 -	72,450 -	72,450 -	44,655 -	44,655 -
11-430-740-3320-6020	Child MH Mobile Crisis Services	9,470	9,940	0	9,940	9,940
11-430-740-3340-6050	DD SILS & Center Based Supp Emplo	4,852	20,000	1,063	20,000	20,000
11-430-740-3370-6050	Comm Based Supp Empl-Not Armhs Txx	12,943	22,000	2,601	11,000	11,000
11-430-740-3430-6020	Housing Subsidy	0	4,000	0	4,000	4,000
11-430-740-3520-6020	Adult Outpatient Psychotherapy	143,917	60,000	41,493	60,000	60,000
11-430-740-3540-6050	TXX Medication Management	76,458	25,000	0	0	0
11-430-740-3580-5340	93.104 System of Care (SOC) F35	30,146 -	0	0	0	0
11-430-740-3580-6020	CSG/SOC Grant - System of Care Grant	31,965	61,224	282	61,224	61,224



## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund  
430 Dept Health and Social Services

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
11-430-740-3720-6020	Recipients-Living In State/Private Hosp	180,196	200,000	151,130	180,000	180,000
11-430-740-3722-6020	Sex Offender Prgm State Oper Serv	61,010	60,000	53,386	60,000	60,000
11-430-740-3760-6020	Impatient Community Based Under 21	0	0	0	30,000	0
11-430-740-3830-5289	MA Residential Treatment State S64	16,372 -	0	0	0	0
11-430-740-3830-5366	93.658 Foster Care IV-E Rule 5 F28	7,322 -	2,000 -	25,211 -	2,000 -	2,000 -
11-430-740-3830-5379	93.778 IGR MA Rule 5 Admin F66	82	0	0	0	0
11-430-740-3830-6020	Rule 5 Social Services	319,900	340,000	392,691	340,000	340,000
11-430-740-3831-6020	Rule 5 Court Services	10,189	6,000	0	0	0
11-430-740-3890-5289	DHS-MH Respite Services S63	21,704 -	30,127 -	9,881 -	10,007 -	10,007 -
11-430-740-3890-6020	Respite MH Child - Fernbrook	10,581	30,127	9,386	10,007	10,007
11-430-740-3900-5381	93.778 IGR MA MH Case Mgmt/Childr	0	0	0	30,000 -	30,000 -
11-430-740-3900-5401	Children MH-TCM SCHA M1	0	0	6,784 -	0	0
11-430-740-3900-5832	GCED Child Rule 79 Case Mgmt	100,000 -	100,000 -	100,000 -	103,000 -	103,000 -
11-430-740-3900-6025	Non Fed Share Mh-Tcm Cont Vend/Fe	142,436	160,000	128,627	130,000	130,000
11-430-740-3910-5240	DHS-State MH Case Mgmt Adult	6,877 -	3,000 -	1,707 -	3,000 -	3,000 -
11-430-740-3910-5381	93.778 IGR MA Fed MH Case Mgmt A	228,527 -	175,000 -	142,092 -	200,000 -	200,000 -
11-430-740-3910-5401	Adult MH-TCM SCHA/MEDICA	1,086,608 -	550,000 -	667,438 -	825,000 -	825,000 -
11-430-740-3910-6020	Adult Rule 79 Case Mgmt	1,226	2,500	2,008	4,000	4,000
11-430-740-3930-5401	Healthy Pathways M13	69,976 -	60,000 -	59,121 -	72,000 -	72,000 -
<b>Program 740</b>	<b>Mental Health Program</b>	<b>Revenue 1,858,252 -</b>	<b>1,237,728 -</b>	<b>1,330,369 -</b>	<b>1,534,813 -</b>	<b>1,534,813 -</b>
		<b>Expend. 1,111,517</b>	<b>1,126,291</b>	<b>801,814</b>	<b>943,171</b>	<b>913,171</b>
		<b>Net 746,735 -</b>	<b>111,437 -</b>	<b>528,555 -</b>	<b>591,642 -</b>	<b>621,642 -</b>
11-430-750-3160-6050	Transportation Dd Proact Txx	7,258	28,000	3,125	8,000	8,000
11-430-750-3340-5289	DHS-DD SILS Program S34	11,921 -	37,036 -	25,058 -	27,274 -	27,274 -
11-430-750-3340-6050	Txx Purchase Of Service-Sils	29,098	43,572	16,397	32,087	32,087
11-430-750-3350-5289	DHS-DD Family Support Program	51,205 -	93,108 -	74,263 -	93,108 -	93,108 -
11-430-750-3350-6083	Family Support Program Subsidy	52,726	93,108	74,498	93,108	93,108
11-430-750-3381-6020	Community Based Employment	16,339	65,000	17,636	20,000	20,000
11-430-750-3382-6020	Center Based Employment	2,069	30,000	0	2,000	2,000
<b>Program 750</b>	<b>Developmental Disabilities</b>	<b>Revenue 63,126 -</b>	<b>130,144 -</b>	<b>99,321 -</b>	<b>120,382 -</b>	<b>120,382 -</b>
		<b>Expend. 107,490</b>	<b>259,680</b>	<b>111,656</b>	<b>155,195</b>	<b>155,195</b>
		<b>Net 44,364</b>	<b>129,536</b>	<b>12,335</b>	<b>34,813</b>	<b>34,813</b>
11-430-760-0000-5289	Adult Protection State Grant S48	15,188 -	8,575 -	44,555 -	29,568 -	29,568 -
11-430-760-3022-6020	Caregiver Support Faith in Action	1,854	1,854	0	1,854	1,854
11-430-760-3160-6015	Transportation	0	0	725	0	0

# Goodhue County



## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund  
430 Dept Health and Social Services

Report Basis: Cash

		2022	2023	2023	2024	2025
		Actual	Budget	YTD	Budget	Budget
		Mo. 01 - 12		Mo. 01 - 11		
<u>Account Number</u>	<u>Account Description</u>					
11-430-760-3580-5240	DHS-Consumer Support Grant	15,408 -	4,000 -	20,196 -	4,000 -	4,000 -
11-430-760-3930-5381	93.778 IGR MA VA/DD-TCM Adlt 18+	71,561 -	65,000 -	30,516 -	65,000 -	65,000 -
11-430-760-3950-6050	Guardianship/Conservatorship Txx	144,528	180,000	154,152	180,000	180,000
11-430-760-3980-5401	Adult Foster Care Licensing & Bg M	12,000 -	1,500 -	0	1,500 -	1,500 -
<b>Program 760</b>	<b>Adult Services</b>	<b>Revenue 114,157 -</b>	<b>79,075 -</b>	<b>95,267 -</b>	<b>100,068 -</b>	<b>100,068 -</b>
		<b>Expend. 146,382</b>	<b>181,854</b>	<b>154,877</b>	<b>181,854</b>	<b>181,854</b>
		<b>Net 32,225</b>	<b>102,779</b>	<b>59,610</b>	<b>81,786</b>	<b>81,786</b>
<b>Dept 430</b>	<b>Health and Social Services</b>	<b>Revenue 5,787,819 -</b>	<b>4,936,077 -</b>	<b>4,793,248 -</b>	<b>6,017,828 -</b>	<b>6,623,533 -</b>
		<b>Expend. 8,234,656</b>	<b>9,194,125</b>	<b>7,587,271</b>	<b>9,745,070</b>	<b>10,369,049</b>
		<b>Net 2,446,837</b>	<b>4,258,048</b>	<b>2,794,023</b>	<b>3,727,242</b>	<b>3,745,516</b>

## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund

Report Basis: Cash

463 Dept Quality Assurance-Health Svcs

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
11-463-463-0000-5290	DHS-Alternative Care Waiver	37,705 -	11,000 -	22,909 -	30,000 -	30,000 -
11-463-463-0000-5291	DHS-Billable Waivers/State	305,433 -	291,100 -	173,191 -	221,600 -	221,600 -
11-463-463-0000-5292	DHS-HHS Staff Waiver CM State	350,199 -	275,000 -	264,761 -	364,800 -	364,800 -
11-463-463-0000-5381	93.778 IGR Billable Waivers/Federal	416,903 -	418,900 -	279,821 -	332,400 -	332,400 -
11-463-463-0000-5382	93.778 IGR DHS HHS Staff Waiver CM	349,958 -	275,000 -	264,500 -	395,200 -	395,200 -
11-463-463-0000-5402	SCHA Programs	321,302 -	325,000 -	293,815 -	330,000 -	330,000 -
11-463-463-0000-5428	Spenddown Fees From Client	14,813 -	15,000 -	17,459 -	17,000 -	17,000 -
11-463-463-0000-5429	SCHA/Elderly Waiver/Care Coordination	210,813 -	135,000 -	128,943 -	200,000 -	200,000 -
11-463-463-0000-5435	SCHA/MA & PHN Clinic	0	0	105 -	0	0
11-463-463-0000-5850	Miscellaneous Revenue	0	0	1,000 -	0	0
11-463-463-0000-5859	SCHA/CCC Reimbursement	98,041 -	93,000 -	111,061 -	101,000 -	101,000 -
11-463-463-0000-6010	Billable Service Options Items	601,632	550,000	481,046	550,000	550,000
11-463-463-0000-6020	Contracted Case Management	143,750	160,000	94,184	4,000	4,000
11-463-463-0000-6101	Salaries & Wages - Permanent	1,247,293	1,330,133	1,201,370	1,820,666	2,019,499
11-463-463-0000-6102	Salaries & Wages-Part Time w/ Benefits	81,653	84,240	76,018	92,701	102,525
11-463-463-0000-6104	Salaries & Wages - Overtime	3,873	0	5,968	0	0
11-463-463-0000-6140	Vacation/Sick Payout	6,685	0	0	0	0
11-463-463-0000-6151	Group Health Insurance	55,337	55,481	51,386	79,549	95,260
11-463-463-0000-6152	HSA Contribution	51,401	60,420	52,033	62,493	61,730
11-463-463-0000-6153	Family Insurance Supplement	126,285	141,383	120,083	199,716	195,136
11-463-463-0000-6154	Life Insurance	936	951	838	1,184	1,184
11-463-463-0000-6155	Dental Insurance-County Paid	4,241	5,433	4,129	3,286	3,286
11-463-463-0000-6156	Accident Insurance-County Paid	1,040	1,256	1,146	714	714
11-463-463-0000-6161	PERA	99,965	106,078	95,898	143,503	159,152
11-463-463-0000-6171	FICA	77,901	87,691	74,531	118,629	131,566
11-463-463-0000-6174	Mandatory Medicare	18,219	20,508	17,431	27,744	30,769
11-463-463-0000-6177	Paid Family and Medical Leave	0	0	0	0	7,427
11-463-463-0000-6202	Cell Phone	996	900	387	900	900
11-463-463-0000-6206	Data Cards	2,038	1,680	1,858	3,500	3,500
11-463-463-0000-6241	Advertising	285	0	0	0	0
11-463-463-0000-6245	State Required Registration or License	199	400	199	600	600
11-463-463-0000-6283	Other Professional & Tech Fees	1,047	700	932	700	700
11-463-463-0000-6331	Mileage	8,422	17,000	13,900	17,000	17,000
11-463-463-0000-6332	Meals & Lodging	17	2,000	117	2,000	2,000
11-463-463-0000-6333	Other Travel Expense	0	50	21	50	50
11-463-463-0000-6335	Motor Pool Vehicle Usage	4,529	5,500	3,978	5,500	5,500

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# Goodhue County



## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund  
463 Dept Quality Assurance-Health Svcs

Report Basis: Cash

		2022	2023	2023	2024	2025
		Actual	Budget	YTD	Budget	Budget
		Mo. 01 - 12		Mo. 01 - 11		
<u>Account Number</u>	<u>Account Description</u>					
11-463-463-0000-6357	Conferences/Schools/Training	666	2,000	2,026	4,000	4,000
11-463-463-0000-6405	Office Supplies	218	0	12	500	500
11-463-463-0000-6432	Other Furniture And Equipment	0	0	383	0	0
11-463-463-0000-6480	Equipment/Furniture<\$5,000	0	0	7,486	0	0
<b>Program 463</b>	<b>LTCC/Waiver Management</b>					
	<b>Revenue</b>	<b>2,105,167 -</b>	<b>1,839,000 -</b>	<b>1,557,565 -</b>	<b>1,992,000 -</b>	<b>1,992,000 -</b>
	<b>Expend.</b>	<b>2,538,628</b>	<b>2,633,804</b>	<b>2,307,360</b>	<b>3,138,935</b>	<b>3,396,998</b>
	<b>Net</b>	<b>433,461</b>	<b>794,804</b>	<b>749,795</b>	<b>1,146,935</b>	<b>1,404,998</b>
<b>Dept 463</b>	<b>Quality Assurance-Health Svcs</b>					
	<b>Revenue</b>	<b>2,105,167 -</b>	<b>1,839,000 -</b>	<b>1,557,565 -</b>	<b>1,992,000 -</b>	<b>1,992,000 -</b>
	<b>Expend.</b>	<b>2,538,628</b>	<b>2,633,804</b>	<b>2,307,360</b>	<b>3,138,935</b>	<b>3,396,998</b>
	<b>Net</b>	<b>433,461</b>	<b>794,804</b>	<b>749,795</b>	<b>1,146,935</b>	<b>1,404,998</b>

## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund

Report Basis: Cash

466 Dept Healthy Communities/Behaviors

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
11-466-450-0000-5280	MDH-Local Public Health Grant	100,142 -	53,555 -	92,122 -	53,555 -	53,555 -
11-466-450-0000-5284	MDH-State Follow Along Program FAP	2,100 -	2,100 -	0	2,100 -	2,100 -
11-466-450-0000-5285	MDH-Birth Defects State	1,725 -	0	2,175 -	0	0
11-466-450-0000-5289	DHS-Medical Assistance-State	427 -	3,000 -	1,241 -	3,000 -	3,000 -
11-466-450-0000-5291	DHS-MA FHV FFS State	2,885 -	2,000 -	1,076 -	2,000 -	2,000 -
11-466-450-0000-5347	93.251 EHDI & BD Followup	1,050 -	600 -	75 -	600 -	600 -
11-466-450-0000-5353	93.558 TANF Grant - Federal Funds	49,488 -	47,462 -	36,170 -	48,399 -	48,399 -
11-466-450-0000-5379	93.778 IGR Medical Assistance-Federal	427 -	3,000 -	1,241 -	3,000 -	3,000 -
11-466-450-0000-5381	93.778 IGR FHV FFS Federal	2,998 -	2,000 -	1,095 -	2,000 -	2,000 -
11-466-450-0000-5385	93.870 Mat Inf Child Strong Foundations	0	0	56,870 -	140,000 -	140,000 -
11-466-450-0000-5389	93.994 MCH Block Grant	47,473 -	41,276 -	43,376 -	41,276 -	41,276 -
11-466-450-0000-5410	Daycare/Nurse Consultation Fees	6,100 -	4,500 -	3,777 -	4,500 -	4,500 -
11-466-450-0000-5431	SCHA/BCBS FHV Billing	51,127 -	50,000 -	36,479 -	50,000 -	50,000 -
11-466-450-0000-5434	Family Home Visiting Local Grant	121,198 -	140,000 -	30,121 -	0	0
11-466-450-0000-5435	SCHA/MA & PHN Clinic	64,757 -	70,000 -	61,857 -	70,000 -	70,000 -
11-466-450-0000-5832	Local Follow Along Program (FSC)	25,696 -	20,000 -	17,005 -	9,505 -	9,505 -
11-466-450-0000-6020	Non-Billable Medical Supplies	3,150	0	0	0	0
11-466-450-0000-6101	Salaries & Wages - Permanent	277,578	312,387	255,129	355,257	393,534
11-466-450-0000-6102	Salaries & Wages-Part Time w/ Benefits	65,106	60,159	22,284	0	0
11-466-450-0000-6104	Salaries & Wages - Overtime	0	0	406	0	0
11-466-450-0000-6140	Vacation/Sick Payout	0	0	33,425	0	0
11-466-450-0000-6151	Group Health Insurance	197	0	147	0	0
11-466-450-0000-6152	HSA Contribution	14,977	16,380	11,861	19,100	19,600
11-466-450-0000-6153	Family Insurance Supplement	38,198	41,278	34,429	47,442	51,237
11-466-450-0000-6154	Life Insurance	252	270	187	217	217
11-466-450-0000-6155	Dental Insurance-County Paid	1,414	2,352	813	2,554	2,554
11-466-450-0000-6156	Accident Insurance-County Paid	310	536	226	542	542
11-466-450-0000-6161	PERA	25,701	27,941	20,837	26,644	29,515
11-466-450-0000-6171	FICA	19,496	23,098	17,895	22,026	24,399
11-466-450-0000-6174	Mandatory Medicare	4,560	5,402	4,185	5,151	5,706
11-466-450-0000-6177	Paid Family and Medical Leave	0	0	0	0	1,377
11-466-450-0000-6202	Cell Phone	494	960	501	1,440	1,440
11-466-450-0000-6203	Postage	0	0	11	0	0
11-466-450-0000-6232	Publications & Brochures	1,753	1,200	1,557	1,200	1,200
11-466-450-0000-6241	Advertising	0	0	559	600	600
11-466-450-0000-6245	State Required Registration or License	480	300	0	300	300

## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund  
466 Dept Healthy Communities/Behaviors

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
11-466-450-0000-6283	Other Professional Fees	942	4,000	760	4,000	4,000
11-466-450-0000-6331	Mileage	4,394	7,500	5,700	7,500	7,500
11-466-450-0000-6332	Meals & Lodging	39	1,200	0	1,200	1,200
11-466-450-0000-6333	Other Travel Expense	3	0	0	0	0
11-466-450-0000-6335	Motor Pool Vehicle Usage	458	1,500	661	1,500	1,500
11-466-450-0000-6357	Conferences/Schools/Training	560	4,500	1,496	4,500	4,500
11-466-450-0000-6405	Office Supplies	144	450	49	450	450
11-466-450-0000-6407	Grant Supplies	459	1,850	1,749	1,850	1,850
11-466-450-0000-6432	Other Furniture And Equipment	238	0	0	0	0
11-466-450-0000-6810	Refunds	200	0	0	0	0
<b>Program 450</b>	Parent/Child Health Promotion	<b>477,593 -</b>	<b>439,493 -</b>	<b>384,680 -</b>	<b>429,935 -</b>	<b>429,935 -</b>
	<b>Revenue</b>					
	<b>Expend.</b>	<b>461,103</b>	<b>513,263</b>	<b>414,867</b>	<b>503,473</b>	<b>553,221</b>
	<b>Net</b>	<b>16,490 -</b>	<b>73,770</b>	<b>30,187</b>	<b>73,538</b>	<b>123,286</b>
11-466-456-0000-6101	Salaries & Wages - Permanent	10	0	0	0	0
11-466-456-0000-6151	Group Health Insurance	1	0	0	0	0
11-466-456-0000-6152	HSA Contribution	1	0	0	0	0
11-466-456-0000-6161	PERA	1	0	0	0	0
11-466-456-0000-6171	FICA	1	0	0	0	0
<b>Program 456</b>	Maternal Child Health Grant	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Revenue</b>					
	<b>Expend.</b>	<b>14</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Net</b>	<b>14</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
11-466-458-0000-5292	DHS-CTC Outreach/State	49,300 -	44,261 -	36,995 -	48,575 -	48,575 -
11-466-458-0000-5382	93.778 IGR CTC Outreach/Federal	49,300 -	44,261 -	36,994 -	48,575 -	48,575 -
11-466-458-0000-6101	Salaries & Wages - Permanent	46,471	45,997	40,847	65,411	72,619
11-466-458-0000-6102	Salaries & Wages-Part Time w/ Benefits	13,576	1,230	2,642	0	0
11-466-458-0000-6151	Group Health Insurance	6,283	6,038	5,041	8,655	9,347
11-466-458-0000-6152	HSA Contribution	2,062	1,470	1,251	1,500	1,500
11-466-458-0000-6153	Family Insurance Supplement	1,758	608	797	0	0
11-466-458-0000-6154	Life Insurance	55	44	38	54	54
11-466-458-0000-6155	Dental Insurance-County Paid	111	59	24	0	0
11-466-458-0000-6156	Accident Insurance-County Paid	24	14	7	0	0
11-466-458-0000-6161	PERA	4,503	3,542	3,262	4,906	5,446
11-466-458-0000-6171	FICA	3,450	2,928	2,520	4,055	4,502
11-466-458-0000-6174	Mandatory Medicare	807	685	589	948	1,053
11-466-458-0000-6177	Paid Family and Medical Leave	0	0	0	0	254

## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund  
466 Dept Healthy Communities/Behaviors

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
11-466-458-0000-6203	Postage/Freight	2,849	2,200	1,863	2,200	2,200
11-466-458-0000-6241	Advertising	99	0	93	0	0
11-466-458-0000-6283	Other Professional Fees	200	100	0	100	100
11-466-458-0000-6331	Mileage	152	100	0	100	100
11-466-458-0000-6335	Motor Vehicle Pool	53	400	30	400	400
11-466-458-0000-6357	Conferences/Schools/Training	0	150	0	150	150
11-466-458-0000-6402	Copy Machine Paper & Toner	2,942	2,400	1,688	2,400	2,400
11-466-458-0000-6405	Office Supplies	0	80	0	80	80
11-466-458-0000-6407	Grant Supplies	7,371	3,300	24,242	7,000	7,000
11-466-458-0000-6414	Food & Beverages	10,349	0	0	0	0
11-466-458-0000-6480	Equipment/Furniture<\$5,000	0	0	1,449	0	0
<b>Program 458</b>	Child/Teen Checkup Outreach Gr	<b>Revenue 98,600 -</b>	<b>88,522 -</b>	<b>73,989 -</b>	<b>97,150 -</b>	<b>97,150 -</b>
		<b>Expend. 103,115</b>	<b>71,345</b>	<b>86,383</b>	<b>97,959</b>	<b>107,205</b>
		<b>Net 4,515</b>	<b>17,177 -</b>	<b>12,394</b>	<b>809</b>	<b>10,055</b>
11-466-462-0000-5310	10.557 WIC Grant	162,706 -	170,236 -	146,806 -	160,300 -	160,300 -
11-466-462-0000-5850	Miscellaneous Revenue - Wabasha WIC	685 -	0	0	0	0
11-466-462-0000-6021	BF Consulting Contracts	1,040	3,000	840	3,000	3,000
11-466-462-0000-6024	BF Peer	3,347	5,000	2,228	5,000	5,000
11-466-462-0000-6101	Salaries & Wages - Permanent	90,855	100,618	93,857	107,931	115,474
11-466-462-0000-6102	Salaries & Wages-Part Time w/ Benefits	1,025	0	0	0	0
11-466-462-0000-6151	Group Health Insurance	805	161	454	0	0
11-466-462-0000-6152	HSA Contribution	5,900	7,305	6,618	8,050	8,300
11-466-462-0000-6153	Family Insurance Supplement	11,013	12,817	11,511	14,204	15,340
11-466-462-0000-6154	Life Insurance	57	54	50	54	54
11-466-462-0000-6155	Dental Insurance-County Paid	992	1,153	989	1,277	1,277
11-466-462-0000-6156	Accident Insurance-County Paid	238	263	283	271	271
11-466-462-0000-6161	PERA	6,891	7,546	7,039	8,095	8,661
11-466-462-0000-6171	FICA	5,356	6,238	5,509	6,692	7,159
11-466-462-0000-6174	Mandatory Medicare	1,253	1,459	1,288	1,565	1,674
11-466-462-0000-6177	Paid Family and Medical Leave	0	0	0	0	404
11-466-462-0000-6202	Cell Phone	867	1,400	370	540	540
11-466-462-0000-6245	State Required Registration or License	85	100	0	100	100
11-466-462-0000-6248	Insurance WIC Prog Reimbursements	808	800	0	800	800
11-466-462-0000-6283	Other Professional Fees	651	150	356	150	150
11-466-462-0000-6331	Mileage	99	400	67	400	400

## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund

Report Basis: Cash

466 Dept Healthy Communities/Behaviors

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
11-466-462-0000-6332	Meals And Lodging	0	150	0	150	150
11-466-462-0000-6335	Motor Pool Vehicle Usage	0	850	148	850	850
11-466-462-0000-6357	Conferences/Schools/Training	150	1,000	35	1,000	1,000
11-466-462-0000-6405	Office Supplies	13	200	0	200	200
11-466-462-0000-6407	Grant Supplies	100	2,000	323	2,000	2,000
<b>Program 462</b>	<b>WIC Grant</b>	<b>Revenue 163,391 -</b>	<b>170,236 -</b>	<b>146,806 -</b>	<b>160,300 -</b>	<b>160,300 -</b>
		<b>Expend. 131,545</b>	<b>152,664</b>	<b>131,965</b>	<b>162,329</b>	<b>172,804</b>
		<b>Net 31,846 -</b>	<b>17,572 -</b>	<b>14,841 -</b>	<b>2,029</b>	<b>12,504</b>
11-466-466-0000-5218	Indian Casino Aid	13,311 -	18,718 -	14,533 -	18,718 -	18,718 -
11-466-466-0000-5280	MDH-Local Public Health Grant	68,390 -	111,229 -	62,913 -	111,229 -	111,229 -
11-466-466-0000-5289	MN DHS - Community Living Infrastruc	81,541 -	45,000 -	89,897 -	75,000 -	75,000 -
11-466-466-0000-5290	MN DHS - CLI Direct Assistance	24,946 -	338,775 -	160,552 -	0	0
11-466-466-0000-5291	MDH - PH Infrastructure	4,022 -	0	92,738 -	72,000 -	72,000 -
11-466-466-0000-5359	93.391 CDC Partner Crisis Response I	11,611 -	5,000 -	8,905 -	0	0
11-466-466-0000-5850	Miscellaneous Refunds & Reimburserr	132,070 -	40,700 -	36,870 -	40,700 -	40,700 -
11-466-466-0000-5948	Transfers In - Inter Fund	0	0	200,000 -	100,000 -	100,000 -
11-466-466-0000-5949	Use of Fund Balance-Health Education	0	0	0	125,000 -	125,000 -
11-466-466-0000-6020	MN DHS CLI Direct Assistance	70,969	338,775	224,203	0	0
11-466-466-0000-6021	ARPA - Promotion Marketing + Other	0	0	13,650	125,000	125,000
11-466-466-0000-6023	Special Projects CHA-CHIP + RHAG+	13,899	9,500	60,550	9,500	9,500
11-466-466-0000-6024	ARPA - Mental Health Coalition	84,710	55,440	31,196	100,000	100,000
11-466-466-0000-6101	Salaries & Wages - Permanent	208,468	309,310	188,950	354,668	395,080
11-466-466-0000-6103	Salaries & Wages-Part Time w/o Bene	390	0	0	0	0
11-466-466-0000-6104	Salaries & Wages - Overtime	0	0	2,246	0	0
11-466-466-0000-6140	Vacation/Sick Payout	0	0	6,306	0	0
11-466-466-0000-6151	Group Health Insurance	8,870	12,209	5,047	12,401	16,044
11-466-466-0000-6152	HSA Contribution	7,224	7,950	6,779	19,100	16,950
11-466-466-0000-6153	Family Insurance Supplement	11,405	17,706	20,304	33,238	35,897
11-466-466-0000-6154	Life Insurance	161	206	126	217	217
11-466-466-0000-6155	Dental Insurance-County Paid	522	340	298	2,009	1,643
11-466-466-0000-6156	Accident Insurance-County Paid	137	86	72	443	357
11-466-466-0000-6161	PERA	15,635	23,198	14,349	26,600	29,631
11-466-466-0000-6171	FICA	12,197	19,177	10,895	21,989	24,495
11-466-466-0000-6174	Mandatory Medicare	2,853	4,485	2,548	5,143	5,728
11-466-466-0000-6177	Paid Family and Medical Leave	0	0	0	0	1,383



## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund

Report Basis: Cash

466 Dept Healthy Communities/Behaviors

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
11-466-466-0000-6202	Cell Phone	494	0	370	500	500
11-466-466-0000-6241	Advertising	1,034	0	379	600	600
11-466-466-0000-6244	Subscriptions	635	200	663	1,000	1,000
11-466-466-0000-6283	Other Professional Fees	50 -	0	0	0	0
11-466-466-0000-6331	Mileage	0	500	625	500	500
11-466-466-0000-6332	Meals & Lodging	220	260	153	260	260
11-466-466-0000-6333	Other Travel Expenses	3	50	0	50	50
11-466-466-0000-6335	Motor Pool Vehicle Usage	317	205	58	205	205
11-466-466-0000-6342	Land & Building Lease/Rent	320	200	0	200	200
11-466-466-0000-6357	Conferences/Schools/Training	1,038	3,000	300	3,000	3,000
11-466-466-0000-6405	Office Supplies	454	380	0	380	380
11-466-466-0000-6850	Miscellaneous Expense	257 -	0	0	0	0
<b>Program 466</b>	<b>Healthy Communities</b>	<b>Revenue 335,891 -</b>	<b>559,422 -</b>	<b>666,408 -</b>	<b>542,647 -</b>	<b>542,647 -</b>
		<b>Expend. 441,648</b>	<b>803,177</b>	<b>590,067</b>	<b>717,003</b>	<b>768,620</b>
		<b>Net 105,757</b>	<b>243,755</b>	<b>76,341 -</b>	<b>174,356</b>	<b>225,973</b>
11-466-468-0000-5336	20.600 TZD Grant (Toward Zero Death)	8,299 -	20,647 -	16,434 -	20,647 -	20,647 -
11-466-468-0000-6101	Salaries & Wages - Permanent	8,095	17,902	10,712	0	0
11-466-468-0000-6151	Group Health Insurance	490	1,610	0	0	0
11-466-468-0000-6152	HSA Contribution	319	300	353	0	0
11-466-468-0000-6153	Family Insurance Supplement	127	0	2,042	0	0
11-466-468-0000-6154	Life Insurance	5	11	6	0	8
11-466-468-0000-6155	Dental Insurance-County Paid	29	0	0	0	0
11-466-468-0000-6156	Accident Insurance-County Paid	8	0	0	0	0
11-466-468-0000-6161	PERA	607	1,343	803	0	0
11-466-468-0000-6171	FICA	495	1,110	540	0	0
11-466-468-0000-6174	Mandatory Medicare	116	260	126	0	0
11-466-468-0000-6202	Cell Phone	105	120	100	120	120
11-466-468-0000-6203	Postage	24	0	0	0	0
11-466-468-0000-6241	Advertising	0	0	27	0	0
11-466-468-0000-6331	Mileage	328	661	472	661	661
11-466-468-0000-6332	Meals & Lodging	0	447	0	447	447
11-466-468-0000-6335	Motor Pool Vehicle Usage	70	342	14	342	342
11-466-468-0000-6357	Conferences/Schools/Training	0	300	0	300	300
11-466-468-0000-6401	Printing Services	0	150	0	150	150
11-466-468-0000-6407	Grant Supplies	168	400	124	400	400

## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund  
466 Dept Healthy Communities/Behaviors

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	<u>2022 Actual</u> <u>Mo. 01 - 12</u>	<u>2023 Budget</u>	<u>2023 YTD</u> <u>Mo. 01 - 11</u>	<u>2024 Budget</u>	<u>2025 Budget</u>
11-466-468-0000-6414	Food & Beverages	0	150	0	150	150
<b>Program 468</b>	Toward Zero Deaths	<b>Revenue 8,299 -</b>	<b>20,647 -</b>	<b>16,434 -</b>	<b>20,647 -</b>	<b>20,647 -</b>
		<b>Expend. 10,986</b>	<b>25,106</b>	<b>15,319</b>	<b>2,570</b>	<b>2,578</b>
		<b>Net 2,687</b>	<b>4,459</b>	<b>1,115 -</b>	<b>18,077 -</b>	<b>18,069 -</b>
11-466-472-0000-5282	MDH-SHIP Grant	158,641 -	177,598 -	159,241 -	200,000 -	200,000 -
11-466-472-0000-6024	Contracts/Special Projects	21,170	37,781	20,555	39,034	39,034
11-466-472-0000-6101	Salaries & Wages - Permanent	85,658	65,969	68,783	76,896	85,977
11-466-472-0000-6102	Salaries & Wages-Part Time w/ Benefits	7,768	30,449	26,361	36,556	39,571
11-466-472-0000-6140	Vacation/Sick Payout	2,665	0	0	0	0
11-466-472-0000-6151	Group Health Insurance	7,308	5,768	5,131	6,201	6,697
11-466-472-0000-6152	HSA Contribution	4,508	3,750	5,604	8,050	8,300
11-466-472-0000-6153	Family Insurance Supplement	1,007	0	5,086	7,102	7,670
11-466-472-0000-6154	Life Insurance	91	108	100	108	108
11-466-472-0000-6155	Dental Insurance-County Paid	473	340	941	1,643	1,643
11-466-472-0000-6156	Accident Insurance-County Paid	131	86	251	357	357
11-466-472-0000-6161	PERA	7,007	7,231	7,055	8,509	9,416
11-466-472-0000-6171	FICA	5,764	5,978	5,172	7,034	7,784
11-466-472-0000-6174	Mandatory Medicare	1,348	1,398	1,210	1,645	1,820
11-466-472-0000-6177	Paid Family and Medical Leave	0	0	0	0	439
11-466-472-0000-6244	Subscriptions	167	0	0	0	0
11-466-472-0000-6278	Consultant Fees	580	500	0	500	500
11-466-472-0000-6331	Mileage & Transportation	1,708	1,800	341	1,800	1,800
11-466-472-0000-6332	Meals & Lodging	0	400	48	400	400
11-466-472-0000-6333	Other Travel Expense	0	0	3	0	0
11-466-472-0000-6335	Motor Pool Vehicle Usage	67	700	234	500	500
11-466-472-0000-6342	Land & Building Lease/Rent	0	75	0	75	75
11-466-472-0000-6357	Conferences/Schools/Training	1,398	500	1,118	2,000	2,000
11-466-472-0000-6401	Printing Services	0	1,925	0	0	0
11-466-472-0000-6405	Office Supplies	0	331	0	331	331
11-466-472-0000-6407	Grant Supplies	7,020	2,800	300	2,800	2,800
11-466-472-0000-6414	Food & Beverages	0	500	0	500	500
<b>Program 472</b>	SHIP Grant	<b>Revenue 158,641 -</b>	<b>177,598 -</b>	<b>159,241 -</b>	<b>200,000 -</b>	<b>200,000 -</b>
		<b>Expend. 155,838</b>	<b>168,389</b>	<b>148,293</b>	<b>202,041</b>	<b>217,722</b>
		<b>Net 2,803 -</b>	<b>9,209 -</b>	<b>10,948 -</b>	<b>2,041</b>	<b>17,722</b>
<b>Dept 466</b>	Healthy Communities/Behaviors	<b>Revenue 1,242,415 -</b>	<b>1,455,918 -</b>	<b>1,447,558 -</b>	<b>1,450,679 -</b>	<b>1,450,679 -</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund  
466 Dept Healthy Communities/Behaviors

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> <u>Mo. 01 - 12</u>	2023 <u>Budget</u>	2023 <u>YTD</u> <u>Mo. 01 - 11</u>	2024 <u>Budget</u>	2025 <u>Budget</u>
	<b>Expend.</b>	<b>1,304,249</b>	<b>1,733,944</b>	<b>1,386,894</b>	<b>1,685,375</b>	<b>1,822,150</b>
	<b>Net</b>	<b>61,834</b>	<b>278,026</b>	<b>60,664 -</b>	<b>234,696</b>	<b>371,471</b>

## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund  
467 Dept Disaster Preparedness

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> <u>Mo. 01 - 12</u>	2023 <u>Budget</u>	2023 <u>YTD</u> <u>Mo. 01 - 11</u>	2024 <u>Budget</u>	2025 <u>Budget</u>	
11-467-467-0000-5327	21.027 Coronavirus Incentive Fund	6,857 -	0	0	0	0	
11-467-467-0000-5329	21.019 Coronavirus Relief Fund CICT	293 -	0	0	0	0	
11-467-467-0000-5342	93.268 Immunizations & Vaccines Coop	247,507 -	150,000 -	32,296 -	200,000 -	200,000 -	
11-467-467-0000-5343	93.323 ELC for Infectious Diseases	61,917 -	0	0	0	0	
11-467-467-0000-5346	93.069 PHEP (EP Grant)	38,663 -	37,783 -	39,853 -	38,131 -	38,131 -	
11-467-467-0000-6023	Contracts	0	0	350	0	0	
11-467-467-0000-6101	Salaries & Wages - Permanent	62,892	0	4,033	0	0	
11-467-467-0000-6102	Salaries & Wages-Part Time w/ Benefits	21,970	50,987	45,753	57,633	63,879	
11-467-467-0000-6151	Group Health Insurance	1,643	0	72	0	0	
11-467-467-0000-6152	HSA Contribution	870	0	98	0	0	
11-467-467-0000-6153	Family Insurance Supplement	1,820	0	498	0	0	
11-467-467-0000-6154	Life Insurance	83	54	50	54	54	
11-467-467-0000-6155	Dental Insurance-County Paid	39	0	0	0	0	
11-467-467-0000-6156	Accident Insurance-County Paid	11	0	0	0	0	
11-467-467-0000-6161	PERA	6,365	3,824	3,734	4,322	4,791	
11-467-467-0000-6171	FICA	5,128	3,161	3,059	3,573	3,960	
11-467-467-0000-6174	Mandatory Medicare	1,199	739	715	836	926	
11-467-467-0000-6177	Paid Family and Medical Leave	0	0	0	0	224	
11-467-467-0000-6202	Cell Phone	494	0	247	540	540	
11-467-467-0000-6283	Other - COVID Grant Expenditures	18,001	150,000	22,375	200,000	200,000	
11-467-467-0000-6331	Mileage & Transportation	227	80	33	80	80	
11-467-467-0000-6335	Motor Pool Vehicle Usage	92	367	354	367	367	
11-467-467-0000-6357	Conferences/Schools/Training	0	75	0	75	75	
11-467-467-0000-6405	Office/Grant Supplies	101	0	67	0	0	
<b>Program</b>	<b>467</b> Emergency Preparedness Grant	<b>Revenue</b>	<b>355,237 -</b>	<b>187,783 -</b>	<b>72,149 -</b>	<b>238,131 -</b>	<b>238,131 -</b>
		<b>Expend.</b>	<b>120,935</b>	<b>209,287</b>	<b>81,438</b>	<b>267,480</b>	<b>274,896</b>
		<b>Net</b>	<b>234,302 -</b>	<b>21,504</b>	<b>9,289</b>	<b>29,349</b>	<b>36,765</b>
<b>Dept</b>	<b>467</b> Disaster Preparedness	<b>Revenue</b>	<b>355,237 -</b>	<b>187,783 -</b>	<b>72,149 -</b>	<b>238,131 -</b>	<b>238,131 -</b>
		<b>Expend.</b>	<b>120,935</b>	<b>209,287</b>	<b>81,438</b>	<b>267,480</b>	<b>274,896</b>
		<b>Net</b>	<b>234,302 -</b>	<b>21,504</b>	<b>9,289</b>	<b>29,349</b>	<b>36,765</b>

## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund

Report Basis: Cash

471 Dept Infectious Disease

<u>Account Number</u>	<u>Account Description</u>	<u>2022 Actual</u> <u>Mo. 01 - 12</u>	<u>2023 Budget</u>	<u>2023 YTD</u> <u>Mo. 01 - 11</u>	<u>2024 Budget</u>	<u>2025 Budget</u>		
11-471-471-0000-5280	MDH-Local Public Health Grant	75,717 -	41,196 -	69,653 -	41,196 -	41,196 -		
11-471-471-0000-5348	93.268 Child Imm (IPI & PERI Hep B)	500 -	0	0	0	0		
11-471-471-0000-5349	93.354 Public Health Emerg Response	68,266 -	34,500 -	49,709 -	20,000 -	20,000 -		
11-471-471-0000-5407	Immunizations-Private	2,246 -	1,800 -	1,601 -	1,800 -	1,800 -		
11-471-471-0000-5435	SCHA/MA Immunizations	23 -	0	0	0	0		
11-471-471-0000-6020	Non-Billable Medical Supplies	73	500	0	500	500		
11-471-471-0000-6023	CDCP Workforce Development Grant	67,944	34,500	63,501	20,000	20,000		
11-471-471-0000-6101	Salaries & Wages - Permanent	58,878	68,416	61,246	216,209	235,570		
11-471-471-0000-6102	Salaries & Wages-Part Time w/ Benefits	117	0	0	0	0		
11-471-471-0000-6151	Group Health Insurance	6,263	8,051	7,125	17,310	13,393		
11-471-471-0000-6152	HSA Contribution	1,218	1,500	1,389	11,050	16,600		
11-471-471-0000-6153	Family Insurance Supplement	381	0	295	14,204	15,340		
11-471-471-0000-6154	Life Insurance	52	54	50	163	163		
11-471-471-0000-6155	Dental Insurance-County Paid	0	0	0	1,277	2,009		
11-471-471-0000-6156	Accident Insurance-County Paid	0	0	0	271	443		
11-471-471-0000-6161	PERA	4,425	5,131	4,594	16,216	17,668		
11-471-471-0000-6171	FICA	3,545	4,242	3,670	13,405	14,605		
11-471-471-0000-6174	Mandatory Medicare	829	992	858	3,135	3,416		
11-471-471-0000-6177	Paid Family and Medical Leave	0	0	0	0	824		
11-471-471-0000-6202	Cell Phone	0	0	82	0	0		
11-471-471-0000-6203	Postage/Freight	8	0	27	0	0		
11-471-471-0000-6283	Other Professional Fees	0	0	226	0	0		
11-471-471-0000-6331	Mileage	142	900	80	400	400		
11-471-471-0000-6333	Other Travel Expenses	21	0	0	0	0		
11-471-471-0000-6335	Motor Pool Vehicle Usage	196	400	257	200	200		
11-471-471-0000-6357	Conferences/Schools/Training	0	200	0	200	200		
11-471-471-0000-6405	Office Supplies	157	60	43	60	60		
11-471-471-0000-6431	Drugs & Medicine	2,752	2,000	865	2,000	2,000		
11-471-471-0000-6434	Non-Billable Medical Supplies	58	0	0	0	0		
11-471-471-0000-6435	Infection Control	453	600	226	600	600		
11-471-471-0000-6850	Miscellaneous Expense	140	0	0	0	0		
<b>Program</b>	<b>471</b>	<b>Disease Prevention &amp; Control</b>	<b>Revenue</b>	<b>146,752 -</b>	<b>77,496 -</b>	<b>120,963 -</b>	<b>62,996 -</b>	<b>62,996 -</b>
			<b>Expend.</b>	<b>147,652</b>	<b>127,546</b>	<b>144,534</b>	<b>317,200</b>	<b>343,991</b>
			<b>Net</b>	<b>900</b>	<b>50,050</b>	<b>23,571</b>	<b>254,204</b>	<b>280,995</b>
<b>Dept</b>	<b>471</b>	<b>Infectious Disease</b>	<b>Revenue</b>	<b>146,752 -</b>	<b>77,496 -</b>	<b>120,963 -</b>	<b>62,996 -</b>	<b>62,996 -</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund  
471 Dept Infectious Disease

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> <u>Mo. 01 - 12</u>	2023 <u>Budget</u>	2023 <u>YTD</u> <u>Mo. 01 - 11</u>	2024 <u>Budget</u>	2025 <u>Budget</u>
	<b>Expend.</b>	<b>147,652</b>	<b>127,546</b>	<b>144,534</b>	<b>317,200</b>	<b>343,991</b>
	<b>Net</b>	<b>900</b>	<b>50,050</b>	<b>23,571</b>	<b>254,204</b>	<b>280,995</b>

## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund  
479 Dept PHS Administration

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> <u>Mo. 01 - 12</u>	2023 <u>Budget</u>	2023 <u>YTD</u> <u>Mo. 01 - 11</u>	2024 <u>Budget</u>	2025 <u>Budget</u>
11-479-478-0000-5840	Administration Refunds	57 -	0	50 -	0	0
11-479-478-0000-6201	Telephone	1,295	1,440	875	1,440	1,440
11-479-478-0000-6202	Cell Phone	0	360	250	360	360
11-479-478-0000-6203	Postage/Freight	1,930	2,294	1,866	2,294	2,294
11-479-478-0000-6241	Advertising	3	450	657	450	450
11-479-478-0000-6243	Association Dues/Memberships	1,830	1,400	963	1,400	1,400
11-479-478-0000-6244	Subscriptions	0	65	0	65	65
11-479-478-0000-6246	Adm/Processing Fees	5	225	4	225	225
11-479-478-0000-6268	Software Maintenance Contracts	11,873	11,502	6,519	12,222	12,222
11-479-478-0000-6278	Consultant Fees	390	390	98	390	390
11-479-478-0000-6283	Other Professional & Tech Fees	4,074	5,200	3,779	6,998	6,998
11-479-478-0000-6302	Copies/Copier Maintenance	1,051	1,920	1,054	1,400	1,400
11-479-478-0000-6304	Other Machinery & Equipment Maint	181	0	10	0	0
11-479-478-0000-6331	Mileage	0	30	8	30	30
11-479-478-0000-6333	Other Travel Expenses	3	0	0	0	0
11-479-478-0000-6342	Land & Building Lease/Rent	30,699	31,469	23,602	15,098	15,098
11-479-478-0000-6345	Postage Meter	223	347	300	347	347
11-479-478-0000-6351	Insurance	4,361	5,799	5,879	6,092	6,092
11-479-478-0000-6354	Workman's Compensation	731	2,188	1,903	2,593	2,593
11-479-478-0000-6357	Conferences/Schools/Training	51	0	284	200	200
11-479-478-0000-6405	Office Supplies	188	700	374	700	700
11-479-478-0000-6414	Food & Beverages	54	92	6	92	92
11-479-478-0000-6420	Other General Supplies	0	110	0	110	110
11-479-478-0000-6480	Equipment/Furniture<\$5,000	25,508	22,822	24,466	10,800	10,800
11-479-478-0000-6998	Transfers Out - Inter Fund	7,500	7,500	0	7,500	7,500
<b>Program 478</b>	<b>Non-SSTS/LCTS PHS Administr</b>	<b>Revenue 57 -</b>	<b>0</b>	<b>50 -</b>	<b>0</b>	<b>0</b>
		<b>Expend. 91,950</b>	<b>96,303</b>	<b>72,897</b>	<b>70,806</b>	<b>70,806</b>
		<b>Net 91,893</b>	<b>96,303</b>	<b>72,847</b>	<b>70,806</b>	<b>70,806</b>
11-479-479-0000-5840	Administration Refunds	440 -	0	82 -	0	0
11-479-479-0000-5948	Transfers In - Inter Fund	28,588 -	22,822 -	24,466 -	16,306 -	10,800 -
11-479-479-0000-6101	Salaries & Wages - Permanent	196,979	181,000	210,873	180,161	198,645
11-479-479-0000-6102	Salaries & Wages-Part Time w/ Benefits	452	0	168	0	0
11-479-479-0000-6103	Salaries & Wages-Part Time w/o Bene	3,510	0	0	0	0
11-479-479-0000-6104	Salaries & Wages - Overtime	36	0	0	0	0
11-479-479-0000-6106	Per Diem in Lieu of Salaries	0	0	221	0	0

## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund

Report Basis: Cash

479 Dept PHS Administration

<u>Account Number</u>	<u>Account Description</u>	<u>2022 Actual</u> <u>Mo. 01 - 12</u>	<u>2023 Budget</u>	<u>2023 YTD</u> <u>Mo. 01 - 11</u>	<u>2024 Budget</u>	<u>2025 Budget</u>
11-479-479-0000-6107	Salaries & Wages - Department Heads	21,018	21,668	18,378	22,651	25,057
11-479-479-0000-6140	Vacation/Sick Payout	2,547	0	0	0	0
11-479-479-0000-6151	Group Health Insurance	11,415	15,787	11,360	14,448	15,604
11-479-479-0000-6152	HSA Contribution	8,428	7,635	9,641	7,574	7,721
11-479-479-0000-6153	Family Insurance Supplement	17,276	8,701	18,886	11,160	12,052
11-479-479-0000-6154	Life Insurance	163	143	152	132	132
11-479-479-0000-6155	Dental Insurance-County Paid	533	476	733	475	475
11-479-479-0000-6156	Accident Insurance-County Paid	134	112	206	104	104
11-479-479-0000-6161	PERA	16,386	15,200	17,206	15,211	16,778
11-479-479-0000-6171	FICA	12,834	12,565	13,142	12,574	13,870
11-479-479-0000-6174	Mandatory Medicare	3,025	2,939	3,074	2,941	3,244
11-479-479-0000-6177	Paid Family and Medical Leave	0	0	0	0	783
11-479-479-0000-6201	Telephone	3,072	3,360	2,319	3,360	3,360
11-479-479-0000-6202	Cell Phone	216	1,050	182	400	400
11-479-479-0000-6203	Postage/Freight	4,495	5,346	4,346	5,346	5,346
11-479-479-0000-6241	Advertising	6	1,050	354	600	600
11-479-479-0000-6243	Association Dues/Memberships	4,269	3,100	2,254	4,500	4,500
11-479-479-0000-6244	Subscriptions	0	150	0	150	150
11-479-479-0000-6268	Software Maintenance Contracts	27,704	26,947	17,129	28,653	28,653
11-479-479-0000-6270	Computer Software/Licensing	0	0	304	0	0
11-479-479-0000-6278	Consultant Fees	910	910	228	910	910
11-479-479-0000-6283	Other Professional & Tech Fees	11,905	10,000	11,429	13,412	13,412
11-479-479-0000-6302	Copies/Copier Maintenance	2,159	6,200	3,072	4,000	4,000
11-479-479-0000-6304	Other Machinery & Equipment Maint	78	0	26	0	0
11-479-479-0000-6331	Mileage	20	70	41	70	70
11-479-479-0000-6332	Meals & Lodging	331	500	48	500	500
11-479-479-0000-6333	Other Travel Expenses	7	0	0	0	0
11-479-479-0000-6335	Motor Pool Vehicle Usage	18	0	17	0	0
11-479-479-0000-6342	Land & Building Lease/Rent	75,071	76,954	57,716	36,187	36,187
11-479-479-0000-6345	Postage Meter	521	809	700	809	809
11-479-479-0000-6351	Insurance	10,175	13,530	13,717	14,212	14,212
11-479-479-0000-6354	Workman's Compensation	13,806	9,391	7,563	10,451	10,451
11-479-479-0000-6357	Conferences/Schools/Training	1,490	400	501	400	400
11-479-479-0000-6405	Office Supplies	514	1,000	1,343	1,000	1,000
11-479-479-0000-6414	Food & Beverages	132	300	37	300	300
11-479-479-0000-6432	Other Furniture & Equipment	293	0	448	0	0



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# Goodhue County



## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund  
479 Dept PHS Administration

Report Basis: Cash

				2022	2023	2023	2024	2025
				Actual	Budget	YTD	Budget	Budget
				Mo. 01 - 12		Mo. 01 - 11		
		11-479-479-0000-6480	Equipment/Furniture<\$5,000	1,394	0	0	0	0
		11-479-479-0000-6669	Equipment/Furniture>=5,000	0	0	2,781	0	0
<b>Program</b>	<b>479</b>	SSTS/LCTS PHS Administration	<b>Revenue</b>	<b>29,028 -</b>	<b>22,822 -</b>	<b>24,548 -</b>	<b>16,306 -</b>	<b>10,800 -</b>
			<b>Expend.</b>	<b>453,322</b>	<b>427,293</b>	<b>430,595</b>	<b>392,691</b>	<b>419,725</b>
			<b>Net</b>	<b>424,294</b>	<b>404,471</b>	<b>406,047</b>	<b>376,385</b>	<b>408,925</b>
<b>Dept</b>	<b>479</b>	PHS Administration	<b>Revenue</b>	<b>29,085 -</b>	<b>22,822 -</b>	<b>24,598 -</b>	<b>16,306 -</b>	<b>10,800 -</b>
			<b>Expend.</b>	<b>545,272</b>	<b>523,596</b>	<b>503,492</b>	<b>463,497</b>	<b>490,531</b>
			<b>Net</b>	<b>516,187</b>	<b>500,774</b>	<b>478,894</b>	<b>447,191</b>	<b>479,731</b>
<b>Fund</b>	<b>11</b>	Health & Human Service Fund	<b>Revenue</b>	<b>21,415,215 -</b>	<b>19,910,242 -</b>	<b>15,759,261 -</b>	<b>13,203,361 -</b>	<b>14,279,679 -</b>
			<b>Expend.</b>	<b>18,203,931</b>	<b>19,910,242</b>	<b>16,757,310</b>	<b>21,526,039</b>	<b>23,060,104</b>
			<b>Net</b>	<b>3,211,284 -</b>	<b>0</b>	<b>998,049</b>	<b>8,322,678</b>	<b>8,780,425</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

12 Fund Gc Family Services Collaborative  
430 Dept Health and Social Services

Report Basis: Cash

		2022	2023	2023	2024	2025
		Actual	Budget	YTD	Budget	Budget
		Mo. 01 - 12		Mo. 01 - 11		
	12-430-770-0000-5330	CFC LCTS Ma & Ive	164,070 -	0	151,149 -	0
	12-430-770-0000-5401	CFC Charges for Services	500 -	0	0	0
	12-430-770-0000-5611	CFC Contributions & Donations	7,400 -	0	6,213 -	0
	12-430-770-0000-5710	CFC Interest	9,442 -	0	8,876 -	0
	12-430-770-0000-6282	CFC Administrative Cost	40,627	0	28,597	0
	12-430-770-0000-6284	CFC Prof & Para Prof Contracted Serv	184,705	0	208,080	0
	12-430-770-0000-6356	CFC Community Outreach Trng & Mee	0	0	2	0
	12-430-770-0000-6357	CFC Program Costs	706	0	2,115	0
<b>Program</b>	<b>770</b>	GC Family Service Collaborative	<b>Revenue</b>	<b>181,412 -</b>	<b>0</b>	<b>166,238 -</b>
			<b>Expend.</b>	<b>226,038</b>	<b>0</b>	<b>238,794</b>
			<b>Net</b>	<b>44,626</b>	<b>0</b>	<b>72,556</b>
	12-430-780-0000-5850	CFC ARPA Miscellaneous Revenue	125,000 -	0	125,000 -	0
	12-430-780-0000-6359	CFC ARPA Sub-Awards	65,367	0	149,881	0
<b>Program</b>	<b>780</b>	CFC ARPA/CHI	<b>Revenue</b>	<b>125,000 -</b>	<b>0</b>	<b>125,000 -</b>
			<b>Expend.</b>	<b>65,367</b>	<b>0</b>	<b>149,881</b>
			<b>Net</b>	<b>59,633 -</b>	<b>0</b>	<b>24,881</b>
<b>Dept</b>	<b>430</b>	Health and Social Services	<b>Revenue</b>	<b>306,412 -</b>	<b>0</b>	<b>291,238 -</b>
			<b>Expend.</b>	<b>291,405</b>	<b>0</b>	<b>388,675</b>
			<b>Net</b>	<b>15,007 -</b>	<b>0</b>	<b>97,437</b>
<b>Fund</b>	<b>12</b>	Gc Family Services Collaborative	<b>Revenue</b>	<b>306,412 -</b>	<b>0</b>	<b>291,238 -</b>
			<b>Expend.</b>	<b>291,405</b>	<b>0</b>	<b>388,675</b>
			<b>Net</b>	<b>15,007 -</b>	<b>0</b>	<b>97,437</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

15 Fund County Ditch 1  
630 Dept County Ditch #1

Report Basis: Cash

		2022	2023	2023	2024	2025		
		Actual	Budget	YTD	Budget	Budget		
<u>Account Number</u>		<u>Mo. 01 - 12</u>		<u>Mo. 01 - 11</u>				
<u>Account Description</u>								
	15-630-000-0000-5021	Current Special Assessments	0	0	362,597 -	50,913 -	49,946 -	
	15-630-000-0000-5949	Use of Fund Balance	0	20,500 -	0	0	0	
	15-630-000-0000-6203	Postage	29	0	33	0	0	
	15-630-000-0000-6242	Legal Notices	290	0	0	0	0	
	15-630-000-0000-6283	Other Professional Fees	69,871	0	11,002	0	0	
	15-630-000-0000-6306	Grounds Maintenance	0	10,000	0	10,000	10,000	
	15-630-000-0000-6308	Construction Contracts	181,283	0	13,065	0	0	
	15-630-000-0000-6791	Interest Payments	10,500	10,500	5,250	4,500	3,975	
	15-630-000-0000-6851	Damages Payments	0	0	55,743	0	0	
	15-630-000-0000-6998	Transfers Out	29,994	0	0	0	0	
	15-630-000-0000-6999	Future Fund Balance	0	0	0	36,413	35,971	
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>20,500 -</b>	<b>362,597 -</b>	<b>50,913 -</b>	<b>49,946 -</b>
			<b>Expend.</b>	<b>291,967</b>	<b>20,500</b>	<b>85,093</b>	<b>50,913</b>	<b>49,946</b>
			<b>Net</b>	<b>291,967</b>	<b>0</b>	<b>277,504 -</b>	<b>0</b>	<b>0</b>
<b>Dept</b>	<b>630</b>	County Ditch #1	<b>Revenue</b>	<b>0</b>	<b>20,500 -</b>	<b>362,597 -</b>	<b>50,913 -</b>	<b>49,946 -</b>
			<b>Expend.</b>	<b>291,967</b>	<b>20,500</b>	<b>85,093</b>	<b>50,913</b>	<b>49,946</b>
			<b>Net</b>	<b>291,967</b>	<b>0</b>	<b>277,504 -</b>	<b>0</b>	<b>0</b>
<b>Fund</b>	<b>15</b>	County Ditch 1	<b>Revenue</b>	<b>0</b>	<b>20,500 -</b>	<b>362,597 -</b>	<b>50,913 -</b>	<b>49,946 -</b>
			<b>Expend.</b>	<b>291,967</b>	<b>20,500</b>	<b>85,093</b>	<b>50,913</b>	<b>49,946</b>
			<b>Net</b>	<b>291,967</b>	<b>0</b>	<b>277,504 -</b>	<b>0</b>	<b>0</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

20 Fund National Opioid Settlement Fund  
480 Dept Opioid Settlement

Report Basis: Cash

		2022	2023	2023	2024	2025
		Actual	Budget	YTD	Budget	Budget
		Mo. 01 - 12		Mo. 01 - 11		
<u>Account Number</u>	<u>Account Description</u>					
20-480-000-0000-5710	Interest	88 -	0	0	0	0
20-480-000-0000-5850	Opioid Settlement Receipts "Other"	243,878 -	0	42,333 -	0	0
20-480-000-0000-6278	Consultation Fees	769	0	38,840	0	0
20-480-000-0000-6357	Conferences/Schools	595	0	250	0	0
<b>Program 000</b>	Undesignated					
	<b>Revenue</b>	<b>243,966 -</b>	<b>0</b>	<b>42,333 -</b>	<b>0</b>	<b>0</b>
	<b>Expend.</b>	<b>1,364</b>	<b>0</b>	<b>39,090</b>	<b>0</b>	<b>0</b>
	<b>Net</b>	<b>242,602 -</b>	<b>0</b>	<b>3,243 -</b>	<b>0</b>	<b>0</b>
<b>Dept 480</b>	Opioid Settlement					
	<b>Revenue</b>	<b>243,966 -</b>	<b>0</b>	<b>42,333 -</b>	<b>0</b>	<b>0</b>
	<b>Expend.</b>	<b>1,364</b>	<b>0</b>	<b>39,090</b>	<b>0</b>	<b>0</b>
	<b>Net</b>	<b>242,602 -</b>	<b>0</b>	<b>3,243 -</b>	<b>0</b>	<b>0</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

Report Basis: Cash

20 Fund National Opioid Settlement Fund  
481 Dept Mallinckrodt Opioid Settlement

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
	20-481-000-0000-5850	Mallinckrodt Opioid Settlement Receipts	0	0	8,361 -	0	0
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>8,361 -</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Net</b>	<b>0</b>	<b>8,361 -</b>	<b>0</b>	<b>0</b>
<b>Dept</b>	<b>481</b>	Mallinckrodt Opioid Settlement	<b>Revenue</b>	<b>0</b>	<b>8,361 -</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Net</b>	<b>0</b>	<b>8,361 -</b>	<b>0</b>	<b>0</b>
<b>Fund</b>	<b>20</b>	National Opioid Settlement Fund	<b>Revenue</b>	<b>243,966 -</b>	<b>50,694 -</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>1,364</b>	<b>39,090</b>	<b>0</b>	<b>0</b>
			<b>Net</b>	<b>242,602 -</b>	<b>11,604 -</b>	<b>0</b>	<b>0</b>

## USER-SELECTED BUDGET REPORT

25 Fund Economic Development Authority  
700 Dept EDA-General

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
25-700-000-0000-5001	Current Real & Personal Property Taxes	46,850 -	96,130 -	53,426 -	0	0
25-700-000-0000-5006	Delinquent Taxes-Real & Personal	188 -	0	176 -	0	0
25-700-000-0000-5060	Current Mobile Home Taxes	50 -	0	64 -	0	0
25-700-000-0000-5064	Delinquent Taxes-Mobile Home	4 -	0	7 -	0	0
25-700-000-0000-5207	PILT-Wildlife Management	25 -	0	0	0	0
25-700-000-0000-5208	PILT-Gross Shelter Rent	52 -	0	91 -	0	0
25-700-000-0000-5209	PILT-30% Rental Reimbursement	1 -	0	0	0	0
25-700-000-0000-5211	Market Value Credit Aid	562 -	1,102 -	553 -	0	0
25-700-000-0000-5212	Disparity Reduction Aid	34 -	0	34 -	0	0
25-700-000-0000-5859	MCIT Dividend	0	84 -	0	84 -	84 -
25-700-000-0000-6243	Membership Dues & Fees	275	250	500	250	250
25-700-000-0000-6278	Consultant Fees	11,807	12,000	8,451	12,000	12,000
25-700-000-0000-6351	Insurance	1,450	1,549	1,549	1,245	1,245
25-700-000-0000-6414	Food & Beverages	0	600	0	600	600
25-700-000-0000-6850	Outside Funding Allotments	19,817	69,817	69,879	73,379	80,379
25-700-000-0000-6855	Economic Abatements	10,600	10,600	10,600	10,600	10,600
25-700-000-0000-6897	Micro Loans	0	2,500	0	0	0
<b>Program 000</b>	<b>Undesignated</b>	<b>47,766 -</b>	<b>97,316 -</b>	<b>54,351 -</b>	<b>84 -</b>	<b>84 -</b>
		<b>Expend.</b>	<b>43,949</b>	<b>97,316</b>	<b>90,979</b>	<b>98,074</b>
		<b>Net</b>	<b>3,817 -</b>	<b>0</b>	<b>36,628</b>	<b>97,990</b>
<b>Dept 700</b>	<b>EDA-General</b>	<b>Revenue</b>	<b>47,766 -</b>	<b>97,316 -</b>	<b>54,351 -</b>	<b>84 -</b>
		<b>Expend.</b>	<b>43,949</b>	<b>97,316</b>	<b>90,979</b>	<b>98,074</b>
		<b>Net</b>	<b>3,817 -</b>	<b>0</b>	<b>36,628</b>	<b>97,990</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

Report Basis: Cash

			2022	2023	2023	2024	2025
			Actual	Budget	YTD	Budget	Budget
			Mo. 01 - 12		Mo. 01 - 11		
<u>Account Number</u>	<u>Account Description</u>						
25-710-000-0000-6850	MIF Flood Relief Loans (2010)		78,113	0	24	0	0
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>78,113</b>	<b>0</b>	<b>24</b>	<b>0</b>
			<b>Net</b>	<b>78,113</b>	<b>0</b>	<b>24</b>	<b>0</b>
<b>Dept</b>	<b>710</b>	EDA-MIF Loan Program (2010 Flood Relief)	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>78,113</b>	<b>0</b>	<b>24</b>	<b>0</b>
			<b>Net</b>	<b>78,113</b>	<b>0</b>	<b>24</b>	<b>0</b>
<b>Fund</b>	<b>25</b>	Economic Development Authority	<b>Revenue</b>	<b>47,766 -</b>	<b>97,316 -</b>	<b>54,351 -</b>	<b>84 -</b>
			<b>Expend.</b>	<b>122,062</b>	<b>97,316</b>	<b>91,003</b>	<b>98,074</b>
			<b>Net</b>	<b>74,296</b>	<b>0</b>	<b>36,652</b>	<b>104,990</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan

Report Basis: Cash

001 Dept General Government Misc

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> <u>Mo. 01 - 12</u>	2023 <u>Budget</u>	2023 <u>YTD</u> <u>Mo. 01 - 11</u>	2024 <u>Budget</u>	2025 <u>Budget</u>
34-001-000-0000-5001	Current Real & Personal Property Taxes	2,455,050 -	2,637,238 -	1,457,916 -	0	0
34-001-000-0000-5006	Delinquent Taxes-Real & Personal	13,012 -	0	9,616 -	0	0
34-001-000-0000-5060	Current Mobile Home Taxes	2,619 -	0	1,744 -	0	0
34-001-000-0000-5064	Delinquent Taxes-Mobile Home	302 -	0	421 -	0	0
34-001-000-0000-5207	PILT-Wildlife Management	1,304 -	0	0	0	0
34-001-000-0000-5208	PILT-Gross Shelter Rent	2,719 -	0	2,485 -	0	0
34-001-000-0000-5209	PILT-Rental Reimbursement	38 -	0	7 -	0	0
34-001-000-0000-5211	Market Value Credit Aid	29,616 -	30,235 -	15,199 -	0	0
34-001-000-0000-5212	Disparity Reduction Aid	1,816 -	0	925 -	0	0
34-001-000-0000-5920	Sale of Capital Assets	7,593 -	0	196,363 -	0	0
34-001-000-0000-5947	Transfers In	290,506 -	0	810,000 -	0	0
34-001-000-0000-5949	Use of Fund Balance-Capital Plan Fund	0	2,342,351 -	0	0	0
34-001-000-0000-6375	Commission Payments	0	0	1,362	0	0
34-001-000-0000-6669	Equipment/Furniture>=5,000	0	0	9,335	0	0
34-001-000-0000-6998	Transfers Out - Inter Fund	28,588	22,822	24,466	16,306	24,751
<b>Program 000</b>	<b>Undesignated</b>	<b>Revenue 2,804,575 -</b>	<b>5,009,824 -</b>	<b>2,494,676 -</b>	<b>0</b>	<b>0</b>
		<b>Expend. 28,588</b>	<b>22,822</b>	<b>35,163</b>	<b>16,306</b>	<b>24,751</b>
		<b>Net 2,775,987 -</b>	<b>4,987,002 -</b>	<b>2,459,513 -</b>	<b>16,306</b>	<b>24,751</b>
<b>Dept 001</b>	<b>General Government Misc</b>	<b>Revenue 2,804,575 -</b>	<b>5,009,824 -</b>	<b>2,494,676 -</b>	<b>0</b>	<b>0</b>
		<b>Expend. 28,588</b>	<b>22,822</b>	<b>35,163</b>	<b>16,306</b>	<b>24,751</b>
		<b>Net 2,775,987 -</b>	<b>4,987,002 -</b>	<b>2,459,513 -</b>	<b>16,306</b>	<b>24,751</b>



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# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan

Report Basis: Cash

005 Dept County Board of Commissioners

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
34-005-000-0000-6480		Equipment/Furniture<\$5,000	0	1,037	0	1,890	8,344
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>1,037</b>	<b>0</b>	<b>1,890</b>	<b>8,344</b>
			<b>Net</b>	<b>0</b>	<b>0</b>	<b>1,890</b>	<b>8,344</b>
<b>Dept</b>	<b>005</b>	County Board of Commissioners	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>1,037</b>	<b>0</b>	<b>1,890</b>	<b>8,344</b>
			<b>Net</b>	<b>0</b>	<b>1,037</b>	<b>1,890</b>	<b>8,344</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan  
011 Dept District Court

Report Basis: Cash

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
34-011-000-0000-6669		Equipment/Furniture>=5,000	27,942	0	0	0	0
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>27,942</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Net</b>	<b>27,942</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Dept</b>	<b>011</b>	District Court	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>27,942</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Net</b>	<b>27,942</b>	<b>0</b>	<b>0</b>	<b>0</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan  
031 Dept Administration

Report Basis: Cash

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
34-031-000-0000-6432		Furniture and Equipment <\$1000	0	1,764	0	795	0
34-031-000-0000-6480		Equipment/Furniture<\$5,000	4,852	3,216	3,060	3,417	0
34-031-000-0000-6669		Equipment/Furniture>=5,000	0	0	0	8,674	0
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>4,852</b>	<b>3,060</b>	<b>12,886</b>	<b>0</b>
			<b>Net</b>	<b>4,852</b>	<b>3,060</b>	<b>12,886</b>	<b>0</b>
<b>Dept</b>	<b>031</b>	Administration	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>4,852</b>	<b>3,060</b>	<b>12,886</b>	<b>0</b>
			<b>Net</b>	<b>4,852</b>	<b>3,060</b>	<b>12,886</b>	<b>0</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan

Report Basis: Cash

041 Dept Auditor/Treasurer

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
34-041-000-0000-6432		Equipment/Furniture <\$1000	2,620	1,732	1,857	0	0
34-041-000-0000-6480		Equipment/Furniture<\$5,000	2,806	17,605	4,347	4,200	0
34-041-000-0000-6669		Equipment/Furniture>=5,000	12,513	352,174	328,335	42,731	0
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>17,939</b>	<b>371,511</b>	<b>46,931</b>	<b>0</b>
			<b>Net</b>	<b>17,939</b>	<b>371,511</b>	<b>46,931</b>	<b>0</b>
<b>Dept</b>	<b>041</b>	Auditor/Treasurer	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>17,939</b>	<b>371,511</b>	<b>46,931</b>	<b>0</b>
			<b>Net</b>	<b>17,939</b>	<b>371,511</b>	<b>46,931</b>	<b>0</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan  
055 Dept Assessor

Report Basis: Cash

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
34-055-000-0000-6480		Equipment/Furniture<\$5,000	1,637	0	12,792	0	1,789
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>1,637</b>	<b>12,792</b>	<b>0</b>	<b>1,789</b>
			<b>Net</b>	<b>1,637</b>	<b>12,792</b>	<b>0</b>	<b>1,789</b>
<b>Dept</b>	<b>055</b>	Assessor	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>1,637</b>	<b>12,792</b>	<b>0</b>	<b>1,789</b>
			<b>Net</b>	<b>1,637</b>	<b>12,792</b>	<b>0</b>	<b>1,789</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan

Report Basis: Cash

061 Dept Human Resource

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
34-061-000-0000-6480		Equipment/Furniture<\$5,000	6,358	2,577	0	0	8,908
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>6,358</b>	<b>0</b>	<b>0</b>	<b>8,908</b>
			<b>Net</b>	<b>6,358</b>	<b>0</b>	<b>0</b>	<b>8,908</b>
<b>Dept</b>	<b>061</b>	Human Resource	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>6,358</b>	<b>0</b>	<b>0</b>	<b>8,908</b>
			<b>Net</b>	<b>6,358</b>	<b>0</b>	<b>0</b>	<b>8,908</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan

Report Basis: Cash

063 Dept Information Technology

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
34-063-000-0000-5947		Transfers In - Intra Fund	87,000 -	0	0	0	0
34-063-000-0000-6432		Other Furniture And Equipment <\$1000	0	3,332	1,126	0	0
34-063-000-0000-6480		Equipment/Furniture<\$5,000	0	17,991	7,045	8,250	3,000
34-063-000-0000-6669		Equipment/Furniture>=5,000	75,129	134,396	18,871	270,000	21,000
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>87,000 -</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>75,129</b>	<b>155,719</b>	<b>27,042</b>	<b>278,250</b>
			<b>Net</b>	<b>11,871 -</b>	<b>155,719</b>	<b>27,042</b>	<b>278,250</b>
<b>Dept</b>	<b>063</b>	Information Technology	<b>Revenue</b>	<b>87,000 -</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>75,129</b>	<b>155,719</b>	<b>27,042</b>	<b>278,250</b>
			<b>Net</b>	<b>11,871 -</b>	<b>155,719</b>	<b>27,042</b>	<b>278,250</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan  
071 Dept Elections

Report Basis: Cash

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
34-071-000-0000-6480		Equipment/Furniture<\$5,000	124,385	0	0	3,150	0
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>124,385</b>	<b>0</b>	<b>3,150</b>	<b>0</b>
			<b>Net</b>	<b>124,385</b>	<b>0</b>	<b>3,150</b>	<b>0</b>
<b>Dept</b>	<b>071</b>	Elections	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>124,385</b>	<b>0</b>	<b>3,150</b>	<b>0</b>
			<b>Net</b>	<b>124,385</b>	<b>0</b>	<b>3,150</b>	<b>0</b>



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# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan  
091 Dept Attorney

Report Basis: Cash

			2022	2023	2023	2024	2025
			Actual	Budget	YTD	Budget	Budget
			Mo. 01 - 12		Mo. 01 - 11		
<u>Account Number</u>	<u>Account Description</u>						
34-091-000-0000-6432	Other Equipment/Furniture <\$1000.00		980	6,172	0	4,000	0
34-091-000-0000-6480	Equipment/Furniture<\$5,000		10,568	8,728	10,730	7,197	3,034
34-091-000-0000-6669	Equipment/Furniture>=5,000		0	170,000	0	0	0
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>11,548</b>	<b>184,900</b>	<b>10,730</b>	<b>11,197</b>
			<b>Net</b>	<b>11,548</b>	<b>184,900</b>	<b>10,730</b>	<b>11,197</b>
<b>Dept</b>	<b>091</b>	Attorney	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>11,548</b>	<b>184,900</b>	<b>10,730</b>	<b>11,197</b>
			<b>Net</b>	<b>11,548</b>	<b>184,900</b>	<b>10,730</b>	<b>11,197</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan  
101 Dept Recorder

Report Basis: Cash

			2022	2023	2023	2024	2025
			Actual	Budget	YTD	Budget	Budget
			Mo. 01 - 12		Mo. 01 - 11		
<u>Account Number</u>	<u>Account Description</u>						
34-101-000-0000-5947	Transfers In - Intra Fund		27,500 -	10,000 -	0	0	0
<b>Program 000</b>	Undesignated	<b>Revenue</b>	<b>27,500 -</b>	<b>10,000 -</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend.</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Net</b>	<b>27,500 -</b>	<b>10,000 -</b>	<b>0</b>	<b>0</b>	<b>0</b>
34-101-101-0000-6432	Equipment/Furniture <\$1000		0	1,000	0	0	0
34-101-101-0000-6480	Equipment/Furniture<\$5,000		0	9,000	8,720	0	0
<b>Program 101</b>	Technology Fund-County Record	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend.</b>	<b>0</b>	<b>10,000</b>	<b>8,720</b>	<b>0</b>	<b>0</b>
		<b>Net</b>	<b>0</b>	<b>10,000</b>	<b>8,720</b>	<b>0</b>	<b>0</b>
<b>Dept 101</b>	Recorder	<b>Revenue</b>	<b>27,500 -</b>	<b>10,000 -</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend.</b>	<b>0</b>	<b>10,000</b>	<b>8,720</b>	<b>0</b>	<b>0</b>
		<b>Net</b>	<b>27,500 -</b>	<b>0</b>	<b>8,720</b>	<b>0</b>	<b>0</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan  
103 Dept Surveyor

Report Basis: Cash

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
34-103-000-0000-5947		Transfers In - Intra Fund	0	52,000 -	0	0	0
34-103-000-0000-6432		Equipment/Furniture<\$1000	0	917	0	0	0
34-103-000-0000-6480		Equipment/Furniture<\$5,000	3,014	13,253	6,091	14,600	7,368
34-103-000-0000-6663		Vehicles Purchased	0	33,000	0	92,300	0
34-103-000-0000-6669		Equipment/Furniture>=5,000	0	57,500	0	81,900	15,000
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>52,000 -</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>3,014</b>	<b>104,670</b>	<b>6,091</b>	<b>188,800</b>
			<b>Net</b>	<b>3,014</b>	<b>52,670</b>	<b>6,091</b>	<b>188,800</b>
<b>Dept</b>	<b>103</b>	Surveyor	<b>Revenue</b>	<b>0</b>	<b>52,000 -</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>3,014</b>	<b>104,670</b>	<b>6,091</b>	<b>188,800</b>
			<b>Net</b>	<b>3,014</b>	<b>52,670</b>	<b>6,091</b>	<b>188,800</b>

## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan

Report Basis: Cash

111 Dept General Government Buildings

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> <u>Mo. 01 - 12</u>	2023 <u>Budget</u>	2023 <u>YTD</u> <u>Mo. 01 - 11</u>	2024 <u>Budget</u>	2025 <u>Budget</u>
34-111-000-0000-5859	Energy Rebates	0	0	42,000 -	0	0
34-111-000-0000-5947	Transfers In	109,947 -	1,254,668 -	0	0	0
34-111-000-0000-6305	Building Maintenance	4,197	0	0	0	0
34-111-000-0000-6432	Equipment/Furniture <\$1000	0	2,645	3,075	0	0
34-111-000-0000-6480	Equipment/Furniture <\$5,000	17,884	1,622	1,356	3,062	7,246
34-111-000-0000-6663	Vehicles Purchased	0	0	0	0	37,663
34-111-000-0000-6669	Equipment/Furniture >=5,000	379,643	5,092	102,218	34,815	6,115
<b>Program 000</b>	Undesignated					
	<b>Revenue</b>	<b>109,947 -</b>	<b>1,254,668 -</b>	<b>42,000 -</b>	<b>0</b>	<b>0</b>
	<b>Expend.</b>	<b>401,724</b>	<b>9,359</b>	<b>106,649</b>	<b>37,877</b>	<b>51,024</b>
	<b>Net</b>	<b>291,777</b>	<b>1,245,309 -</b>	<b>64,649</b>	<b>37,877</b>	<b>51,024</b>
34-111-110-0000-6305	Building Maintenance	21,577	0	0	0	0
34-111-110-0000-6480	Equipment/Furniture <\$5,000	0	0	0	17,500	0
34-111-110-0000-6669	Equipment/Furniture >=5,000	0	409,565	205,956	41,190	101,556
<b>Program 110</b>	Buildings-Government Center					
	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Expend.</b>	<b>21,577</b>	<b>409,565</b>	<b>205,956</b>	<b>58,690</b>	<b>101,556</b>
	<b>Net</b>	<b>21,577</b>	<b>409,565</b>	<b>205,956</b>	<b>58,690</b>	<b>101,556</b>
34-111-112-0000-6669	Equipment/Furniture >=5,000	0	850,103	753,408	106,546	183,683
<b>Program 112</b>	Buildings-LEC					
	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Expend.</b>	<b>0</b>	<b>850,103</b>	<b>753,408</b>	<b>106,546</b>	<b>183,683</b>
	<b>Net</b>	<b>0</b>	<b>850,103</b>	<b>753,408</b>	<b>106,546</b>	<b>183,683</b>
34-111-113-0000-6669	Equipment/Furniture >=5,000	0	42,983	38,244	0	0
<b>Program 113</b>	Buildings-ADC					
	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Expend.</b>	<b>0</b>	<b>42,983</b>	<b>38,244</b>	<b>0</b>	<b>0</b>
	<b>Net</b>	<b>0</b>	<b>42,983</b>	<b>38,244</b>	<b>0</b>	<b>0</b>
34-111-115-0000-6480	Equipment/Furniture <\$5,000	0	0	0	3,000	0
34-111-115-0000-6669	Equipment/Furniture >=5,000	0	0	0	0	30,576
<b>Program 115</b>	Buildings-Citizen's (After Remode					
	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Expend.</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,000</b>	<b>30,576</b>
	<b>Net</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,000</b>	<b>30,576</b>
34-111-116-0000-6669	Equipment/Furniture >=5,000	0	0	0	9,400	60,060
<b>Program 116</b>	Buildings-Justice Center					
	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Expend.</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>9,400</b>	<b>60,060</b>
	<b>Net</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>9,400</b>	<b>60,060</b>
<b>Dept 111</b>	General Government Buildings					
	<b>Revenue</b>	<b>109,947 -</b>	<b>1,254,668 -</b>	<b>42,000 -</b>	<b>0</b>	<b>0</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan  
111 Dept General Government Buildings

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> <u>Mo. 01 - 12</u>	2023 <u>Budget</u>	2023 <u>YTD</u> <u>Mo. 01 - 11</u>	2024 <u>Budget</u>	2025 <u>Budget</u>
	<b>Expend.</b>	423,301	1,312,010	1,104,257	215,513	426,899
	<b>Net</b>	313,354	57,342	1,062,257	215,513	426,899

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# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan

Report Basis: Cash

121 Dept Veterans Service

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
34-121-000-0000-6432		Equipment/Furniture <\$1000	1,346	0	0	0	0
34-121-000-0000-6480		Equipment/Furniture<\$5,000	0	0	4,171	0	0
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>1,346</b>	<b>4,171</b>	<b>0</b>	<b>0</b>
			<b>Net</b>	<b>1,346</b>	<b>4,171</b>	<b>0</b>	<b>0</b>
<b>Dept</b>	<b>121</b>	Veterans Service	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>1,346</b>	<b>4,171</b>	<b>0</b>	<b>0</b>
			<b>Net</b>	<b>1,346</b>	<b>4,171</b>	<b>0</b>	<b>0</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan

Report Basis: Cash

127 Dept Land Use Management

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
34-127-000-0000-6432		Other Furniture and Equipment <\$1000	1,403	0	0	0	0
34-127-000-0000-6480		Equipment/Furniture <\$5000	5,358	2,852	0	0	0
34-127-000-0000-6669		Equipment/Furniture >=5,000	0	13,211	8,490	0	0
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>16,063</b>	<b>8,490</b>	<b>0</b>	<b>0</b>
			<b>Net</b>	<b>6,761</b>	<b>8,490</b>	<b>0</b>	<b>0</b>
34-127-127-0000-6480		Equipment/Furniture <\$5,000	0	3,000	1,857	0	846
34-127-127-0000-6663		Vehicles Purchased	26,671	66,000	0	0	0
34-127-127-0000-6669		Equipment/Furniture >=5,000	0	3,000	0	0	0
<b>Program</b>	<b>127</b>	Building Activities	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>26,671</b>	<b>1,857</b>	<b>0</b>	<b>846</b>
			<b>Net</b>	<b>26,671</b>	<b>1,857</b>	<b>0</b>	<b>846</b>
34-127-128-0000-6480		Equipment/Furniture <\$5,000	0	0	0	3,823	4,535
<b>Program</b>	<b>128</b>	Planning/Zoning Activities	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>0</b>	<b>0</b>	<b>3,823</b>	<b>4,535</b>
			<b>Net</b>	<b>0</b>	<b>0</b>	<b>3,823</b>	<b>4,535</b>
34-127-129-0000-6480		Equipment/Furniture <\$5,000	0	0	3,887	0	2,395
34-127-129-0000-6669		Equipment/Furniture >=5,000	0	0	0	0	36,036
<b>Program</b>	<b>129</b>	Environmental Health	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>0</b>	<b>3,887</b>	<b>0</b>	<b>38,431</b>
			<b>Net</b>	<b>0</b>	<b>3,887</b>	<b>0</b>	<b>38,431</b>
<b>Dept</b>	<b>127</b>	Land Use Management	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>33,432</b>	<b>14,234</b>	<b>3,823</b>	<b>43,812</b>
			<b>Net</b>	<b>33,432</b>	<b>14,234</b>	<b>3,823</b>	<b>43,812</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan

Report Basis: Cash

130 Dept County Vehicles-Motor Pool

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
	34-130-000-0000-5947	Transfers In - Intra Fund	24,780 -	0	0	0	0
	34-130-000-0000-6663	Vehicles Purchased	0	72,780	0	0	227,136
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>24,780 -</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>0</b>	<b>72,780</b>	<b>0</b>	<b>227,136</b>
			<b>Net</b>	<b>24,780 -</b>	<b>0</b>	<b>0</b>	<b>227,136</b>
<b>Dept</b>	<b>130</b>	County Vehicles-Motor Pool	<b>Revenue</b>	<b>24,780 -</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>0</b>	<b>72,780</b>	<b>0</b>	<b>227,136</b>
			<b>Net</b>	<b>24,780 -</b>	<b>0</b>	<b>0</b>	<b>227,136</b>



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# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan  
201 Dept Sheriff

Report Basis: Cash

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>	
34-201-000-0000-5859		Capital Reimbursements	831 -	0	0	0	0	
34-201-000-0000-5947		Transfers In	144,024 -	4,300 -	0	230,189 -	5,000 -	
34-201-000-0000-6432		Furniture & Equipment <\$1000	0	26,300	0	0	0	
34-201-000-0000-6480		Equipment/Furniture<\$5,000	171,773	94,195	100,480	204,201	12,520	
34-201-000-0000-6663		Vehicles Purchased	370,211	525,766	183,131	415,200	702,239	
34-201-000-0000-6669		Equipment/Furniture>=5,000	129,399	194,400	189,762	389,433	132,024	
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>144,855 -</b>	<b>4,300 -</b>	<b>0</b>	<b>230,189 -</b>	<b>5,000 -</b>
			<b>Expend.</b>	<b>671,383</b>	<b>840,661</b>	<b>473,373</b>	<b>1,008,834</b>	<b>846,783</b>
			<b>Net</b>	<b>526,528</b>	<b>836,361</b>	<b>473,373</b>	<b>778,645</b>	<b>841,783</b>
<b>Dept</b>	<b>201</b>	Sheriff	<b>Revenue</b>	<b>144,855 -</b>	<b>4,300 -</b>	<b>0</b>	<b>230,189 -</b>	<b>5,000 -</b>
			<b>Expend.</b>	<b>671,383</b>	<b>840,661</b>	<b>473,373</b>	<b>1,008,834</b>	<b>846,783</b>
			<b>Net</b>	<b>526,528</b>	<b>836,361</b>	<b>473,373</b>	<b>778,645</b>	<b>841,783</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan

Report Basis: Cash

205 Dept Sheriff-Seasonal

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
34-205-000-0000-6305		Building Maintenance	1,806	0	0	0	0
34-205-000-0000-6432		Equipment/Furniture < \$1000.00	0	0	0	0	1,678
34-205-000-0000-6480		Equipment/Furniture<\$5,000	9,801	22,582	2,683	3,200	11,650
34-205-000-0000-6663		Vehicles Purchased	0	143,000	0	0	0
34-205-000-0000-6669		Equipment/Furniture>=5,000	104,453	17,800	12,806	85,700	158,306
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>116,060</b>	<b>15,489</b>	<b>88,900</b>	<b>171,634</b>
			<b>Net</b>	<b>116,060</b>	<b>15,489</b>	<b>88,900</b>	<b>171,634</b>
<b>Dept</b>	<b>205</b>	Sheriff-Seasonal	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>116,060</b>	<b>15,489</b>	<b>88,900</b>	<b>171,634</b>
			<b>Net</b>	<b>116,060</b>	<b>15,489</b>	<b>88,900</b>	<b>171,634</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan  
207 Dept Adult Detention Center

Report Basis: Cash

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
34-207-000-0000-5947		Transfers In - Intra Fund	65,300 -	0	0	0	0
34-207-000-0000-6432		Furniture and Equipment <\$1000	0	3,150	0	30,600	0
34-207-000-0000-6480		Equipment/Furniture<\$5,000	54,460	45,133	44,271	8,715	25,654
34-207-000-0000-6669		Equipment/Furniture>=5,000	190,163	96,700	40,413	46,200	58,299
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>65,300 -</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>244,623</b>	<b>144,983</b>	<b>84,684</b>	<b>85,515</b>
			<b>Net</b>	<b>179,323</b>	<b>144,983</b>	<b>84,684</b>	<b>85,515</b>
<b>Dept</b>	<b>207</b>	Adult Detention Center	<b>Revenue</b>	<b>65,300 -</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>244,623</b>	<b>144,983</b>	<b>84,684</b>	<b>85,515</b>
			<b>Net</b>	<b>179,323</b>	<b>144,983</b>	<b>84,684</b>	<b>85,515</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan  
209 Dept Enhanced 911 System

Report Basis: Cash

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
34-209-000-0000-6669		Equipment/Furniture>=5,000	50,511	0	0	0	0
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>50,511</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Net</b>	<b>50,511</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Dept</b>	<b>209</b>	Enhanced 911 System	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>50,511</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Net</b>	<b>50,511</b>	<b>0</b>	<b>0</b>	<b>0</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan

Report Basis: Cash

211 Dept Communications Infrastructure

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
34-211-000-0000-6305	Building Maintenance	58,622	0	49,025	0	0
34-211-000-0000-6669	Equipment/Furniture>=5,000	73,938	151,735	107,631	145,100	86,100
<b>Program 000</b>	Undesignated	<b>Revenue 0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend. 132,560</b>	<b>151,735</b>	<b>156,656</b>	<b>145,100</b>	<b>86,100</b>
		<b>Net 132,560</b>	<b>151,735</b>	<b>156,656</b>	<b>145,100</b>	<b>86,100</b>
<b>Dept 211</b>	Communications Infrastructure	<b>Revenue 0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend. 132,560</b>	<b>151,735</b>	<b>156,656</b>	<b>145,100</b>	<b>86,100</b>
		<b>Net 132,560</b>	<b>151,735</b>	<b>156,656</b>	<b>145,100</b>	<b>86,100</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan  
255 Dept Court Services

Report Basis: Cash

<u>Account Number</u>		<u>Account Description</u>	2022 Actual <u>Mo. 01 - 12</u>	2023 Budget	2023 YTD <u>Mo. 01 - 11</u>	2024 Budget	2025 Budget
34-255-000-0000-6432		Furniture and Equipment <\$1000	929	1,173	0	0	0
34-255-000-0000-6480		Equipment/Furniture<\$5,000	0	0	1,406	6,799	17,461
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>929</b>	<b>1,406</b>	<b>6,799</b>	<b>17,461</b>
			<b>Net</b>	<b>929</b>	<b>1,406</b>	<b>6,799</b>	<b>17,461</b>
<b>Dept</b>	<b>255</b>	Court Services	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>929</b>	<b>1,406</b>	<b>6,799</b>	<b>17,461</b>
			<b>Net</b>	<b>929</b>	<b>1,406</b>	<b>6,799</b>	<b>17,461</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan

Report Basis: Cash

281 Dept Emergency Management

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
34-281-000-0000-6480		Furniture/Equipment<\$5000	0	0	0	3,000	0
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>0</b>	<b>0</b>	<b>3,000</b>	<b>0</b>
			<b>Net</b>	<b>0</b>	<b>0</b>	<b>3,000</b>	<b>0</b>
<b>Dept</b>	<b>281</b>	Emergency Management	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>0</b>	<b>0</b>	<b>3,000</b>	<b>0</b>
			<b>Net</b>	<b>0</b>	<b>0</b>	<b>3,000</b>	<b>0</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan

Report Basis: Cash

310 Dept Highway Maintenance

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
34-310-000-0000-6432		Equipment/Furniture<\$1,000	0	0	0	6,684	800
34-310-000-0000-6480		Equipment/Furniture<\$5,000	1,403	0	0	0	3,690
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>1,403</b>	<b>0</b>	<b>6,684</b>	<b>4,490</b>
			<b>Net</b>	<b>1,403</b>	<b>0</b>	<b>6,684</b>	<b>4,490</b>
<b>Dept</b>	<b>310</b>	Highway Maintenance	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>1,403</b>	<b>0</b>	<b>6,684</b>	<b>4,490</b>
			<b>Net</b>	<b>1,403</b>	<b>0</b>	<b>6,684</b>	<b>4,490</b>



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# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan

Report Basis: Cash

320 Dept Highway Construction

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
34-320-000-0000-6480		Equipment/Furniture<\$5,000	10,400	3,423	0	2,000	0
34-320-000-0000-6669		Equipment/Furniture>=5,000	9,345	0	0	40,000	0
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>19,745</b>	<b>0</b>	<b>42,000</b>	<b>0</b>
			<b>Net</b>	<b>19,745</b>	<b>0</b>	<b>42,000</b>	<b>0</b>
<b>Dept</b>	<b>320</b>	Highway Construction	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>19,745</b>	<b>0</b>	<b>42,000</b>	<b>0</b>
			<b>Net</b>	<b>19,745</b>	<b>0</b>	<b>42,000</b>	<b>0</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan

Report Basis: Cash

330 Dept Highway Administration

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
34-330-000-0000-5947		Transfers In - Intra Fund	0	0	0	273,794 -	0
34-330-000-0000-6480		Equipment/Furniture<\$5,000	2,533	3,216	1,476	2,803	5,058
34-330-000-0000-6669		Equipment/Furniture>=5,000	0	0	0	273,794	0
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>273,794 -</b>	<b>0</b>
			<b>Expend.</b>	<b>2,533</b>	<b>1,476</b>	<b>276,597</b>	<b>5,058</b>
			<b>Net</b>	<b>2,533</b>	<b>1,476</b>	<b>2,803</b>	<b>5,058</b>
<b>Dept</b>	<b>330</b>	Highway Administration	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>273,794 -</b>	<b>0</b>
			<b>Expend.</b>	<b>2,533</b>	<b>1,476</b>	<b>276,597</b>	<b>5,058</b>
			<b>Net</b>	<b>2,533</b>	<b>1,476</b>	<b>2,803</b>	<b>5,058</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan

Report Basis: Cash

340 Dept Equipment Maintenance

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
34-340-000-0000-5947	Transfers In - Intra Fund	50,000 -	0	0	0	0
34-340-000-0000-6480	Equipment/Furniture<\$5,000	0	0	1,476	7,128	0
34-340-000-0000-6663	Vehicles Purchased	95,355	1,452,991	767,725	451,000	442,800
34-340-000-0000-6669	Equipment/Furniture>=5,000	0	549,357	278,968	466,900	811,100
<b>Program 000</b>	<b>Undesignated</b>	<b>Revenue 50,000 -</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend. 95,355</b>	<b>2,002,348</b>	<b>1,048,169</b>	<b>925,028</b>	<b>1,253,900</b>
		<b>Net 45,355</b>	<b>2,002,348</b>	<b>1,048,169</b>	<b>925,028</b>	<b>1,253,900</b>
<b>Dept 340</b>	<b>Equipment Maintenance</b>	<b>Revenue 50,000 -</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend. 95,355</b>	<b>2,002,348</b>	<b>1,048,169</b>	<b>925,028</b>	<b>1,253,900</b>
		<b>Net 45,355</b>	<b>2,002,348</b>	<b>1,048,169</b>	<b>925,028</b>	<b>1,253,900</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan

Report Basis: Cash

350 Dept Shop Maintenance

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
34-350-000-0000-6669		Equipment/Furniture>=5,000	0	0	0	278,261	246,000
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>0</b>	<b>0</b>	<b>278,261</b>	<b>246,000</b>
			<b>Net</b>	<b>0</b>	<b>0</b>	<b>278,261</b>	<b>246,000</b>
<b>Dept</b>	<b>350</b>	Shop Maintenance	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>0</b>	<b>0</b>	<b>278,261</b>	<b>246,000</b>
			<b>Net</b>	<b>0</b>	<b>0</b>	<b>278,261</b>	<b>246,000</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan

Report Basis: Cash

398 Dept Recycling Center

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
34-398-000-0000-6432		Equipment/Furniture<\$1,000	0	0	0	789	0
34-398-000-0000-6480		Equipment/Furniture<\$5,000	1,130	0	0	3,150	0
34-398-000-0000-6663		Vehicles Purchased	243,827	0	0	0	215,000
34-398-000-0000-6669		Equipment/Furniture>=5,000	131,488	667,936	168,025	123,100	61,989
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>376,445</b>	<b>667,936</b>	<b>168,025</b>	<b>127,039</b>
			<b>Net</b>	<b>376,445</b>	<b>667,936</b>	<b>168,025</b>	<b>127,039</b>
<b>Dept</b>	<b>398</b>	Recycling Center	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>376,445</b>	<b>667,936</b>	<b>168,025</b>	<b>127,039</b>
			<b>Net</b>	<b>376,445</b>	<b>667,936</b>	<b>168,025</b>	<b>127,039</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan  
521 Dept County Parks

Report Basis: Cash

<u>Account Number</u>		<u>Account Description</u>	2022 Actual <u>Mo. 01 - 12</u>	2023 Budget	2023 YTD <u>Mo. 01 - 11</u>	2024 Budget	2025 Budget
34-521-000-0000-5947		Transfers In - Intra Fund	0	0	0	80,000 -	0
34-521-000-0000-6669		Equipment/Furniture>=5,000	0	0	0	110,000	200,000
<b>Program</b>	<b>000</b>	Undesignated	<b>0</b>	<b>0</b>	<b>0</b>	<b>80,000 -</b>	<b>0</b>
		<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>80,000 -</b>	<b>0</b>
		<b>Expend.</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>110,000</b>	<b>200,000</b>
		<b>Net</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>30,000</b>	<b>200,000</b>
<b>Dept</b>	<b>521</b>	County Parks	<b>0</b>	<b>0</b>	<b>0</b>	<b>80,000 -</b>	<b>0</b>
		<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>80,000 -</b>	<b>0</b>
		<b>Expend.</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>110,000</b>	<b>200,000</b>
		<b>Net</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>30,000</b>	<b>200,000</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan  
601 Dept Extension

Report Basis: Cash

			2022	2023	2023	2024	2025
			Actual	Budget	YTD	Budget	Budget
			Mo. 01 - 12		Mo. 01 - 11		
<u>Account Number</u>	<u>Account Description</u>						
34-601-000-0000-6432	Furniture & Equipment <\$1000		0	866	0	814	0
34-601-000-0000-6480	Equipment/Furniture<\$5,000		1,392	0	0	1,483	0
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>1,392</b>	<b>866</b>	<b>0</b>	<b>2,297</b>
			<b>Net</b>	<b>1,392</b>	<b>866</b>	<b>0</b>	<b>2,297</b>
<b>Dept</b>	<b>601</b>	Extension	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>1,392</b>	<b>866</b>	<b>0</b>	<b>2,297</b>
			<b>Net</b>	<b>1,392</b>	<b>866</b>	<b>0</b>	<b>2,297</b>
<b>Fund</b>	<b>34</b>	Capital Plan	<b>Revenue</b>	<b>3,313,957 -</b>	<b>6,330,792 -</b>	<b>2,536,676 -</b>	<b>583,983 -</b>
			<b>Expend.</b>	<b>2,472,410</b>	<b>6,330,792</b>	<b>3,510,077</b>	<b>3,884,800</b>
			<b>Net</b>	<b>841,547 -</b>	<b>0</b>	<b>973,401</b>	<b>3,978,409</b>

## USER-SELECTED BUDGET REPORT

35 Fund Debt Service Fund

Report Basis: Cash

820 Dept 2012A G.O. CIP Bonds-Highway Projects

<u>Account Number</u>	<u>Account Description</u>	<u>2022 Actual Mo. 01 - 12</u>	<u>2023 Budget</u>	<u>2023 YTD Mo. 01 - 11</u>	<u>2024 Budget</u>	<u>2025 Budget</u>
35-820-000-0000-5001	Current Real & Personal Property Taxes	347,316 -	451,696 -	249,607 -	0	0
35-820-000-0000-5006	Delinquent Taxes-Real & Personal	2,185 -	0	1,402 -	0	0
35-820-000-0000-5060	Current Mobile Home Taxes	370 -	0	299 -	0	0
35-820-000-0000-5064	Delinquent Taxes-Mobile Home	51 -	0	63 -	0	0
35-820-000-0000-5207	PILT-Wildlife Management	184 -	0	0	0	0
35-820-000-0000-5208	PILT-Gross Shelter Rent	385 -	0	426 -	0	0
35-820-000-0000-5209	PILT-30% Rental Reimbursement	5 -	0	1 -	0	0
35-820-000-0000-5211	Market Value Credit Aid	4,187 -	9,279 -	2,603 -	0	0
35-820-000-0000-5212	Disparity Reduction Aid	257 -	0	158 -	0	0
35-820-000-0000-6783	Debt Administrative Fees	550	750	3,100	0	0
35-820-000-0000-6790	Principal Payments	430,000	435,000	435,000	0	0
35-820-000-0000-6791	Interest Payments	11,703	4,024	4,024	0	0
35-820-000-0000-6999	Future Fund Balance-2012A Hwy Bonds	0	21,201	0	0	0
<b>Program</b>	<b>000 Undesignated</b>					
	<b>Revenue</b>	<b>354,940 -</b>	<b>460,975 -</b>	<b>254,559 -</b>	<b>0</b>	<b>0</b>
	<b>Expend.</b>	<b>442,253</b>	<b>460,975</b>	<b>442,124</b>	<b>0</b>	<b>0</b>
	<b>Net</b>	<b>87,313</b>	<b>0</b>	<b>187,565</b>	<b>0</b>	<b>0</b>
<b>Dept</b>	<b>820 2012A G.O. CIP Bonds-Highway Projects</b>					
	<b>Revenue</b>	<b>354,940 -</b>	<b>460,975 -</b>	<b>254,559 -</b>	<b>0</b>	<b>0</b>
	<b>Expend.</b>	<b>442,253</b>	<b>460,975</b>	<b>442,124</b>	<b>0</b>	<b>0</b>
	<b>Net</b>	<b>87,313</b>	<b>0</b>	<b>187,565</b>	<b>0</b>	<b>0</b>



# Goodhue County



## USER-SELECTED BUDGET REPORT

35 Fund Debt Service Fund

Report Basis: Cash

821 Dept 2014A G.O. CIP Bonds-Highway Projects

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
35-821-000-0000-5001	Current Real & Personal Property Taxes	663,726 -	856,151 -	473,449 -	0	0
35-821-000-0000-5006	Delinquent Taxes-Real & Personal	4,025 -	0	2,672 -	0	0
35-821-000-0000-5060	Current Mobile Home Taxes	708 -	0	567 -	0	0
35-821-000-0000-5064	Delinquent Taxes-Mobile Home	96 -	0	120 -	0	0
35-821-000-0000-5207	PILT-Wildlife Management	353 -	0	0	0	0
35-821-000-0000-5208	PILT-Gross Shelter Rent	735 -	0	807 -	0	0
35-821-000-0000-5209	PILT-30% Rental Reimbursement	10 -	0	2 -	0	0
35-821-000-0000-5211	Market Value Credit Aid	8,006 -	17,665 -	4,935 -	0	0
35-821-000-0000-5212	Disparity Reduction Aid	491 -	0	300 -	0	0
35-821-000-0000-6783	Debt Administrative Fees	550	750	550	800	900
35-821-000-0000-6790	Principal Payments	770,000	785,000	785,000	800,000	815,000
35-821-000-0000-6791	Interest Payments	63,738	47,206	47,206	29,375	10,188
35-821-000-0000-6999	Future Fund Balance-2014A Hwy Bonds	0	40,860	0	40,669	40,359
<b>Program 000</b>	<b>Undesignated</b>	<b>Revenue 678,150 -</b>	<b>873,816 -</b>	<b>482,852 -</b>	<b>0</b>	<b>0</b>
		<b>Expend. 834,288</b>	<b>873,816</b>	<b>832,756</b>	<b>870,844</b>	<b>866,447</b>
		<b>Net 156,138</b>	<b>0</b>	<b>349,904</b>	<b>870,844</b>	<b>866,447</b>
<b>Dept 821</b>	<b>2014A G.O. CIP Bonds-Highway Projects</b>	<b>Revenue 678,150 -</b>	<b>873,816 -</b>	<b>482,852 -</b>	<b>0</b>	<b>0</b>
		<b>Expend. 834,288</b>	<b>873,816</b>	<b>832,756</b>	<b>870,844</b>	<b>866,447</b>
		<b>Net 156,138</b>	<b>0</b>	<b>349,904</b>	<b>870,844</b>	<b>866,447</b>

## USER-SELECTED BUDGET REPORT

35 Fund Debt Service Fund

Report Basis: Cash

825 Dept 2012B Taxable G.O. Bonds (QECB)

<u>Account Number</u>	<u>Account Description</u>	<u>2022 Actual</u> <u>Mo. 01 - 12</u>	<u>2023 Budget</u>	<u>2023 YTD</u> <u>Mo. 01 - 11</u>	<u>2024 Budget</u>	<u>2025 Budget</u>
35-825-000-0000-5001	Current Real & Personal Property Taxes	77,506 -	148,881 -	82,317 -	0	0
35-825-000-0000-5006	Delinquent Taxes-Real & Personal	487 -	0	316 -	0	0
35-825-000-0000-5060	Current Mobile Home Taxes	83 -	0	99 -	0	0
35-825-000-0000-5064	Delinquent Taxes-Mobile Home	12 -	0	14 -	0	0
35-825-000-0000-5207	PILT-Wildlife Management	41 -	0	0	0	0
35-825-000-0000-5208	PILT-Gross Shelter Rent	86 -	0	140 -	0	0
35-825-000-0000-5209	PILT-30% Rental Reimbursement	1 -	0	0	0	0
35-825-000-0000-5211	Market Value Credit Aid	938 -	2,627 -	857 -	0	0
35-825-000-0000-5212	Disparity Reduction Aid	58 -	0	52 -	0	0
35-825-000-0000-5301	Federal Tax Credit (QECB Bonds)	18,764 -	0	18,764 -	37,527 -	37,527 -
35-825-000-0000-6783	Debt Administrative Fees	1,485	1,550	4,585	4,700	4,700
35-825-000-0000-6791	Interest Payments	44,678	44,678	44,678	44,678	44,678
35-825-000-0000-6999	Future Fund Balance-2012B QECB Bc	0	105,280	0	139,657	139,657
<b>Program 000</b>	Undesignated					
	<b>Revenue</b>	<b>97,976 -</b>	<b>151,508 -</b>	<b>102,559 -</b>	<b>37,527 -</b>	<b>37,527 -</b>
	<b>Expend.</b>	<b>46,163</b>	<b>151,508</b>	<b>49,263</b>	<b>189,035</b>	<b>189,035</b>
	<b>Net</b>	<b>51,813 -</b>	<b>0</b>	<b>53,296 -</b>	<b>151,508</b>	<b>151,508</b>
<b>Dept 825</b>	2012B Taxable G.O. Bonds (QECB)					
	<b>Revenue</b>	<b>97,976 -</b>	<b>151,508 -</b>	<b>102,559 -</b>	<b>37,527 -</b>	<b>37,527 -</b>
	<b>Expend.</b>	<b>46,163</b>	<b>151,508</b>	<b>49,263</b>	<b>189,035</b>	<b>189,035</b>
	<b>Net</b>	<b>51,813 -</b>	<b>0</b>	<b>53,296 -</b>	<b>151,508</b>	<b>151,508</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

35 Fund Debt Service Fund

Report Basis: Cash

830 Dept 2015A G.O. Bonds CB & Other CIP

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>	
35-830-000-0000-5001		Current Real & Personal Property Taxes	380,522 -	508,746 -	281,224 -	0	0	
35-830-000-0000-5006		Delinquent Taxes-Real & Personal	2,258 -	0	1,537 -	0	0	
35-830-000-0000-5060		Current Mobile Home Taxes	406 -	0	336 -	0	0	
35-830-000-0000-5064		Delinquent Taxes-Mobile Home	56 -	0	69 -	0	0	
35-830-000-0000-5207		PILT-Wildlife Management	202 -	0	0	0	0	
35-830-000-0000-5208		PILT-Gross Shelter Rent	422 -	0	480 -	0	0	
35-830-000-0000-5209		PILT-30% Rental Reimbursement	6 -	0	1 -	0	0	
35-830-000-0000-5211		Market Value Credit Aid	4,591 -	5,833 -	2,933 -	0	0	
35-830-000-0000-5212		Disparity Reduction Aid	282 -	0	179 -	0	0	
35-830-000-0000-6783		Debt Administrative Fees	500	750	550	800	900	
35-830-000-0000-6790		Principal Payments	195,000	205,000	205,000	655,000	680,000	
35-830-000-0000-6791		Interest Payments	291,075	285,075	285,075	272,175	252,150	
35-830-000-0000-6999		Future Fund Balance-2015A CB & Oth	0	23,754	0	45,559	45,708	
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>388,745 -</b>	<b>514,579 -</b>	<b>286,759 -</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>486,575</b>	<b>514,579</b>	<b>490,625</b>	<b>973,534</b>	<b>978,758</b>
			<b>Net</b>	<b>97,830</b>	<b>0</b>	<b>203,866</b>	<b>973,534</b>	<b>978,758</b>
<b>Dept</b>	<b>830</b>	2015A G.O. Bonds CB & Other CIP	<b>Revenue</b>	<b>388,745 -</b>	<b>514,579 -</b>	<b>286,759 -</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>486,575</b>	<b>514,579</b>	<b>490,625</b>	<b>973,534</b>	<b>978,758</b>
			<b>Net</b>	<b>97,830</b>	<b>0</b>	<b>203,866</b>	<b>973,534</b>	<b>978,758</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

35 Fund Debt Service Fund

Report Basis: Cash

840 Dept 2005B Jail Building-Refunding

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
	35-840-000-0000-5006	Delinquent Taxes-Real & Personal	122 -	0	208 -	0	0
	35-840-000-0000-5064	Delinquent Taxes-Mobile Home	0	0	7 -	0	0
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>122 -</b>	<b>0</b>	<b>215 -</b>	<b>0</b>
			<b>Expend.</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Net</b>	<b>122 -</b>	<b>0</b>	<b>215 -</b>	<b>0</b>
<b>Dept</b>	<b>840</b>	2005B Jail Building-Refunding	<b>Revenue</b>	<b>122 -</b>	<b>0</b>	<b>215 -</b>	<b>0</b>
			<b>Expend.</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Net</b>	<b>122 -</b>	<b>0</b>	<b>215 -</b>	<b>0</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

Report Basis: Cash

35 Fund Debt Service Fund  
845 Dept 2020 Landfill

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>
35-845-000-0000-5001		Current Real & Personal Property Taxes	28,954 -	0	0	0	0
35-845-000-0000-5006		Delinquent Taxes-Real & Personal	171 -	0	0	0	0
35-845-000-0000-5060		Current Mobile Home Taxes	31 -	0	0	0	0
35-845-000-0000-5064		Delinquent Taxes-Mobile Home	7 -	0	0	0	0
35-845-000-0000-5207		PILT-Wildlife Management	15 -	0	0	0	0
35-845-000-0000-5208		PILT-Gross Shelter Rent	32 -	0	0	0	0
35-845-000-0000-5211		Market Value Credit Aid	343 -	0	0	0	0
35-845-000-0000-5212		Disparity Reduction Aid	21 -	0	0	0	0
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>29,574 -</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Net</b>	<b>29,574 -</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Dept</b>	<b>845</b>	2020 Landfill	<b>Revenue</b>	<b>29,574 -</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Net</b>	<b>29,574 -</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Fund</b>	<b>35</b>	Debt Service Fund	<b>Revenue</b>	<b>1,549,507 -</b>	<b>2,000,878 -</b>	<b>1,126,944 -</b>	<b>37,527 -</b>
			<b>Expend.</b>	<b>1,809,279</b>	<b>2,000,878</b>	<b>1,814,768</b>	<b>2,033,413</b>
			<b>Net</b>	<b>259,772</b>	<b>0</b>	<b>687,824</b>	<b>1,995,886</b>
							<b>37,527 -</b>
							<b>2,034,240</b>
							<b>1,996,713</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

61 Fund Waste Management Facilities

Report Basis: Cash

390 Dept Waste Management Administrative

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 11	2024 <u>Budget</u>	2025 <u>Budget</u>	
61-390-000-0000-5001		Current Real & Personal Property Taxes	615,174 -	574,714 -	317,558 -	0	0	
61-390-000-0000-5006		Delinquent Taxes-Real & Personal	2,923 -	0	2,364 -	0	0	
61-390-000-0000-5060		Current Mobile Home Taxes	656 -	0	380 -	0	0	
61-390-000-0000-5064		Delinquent Taxes-Mobile Home	67 -	0	101 -	0	0	
61-390-000-0000-5207		PILT-Wildlife Management	327 -	0	0	0	0	
61-390-000-0000-5208		PILT-Gross Shelter Rent	681 -	0	541 -	0	0	
61-390-000-0000-5209		PILT-30% Rental Reimbursement	10 -	0	1 -	0	0	
61-390-000-0000-5211		Market Value Credit Aid	7,425 -	6,589 -	3,311 -	0	0	
61-390-000-0000-5212		Disparity Reduction Aid	455 -	0	202 -	0	0	
<b>Program</b>	<b>000</b>	<b>Undesignated</b>	<b>Revenue</b>	<b>627,718 -</b>	<b>581,303 -</b>	<b>324,458 -</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Net</b>	<b>627,718 -</b>	<b>581,303 -</b>	<b>324,458 -</b>	<b>0</b>	<b>0</b>
<b>Dept</b>	<b>390</b>	<b>Waste Management Administrative</b>	<b>Revenue</b>	<b>627,718 -</b>	<b>581,303 -</b>	<b>324,458 -</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Net</b>	<b>627,718 -</b>	<b>581,303 -</b>	<b>324,458 -</b>	<b>0</b>	<b>0</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

61 Fund Waste Management Facilities  
392 Dept Solid Waste Management

Report Basis: Cash

		2022	2023	2023	2024	2025
		Actual	Budget	YTD	Budget	Budget
<u>Account Number</u>		<u>Mo. 01 - 12</u>		<u>Mo. 01 - 11</u>		
<u>Account Description</u>						
61-392-000-0000-5948	Transfers In - Inter Fund	139 -	200 -	0	0	200 -
61-392-000-0000-6101	Salaries & Wages - Permanent	14,180	40,179	33,076	68,710	43,525
61-392-000-0000-6104	Salaries & Wages - Overtime	0	0	133	0	0
61-392-000-0000-6152	HSA Contribution	603	1,800	1,373	2,100	3,000
61-392-000-0000-6153	Family Insurance Supplement	3,430	10,624	8,263	13,324	20,557
61-392-000-0000-6154	Life Insurance	11	33	25	38	54
61-392-000-0000-6161	PERA	1,064	3,013	2,491	5,153	3,264
61-392-000-0000-6171	FICA	763	2,491	1,784	4,260	2,699
61-392-000-0000-6174	Mandatory Medicare	178	583	417	996	631
61-392-000-0000-6177	Paid Family and Medical Leave	0	0	0	0	152
61-392-000-0000-6202	Cell Phone	494	0	370	500	500
61-392-000-0000-6354	Workman's Compensation	1	99	7 -	117	117
61-392-000-0000-6357	Conferences/Schools/Workshops	455	600	455	600	600
61-392-000-0000-6417	Safety Materials	136	0	0	0	0
<b>Program</b>	<b>000</b> Undesignated	<b>Revenue</b>	<b>139 -</b>	<b>200 -</b>	<b>0</b>	<b>200 -</b>
		<b>Expend.</b>	<b>21,315</b>	<b>59,422</b>	<b>48,380</b>	<b>95,798</b>
		<b>Net</b>	<b>21,176</b>	<b>59,222</b>	<b>48,380</b>	<b>95,798</b>
<b>Dept</b>	<b>392</b> Solid Waste Management	<b>Revenue</b>	<b>139 -</b>	<b>200 -</b>	<b>0</b>	<b>200 -</b>
		<b>Expend.</b>	<b>21,315</b>	<b>59,422</b>	<b>48,380</b>	<b>95,798</b>
		<b>Net</b>	<b>21,176</b>	<b>59,222</b>	<b>48,380</b>	<b>95,798</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

61 Fund Waste Management Facilities  
397 Dept Landfill

Report Basis: Cash

			2022	2023	2023	2024	2025	
			Actual	Budget	YTD	Budget	Budget	
			Mo. 01 - 12		Mo. 01 - 11			
<u>Account Number</u>	<u>Account Description</u>							
61-397-000-0000-5150	Solid Waste Collector Licenses		9,240 -	9,000 -	7,080 -	7,000 -	7,000 -	
61-397-000-0000-5480	Landfill Fees		71,647 -	70,000 -	60,203 -	70,000 -	70,000 -	
61-397-000-0000-5710	Interest		4,427 -	330 -	0	330 -	330 -	
61-397-000-0000-5936	Sale Of Scrap Metal		4,931 -	4,000 -	4,479 -	4,000 -	4,000 -	
61-397-000-0000-5948	Transfers In - Inter Fund		2,110,430 -	0	0	0	0	
61-397-000-0000-6241	Advertising		677	1,000	391	1,000	1,000	
61-397-000-0000-6245	State/Registration/License/Permit		470	430	400	430	430	
61-397-000-0000-6278	Consultant Fees		3,000	0	0	0	0	
61-397-000-0000-6283	Water Monitoring/Well Permits		64,033	25,000	20,166	25,000	25,000	
61-397-000-0000-6306	Landfill Site Maint		4,470	5,000	3,823	5,000	5,000	
61-397-000-0000-6342	Land Lease		6,600	6,600	6,050	6,600	6,600	
61-397-000-0000-6343	Machinery & Equipment Rental		27,281	20,000	25,185	20,000	20,000	
61-397-000-0000-6349	Contract Operations		40,544	39,000	38,000	39,000	39,000	
61-397-000-0000-6351	Insurance		5,171	6,427	6,410	6,822	6,822	
61-397-000-0000-6357	Conferences/Schools		480	480	0	480	480	
61-397-000-0000-6401	Printing Services		95	700	652	700	700	
61-397-000-0000-6508	Misc Site Supplies & Materials		0	0	247	0	0	
61-397-000-0000-6835	Closure Expenses-Letter Of Credit		190	50,000	0	0	0	
61-397-000-0000-6839	Misc Disposal		36,072	35,000	23,417	35,000	35,000	
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>2,200,675 -</b>	<b>83,330 -</b>	<b>71,762 -</b>	<b>81,330 -</b>	<b>81,330 -</b>
			<b>Expend.</b>	<b>189,083</b>	<b>189,637</b>	<b>124,741</b>	<b>140,032</b>	<b>140,032</b>
			<b>Net</b>	<b>2,011,592 -</b>	<b>106,307</b>	<b>52,979</b>	<b>58,702</b>	<b>58,702</b>
61-397-191-0000-6259	Landfill Closure		2,457,281	0	0	0	0	
<b>Program</b>	<b>191</b>	Landfill Closure	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>2,457,281</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Net</b>	<b>2,457,281</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Dept</b>	<b>397</b>	Landfill	<b>Revenue</b>	<b>2,200,675 -</b>	<b>83,330 -</b>	<b>71,762 -</b>	<b>81,330 -</b>	<b>81,330 -</b>
			<b>Expend.</b>	<b>2,646,364</b>	<b>189,637</b>	<b>124,741</b>	<b>140,032</b>	<b>140,032</b>
			<b>Net</b>	<b>445,689</b>	<b>106,307</b>	<b>52,979</b>	<b>58,702</b>	<b>58,702</b>



## USER-SELECTED BUDGET REPORT

61 Fund Waste Management Facilities  
398 Dept Recycling Center

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	<u>2022 Actual</u> <u>Mo. 01 - 12</u>	<u>2023 Budget</u>	<u>2023 YTD</u> <u>Mo. 01 - 11</u>	<u>2024 Budget</u>	<u>2025 Budget</u>
61-398-000-0000-5810	Rental Income-Recycling Center	6,369 -	6,100 -	5,873 -	6,100 -	6,100 -
61-398-000-0000-5936	Sale Of Recycled Aluminum & Tin	41,239 -	15,000 -	22,920 -	15,000 -	15,000 -
61-398-000-0000-5937	Sale Of Recycled Glass	1,788 -	7,000 -	946 -	7,000 -	7,000 -
61-398-000-0000-5938	Sale Of Recycled Plastics	16,643 -	10,000 -	5,805 -	10,000 -	10,000 -
61-398-000-0000-5940	Sale Of Recycled Newspaper & Cardb	111,997 -	50,000 -	38,177 -	50,000 -	50,000 -
61-398-000-0000-5942	Sale Of Miscellaneous Recyclable	4,320 -	5,400 -	2,585 -	5,400 -	5,400 -
61-398-000-0000-5948	Transfers In - Inter Fund	0	0	0	0	19,147 -
61-398-000-0000-6101	Salaries & Wages - Permanent	85,720	307,096	261,270	333,630	438,125
61-398-000-0000-6103	Salaries & Wages-Part Time w/o Bene	1,823	18,000	10,249	18,000	18,000
61-398-000-0000-6104	Salaries & Wages - Overtime	2,585	6,000	14,607	6,000	6,000
61-398-000-0000-6151	Group Health Insurance	4,456	8,051	7,045	8,655	9,347
61-398-000-0000-6152	HSA Contribution	3,769	12,000	9,923	12,550	15,800
61-398-000-0000-6153	Family Insurance Supplement	8,612	30,919	23,366	33,238	56,454
61-398-000-0000-6154	Life Insurance	79	271	228	271	325
61-398-000-0000-6155	Dental Insurance-County Paid	333	1,188	1,040	1,277	1,277
61-398-000-0000-6156	Accident Insurance-County Paid	79	271	297	271	271
61-398-000-0000-6161	PERA	6,623	23,482	20,668	25,472	33,327
61-398-000-0000-6171	FICA	5,190	20,528	16,808	22,173	28,709
61-398-000-0000-6174	Mandatory Medicare	1,214	4,801	3,931	5,186	6,714
61-398-000-0000-6177	Paid Family and Medical Leave	0	0	0	0	1,621
61-398-000-0000-6209	Internet	1,870	1,800	1,507	1,800	1,800
61-398-000-0000-6253	Water & Sewer	2,393	2,200	2,468	2,200	2,200
61-398-000-0000-6283	Other Professional Fees	5,080	700	1,518	700	700
61-398-000-0000-6291	Employee Drug & Alcohol Testing	540	120	430	120	120
61-398-000-0000-6303	Vehicle Maintenance	9,982	1,500	450	1,500	1,500
61-398-000-0000-6304	Other Machinery & Equipment Maint	846	1,000	230	1,000	1,000
61-398-000-0000-6305	Building Maintenance	3,644	0	2,507	0	0
61-398-000-0000-6306	Grounds Maintenance	1,796	1,600	1,848	1,600	1,600
61-398-000-0000-6307	Uniform Maintenance	4,610	3,400	4,019	3,400	3,400
61-398-000-0000-6309	Other-Vehicle or Boat License & Title	135	0	0	0	0
61-398-000-0000-6351	Insurance	5,181	5,453	5,827	5,764	5,764
61-398-000-0000-6354	Workman's Compensation	5,020	4,564	5,494	6,020	6,020
61-398-000-0000-6357	Conferences/Schools	700	400	15	400	400
61-398-000-0000-6402	Paper/Toner/Inkjet Cartridges	5	50	0	50	50
61-398-000-0000-6405	Office Supplies	39	100	0	100	100
61-398-000-0000-6411	Bldg/Grounds Supplies & Materials	5,072	2,000	3,556	3,000	4,000

## USER-SELECTED BUDGET REPORT

61 Fund Waste Management Facilities  
398 Dept Recycling Center

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	<u>2022 Actual</u> <u>Mo. 01 - 12</u>	<u>2023 Budget</u>	<u>2023 YTD</u> <u>Mo. 01 - 11</u>	<u>2024 Budget</u>	<u>2025 Budget</u>
61-398-000-0000-6414	Food & Beverages	60	0	128	0	0
61-398-000-0000-6417	Safety Materials	971	900	811	900	900
61-398-000-0000-6420	Other General Supplies	614	900	1,223	900	900
61-398-000-0000-6432	Other Furniture & Equipment	83	500	450	500	500
61-398-000-0000-6561	Motor Oil & Lubricants	1,196	2,400	813	2,400	2,400
61-398-000-0000-6562	Truck & Pick Up Parts	335	0	874	0	0
61-398-000-0000-6563	Equipment Repair Parts	189	0	465	0	0
61-398-000-0000-6565	Diesel Fuel	0	12,000	0	8,000	8,000
61-398-000-0000-6567	Gasoline (Unleaded)	767	500	417	500	500
61-398-000-0000-6569	Small Tools & Equipment	1,621	1,000	70	1,000	1,000
<b>Program 000</b>	Undesignated	<b>182,356 -</b>	<b>93,500 -</b>	<b>76,306 -</b>	<b>93,500 -</b>	<b>112,647 -</b>
		<b>Expend.</b>	<b>173,232</b>	<b>475,694</b>	<b>404,552</b>	<b>508,577</b>
		<b>Net</b>	<b>9,124 -</b>	<b>382,194</b>	<b>328,246</b>	<b>415,077</b>
61-398-192-0000-5274	MN Dept of Environmental Asst-SCOR	97,814 -	93,275 -	98,342 -	113,458 -	113,458 -
61-398-192-0000-6241	Advertising	134	500	0	500	500
61-398-192-0000-6251	Electric	12,533	9,900	11,105	11,000	11,000
61-398-192-0000-6252	Natural Gas	13,619	9,000	12,727	15,000	15,000
61-398-192-0000-6258	Electronics Disposal	11,398	8,000	3,400	8,000	8,000
61-398-192-0000-6303	Vehicle Maintenance	9,460	0	0	0	0
61-398-192-0000-6305	Building Maintenance	9,725	9,602	1,783	9,602	9,602
61-398-192-0000-6418	Processing Supplies	7,083	6,500	8,229	7,000	7,500
61-398-192-0000-6420	Other General Supplies	0	0	47	0	0
61-398-192-0000-6562	Truck & Pick Up Parts	6,569	5,000	1,829	5,000	5,000
61-398-192-0000-6563	Grader, Tractor, Misc Parts	1,392	1,500	928	1,500	1,500
61-398-192-0000-6565	Diesel Fuel	34,322	12,000	20,373	22,983	22,483
61-398-192-0000-6566	Propane (Lp)	6,891	4,400	6,219	6,000	6,000
61-398-192-0000-6575	Tires	572	3,500	1,822	3,500	3,500
61-398-192-0000-6839	Misc Disposal Costs	20,360	15,000	23,066	15,000	15,000
61-398-192-0000-6840	Tire Disposal	3,022	4,000	8,862	4,000	4,000
61-398-192-0000-6841	Appliance Disposal	1,815	4,373	1,150	4,373	4,373
<b>Program 192</b>	SCORE	<b>97,814 -</b>	<b>93,275 -</b>	<b>98,342 -</b>	<b>113,458 -</b>	<b>113,458 -</b>
		<b>Expend.</b>	<b>138,895</b>	<b>93,275</b>	<b>101,540</b>	<b>113,458</b>
		<b>Net</b>	<b>41,081</b>	<b>0</b>	<b>3,198</b>	<b>0</b>
<b>Dept 398</b>	Recycling Center	<b>280,170 -</b>	<b>186,775 -</b>	<b>174,648 -</b>	<b>206,958 -</b>	<b>226,105 -</b>
		<b>Expend.</b>	<b>312,127</b>	<b>568,969</b>	<b>506,092</b>	<b>622,035</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

61 Fund Waste Management Facilities  
398 Dept Recycling Center

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> <u>Mo. 01 - 12</u>	2023 <u>Budget</u>	2023 <u>YTD</u> <u>Mo. 01 - 11</u>	2024 <u>Budget</u>	2025 <u>Budget</u>
	<b>Net</b>	<b>31,957</b>	<b>382,194</b>	<b>331,444</b>	<b>415,077</b>	<b>546,177</b>

## USER-SELECTED BUDGET REPORT

61 Fund Waste Management Facilities  
399 Dept Household Hazardous Waste

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	<u>2022 Actual</u> <u>Mo. 01 - 12</u>	<u>2023 Budget</u>	<u>2023 YTD</u> <u>Mo. 01 - 11</u>	<u>2024 Budget</u>	<u>2025 Budget</u>
61-399-000-0000-5272	MN Dept of Pollution Control Olmsted	5,563 -	6,200 -	5,040 -	6,200 -	6,200 -
61-399-000-0000-5480	Other Charges-Bulb Disposal	6,339 -	4,700 -	5,311 -	4,700 -	4,700 -
61-399-000-0000-5852	Cost Reimbursements	0	24,000 -	15,188 -	24,000 -	24,000 -
61-399-000-0000-5859	HHW Salvage Revenue	0	0	340 -	0	0
61-399-000-0000-6101	Salaries & Wages - Permanent	6,077	26,786	15,058	38,177	18,654
61-399-000-0000-6103	Salaries & Wages-Part Time w/o Bene	0	9,000	0	9,000	9,000
61-399-000-0000-6104	Salaries & Wages - Overtime	0	0	57	0	0
61-399-000-0000-6152	HSA Contribution	258	1,200	623	900	3,000
61-399-000-0000-6153	Family Insurance Supplement	1,470	7,083	3,541	5,710	20,557
61-399-000-0000-6154	Life Insurance	5	22	11	16	54
61-399-000-0000-6161	PERA	456	2,009	1,134	2,863	1,399
61-399-000-0000-6171	FICA	327	2,219	818	2,925	1,736
61-399-000-0000-6174	Mandatory Medicare	76	519	191	684	406
61-399-000-0000-6177	Paid Family and Medical Leave	0	0	0	0	98
61-399-000-0000-6202	Cell Phone	0	500	0	500	500
61-399-000-0000-6203	Postage	42	700	35	700	700
61-399-000-0000-6241	Advertising	1,317	0	0	0	0
61-399-000-0000-6291	Employee Drug & Alcohol Testing	181	100	322	100	100
61-399-000-0000-6309	Other-Vehicle or Boat License & Title	39	32	0	32	32
61-399-000-0000-6351	Insurance	78	83	83	88	88
61-399-000-0000-6354	Workman's Compensation	8 -	125	14 -	151	151
61-399-000-0000-6357	Conferences/Schools	525	200	245	200	200
61-399-000-0000-6405	Office Supplies	26	250	0	250	250
61-399-000-0000-6417	Safety Materials	0	150	0	150	150
61-399-000-0000-6562	Truck & Pick Up Parts	0	500	0	500	500
61-399-000-0000-6838	Hazardous Waste Disposal	0	17,002	0	17,002	17,002
<b>Program 000</b>	<b>Undesignated</b>	<b>11,902 -</b>	<b>34,900 -</b>	<b>25,879 -</b>	<b>34,900 -</b>	<b>34,900 -</b>
	<b>Revenue</b>	<b>11,902 -</b>	<b>34,900 -</b>	<b>25,879 -</b>	<b>34,900 -</b>	<b>34,900 -</b>
	<b>Expend.</b>	<b>10,869</b>	<b>68,480</b>	<b>22,104</b>	<b>79,948</b>	<b>74,577</b>
	<b>Net</b>	<b>1,033 -</b>	<b>33,580</b>	<b>3,775 -</b>	<b>45,048</b>	<b>39,677</b>
61-399-192-0000-5274	MN Dept of Environmental Asst-SCOR	41,920 -	39,975 -	42,147 -	46,700 -	46,700 -
61-399-192-0000-6103	Salaries & Wages-Part Time w/o Bene	1,269	0	0	0	0
61-399-192-0000-6171	FICA	79	0	0	0	0
61-399-192-0000-6174	Mandatory Medicare	18	0	0	0	0
61-399-192-0000-6241	Advertising	1,136	3,700	1,307	3,700	3,700
61-399-192-0000-6418	Collection Supplies	5,017	4,500	997	4,500	4,500

# Goodhue County



## USER-SELECTED BUDGET REPORT

Report Basis: Cash

61 Fund Waste Management Facilities  
399 Dept Household Hazardous Waste

		2022	2023	2023	2024	2025
		Actual	Budget	YTD	Budget	Budget
		Mo. 01 - 12		Mo. 01 - 11		
<u>Account Number</u>	<u>Account Description</u>					
61-399-192-0000-6480	Equipment/Furniture<\$5,000	0	3,500	0	3,500	3,500
61-399-192-0000-6565	Diesel Fuel	0	1,000	0	1,000	1,000
61-399-192-0000-6838	Hazardous Waste Disposal	24,845	22,625	40,456	29,350	29,350
61-399-192-0000-6839	Residual Disposal	0	4,650	0	4,650	4,650
<b>Program 192</b>	<b>SCORE</b>	<b>Revenue</b>	<b>41,920 -</b>	<b>39,975 -</b>	<b>42,147 -</b>	<b>46,700 -</b>
		<b>Expend.</b>	<b>32,364</b>	<b>39,975</b>	<b>42,760</b>	<b>46,700</b>
		<b>Net</b>	<b>9,556 -</b>	<b>0</b>	<b>613</b>	<b>0</b>
<b>Dept 399</b>	<b>Household Hazardous Waste</b>	<b>Revenue</b>	<b>53,822 -</b>	<b>74,875 -</b>	<b>68,026 -</b>	<b>81,600 -</b>
		<b>Expend.</b>	<b>43,233</b>	<b>108,455</b>	<b>64,864</b>	<b>121,277</b>
		<b>Net</b>	<b>10,589 -</b>	<b>33,580</b>	<b>3,162 -</b>	<b>39,677</b>
<b>Fund 61</b>	<b>Waste Management Facilities</b>	<b>Revenue</b>	<b>3,162,524 -</b>	<b>926,483 -</b>	<b>638,894 -</b>	<b>389,235 -</b>
		<b>Expend.</b>	<b>3,023,039</b>	<b>926,483</b>	<b>744,077</b>	<b>1,108,690</b>
		<b>Net</b>	<b>139,485 -</b>	<b>0</b>	<b>105,183</b>	<b>614,625</b>
<b>Final Totals</b>		<b>Revenue</b>	<b>85,844,748 -</b>	<b>85,667,792 -</b>	<b>64,880,195 -</b>	<b>39,808,545 -</b>
		<b>Expend.</b>	<b>77,813,190</b>	<b>85,667,792</b>	<b>75,198,563</b>	<b>86,229,411</b>
		<b>Net</b>	<b>8,031,558 -</b>	<b>0</b>	<b>10,318,368</b>	<b>46,420,866</b>



**Scott O. Arneson**  
County Administrator  
Goodhue County

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

To: County Board of Commissioners

From: County Administration

Date: September 11, 2023

Re: 2024-2025 Preliminary Budget & Levy Update

On August 22nd, the county board convened for a budget workshop to review and discuss the 1<sup>st</sup> draft of the 2024-2025 budget and levy. At that time the budget and levy requests were as follows:

<u>2024</u>	<u>2025</u>
Preliminary budget = \$90,232,134	preliminary budget = \$86,014,295
Preliminary levy = \$43,828,058	preliminary levy = \$46,135,679

During that meeting, the board discussed strategies to move the county towards progress, all while diligently considering the impact on taxpayers. A number of options were discussed including the allocation of the forthcoming one-time payment of the police aid disbursement amounting to \$925,541 the county will be receiving in FY2023. The Sheriff introduced a range of alternatives including the allocation of funds for an employee wellness program and funding of body cameras and supporting equipment, each playing a role in reducing the necessity for increased levies in the years ahead. While we express our gratitude for the allocation of these one-time funds for law enforcement by the state legislature, it is important to consider the consequences of allocating these funds towards ongoing operational costs. Utilizing these resources for recurring operating expenses, as opposed to one-time or irregular items, will result in a reduction of the levy and levy percentage in the initial year, followed by an increase in subsequent years.

Additionally, the Sheriff highlighted his ongoing collaboration with the Dakota County Sheriff in negotiating a contract aimed at housing Dakota County inmates within our facility. This development holds the potential to yield additional revenue for the jail operations budget. In addition to the above mentioned modifications, the county received updated estimates from MCIT for 2024 estimates for property/casualty and workers compensation insurance.

With those modifications, the revised proposed 2024-2025 preliminary levy requests are as follows:

## **GOODHUE COUNTY BOARD OF COMMISSIONERS**

LINDA FLANDERS  
1<sup>st</sup> District  
1121 W 4<sup>th</sup> St.  
Red Wing, MN 55066

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

TODD GRESETH  
3<sup>rd</sup> District  
46804 Hwy 57 Blvd  
Wanamingo, MN 55992

JASON MAJERUS  
4<sup>th</sup> District  
39111 Co. 2 Blvd  
Goodhue, MN 55027

SUSAN BETCHER  
5<sup>th</sup> District  
30133 Lakeview Ave.  
Red Wing, MN 55066

*An Equal Opportunity Employer*









**Scott O. Arneson**  
 County Administrator  
 Goodhue County

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

To: County Board of Commissioners

From: County Administration

Date: August 2, 2023

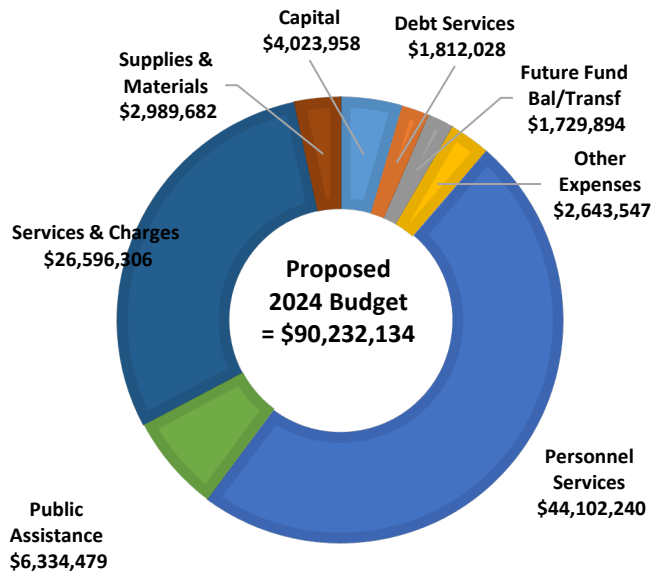
Re: 2024-2025 Preliminary Budget & Workshop

**Summary:**

Attached for your review is the proposed 2024 and 2025 preliminary budget and levy requests. The proposed budget incorporates an additional \$1,327,843 in state aid with a mixture of one-time and recurring funds. It's essential to note that these adjustments do not necessarily translate to increases in subsequent years. In addition, Goodhue County will be receiving a one-time payment \$925,541 in public safety aid in FY2023. Current numbers reflect the following:

<b>2024</b>	<b>2025</b>
preliminary budget = \$90,232,134	preliminary budget = \$86,014,295
preliminary levy = <b>\$ 43,828,058</b>	preliminary levy = <b>\$46,135,679</b>

The 2024 proposed budget represents an increase in levy of \$1,807,413 over the 2023 approved levy.



Category	Amount	
Capital	\$ 4,023,958	4%
Debt Services	\$ 1,812,028	2%
Future Fund Bal/Transf	\$ 1,729,894	2%
Other Expenses	\$ 2,643,547	3%
Personnel Services	\$ 44,102,240	49%
Public Assistance	\$ 6,334,479	7%
Services & Charges	\$ 26,596,306	30%
Supplies & Materials	\$ 2,989,682	3%

**GOODHUE COUNTY BOARD OF COMMISSIONERS**

LINDA FLANDERS  
 1<sup>st</sup> District  
 1121 W 4<sup>th</sup> St.  
 Red Wing, MN 55066

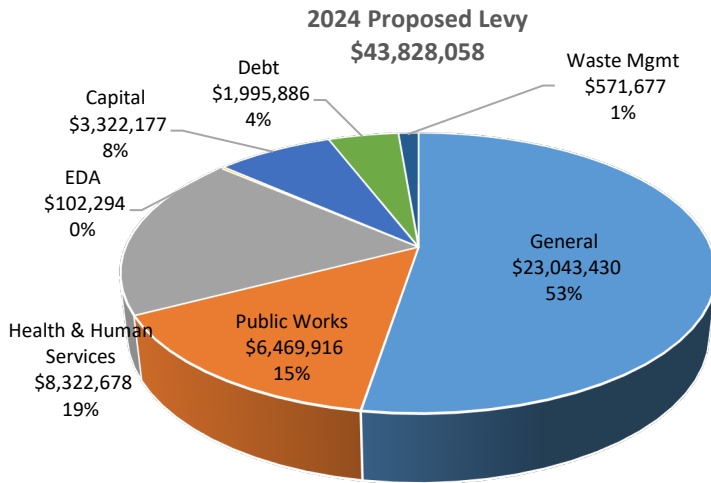
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*An Equal Opportunity Employer*



<b>General Fund:</b>
Administration
Finance & Taxpayer Services
Land Offices
Veteran's Services
Sheriff
County Attorney

**Background:**

**Personnel Services.** Goodhue County employs a workforce of 373 dedicated individuals, with personnel services being the most significant component of the county's budget, amounting to \$44,102,240, representing 49% of the overall budget. The proposed budget takes significant strides towards achieving the primary goal set by the board for 2023, which involves the successful implementation of a county-wide pay study conducted by David Drown & Associates. This step unifies all employees under one comprehensive pay table, effectively addressing previous issues related to compensation compression. Additionally, the budget accommodates a 3% wage adjustment and step increases in accordance with the approved union contracts.

As of writing this report, the county has fifteen vacant positions. Since January 1<sup>st</sup>, we have onboarded 52 employees, offboarded 35 employees and transitioned/promoted 14 employees. The proposed budget demonstrates a strong commitment to the well-being and satisfaction of our valued employees. To align with the county board's secondary goal for 2023, we have allocated use of fund balance of \$428,500, representing 1% of the total payroll, to support employee retention initiatives.

The following board approved new positions are included in this proposed budget:

Department	Position	Board Approved
Attorney	Legal Secretary	2/7/2023
Veteran's Service	Admin Asst	2/21/2023
Public Works	Engineer Tech	4/18/2023
HHS Redesign:	3 Social Services Supervisors	5/16/23
	3 Social Workers	
	3 Care Coordinators	
	1 Case Aid	

Three pending positions have also been included in this first draft budget:

- 2 Public Safety Telecommunicators - total salary and benefit package = \$88,950 each
- Park Manager - total salary and benefit package = \$106,280

The county has received notification that the health insurance program will be subject to a 7.5% increase over the 2023 premiums, which is at the rate cap. Looking ahead, we have assumed a rate cap of 8% for 2025. We consider ourselves fortunate to have these rate guarantees in place, as the normal renewal would have resulted in an increase of approximately 44-45%. Furthermore, for 2024, deductible and out-of-pocket (OOP) maximums will increase. In order to maintain HSA eligibility and embedded status of deductibles, Plan 1 deductibles will increase to \$3,200 for single coverage and \$6,400 for family coverage. The deductibles for Plan 2, which is the County's "minimum value plan", will increase to

\$8,050 for single coverage and \$16,100 for family coverage. In accordance with existing union contract language, annual County HSA contributions will be raised as shown below.

	<b>Plan 1 County HSA Contribution</b>	<b>Plan 2 (Minimum Value Plan) County HSA Contribution</b>
Single Coverage	\$1,600	\$4,025
Family Coverage	\$3,200	\$8,050

**Outside Agency Funding.** During the June Budget Committee meeting, various representatives from outside agencies presented their funding requests for the upcoming 2024-2025 period. Two new agencies, The Lake Pepin Legacy Alliance and the Southern Small Business Development Center submitted their funding proposals, adding to the diversity of our partnerships. The Cannon Valley Trail is in year seven of its ten-year capital improvement plan, which calls for an additional \$100,000 contribution from the county. Funding for Red Wing Ignite includes an additional \$50,000 for the final contribution to the *Build To Scale* grant program approved by the board on May 17, 2022.

In addition, the county school superintendents made a request and presented to the Committee of the Whole. Their proposal seeks the full funding of one full-time School Resource Officer for each school district within the county. This initiative, if approved, would come at an estimated cost of approximately \$1,354,000. However, as of the current moment, no definitive action has been taken on this matter.

The following Budget Committee recommended allocations have been included in the budget for outside agencies:

Description	2024	2025
	Recommended	Recommended
Cannon Valley Trail	\$ 142,850	\$ 143,707
Goodhue County History Center	\$ 134,500	\$ 137,000
Soil and Water Conservation District	\$ 440,000	\$ 510,000
Goodhue County Fair	\$ 40,000	\$ 50,000
Cannon Valley Fair	\$ 10,000	\$ 10,000
Goodhue County Humane Society	\$ 21,000	\$ 21,000
South Eastern EMS	\$ 5,000	\$ 5,000
Zumbro River Water Trail		
SEMCAC	\$ 5,000	\$ 5,000
Lake Pepin Legacy Alliance	\$ 3,000	\$ 3,000
Hope Coalition	\$ 7,500	\$ 7,500
EDA Outside Agencies:		
Southern Minnesota Tourism	\$ 2,379	\$ 2,379
Southern MN Small Business Develop Cnt	\$ 3,000	\$ 3,000
Initiative Fund	\$ 3,000	\$ 3,000
Red Wing Ignite	\$ 65,000	\$ 15,000
<b>Total</b>	<b>\$ 882,229</b>	<b>\$ 915,586</b>

The state certified level of support Goodhue County is required to pay for library services is \$338,735. The county currently has an agreement with SELCO for library services which bases the increase each year on the increase in Consumer Price Index (CPI) with a cap of 4%. The CPI increased in 2022 by 7.95%; therefore based on the current contract language, the allocation to SELCO for 2024 was increased by 4% to \$576,527, which is an increase of \$22,174 over 2023.

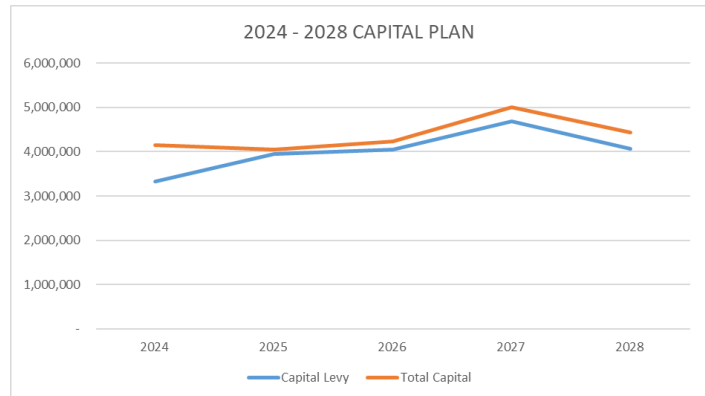
**Capital Outlay.** On July 18, 2023, the board met in a Committee of the Whole to review the proposed capital outlay budget. The goal of this plan is to maintain a flat-lined capital plan levy, to ensure stability in the tax impact experienced by homeowners and businesses year after year. The total 2024 Capital Plan expenditures are decreasing approximately \$73,000 when compared to 2023, however, the levy portion of the Capital Plan is increasing \$1,007,480 or 37.8%. Significant changes are due to:

- *Inflation* – Prices have increased substantially in the cost of new vehicles as well as other big ticket items
- *Upgraded Equipment* – The Sheriff’s Office has budgeted \$6,700 per Mobile Data Terminal (MDT) for 22 units in 2024

- *Previously Unbudgeted Items* – The Public Works radios are nearing the end of their service life and are in need of replacement
- *Parks Department Expansion* - Over the next five years the Parks Department would like to spend approximately \$1,240,000 between Lake Byllesby Park and Nielsen Memorial Preserve. These items were previously unbudgeted.

Since that Committee of the Whole meeting, staff has met and discussed options for using fund balance for one-time purchases to reduce the impact on the levy. Staff recommends and has adjusted the proposed capital plan budget to include Public Works fund balance totaling \$353,794 as a funding source for the public works radios, the park fish station and park host sites.

Below is a summary of the revised proposed capital plan budget for 2024-2028:



TOTAL CAPITAL	2024	2025	2026	2027	2028
Total Expenditures	\$ 4,150,528	\$ 4,048,097	\$ 4,232,402	\$ 5,009,255	\$ 4,440,745
<b>Total Capital Levy</b>	<b>\$ 3,322,177</b>	<b>\$ 3,956,686</b>	<b>\$ 4,047,435</b>	<b>\$ 4,686,969</b>	<b>\$ 4,067,369</b>

REVENUE SOURCE	2024	2025	2026	2027	2028
Operating Levy	41,400	58,000	53,764	34,523	35,201
State / Federal Grants	202,968	25,411	123,775	262,834	333,175
Reserved Fund Balance	353,795	3,000	2,428	19,928	-
Squad Car Offset Transfer	5,000	5,000	5,000	5,000	5,000
American Rescue Plan	225,189	-	-	-	-
Capital Levy	3,322,177	3,956,686	4,047,435	4,686,969	4,067,369
<b>Total Capital</b>	<b>4,150,528</b>	<b>4,048,097</b>	<b>4,232,402</b>	<b>5,009,255</b>	<b>4,440,745</b>

CAPITAL LAYOUT BY CLASSIFICATION	2024	2025	2026	2027	2028
Land	-	-	-	-	-
Building	720,512	961,533	1,415,239	1,991,451	708,367
Vehicles	1,441,089	1,735,958	1,169,077	1,664,600	1,714,502
Contractors Equipment	534,900	676,099	889,144	605,419	419,135
Miscellaneous Personal	252,222	316,972	170,210	148,242	177,730
Electronics	1,201,805	357,534	588,731	599,543	1,421,010

**Road Construction.** The present budget incorporates a comprehensive road construction program amounting to \$15,092,776. This funding is a combination of \$8,432,776 from state and federal sources, \$4,560,000 from the Local Option Sales Tax (LOST), and \$2,100,000 from the local levy. In addition, on July 18, 2023, the board approved an increase in the wheelage tax, raising it from \$10 to \$20 per vehicle. This change is projected to generate an additional \$525,000 in revenue for the county. The newly acquired funds have been allocated to offset the Highway Maintenance budget, ensuring a continued focus on road upkeep and safety.

**Other Budget Assumptions:**

- *County Program Aid.* The Minnesota Department of Revenue has certified the 2023 county program aid for Goodhue County = \$2,459,447
- *Interest.* Interest revenues were increased to \$1,400,000
- *Compensated Absences.* Projections indicate that the ongoing trend of eligible employees retiring with sick/vacation payouts will persist. As a result, the proposed budget includes a levy request of \$563,500, reflecting an increase of \$100,000.
- *Treatment Court.* In 2018, the County was awarded a federal grant to establish a treatment court in Goodhue County. This grant is set to expire at the end of 2023. Treatment Court applied for funding through the State of

Minnesota. We have been notified the State has awarded Goodhue County \$100,000 for FY 2024. This will cover most, but not all, of the treatment court operating expenses. As a result, the proposed budget includes a levy of \$43,808 to ensure the continued success and operation of the treatment court program in 2024.

- *Veteran's Transportation Program.* The Veteran's Service Office is currently in the process of transitioning to utilize county-owned vans for the Vet's transportation program. This will allow eligible drivers to receive a per diem for their valuable services. To support this initiative, the 2024 budget has allocated \$60,000 to cover the associated costs.
- *27 Payroll.* The county pays its employees bi-weekly, resulting in a 27th pay period every 11 years. This anomaly will next happen in 2025. To avoid any sudden spikes in the levy, we budget and plan ahead by setting aside funds each year. Consequently, in 2025, we will tap into the allocated fund balance to offset the additional expense of the 27th pay period. The proposed budget allocates \$200,000 in 2024 and \$300,000 in 2025 specifically for this purpose.
- *Use of Fund Balance = 2,440,408.* The following use of fund balance has been included in the proposed 2024 budget:
  - ✓ \$428,500- Employee retention
  - ✓ \$201,737- ARPA funded positions
    - Building entrance temp
    - Social Worker in Health & Human Services
    - 50% of Communication and Outreach position
  - ✓ \$100,000- ARPA funded Mental Health Coalition and Promotion
  - ✓ \$61,000- Elections
  - ✓ \$225,189- 25% ARPA funded match for mobile command unit
  - ✓ \$17,500- K9 program fund balance to purchase & train new dog
  - ✓ \$104,316- E911 fund balance
  - ✓ \$273,794- Public Works fund balance for radios/equipment
  - ✓ \$80,000- Park fund balance for fish house and host sites
  - ✓ \$948,372- HHS fund balance for redesign

**Conclusion:**

The budget workshop is set to take place on August 22 at 8:00 a.m. in the LEC-EOC meeting room. We encourage the board to reach out to staff beforehand if you have any questions or comments regarding the budget. We look forward to discussing ideas and options you may have to continue to move the county forward.

## Levy History Detail

Fund	Department	Dept #	2021 Levy	2022 Levy	2023 Levy	2024 Proposed Levy	2025 Proposed Levy	2024 Levy	
								inc/(dec) over 2023	% inc/dec
General Revenue	Gen Gov't Misc	001	(2,613,240)	(1,976,983)	(3,651,043)	(4,424,060)	(5,705,055)	(773,017)	21.17%
	Outside Agencies	002	1,281,759	1,292,719	1,341,863	1,386,234	1,386,234	44,371	3.31%
	CARES Funding	003	-	-	-	-	-	-	#DIV/0!
	ARPA Funding	004	-	-	-	-	-	-	#DIV/0!
	County Board	005	266,247	250,681	269,331	289,316	303,535	19,985	7.42%
	Court Administration	011	190,000	193,200	195,000	190,000	190,000	(5,000)	-2.56%
	Law Library	025	-	-	-	-	-	-	#DIV/0!
	Administration	031	449,671	463,880	494,275	588,078	692,035	93,803	18.98%
	Auditor/Treasurer	041	821,654	823,554	993,475	1,078,787	1,163,235	85,312	8.59%
	Assessor	055	1,058,211	1,137,446	1,179,996	1,308,248	1,431,672	128,252	10.87%
	Human Resource	061	697,156	794,463	937,830	947,336	1,038,531	9,506	1.01%
	Information Technology	063	1,051,397	1,179,096	1,361,771	1,439,375	1,416,546	77,604	5.70%
	Elections	071	-	35,642	70,706	157,895	125,640	87,189	123.31%
	Attorney	091	1,885,758	1,877,986	2,013,739	2,263,871	2,467,908	250,132	12.42%
	Attorney Treatment Court	091-132	100,000	100,000	-	43,808	49,928	43,808	#DIV/0!
	Attorney Contingent	093	7,500	7,500	7,500	7,500	7,500	-	0.00%
	Recorder	101	189,287	153,878	172,636	263,402	308,382	90,766	52.58%
	Surveyor	103	384,396	385,895	341,153	436,842	481,141	95,689	28.05%
	GIS	105	226,068	234,142	257,015	285,141	324,241	28,126	10.94%
	Facilities Maintenance	111	834,303	902,198	976,343	1,010,727	1,102,080	34,384	3.52%
	Veteran's Service	121	218,063	197,241	173,682	364,218	396,517	190,536	109.70%
	Planning,Zoning,Bldg	127	592,847	522,163	619,364	675,882	806,972	56,518	9.13%
	Motor Pool	130	(35,400)	-	-	-	-	-	#DIV/0!
	Sheriff-Patrol/Civil	201	4,950,131	4,948,012	5,641,254	5,917,575	6,522,646	276,321	4.90%
	Sheriff-Contingent	203	-	-	-	-	-	-	#DIV/0!
	Sheriff-Seasonal	205	245,050	305,922	280,967	293,697	321,832	12,730	4.53%
	Sheriff-ADC	207	4,064,924	4,470,070	4,859,158	5,275,790	5,763,132	416,632	8.57%
	Sheriff- STS	208	163,465	175,887	188,551	184,285	186,551	(4,266)	-2.26%
	Sheriff-Dispatch E911	209/210	1,132,793	1,133,305	1,206,210	1,353,935	1,494,508	147,725	12.25%
	Sheriff- Communications Inf	211	161,968	169,392	174,192	170,842	173,342	(3,350)	-1.92%
	Coroner	215	145,342	149,702	154,193	157,277	160,422	3,084	2.00%
	Court Services	255	826,875	841,967	896,045	451,120	575,563	(444,925)	-49.65%
	Sheriff-OEM	281	34,814	31,771	42,461	53,764	62,315	11,303	26.62%
	Byllesby Dam	523	6,775	6,871	11,968	7,067	7,169	(4,901)	-40.95%
	Extension	601	171,097	215,224	241,523	256,178	269,914	14,655	6.07%
	County Ditch #1	630	100,000	-	-	-	-	-	#DIV/0!
	Railroad Authority	750	4,500	4,500	4,500	4,500	4,500	-	0.00%
	Operations Reserve	802	-	-	-	-	-	-	#DIV/0!
	Compensated Absences	803	250,000	375,000	463,500	563,500	563,500	100,000	21.57%
	Employee Training	805	19,750	34,750	39,750	41,300	41,300	1,550	3.90%
	Building Reserve-Welfare/PHS	806/808	-	-	-	-	-	-	#DIV/0!
General Revenue			19,883,161	21,437,074	21,958,908	23,043,430	24,133,736	1,084,522	4.94%
Public Works		Fund 03	5,558,122	5,930,896	6,405,043	6,469,916	6,648,516	64,873	1.01%
Health & Human Services		Fund 11	7,844,244	8,079,571	8,322,678	8,322,678	8,738,812	-	0.00%
County Ditch 1		Fund 15	-	-	-	-	-	-	#DIV/0!
EDA		Fund 25	27,153	47,254	97,232	102,294	55,294	5,062	5.21%
Capital Plan		Fund 34	2,512,234	2,495,847	2,667,473	3,322,177	3,956,686	654,704	24.54%
Debt Service		Fund 35	1,512,905	1,522,517	1,988,008	1,995,886	1,996,713	7,878	0.40%
Waste Management		Fund 61	561,290	625,653	581,303	571,677	605,922	(9,626)	-1.66%
			37,899,109	40,138,812	42,020,645	43,828,058	46,135,679	1,807,413	4.30%

2024 Draft Levy	43,828,058	
2023 Levy	(42,020,645)	
2024 Prop Levy Inc	1,807,413	4.30%

2025 Draft Levy	46,135,679	
2024 Draft Levy	(43,828,058)	
2025 Prop Levy Inc	2,307,621	5.27%

## 2024-2025 CAPITAL PLAN REQUESTS

Description	Dept	Repl Funding	2024 Request	2025 Request
<b>ADMINISTRATION</b>				
LAPTOP	031	CP	1,653.00	-
LAPTOP: PRESENTER	031	CP	1,764.00	-
PROJECTOR:301-1 CONFERENCE ROOM	031	CP	795.00	-
<b>Total Administration</b>			<b>4,212.00</b>	<b>-</b>
<b>ATTORNEY</b>				
SCANNERS (4)	091	CP	4,000.00	-
PRINTER: SECRETARIES	091	CP	1,473.00	-
TABLET: TREATMENT COURT COORDINATOR	091	CP	1,955.00	-
LAPTOP:CAROL	091	CP	1,484.00	-
MS SURFACE:STEVE	091	CP	2,285.00	-
SCANNER:NICOLE	091	CP	-	1,084.00
HP LASERJET PRINTER:	091	CP	-	1,950.00
<b>Total Attorney</b>			<b>11,197.00</b>	<b>3,034.00</b>
<b>COUNTY BOARD</b>				
PORTABLE PA SYSTEM	005	CP	1,890.00	-
CHROMEBOOK GOOGLE PIXELBOOK GO (9)	005	CP	-	8,344.00
<b>Total County Board</b>			<b>1,890.00</b>	<b>8,344.00</b>
<b>COURTS</b>				
<b>Total Courts</b>			<b>-</b>	<b>-</b>
<b>COURT SERVICES</b>				
MICROSOFT SURFACE (3)	255	CP	5,157.00	-
HP PRINTER: FILE ROOM	255	CP	1,642.00	-
SURFACE PRO (9)	255	CP	-	17,461.00
<b>Total Court Services</b>			<b>6,799.00</b>	<b>17,461.00</b>
<b>ELECTIONS</b>				
DESKTOP (2)	071	CP	3,150.00	-
<b>Total Elections</b>			<b>3,150.00</b>	<b>-</b>
<b>FACILITY MAINTENANCE</b>				
20 KVA UPS SYSTEM - LEC Visitation	111	CP	39,988.00	-
20 KVA UPS SYSTEM - LEC EOC/911	111	CP	39,988.00	-
20 KVA UPS SYSTEM - GOV CTR IT ROOM	111	CP	36,190.00	-
CARPET EXTRACTOR	111	CP	6,115.00	6,115.00
FLOOR SCRUBBER	111	CP	10,950.00	-
DESKTOP (3)	111	CP	3,062.00	-
CAB & SWEEPER FOR KUBOTA F3990 FMT	111	CP	12,750.00	-
LAWN MOWER TRAILER	111	CP	5,000.00	-
STAIRWELL FOB READERS (4)	111	CP	17,500.00	-
LANDSCAPING UPDATES & TREE REPLACEMENT	111	CP	5,000.00	-

HUMIDIFIER RECONDITIONING AHEU 8, 9, & 10	111	CP	9,400.00	-
HUMIDIFIER RECONDITIONING AHU 1 & 2	111	CP	14,970.00	-
LANDSCAPING UPDATES & TREE REPL.	111	CP	5,000.00	-
CARPET SWEEPER	111	CP	6,600.00	-
SW ENTRANCE STOOP & STORM DRAIN	111	CP	3,000.00	-
KONICA PRINT/COPY/SCAN	111	CP	-	4,500.00
COMPUTER:ID CARD MAKER - FACILITIES	111	CP	-	1,562.00
COMPUTER:	111	CP	-	1,184.00
2003 FORD 3/4 TON F250 PICKUP	111	CP	-	37,663.00
PARKING LOT & PERIMETER LIGHTING	111	CP	-	19,656.00
MAKE UP AIR UNIT REPLACEMENT	111	CP	-	81,900.00
FIRE PANEL REPLACEMENT	111	CP	-	60,060.00
UPS:LEC PHONE SYSTEM	111	CP	-	8,963.00
LEC CARPET PROJECT	111	CP	-	109,200.00
FIRE PANEL REPLACEMENT	111	CP	-	65,520.00
CLEAN/PAINT PARKING RETAINING WALL	111	CP	-	15,288.00
CLEAN/PAINT DRIVE LANE RETAINING WALL	111	CP	-	15,288.00
<b>Total Facilities Maintenance</b>			<b>215,513.00</b>	<b>426,899.00</b>
<b>FINANCE &amp; TAXPAYER SERVICES</b>				
FOB DOOR LOCKS	041	CP	36,750.00	-
LAPTOP (2)	041	CP	4,200.00	-
SURFACE PRO	055	CP	-	1,789.00
<b>Total Finance &amp; Taxpayer Services</b>			<b>40,950.00</b>	<b>1,789.00</b>
<b>FLEET</b>				
2018 CHEVY IMPALA	130	CP	-	34,944.00
2018 DODGE CARAVAN-SILVER	130	CP	-	32,760.00
2018 CHEVY EQUINOX-SILVER	130	CP	-	34,944.00
2018 CHEVY EQUINOX-SILVER	130	CP	-	34,944.00
2018 FORD FUSION-BLUE	130	CP	-	27,300.00
2018 FORD FUSION-GOLD	130	CP	-	27,300.00
2019 CHEVY EQUINOX-BROWN	130	CP	-	34,944.00
<b>Total Fleet</b>			<b>-</b>	<b>227,136.00</b>
<b>HEALTH &amp; HUMAN SERVICES</b>				
LAPTOPS: (4 CEP)	420	CP	10,800.00	-
LAPTOPS: (5 CEP)	420	CP	-	12,600.00
<b>Total Health &amp; Human Services</b>			<b>10,800.00</b>	<b>12,600.00</b>
<b>HUMAN RESOURCES</b>				
SURFACE PRO (4)	061	CP	-	8,908.00
<b>Total Human Resources</b>			<b>-</b>	<b>8,908.00</b>
<b>INFORMATION TECHNOLOGY</b>				
DISK ERASER DUPLICATOR KILLDISK DESKTOP	063	CP	5,000.00	-
DELL SAN UNITY 480 #1	063	CP	125,000.00	-
DELL SAN UNITY 480 #2	063	CP	125,000.00	-
VM HOST SERVER POWEREDGE R740	063	CP	15,000.00	-



LAPTOP DELL LATITUDE 5500	063	CP	1,450.00	-
LAPTOP DELL LATITUDE 9510 (4)	063	CP	6,800.00	-
ETHERNET TESTER NAVITEKII	063	CP	-	3,000.00
VEEAM BACKUP SERVER DELL R640	063	CP	-	5,500.00
VM HOST SERVER POWEREDGE R740	063	CP	-	15,500.00
<b>Total Information Technology</b>			<b>278,250.00</b>	<b>24,000.00</b>
<b>LAND USE MANAGEMENT</b>				
MULTI FUNCTION PRINTER	127	CP	-	2,730.00
DESKTOP COMPUTER:	127	CP	-	846.00
DESKTOP COMPUTER: (2)	127	CP	-	1,805.00
DESKTOP COMPUTER: (2)	127	CP	-	2,395.00
2017 FORD EXPLORER	127	CP	-	36,036.00
<b>Total Land Use Management</b>			<b>-</b>	<b>43,812.00</b>
<b>PUBLIC WORKS</b>				
DESKTOP (8)	310	CP	6,684.00	-
Trimble R10 GNSS Receiver Head	320	CP	30,000.00	-
Trimble Data Collector	320	CP	10,000.00	-
LAPTOP	320	CP	2,000.00	-
LAPTOP (2)	330	CP	2,803.00	-
60 Mobile Radios	330	CP	175,867.00	-
24 Portable Radios	330	CP	80,664.00	-
Building Consolette (Radio System)	330	CP	17,263.00	-
TANDEM W/SNOW PLOW	340	CP	320,000.00	-
EXCAVATOR CAT 315CL	340	CP	375,000.00	-
4WD SILVERADO PICKUP	340	CP	73,000.00	-
2015 CHEVY SILVERADO	340	CP	58,000.00	-
ROTARY MOWER	340	CP	40,000.00	-
WALK BEHIND PAVEMENT SAW	340	CP	12,000.00	-
ERSKINE BRUSH CUTTER	340	CP	20,000.00	-
COMPUTER	340	CP	1,628.00	-
PRESSURE WASHER (2013) KYN	340	CP	8,900.00	-
TRAFFIC CONES: QTY 100	340	CP	2,500.00	-
CANDLESTICK CONES: QTY 100	340	CP	3,000.00	-
TRAFFIC DRUMS: QTY 100	340	CP	11,000.00	-
EXTERIOR BUILDING MAINTENANCE	350	CP	35,000.00	-
SECURITY FENCE/GATE	350	CP	35,000.00	-
OVERHEAD GARAGE DOORS (2024-2028)	350	CP	50,000.00	50,000.00
KENYON SITE SAND/SALT SIDING/ROOF	350	CP	42,261.00	-
EXTERIOR BUILDING MAINTENANCE - KENYON	350	CP	23,000.00	-
PAVE PARKING LOT - VASA	350	CP	75,000.00	-
HAZMAT STG BLDG/CONTAINER	350	CP	18,000.00	-
FISH CLEANING STATION - BYLLESBY PARK	521	CP	30,000.00	-
HOST SITES - BYLLESBY PARK	521	CP	50,000.00	-
ACCESS ROAD/PARKING LOT - NIELSON PARK	521	CP	30,000.00	150,000.00
DESKTOP	310	CP	-	800.00
LAPTOP (3)	320	CP	-	3,690.00
LAPTOP (2)	330	CP	-	2,750.00

SURFACE PRO	330	CP	-	2,308.00
TANDEM W/SNOW PLOW	340	CP	-	332,800.00
CAT 450E BACKHOE/LOADER	340	CP	-	200,000.00
CREWCAB W/DUMPBOX	340	CP	-	110,000.00
ROTARY MOWER 2012	340	CP	-	42,000.00
JD 624K LOADER (2010)	340	CP	-	300,000.00
BUSH HOG MOWER	340	CP	-	42,000.00
KUBOTA LAWN TRACTOR (2016)	340	CP	-	18,000.00
VACUUM TRAILER	340	CP	-	65,000.00
2015 POLARIS RANGER	340	CP	-	20,000.00
2005 EAGLE AM 80"X12" RANGER TRAILER	340	CP	-	10,000.00
JOB INSPECTION TRAILER	340	CP	-	60,000.00
20' UTILITY TRAILER	340	CP	-	15,000.00
PRESSURE WASHER (2017) ZTA	340	CP	-	9,100.00
BARRICADES: QTY 100	340	CP	-	30,000.00
HOIST - TANDEM	350	CP	-	100,000.00
HOIST - PICKUPS	350	CP	-	50,000.00
EXTERIOR BUILDING MAINTENANCE - CANNON FALLS	350	CP	-	23,000.00
EXTERIOR BUILDING MAINTENANCE - ZUMBROTA	350	CP	-	23,000.00
PARKING LOT EXPANSION - NIELSON PARK	521	CP	-	50,000.00
<b>Total Public Works</b>			<b>1,638,570.00</b>	<b>1,709,448.00</b>
<b>SHERIFF - CIVIL/PATROL</b>				
MOBILE COMMAND CENTER (25% MATCH)	201	ARP	225,189.00	-
MDT (22)	201	CP	147,400.00	-
RIFLES (13)	201	CP	20,150.00	-
Red Man Suit/High Gear Suit: Training	201	CP	5,500.00	-
LESS LETHAL SINGLE LAUNCHER (ERT)	201	CP	1,585.00	-
BALLISTIC SHIELD:ERT	201	CP	3,697.00	-
DELL DESKTOP:	201	CP	1,250.00	-
LAPTOP	201	CP	1,890.00	-
DESKTOP	201	CP	1,313.00	-
DELL PC	201	CP	2,363.00	-
DESKTOP	201	CP	1,312.00	-
#1724 FORD EXPLORER	201	CP	61,500.00	-
#1823 FORD EXPLORER	201	CP	61,500.00	-
#1921 FORD TAURUS	201	CP	44,700.00	-
#1927 2020 FORD EXPLORER (2019)	201	CP	61,500.00	-
#2021 DODGE DURANGO (2018)	201	CP	50,400.00	-
#2023 FORD EXPLORER TRANSPORT (2020)	201	CP	57,300.00	-
#2024 FORD EXPLORER (2020)	201	CP	61,500.00	-
#2025 FORD EXPLORER (2020)	201	CP	61,500.00	-
#2030 FORD EXPLORER (2020)	201	CP	61,500.00	-
#2128 FORD EXPLORER (2021)	201	CP	61,500.00	-
#2129 FORD EXPLORER (2021)	201	CP	61,500.00	-
OFFICE FURNITURE - SHERIFF ADMIN, INVESTIGATIONS, CIVIL, SGTS, E	201	CP	-	60,000.00
PRINTER:RECORDS (2013)	201	CP	-	1,201.00
DJI MATRICE DRONE	201	CP	-	15,000.00
BALLISTIC SHEILD	201	CP	-	4,112.00

DESKTOP	201	CP	-	1,365.00
DESKTOP	201	CP	-	1,365.00
DESKTOP	201	CP	-	1,365.00
DESKTOP	201	CP	-	1,365.00
MDT (22)	201	CP	-	90,418.00
TASER:SPARE (2018)	201	CP	-	1,747.00
INTERVIEW ROOM SYSTEM (2018)	201	CP	-	43,043.00
#2022 FORD F150 (2020)	201	CP	-	53,309.00
#2026 FORD EXPLORER (2020)	201	CP	-	62,700.00
#2027 FORD EXPLORER (2020)	201	CP	-	62,700.00
#2028 FORD EXPLORER (2020)	201	CP	-	62,700.00
#2029 CHEVY SILVERADO (2020)	201	CP	-	56,657.00
#2121 FORD EXPLORER (2021)	201	CP	-	62,700.00
#2122 FORD EXPLORER (2021)	201	CP	-	62,700.00
#2123 FORD EXPLORER (2021)	201	CP	-	62,700.00
#2124 FORD EXPLORER (2021)	201	CP	-	62,700.00
#2125 CHEVY TAHOE (2021)	201	CP	-	64,730.00
#2127 CHEVY TRAVERSE (2021)	201	CP	-	45,600.00
<b>Total Sheriff - Civil/Patrol</b>			<b>1,056,049.00</b>	<b>880,177.00</b>
<b>SHERIFF - COM INFRASTRUCTURE</b>				
PINE ISLAND TOWER HVAC UNITS 1 & 2	211	CP	23,000.00	-
SAND HILL MICROWAVE	211	CP	53,500.00	-
MOTOROLA PTP 600 MICROWAVE (LEC) LINKED TO SH	211	CP	19,229.00	-
PINE ISLAND DC PLANT REPLACEMENT	211	CP	20,000.00	-
CANNON FALLS DC PLANT REPLACEMENT	211	CP	20,000.00	-
CANNON FALLS TOWER HVAC UNITS 1 & 2	211	CP	-	23,000.00
ASPEN TOWER HVAC UNITS 1 & 2	211	CP	-	23,000.00
<b>Total Sheriff - Com Infrastructure</b>			<b>135,729.00</b>	<b>46,000.00</b>
<b>SHERIFF - SEASONAL</b>				
1 MOBILE RADIO	205	CP	8,500.00	-
2009 ATV TRAILER	205	CP	5,000.00	-
POLARIS SPORTSMAN ATV	205	CP	10,600.00	-
UNDERWATER CAMERA	205	CP	1,500.00	-
250 HP EVINRUDE G2 MOTOR (2019)	205	CP	5,475.00	-
EVERGLADES BOAT (25%)	205	CP	45,525.00	-
EVERGLADES BOAT TRAILER (25%)	205	CP	1,700.00	-
POLARIS SPORTSMAN ATV	205	CP	10,600.00	-
AIRBOAT	205	CP	-	125,000.00
NIGHTVISION BINOCULARS	205	CP	-	4,150.00
GENERATOR	205	CP	-	4,750.00
MAGIC TILT AIRBOAT TRAILER	205	CP	-	8,736.00
AIRBOAT HEADSET	205	CP	-	839.00
AIRBOAT HEADSET	205	CP	-	839.00
250 HP EVINRUDE G2 MOTOR	205	CP	-	24,570.00
DIVE BUDDY PHONE	205	CP	-	2,750.00
<b>Total Sheriff - Seasonal</b>			<b>88,900.00</b>	<b>171,634.00</b>

<b>SHERIFF - ADULT DETENTION CENTER</b>				
SECURITY CONTROLS COMPUTERS/GENETEC WORKSTATIONS	207	CP	36,000.00	-
REACH-IN REFRIGERATOR	207	CP	10,200.00	-
DESKTOP	207	CP	1,313.00	-
DESKTOP	207	CP	1,312.00	-
DELL LAPTOP WITH DOCKING STATION	207	CP	2,730.00	-
TASER:ADC SGTS	207	CP	1,680.00	-
TASER:ADC SGTS	207	CP	1,680.00	-
180 ADC MATTRESSES	207	CP	30,600.00	-
EXAM TABLE-HEALTH UNIT	207	CP	-	1,350.00
VEGETABLE PREP SINK	207	CP	-	2,150.00
WORK TABLE-KITCHEN	207	CP	-	978.00
BAKERS TABLE-KITCHEN	207	CP	-	944.00
EXHAUST HOOD-KITCHEN	207	CP	-	8,299.00
TILTING GAS KETTLE	207	CP	-	28,500.00
HOT FOOD WELL UNIT	207	CP	-	4,100.00
WORK TABLE-KITCHEN	207	CP	-	2,085.00
WORK TABLE W/DRAWERS	207	CP	-	1,911.00
SINK W/DRAIN BOARDS	207	CP	-	2,900.00
DISH TABLE-KITCHEN	207	CP	-	1,750.00
DISH TABLE,CLEAN	207	CP	-	1,289.00
JAIL GYM FLOORING	207	CP	-	21,500.00
DESKTOP	207	CP	-	1,365.00
LAPTOP	207	CP	-	1,966.00
<b>Total Sheriff - Adult Detention Center</b>			<b>85,515.00</b>	<b>81,087.00</b>
<b>SURVEYOR/GIS</b>				
SATEL GPS BASE RADIO (3)	103	CP	9,600.00	-
PLOTTER/SCANNER:SURVEY/GIS	103	CP	12,000.00	-
LAPTOP	103	CP	2,000.00	-
DESKTOP	103	CP	1,500.00	-
LAPTOP	103	CP	2,100.00	-
CHEVY EQUINOX LS	103	CP	27,300.00	-
TOTAL STATION (2)	103	CP	79,800.00	-
ATV TRAILER:	103	CP	-	2,402.00
POLARIS RANGER 570	103	CP	-	15,000.00
MAGNETIC LOCATOR (2)	103	CP	-	1,966.00
EXPRESSION SCANNER	103	CP	-	3,000.00
<b>Total Surveyor/GIS</b>			<b>134,300.00</b>	<b>22,368.00</b>
<b>EXTENSION SERVICES</b>				
DESKTOP	601	CP	814.00	-
LAPTOP	601	CP	1,483.00	-
<b>Total Extension Services</b>			<b>2,297.00</b>	-
<b>WASTE MANAGEMENT</b>				
CAT FORKLIFT	398	CP	40,000.00	-
2008 SINGLE AXLE TRUCK	398	CP	65,000.00	-
RECYCLING BOX	398	CP	10,500.00	-

COMPARTMENT ROLLOFF (2012)	398	CP	12,600.00	-
CONVEYOR HOPPER (2014)	398	CP	3,150.00	-
DESKTOP	398	CP	789.00	-
RECYCLING CNTR RE-DESIGN & FURNITURE	398	CP	60,000.00	-
HOOK TRUCK	398	CP	-	215,000.00
ROLL OFF PUP TRAILER #2	398	CP	-	48,000.00
28' VAN PUP TRAILER	398	CP	-	13,989.00
	398	CP	-	
<b>Total Waste Management</b>			<b>192,039.00</b>	<b>276,989.00</b>
<b>TOTALS BY YEAR</b>			<b>3,906,160.00</b>	<b>3,961,686.00</b>
			<u>2024 Request</u>	<u>2025 Request</u>
Use of Fund Balance: ARPA			225,189.00	-
Squad Car Offset Transfer			5,000.00	5,000.00
Use of Fund Balance : Public Works			353,794.00	-
<b>Capital Levy</b>			<b>\$ 3,322,177.00</b>	<b>\$ 3,956,686.00</b>

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

001 Dept General Government Misc

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> <u>Mo. 01 - 12</u>	2023 <u>Budget</u>	2023 <u>YTD</u> <u>Mo. 01 - 06</u>	2024 <u>Budget</u>	2025 <u>Budget</u>
01-001-000-0000-5001	Current Real & Personal Property Taxes	21,072,610 -	21,705,511 -	11,617,627 -	0	0
01-001-000-0000-5006	Delinquent Taxes-Real & Personal	111,318 -	0	67,772 -	0	0
01-001-000-0000-5058	Power Lines	330,303 -	330,000 -	302,190 -	290,000 -	290,000 -
01-001-000-0000-5060	Current Mobile Home Taxes	22,232 -	18,000 -	0	18,000 -	18,000 -
01-001-000-0000-5064	Delinquent Taxes-Mobile Home	2,525 -	3,500 -	2,985 -	3,500 -	3,500 -
01-001-000-0000-5070	Penalty & Interest-Taxes	142,017 -	100,000 -	26,566 -	100,000 -	100,000 -
01-001-000-0000-5081	Mortgage Registry	40,625 -	60,000 -	10,473 -	60,000 -	60,000 -
01-001-000-0000-5082	State Deed Tax	43,727 -	30,000 -	14,549 -	30,000 -	30,000 -
01-001-000-0000-5083	Sale of Forfeited Land	20,482 -	0	0	0	0
01-001-000-0000-5084	Solar Production Tax	52,317 -	46,000 -	44,951 -	44,000 -	44,000 -
01-001-000-0000-5206	PILT-DNR Land Pymt Law 477A.14	231,659 -	225,000 -	0	231,000 -	231,000 -
01-001-000-0000-5207	PILT-Wildlife Management	11,558 -	11,000 -	0	12,000 -	12,000 -
01-001-000-0000-5208	PILT-Gross Shelter Rent	22,858 -	19,000 -	19,984 -	21,000 -	21,000 -
01-001-000-0000-5209	PILT-30% Rental Reimbursement	320 -	100 -	54 -	200 -	100 -
01-001-000-0000-5211	Market Value Credit Aid	254,373 -	248,897 -	0	0	0
01-001-000-0000-5212	Disparity Reduction Aid	15,596 -	0	0	0	0
01-001-000-0000-5215	County Program Aid	1,804,716 -	1,839,537 -	0	2,459,447 -	2,459,447 -
01-001-000-0000-5218	Indian Casino Aid-Petroleum Tax	35,989 -	50,609 -	39,292 -	40,000 -	40,000 -
01-001-000-0000-5220	Emergency Protective Care Hearing Al	4,573 -	0	4,820 -	0	0
01-001-000-0000-5312	10.561 Admin Match Food Stamp Proc	90,538 -	80,000 -	49,041 -	80,000 -	80,000 -
01-001-000-0000-5318	15.226 PILT-Federal Entitlement Land	10,802 -	9,800 -	11,575 -	9,800 -	9,800 -
01-001-000-0000-5325	Local Asst & Tribal Consistency Fd	50,000 -	0	0	0	0
01-001-000-0000-5356	93.563 Child Support Enforcement	60,484 -	21,000 -	23,978 -	21,000 -	21,000 -
01-001-000-0000-5358	93.566 Refugee & Entrance Assistance	257 -	0	146 -	0	0
01-001-000-0000-5367	93.658 Foster Care Title IV-E	12,291 -	8,500 -	6,990 -	8,500 -	8,500 -
01-001-000-0000-5374	93.767 State Children's Insurance Prgm	694 -	0	102 -	0	0
01-001-000-0000-5379	93.778 Medical Assistance-Federal Ad	112,736 -	133,000 -	61,895 -	133,000 -	133,000 -
01-001-000-0000-5710	Interest	1,303,069 -	700,000 -	1,337,528 -	1,400,000 -	1,400,000 -
01-001-000-0000-5851	Invenergy Agreement	324,169 -	330,652 -	353,668 -	353,668 -	353,668 -
01-001-000-0000-5852	P-Card Rebates	5,577 -	4,700 -	0	4,700 -	4,700 -
01-001-000-0000-5859	Miscellaneous Revenue	30,662 -	5,000 -	19 -	5,000 -	5,000 -
01-001-000-0000-5947	Transfers In	6,426 -	2,000 -	2,670 -	8,400 -	2,200 -
01-001-000-0000-5948	Transfers In - Inter Fund	29,994 -	0	0	0	0
01-001-000-0000-5949	Use of Fund Balance-General Fund	0	811,100 -	0	489,600 -	2,072,200 -
01-001-000-0000-6172	Unemployment Compensation	22,714	30,000	29	20,000	20,000
01-001-000-0000-6195	Employee Incentives-Service Awards	8,862	7,650	4,019	436,150	7,650

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

001 Dept General Government Misc

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>
01-001-000-0000-6203	Postage	5,511	0	1,496 -	0	0
01-001-000-0000-6243	Membership Dues & Fees	924	3,850	924	3,850	3,850
01-001-000-0000-6278	Consultant Fees	0	75,000	12,000	75,000	75,000
01-001-000-0000-6283	Other Professional Fees	24,239	50,000	0	50,000	50,000
01-001-000-0000-6284	Contracted Services	2,030	2,000	35	2,000	2,000
01-001-000-0000-6304	Other Machinery & Equipment Maint	3,040	1,600	479	1,600	1,600
01-001-000-0000-6345	Postage Meter	2,908	3,000	1,120	3,000	3,000
01-001-000-0000-6351	Insurance	317,049	320,300	324,571	320,300	320,300
01-001-000-0000-6354	Workman's Compensation	185,744	172,655	172,680	172,655	172,655
01-001-000-0000-6375	Service Charges	35,546	22,200	50,729	40,000	40,000
01-001-000-0000-6376	Credit Card Fees	10,471	13,000	4,956	13,000	13,000
01-001-000-0000-6402	Copy Machine Paper & Toner	1,794 -	100	1,066	100	100
01-001-000-0000-6405	Office Supplies	20	0	0	0	0
01-001-000-0000-6849	Broadband Expenditures	19,000	0	50,000	0	0
01-001-000-0000-6850	Miscellaneous Expense	50,327	61,100	145,914	61,100	61,100
01-001-000-0000-6997	Transfers Out	336,390	0	810,000	0	0
01-001-000-0000-6998	Transfers Out - Inter Fund	2,488,444	0	200,000	0	623,805
01-001-000-0000-6999	Future Fund Balance-27th Payroll	0	425,000	0	200,000	300,000
<b>Program 000</b>	<b>Undesignated</b>	<b>Revenue 26,257,497 -</b>	<b>26,792,906 -</b>	<b>13,998,875 -</b>	<b>5,822,815 -</b>	<b>7,399,115 -</b>
		<b>Expend. 3,511,425</b>	<b>1,187,455</b>	<b>1,777,026</b>	<b>1,398,755</b>	<b>1,694,060</b>
		<b>Net 22,746,072 -</b>	<b>25,605,451 -</b>	<b>12,221,849 -</b>	<b>4,424,060 -</b>	<b>5,705,055 -</b>
01-001-100-0000-5085	Aggregate Material Production Tax	25,329 -	18,000 -	5,641 -	18,000 -	18,000 -
01-001-100-0000-6999	Future Fund Balance-Aggregate Pit Re	0	18,000	0	18,000	18,000
<b>Program 100</b>	<b>Reserve for Pit Restoration</b>	<b>Revenue 25,329 -</b>	<b>18,000 -</b>	<b>5,641 -</b>	<b>18,000 -</b>	<b>18,000 -</b>
		<b>Expend. 0</b>	<b>18,000</b>	<b>0</b>	<b>18,000</b>	<b>18,000</b>
		<b>Net 25,329 -</b>	<b>0</b>	<b>5,641 -</b>	<b>0</b>	<b>0</b>
01-001-102-0000-5021	Current Special Assessments	17,603 -	0	57 -	0	0
01-001-102-0000-5859	Miscellaneous Revenue	50 -	0	75 -	0	0
<b>Program 102</b>	<b>Ordinance Enforcement</b>	<b>Revenue 17,653 -</b>	<b>0</b>	<b>132 -</b>	<b>0</b>	<b>0</b>
		<b>Expend. 0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Net 17,653 -</b>	<b>0</b>	<b>132 -</b>	<b>0</b>	<b>0</b>
<b>Dept 001</b>	<b>General Government Misc</b>	<b>Revenue 26,300,479 -</b>	<b>26,810,906 -</b>	<b>14,004,648 -</b>	<b>5,840,815 -</b>	<b>7,417,115 -</b>
		<b>Expend. 3,511,425</b>	<b>1,205,455</b>	<b>1,777,026</b>	<b>1,416,755</b>	<b>1,712,060</b>
		<b>Net 22,789,054 -</b>	<b>25,605,451 -</b>	<b>12,227,622 -</b>	<b>4,424,060 -</b>	<b>5,705,055 -</b>

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
002 Dept Outside Agencies

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	<u>2022 Actual</u> <u>Mo. 01 - 12</u>	<u>2023 Budget</u>	<u>2023 YTD</u> <u>Mo. 01 - 06</u>	<u>2024 Budget</u>	<u>2025 Budget</u>
01-002-000-0000-6820	SELCO Allocation	533,032	554,353	277,177	576,527	576,527
01-002-000-0000-6821	Goodhue County Historical Soc Alloc	132,100	132,000	66,000	134,500	134,500
01-002-000-0000-6823	Cannon Valley Trail Allocation	141,187	142,010	71,005	143,707	143,707
01-002-000-0000-6825	Soil & Water Conservation District Alloc	415,000	425,000	217,597	440,000	440,000
01-002-000-0000-6826	Goodhue County Fair Allocation	32,500	33,500	16,750	40,000	40,000
01-002-000-0000-6827	Cannon Valley Fair Allocation	10,000	10,000	10,000	10,000	10,000
01-002-000-0000-6829	Goodhue County Humane Society Alloc	21,000	21,000	21,000	21,000	21,000
01-002-000-0000-6830	SEMCAC Community Action Agency	3,000	5,000	5,000	5,000	5,000
01-002-000-0000-6833	SE MN Emergency Medical Svcs	5,000	5,000	5,000	5,000	5,000
01-002-000-0000-6835	Hope Coalition Allocation	5,000	5,000	5,000	7,500	7,500
01-002-000-0000-6837	Zumbro River Water Trail Group	0	9,000	0	0	0
01-002-000-0000-6838	City of Oronoco Allocation	0	0	9,000	0	0
01-002-000-0000-6839	SEMMCHRA Allocation	75,000	0	0	0	0
01-002-000-0000-6840	Lake Pepin Legacy Alliance	0	0	0	3,000	3,000
<b>Program 000</b>	Undesignated	<b>Revenue 0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend. 1,372,819</b>	<b>1,341,863</b>	<b>703,529</b>	<b>1,386,234</b>	<b>1,386,234</b>
		<b>Net 1,372,819</b>	<b>1,341,863</b>	<b>703,529</b>	<b>1,386,234</b>	<b>1,386,234</b>
01-002-010-0000-5260	DNR-Cannon Valley Ski Trail Annual C	2,048 -	3,800 -	1,523 -	3,800 -	3,800 -
01-002-010-0000-5273	Cannon Valley Trail-Other Grants	69,080 -	0	0	0	0
01-002-010-0000-5279	DNR-CVT Bridge Replacement Proj	0	0	362,778 -	0	0
01-002-010-0000-6823	Cannon Valley Trail Grant Payments	72,808	3,800	364,300	3,800	3,800
<b>Program 010</b>	Cannon Valley Trail	<b>Revenue 71,128 -</b>	<b>3,800 -</b>	<b>364,301 -</b>	<b>3,800 -</b>	<b>3,800 -</b>
		<b>Expend. 72,808</b>	<b>3,800</b>	<b>364,300</b>	<b>3,800</b>	<b>3,800</b>
		<b>Net 1,680</b>	<b>0</b>	<b>1 -</b>	<b>0</b>	<b>0</b>
01-002-015-0000-5263	MN Snowmobile Trails Assistance Proj	51,220 -	89,000 -	91,979 -	89,000 -	89,000 -
01-002-015-0000-6824	Snowmobile Grant Payments	93,128	89,000	91,979	89,000	89,000
<b>Program 015</b>	Snowmobile Grant	<b>Revenue 51,220 -</b>	<b>89,000 -</b>	<b>91,979 -</b>	<b>89,000 -</b>	<b>89,000 -</b>
		<b>Expend. 93,128</b>	<b>89,000</b>	<b>91,979</b>	<b>89,000</b>	<b>89,000</b>
		<b>Net 41,908</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
01-002-020-0000-5270	Water & Soil Resources Block Grant-S	85,213 -	100,000 -	59,011 -	100,000 -	100,000 -
01-002-020-0000-6825	Soil & Water Grant Payments	85,213	100,000	59,011	100,000	100,000
<b>Program 020</b>	Soil & Water Grants	<b>Revenue 85,213 -</b>	<b>100,000 -</b>	<b>59,011 -</b>	<b>100,000 -</b>	<b>100,000 -</b>
		<b>Expend. 85,213</b>	<b>100,000</b>	<b>59,011</b>	<b>100,000</b>	<b>100,000</b>
		<b>Net 0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
01-002-025-0000-5021	Special Assessments-PACE	52,549 -	100,000 -	23,628 -	100,000 -	100,000 -



# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

002 Dept Outside Agencies

		2022	2023	2023	2024	2025
		Actual	Budget	YTD	Budget	Budget
		Mo. 01 - 12		Mo. 01 - 06		
<u>Account Number</u>	<u>Account Description</u>					
01-002-025-0000-6850	Miscellaneous Expense	204,479	100,000	26,275	100,000	100,000
<b>Program 025</b>	St Paul Port Authority-PACE Asm	<b>Revenue 52,549 -</b>	<b>100,000 -</b>	<b>23,628 -</b>	<b>100,000 -</b>	<b>100,000 -</b>
		<b>Expend. 204,479</b>	<b>100,000</b>	<b>26,275</b>	<b>100,000</b>	<b>100,000</b>
		<b>Net 151,930</b>	<b>0</b>	<b>2,647</b>	<b>0</b>	<b>0</b>
01-002-030-0000-5021	Special Assessments-Other	131 -	0	0	0	0
01-002-030-0000-6850	Miscellaneous Expense	131	0	0	0	0
<b>Program 030</b>	Special Assessments-Other	<b>Revenue 131 -</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend. 131</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Net 0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Dept 002</b>	Outside Agencies	<b>Revenue 260,241 -</b>	<b>292,800 -</b>	<b>538,919 -</b>	<b>292,800 -</b>	<b>292,800 -</b>
		<b>Expend. 1,828,578</b>	<b>1,634,663</b>	<b>1,245,094</b>	<b>1,679,034</b>	<b>1,679,034</b>
		<b>Net 1,568,337</b>	<b>1,341,863</b>	<b>706,175</b>	<b>1,386,234</b>	<b>1,386,234</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

003 Dept CARES Act

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>
01-003-000-0000-6669		Equipment/Furniture>=5,000	0	0	63,987	0	0
01-003-000-0000-6892		CARES Act - Internal	231,314	0	65,088	0	0
01-003-000-0000-6894		CARES Act - Other	20,000	0	0	0	0
01-003-000-0000-6997		Transfers Out - Intra Fund	109,947	0	0	0	0
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>361,261</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Net</b>	<b>361,261</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Dept</b>	<b>003</b>	CARES Act	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>361,261</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Net</b>	<b>361,261</b>	<b>0</b>	<b>0</b>	<b>0</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
004 Dept ARPA

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	<u>2022 Actual</u> <u>Mo. 01 - 12</u>	<u>2023 Budget</u>	<u>2023 YTD</u> <u>Mo. 01 - 06</u>	<u>2024 Budget</u>	<u>2025 Budget</u>
01-004-000-0000-5327	21.027 Coronavirus Local Fiscal Reco	4,500,501 -	0	0	0	0
01-004-000-0000-5949	Use of Fund Balance-ARPA	0	80,650 -	0	192,078 -	0
01-004-000-0000-6101	Salaries & Wages - Permanent	3,256,508	61,698	2,761,260	71,098	0
01-004-000-0000-6102	Salaries & Wages-Part Time w/ Benefits	10,047	0	11,944	0	0
01-004-000-0000-6103	Salaries & Wages-Part Time w/o Bene	31,729	0	5,768	0	0
01-004-000-0000-6104	Salaries & Wages - Overtime	165,620	0	116,893	0	0
01-004-000-0000-6107	Salaries & Wages - Department Heads	229,111	0	163,798	0	0
01-004-000-0000-6114	Salaries & Wages - Holiday Pay	2,219	0	0	0	0
01-004-000-0000-6118	Salaries & Wages - Uniform Allowance	79	0	0	0	0
01-004-000-0000-6140	Vacation/Sick Payout	0	0	2,032	0	0
01-004-000-0000-6151	Group Health Insurance	227,091	8,051	184,318	8,655	0
01-004-000-0000-6152	HSA Contribution	132,579	1,500	124,682	1,500	0
01-004-000-0000-6153	Family Insurance Supplement	182,986	0	142,342	0	0
01-004-000-0000-6154	Life Insurance	2,877	54	2,290	54	0
01-004-000-0000-6155	Dental Insurance-County Paid	12,622	0	11,648	0	0
01-004-000-0000-6156	Accident Insurance-County Paid	3,144	0	3,223	0	0
01-004-000-0000-6161	PERA	294,714	4,627	244,206	5,332	0
01-004-000-0000-6171	FICA	221,751	3,825	180,255	4,408	0
01-004-000-0000-6174	Mandatory Medicare	52,648	895	42,734	1,031	0
01-004-000-0000-6998	Transfers Out - Inter Fund	0	0	0	100,000	0
<b>Program 000</b>	<b>Undesignated</b>	<b>Revenue 4,500,501 -</b>	<b>80,650 -</b>	<b>0</b>	<b>192,078 -</b>	<b>0</b>
		<b>Expend. 4,825,725</b>	<b>80,650</b>	<b>3,997,393</b>	<b>192,078</b>	<b>0</b>
		<b>Net 325,224</b>	<b>0</b>	<b>3,997,393</b>	<b>0</b>	<b>0</b>
<b>Dept 004</b>	<b>ARPA</b>	<b>Revenue 4,500,501 -</b>	<b>80,650 -</b>	<b>0</b>	<b>192,078 -</b>	<b>0</b>
		<b>Expend. 4,825,725</b>	<b>80,650</b>	<b>3,997,393</b>	<b>192,078</b>	<b>0</b>
		<b>Net 325,224</b>	<b>0</b>	<b>3,997,393</b>	<b>0</b>	<b>0</b>

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

005 Dept County Board of Commissioners

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>
01-005-000-0000-6106	Per Diem in Lieu of Salaries	13,700	30,000	16,550	35,000	35,000
01-005-000-0000-6107	Salaries & Wages - Department Heads	114,281	119,655	59,716	123,295	131,879
01-005-000-0000-6151	Group Health Insurance	14,005	16,102	8,051	17,310	18,695
01-005-000-0000-6152	HSA Contribution	5,600	6,000	3,000	6,000	6,000
01-005-000-0000-6153	Family Insurance Supplement	33,600	35,412	17,706	38,068	41,114
01-005-000-0000-6154	Life Insurance	210	271	108	271	271
01-005-000-0000-6161	PERA	5,176	7,036	3,216	7,557	8,001
01-005-000-0000-6171	FICA	6,501	9,279	3,973	9,814	10,430
01-005-000-0000-6174	Mandatory Medicare	1,520	2,170	929	2,295	2,439
01-005-000-0000-6203	Postage	0	50	0	50	50
01-005-000-0000-6242	Legal Notices	2,264	2,000	521	2,000	2,000
01-005-000-0000-6243	Membership Dues & Fees	26,408	28,000	27,470	28,000	28,000
01-005-000-0000-6244	Subscriptions	110	110	110	110	110
01-005-000-0000-6284	Contracted Services	0	1,000	0	0	0
01-005-000-0000-6302	Copies/Copier Maintenance	1,268	1,106	382	1,106	1,106
01-005-000-0000-6331	Mileage & Transportation	5,715	4,000	4,239	7,000	7,000
01-005-000-0000-6332	Meals & Lodging	3,723	2,000	1,152	4,000	4,000
01-005-000-0000-6333	Other (Parking,Etc)	36	40	0	40	40
01-005-000-0000-6335	Motor Pool Vehicle Usage	338	500	118	500	500
01-005-000-0000-6342	Land & Building Lease/Rent	0	0	160	200	200
01-005-000-0000-6357	Conferences/Schools	3,935	2,000	1,500	4,000	4,000
01-005-000-0000-6402	Copy Machine Paper & Toner	75	300	51	300	300
01-005-000-0000-6405	Office Supplies	370	1,000	24	1,000	1,000
01-005-000-0000-6414	Food & Beverages	1,243	1,200	413	1,200	1,200
01-005-000-0000-6420	Other General Supplies	216	100	275	200	200
01-005-000-0000-6480	Equipment/Furniture<\$5,000	1,189	0	0	0	0
<b>Program</b>	<b>000</b> Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend.</b>	<b>241,483</b>	<b>269,331</b>	<b>149,664</b>	<b>289,316</b>
		<b>Net</b>	<b>241,483</b>	<b>269,331</b>	<b>149,664</b>	<b>289,316</b>
<b>Dept</b>	<b>005</b> County Board of Commissioners	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend.</b>	<b>241,483</b>	<b>269,331</b>	<b>149,664</b>	<b>289,316</b>
		<b>Net</b>	<b>241,483</b>	<b>269,331</b>	<b>149,664</b>	<b>289,316</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
011 Dept District Court

Report Basis: Cash

		2022	2023	2023	2024	2025
		Actual	Budget	YTD	Budget	Budget
<u>Account Number</u>		<u>Mo. 01 - 12</u>		<u>Mo. 01 - 06</u>		
<u>Account Description</u>						
01-011-000-0000-5445	Public Defender/Local	843 -	0	1,243 -	0	0
01-011-000-0000-5480	Court Collected-Late Payment Fees	0	0	30 -	0	0
01-011-000-0000-6265	Sexually Dangerous Civil Commitments	23,769	10,000	224 -	5,000	5,000
01-011-000-0000-6271	Attorney Fees	114,399	130,000	46,728	115,000	115,000
01-011-000-0000-6272	Physician & Medical Fees	37,481	23,000	28,720	40,000	40,000
01-011-000-0000-6277	Sheriff Fees	2,501	2,000	2,114	3,000	3,000
01-011-000-0000-6283	Other Professional Fees	55	5,000	657	1,000	1,000
01-011-000-0000-6285	Sexual Assault Exam Fees	38,180	25,000	7,727	25,000	25,000
01-011-000-0000-6850	Miscellaneous Expense	972	0	2,004	1,000	1,000
<b>Program</b>	<b>000</b> Undesignated	<b>Revenue</b>	<b>843 -</b>	<b>0</b>	<b>1,273 -</b>	<b>0</b>
		<b>Expend.</b>	<b>217,357</b>	<b>195,000</b>	<b>87,726</b>	<b>190,000</b>
		<b>Net</b>	<b>216,514</b>	<b>195,000</b>	<b>86,453</b>	<b>190,000</b>
<b>Dept</b>	<b>011</b> District Court	<b>Revenue</b>	<b>843 -</b>	<b>0</b>	<b>1,273 -</b>	<b>0</b>
		<b>Expend.</b>	<b>217,357</b>	<b>195,000</b>	<b>87,726</b>	<b>190,000</b>
		<b>Net</b>	<b>216,514</b>	<b>195,000</b>	<b>86,453</b>	<b>190,000</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
025 Dept Law Library

Report Basis: Cash

		2022	2023	2023	2024	2025
		Actual	Budget	YTD	Budget	Budget
<u>Account Number</u>		<u>Mo. 01 - 12</u>		<u>Mo. 01 - 06</u>		
<u>Account Description</u>						
01-025-000-0000-5480	Law Library Fees	86,747 -	70,000 -	45,304 -	70,000 -	70,000 -
01-025-000-0000-6201	Telephone	76	100	32	100	100
01-025-000-0000-6203	Postage	0	100	0	100	100
01-025-000-0000-6244	Subscriptions	0	13,650	0	13,650	13,650
01-025-000-0000-6283	Other Professional Fees	0	10,200	2,000	10,200	10,200
01-025-000-0000-6302	Copies/Copier Maintenance	0	100	0	100	100
01-025-000-0000-6402	Copy Machine Paper & Toner	0	250	0	250	250
01-025-000-0000-6405	Office Supplies	172	200	0	200	200
01-025-000-0000-6414	Food & Beverages	178	100	0	100	100
01-025-000-0000-6420	Other General Supplies	210	0	0	0	0
01-025-000-0000-6452	Ledgers, Reference, & Law Books	24,802	30,000	24,569	30,000	30,000
01-025-000-0000-6669	Equipment/Furniture>=5,000	11,315	0	0	0	0
01-025-000-0000-6999	Future Fund Balance-Law Library	0	15,300	0	15,300	15,300
<b>Program</b>	<b>000</b> Undesignated	<b>Revenue</b>	<b>86,747 -</b>	<b>70,000 -</b>	<b>45,304 -</b>	<b>70,000 -</b>
		<b>Expend.</b>	<b>36,753</b>	<b>70,000</b>	<b>26,601</b>	<b>70,000</b>
		<b>Net</b>	<b>49,994 -</b>	<b>0</b>	<b>18,703 -</b>	<b>0</b>
<b>Dept</b>	<b>025</b> Law Library	<b>Revenue</b>	<b>86,747 -</b>	<b>70,000 -</b>	<b>45,304 -</b>	<b>70,000 -</b>
		<b>Expend.</b>	<b>36,753</b>	<b>70,000</b>	<b>26,601</b>	<b>70,000</b>
		<b>Net</b>	<b>49,994 -</b>	<b>0</b>	<b>18,703 -</b>	<b>0</b>

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

031 Dept Administration

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>	
01-031-000-0000-5949	Use of Fund Balance-Admin	0	86,880 -	0	48,559 -	0	
01-031-000-0000-6101	Salaries & Wages - Permanent	214,048	255,951	125,554	284,960	317,408	
01-031-000-0000-6103	Salaries & Wages-Part Time w/o Bene	514	12,000	384	12,000	12,000	
01-031-000-0000-6107	Salaries & Wages - Department Heads	178,542	185,890	92,668	200,283	214,229	
01-031-000-0000-6120	Salaries & Wages - Vehicle Allowance	8,589	8,868	4,423	9,134	9,408	
01-031-000-0000-6151	Group Health Insurance	2,774	5,768	2,884	6,201	6,697	
01-031-000-0000-6152	HSA Contribution	6,650	11,250	5,625	12,450	12,450	
01-031-000-0000-6153	Family Insurance Supplement	12,728	13,213	6,606	14,204	15,340	
01-031-000-0000-6154	Life Insurance	190	217	108	217	217	
01-031-000-0000-6155	Dental Insurance-County Paid	1,306	1,528	764	1,643	1,643	
01-031-000-0000-6156	Accident Insurance-County Paid	316	357	214	357	357	
01-031-000-0000-6159	Disability Insurance-County Paid	3,292	3,400	1,646	3,400	3,400	
01-031-000-0000-6161	PERA	29,444	34,038	16,367	37,293	40,807	
01-031-000-0000-6171	FICA	21,835	28,138	13,636	30,829	33,734	
01-031-000-0000-6174	Mandatory Medicare	5,741	6,581	3,189	7,210	7,889	
01-031-000-0000-6202	Cell Phone	1,701	2,000	887	2,000	2,000	
01-031-000-0000-6203	Postage	0	50	0	50	50	
01-031-000-0000-6243	Membership Dues & Fees	1,092	2,500	1,101	2,500	2,500	
01-031-000-0000-6244	Subscriptions	1,295	50	0	50	50	
01-031-000-0000-6270	Software Licensing	1,011	1,000	0	1,000	1,000	
01-031-000-0000-6302	Copies/Copier Maintenance	1,161	1,106	382	1,106	1,106	
01-031-000-0000-6331	Mileage & Transportation	0	1,000	118	1,000	1,000	
01-031-000-0000-6332	Meals & Lodging	1,358	2,500	726	3,000	3,000	
01-031-000-0000-6335	Motor Pool Vehicle Usage	72	200	26	200	200	
01-031-000-0000-6357	Conferences/Schools	2,881	2,000	1,600	3,500	3,500	
01-031-000-0000-6402	Copy Machine Paper & Toner	75	250	51	250	250	
01-031-000-0000-6405	Office Supplies	513	300	65	300	300	
01-031-000-0000-6414	Food & Beverages	975	1,000	99	1,000	1,000	
01-031-000-0000-6480	Equipment/Furniture<\$5,000	79	0	548	500	500	
01-031-000-0000-6850	Miscellaneous Expense	0	0	119	0	0	
<b>Program</b>	<b>000</b> Undesignated	<b>Revenue</b>	<b>0</b>	<b>86,880 -</b>	<b>0</b>	<b>48,559 -</b>	<b>0</b>
		<b>Expend.</b>	<b>498,182</b>	<b>581,155</b>	<b>279,790</b>	<b>636,637</b>	<b>692,035</b>
		<b>Net</b>	<b>498,182</b>	<b>494,275</b>	<b>279,790</b>	<b>588,078</b>	<b>692,035</b>
<b>Dept</b>	<b>031</b> Administration	<b>Revenue</b>	<b>0</b>	<b>86,880 -</b>	<b>0</b>	<b>48,559 -</b>	<b>0</b>
		<b>Expend.</b>	<b>498,182</b>	<b>581,155</b>	<b>279,790</b>	<b>636,637</b>	<b>692,035</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

031 Dept Administration

Account Number      Account Description

	2022 <u>Actual</u> <u>Mo. 01 - 12</u>	2023 <u>Budget</u>	2023 <u>YTD</u> <u>Mo. 01 - 06</u>	2024 <u>Budget</u>	2025 <u>Budget</u>
<b>Net</b>	<b>498,182</b>	<b>494,275</b>	<b>279,790</b>	<b>588,078</b>	<b>692,035</b>



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
041 Dept Auditor/Treasurer

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> <u>Mo. 01 - 12</u>	2023 <u>Budget</u>	2023 <u>YTD</u> <u>Mo. 01 - 06</u>	2024 <u>Budget</u>	2025 <u>Budget</u>
01-041-000-0000-5101	3.2 Malt Liquor Licenses	100 -	200 -	100 -	200 -	200 -
01-041-000-0000-5102	Intoxicating Liquor Licenses	17,070 -	16,000 -	2,570 -	16,000 -	16,000 -
01-041-000-0000-5103	Wine Licenses	0	500 -	0	500 -	500 -
01-041-000-0000-5105	Seller/Server Training Verifications	900 -	500 -	200 -	500 -	500 -
01-041-000-0000-5110	Auctioneer Licenses	200 -	180 -	100 -	180 -	180 -
01-041-000-0000-5111	Fireworks Permits	50 -	100 -	0	100 -	100 -
01-041-000-0000-5112	Transient Merchant Licenses	600 -	300 -	150 -	300 -	300 -
01-041-000-0000-5113	Precious Metal Dealers Licenses	50 -	50 -	0	50 -	50 -
01-041-000-0000-5401	Bond Reports	4,000 -	3,000 -	1,800 -	3,000 -	3,000 -
01-041-000-0000-5402	Delinquent Tax & COJ Fees	19,454 -	22,000 -	13,217 -	22,000 -	22,000 -
01-041-000-0000-5403	Special Assessment Fees	1,410 -	800 -	315 -	800 -	800 -
01-041-000-0000-5404	Delinquent Tax Lists	150 -	250 -	150 -	250 -	250 -
01-041-000-0000-5448	Parcel Billing & Escrow Fees	23,828 -	21,000 -	21,922 -	21,000 -	21,000 -
01-041-000-0000-5450	Electronic Payment Fees	122 -	0	152 -	0	0
01-041-000-0000-5476	TIF Fees	1,500 -	1,500 -	0	1,500 -	1,500 -
01-041-000-0000-5480	Other Charges For Services	721 -	1,000 -	360 -	1,000 -	1,000 -
01-041-000-0000-5481	Aggregate Admin Fee	8,887 -	8,500 -	1,979 -	8,500 -	8,500 -
01-041-000-0000-5520	Fines-Aggregate Tax	810 -	0	150 -	0	0
01-041-000-0000-6101	Salaries & Wages - Permanent	446,977	485,158	237,363	531,518	589,914
01-041-000-0000-6104	Salaries & Wages - Overtime	2,232	0	103	0	0
01-041-000-0000-6107	Salaries & Wages - Department Heads	74,624	71,978	35,859	79,633	88,045
01-041-000-0000-6151	Group Health Insurance	5,597	5,768	2,884	6,201	6,697
01-041-000-0000-6152	HSA Contribution	30,444	36,000	17,894	39,200	39,200
01-041-000-0000-6153	Family Insurance Supplement	80,707	81,658	40,635	87,782	94,805
01-041-000-0000-6154	Life Insurance	355	353	175	353	353
01-041-000-0000-6155	Dental Insurance-County Paid	2,606	4,498	1,637	4,836	4,836
01-041-000-0000-6156	Accident Insurance-County Paid	710	1,035	553	1,035	1,035
01-041-000-0000-6161	PERA	39,287	41,785	20,499	45,836	50,847
01-041-000-0000-6171	FICA	29,560	34,542	15,261	37,891	42,033
01-041-000-0000-6174	Mandatory Medicare	6,913	8,078	3,569	8,862	9,830
01-041-000-0000-6202	Cell Phone	0	420	0	420	420
01-041-000-0000-6203	Postage	17,308	17,850	8,081	18,350	18,350
01-041-000-0000-6242	Legal Notices	2,578	7,500	1,255	7,500	7,500
01-041-000-0000-6243	Membership Dues & Fees	7,455	6,382	4,000	11,050	11,050
01-041-000-0000-6244	Subscriptions	369	400	175	400	400
01-041-000-0000-6268	Software Maintenance Contracts	134,631	136,200	116,908	133,000	133,000

# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

041 Dept Auditor/Treasurer

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>
01-041-000-0000-6269	Software Enhancements	4,950	900	900	6,700	6,700
01-041-000-0000-6274	Audit Fees	62,898	80,375	55,230	88,800	88,800
01-041-000-0000-6278	Consultant Fees	11,191	6,500	0	5,500	5,500
01-041-000-0000-6283	Other professional fees	8,600	8,275	3,640	8,850	8,850
01-041-000-0000-6284	Contracted Services	0	1,500	0	1,500	1,500
01-041-000-0000-6302	Copies/Copier Maintenance	3,182	3,000	1,338	2,750	2,750
01-041-000-0000-6331	Mileage & Transportation	238	200	290	700	700
01-041-000-0000-6332	Meals & Lodging	427	2,000	672	2,250	2,250
01-041-000-0000-6335	Motor Pool Vehicle Usage	158	600	256	700	700
01-041-000-0000-6357	Conferences/Schools	600	3,500	1,015	3,500	3,500
01-041-000-0000-6401	Printing Services	14,333	18,000	5,883	18,000	18,000
01-041-000-0000-6402	Copy Machine Paper & Toner	899	700	231	700	700
01-041-000-0000-6405	Office Supplies	785	500	574	750	750
01-041-000-0000-6414	Food & Beverages	0	100	0	100	100
01-041-000-0000-6420	Other General Supplies	0	0	26	0	0
01-041-000-0000-6432	Equipment/Furniture <\$1000	0	3,600	0	0	0
<b>Program</b>	<b>000 Undesignated</b>	<b>Revenue 79,852 -</b>	<b>75,880 -</b>	<b>43,165 -</b>	<b>75,880 -</b>	<b>75,880 -</b>
		<b>Expend. 990,614</b>	<b>1,069,355</b>	<b>576,906</b>	<b>1,154,667</b>	<b>1,239,115</b>
		<b>Net 910,762</b>	<b>993,475</b>	<b>533,741</b>	<b>1,078,787</b>	<b>1,163,235</b>
<b>Dept</b>	<b>041 Auditor/Treasurer</b>	<b>Revenue 79,852 -</b>	<b>75,880 -</b>	<b>43,165 -</b>	<b>75,880 -</b>	<b>75,880 -</b>
		<b>Expend. 990,614</b>	<b>1,069,355</b>	<b>576,906</b>	<b>1,154,667</b>	<b>1,239,115</b>
		<b>Net 910,762</b>	<b>993,475</b>	<b>533,741</b>	<b>1,078,787</b>	<b>1,163,235</b>

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
055 Dept Assessor

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 Actual Mo. 01 - 12	2023 Budget	2023 YTD Mo. 01 - 06	2024 Budget	2025 Budget
01-055-000-0000-5480	Other Charges for Services	738 -	700 -	460 -	700 -	700 -
01-055-000-0000-5947	Transfers In - Intra Fund	86 -	0	0	0	0
01-055-000-0000-6101	Salaries & Wages - Permanent	202,076	761,046	0	789,987	881,127
01-055-000-0000-6104	Salaries & Wages - Overtime	0	1,000	0	1,000	1,000
01-055-000-0000-6107	Salaries & Wages - Department Heads	14,952	71,978	0	79,633	88,045
01-055-000-0000-6151	Group Health Insurance	15,994	49,508	0	47,021	50,782
01-055-000-0000-6152	HSA Contribution	10,470	43,500	0	51,650	51,560
01-055-000-0000-6153	Family Insurance Supplement	11,536	46,245	0	63,918	69,031
01-055-000-0000-6154	Life Insurance	174	624	0	624	624
01-055-000-0000-6155	Dental Insurance-County Paid	1,001	5,179	0	6,479	6,479
01-055-000-0000-6156	Accident Insurance-County Paid	245	1,206	0	1,392	1,392
01-055-000-0000-6161	PERA	16,277	62,552	0	65,297	72,766
01-055-000-0000-6171	FICA	13,008	51,710	0	53,978	60,153
01-055-000-0000-6174	Mandatory Medicare	3,042	12,093	0	12,624	14,068
01-055-000-0000-6202	Cell Phone	420	630	210	420	420
01-055-000-0000-6203	Postage	6,369	10,000	11,054	10,500	10,500
01-055-000-0000-6206	Data Cards	2,581	2,300	1,075	2,000	2,000
01-055-000-0000-6242	Legal Notices	253	300	0	300	300
01-055-000-0000-6243	Membership Dues & Fees	2,185	2,400	3,309	3,200	3,200
01-055-000-0000-6245	State Required Registration or License	1,006	2,000	204	2,000	2,000
01-055-000-0000-6268	Software Maintenance	20,310	9,000	20,813	70,000	70,000
01-055-000-0000-6269	Software Enhancements	250	500	250	500	500
01-055-000-0000-6270	Software Licensing	2,164	1,000	0	1,000	1,000
01-055-000-0000-6284	Contracted Services	6,806	6,000	356	5,500	5,500
01-055-000-0000-6302	Copies/Copier Maintenance	4,429	4,700	1,179	4,700	4,700
01-055-000-0000-6331	Mileage & Transportation	32	400	118	400	400
01-055-000-0000-6332	Meals & Lodging	5,791	8,800	147	8,800	8,800
01-055-000-0000-6333	Other (Parking,Etc)	0	100	0	100	100
01-055-000-0000-6335	Motor Pool Vehicle Usage	6,214	7,500	3,072	7,500	7,500
01-055-000-0000-6357	Conferences/Schools	8,150	9,225	1,860	9,225	9,225
01-055-000-0000-6401	Printing Services	5,923	6,500	6,759	6,500	6,500
01-055-000-0000-6402	Copy Machine Paper & Toner	375	600	154	600	600
01-055-000-0000-6405	Office Supplies	905	500	338	500	500
01-055-000-0000-6414	Food & Beverages	0	100	0	100	100
01-055-000-0000-6420	Other General Supplies	922	1,500	230	1,500	1,500
<b>Program 000</b>	<b>Undesignated</b>	<b>Revenue 824 -</b>	<b>700 -</b>	<b>460 -</b>	<b>700 -</b>	<b>700 -</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

055 Dept Assessor

			2022	2023	2023	2024	2025
			Actual	Budget	YTD	Budget	Budget
			Mo. 01 - 12		Mo. 01 - 06		
<u>Account Number</u>	<u>Account Description</u>						
		<b>Expend.</b>	<b>363,860</b>	<b>1,180,696</b>	<b>51,128</b>	<b>1,308,948</b>	<b>1,432,372</b>
		<b>Net</b>	<b>363,036</b>	<b>1,179,996</b>	<b>50,668</b>	<b>1,308,248</b>	<b>1,431,672</b>
<b>Dept 055</b>	<b>Assessor</b>	<b>Revenue</b>	<b>824 -</b>	<b>700 -</b>	<b>460 -</b>	<b>700 -</b>	<b>700 -</b>
		<b>Expend.</b>	<b>363,860</b>	<b>1,180,696</b>	<b>51,128</b>	<b>1,308,948</b>	<b>1,432,372</b>
		<b>Net</b>	<b>363,036</b>	<b>1,179,996</b>	<b>50,668</b>	<b>1,308,248</b>	<b>1,431,672</b>

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

061 Dept Human Resource

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>
01-061-000-0000-6101	Salaries & Wages - Permanent	271,556	493,518	240,893	539,344	601,436
01-061-000-0000-6103	Salaries & Wages-Part Time w/o Bene	17,838	12,000	5,374	12,000	12,000
01-061-000-0000-6104	Salaries & Wages - Overtime	1,853	2,000	484	2,000	2,000
01-061-000-0000-6107	Salaries & Wages - Department Heads	65,834	0	0	0	0
01-061-000-0000-6151	Group Health Insurance	14,232	13,819	11,896	29,711	32,088
01-061-000-0000-6152	HSA Contribution	14,626	30,750	14,048	27,900	27,900
01-061-000-0000-6153	Family Insurance Supplement	29,485	57,345	17,617	28,408	30,681
01-061-000-0000-6154	Life Insurance	231	325	163	325	325
01-061-000-0000-6155	Dental Insurance-County Paid	1,782	3,904	1,642	3,286	3,286
01-061-000-0000-6156	Accident Insurance-County Paid	429	899	468	714	714
01-061-000-0000-6161	PERA	25,596	37,164	18,103	40,601	45,263
01-061-000-0000-6171	FICA	21,448	31,466	14,806	34,307	38,190
01-061-000-0000-6174	Mandatory Medicare	5,016	7,359	3,463	8,024	8,932
01-061-000-0000-6202	Cell Phone	701	1,620	580	1,380	1,380
01-061-000-0000-6203	Postage	245	700	187	700	700
01-061-000-0000-6241	Advertising	777	5,000	970	5,000	5,000
01-061-000-0000-6243	Membership Dues & Fees	1,363	1,340	559	2,360	2,360
01-061-000-0000-6270	Software Licensing	8,108	9,620	0	2,120	2,120
01-061-000-0000-6275	Labor Negotiator & Arbitration Fees	33,378	35,000	12,321	20,000	35,000
01-061-000-0000-6278	Consultant Fees	33,952	50,300	5,797	45,300	45,300
01-061-000-0000-6279	ADP Contract	80,217	85,000	41,783	85,000	85,000
01-061-000-0000-6283	Benefit Participation Fees	13,967	15,600	6,416	15,600	15,600
01-061-000-0000-6284	Contracted Svc/Health Care Reform F	19,493	28,000	27,147	28,000	28,000
01-061-000-0000-6290	Background Checks	3,131	3,400	645	1,500	1,500
01-061-000-0000-6302	Copies/Copier Maintenance	1,150	1,156	382	1,156	1,156
01-061-000-0000-6331	Mileage & Transportation	0	400	675	1,000	1,000
01-061-000-0000-6332	Meals & Lodging	468	3,300	1,107	4,000	4,000
01-061-000-0000-6335	Motor Pool Vehicle Usage	2	500	162	500	500
01-061-000-0000-6357	Conferences/Schools	483	2,495	1,200	2,500	2,500
01-061-000-0000-6402	Copy Machine Paper & Toner	75	100	51	100	100
01-061-000-0000-6405	Office Supplies	972	650	618	1,000	1,000
01-061-000-0000-6414	Food & Beverages	294	100	145	300	300
01-061-000-0000-6480	Equipment/Furniture<\$5,000	0	0	124	200	200
<b>Program 000</b>	Undesignated	<b>Revenue 0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend. 668,702</b>	<b>934,830</b>	<b>429,826</b>	<b>944,336</b>	<b>1,035,531</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
061 Dept Human Resource

Report Basis: Cash

				2022	2023	2023	2024	2025
				Actual	Budget	YTD	Budget	Budget
				Mo. 01 - 12		Mo. 01 - 06		
		<b>Net</b>		<b>668,702</b>	<b>934,830</b>	<b>429,826</b>	<b>944,336</b>	<b>1,035,531</b>
	01-061-061-0000-5610	Contributions & Donations		6,494 -	0	1,101 -	0	0
	01-061-061-0000-6414	Food & Beverages		2,268	2,000	1,183	2,000	2,000
	01-061-061-0000-6420	Other General Supplies		1 -	1,000	0	1,000	1,000
<b>Program</b>	<b>061</b>	Employee Wellness Committee	<b>Revenue</b>	<b>6,494 -</b>	<b>0</b>	<b>1,101 -</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>2,267</b>	<b>3,000</b>	<b>1,183</b>	<b>3,000</b>	<b>3,000</b>
			<b>Net</b>	<b>4,227 -</b>	<b>3,000</b>	<b>82</b>	<b>3,000</b>	<b>3,000</b>
<b>Dept</b>	<b>061</b>	Human Resource	<b>Revenue</b>	<b>6,494 -</b>	<b>0</b>	<b>1,101 -</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>670,969</b>	<b>937,830</b>	<b>431,009</b>	<b>947,336</b>	<b>1,038,531</b>
			<b>Net</b>	<b>664,475</b>	<b>937,830</b>	<b>429,908</b>	<b>947,336</b>	<b>1,038,531</b>

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

063 Dept Information Technology

<u>Account Number</u>	<u>Account Description</u>	<u>2022 Actual</u> <u>Mo. 01 - 12</u>	<u>2023 Budget</u>	<u>2023 YTD</u> <u>Mo. 01 - 06</u>	<u>2024 Budget</u>	<u>2025 Budget</u>
01-063-000-0000-5450	Data Processing Fees	30,142 -	29,936 -	26,571 -	29,936 -	29,936 -
01-063-000-0000-5859	Microsoft Enterprise Reimbursements	3,320 -	27,383 -	51,185 -	60,000 -	60,000 -
01-063-000-0000-5947	Transfers In	0	5,000 -	0	5,000 -	5,000 -
01-063-000-0000-6101	Salaries & Wages - Permanent	277,891	503,648	179,658	506,264	565,040
01-063-000-0000-6103	Salaries & Wages-Part Time w/o Bene	0	12,000	0	12,000	12,000
01-063-000-0000-6107	Salaries & Wages - Department Heads	136,241	143,957	71,718	159,713	176,569
01-063-000-0000-6151	Group Health Insurance	25,448	37,972	16,973	40,820	44,086
01-063-000-0000-6152	HSA Contribution	11,738	15,750	6,202	16,150	16,150
01-063-000-0000-6153	Family Insurance Supplement	16,800	35,412	9,954	38,068	41,114
01-063-000-0000-6154	Life Insurance	262	380	154	380	380
01-063-000-0000-6155	Dental Insurance-County Paid	600	340	269	366	366
01-063-000-0000-6156	Accident Insurance-County Paid	166	86	68	86	86
01-063-000-0000-6161	PERA	31,060	49,470	18,864	50,848	56,555
01-063-000-0000-6171	FICA	24,544	40,896	14,952	42,035	46,752
01-063-000-0000-6174	Mandatory Medicare	5,740	9,564	3,497	9,831	10,934
01-063-000-0000-6201	Telephone	28,824	32,000	12,783	32,000	32,000
01-063-000-0000-6202	Cell Phone	2,294	2,760	1,172	3,120	3,120
01-063-000-0000-6203	Postage	53	0	0	0	0
01-063-000-0000-6207	Telephone Maintenance	29,242	31,000	19,573	31,000	31,000
01-063-000-0000-6209	Internet	2,805	4,080	1,435	4,080	4,080
01-063-000-0000-6243	Membership Dues & Fees	3,944	4,500	4,222	4,500	4,500
01-063-000-0000-6268	Software Maintenance Contracts	270,578	272,275	43,742	339,900	255,000
01-063-000-0000-6269	Software Enhancements	300	300	300	300	300
01-063-000-0000-6270	Software Licensing	52,786	84,450	9,915	82,200	80,000
01-063-000-0000-6278	Consultant Fees	84,495	31,000	36,000	26,000	26,000
01-063-000-0000-6301	Maintenance Contracts	45,401	62,300	47,765	87,200	50,000
01-063-000-0000-6302	Printer Maintenance Contract (Marco)	7,521	7,000	4,524	8,000	8,000
01-063-000-0000-6331	Mileage & Transportation	46	0	58	0	0
01-063-000-0000-6332	Meals & Lodging	0	1,500	0	1,500	1,500
01-063-000-0000-6335	Motor Pool Vehicle Usage	119	500	271	500	500
01-063-000-0000-6357	Conferences/Schools	11,290	26,800	2,938	23,300	31,300
01-063-000-0000-6402	Copy Machine Paper & Toner	37	200	0	200	200
01-063-000-0000-6405	Office Supplies	491	1,250	292	1,250	1,250
01-063-000-0000-6420	Other General Supplies	389	2,500	0	2,500	2,500
01-063-000-0000-6432	Equipment/Furniture <\$1000	3,136	10,000	2,506	10,000	10,000
01-063-000-0000-6452	Ledgers, Reference, & Law Books	0	200	135	200	200

# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

063 Dept Information Technology

Account Number      Account Description

2022  
Actual  
Mo. 01 - 12

2023  
Budget

2023  
YTD  
Mo. 01 - 06

2024  
Budget

2025  
Budget

01-063-000-0000-6850      Miscellaneous Expense

0

0

6

0

0

01-063-000-0000-6997      Transfers Out

87,184

0

0

0

0

**Program 000**      Undesignated

**Revenue 33,462 -**

**62,319 -**

**77,756 -**

**94,936 -**

**94,936 -**

**Expend. 1,161,425**

**1,424,090**

**509,946**

**1,534,311**

**1,511,482**

**Net 1,127,963**

**1,361,771**

**432,190**

**1,439,375**

**1,416,546**

**Dept 063**      Information Technology

**Revenue 33,462 -**

**62,319 -**

**77,756 -**

**94,936 -**

**94,936 -**

**Expend. 1,161,425**

**1,424,090**

**509,946**

**1,534,311**

**1,511,482**

**Net 1,127,963**

**1,361,771**

**432,190**

**1,439,375**

**1,416,546**



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

071 Dept Elections

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>
01-071-000-0000-5480	Election Filing Fees	1,090 -	0	0	660 -	0
01-071-000-0000-5855	Miscellaneous Revenue-Equipment Re	15,933 -	15,837 -	7,425 -	16,800 -	16,800 -
01-071-000-0000-5859	Election Reimbursements	19,902 -	6,000 -	2,439 -	19,500 -	1,600 -
01-071-000-0000-5949	Use of Fund Balance-Elections	0	0	0	61,000 -	0
01-071-000-0000-6103	Salaries & Wages-Part Time w/o Bene	0	0	0	16,616	0
01-071-000-0000-6104	Salaries & Wages - Overtime	0	2,000	0	19,000	0
01-071-000-0000-6161	PERA	0	150	0	1,425	0
01-071-000-0000-6171	FICA	0	124	0	2,208	0
01-071-000-0000-6174	Mandatory Medicare	0	29	0	516	0
01-071-000-0000-6203	Postage	6,357	280	131	15,000	1,500
01-071-000-0000-6205	Freight	37	0	0	250	0
01-071-000-0000-6242	Legal Notices	2,250	0	84	2,500	200
01-071-000-0000-6270	Software Licensing	22,060	17,060	8,325	34,340	34,340
01-071-000-0000-6284	Contracted Services	7,259	500	5,053	8,000	1,000
01-071-000-0000-6304	Other Machinery & Equipment Maint	7,353	7,500	0	8,500	14,050
01-071-000-0000-6331	Mileage	2,723	0	164	3,500	500
01-071-000-0000-6332	Meals & Lodging	4,030	0	373	4,700	500
01-071-000-0000-6335	Motor Pool Vehicle Usage	230	100	0	500	500
01-071-000-0000-6357	Conferences/Schools	0	100	0	100	100
01-071-000-0000-6382	Programming Charges	24,804	1,100	3,075	27,000	500
01-071-000-0000-6401	Printing Services	50,926	2,500	3,191	35,000	5,000
01-071-000-0000-6402	Copy Paper & Toner	0	0	77	100	100
01-071-000-0000-6405	Office Supplies	4,672	100	0	7,500	500
01-071-000-0000-6414	Food & Beverages	517	0	96	800	100
01-071-000-0000-6420	Other General Supplies	1,124	0	122	1,300	150
01-071-000-0000-6432	Equipment/Furniture <\$1000	345	0	2,332	0	0
01-071-000-0000-6850	Other Election Expenses	0	0	1,153	6,000	0
01-071-000-0000-6999	Future Fund Balance-Election Activities	0	61,000	0	61,000	85,000
<b>Program 000</b>	Undesignated	<b>Revenue 36,925 -</b>	<b>21,837 -</b>	<b>9,864 -</b>	<b>97,960 -</b>	<b>18,400 -</b>
		<b>Expend. 134,687</b>	<b>92,543</b>	<b>24,176</b>	<b>255,855</b>	<b>144,040</b>
		<b>Net 97,762</b>	<b>70,706</b>	<b>14,312</b>	<b>157,895</b>	<b>125,640</b>
01-071-071-0000-5369	90.404 HAVA Election Security Grant	34,878 -	0	0	0	0
01-071-071-0000-6305	Building Maintenance	1,340	0	600	0	0
01-071-071-0000-6669	Equipment/Furniture>=5,000	30,917	0	0	0	0
<b>Program 071</b>	County HAVA Plan	<b>Revenue 34,878 -</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

071 Dept Elections

			2022	2023	2023	2024	2025
			Actual	Budget	YTD	Budget	Budget
			Mo. 01 - 12		Mo. 01 - 06		
		<b>Expend.</b>	32,257	0	600	0	0
		<b>Net</b>	2,621 -	0	600	0	0
<b>Dept</b>	<b>071</b>	<b>Revenue</b>	71,803 -	21,837 -	9,864 -	97,960 -	18,400 -
		<b>Expend.</b>	166,944	92,543	24,776	255,855	144,040
		<b>Net</b>	95,141	70,706	14,912	157,895	125,640

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
091 Dept Attorney

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>
01-091-000-0000-5401	CD Charges	50 -	1,000 -	0	1,000 -	1,000 -
01-091-000-0000-5443	Child Support Motion Fees	440 -	500 -	165 -	500 -	500 -
01-091-000-0000-5450	Child Support Services	17,371 -	50,000 -	9,158 -	50,000 -	50,000 -
01-091-000-0000-5480	Attorney Fees	158,936 -	153,873 -	74,813 -	163,849 -	170,142 -
01-091-000-0000-5949	Use of Fund Balance	0	68,190 -	0	0	0
01-091-000-0000-6101	Salaries & Wages - Permanent	1,336,211	1,501,930	721,367	1,634,830	1,791,972
01-091-000-0000-6102	Salaries & Wages-Part Time w/ Benefits	52,173	0	0	0	0
01-091-000-0000-6103	Salaries & Wages-Part Time w/o Bene	26,157	25,000	7,721	25,000	25,000
01-091-000-0000-6104	Salaries & Wages - Overtime	0	750	0	750	750
01-091-000-0000-6107	Salaries & Wages - Department Heads	156,458	167,482	83,326	178,069	190,469
01-091-000-0000-6151	Group Health Insurance	58,990	67,893	34,617	72,985	78,824
01-091-000-0000-6152	HSA Contribution	44,235	48,000	22,903	50,400	50,400
01-091-000-0000-6153	Family Insurance Supplement	109,457	114,957	50,101	123,579	133,465
01-091-000-0000-6154	Life Insurance	904	922	443	922	922
01-091-000-0000-6155	Dental Insurance-County Paid	3,239	3,057	1,528	3,286	3,286
01-091-000-0000-6156	Accident Insurance-County Paid	806	714	452	714	714
01-091-000-0000-6161	PERA	111,950	125,262	60,356	136,024	148,741
01-091-000-0000-6171	FICA	92,335	105,100	47,902	113,996	124,569
01-091-000-0000-6174	Mandatory Medicare	21,595	24,580	11,203	26,660	29,133
01-091-000-0000-6202	Cell Phone	494	580	206	580	580
01-091-000-0000-6203	Postage	1,560	2,200	773	2,200	2,200
01-091-000-0000-6234	Transcripts	364	3,000	0	3,000	3,000
01-091-000-0000-6243	Membership Dues & Fees	6,881	6,000	0	7,000	7,000
01-091-000-0000-6244	Subscriptions	145	100	146	150	150
01-091-000-0000-6245	State Required Registration or License	4,109	5,200	982	5,200	5,200
01-091-000-0000-6270	Software Licensing	240	1,000	240	1,000	1,000
01-091-000-0000-6272	Physician & Medical Fees	3,338	5,000	0	5,000	5,000
01-091-000-0000-6277	Sheriff Fees	2,560	2,500	950	2,500	2,500
01-091-000-0000-6278	Consultant Fees	0	1,500	0	1,500	1,500
01-091-000-0000-6283	Other Professional Fees	387	5,000	0	5,000	5,000
01-091-000-0000-6301	Maintenance Contracts	0	1,500	0	0	0
01-091-000-0000-6302	Copies/Copier Maintenance	4,892	4,000	1,946	5,000	5,000
01-091-000-0000-6331	Mileage & Transportation	638	1,900	368	1,900	3,000
01-091-000-0000-6332	Meals & Lodging	2,239	1,200	534	3,000	1,200
01-091-000-0000-6333	Other (Parking,Etc)	14	150	0	150	150
01-091-000-0000-6335	Motor Pool Vehicle Usage	0	100	0	100	100

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
091 Dept Attorney

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>
01-091-000-0000-6355	Witness Costs	283	2,000	164	2,000	2,000
01-091-000-0000-6357	Conferences/Schools	2,215	4,000	2,858	4,000	4,000
01-091-000-0000-6401	Printing Services	3,060	6,500	0	6,500	6,500
01-091-000-0000-6402	Copy Machine Paper & Toner	2,097	2,475	923	2,475	2,475
01-091-000-0000-6405	Office Supplies	2,886	2,750	780	2,750	2,750
01-091-000-0000-6432	Equipment/Furniture <\$1000	0	1,000	121	1,000	1,000
01-091-000-0000-6452	Ledgers,Reference,Mcaps & Westlaw	39,525	42,000	4,074	50,000	50,000
<b>Program 000</b>	Undesignated	<b>Revenue 176,797 -</b>	<b>273,563 -</b>	<b>84,136 -</b>	<b>215,349 -</b>	<b>221,642 -</b>
		<b>Expend. 2,092,437</b>	<b>2,287,302</b>	<b>1,056,984</b>	<b>2,479,220</b>	<b>2,689,550</b>
		<b>Net 1,915,640</b>	<b>2,013,739</b>	<b>972,848</b>	<b>2,263,871</b>	<b>2,467,908</b>
01-091-130-0000-5479	Dui-Forfeiture Fees	7,778 -	10,000 -	6,368 -	10,000 -	10,000 -
01-091-130-0000-6270	Software Licensing	0	0	5,275	0	0
01-091-130-0000-6999	Future Fund Balance-DUI Forfeitures	0	10,000	0	10,000	10,000
<b>Program 130</b>	Forfeiture Funds	<b>Revenue 7,778 -</b>	<b>10,000 -</b>	<b>6,368 -</b>	<b>10,000 -</b>	<b>10,000 -</b>
		<b>Expend. 0</b>	<b>10,000</b>	<b>5,275</b>	<b>10,000</b>	<b>10,000</b>
		<b>Net 7,778 -</b>	<b>0</b>	<b>1,093 -</b>	<b>0</b>	<b>0</b>
01-091-131-0000-5510	Victim/Witness Assistance	497 -	2,500 -	502 -	2,500 -	2,500 -
01-091-131-0000-6358	Other Charges	368	2,500	608	2,500	2,500
<b>Program 131</b>	Victim/Witness Assistance	<b>Revenue 497 -</b>	<b>2,500 -</b>	<b>502 -</b>	<b>2,500 -</b>	<b>2,500 -</b>
		<b>Expend. 368</b>	<b>2,500</b>	<b>608</b>	<b>2,500</b>	<b>2,500</b>
		<b>Net 129 -</b>	<b>0</b>	<b>106</b>	<b>0</b>	<b>0</b>
01-091-132-0000-5319	16.585 Drug Court Program	104,976 -	125,000 -	62,905 -	100,000 -	100,000 -
01-091-132-0000-5480	Treatment Court Participant Fees	1,220 -	0	380 -	0	0
01-091-132-0000-6101	Salaries & Wages - Permanent	47,371	58,191	28,655	62,979	70,445
01-091-132-0000-6152	HSA Contribution	2,040	3,000	1,489	3,000	3,000
01-091-132-0000-6153	Family Insurance Supplement	12,563	17,706	8,784	19,034	20,557
01-091-132-0000-6154	Life Insurance	45	54	27	54	54
01-091-132-0000-6161	PERA	3,554	4,364	2,149	4,723	5,283
01-091-132-0000-6171	FICA	2,565	3,608	1,498	3,905	4,368
01-091-132-0000-6174	Mandatory Medicare	600	844	350	913	1,021
01-091-132-0000-6202	Cell phone	494	1,700	206	500	500
01-091-132-0000-6283	Other Professional Fees	21,600	5,570	17,300	21,600	21,600
01-091-132-0000-6331	Mileage & Transportation	2,134	2,100	2,561	2,100	2,100
01-091-132-0000-6332	Meals & Lodging	3,360	3,600	0	2,500	2,500
01-091-132-0000-6335	Motor Pool Vehicle Usage	0	0	220	0	0

# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
091 Dept Attorney

Report Basis: Cash

<u>Account Number</u>		<u>Account Description</u>	2022 Actual <u>Mo. 01 - 12</u>	2023 Budget	2023 YTD <u>Mo. 01 - 06</u>	2024 Budget	2025 Budget	
01-091-132-0000-6357		Conferences/Schools/Workshops	3,580	2,323	4,475	2,500	2,500	
01-091-132-0000-6405		Office Supplies	9,535	0	2,533	12,500	12,500	
01-091-132-0000-6420		Other General Supplies	590	17,940	0	500	500	
01-091-132-0000-6432		Equipment/Furniture <\$1000	847	0	469	500	500	
01-091-132-0000-6480		Equipment/Furniture <\$5000	0	4,000	0	4,000	0	
01-091-132-4091-6332		Meals & Lodging	0	0	78	0	0	
01-091-132-4091-6405		Office Supplies	2,533	0	412	2,500	2,500	
<b>Program</b>	<b>132</b>	Treatment Court	<b>Revenue</b>	<b>106,196 -</b>	<b>125,000 -</b>	<b>63,285 -</b>	<b>100,000 -</b>	<b>100,000 -</b>
			<b>Expend.</b>	<b>113,411</b>	<b>125,000</b>	<b>71,206</b>	<b>143,808</b>	<b>149,928</b>
			<b>Net</b>	<b>7,215</b>	<b>0</b>	<b>7,921</b>	<b>43,808</b>	<b>49,928</b>
<b>Dept</b>	<b>091</b>	Attorney	<b>Revenue</b>	<b>291,268 -</b>	<b>411,063 -</b>	<b>154,291 -</b>	<b>327,849 -</b>	<b>334,142 -</b>
			<b>Expend.</b>	<b>2,206,216</b>	<b>2,424,802</b>	<b>1,134,073</b>	<b>2,635,528</b>	<b>2,851,978</b>
			<b>Net</b>	<b>1,914,948</b>	<b>2,013,739</b>	<b>979,782</b>	<b>2,307,679</b>	<b>2,517,836</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

093 Dept Attorneys Contingent

<u>Account Number</u>		<u>Account Description</u>	2022 Actual <u>Mo. 01 - 12</u>	2023 Budget	2023 YTD <u>Mo. 01 - 06</u>	2024 Budget	2025 Budget
01-093-000-0000-6358		Other Charges	0	7,500	0	7,500	7,500
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>7,500</b>	<b>0</b>	<b>7,500</b>	<b>7,500</b>
			<b>Net</b>	<b>7,500</b>	<b>0</b>	<b>7,500</b>	<b>7,500</b>
<b>Dept</b>	<b>093</b>	Attorneys Contingent	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>7,500</b>	<b>0</b>	<b>7,500</b>	<b>7,500</b>
			<b>Net</b>	<b>7,500</b>	<b>0</b>	<b>7,500</b>	<b>7,500</b>

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

101 Dept Recorder

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>
01-101-000-0000-5120	Marriage Licenses	6,450 -	5,000 -	2,350 -	5,000 -	5,000 -
01-101-000-0000-5451	Remote Access Data Imaging Fees	36,192 -	50,000 -	14,207 -	35,000 -	35,000 -
01-101-000-0000-5452	Returns & Certified Copies	25,077 -	25,000 -	11,774 -	25,000 -	25,000 -
01-101-000-0000-5453	Passports	31,535 -	20,000 -	19,355 -	30,000 -	30,000 -
01-101-000-0000-5454	Real Estate (Abstract) Fees	118,190 -	140,000 -	42,804 -	100,000 -	100,000 -
01-101-000-0000-5455	Real Estate (Torrens) Fees	8,545 -	10,500 -	2,554 -	8,000 -	8,000 -
01-101-000-0000-5457	Other Charges for Services	24,522 -	15,000 -	14,200 -	15,000 -	15,000 -
01-101-000-0000-5460	Well Certificate Fees	825 -	600 -	233 -	600 -	600 -
01-101-000-0000-5461	Notarial Fees	2,520 -	2,000 -	840 -	2,000 -	2,000 -
01-101-000-0000-5480	Remote Access Set-Up Fees	300 -	500 -	500 -	500 -	500 -
01-101-000-0000-6101	Salaries & Wages - Permanent	73,644	269,227	0	299,139	332,039
01-101-000-0000-6107	Salaries & Wages - Department Heads	9,807	33,496	0	35,614	38,094
01-101-000-0000-6151	Group Health Insurance	2,674	9,661	0	10,386	11,217
01-101-000-0000-6152	HSA Contribution	6,058	24,300	0	26,700	26,700
01-101-000-0000-6153	Family Insurance Supplement	10,076	39,639	0	42,612	46,021
01-101-000-0000-6154	Life Insurance	62	228	0	228	228
01-101-000-0000-6155	Dental Insurance-County Paid	904	3,546	0	3,831	3,831
01-101-000-0000-6156	Accident Insurance-County Paid	214	814	0	814	814
01-101-000-0000-6161	PERA	6,259	22,704	0	25,106	27,760
01-101-000-0000-6171	FICA	4,885	18,769	0	20,755	22,948
01-101-000-0000-6174	Mandatory Medicare	1,143	4,389	0	4,854	5,367
01-101-000-0000-6203	Postage	4,863	4,213	2,689	4,213	4,213
01-101-000-0000-6243	Membership Dues & Fees	0	800	0	800	800
01-101-000-0000-6268	Software Maintenance Contracts	1,500	3,100	35,891	3,100	3,100
01-101-000-0000-6270	Software Licensing	0	300	0	300	300
01-101-000-0000-6274	Public Examiner Fees	405	600	0	600	600
01-101-000-0000-6284	Contracted Services	8,814	0	9,145	0	0
01-101-000-0000-6302	Copies/Copier Maintenance	0	450	0	450	450
01-101-000-0000-6335	Motor Pool Vehicle Usage	35	100	0	100	100
01-101-000-0000-6357	Conferences/Schools	575	500	425	500	500
01-101-000-0000-6401	Printing Services	1,571	1,200	351	1,200	1,200
01-101-000-0000-6402	Copy Paper, Toner	225	500	154	500	500
01-101-000-0000-6405	Office Supplies	647	600	316	600	600
01-101-000-0000-6452	Ledgers, Reference, & Law Books	0	300	0	300	300
01-101-000-0000-6480	Equipment/Furniture<\$5,000	250	1,000	0	1,000	1,000
01-101-000-0000-6849	Passport Expenditures	1,011	800	601	800	800

# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

101 Dept Recorder

<u>Account Number</u>	<u>Account Description</u>	2022 Actual Mo. 01 - 12	2023 Budget	2023 YTD Mo. 01 - 06	2024 Budget	2025 Budget
01-101-000-0000-6997	Transfers Out - Intra Fund	27,500	0	0	0	0
<b>Program 000</b>	Undesignated	<b>Revenue 254,156 -</b>	<b>268,600 -</b>	<b>108,817 -</b>	<b>221,100 -</b>	<b>221,100 -</b>
		<b>Expend. 163,122</b>	<b>441,236</b>	<b>49,572</b>	<b>484,502</b>	<b>529,482</b>
		<b>Net 91,034 -</b>	<b>172,636</b>	<b>59,245 -</b>	<b>263,402</b>	<b>308,382</b>
01-101-101-0000-5480	Technology Fund-County Recorder	86,810 -	100,000 -	31,490 -	100,000 -	100,000 -
01-101-101-0000-6268	Software Maintenance Contracts	34,743	36,391	0	36,391	36,391
01-101-101-0000-6284	Contracted Services	0	15,000	0	15,000	15,000
01-101-101-0000-6480	Equipment/Furniture<\$5,000	1,092	0	0	0	0
01-101-101-0000-6669	Equipment/Furniture>=5,000	25,585	0	0	0	0
01-101-101-0000-6997	Transfers Out	0	15,000	0	5,000	15,000
01-101-101-0000-6999	Future Fund Balance-Recorder Techn	0	33,609	0	43,609	33,609
<b>Program 101</b>	Technology Fund-County Record	<b>Revenue 86,810 -</b>	<b>100,000 -</b>	<b>31,490 -</b>	<b>100,000 -</b>	<b>100,000 -</b>
		<b>Expend. 61,420</b>	<b>100,000</b>	<b>0</b>	<b>100,000</b>	<b>100,000</b>
		<b>Net 25,390 -</b>	<b>0</b>	<b>31,490 -</b>	<b>0</b>	<b>0</b>
01-101-103-0000-5480	Compliance Fund-County Board	95,491 -	110,000 -	34,639 -	110,000 -	110,000 -
01-101-103-0000-6268	Software Maintenance Contracts	44,753	52,000	12,473	52,000	52,000
01-101-103-0000-6269	Software Enhancements	5,711	16,000	12,250	16,000	16,000
01-101-103-0000-6284	Contracted Services	27,532	10,000	2,094	10,000	10,000
01-101-103-0000-6999	Future Fund Balance-Recorder Compli	0	32,000	0	32,000	32,000
<b>Program 103</b>	Compliance Fund-County Board	<b>Revenue 95,491 -</b>	<b>110,000 -</b>	<b>34,639 -</b>	<b>110,000 -</b>	<b>110,000 -</b>
		<b>Expend. 77,996</b>	<b>110,000</b>	<b>26,817</b>	<b>110,000</b>	<b>110,000</b>
		<b>Net 17,495 -</b>	<b>0</b>	<b>7,822 -</b>	<b>0</b>	<b>0</b>
<b>Dept 101</b>	Recorder	<b>Revenue 436,457 -</b>	<b>478,600 -</b>	<b>174,946 -</b>	<b>431,100 -</b>	<b>431,100 -</b>
		<b>Expend. 302,538</b>	<b>651,236</b>	<b>76,389</b>	<b>694,502</b>	<b>739,482</b>
		<b>Net 133,919 -</b>	<b>172,636</b>	<b>98,557 -</b>	<b>263,402</b>	<b>308,382</b>



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
103 Dept Surveyor

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>
01-103-000-0000-5401	Dodge County Staffing Charges	58,647 -	59,860 -	0	59,860 -	59,860 -
01-103-000-0000-5477	Plat Check Fees	5,899 -	3,000 -	1,666 -	3,000 -	3,000 -
01-103-000-0000-5850	Dodge County Mileage Reimbursemer	920 -	1,000 -	0	1,000 -	1,000 -
01-103-000-0000-5851	Dodge County Supply Reimbursements	9,000 -	9,000 -	0	9,000 -	9,000 -
01-103-000-0000-5859	Miscellaneous Revenue	8,637 -	0	6,246 -	0	0
01-103-000-0000-5931	Sale of Orthos & Maps	95 -	0	0	0	0
01-103-000-0000-5949	Use of Fund Balance-Surveyor	0	52,000 -	0	0	52,000 -
01-103-000-0000-6101	Salaries & Wages - Permanent	85,720	254,039	0	324,035	361,012
01-103-000-0000-6103	Salaries & Wages-Part Time w/o Bene	0	7,680	0	7,680	7,680
01-103-000-0000-6107	Salaries & Wages - Department Heads	9,807	33,496	0	35,614	36,683
01-103-000-0000-6151	Group Health Insurance	5,910	21,197	0	31,442	33,957
01-103-000-0000-6152	HSA Contribution	3,756	9,300	0	11,600	11,600
01-103-000-0000-6153	Family Insurance Supplement	2,652	0	0	0	0
01-103-000-0000-6154	Life Insurance	62	174	0	228	228
01-103-000-0000-6155	Dental Insurance-County Paid	429	681	0	732	732
01-103-000-0000-6156	Accident Insurance-County Paid	109	171	0	171	171
01-103-000-0000-6161	PERA	7,165	22,141	0	27,550	29,400
01-103-000-0000-6171	FICA	5,787	18,303	0	22,774	24,304
01-103-000-0000-6174	Mandatory Medicare	1,353	4,281	0	5,326	5,684
01-103-000-0000-6202	Cell Phone	1,650	3,000	852	3,000	3,000
01-103-000-0000-6203	Postage	69	200	42	200	200
01-103-000-0000-6206	Data Cards	2,761	1,800	1,089	1,800	1,800
01-103-000-0000-6243	Membership Dues & Fees	170	950	485	950	950
01-103-000-0000-6245	State Required Registration or License	368	400	0	400	400
01-103-000-0000-6268	Software Maintenance Contracts	5,050	8,000	4,788	8,000	8,000
01-103-000-0000-6301	Maintenance Contracts	1,414	2,750	1,533	2,750	2,750
01-103-000-0000-6302	Copies/Copier Maintenance	205	500	466	500	500
01-103-000-0000-6303	Vehicle Maintenance	548	800	24	800	800
01-103-000-0000-6304	Other Machinery & Equipment Maint	0	200	0	200	200
01-103-000-0000-6309	Other-Vehicle or Boat License & Title	39	50	0	50	50
01-103-000-0000-6331	Mileage & Transportation	28	500	0	500	500
01-103-000-0000-6332	Meals & Lodging	0	1,200	337	1,200	1,200
01-103-000-0000-6357	Conferences/Schools	2,372	13,000	6,133	13,000	13,000
01-103-000-0000-6402	Copy Machine Paper & Toner	639	500	250	500	500
01-103-000-0000-6405	Office Supplies	844	500	385	500	500
01-103-000-0000-6412	Surveying Supplies	3,446	3,500	62	3,500	3,500

# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
103 Dept Surveyor

Report Basis: Cash

		2022	2023	2023	2024	2025
		Actual	Budget	YTD	Budget	Budget
		Mo. 01 - 12		Mo. 01 - 06		
<u>Account Number</u>	<u>Account Description</u>					
01-103-000-0000-6414	Food & Beverages	0	100	55	100	100
01-103-000-0000-6417	Safety Materials	208	500	0	500	500
01-103-000-0000-6420	Other General Supplies	0	100	0	100	100
01-103-000-0000-6567	Gasoline (Unleaded)	3,868	4,000	1,038	4,000	4,000
01-103-000-0000-6850	Miscellaneous Expense	0	0	2,588	0	0
01-103-000-0000-6997	Transfers Out - Intra Fund	0	52,000	0	0	52,000
<b>Program 000</b>	Undesignated					
	<b>Revenue</b>	<b>83,198 -</b>	<b>124,860 -</b>	<b>7,912 -</b>	<b>72,860 -</b>	<b>124,860 -</b>
	<b>Expend.</b>	<b>146,429</b>	<b>466,013</b>	<b>20,127</b>	<b>509,702</b>	<b>606,001</b>
	<b>Net</b>	<b>63,231</b>	<b>341,153</b>	<b>12,215</b>	<b>436,842</b>	<b>481,141</b>
<b>Dept 103</b>	Surveyor					
	<b>Revenue</b>	<b>83,198 -</b>	<b>124,860 -</b>	<b>7,912 -</b>	<b>72,860 -</b>	<b>124,860 -</b>
	<b>Expend.</b>	<b>146,429</b>	<b>466,013</b>	<b>20,127</b>	<b>509,702</b>	<b>606,001</b>
	<b>Net</b>	<b>63,231</b>	<b>341,153</b>	<b>12,215</b>	<b>436,842</b>	<b>481,141</b>

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
105 Dept GIS

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>
01-105-000-0000-5401	Dodge County Staffing Charges	7,500 -	7,500 -	0	7,500 -	7,500 -
01-105-000-0000-5402	Red Wing Staffing Charges	45,668 -	50,468 -	25,234 -	50,468 -	50,468 -
01-105-000-0000-5450	Digital Parcel Requests	6,862 -	6,000 -	185 -	6,000 -	6,000 -
01-105-000-0000-5480	User Group Fees	28,875 -	24,200 -	24,200 -	24,200 -	24,200 -
01-105-000-0000-5851	Dodge County Technology Reimburse	34,650 -	30,150 -	0	30,150 -	30,150 -
01-105-000-0000-5852	Red Wing Technology Reimbursements	10,721 -	10,828 -	5,414 -	10,828 -	10,828 -
01-105-000-0000-5859	Miscellaneous Revenue-Maps	119 -	0	27 -	0	0
01-105-000-0000-6101	Salaries & Wages - Permanent	70,969	256,154	0	277,434	307,411
01-105-000-0000-6104	Salaries & Wages - Overtime	123	0	0	0	0
01-105-000-0000-6107	Salaries & Wages - Department Heads	9,807	33,496	0	35,614	38,094
01-105-000-0000-6151	Group Health Insurance	4,292	15,429	0	16,586	17,913
01-105-000-0000-6152	HSA Contribution	1,458	5,550	0	5,550	5,950
01-105-000-0000-6153	Family Insurance Supplement	25	0	0	0	0
01-105-000-0000-6154	Life Insurance	51	174	0	174	174
01-105-000-0000-6155	Dental Insurance-County Paid	95	340	0	366	365
01-105-000-0000-6156	Accident Insurance-County Paid	26	86	0	86	86
01-105-000-0000-6161	PERA	6,067	21,724	0	23,479	25,913
01-105-000-0000-6171	FICA	4,974	17,958	0	19,409	21,421
01-105-000-0000-6174	Mandatory Medicare	1,163	4,200	0	4,539	5,010
01-105-000-0000-6243	Membership Dues And Fees	0	500	0	500	500
01-105-000-0000-6268	Software Maintenance	15,000	15,000	0	15,000	15,000
01-105-000-0000-6269	Software Enhancements	0	1,500	0	1,500	1,500
01-105-000-0000-6270	Software Licensing	0	1,500	0	1,500	1,500
01-105-000-0000-6278	Consultant Fees	1,880	2,500	0	2,500	2,500
01-105-000-0000-6302	Copies/Copier Maintenance	58 -	300	187	300	300
01-105-000-0000-6331	Mileage & Transportation	2,702	1,600	330	1,600	1,600
01-105-000-0000-6332	Meals & Lodging	3,416	4,500	0	4,500	4,500
01-105-000-0000-6333	Other (Parking,Etc)	149	200	0	200	200
01-105-000-0000-6335	Motor Pool Vehicle Usage	27	100	0	100	100
01-105-000-0000-6357	Conferences/Schools	2,328	2,500	0	2,500	2,500
01-105-000-0000-6402	Copy Paper, Toner	639	500	250	500	500
01-105-000-0000-6405	Office Supplies	578	250	398	250	250
01-105-000-0000-6414	Food & Beverages	54	100	0	100	100
01-105-000-0000-6567	Gasoline (unleaded)	46	0	0	0	0
<b>Program 000</b>	Undesignated	<b>Revenue 134,395 -</b>	<b>129,146 -</b>	<b>55,060 -</b>	<b>129,146 -</b>	<b>129,146 -</b>
		<b>Expend. 125,811</b>	<b>386,161</b>	<b>1,165</b>	<b>414,287</b>	<b>453,387</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

105 Dept GIS

			2022	2023	2023	2024	2025	
			Actual	Budget	YTD	Budget	Budget	
			<u>Mo. 01 - 12</u>		<u>Mo. 01 - 06</u>			
		<b>Net</b>	8,584 -	257,015	53,895 -	285,141	324,241	
<b>Dept</b>	<b>105</b>	<b>GIS</b>	<b>Revenue</b>	134,395 -	129,146 -	55,060 -	129,146 -	129,146 -
			<b>Expend.</b>	125,811	386,161	1,165	414,287	453,387
			<b>Net</b>	8,584 -	257,015	53,895 -	285,141	324,241

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

111 Dept General Government Buildings

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>
01-111-000-0000-5936	Recycled Metal	257 -	0	0	0	0
01-111-000-0000-6101	Salaries & Wages - Permanent	438,411	474,595	210,898	512,283	570,901
01-111-000-0000-6102	Salaries & Wages-Part Time w/ Benefits	0	27,285	10,377	32,581	36,383
01-111-000-0000-6103	Salaries & Wages-Part Time w/o Bene	21,035	38,000	9,426	40,000	40,000
01-111-000-0000-6104	Salaries & Wages - Overtime	8,539	8,000	5,275	8,000	8,000
01-111-000-0000-6107	Salaries & Wages - Department Heads	102,152	111,044	54,697	126,513	140,105
01-111-000-0000-6151	Group Health Insurance	31,920	40,520	18,584	37,358	40,347
01-111-000-0000-6152	HSA Contribution	33,694	35,400	18,917	51,050	51,050
01-111-000-0000-6153	Family Insurance Supplement	54,983	39,639	25,325	71,020	76,701
01-111-000-0000-6154	Life Insurance	488	542	244	542	542
01-111-000-0000-6155	Dental Insurance-County Paid	3,921	4,245	2,193	6,751	6,751
01-111-000-0000-6156	Accident Insurance-County Paid	864	985	621	1,442	1,442
01-111-000-0000-6161	PERA	41,386	46,569	21,141	50,953	56,677
01-111-000-0000-6171	FICA	33,481	40,853	16,947	44,601	49,429
01-111-000-0000-6174	Mandatory Medicare	7,830	9,554	3,963	10,431	11,560
01-111-000-0000-6202	Cell Phone	5,274	5,500	2,442	5,500	5,500
01-111-000-0000-6203	Postage	21	20	2	20	20
01-111-000-0000-6243	Membership Dues and Fees	699	700	719	800	800
01-111-000-0000-6245	State Required Registration or License	130	500	130	500	500
01-111-000-0000-6253	Water/Sewer	0	0	606	0	0
01-111-000-0000-6257	Solid Waste Disposal	256	2,000	289	2,000	2,000
01-111-000-0000-6258	Electronics Disposal	0	200	0	200	200
01-111-000-0000-6270	Software Licensing	11,278	11,600	12,755	13,600	13,600
01-111-000-0000-6283	Other Professional Fees	8,000	5,000	160	5,000	5,000
01-111-000-0000-6301	Maintenance Contracts	1,365	800	119	800	800
01-111-000-0000-6302	Copies/Copier Maintenance	0	100	0	100	100
01-111-000-0000-6303	Vehicle Maintenance	330	500	0	500	500
01-111-000-0000-6304	Other Machinery & Equipment Maint	335	0	80	0	0
01-111-000-0000-6305	Building Maintenance	431	0	0	0	0
01-111-000-0000-6306	Grounds Maintenance-Snow/Ice	1,567	3,000	3,362	3,000	3,000
01-111-000-0000-6307	Uniform Maintenance	5,770	6,100	2,935	6,100	6,100
01-111-000-0000-6309	Other - Vehicle or Boat License or Title	39	0	0	0	0
01-111-000-0000-6335	Motor Pool Vehicle Usage	149	100	35	100	100
01-111-000-0000-6357	Conferences/Schools	203	500	825	850	850
01-111-000-0000-6371	Security	3,934	10,000	4,365	10,000	10,000
01-111-000-0000-6402	Copy Paper And Toner	67	100	38	100	100

# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

111 Dept General Government Buildings

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>
01-111-000-0000-6405	Office Supplies	193	200	36	200	200
01-111-000-0000-6417	Safety Materials	1,535	500	51	500	500
01-111-000-0000-6420	Other General Supplies	217	2,000	127	2,000	2,000
01-111-000-0000-6432	Equipment/Furniture <\$1000	1,059	0	0	0	0
01-111-000-0000-6562	Tires, Batteries, & Vehicle Parts	119	2,000	67	2,000	2,000
01-111-000-0000-6563	Machinery Parts	3,371	1,000	4,393	2,500	2,500
01-111-000-0000-6565	Diesel Fuel	594	650	982	1,000	1,000
01-111-000-0000-6566	Gasoline (regular)	0	150	19	150	150
01-111-000-0000-6567	Gasoline (Unleaded)	696	1,000	444	1,000	1,000
01-111-000-0000-6569	Small Tools	287	2,000	919	2,000	2,000
01-111-000-0000-6669	Equipment/Furniture >=5,000	80,413	0	0	2,500	2,500
<b>Program 000</b>	Undesignated	<b>Revenue 257 -</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend. 907,036</b>	<b>933,451</b>	<b>434,508</b>	<b>1,056,545</b>	<b>1,152,908</b>
		<b>Net 906,779</b>	<b>933,451</b>	<b>434,508</b>	<b>1,056,545</b>	<b>1,152,908</b>
01-111-110-0000-5810	Rental Income-Government Ctr	1,980 -	2,000 -	1,000 -	2,270 -	2,380 -
01-111-110-0000-5949	Use of Fund Balance-Gov't Center	0	404,565 -	0	0	0
01-111-110-0000-6245	State Required Registration or License	195	200	165	200	200
01-111-110-0000-6247	State Elevator License	100	100	0	100	100
01-111-110-0000-6251	Electricity	48,141	36,000	15,231	36,000	36,000
01-111-110-0000-6252	Natural Gas	17,275	12,000	14,156	21,300	21,300
01-111-110-0000-6253	Water/Sewer	6,574	4,000	2,459	4,000	4,000
01-111-110-0000-6257	Solid Waste Disposal	1,991	1,500	668	1,500	1,500
01-111-110-0000-6301	Maintenance Contracts	37,087	14,500	16,542	26,000	22,000
01-111-110-0000-6304	Other Machinery & Equipment Maint	4,389	6,500	2,860	6,500	6,500
01-111-110-0000-6305	Building Maintenance	28,053	12,000	11,556	15,000	15,000
01-111-110-0000-6306	Grounds Maintenance	4,854	1,000	512	1,000	1,000
01-111-110-0000-6347	Rug And Mop Treatment	5,162	6,000	1,927	6,000	6,000
01-111-110-0000-6411	Custodial Supplies	4,516	3,500	1,988	3,500	3,500
01-111-110-0000-6413	Chemicals	364	1,000	377	1,000	1,000
01-111-110-0000-6420	Other General Supplies	2,327	4,000	1,377	4,000	4,000
01-111-110-0000-6421	Light Bulbs	953	1,000	481	1,000	1,000
01-111-110-0000-6480	Equipment/Furniture <\$5,000	0	0	1,020	0	0
01-111-110-0000-6569	Small Tools	98	0	40	0	0
01-111-110-0000-6997	Transfers Out	0	404,565	0	0	0
<b>Program 110</b>	Buildings-Government Center	<b>Revenue 1,980 -</b>	<b>406,565 -</b>	<b>1,000 -</b>	<b>2,270 -</b>	<b>2,380 -</b>

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

111 Dept General Government Buildings

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>
	<b>Expend.</b>	<b>162,079</b>	<b>507,865</b>	<b>71,359</b>	<b>127,100</b>	<b>123,100</b>
	<b>Net</b>	<b>160,099</b>	<b>101,300</b>	<b>70,359</b>	<b>124,830</b>	<b>120,720</b>
01-111-112-0000-5859	LEC Lease	144,398 -	137,063 -	155,881 -	300,000 -	300,000 -
01-111-112-0000-5949	Use of Fund Balance-LEC	0	850,103 -	0	0	0
01-111-112-0000-6245	State Required Registration or License	60	0	0	0	0
01-111-112-0000-6247	State Elevator License	300	200	0	200	200
01-111-112-0000-6251	Electricity	149,990	140,000	66,381	140,000	140,000
01-111-112-0000-6252	Natural Gas	109,613	60,000	51,767	77,650	77,650
01-111-112-0000-6253	Water/Sewer	46,896	55,000	16,120	40,000	40,000
01-111-112-0000-6257	Solid Waste Disposal	2,672	2,520	862	2,520	2,520
01-111-112-0000-6283	Other Professional Fees	0	100	0	100	100
01-111-112-0000-6301	Maintenance Contracts	32,324	26,000	12,651	26,000	26,000
01-111-112-0000-6304	Other Machinery & Equipment Maint	6,721	5,000	1,367	5,000	5,000
01-111-112-0000-6305	Building Maintenance	19,252	20,000	16,761	20,000	20,000
01-111-112-0000-6306	Grounds Maintenance	3,957	1,000	847	1,000	1,000
01-111-112-0000-6347	Rug And Mop Treatment	328	3,000	393	3,000	3,000
01-111-112-0000-6411	Custodial Supplies	4,236	4,000	2,227	4,000	4,000
01-111-112-0000-6413	Chemicals	3,290	5,000	0	5,000	5,000
01-111-112-0000-6420	Other General Supplies	1,074	5,000	172	5,000	5,000
01-111-112-0000-6421	Light Bulbs	161	2,000	0	2,000	2,000
01-111-112-0000-6480	Equipment/Furniture<\$5,000	0	0	3,570	0	0
01-111-112-0000-6565	Diesel Fuel-LEC Generator	2,040	0	0	0	0
01-111-112-0000-6997	Transfers Out	0	850,103	0	0	0
<b>Program 112</b>	<b>Buildings-LEC</b>	<b>Revenue 144,398 -</b>	<b>987,166 -</b>	<b>155,881 -</b>	<b>300,000 -</b>	<b>300,000 -</b>
		<b>Expend. 382,914</b>	<b>1,178,923</b>	<b>173,118</b>	<b>331,470</b>	<b>331,470</b>
		<b>Net 238,516</b>	<b>191,757</b>	<b>17,237</b>	<b>31,470</b>	<b>31,470</b>
01-111-113-0000-6257	Solid Waste Disposal	249	0	0	0	0
01-111-113-0000-6301	Maintenance Contracts	9,706	5,000	4,399	20,300	20,200
01-111-113-0000-6304	Other Machinery & Equipment Maint	222	0	0	0	0
01-111-113-0000-6305	Building Maintenance	21,181	10,000	13,378	15,000	15,000
01-111-113-0000-6420	Other General Supplies	403	0	0	0	0
01-111-113-0000-6421	Light Bulbs	0	1,000	0	1,000	1,000
01-111-113-0000-6432	Furniture/Equipment <\$1000	0	0	393	0	0
01-111-113-0000-6565	Diesel Fuel	2,040	0	0	0	0
01-111-113-0000-6569	Small Tools	24	100	29	100	100

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

111 Dept General Government Buildings

<u>Account Number</u>	<u>Account Description</u>	<u>2022 Actual</u> <u>Mo. 01 - 12</u>	<u>2023 Budget</u>	<u>2023 YTD</u> <u>Mo. 01 - 06</u>	<u>2024 Budget</u>	<u>2025 Budget</u>
<b>Program 113</b>	<b>Buildings-ADC</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Expend.</b>	<b>33,825</b>	<b>16,100</b>	<b>18,199</b>	<b>36,400</b>	<b>36,300</b>
	<b>Net</b>	<b>33,825</b>	<b>16,100</b>	<b>18,199</b>	<b>36,400</b>	<b>36,300</b>
01-111-115-0000-5810	Rental Income-Citizens Building	368,538 -	377,781 -	188,891 -	389,114 -	389,114 -
01-111-115-0000-6245	State Required Registration or License	10	0	0	0	0
01-111-115-0000-6247	State Elevator License	55	100	100	100	100
01-111-115-0000-6251	Electricity	35,113	22,000	11,982	24,000	24,000
01-111-115-0000-6252	Natural Gas	6,673	6,000	4,580	6,870	6,870
01-111-115-0000-6253	Water/Sewer	9,231	4,600	5,580	10,000	10,000
01-111-115-0000-6257	Solid Waste Disposal	1,982	1,700	796	1,700	1,700
01-111-115-0000-6283	Other Professional Fees	0	30	0	30	30
01-111-115-0000-6301	Maintenance Contracts	27,688	8,500	8,438	15,300	14,900
01-111-115-0000-6304	Other Machinery & Equipment Maint	2,526	700	67	700	700
01-111-115-0000-6305	Building Maintenance	8,920	4,500	6,442	6,500	6,500
01-111-115-0000-6306	Grounds Maintenance	3,976	1,500	1,451	1,500	1,500
01-111-115-0000-6347	Rug And Mop Treatment	652	0	1,215	0	0
01-111-115-0000-6411	Custodial Supplies	4,660	5,000	1,234	5,000	5,000
01-111-115-0000-6413	Chemicals	527	1,000	56	1,000	1,000
01-111-115-0000-6420	Other General Supplies	501	1,500	132	1,500	1,500
01-111-115-0000-6421	Light Bulbs	0	500	191	500	500
01-111-115-0000-6432	Furniture/Equipment <\$1000	0	0	204	0	0
<b>Program 115</b>	<b>Buildings-Citizen's (After Remode</b>	<b>368,538 -</b>	<b>377,781 -</b>	<b>188,891 -</b>	<b>389,114 -</b>	<b>389,114 -</b>
	<b>Revenue</b>	<b>368,538 -</b>	<b>377,781 -</b>	<b>188,891 -</b>	<b>389,114 -</b>	<b>389,114 -</b>
	<b>Expend.</b>	<b>102,514</b>	<b>57,630</b>	<b>42,468</b>	<b>74,700</b>	<b>74,300</b>
	<b>Net</b>	<b>266,024 -</b>	<b>320,151 -</b>	<b>146,423 -</b>	<b>314,414 -</b>	<b>314,814 -</b>
01-111-116-0000-5810	Rental Income-Justice Center	13,743 -	13,810 -	3,453 -	0	0
01-111-116-0000-6245	State Required Registration or License	20	0	0	0	0
01-111-116-0000-6247	State Elevator License	300	300	0	300	300
01-111-116-0000-6251	Electricity	45,829	36,000	15,652	36,000	36,000
01-111-116-0000-6257	Solid Waste Disposal	1,241	1,296	495	1,296	1,296
01-111-116-0000-6301	Maintenance Contracts	18,483	9,600	12,946	15,300	14,900
01-111-116-0000-6304	Other Machinery & Equipment Maint	187	2,500	0	2,500	2,500
01-111-116-0000-6305	Building Maintenance	18,570	10,000	11,403	12,500	12,500
01-111-116-0000-6306	Grounds Maintenance	1,661	500	248	500	500
01-111-116-0000-6347	Rug And Mop Treatment	2,005	1,000	1,111	1,000	1,000
01-111-116-0000-6411	Custodial Supplies	3,733	3,000	1,362	3,000	3,000



# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

111 Dept General Government Buildings

		2022	2023	2023	2024	2025
		Actual	Budget	YTD	Budget	Budget
<u>Account Number</u>		<u>Mo. 01 - 12</u>		<u>Mo. 01 - 06</u>		
<u>Account Description</u>						
01-111-116-0000-6420	Other General Supplies	2,016	2,500	2,815	2,500	2,500
01-111-116-0000-6421	Light Bulbs	780	1,000	212	1,000	1,000
01-111-116-0000-6432	Furniture/Equipment <\$1000	0	0	816	0	0
01-111-116-0000-6565	Diesel Fuel	2,040	0	0	0	0
<b>Program</b>	<b>116</b> Buildings-Justice Center	<b>Revenue</b>	<b>13,743 -</b>	<b>13,810 -</b>	<b>3,453 -</b>	<b>0</b>
		<b>Expend.</b>	<b>96,865</b>	<b>67,696</b>	<b>47,060</b>	<b>75,896</b>
		<b>Net</b>	<b>83,122</b>	<b>53,886</b>	<b>43,607</b>	<b>75,896</b>
<b>Dept</b>	<b>111</b> General Government Buildings	<b>Revenue</b>	<b>528,916 -</b>	<b>1,785,322 -</b>	<b>349,225 -</b>	<b>691,384 -</b>
		<b>Expend.</b>	<b>1,685,233</b>	<b>2,761,665</b>	<b>786,712</b>	<b>1,702,111</b>
		<b>Net</b>	<b>1,156,317</b>	<b>976,343</b>	<b>437,487</b>	<b>1,010,727</b>

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
121 Dept Veterans Service

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>
01-121-000-0000-5610	Contributions & Donations	599 -	0	0	0	0
01-121-000-0000-6101	Salaries & Wages - Permanent	23,615	76,475	0	121,222	135,698
01-121-000-0000-6107	Salaries & Wages - Department Heads	0	59,368	0	93,021	104,285
01-121-000-0000-6151	Group Health Insurance	2,546	8,051	0	0	0
01-121-000-0000-6152	HSA Contribution	485	1,500	0	11,300	11,300
01-121-000-0000-6153	Family Insurance Supplement	0	0	0	33,238	35,897
01-121-000-0000-6154	Life Insurance	18	108	0	163	163
01-121-000-0000-6155	Dental Insurance-County Paid	0	0	0	1,277	1,277
01-121-000-0000-6156	Accident Insurance-County Paid	0	0	0	271	271
01-121-000-0000-6161	PERA	1,771	10,188	0	16,068	17,999
01-121-000-0000-6171	FICA	1,428	8,422	0	13,283	14,879
01-121-000-0000-6174	Mandatory Medicare	334	1,970	0	3,107	3,480
01-121-000-0000-6202	Cell Phone	1,469	1,000	436	3,168	3,168
01-121-000-0000-6203	Postage	162	600	204	400	400
01-121-000-0000-6206	Data Cards	480	600	200	600	600
01-121-000-0000-6243	Membership Dues & Fees	100	300	0	900	900
01-121-000-0000-6270	Software Licensing	0	0	0	1,350	1,350
01-121-000-0000-6302	Copies/Copier Maintenance	757	700	0	750	750
01-121-000-0000-6331	Mileage & Transportation	0	1,000	0	1,000	1,000
01-121-000-0000-6332	Meals & Lodging	0	1,000	0	1,100	1,100
01-121-000-0000-6335	Motor Pool Vehicle Usage	0	600	0	0	0
01-121-000-0000-6357	Conferences/Schools	760	800	0	900	900
01-121-000-0000-6402	Copy Machine Paper & Toner	150	250	666	350	350
01-121-000-0000-6405	Office Supplies	605	750	296	750	750
<b>Program 000</b>	<b>Undesignated</b>	<b>Revenue 599 -</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend. 34,680</b>	<b>173,682</b>	<b>1,802</b>	<b>304,218</b>	<b>336,517</b>
		<b>Net 34,081</b>	<b>173,682</b>	<b>1,802</b>	<b>304,218</b>	<b>336,517</b>
01-121-120-0000-5256	Dept of VA-CVSO Operational Grant	9,387 -	12,500 -	0	12,500 -	12,500 -
01-121-120-0000-6241	Advertising	3,780	6,000	3,095	5,000	5,000
01-121-120-0000-6272	Physician & Medical Fees	0	1,500	0	0	0
01-121-120-0000-6283	Other Professional Fees	1,700	0	0	0	0
01-121-120-0000-6301	Maintenance Contracts	1,575	1,650	0	0	0
01-121-120-0000-6332	Meals & Lodging	632	0	1,825	3,000	3,000
01-121-120-0000-6405	Office Supplies	153	0	0	0	0
01-121-120-0000-6414	Food & Beverage	0	0	0	3,250	3,250

# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
121 Dept Veterans Service

Report Basis: Cash

		2022	2023	2023	2024	2025
		Actual	Budget	YTD	Budget	Budget
<u>Account Number</u>		<u>Account Description</u>	<u>Mo. 01 - 12</u>	<u>Mo. 01 - 06</u>		
01-121-120-0000-6420	Other General Supplies	2,078	2,350	1,142	500	500
01-121-120-0000-6480	Equipment/Furniture<\$5000	1,171	1,000	500	750	750
<b>Program 120</b>	<b>Veterans Operational Grant</b>	<b>Revenue 9,387 -</b>	<b>12,500 -</b>	<b>0</b>	<b>12,500 -</b>	<b>12,500 -</b>
		<b>Expend. 11,089</b>	<b>12,500</b>	<b>6,562</b>	<b>12,500</b>	<b>12,500</b>
		<b>Net 1,702</b>	<b>0</b>	<b>6,562</b>	<b>0</b>	<b>0</b>
01-121-140-0000-5610	Transportation Donations	20,706 -	18,000 -	6,770 -	13,000 -	13,000 -
01-121-140-0000-6106	Per Diem in Lieu of Salaries	0	0	0	45,000	45,000
01-121-140-0000-6220	Volunteer Transportation Mileage	42,504	18,000	26,196	10,000	10,000
01-121-140-0000-6567	Gasoline (Unleaded)	0	0	0	18,000	18,000
<b>Program 140</b>	<b>Veterans Transportation</b>	<b>Revenue 20,706 -</b>	<b>18,000 -</b>	<b>6,770 -</b>	<b>13,000 -</b>	<b>13,000 -</b>
		<b>Expend. 42,504</b>	<b>18,000</b>	<b>26,196</b>	<b>73,000</b>	<b>73,000</b>
		<b>Net 21,798</b>	<b>0</b>	<b>19,426</b>	<b>60,000</b>	<b>60,000</b>
<b>Dept 121</b>	<b>Veterans Service</b>	<b>Revenue 30,692 -</b>	<b>30,500 -</b>	<b>6,770 -</b>	<b>25,500 -</b>	<b>25,500 -</b>
		<b>Expend. 88,273</b>	<b>204,182</b>	<b>34,560</b>	<b>389,718</b>	<b>422,017</b>
		<b>Net 57,581</b>	<b>173,682</b>	<b>27,790</b>	<b>364,218</b>	<b>396,517</b>

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

127 Dept Land Use Management

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>
01-127-125-0000-5217	Aquatic Invasive Species Prevention	63,172 -	63,421 -	0	63,421 -	63,421 -
01-127-125-0000-6232	Publications & Brochures	11,920	15,000	23,370	15,000	15,000
01-127-125-0000-6278	Consultant Fees	14,113	10,000	0	10,000	10,000
01-127-125-0000-6283	Site Visit Fees	480	200	0	200	200
01-127-125-0000-6284	Contracted Services	10,632	150	11,720	150	150
01-127-125-0000-6331	Mileage & Transportation	0	500	0	500	500
01-127-125-0000-6332	Meals & Lodging	0	435	68	435	435
01-127-125-0000-6335	Motor Pool Vehicle Usage	0	100	0	100	100
01-127-125-0000-6357	Conferences/Schools	0	1,000	0	1,000	1,000
01-127-125-0000-6401	Printing Services	0	500	0	500	500
01-127-125-0000-6420	Other General Supplies	682	2,500	0	2,500	2,500
01-127-125-0000-6480	Equipment/Furniture<\$5,000	6	0	0	0	0
01-127-125-0000-6669	Equipment/Furniture>\$5,000	36,160	22,000	0	22,000	22,000
01-127-125-0000-6997	Transfers Out	4,252	11,036	0	11,036	11,036
01-127-125-0000-6998	Transfers Out - Inter Fund	25,653	0	0	0	0
<b>Program 125</b>	<b>Aquatic Invasive Species</b>	<b>Revenue 63,172 -</b>	<b>63,421 -</b>	<b>0</b>	<b>63,421 -</b>	<b>63,421 -</b>
		<b>Expend. 103,898</b>	<b>63,421</b>	<b>35,158</b>	<b>63,421</b>	<b>63,421</b>
		<b>Net 40,726</b>	<b>0</b>	<b>35,158</b>	<b>0</b>	<b>0</b>
01-127-126-0000-5217	Buffer Initiative	109,346 -	109,346 -	0	109,346 -	109,346 -
01-127-126-0000-6203	Postage	0	1,000	0	1,000	1,000
01-127-126-0000-6278	Consultant Fees	70,150	95,000	0	95,000	95,000
01-127-126-0000-6405	Office Supplies	0	1,000	0	1,000	1,000
01-127-126-0000-6999	Future Fund Balance - Buffer	0	12,346	0	12,346	12,346
<b>Program 126</b>	<b>Buffer Funds</b>	<b>Revenue 109,346 -</b>	<b>109,346 -</b>	<b>0</b>	<b>109,346 -</b>	<b>109,346 -</b>
		<b>Expend. 70,150</b>	<b>109,346</b>	<b>0</b>	<b>109,346</b>	<b>109,346</b>
		<b>Net 39,196 -</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
01-127-127-0000-5123	Building Permits	266,866 -	230,000 -	109,118 -	230,000 -	230,000 -
01-127-127-0000-5124	City Building Permits	148,550 -	120,000 -	142,970 -	130,000 -	120,000 -
01-127-127-0000-5125	CF Building Permit Receipts	0	0	15,416 -	10,000 -	0
01-127-127-0000-5478	Building Permit Surcharge	959 -	700 -	522 -	700 -	700 -
01-127-127-0000-5859	Miscellaneous Revenue	100 -	0	0	0	0
01-127-127-0000-5860	Insurance Reimbursements	0	0	670 -	0	0
01-127-127-0000-5947	Transfers In - Intra Fund	81 -	0	0	0	0
01-127-127-0000-6101	Salaries & Wages - Permanent	96,135	343,328	0	314,858	350,746
01-127-127-0000-6107	Salaries & Wages - Department Heads	9,807	33,496	0	35,614	38,094

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

127 Dept Land Use Management

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>	
01-127-127-0000-6151	Group Health Insurance	6,016	17,712	0	19,041	20,564	
01-127-127-0000-6152	HSA Contribution	3,123	10,800	0	11,600	11,600	
01-127-127-0000-6153	Family Insurance Supplement	3,712	13,213	0	14,204	15,340	
01-127-127-0000-6154	Life Insurance	86	282	0	228	228	
01-127-127-0000-6155	Dental Insurance-County Paid	333	1,188	0	1,277	1,277	
01-127-127-0000-6156	Accident Insurance-County Paid	79	271	0	271	271	
01-127-127-0000-6161	PERA	7,946	28,262	0	26,285	29,163	
01-127-127-0000-6171	FICA	6,339	23,363	0	21,729	24,108	
01-127-127-0000-6174	Mandatory Medicare	1,482	5,464	0	5,082	5,638	
01-127-127-0000-6202	Cell Phone	1,109	1,500	461	1,500	1,500	
01-127-127-0000-6203	Postage	15	750	149	750	750	
01-127-127-0000-6206	Data Cards	327	0	200	0	0	
01-127-127-0000-6243	Membership Dues & Fees	245	400	100	400	400	
01-127-127-0000-6244	Subscriptions	55	100	0	100	100	
01-127-127-0000-6245	State Required Registration or License	100	150	0	150	150	
01-127-127-0000-6270	Software Licensing	0	0	0	1,200	0	
01-127-127-0000-6278	Consultant Fees	0	0	3,480	0	0	
01-127-127-0000-6283	Other Professional Fees	0	2,000	1,480	2,000	2,000	
01-127-127-0000-6302	Copies/Copier Maintenance	2,956	2,500	1,072	2,500	2,500	
01-127-127-0000-6303	Vehicle Maintenance	406	1,500	708	1,500	1,500	
01-127-127-0000-6309	Other-Vehicle or Boat License & Title	58	50	0	50	50	
01-127-127-0000-6331	Mileage & Transportation	126	2,500	337	2,500	2,500	
01-127-127-0000-6332	Meals & Lodging	86	1,000	0	1,000	1,000	
01-127-127-0000-6357	Conferences/Schools	1,432	4,500	1,420	3,500	4,500	
01-127-127-0000-6401	Printing Services	316	500	0	500	500	
01-127-127-0000-6402	Copy Machine Paper And Toner	262	350	316	350	350	
01-127-127-0000-6405	Office Supplies	1,942	2,000	279	2,000	2,000	
01-127-127-0000-6412	Field Supplies	56	500	248	500	500	
01-127-127-0000-6414	Food & Beverages	25	50	0	50	50	
01-127-127-0000-6452	Ledgers, Reference, & Law Books	0	2,000	0	2,000	2,000	
01-127-127-0000-6562	Tires, Batteries, & Vehicle Parts	802	700	1,738	1,000	700	
01-127-127-0000-6567	Gasoline (Unleaded)	8,795	7,000	3,196	7,000	7,000	
<b>Program 127</b>	<b>Building Activities</b>	<b>Revenue</b>	<b>416,556 -</b>	<b>350,700 -</b>	<b>268,696 -</b>	<b>370,700 -</b>	<b>350,700 -</b>
		<b>Expend.</b>	<b>154,171</b>	<b>507,429</b>	<b>15,184</b>	<b>480,739</b>	<b>527,079</b>
		<b>Net</b>	<b>262,385 -</b>	<b>156,729</b>	<b>253,512 -</b>	<b>110,039</b>	<b>176,379</b>

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

127 Dept Land Use Management

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>
01-127-128-0000-5125	Conditional Use Permits	8,100 -	7,000 -	2,450 -	7,000 -	7,000 -
01-127-128-0000-5127	Variance Permits	8,550 -	6,000 -	2,800 -	6,000 -	6,000 -
01-127-128-0000-5128	Change of Zone Permits	3,050 -	500 -	1,000 -	500 -	500 -
01-127-128-0000-5129	Zoning Permits	1,300 -	3,000 -	1,500 -	3,000 -	3,000 -
01-127-128-0000-5270	Water & Soil Resources-Block Grant	2,772 -	2,800 -	0	2,800 -	2,800 -
01-127-128-0000-5482	Mining Registration Fees	19,800 -	18,600 -	0	18,600 -	18,600 -
01-127-128-0000-5859	Miscellaneous Revenue	35 -	100 -	0	100 -	100 -
01-127-128-0000-5947	Transfers In-Salary Reimb	118 -	8,036 -	0	8,036 -	8,036 -
01-127-128-0000-6101	Salaries & Wages - Permanent	45,219	179,634	0	197,746	221,616
01-127-128-0000-6106	Per Diem in Lieu of Salaries	13,550	18,000	6,475	18,000	18,000
01-127-128-0000-6107	Salaries & Wages - Department Heads	9,807	33,496	0	35,614	38,094
01-127-128-0000-6151	Group Health Insurance	5,406	15,429	0	16,586	17,913
01-127-128-0000-6152	HSA Contribution	1,669	5,550	0	5,950	5,950
01-127-128-0000-6154	Life Insurance	43	174	0	174	174
01-127-128-0000-6155	Dental Insurance-County Paid	95	340	0	366	366
01-127-128-0000-6156	Accident Insurance-County Paid	26	86	0	86	86
01-127-128-0000-6161	PERA	4,127	17,335	0	18,852	20,880
01-127-128-0000-6171	FICA	3,394	14,330	0	15,584	17,261
01-127-128-0000-6174	Mandatory Medicare	794	3,351	0	3,645	4,037
01-127-128-0000-6202	Cell Phone	652	650	270	650	650
01-127-128-0000-6203	Postage	3,383	2,600	1,489	2,600	2,600
01-127-128-0000-6242	Legal Notices	2,018	4,000	302	4,000	4,000
01-127-128-0000-6243	Membership Dues & Fees	997	1,000	0	1,000	1,000
01-127-128-0000-6244	Subscriptions	177	100	0	100	100
01-127-128-0000-6270	Software Licensing	0	100	0	100	100
01-127-128-0000-6278	Consultant Fees	300	0	0	0	0
01-127-128-0000-6284	Contracted Services	1,500	700	1,075	700	700
01-127-128-0000-6302	Copies/Copier Maintenance	2,766	2,000	1,038	2,000	2,000
01-127-128-0000-6331	Mileage & Transportation	2,802	3,000	1,671	3,000	3,000
01-127-128-0000-6332	Meals & Lodging	520	1,000	0	1,000	1,000
01-127-128-0000-6333	Other (Parking, Etc)	0	25	0	25	25
01-127-128-0000-6335	Motor Pool Vehicle Usage	80	100	0	100	100
01-127-128-0000-6357	Conferences/Schools	885	1,500	0	1,500	1,500
01-127-128-0000-6401	Printing Services	316	300	0	300	300
01-127-128-0000-6402	Copy Machine Paper And Toner	262	500	316	1,000	500
01-127-128-0000-6405	Office Supplies	1,588	1,000	265	1,000	1,000

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

127 Dept Land Use Management

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>
01-127-128-0000-6414	Food & Beverages	82	100	25	100	100
01-127-128-0000-6420	Other General Supplies	0	50	0	50	50
01-127-128-0000-6480	Equipment/Furniture<\$5,000	202	0	0	0	0
01-127-128-0000-6567	Gasoline (Unleaded)	1,025	0	449	0	0
01-127-128-0000-6850	Recording Fees	2,038	1,900	460	1,900	1,900
<b>Program 128</b>	<b>Planning/Zoning Activities</b>	<b>Revenue 43,725 -</b>	<b>46,036 -</b>	<b>7,750 -</b>	<b>46,036 -</b>	<b>46,036 -</b>
		<b>Expend. 105,723</b>	<b>308,350</b>	<b>13,835</b>	<b>333,728</b>	<b>365,002</b>
		<b>Net 61,998</b>	<b>262,314</b>	<b>6,085</b>	<b>287,692</b>	<b>318,966</b>
01-127-129-0000-5150	Septic System Permits	49,325 -	50,000 -	26,550 -	50,000 -	50,000 -
01-127-129-0000-5170	Well Permits	18,220 -	16,000 -	7,255 -	16,000 -	16,000 -
01-127-129-0000-5171	Well Maintenance Permits	3,610 -	4,000 -	3,855 -	4,000 -	4,000 -
01-127-129-0000-5270	Water & Soil Resources-MPCA SSTS	0	18,600 -	18,600 -	18,600 -	18,600 -
01-127-129-0000-5413	Olmsted Co Water Kits	4,290 -	6,000 -	2,830 -	6,000 -	6,000 -
01-127-129-0000-5417	Radon Test Kits	40 -	0	0	0	0
01-127-129-0000-5860	Insurance Reimbursements	0	0	2,175 -	0	0
01-127-129-0000-5948	Transfers In - Inter Fund	7,500 -	7,500 -	0	7,500 -	7,500 -
01-127-129-0000-6101	Salaries & Wages - Permanent	44,147	203,838	0	255,979	283,385
01-127-129-0000-6151	Group Health Insurance	0	8,051	0	0	0
01-127-129-0000-6152	HSA Contribution	1,723	7,500	0	9,000	9,000
01-127-129-0000-6153	Family Insurance Supplement	9,800	35,412	0	57,103	61,671
01-127-129-0000-6154	Life Insurance	32	163	0	163	163
01-127-129-0000-6161	PERA	3,311	15,288	0	19,198	21,254
01-127-129-0000-6171	FICA	2,419	12,638	0	15,871	17,570
01-127-129-0000-6174	Mandatory Medicare	566	2,956	0	3,712	4,109
01-127-129-0000-6202	Cell Phone	1,099	1,000	436	1,000	1,000
01-127-129-0000-6203	Postage	175	500	159	500	500
01-127-129-0000-6232	Publications and Brochures	400	400	0	400	400
01-127-129-0000-6243	Membership Dues & Fees	0	135	0	135	135
01-127-129-0000-6245	State Required Registration or License	0	500	0	500	500
01-127-129-0000-6270	Software Licensing	0	100	0	100	100
01-127-129-0000-6283	Other Professional Fees	1,010	2,000	285	2,000	2,000
01-127-129-0000-6285	Nursing/Laboratory Fees	2,496	4,000	1,927	4,000	4,000
01-127-129-0000-6302	Copies/Copier Maintenance	190	300	166	300	300
01-127-129-0000-6303	Vehicle Maintenance	1,500	500	2,643	1,500	500
01-127-129-0000-6309	Other-Vehicle or Boat License & Title	39	40	0	40	40

# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
127 Dept Land Use Management

Report Basis: Cash

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>	
01-127-129-0000-6331		Mileage & Transportation	0	200	0	200	200	
01-127-129-0000-6332		Meals & Lodging	0	500	0	1,500	500	
01-127-129-0000-6357		Conferences/Schools/Workshops	265	2,200	249	2,300	2,200	
01-127-129-0000-6401		Printing Services	0	550	0	550	550	
01-127-129-0000-6402		Copy paper and Toner	214	100	250	100	100	
01-127-129-0000-6405		Office Supplies	302	300	318	300	300	
01-127-129-0000-6406		Env Hlth Field Supplies	161	600	56	600	600	
01-127-129-0000-6414		Food & Beverages	0	650	1,002	1,200	650	
01-127-129-0000-6567		Gasoline (Unleaded)	2,252	2,000	793	2,000	2,000	
<b>Program</b>	<b>129</b>	<b>Environmental Health</b>	<b>Revenue</b>	<b>82,985 -</b>	<b>102,100 -</b>	<b>61,265 -</b>	<b>102,100 -</b>	<b>102,100 -</b>
			<b>Expend.</b>	<b>72,101</b>	<b>302,421</b>	<b>8,284</b>	<b>380,251</b>	<b>413,727</b>
			<b>Net</b>	<b>10,884 -</b>	<b>200,321</b>	<b>52,981 -</b>	<b>278,151</b>	<b>311,627</b>
<b>Dept</b>	<b>127</b>	<b>Land Use Management</b>	<b>Revenue</b>	<b>715,784 -</b>	<b>671,603 -</b>	<b>337,711 -</b>	<b>691,603 -</b>	<b>671,603 -</b>
			<b>Expend.</b>	<b>506,043</b>	<b>1,290,967</b>	<b>72,461</b>	<b>1,367,485</b>	<b>1,478,575</b>
			<b>Net</b>	<b>209,741 -</b>	<b>619,364</b>	<b>265,250 -</b>	<b>675,882</b>	<b>806,972</b>



# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

130 Dept County Vehicles-Motor Pool

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>
01-130-000-0000-5859	Motor Pool Reimbursements	58,798 -	45,000 -	31,386 -	60,000 -	60,000 -
01-130-000-0000-5860	Insurance Reimbursements	15,267 -	0	0	0	0
01-130-000-0000-6303	Vehicle Maintenance	32,258	10,000	7,070	14,000	14,000
01-130-000-0000-6309	Other-Vehicle or Boat License & Title	491	500	0	500	500
01-130-000-0000-6420	Other General Supplies	758	500	1,655	1,500	1,500
01-130-000-0000-6567	Gasoline (Unleaded)	24,973	22,000	10,849	22,000	22,000
01-130-000-0000-6997	Transfers Out	24,780	0	0	0	0
01-130-000-0000-6999	Future Fund Balance	0	12,000	0	22,000	22,000
<b>Program 000</b>	<b>Undesignated</b>	<b>Revenue 74,065 -</b>	<b>45,000 -</b>	<b>31,386 -</b>	<b>60,000 -</b>	<b>60,000 -</b>
		<b>Expend. 83,260</b>	<b>45,000</b>	<b>19,574</b>	<b>60,000</b>	<b>60,000</b>
		<b>Net 9,195</b>	<b>0</b>	<b>11,812 -</b>	<b>0</b>	<b>0</b>
<b>Dept 130</b>	<b>County Vehicles-Motor Pool</b>	<b>Revenue 74,065 -</b>	<b>45,000 -</b>	<b>31,386 -</b>	<b>60,000 -</b>	<b>60,000 -</b>
		<b>Expend. 83,260</b>	<b>45,000</b>	<b>19,574</b>	<b>60,000</b>	<b>60,000</b>
		<b>Net 9,195</b>	<b>0</b>	<b>11,812 -</b>	<b>0</b>	<b>0</b>

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
201 Dept Sheriff

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>
01-201-000-0000-5118	Tobacco Licenses	200 -	200 -	200 -	200 -	200 -
01-201-000-0000-5221	Police Aid	418,186 -	415,000 -	0	415,000 -	415,000 -
01-201-000-0000-5242	State of MN DECN Grant	602 -	0	0	0	0
01-201-000-0000-5243	Police Officer Standards/Trng Board-P	47,696 -	43,700 -	0	46,000 -	46,000 -
01-201-000-0000-5246	Bulletproof Vest-State	4,214 -	7,700 -	0	4,900 -	7,700 -
01-201-000-0000-5322	16.607 Bulletproof Vest Partnership Pr	5,397 -	7,700 -	0	4,900 -	7,700 -
01-201-000-0000-5336	20.600 State & Community Highway S	8,096 -	9,000 -	1,625 -	8,000 -	8,000 -
01-201-000-0000-5338	20.608 Min Penalties for Repeat DWI	4,051 -	5,500 -	3,869 -	4,000 -	4,000 -
01-201-000-0000-5339	20.616 National Priority Safety Programs	4,414 -	4,500 -	0	4,500 -	4,500 -
01-201-000-0000-5396	97.056 Port Security Grant Program	0	551,900 -	23,970 -	0	0
01-201-000-0000-5462	Officer Service Fees	26,666 -	21,500 -	13,624 -	24,500 -	24,500 -
01-201-000-0000-5464	Sheriff Inmate Transportation Fees	6,702 -	9,000 -	5,006 -	6,500 -	6,500 -
01-201-000-0000-5465	Civil Process Fees	44,826 -	40,000 -	19,924 -	44,000 -	44,000 -
01-201-000-0000-5466	City Law Enforcement Contracts	480,241 -	504,448 -	248,611 -	529,845 -	529,845 -
01-201-000-0000-5467	School Law Enforcement Contracts	90,768 -	100,000 -	58,948 -	104,156 -	115,622 -
01-201-000-0000-5480	Other Charges For Services	126 -	0	10 -	0	0
01-201-000-0000-5536	Trespass Fines	200 -	500 -	0	200 -	200 -
01-201-000-0000-5538	Suspended Driver Program	1,000 -	500 -	500 -	800 -	800 -
01-201-000-0000-5610	Contributions & Donations	510 -	0	3,735 -	0	0
01-201-000-0000-5850	MN Dot Verizon Lease Reimbursements	6,900 -	0	0	0	0
01-201-000-0000-5851	Mobile Data User Agreement	9,694 -	10,500 -	1,294 -	12,550 -	12,550 -
01-201-000-0000-5859	Miscellaneous Revenue	4,057 -	0	10 -	0	0
01-201-000-0000-5860	Insurance Reimbursements	88,095 -	10,000 -	26,840 -	10,000 -	10,000 -
01-201-000-0000-5947	Transfers In	60,601 -	64,000 -	42,008 -	61,400 -	59,900 -
01-201-000-0000-5949	Use of Fund Balance	0	11,190 -	0	225,189 -	0
01-201-000-0000-6101	Salaries & Wages - Permanent	3,696,991	3,894,536	1,774,823	4,275,638	4,763,928
01-201-000-0000-6102	Salaries & Wages-Part Time w/ Benefits	0	81,127	0	0	0
01-201-000-0000-6103	Salaries & Wages-Part Time w/o Bene	0	0	8,680	0	0
01-201-000-0000-6104	Salaries & Wages - Overtime	183,429	200,000	149,127	220,000	220,000
01-201-000-0000-6107	Salaries & Wages - Department Heads	159,554	167,482	83,446	178,069	190,469
01-201-000-0000-6114	Salaries & Wages - Holiday Pay	95,323	111,500	0	115,000	118,500
01-201-000-0000-6118	Salaries & Wages - Uniform Allowance	34,324	35,500	958	40,150	40,150
01-201-000-0000-6151	Group Health Insurance	186,527	202,598	100,618	253,704	274,000
01-201-000-0000-6152	HSA Contribution	111,798	148,500	62,303	151,750	151,750
01-201-000-0000-6153	Family Insurance Supplement	247,338	265,031	104,401	211,512	228,433
01-201-000-0000-6154	Life Insurance	2,631	2,658	1,220	2,712	2,712

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
201 Dept Sheriff

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>
01-201-000-0000-6155	Dental Insurance-County Paid	11,077	11,719	4,643	11,141	11,141
01-201-000-0000-6156	Accident Insurance-County Paid	2,700	2,755	1,416	2,470	2,470
01-201-000-0000-6161	PERA	686,579	745,636	332,132	794,091	879,675
01-201-000-0000-6171	FICA	26,600	29,897	13,809	37,363	41,517
01-201-000-0000-6174	Mandatory Medicare	58,204	63,694	28,224	68,376	75,748
01-201-000-0000-6201	Telephone	946	0	0	0	0
01-201-000-0000-6202	Cell Phone	21,868	23,300	8,960	24,000	24,000
01-201-000-0000-6203	Postage	1,140	3,000	743	2,500	2,500
01-201-000-0000-6205	Freight	397	700	75	700	700
01-201-000-0000-6206	Data Cards	20,687	20,700	8,307	12,500	21,500
01-201-000-0000-6209	Internet	1,857	3,400	1,605	4,000	4,000
01-201-000-0000-6243	Membership Dues & Fees	11,962	12,500	12,286	13,000	13,500
01-201-000-0000-6244	Subscriptions	4,484	4,715	3,576	4,840	5,010
01-201-000-0000-6245	State Required Registration or License	1,921	1,800	281	2,200	1,650
01-201-000-0000-6251	Electricity	2,309	2,500	1,326	2,500	2,500
01-201-000-0000-6252	Natural Gas/Propane	3,130	3,400	2,763	3,600	3,600
01-201-000-0000-6253	Water/Sewer	578	1,100	397	1,000	1,000
01-201-000-0000-6257	Solid Waste Disposal	225	350	179	500	500
01-201-000-0000-6268	Software Maintenance	31,574	37,500	28,550	40,500	43,000
01-201-000-0000-6270	Software Licensing	29,943	38,000	29,915	51,100	59,000
01-201-000-0000-6272	Physician & Medical Fees	6,920	0	0	0	0
01-201-000-0000-6283	Other Professional Fees	1,538	4,000	250	4,700	4,700
01-201-000-0000-6284	Contracted Services	112	50,200	2,188	100,350	100,350
01-201-000-0000-6290	Employment Services-Credit Checks	39 -	0	0	0	0
01-201-000-0000-6291	Employee Medical, Drug & Alcohol Tes	4,859	6,070	7,712	8,760	8,760
01-201-000-0000-6301	Maintenance Contracts	7,252	12,000	6,804	12,500	13,000
01-201-000-0000-6302	Copies/Copier Maintenance	1,749	3,300	990	2,000	2,000
01-201-000-0000-6303	Vehicle Maintenance	177,848	116,000	41,828	100,000	100,000
01-201-000-0000-6304	Other Machinery & Equipment Maint	5,666	7,000	2,790	7,500	7,500
01-201-000-0000-6305	Building Maintenance	1,959	2,000	15	2,000	2,000
01-201-000-0000-6309	Other-Vehicle or Boat License & Title	461	1,500	580	1,500	1,500
01-201-000-0000-6315	Other-Vehicle Costs (Non-County)	841	2,000	998	1,500	1,500
01-201-000-0000-6330	Transport Fees - Other	0	3,500	6,479	3,500	3,500
01-201-000-0000-6331	Mileage & Transportation	863	700	0	700	700
01-201-000-0000-6332	Meals & Lodging	13,159	10,500	4,580	10,500	10,500
01-201-000-0000-6333	Other Transportation	16	50	36	50	50

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
201 Dept Sheriff

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 Actual Mo. 01 - 12	2023 Budget	2023 YTD Mo. 01 - 06	2024 Budget	2025 Budget	
01-201-000-0000-6335	Motor Pool Vehicle Usage	67	0	0	0	0	
01-201-000-0000-6340	Radio Tower/Cable Tv	70	0	0	0	0	
01-201-000-0000-6346	Rentals	0	0	150	300	300	
01-201-000-0000-6357	Conferences/Schools	35,649	45,000	19,659	45,000	45,000	
01-201-000-0000-6401	Printing Services	531	1,200	663	11,000	1,000	
01-201-000-0000-6402	Copy Machine Paper & Toner	1,868	3,000	717	2,500	2,500	
01-201-000-0000-6405	Office Supplies	2,326	3,500	879	3,500	3,500	
01-201-000-0000-6411	Custodial Supplies	0	300	0	200	200	
01-201-000-0000-6414	Food & Beverages	373	400	381	400	100	
01-201-000-0000-6416	Ammunition & Range Fees	19,137	29,855	13,531	20,300	20,300	
01-201-000-0000-6420	Other General Supplies	15,075	19,000	7,738	20,350	20,350	
01-201-000-0000-6432	Furniture/Equipment <\$1000	7,364	14,635	9,068	12,000	12,000	
01-201-000-0000-6434	Medical Supplies	2,842	2,500	407	4,900	3,000	
01-201-000-0000-6453	Sheriffs Personnel Uniforms	17,033	24,400	35,191	22,800	28,400	
01-201-000-0000-6454	Sheriffs Personnel Equipment	8,451	7,800	9,128	32,600	7,800	
01-201-000-0000-6480	Equipment/Furniture<\$5,000	8,739	0	1,287	0	0	
01-201-000-0000-6565	Diesel Fuel	838	2,000	302	1,200	1,200	
01-201-000-0000-6567	Gasoline (Unleaded)	183,350	185,000	71,059	185,000	185,000	
01-201-000-0000-6669	Equipment/Furniture>=5,000	23,970	669,600	117,601	0	0	
01-201-000-0000-6851	K-9 Expenses	10,955	10,600	2,408	12,500	6,000	
01-201-000-0000-6855	Forensic Expenses	507	2,000	108	2,000	2,000	
01-201-000-0000-6867	Emergency Response Team Expenses	4,166	6,000	5,649	4,500	4,500	
01-201-000-0000-6870	Investigative Expenditures	9,314	13,000	9,379	13,000	13,000	
01-201-000-0000-6883	Crime Prevention Expenses	10,406	10,000	5,670	14,000	14,000	
01-201-000-0000-6897	Other Agency Grant Reimbursements	11,440	11,000	4,231	10,500	10,500	
01-201-000-0000-6997	Transfers Out	144,024	0	0	225,189	0	
<b>Program 000</b>	Undesignated	<b>Revenue</b>	<b>1,313,242 -</b>	<b>1,816,838 -</b>	<b>450,174 -</b>	<b>1,506,640 -</b>	<b>1,297,017 -</b>
		<b>Expend.</b>	<b>6,377,795</b>	<b>7,395,208</b>	<b>3,155,219</b>	<b>7,424,215</b>	<b>7,819,663</b>
		<b>Net</b>	<b>5,064,553</b>	<b>5,578,370</b>	<b>2,705,045</b>	<b>5,917,575</b>	<b>6,522,646</b>
01-201-228-0000-5324	16.710 COPS Grant	46,714 -	30,000 -	26,602 -	0	0	
01-201-228-0000-6101	Salaries & Wages - Permanent	65,613	69,895	35,451	0	0	
01-201-228-0000-6104	Salaries & Wages - Overtime	0	0	4,104	0	0	
01-201-228-0000-6114	Salaries & Wages - Holiday Pay	3,022	0	0	0	0	
01-201-228-0000-6118	Salaries & Wages - Uniform Allowance	935	0	0	0	0	
01-201-228-0000-6151	Group Health Insurance	0	8,051	4,026	0	0	

# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
201 Dept Sheriff

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> <u>Mo. 01 - 12</u>	2023 <u>Budget</u>	2023 <u>YTD</u> <u>Mo. 01 - 06</u>	2024 <u>Budget</u>	2025 <u>Budget</u>
01-201-228-0000-6152	HSA Contribution	0	1,500	808	0	0
01-201-228-0000-6154	Life Insurance	54	54	27	0	0
01-201-228-0000-6161	PERA	12,148	12,371	7,001	0	0
01-201-228-0000-6174	Mandatory Medicare	1,009	1,013	560	0	0
<b>Program 228</b>	COPS Grant	<b>Revenue 46,714 -</b>	<b>30,000 -</b>	<b>26,602 -</b>	<b>0</b>	<b>0</b>
		<b>Expend. 82,781</b>	<b>92,884</b>	<b>51,977</b>	<b>0</b>	<b>0</b>
		<b>Net 36,067</b>	<b>62,884</b>	<b>25,375</b>	<b>0</b>	<b>0</b>
01-201-230-0000-5537	Counteract	5,021 -	3,300 -	2,129 -	4,000 -	4,000 -
01-201-230-0000-6357	Conferences/Schools	1,250	0	0	0	0
01-201-230-0000-6420	Other General Supplies	3,384	3,300	1,245	4,000	4,000
<b>Program 230</b>	Counteract	<b>Revenue 5,021 -</b>	<b>3,300 -</b>	<b>2,129 -</b>	<b>4,000 -</b>	<b>4,000 -</b>
		<b>Expend. 4,634</b>	<b>3,300</b>	<b>1,245</b>	<b>4,000</b>	<b>4,000</b>
		<b>Net 387 -</b>	<b>0</b>	<b>884 -</b>	<b>0</b>	<b>0</b>
01-201-233-0000-5610	Contributions & Donations	1,640 -	0	280 -	0	0
01-201-233-0000-5859	Miscellaneous Revenue	0	0	1,551 -	0	0
01-201-233-0000-5949	Use of Fund Balance - K9	0	0	0	17,500 -	0
01-201-233-0000-6357	Conferences/Schools	0	0	0	6,000	0
01-201-233-0000-6851	K-9 Donation Expense	0	0	0	11,500	0
<b>Program 233</b>	K-9 Donations	<b>Revenue 1,640 -</b>	<b>0</b>	<b>1,831 -</b>	<b>17,500 -</b>	<b>0</b>
		<b>Expend. 0</b>	<b>0</b>	<b>0</b>	<b>17,500</b>	<b>0</b>
		<b>Net 1,640 -</b>	<b>0</b>	<b>1,831 -</b>	<b>0</b>	<b>0</b>
01-201-238-0000-5130	Gun Permits	49,690 -	60,000 -	35,625 -	55,000 -	55,000 -
01-201-238-0000-6203	Postage	383	450	345	450	450
01-201-238-0000-6332	Meals & Lodging	0	200	0	200	200
01-201-238-0000-6357	Conferences/Schools/Workshops	0	600	0	600	600
01-201-238-0000-6402	Copy Machine Paper & Toner	195	200	173	200	200
01-201-238-0000-6405	Office Supplies	127	300	27	300	300
01-201-238-0000-6420	Other General Supplies	1,849	2,000	594	2,000	2,000
01-201-238-0000-6480	Equipment/Furniture<\$5,000	0	0	1,612	0	0
01-201-238-0000-6850	Refunds	320	500	480	500	500
01-201-238-0000-6997	Transfers Out - Intra Fund	46,740	54,000	34,917	50,000	50,000
01-201-238-0000-6999	Future Fund Balance-Gun Permits	0	1,750	0	750	750
<b>Program 238</b>	Gun Permits	<b>Revenue 49,690 -</b>	<b>60,000 -</b>	<b>35,625 -</b>	<b>55,000 -</b>	<b>55,000 -</b>
		<b>Expend. 49,614</b>	<b>60,000</b>	<b>38,148</b>	<b>55,000</b>	<b>55,000</b>
		<b>Net 76 -</b>	<b>0</b>	<b>2,523</b>	<b>0</b>	<b>0</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

201 Dept Sheriff

			2022	2023	2023	2024	2025	
			Actual	Budget	YTD	Budget	Budget	
			<u>Mo. 01 - 12</u>		<u>Mo. 01 - 06</u>			
<b>Dept</b>	<b>201</b>	Sheriff	<b>Revenue</b>	1,416,307 -	1,910,138 -	516,361 -	1,583,140 -	1,356,017 -
			<b>Expend.</b>	6,514,824	7,551,392	3,246,589	7,500,715	7,878,663
			<b>Net</b>	5,098,517	5,641,254	2,730,228	5,917,575	6,522,646

# Goodhue County



## USER-SELECTED BUDGET REPORT

Report Basis: Cash

01 Fund		County General Revenue		2022	2023	2023	2024	2025
203 Dept		Sheriffs Contingent - Fines		Actual	Budget	YTD	Budget	Budget
		<u>Account Number</u>	<u>Account Description</u>	<u>Mo. 01 - 12</u>		<u>Mo. 01 - 06</u>		
		01-203-000-0000-5536	Fines-Sheriff Contingent	4,401 -	4,300 -	2,871 -	5,000 -	5,000 -
		01-203-000-0000-6997	Transfers Out-Sheriff Contingency	4,116	4,300	0	5,000	5,000
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>4,401 -</b>	<b>4,300 -</b>	<b>2,871 -</b>	<b>5,000 -</b>	<b>5,000 -</b>
			<b>Expend.</b>	<b>4,116</b>	<b>4,300</b>	<b>0</b>	<b>5,000</b>	<b>5,000</b>
			<b>Net</b>	<b>285 -</b>	<b>0</b>	<b>2,871 -</b>	<b>0</b>	<b>0</b>
<b>Dept</b>	<b>203</b>	Sheriffs Contingent - Fines	<b>Revenue</b>	<b>4,401 -</b>	<b>4,300 -</b>	<b>2,871 -</b>	<b>5,000 -</b>	<b>5,000 -</b>
			<b>Expend.</b>	<b>4,116</b>	<b>4,300</b>	<b>0</b>	<b>5,000</b>	<b>5,000</b>
			<b>Net</b>	<b>285 -</b>	<b>0</b>	<b>2,871 -</b>	<b>0</b>	<b>0</b>

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
205 Dept Sheriff-Seasonal

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>
01-205-000-0000-5265	DNR-Boat & Water Safety Grant	22,277 -	22,000 -	0	30,000 -	30,000 -
01-205-000-0000-5390	97.012 Boating Safety Equipment Grant	0	8,335 -	0	0	0
01-205-000-0000-5391	97.012 Boating Safety Patrol Grant	5,500 -	5,875 -	0	5,875 -	5,875 -
01-205-000-0000-5396	97.056 Port Security Grant Program	60,080 -	26,203 -	107,968 -	157,284 -	0
01-205-000-0000-6101	Salaries & Wages - Permanent	161,632	169,528	86,143	188,811	209,237
01-205-000-0000-6103	Salaries & Wages-Part Time w/o Bene	10,846	17,000	3,002	17,500	18,000
01-205-000-0000-6104	Salaries & Wages - Overtime	3,461	8,000	9,653	8,000	8,000
01-205-000-0000-6114	Salaries & Wages-Holiday Pay	6,444	8,200	0	8,900	9,200
01-205-000-0000-6118	Salaries & Wages - Uniform Allowance	1,885	1,885	0	1,900	1,900
01-205-000-0000-6151	Group Health Insurance	10,894	5,191	3,177	5,580	6,027
01-205-000-0000-6152	HSA Contribution	6,533	3,375	2,051	3,735	3,735
01-205-000-0000-6154	Life Insurance	107	103	51	103	103
01-205-000-0000-6155	Dental Insurance-County Paid	642	306	187	329	329
01-205-000-0000-6156	Accident Insurance-County Paid	178	77	45	77	77
01-205-000-0000-6161	PERA	31,027	35,883	17,487	39,508	43,505
01-205-000-0000-6171	FICA	258	0	0	0	0
01-205-000-0000-6174	Mandatory Medicare	2,627	2,940	1,425	3,237	3,564
01-205-000-0000-6202	Cell Phone	989	1,000	411	1,000	1,000
01-205-000-0000-6206	Data Cards	1,473	1,500	720	2,000	2,000
01-205-000-0000-6283	Other Professional Fees	0	0	955	0	0
01-205-000-0000-6291	Employee Medical, Drug & Alcohol Tes	0	1,000	364	1,000	1,000
01-205-000-0000-6303	Vehicle Maintenance	4,959	4,000	519	5,000	5,000
01-205-000-0000-6304	Other Machinery & Equipment Maint	2,508	5,000	4,011	5,000	5,000
01-205-000-0000-6309	Other-Vehicle or Boat License & Title	116	0	0	120	0
01-205-000-0000-6332	Meals & Lodging	89	300	0	300	300
01-205-000-0000-6357	Conferences/Schools	175	800	0	800	800
01-205-000-0000-6401	Printing Services	0	200	0	0	0
01-205-000-0000-6420	Other General Supplies	155	1,500	306	1,000	1,000
01-205-000-0000-6432	Furniture/Equipment <\$1000	943	2,000	959	2,000	2,000
01-205-000-0000-6453	Personnel Uniforms	0	1,000	2,016	1,000	1,000
01-205-000-0000-6480	Equipment/Furniture<\$5,000	0	15,692	17,963	0	0
01-205-000-0000-6561	Motor Oil & Lubricants	0	2,000	0	0	0
01-205-000-0000-6565	Diesel Fuel	9,524	11,000	2,511	10,000	10,000
01-205-000-0000-6567	Gasoline (Unleaded)	2,426	4,000	777	4,000	4,000
01-205-000-0000-6669	Equipment/Furniture>=5,000	150,200	26,203	18,619	157,284	0
<b>Program 000</b>	<b>Undesignated</b>	<b>Revenue 87,857 -</b>	<b>62,413 -</b>	<b>107,968 -</b>	<b>193,159 -</b>	<b>35,875 -</b>



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
205 Dept Sheriff-Seasonal

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>
	<b>Expend.</b>	<b>410,091</b>	<b>329,683</b>	<b>173,352</b>	<b>468,184</b>	<b>336,777</b>
	<b>Net</b>	<b>322,234</b>	<b>267,270</b>	<b>65,384</b>	<b>275,025</b>	<b>300,902</b>
01-205-234-0000-6283	Other Professional Fees	0	0	1,170	0	0
01-205-234-0000-6304	Other Machinery & Equipment Maint	1,623	1,200	0	1,200	1,200
01-205-234-0000-6309	Other - Vehicle or Boat License & Title	19	0	0	19	0
01-205-234-0000-6346	Rents & Leases-Other	0	300	0	0	0
01-205-234-0000-6357	Conferences/Schools	249	1,000	1,992	500	500
01-205-234-0000-6420	Other General Supplies	2,602	1,500	349	2,500	2,500
01-205-234-0000-6432	Furniture/Equipment <\$1000	1,964	1,250	0	1,500	2,500
<b>Program 234</b>	Dive Team	<b>Revenue 0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Expend.</b>	<b>6,457</b>	<b>5,250</b>	<b>3,511</b>	<b>5,719</b>	<b>6,700</b>
	<b>Net</b>	<b>6,457</b>	<b>5,250</b>	<b>3,511</b>	<b>5,719</b>	<b>6,700</b>
01-205-235-0000-5264	DNR-Snowmobile Safety Enforcement	2,116 -	4,663 -	0	3,953 -	3,953 -
01-205-235-0000-6101	Salaries & Wages - Permanent	1,115	5,290	2,007	5,758	6,380
01-205-235-0000-6104	Salaries & Wages - Overtime	0	2,000	2,731	2,000	2,000
01-205-235-0000-6151	Group Health Insurance	75	346	150	372	402
01-205-235-0000-6152	HSA Contribution	41	225	90	249	249
01-205-235-0000-6154	Life Insurance	1	3	3	3	3
01-205-235-0000-6155	Dental Insurance-County Paid	4	20	9	22	22
01-205-235-0000-6156	Accident Insurance-County Paid	1	5	2	5	5
01-205-235-0000-6161	PERA	197	1,290	839	1,373	1,497
01-205-235-0000-6174	Mandatory Medicare	16	106	69	112	123
01-205-235-0000-6304	Other Machinery & Equipment Maint	620	1,000	0	1,000	1,000
01-205-235-0000-6309	Other-Vehicle or Boat License & Title	28	0	0	28	0
01-205-235-0000-6401	Printing Services	0	300	0	300	300
01-205-235-0000-6420	Other General Supplies	185	500	0	500	500
01-205-235-0000-6567	Gasoline (Unleaded)	26	200	104	200	200
01-205-235-0000-6669	Equipment/Furniture>=5,000	0	0	53	0	0
<b>Program 235</b>	Snowmobile	<b>Revenue 2,116 -</b>	<b>4,663 -</b>	<b>0</b>	<b>3,953 -</b>	<b>3,953 -</b>
	<b>Expend.</b>	<b>2,309</b>	<b>11,285</b>	<b>6,057</b>	<b>11,922</b>	<b>12,681</b>
	<b>Net</b>	<b>193</b>	<b>6,622</b>	<b>6,057</b>	<b>7,969</b>	<b>8,728</b>
01-205-236-0000-5262	DNR-Off Hwy Vehicle Enforcement (A	2,353 -	6,046 -	0	3,359 -	3,359 -
01-205-236-0000-6101	Salaries & Wages - Permanent	1,225	3,798	565	4,134	4,580
01-205-236-0000-6103	Salaries & Wages-Part Time w/o Bene	86	0	0	0	0
01-205-236-0000-6104	Salaries & Wages - Overtime	652	500	0	500	500

# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
205 Dept Sheriff-Seasonal

Report Basis: Cash

		2022	2023	2023	2024	2025
		Actual	Budget	YTD	Budget	Budget
<u>Account Number</u>		<u>Mo. 01 - 12</u>		<u>Mo. 01 - 06</u>		
<u>Account Description</u>						
01-205-236-0000-6151	Group Health Insurance	126	231	38	248	268
01-205-236-0000-6152	HSA Contribution	76	150	23	166	166
01-205-236-0000-6154	Life Insurance	1	2	0	2	2
01-205-236-0000-6155	Dental Insurance-County Paid	7	14	2	14	15
01-205-236-0000-6156	Accident Insurance-County Paid	2	3	1	3	3
01-205-236-0000-6161	PERA	331	761	100	820	903
01-205-236-0000-6171	FICA	5	0	0	0	0
01-205-236-0000-6174	Mandatory Medicare	28	62	8	67	74
01-205-236-0000-6304	Other Machinery & Equipment Maint	0	1,000	0	1,000	1,000
01-205-236-0000-6309	Other-Vehicle or Boat License & Title	39	0	0	39	0
01-205-236-0000-6401	Printing Services	0	300	0	300	300
01-205-236-0000-6420	Other General Supplies	0	1,000	0	1,000	1,000
01-205-236-0000-6567	Gasoline (Unleaded)	78	50	1	50	50
01-205-236-0000-6669	Equipment/Furniture>=5,000	0	0	7,335	0	0
<b>Program</b>	<b>236</b> ATV	<b>Revenue</b>	<b>2,353 -</b>	<b>6,046 -</b>	<b>0</b>	<b>3,359 -</b>
		<b>Expend.</b>	<b>2,656</b>	<b>7,871</b>	<b>8,073</b>	<b>8,343</b>
		<b>Net</b>	<b>303</b>	<b>1,825</b>	<b>8,073</b>	<b>4,984</b>
<b>Dept</b>	<b>205</b> Sheriff-Seasonal	<b>Revenue</b>	<b>92,326 -</b>	<b>73,122 -</b>	<b>107,968 -</b>	<b>200,471 -</b>
		<b>Expend.</b>	<b>421,513</b>	<b>354,089</b>	<b>190,993</b>	<b>494,168</b>
		<b>Net</b>	<b>329,187</b>	<b>280,967</b>	<b>83,025</b>	<b>293,697</b>

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

207 Dept Adult Detention Center

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>
01-207-000-0000-5320	16.034 Coronavirus Emergency Supp	38,820 -	0	0	0	0
01-207-000-0000-5321	16.606 Criminal Alien Assistance SCA	2,806 -	2,800 -	13,291 -	3,000 -	3,000 -
01-207-000-0000-5450	Pay to Stay Fees	45,950 -	0	34,065 -	20,000 -	10,000 -
01-207-000-0000-5469	Weekender Fees	3,095 -	3,850 -	1,600 -	2,900 -	2,900 -
01-207-000-0000-5470	Board of Huber Law Detainees	3,609 -	16,400 -	4,310 -	12,000 -	12,000 -
01-207-000-0000-5471	Booking Fees	5,613 -	7,500 -	2,309 -	5,600 -	5,600 -
01-207-000-0000-5472	Detainee Board-County	38,335 -	40,000 -	31,240 -	40,000 -	40,000 -
01-207-000-0000-5473	Detainee Board-State	8,700 -	14,000 -	2,220 -	0	0
01-207-000-0000-5480	Other Charges For Services	6,670 -	4,000 -	1,880 -	4,000 -	4,000 -
01-207-000-0000-5853	Previous Inmate Debt	1,081 -	1,000 -	1,323 -	1,000 -	1,000 -
01-207-000-0000-5859	Incentive Payments (SSA)	1,924 -	2,800 -	800 -	2,800 -	2,800 -
01-207-000-0000-5949	Use of Fund Balance	0	6,943 -	0	0	0
01-207-000-0000-6101	Salaries & Wages - Permanent	1,295,539	2,788,668	0	3,128,051	3,481,079
01-207-000-0000-6102	Salaries & Wages-Part Time w/ Benefits	12,534	24,482	0	25,537	28,647
01-207-000-0000-6103	Salaries & Wages-Part Time w/o Bene	3,027	0	0	0	0
01-207-000-0000-6104	Salaries & Wages - Overtime	167,378	100,000	0	150,000	150,000
01-207-000-0000-6114	Salaries & Wages - Holiday Pay	74,707	105,000	0	112,000	115,400
01-207-000-0000-6118	Salaries & Wages - Uniform Allowance	23,740	39,500	77	40,600	40,600
01-207-000-0000-6151	Group Health Insurance	102,875	223,386	0	231,486	250,005
01-207-000-0000-6152	HSA Contribution	50,669	117,750	0	124,650	124,650
01-207-000-0000-6153	Family Insurance Supplement	49,298	128,170	0	137,783	148,805
01-207-000-0000-6154	Life Insurance	1,198	2,441	0	2,441	2,441
01-207-000-0000-6155	Dental Insurance-County Paid	4,800	8,669	0	9,319	9,319
01-207-000-0000-6156	Accident Insurance-County Paid	1,218	2,099	0	2,099	2,099
01-207-000-0000-6161	PERA	128,304	263,070	0	297,782	330,009
01-207-000-0000-6171	FICA	86,420	187,125	0	211,766	234,691
01-207-000-0000-6174	Mandatory Medicare	20,882	43,763	0	49,526	54,887
01-207-000-0000-6202	Cell Phone	2,812	3,000	1,169	3,000	3,000
01-207-000-0000-6203	Postage	21	0	0	0	0
01-207-000-0000-6205	Freight	0	0	169	0	0
01-207-000-0000-6241	Advertising	0	0	697	2,000	2,000
01-207-000-0000-6244	Subscriptions	278	300	0	300	300
01-207-000-0000-6245	State Required Registration or License	610	700	550	700	700
01-207-000-0000-6257	Solid Waste Disposal	6,590	6,000	3,076	7,700	7,700
01-207-000-0000-6258	Electronics Disposal	170	0	0	0	0
01-207-000-0000-6268	Software Maintenance	15,650	16,400	14,264	16,550	17,200

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

207 Dept Adult Detention Center

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>	
01-207-000-0000-6272	Physician & Medical Fees	393,482	421,200	240,403	444,000	444,000	
01-207-000-0000-6278	Consultant Fees	925	1,235	3,012	1,300	1,300	
01-207-000-0000-6283	Other Professional Fees	8,418	4,500	2,712	3,900	3,900	
01-207-000-0000-6291	Employee Medical, Drug & Alcohol Tes	11,892	9,000	7,178	9,000	9,000	
01-207-000-0000-6301	Maintenance Contracts	34,310	49,643	27,368	42,300	58,500	
01-207-000-0000-6302	Copies/Copier Maintenance	8,136	8,300	3,430	8,300	8,300	
01-207-000-0000-6304	Other Machinery & Equipment Maint	23,069	15,000	2,723	15,000	15,000	
01-207-000-0000-6305	Building Maintenance	4,338	3,800	971	3,800	3,800	
01-207-000-0000-6332	Meals & Lodging	2,959	3,750	2,465	3,500	3,500	
01-207-000-0000-6333	Other-Parking	84	0	0	0	0	
01-207-000-0000-6335	Motor Pool Vehicle Usage	1,355	1,500	736	1,500	1,500	
01-207-000-0000-6357	Conferences/Schools	10,942	10,500	950	12,000	12,000	
01-207-000-0000-6358	Detainee Board	2,885	5,000	0	5,000	5,000	
01-207-000-0000-6366	Detainee Laundry	23,358	24,000	5,632	0	0	
01-207-000-0000-6401	Printing Services	194	0	0	0	0	
01-207-000-0000-6402	Copy Machine Paper & Toner	1,909	2,250	760	2,000	2,000	
01-207-000-0000-6405	Office Supplies	1,575	2,550	873	2,000	2,000	
01-207-000-0000-6411	Custodial Supplies	13,224	12,000	5,907	13,500	13,500	
01-207-000-0000-6414	Food & Beverages	0	0	197	0	0	
01-207-000-0000-6420	Other General Supplies	3,575	6,300	2,348	7,300	7,300	
01-207-000-0000-6432	Other Furniture And Equipment	3,942	5,000	1,608	6,000	6,000	
01-207-000-0000-6435	Infection Control Items	3,326	0	0	0	0	
01-207-000-0000-6453	Personnel Uniforms	9,310	8,000	5,499	8,000	8,000	
01-207-000-0000-6461	Detainee Clothing	3,461	5,000	1,938	5,000	5,000	
01-207-000-0000-6463	Detainee Meals	242,166	295,000	130,125	217,000	227,900	
01-207-000-0000-6464	Other Detainee Supplies	1,853	4,400	103	3,400	3,400	
01-207-000-0000-6465	Indigent Commissary Supplies	92	0	0	0	0	
01-207-000-0000-6997	Transfers Out - Intra Fund	65,300	0	0	0	0	
<b>Program 000</b>	<b>Undesignated</b>	<b>Revenue</b>	<b>156,603 -</b>	<b>99,293 -</b>	<b>93,038 -</b>	<b>91,300 -</b>	<b>81,300 -</b>
		<b>Expend.</b>	<b>2,924,800</b>	<b>4,958,451</b>	<b>466,940</b>	<b>5,367,090</b>	<b>5,844,432</b>
		<b>Net</b>	<b>2,768,197</b>	<b>4,859,158</b>	<b>373,902</b>	<b>5,275,790</b>	<b>5,763,132</b>
01-207-240-0000-5850	Phone Commission	16,635 -	26,400 -	6,824 -	17,700 -	17,700 -	
01-207-240-0000-5855	Vending Commission	23,016 -	17,500 -	9,659 -	25,800 -	25,800 -	
01-207-240-0000-5859	Other Miscellaneous Revenue	1,239 -	3,800 -	1,080 -	2,800 -	2,800 -	
01-207-240-0000-6201	Telephone	5,083	5,800	3,092	6,900	6,900	

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

207 Dept Adult Detention Center

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>
01-207-240-0000-6203	Postage	412	1,000	375	800	800
01-207-240-0000-6244	Subscriptions	1,665	1,300	188	1,800	1,800
01-207-240-0000-6268	Software Maintenance	540	0	0	0	0
01-207-240-0000-6283	Other Professional Fees	4,499	3,000	532	3,000	3,000
01-207-240-0000-6284	Contracted Services	6,776	5,500	3,210	6,500	6,500
01-207-240-0000-6305	Building Maintenance	674	0	0	0	0
01-207-240-0000-6332	Meals & Lodging	0	600	0	600	600
01-207-240-0000-6340	Cable Tv	747	850	393	850	850
01-207-240-0000-6357	Conferences/Schools/Workshops	0	500	0	500	500
01-207-240-0000-6358	Training & Seminars (Detainees)	1,028	6,000	540	4,000	4,000
01-207-240-0000-6405	Office Supplies	98	100	0	100	100
01-207-240-0000-6414	Food & Beverages	0	500	57	200	200
01-207-240-0000-6420	Other General Supplies	319	1,000	71	400	400
01-207-240-0000-6432	Other Furniture And Equipment	26	5,000	559	3,000	3,000
01-207-240-0000-6434	Medical Supplies	4,311	3,700	1,479	3,700	3,700
01-207-240-0000-6464	Other Detainee Supplies	11,794	10,000	761	12,000	12,000
01-207-240-0000-6465	Indigent Supplies	777	1,000	347	1,000	1,000
01-207-240-0000-6999	Future Fund Balance-Inmate Improven	0	1,850	0	950	950
<b>Program 240</b>	<b>Inmate Improvement Funds</b>	<b>Revenue 40,890 -</b>	<b>47,700 -</b>	<b>17,563 -</b>	<b>46,300 -</b>	<b>46,300 -</b>
		<b>Expend. 38,749</b>	<b>47,700</b>	<b>11,604</b>	<b>46,300</b>	<b>46,300</b>
		<b>Net 2,141 -</b>	<b>0</b>	<b>5,959 -</b>	<b>0</b>	<b>0</b>
<b>Dept 207</b>	<b>Adult Detention Center</b>	<b>Revenue 197,493 -</b>	<b>146,993 -</b>	<b>110,601 -</b>	<b>137,600 -</b>	<b>127,600 -</b>
		<b>Expend. 2,963,549</b>	<b>5,006,151</b>	<b>478,544</b>	<b>5,413,390</b>	<b>5,890,732</b>
		<b>Net 2,766,056</b>	<b>4,859,158</b>	<b>367,943</b>	<b>5,275,790</b>	<b>5,763,132</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

208 Dept Sentence to Serve

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>	
01-208-000-0000-5401		STS Charges	12,100 -	8,000 -	1,000 -	10,000 -	10,000 -	
01-208-000-0000-5852		STS Reimbursements-City of RW	64,762 -	67,030 -	32,381 -	64,762 -	67,029 -	
01-208-000-0000-6350		Sentence To Serve	254,648	263,581	129,524	259,047	263,580	
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>76,862 -</b>	<b>75,030 -</b>	<b>33,381 -</b>	<b>74,762 -</b>	<b>77,029 -</b>
			<b>Expend.</b>	<b>254,648</b>	<b>263,581</b>	<b>129,524</b>	<b>259,047</b>	<b>263,580</b>
			<b>Net</b>	<b>177,786</b>	<b>188,551</b>	<b>96,143</b>	<b>184,285</b>	<b>186,551</b>
<b>Dept</b>	<b>208</b>	Sentence to Serve	<b>Revenue</b>	<b>76,862 -</b>	<b>75,030 -</b>	<b>33,381 -</b>	<b>74,762 -</b>	<b>77,029 -</b>
			<b>Expend.</b>	<b>254,648</b>	<b>263,581</b>	<b>129,524</b>	<b>259,047</b>	<b>263,580</b>
			<b>Net</b>	<b>177,786</b>	<b>188,551</b>	<b>96,143</b>	<b>184,285</b>	<b>186,551</b>

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
209 Dept Enhanced 911 System

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	<u>2022 Actual</u> <u>Mo. 01 - 12</u>	<u>2023 Budget</u>	<u>2023 YTD</u> <u>Mo. 01 - 06</u>	<u>2024 Budget</u>	<u>2025 Budget</u>
01-209-000-0000-5223	Enhanced 911	253,183 -	256,824 -	128,418 -	256,824 -	256,824 -
01-209-000-0000-5224	Emergency Communications Network	16,417 -	0	0	0	0
01-209-000-0000-5335	20.615 E-911 Grant Program	24,626 -	0	0	0	0
01-209-000-0000-5710	Interest	2,873 -	3,000 -	5,417 -	5,000 -	5,000 -
01-209-000-0000-5949	Use of Fund Balance-E911 Grant Funds	0	5,451 -	0	104,316 -	0
01-209-000-0000-6101	Salaries & Wages - Permanent	30,657	0	12,857	0	0
01-209-000-0000-6104	Salaries & Wages - Overtime	262	0	11,518	0	0
01-209-000-0000-6151	Group Health Insurance	0	0	1,639	0	0
01-209-000-0000-6152	HSA Contribution	1,068	0	1,021	0	0
01-209-000-0000-6153	Family Insurance Supplement	6,944	0	743	0	0
01-209-000-0000-6154	Life Insurance	36	0	22	0	0
01-209-000-0000-6155	Dental Insurance-County Paid	0	0	86	0	0
01-209-000-0000-6156	Accident Insurance-County Paid	0	0	21	0	0
01-209-000-0000-6161	PERA	2,319	0	1,828	0	0
01-209-000-0000-6171	FICA	1,678	0	1,457	0	0
01-209-000-0000-6174	Mandatory Medicare	393	0	341	0	0
01-209-000-0000-6201	Telephone	2,007	2,100	1,027	2,100	2,100
01-209-000-0000-6202	Cell Phone	0	0	129	500	500
01-209-000-0000-6206	Data Cards	1,299	1,400	593	1,400	1,400
01-209-000-0000-6209	Internet	1,235	1,200	500	4,200	4,200
01-209-000-0000-6243	Membership Dues & Fees	19,828	19,000	18,500	22,500	22,500
01-209-000-0000-6251	Electricity	3,861	2,250	1,914	4,500	4,500
01-209-000-0000-6252	Natural Gas/Propane	426	115	208	450	450
01-209-000-0000-6268	Software Maintenance Contracts	15,099	29,600	18,612	35,000	36,000
01-209-000-0000-6270	Software Licensing	400	1,950	0	2,000	2,000
01-209-000-0000-6282	Computer Charges	7,770	4,440	0	4,440	4,440
01-209-000-0000-6283	Other Professional Fees	1,666	0	300	2,000	2,000
01-209-000-0000-6291	Employee Medical, Drug & Alcohol Tes	838	0	2,318	850	850
01-209-000-0000-6301	Maintenance Contracts	20,951	35,000	19,984	24,000	25,000
01-209-000-0000-6304	Other Machinery & Equipment Maint	0	1,000	0	1,000	1,000
01-209-000-0000-6331	Mileage & Transportation	0	0	1,460	2,000	2,000
01-209-000-0000-6332	Meals And Lodging	0	1,500	3,426	6,000	6,000
01-209-000-0000-6357	Conferences/Schools	886	1,500	6,102	10,000	10,000
01-209-000-0000-6420	Other General Supplies	643	1,000	32	2,000	2,000
01-209-000-0000-6432	Other Furniture And Equipment	7,411	9,000	12,206	10,000	10,000
01-209-000-0000-6480	Equipment/Furniture<\$5,000	1,849	29,120	10,318	10,300	10,046

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# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

209 Dept Enhanced 911 System

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>	
01-209-000-0000-6669		Equipment/Furniture>=5,000	122,574	104,100	29,616	117,300	0	
01-209-000-0000-6997		Transfers Out	18,662	21,000	0	103,600	103,600	
01-209-000-0000-6999		Future Fund Balance-E911 Grant	0	0	0	0	11,238	
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>297,099 -</b>	<b>265,275 -</b>	<b>133,835 -</b>	<b>366,140 -</b>	<b>261,824 -</b>
			<b>Expend.</b>	<b>270,762</b>	<b>158,778</b>	<b>366,140</b>	<b>261,824</b>	
			<b>Net</b>	<b>26,337 -</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Dept</b>	<b>209</b>	Enhanced 911 System	<b>Revenue</b>	<b>297,099 -</b>	<b>133,835 -</b>	<b>366,140 -</b>	<b>261,824 -</b>	
			<b>Expend.</b>	<b>270,762</b>	<b>158,778</b>	<b>366,140</b>	<b>261,824</b>	
			<b>Net</b>	<b>26,337 -</b>	<b>0</b>	<b>0</b>	<b>0</b>	



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

210 Dept Dispatch Non-E911 Expenses

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>
01-210-000-0000-5242	State of MN DECN Grant	0	0	643 -	0	0
01-210-000-0000-5315	11.549 State & Local Implementation C	0	500 -	0	0	0
01-210-000-0000-5947	Transfers In - Intra Fund	18,662 -	21,000 -	0	104,600 -	105,100 -
01-210-000-0000-6101	Salaries & Wages - Permanent	755,651	863,050	397,630	1,042,256	1,154,788
01-210-000-0000-6102	Salaries & Wages-Part Time w/ Benefits	0	0	2,382	0	0
01-210-000-0000-6104	Salaries & Wages - Overtime	56,139	30,000	17,739	30,000	30,000
01-210-000-0000-6114	Salaries & Wages-Holiday Pay	35,945	39,700	0	39,400	40,600
01-210-000-0000-6118	Salaries & Wages - Uniform Allowance	9,350	11,200	77	11,400	11,400
01-210-000-0000-6151	Group Health Insurance	41,651	47,225	19,580	59,422	64,175
01-210-000-0000-6152	HSA Contribution	18,821	28,500	13,114	32,350	32,350
01-210-000-0000-6153	Family Insurance Supplement	39,214	53,119	25,447	61,861	66,810
01-210-000-0000-6154	Life Insurance	588	651	294	773	773
01-210-000-0000-6155	Dental Insurance-County Paid	654	1,361	652	1,463	1,463
01-210-000-0000-6156	Accident Insurance-County Paid	181	343	157	343	343
01-210-000-0000-6161	PERA	63,694	69,956	31,268	83,375	92,107
01-210-000-0000-6171	FICA	51,015	57,830	24,638	68,923	76,142
01-210-000-0000-6174	Mandatory Medicare	11,931	13,525	5,762	16,119	17,807
01-210-000-0000-6202	Cell phone	2,317	2,600	823	2,100	2,100
01-210-000-0000-6206	Data Cards	515	500	200	500	500
01-210-000-0000-6243	Membership Dues & Fees	0	500	0	0	0
01-210-000-0000-6244	Subscriptions	182	200	0	200	200
01-210-000-0000-6332	Meals & Lodging	776	2,000	468	1,000	1,000
01-210-000-0000-6335	Motor Pool Vehicle Usage	351	400	543	1,000	1,000
01-210-000-0000-6340	Cable TV	317	900	357	950	950
01-210-000-0000-6357	Conferences	1,326	2,000	175	1,000	1,000
01-210-000-0000-6401	Printing Services	131	0	0	0	0
01-210-000-0000-6405	Office Supplies	48	250	64	250	250
01-210-000-0000-6414	Food & Beverages	524	500	376	1,000	1,000
01-210-000-0000-6420	Other General Supplies	223	400	267	600	600
01-210-000-0000-6432	Furniture/Equipment <\$1000	1,518	1,000	0	1,500	1,500
01-210-000-0000-6453	Personnel Uniforms	1,371	0	0	750	750
01-210-000-0000-6454	Sheriffs Personnel Equipment	0	0	899	0	0
<b>Program 000</b>	Undesignated	<b>Revenue 18,662 -</b>	<b>21,500 -</b>	<b>643 -</b>	<b>104,600 -</b>	<b>105,100 -</b>
		<b>Expend. 1,094,433</b>	<b>1,227,710</b>	<b>542,912</b>	<b>1,458,535</b>	<b>1,599,608</b>
		<b>Net 1,075,771</b>	<b>1,206,210</b>	<b>542,269</b>	<b>1,353,935</b>	<b>1,494,508</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

210 Dept Dispatch Non-E911 Expenses

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>
01-210-242-0000-5224	Emergency Communications Network	62 -	0	0	0	0
01-210-242-0000-5335	20.615 E-911 Grant Program	93 -	0	0	0	0
01-210-242-0000-6104	Salaries & Wages - Overtime	117	0	0	0	0
01-210-242-0000-6152	HSA Contribution	3	0	0	0	0
01-210-242-0000-6153	Family Insurance Supplement	18	0	0	0	0
01-210-242-0000-6161	PERA	9	0	0	0	0
01-210-242-0000-6171	FICA	7	0	0	0	0
01-210-242-0000-6174	Mandatory Medicare	2	0	0	0	0
<b>Program 242</b>	<b>Next Gen Geographic System</b>					
	<b>Revenue</b>	<b>155 -</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Expend.</b>	<b>156</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Net</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Dept 210</b>	<b>Dispatch Non-E911 Expenses</b>					
	<b>Revenue</b>	<b>18,817 -</b>	<b>21,500 -</b>	<b>643 -</b>	<b>104,600 -</b>	<b>105,100 -</b>
	<b>Expend.</b>	<b>1,094,589</b>	<b>1,227,710</b>	<b>542,912</b>	<b>1,458,535</b>	<b>1,599,608</b>
	<b>Net</b>	<b>1,075,772</b>	<b>1,206,210</b>	<b>542,269</b>	<b>1,353,935</b>	<b>1,494,508</b>

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

211 Dept Communications Infrastructure

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>
01-211-000-0000-5850	MN DOT Verizon Lease Reimburseme	0	6,900 -	0	6,900 -	7,935 -
01-211-000-0000-6201	Telephone	792	792	396	792	792
01-211-000-0000-6206	Data Cards	1,905	2,200	1,045	2,200	2,200
01-211-000-0000-6229	Radio Tower Software & Maintenance	42,407	43,000	42,730	43,000	43,500
01-211-000-0000-6243	Membership Dues & Fees	1,500	1,500	1,500	1,500	1,500
01-211-000-0000-6251	Electricity	15,816	18,200	7,587	17,000	17,000
01-211-000-0000-6252	Natural Gas/Propane	779	600	167	850	850
01-211-000-0000-6268	Software Maintenance	213	300	0	300	300
01-211-000-0000-6284	Contracted Services	1,135	1,100	0	1,200	1,200
01-211-000-0000-6301	Maintenance Contracts	62,479	68,000	54,359	65,000	67,000
01-211-000-0000-6304	Other Machinery & Equipment Maint	2,805	10,000	3,369	10,000	10,000
01-211-000-0000-6340	Radio Tower/Cable TV	5,988	6,000	2,994	6,000	6,000
01-211-000-0000-6342	Verizon Lease Payment	6,986	6,900	3,450	6,900	7,935
01-211-000-0000-6357	Conferences	125 -	0	0	0	0
01-211-000-0000-6420	Other General Supplies	1,104	1,000	812	1,500	1,500
01-211-000-0000-6432	Furniture/Equipment <\$1000	0	1,000	0	1,000	1,000
01-211-000-0000-6565	Diesel Fuel	328	500	218	500	500
<b>Program 000</b>	Undesignated	<b>0</b>	<b>6,900 -</b>	<b>0</b>	<b>6,900 -</b>	<b>7,935 -</b>
	<b>Revenue</b>					
	<b>Expend.</b>	<b>144,112</b>	<b>161,092</b>	<b>118,627</b>	<b>157,742</b>	<b>161,277</b>
	<b>Net</b>	<b>144,112</b>	<b>154,192</b>	<b>118,627</b>	<b>150,842</b>	<b>153,342</b>
01-211-239-0000-5949	Use of Fund Balance-Radio Tower Rej	0	14,000 -	0	0	0
01-211-239-0000-6304	Other Machinery & Equipment Maint	0	0	10,921	0	0
01-211-239-0000-6480	Equipment/Furniture<\$5,000	0	0	15,900	0	0
01-211-239-0000-6669	Equipment/Furniture>=\$5,000	13,292	14,000	0	0	0
01-211-239-0000-6999	Future Fund Balance	0	20,000	0	20,000	20,000
<b>Program 239</b>	Radio Tower	<b>0</b>	<b>14,000 -</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Revenue</b>					
	<b>Expend.</b>	<b>13,292</b>	<b>34,000</b>	<b>26,821</b>	<b>20,000</b>	<b>20,000</b>
	<b>Net</b>	<b>13,292</b>	<b>20,000</b>	<b>26,821</b>	<b>20,000</b>	<b>20,000</b>
<b>Dept 211</b>	Communications Infrastructure	<b>0</b>	<b>20,900 -</b>	<b>0</b>	<b>6,900 -</b>	<b>7,935 -</b>
	<b>Revenue</b>					
	<b>Expend.</b>	<b>157,404</b>	<b>195,092</b>	<b>145,448</b>	<b>177,742</b>	<b>181,277</b>
	<b>Net</b>	<b>157,404</b>	<b>174,192</b>	<b>145,448</b>	<b>170,842</b>	<b>173,342</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

215 Dept Coroner

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>
01-215-000-0000-6273		Coroner/Autopsy Fees	148,128	154,193	75,502	157,277	160,422
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>148,128</b>	<b>75,502</b>	<b>157,277</b>	<b>160,422</b>
			<b>Net</b>	<b>148,128</b>	<b>75,502</b>	<b>157,277</b>	<b>160,422</b>
<b>Dept</b>	<b>215</b>	Coroner	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>148,128</b>	<b>75,502</b>	<b>157,277</b>	<b>160,422</b>
			<b>Net</b>	<b>148,128</b>	<b>75,502</b>	<b>157,277</b>	<b>160,422</b>

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

255 Dept Court Services

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>
01-255-000-0000-5252	Dept of Corrections-PO Salary Reimb	218,050 -	220,000 -	226,739 -	795,573 -	795,573 -
01-255-000-0000-5253	Dept of Corrections-Caseload/Workload	68,712 -	68,712 -	34,356 -	0	0
01-255-000-0000-5289	MN DHS-Mental Health Screenings	19,195 -	19,815 -	19,815 -	32,977 -	32,977 -
01-255-000-0000-5947	Transfers In	30,000 -	31,497 -	15,000 -	30,500 -	30,500 -
01-255-000-0000-6101	Salaries & Wages - Permanent	233,830	793,685	0	842,005	936,472
01-255-000-0000-6103	Salaries & Wages-Part Time w/o Bene	0	12,000	0	12,000	12,000
01-255-000-0000-6104	Salaries & Wages - Overtime	0	1,300	0	1,300	1,300
01-255-000-0000-6107	Salaries & Wages - Department Heads	31,552	112,840	0	111,634	124,178
01-255-000-0000-6151	Group Health Insurance	15,994	57,559	0	47,020	50,782
01-255-000-0000-6152	HSA Contribution	9,315	33,750	0	39,200	39,200
01-255-000-0000-6153	Family Insurance Supplement	7,424	26,426	0	42,612	46,021
01-255-000-0000-6154	Life Insurance	174	597	0	597	597
01-255-000-0000-6155	Dental Insurance-County Paid	953	3,397	0	4,563	4,563
01-255-000-0000-6156	Accident Insurance-County Paid	237	799	0	985	985
01-255-000-0000-6161	PERA	19,904	69,987	0	72,520	77,600
01-255-000-0000-6171	FICA	15,765	57,029	0	59,950	64,149
01-255-000-0000-6174	Mandatory Medicare	3,687	13,337	0	14,021	15,003
01-255-000-0000-6202	Cell Phone	4,739	5,000	2,153	5,000	5,000
01-255-000-0000-6203	Postage	1,606	1,700	1,053	2,000	2,000
01-255-000-0000-6243	Membership Dues & Fees	445	3,000	2,291	3,500	3,500
01-255-000-0000-6269	Software Enhancements	0	4,383	3,565	4,383	4,383
01-255-000-0000-6270	Software Licensing	1,498	2,000	1,498	2,000	2,000
01-255-000-0000-6283	Other Professional Fees	661	750	56	1,500	1,500
01-255-000-0000-6284	Contracted Services-MH Services	10,500	10,500	10,500	10,500	10,500
01-255-000-0000-6285	Laboratory Fees	3,909	4,000	1,677	4,000	4,000
01-255-000-0000-6302	Copies/Copier Maintenance	2,925	3,500	1,385	3,500	3,500
01-255-000-0000-6331	Mileage & Transportation	1,240	1,400	699	2,000	2,000
01-255-000-0000-6332	Meals & Lodging	2,669	3,000	1,128	5,000	5,000
01-255-000-0000-6333	Other - Parking	62	50	42	100	100
01-255-000-0000-6335	Motor Pool Vehicle Usage	4,569	7,500	2,293	7,500	7,500
01-255-000-0000-6357	Conferences/Schools	1,950	3,000	222	5,000	5,000
01-255-000-0000-6358	Other Charges	382	300	35	1,000	2,000
01-255-000-0000-6382	Cjdn Connection Charges	1,890	1,080	0	1,080	1,080
01-255-000-0000-6401	Printing Services	225	200	0	200	200
01-255-000-0000-6402	Copy Machine Paper & Toner	262	500	154	500	500
01-255-000-0000-6405	Office Supplies	2,720	1,000	744	2,000	1,000

# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
255 Dept Court Services

Report Basis: Cash

		2022	2023	2023	2024	2025
		Actual	Budget	YTD	Budget	Budget
<u>Account Number</u>		<u>Account Description</u>	<u>Mo. 01 - 12</u>	<u>Mo. 01 - 06</u>		
01-255-000-0000-6414	Food & Beverages	298	500	0	500	500
01-255-000-0000-6420	Other General Supplies	0	0	0	500	500
<b>Program 000</b>	Undesignated	<b>Revenue 335,957 -</b>	<b>340,024 -</b>	<b>295,910 -</b>	<b>859,050 -</b>	<b>859,050 -</b>
		<b>Expend. 381,385</b>	<b>1,236,069</b>	<b>29,495</b>	<b>1,310,170</b>	<b>1,434,613</b>
		<b>Net 45,428</b>	<b>896,045</b>	<b>266,415 -</b>	<b>451,120</b>	<b>575,563</b>
01-255-250-0000-5480	Correction Service Fee	4,470 -	2,397 -	890 -	2,000 -	2,000 -
01-255-250-0000-6284	Contracted Services	400	0	0	0	0
01-255-250-0000-6850	Miscellaneous Expense	1,261	900	1,301	1,500	1,500
01-255-250-0000-6997	Transfers Out	0	1,497	0	500	500
<b>Program 250</b>	Correction Service Fees	<b>Revenue 4,470 -</b>	<b>2,397 -</b>	<b>890 -</b>	<b>2,000 -</b>	<b>2,000 -</b>
		<b>Expend. 1,661</b>	<b>2,397</b>	<b>1,301</b>	<b>2,000</b>	<b>2,000</b>
		<b>Net 2,809 -</b>	<b>0</b>	<b>411</b>	<b>0</b>	<b>0</b>
01-255-255-0000-5475	Local Correctional Fees	54,868 -	30,000 -	28,298 -	30,000 -	30,000 -
01-255-255-0000-6997	Transfers Out	30,000	30,000	15,000	30,000	30,000
<b>Program 255</b>	Local Correctional Fees	<b>Revenue 54,868 -</b>	<b>30,000 -</b>	<b>28,298 -</b>	<b>30,000 -</b>	<b>30,000 -</b>
		<b>Expend. 30,000</b>	<b>30,000</b>	<b>15,000</b>	<b>30,000</b>	<b>30,000</b>
		<b>Net 24,868 -</b>	<b>0</b>	<b>13,298 -</b>	<b>0</b>	<b>0</b>
<b>Dept 255</b>	Court Services	<b>Revenue 395,295 -</b>	<b>372,421 -</b>	<b>325,098 -</b>	<b>891,050 -</b>	<b>891,050 -</b>
		<b>Expend. 413,046</b>	<b>1,268,466</b>	<b>45,796</b>	<b>1,342,170</b>	<b>1,466,613</b>
		<b>Net 17,751</b>	<b>896,045</b>	<b>279,302 -</b>	<b>451,120</b>	<b>575,563</b>

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
281 Dept Emergency Management

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>
01-281-000-0000-5395	97.042 Emergency Mgmt Performance	0	31,754 -	0	36,000 -	36,000 -
01-281-000-0000-6101	Salaries & Wages - Permanent	50,401	53,871	18,164	56,301	62,567
01-281-000-0000-6104	Salaries & Wages - Overtime	0	500	0	0	0
01-281-000-0000-6118	Salaries & Wages - Uniform Allowance	214	428	0	0	0
01-281-000-0000-6151	Group Health Insurance	0	0	403	5,193	5,608
01-281-000-0000-6152	HSA Contribution	0	0	69	900	900
01-281-000-0000-6154	Life Insurance	33	33	11	33	33
01-281-000-0000-6161	PERA	8,921	9,573	3,215	9,965	10,269
01-281-000-0000-6171	FICA	0	3,371	0	3,491	3,597
01-281-000-0000-6174	Mandatory Medicare	711	788	259	816	841
01-281-000-0000-6301	Maintenance Contracts	2,796	5,651	13,602	11,065	11,900
01-281-000-0000-6414	Food & Beverages	0	0	0	1,000	0
01-281-000-0000-6420	Other General Supplies	0	0	0	1,000	0
<b>Program 000</b>	Undesignated	<b>Revenue 0</b>	<b>31,754 -</b>	<b>0</b>	<b>36,000 -</b>	<b>36,000 -</b>
		<b>Expend. 63,076</b>	<b>74,215</b>	<b>35,723</b>	<b>89,764</b>	<b>95,715</b>
		<b>Net 63,076</b>	<b>42,461</b>	<b>35,723</b>	<b>53,764</b>	<b>59,715</b>
01-281-280-0000-5247	Radiological Emergency Preparedness	278,193 -	271,996 -	111,876 -	338,817 -	295,917 -
01-281-280-0000-5949	Use of Fund Balance-NPP	0	13,810 -	0	0	0
01-281-280-0000-6101	Salaries & Wages - Permanent	33,601	35,914	12,109	74,096	82,748
01-281-280-0000-6102	Salaries & Wages-Part Time w/ Benefits	25,932	27,394	18,345	0	0
01-281-280-0000-6104	Salaries & Wages - Overtime	0	500	0	0	0
01-281-280-0000-6118	Salaries & Wages - Uniform Allowance	143	286	0	0	0
01-281-280-0000-6151	Group Health Insurance	2,228	0	268	3,462	3,739
01-281-280-0000-6152	HSA Contribution	431	0	46	2,850	2,850
01-281-280-0000-6153	Family Insurance Supplement	0	0	0	14,276	15,418
01-281-280-0000-6154	Life Insurance	76	76	30	62	62
01-281-280-0000-6161	PERA	7,892	8,449	3,529	9,373	10,447
01-281-280-0000-6171	FICA	1,362	3,956	1,122	4,594	5,130
01-281-280-0000-6174	Mandatory Medicare	793	925	435	1,075	1,200
01-281-280-0000-6201	Telephone	3,042	3,900	1,365	2,500	2,500
01-281-280-0000-6202	Cell Phone	494	500	334	1,000	1,000
01-281-280-0000-6203	Postage	375	300	295	100	600
01-281-280-0000-6206	Data Cards	877	1,000	400	500	500
01-281-280-0000-6243	Membership Dues And Fees	1,200	1,200	1,000	1,200	1,200
01-281-280-0000-6268	Software Maintenance Contracts	0	250	0	0	0

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
281 Dept Emergency Management

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>
01-281-280-0000-6270	Software Licensing	719	750	16	0	0
01-281-280-0000-6283	Other Professional Fees	428	0	0	0	0
01-281-280-0000-6284	Contracted Services	0	0	24	50	50
01-281-280-0000-6291	Employee Medical, Drug & Alcohol Tes	0	0	375	0	0
01-281-280-0000-6301	Maintenance Contracts	19,546	17,000	11,468	8,875	12,075
01-281-280-0000-6302	Copies/Copier Maintenance	3,843	3,600	1,827	3,600	3,600
01-281-280-0000-6303	Vehicle Maintenance	495	1,000	362	1,000	1,000
01-281-280-0000-6304	Other Machinery & Equipment Maint	1,850	1,000	0	1,000	1,000
01-281-280-0000-6309	Other-Vehicle or Boat License & Title	204	0	0	0	0
01-281-280-0000-6331	Mileage & Transportation	1,259	800	0	800	800
01-281-280-0000-6332	Meals & Lodging	3,374	3,000	322	3,000	3,000
01-281-280-0000-6333	Other-(Parking,Etc)	57	150	0	150	150
01-281-280-0000-6335	Motor Pool Vehicle Usage	173	0	0	0	0
01-281-280-0000-6340	Cable TV	1,969	2,100	1,063	2,250	2,250
01-281-280-0000-6357	Conferences/Schools/Workshops	1,050	2,000	1,022	1,500	1,500
01-281-280-0000-6402	Copy Machine Paper & Toner	423	800	40	400	400
01-281-280-0000-6405	Office Supplies	398	500	0	500	500
01-281-280-0000-6414	Food & Beverages	3,997	900	101	4,200	500
01-281-280-0000-6420	Other General Supplies	300	6,866	513	3,904	2,683
01-281-280-0000-6432	Other Furniture And Equipment	954	1,500	3,519	1,500	1,500
01-281-280-0000-6453	Personnel Uniforms	0	0	421	0	0
01-281-280-0000-6480	Equipment/Furniture<\$5,000	10,712	31,680	22,410	31,400	1,365
01-281-280-0000-6567	Gasoline (Unleaded)	1,401	1,700	252	2,000	1,300
01-281-280-0000-6663	Vehicles Purchased	32,190	13,810	12,739	0	0
01-281-280-0000-6669	Equipment/Furniture>=5,000	16,302	0	0	14,500	14,000
01-281-280-0000-6897	Other Agency Reimbursements	94,521	101,000	18,872	109,000	108,250
01-281-280-0000-6997	Transfers Out	16,136	9,000	9,760	17,800	10,600
01-281-280-0000-6998	Transfers Out - Inter Fund	14,494	2,000	1,012	16,300	2,000
<b>Program 280</b>	<b>NPP Designated</b>	<b>Revenue 278,193 -</b>	<b>285,806 -</b>	<b>111,876 -</b>	<b>338,817 -</b>	<b>295,917 -</b>
		<b>Expend. 305,241</b>	<b>285,806</b>	<b>125,396</b>	<b>338,817</b>	<b>295,917</b>
		<b>Net 27,048</b>	<b>0</b>	<b>13,520</b>	<b>0</b>	<b>0</b>
01-281-283-0000-5859	Miscellaneous Revenue	0	0	6,305 -	2,400 -	2,400 -
01-281-283-0000-6203	Postage	0	0	0	500	500
01-281-283-0000-6420	Other General Supplies	0	0	67	1,900	4,500
<b>Program 283</b>	<b>Rural Identification</b>	<b>Revenue 0</b>	<b>0</b>	<b>6,305 -</b>	<b>2,400 -</b>	<b>2,400 -</b>



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# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

281 Dept Emergency Management

			2022	2023	2023	2024	2025
			Actual	Budget	YTD	Budget	Budget
			Mo. 01 - 12		Mo. 01 - 06		
		<b>Expend.</b>	0	0	67	2,400	5,000
		<b>Net</b>	0	0	6,238 -	0	2,600
<b>Dept</b>	<b>281</b>	<b>Revenue</b>	278,193 -	317,560 -	118,181 -	377,217 -	334,317 -
		<b>Expend.</b>	368,317	360,021	161,186	430,981	396,632
		<b>Net</b>	90,124	42,461	43,005	53,764	62,315

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# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

523 Dept Byllesby Dam

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>
01-523-000-0000-6270		Software Licensing	0	5,000	0	0	0
01-523-000-0000-6301		Maintenance Contracts	4,871	4,968	0	5,067	5,169
01-523-000-0000-6304		Other Machinery & Equipment Maint	0	2,000	0	2,000	2,000
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>4,871</b>	<b>0</b>	<b>7,067</b>	<b>7,169</b>
			<b>Net</b>	<b>4,871</b>	<b>0</b>	<b>7,067</b>	<b>7,169</b>
<b>Dept</b>	<b>523</b>	Byllesby Dam	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>4,871</b>	<b>0</b>	<b>7,067</b>	<b>7,169</b>
			<b>Net</b>	<b>4,871</b>	<b>0</b>	<b>7,067</b>	<b>7,169</b>

## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue

Report Basis: Cash

601 Dept Extension

<u>Account Number</u>	<u>Account Description</u>	2022 Actual Mo. 01 - 12	2023 Budget	2023 YTD Mo. 01 - 06	2024 Budget	2025 Budget
01-601-000-0000-5859	Publication Sales	340 -	400 -	121 -	400 -	400 -
01-601-000-0000-6101	Salaries & Wages - Permanent	12,790	45,126	936	53,570	59,962
01-601-000-0000-6103	Salaries & Wages-Part Time w/o Bene	0	2,000	0	2,000	2,000
01-601-000-0000-6106	Per Diem in Lieu of Salaries	0	300	0	300	300
01-601-000-0000-6152	HSA Contribution	862	3,000	0	3,000	3,000
01-601-000-0000-6153	Family Insurance Supplement	4,900	17,706	0	19,034	20,557
01-601-000-0000-6154	Life Insurance	16	54	0	54	54
01-601-000-0000-6161	PERA	959	3,557	0	4,190	4,676
01-601-000-0000-6171	FICA	586	2,940	0	3,464	3,866
01-601-000-0000-6174	Mandatory Medicare	137	688	0	810	904
01-601-000-0000-6202	Cell Phone	554	560	231	560	560
01-601-000-0000-6203	Postage	1,246	1,200	878	1,200	1,200
01-601-000-0000-6232	Publications & Brochures	0	500	647	500	500
01-601-000-0000-6270	Software Licensing	0	900	300	900	900
01-601-000-0000-6284	Contracted Services	134,661	157,692	32,841	161,296	166,135
01-601-000-0000-6302	Copies/Copier Maintenance	2,644	3,400	594	3,400	3,400
01-601-000-0000-6331	Mileage & Transportation	28	0	0	0	0
01-601-000-0000-6335	Motor Pool Vehicle Usage	266	300	167	300	300
01-601-000-0000-6357	Conferences/Schools	0	600	0	0	0
01-601-000-0000-6358	Training & Seminars (For Others)	0	0	600	600	600
01-601-000-0000-6401	Printing Services	0	150	0	150	150
01-601-000-0000-6402	Copy Machine Paper & Toner	1,325	450	218	450	450
01-601-000-0000-6405	Office Supplies	411	500	421	500	500
01-601-000-0000-6420	Other General Supplies	0	300	28	300	300
01-601-000-0000-6480	Equipment/Furniture<\$5,000	63	0	0	0	0
<b>Program 000</b>	Undesignated	<b>Revenue 340 -</b>	<b>400 -</b>	<b>121 -</b>	<b>400 -</b>	<b>400 -</b>
		<b>Expend. 161,448</b>	<b>241,923</b>	<b>37,861</b>	<b>256,578</b>	<b>270,314</b>
		<b>Net 161,108</b>	<b>241,523</b>	<b>37,740</b>	<b>256,178</b>	<b>269,914</b>
<b>Dept 601</b>	Extension	<b>Revenue 340 -</b>	<b>400 -</b>	<b>121 -</b>	<b>400 -</b>	<b>400 -</b>
		<b>Expend. 161,448</b>	<b>241,923</b>	<b>37,861</b>	<b>256,578</b>	<b>270,314</b>
		<b>Net 161,108</b>	<b>241,523</b>	<b>37,740</b>	<b>256,178</b>	<b>269,914</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
750 Dept Regional Railroad Authority

Report Basis: Cash

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>	
01-750-000-0000-5001		Current Real & Personal Property Taxes	4,500 -	4,500 -	2,250 -	0	0	
01-750-000-0000-6243		Membership Dues & Fees	3,840	4,500	0	4,500	4,500	
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>4,500 -</b>	<b>4,500 -</b>	<b>2,250 -</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>3,840</b>	<b>4,500</b>	<b>0</b>	<b>4,500</b>	<b>4,500</b>
			<b>Net</b>	<b>660 -</b>	<b>0</b>	<b>2,250 -</b>	<b>4,500</b>	<b>4,500</b>
<b>Dept</b>	<b>750</b>	Regional Railroad Authority	<b>Revenue</b>	<b>4,500 -</b>	<b>4,500 -</b>	<b>2,250 -</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>3,840</b>	<b>4,500</b>	<b>0</b>	<b>4,500</b>	<b>4,500</b>
			<b>Net</b>	<b>660 -</b>	<b>0</b>	<b>2,250 -</b>	<b>4,500</b>	<b>4,500</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

01 Fund County General Revenue  
803 Dept Compensated Absences

Report Basis: Cash

		2022	2023	2023	2024	2025		
		Actual	Budget	YTD	Budget	Budget		
<u>Account Number</u>		<u>Account Description</u>	<u>Mo. 01 - 12</u>	<u>Mo. 01 - 06</u>				
01-803-000-0000-5859		Mcit Dividend	254,107 -	145,000 -	0	145,000 -	145,000 -	
01-803-000-0000-5949		Use of Fund Balance-Compensated At	0	28,127 -	0	0	0	
01-803-000-0000-6140		Vacation/Sick Payout	255,244	591,386	258,995	569,789	569,789	
01-803-000-0000-6171		FICA	14,989	36,666	8,128	35,327	35,327	
01-803-000-0000-6174		Mandatory Medicare	3,757	8,575	3,640	8,262	8,262	
01-803-000-0000-6195		Employee Incentives	11,200	0	0	0	0	
01-803-000-0000-6278		Consultant Fees	24,219	0	0	0	0	
01-803-000-0000-6998		Transfers Out - Inter Fund	63,526	0	49,028	0	0	
01-803-000-0000-6999		Future Fund Balance-Compensated At	0	0	0	95,122	95,122	
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>254,107 -</b>	<b>173,127 -</b>	<b>0</b>	<b>145,000 -</b>	<b>145,000 -</b>
			<b>Expend.</b>	<b>372,935</b>	<b>636,627</b>	<b>319,791</b>	<b>708,500</b>	<b>708,500</b>
			<b>Net</b>	<b>118,828</b>	<b>463,500</b>	<b>319,791</b>	<b>563,500</b>	<b>563,500</b>
<b>Dept</b>	<b>803</b>	Compensated Absences	<b>Revenue</b>	<b>254,107 -</b>	<b>173,127 -</b>	<b>0</b>	<b>145,000 -</b>	<b>145,000 -</b>
			<b>Expend.</b>	<b>372,935</b>	<b>636,627</b>	<b>319,791</b>	<b>708,500</b>	<b>708,500</b>
			<b>Net</b>	<b>118,828</b>	<b>463,500</b>	<b>319,791</b>	<b>563,500</b>	<b>563,500</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

Report Basis: Cash

			2022	2023	2023	2024	2025
			Actual	Budget	YTD	Budget	Budget
			Mo. 01 - 12		Mo. 01 - 06		
01	Fund	County General Revenue					
805	Dept	Employee Training & Development					
	<u>Account Number</u>	<u>Account Description</u>					
	01-805-000-0000-5710	Interest	7,374 -	200 -	0	200 -	200 -
	01-805-000-0000-6196	Tuition Reimbursement	4,333	10,000	10,700	15,000	15,000
	01-805-000-0000-6278	Consultant Fees	7,300	0	74	1,000	1,000
	01-805-000-0000-6283	Other Professional Fees	11,891	9,950	0	5,000	5,000
	01-805-000-0000-6357	Conferences/Schools	4,495	20,000	0	20,000	20,000
	01-805-000-0000-6414	Food & Beverages	0	0	178	500	500
	<b>Program 000</b>	Undesignated	<b>Revenue 7,374 -</b>	<b>200 -</b>	<b>0</b>	<b>200 -</b>	<b>200 -</b>
			<b>Expend. 28,019</b>	<b>39,950</b>	<b>10,952</b>	<b>41,500</b>	<b>41,500</b>
			<b>Net 20,645</b>	<b>39,750</b>	<b>10,952</b>	<b>41,300</b>	<b>41,300</b>
<b>Dept</b>	<b>805</b>	Employee Training & Development	<b>Revenue 7,374 -</b>	<b>200 -</b>	<b>0</b>	<b>200 -</b>	<b>200 -</b>
			<b>Expend. 28,019</b>	<b>39,950</b>	<b>10,952</b>	<b>41,500</b>	<b>41,500</b>
			<b>Net 20,645</b>	<b>39,750</b>	<b>10,952</b>	<b>41,300</b>	<b>41,300</b>
<b>Fund</b>	<b>01</b>	County General Revenue	<b>Revenue 36,679,135 -</b>	<b>34,563,532 -</b>	<b>17,191,101 -</b>	<b>13,035,650 -</b>	<b>13,792,335 -</b>
			<b>Expend. 33,200,388</b>	<b>34,563,532</b>	<b>16,975,071</b>	<b>36,079,080</b>	<b>37,926,071</b>
			<b>Net 3,478,747 -</b>	<b>0</b>	<b>216,030 -</b>	<b>23,043,430</b>	<b>24,133,736</b>

## USER-SELECTED BUDGET REPORT

03 Fund County Road and Bridge

Report Basis: Cash

310 Dept Highway Maintenance

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> <u>Mo. 01 - 12</u>	2023 <u>Budget</u>	2023 <u>YTD</u> <u>Mo. 01 - 06</u>	2024 <u>Budget</u>	2025 <u>Budget</u>
03-310-000-0000-5085	Aggregate Material Production Tax	71,764 -	65,000 -	15,984 -	65,000 -	65,000 -
03-310-000-0000-5088	Wheelage Tax	510,943 -	525,000 -	271,788 -	1,050,000 -	1,050,000 -
03-310-000-0000-5145	Driveway Applications	1,350 -	1,350 -	810 -	1,350 -	1,350 -
03-310-000-0000-5146	Over Width/Length Moving Permits	5,845 -	6,500 -	2,400 -	6,500 -	6,500 -
03-310-000-0000-5147	Right-Of-Way Utility Permits	6,460 -	5,000 -	2,020 -	5,000 -	5,000 -
03-310-000-0000-5226	Hwy User Tax-Regular Maintenance	2,919,045 -	2,656,331 -	1,449,617 -	2,656,331 -	2,656,331 -
03-310-000-0000-5227	Hwy User Tax-Municipal Maintenance	278,359 -	253,307 -	292,838 -	253,307 -	253,307 -
03-310-000-0000-5480	Other Charges For Services	13,434 -	1,500 -	0	1,500 -	1,500 -
03-310-000-0000-5859	Miscellaneous Revenue	3,507 -	2,000 -	3,482 -	2,000 -	2,000 -
03-310-000-0000-5934	Sale Of Supplies & Materials	10,043 -	20,000 -	25,056 -	20,000 -	20,000 -
03-310-000-0000-5948	Transfers In - Inter Fund	0	0	0	0	118,639 -
03-310-000-0000-5949	Use of Fund Balance-Hwy Maintenance	0	987,939 -	0	0	0
03-310-000-0000-6101	Salaries & Wages - Permanent	962,641	1,134,227	468,201	1,245,910	1,387,975
03-310-000-0000-6103	Salaries & Wages-Part Time w/o Bene	28,606	45,000	7,659	59,400	59,400
03-310-000-0000-6104	Salaries & Wages - Overtime	60,841	40,000	68,758	70,000	70,000
03-310-000-0000-6118	Salaries & Wages - Uniform Allowance	7,992	8,670	0	8,670	8,670
03-310-000-0000-6151	Group Health Insurance	42,219	41,457	18,445	48,312	52,177
03-310-000-0000-6152	HSA Contribution	70,902	89,250	40,702	101,450	101,450
03-310-000-0000-6153	Family Insurance Supplement	115,143	154,329	55,554	146,870	158,619
03-310-000-0000-6154	Life Insurance	881	976	411	976	976
03-310-000-0000-6155	Dental Insurance-County Paid	8,941	11,713	5,248	13,323	13,323
03-310-000-0000-6156	Accident Insurance-County Paid	2,057	2,698	1,495	2,869	2,869
03-310-000-0000-6161	PERA	77,461	88,067	40,348	98,693	109,550
03-310-000-0000-6171	FICA	61,963	75,592	31,984	85,269	94,386
03-310-000-0000-6174	Mandatory Medicare	14,491	17,679	7,480	19,942	22,074
03-310-000-0000-6202	Cell Phone	2,641	3,000	857	3,000	3,000
03-310-000-0000-6206	Data Cards	0	0	360	0	0
03-310-000-0000-6241	Advertising & Legal Notices	0	200	0	200	200
03-310-000-0000-6251	Electricity	15,109	16,000	7,481	16,000	16,000
03-310-000-0000-6270	Software Licensing	3,365	4,400	900	4,400	4,400
03-310-000-0000-6278	Consultant Fees-Bridge Insp	30,562	14,000	25,127	14,000	14,000
03-310-000-0000-6281	Engineering-Hyd-Pavement Test Etc	4,347	1,500	5,383	5,000	5,000
03-310-000-0000-6283	Other Professional Fees	35	0	0	0	0
03-310-000-0000-6291	Employee Drug & Alcohol Testing	2,337	2,000	2,223	2,000	2,000
03-310-000-0000-6309	Other-Sidewalk Snow Removal	225	0	0	0	0
03-310-000-0000-6316	Bridge Maintenance	92,250	200,000	200,000	200,000	200,000

## USER-SELECTED BUDGET REPORT

03 Fund County Road and Bridge  
310 Dept Highway Maintenance

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> <u>Mo. 01 - 12</u>	2023 <u>Budget</u>	2023 <u>YTD</u> <u>Mo. 01 - 06</u>	2024 <u>Budget</u>	2025 <u>Budget</u>
03-310-000-0000-6317	Guard Rail Maintenance	0	200,000	234,087	200,000	200,000
03-310-000-0000-6321	Maintenance Projects	413,403	1,827,939	77,740	840,000	840,000
03-310-000-0000-6322	Seal Coating Contracts	821,244	0	0	0	0
03-310-000-0000-6323	Traffic Marking Contracts	390,802	500,000	305,632	500,000	500,000
03-310-000-0000-6324	Street Signals & Lighting	4,285	24,000	2,608	24,000	24,000
03-310-000-0000-6325	Weed & Brush Spraying	0	250,000	0	250,000	250,000
03-310-000-0000-6326	Tree Trimming	0	3,000	0	3,000	3,000
03-310-000-0000-6327	Crushed Rock Surfacing Contracts	148,247	150,000	0	150,000	150,000
03-310-000-0000-6328	Aggregate Roads Grading	963	5,000	0	5,000	5,000
03-310-000-0000-6343	Machinery & Equipment Rental	15,131	10,000	20,268	10,000	10,000
03-310-000-0000-6354	Workman's Compensation	40,964	41,644	34,439	41,644	41,644
03-310-000-0000-6357	Conferences/Training	2,522	1,000	130	1,000	1,000
03-310-000-0000-6405	Office/Administrative Supplies	1,683	400	77	400	400
03-310-000-0000-6414	Food & Beverages	515	450	167	450	450
03-310-000-0000-6417	Safety Materials	3,098	3,000	836	3,000	3,000
03-310-000-0000-6432	Other Furniture & Equipment	651	2,500	1,791	2,500	2,500
03-310-000-0000-6480	Equipment/Furniture<\$5,000	1,495	1,000	0	1,000	1,000
03-310-000-0000-6502	Aggregates & Icing Sand	47,542	30,000	21,947	40,000	45,000
03-310-000-0000-6503	Bituminous	55,734	40,000	1,677	40,000	40,000
03-310-000-0000-6504	Traffic Signs, Posts & Misc	34,671	30,000	13,979	35,000	40,000
03-310-000-0000-6505	Culverts, Aprons, Bands Etc.	25,406	30,000	5,223	30,000	30,000
03-310-000-0000-6506	De-Icing Materials	326,401	340,000	285,780	340,000	340,000
03-310-000-0000-6507	Crushed Rock	67,326	70,000	1,340	70,000	70,000
03-310-000-0000-6508	Miscellaneous Road Supplies	24,031	14,500	7,184	20,000	20,000
03-310-000-0000-6509	Adopt-A-Hwy Expenses	2,295	2,000	537	2,000	2,000
03-310-000-0000-6511	Weed/Brush Control	58,906	25,000	1,401	25,000	25,000
03-310-000-0000-6512	Crack Filling	46,303	55,000	44,042	55,000	55,000
03-310-000-0000-6514	Dust Control Chemicals	15,340	15,500	18,125	20,000	20,000
03-310-000-0000-6515	Addressing System Charges	0	6,000	0	6,000	6,000
03-310-000-0000-6517	Erosion Control & Turf Establishment	16,612	25,000	0	25,000	25,000
03-310-000-0000-6573	Supplies-Work For Others	0	0	1,761	0	0
03-310-000-0000-6839	Disposal Costs	1,689	1,000	91	1,000	1,000
<b>Program 000</b>	Undesignated	<b>Revenue 3,820,750 -</b>	<b>4,523,927 -</b>	<b>2,063,995 -</b>	<b>4,060,988 -</b>	<b>4,179,627 -</b>
		<b>Expend. 4,172,268</b>	<b>5,654,691</b>	<b>2,069,478</b>	<b>4,887,278</b>	<b>5,077,063</b>
		<b>Net 351,518</b>	<b>1,130,764</b>	<b>5,483</b>	<b>826,290</b>	<b>897,436</b>



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# Goodhue County



## USER-SELECTED BUDGET REPORT

03 Fund County Road and Bridge  
310 Dept Highway Maintenance

Report Basis: Cash

				2022	2023	2023	2024	2025
				Actual	Budget	YTD	Budget	Budget
				<u>Mo. 01 - 12</u>		<u>Mo. 01 - 06</u>		
<b>Dept</b>	<b>310</b>	Highway Maintenance	<b>Revenue</b>	3,820,750 -	4,523,927 -	2,063,995 -	4,060,988 -	4,179,627 -
			<b>Expend.</b>	4,172,268	5,654,691	2,069,478	4,887,278	5,077,063
			<b>Net</b>	351,518	1,130,764	5,483	826,290	897,436

## USER-SELECTED BUDGET REPORT

03 Fund County Road and Bridge  
320 Dept Highway Construction

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>
03-320-000-0000-5090	Local Option Sales Tax	4,357,775 -	4,000,000 -	2,118,846 -	4,560,000 -	4,560,000 -
03-320-000-0000-5230	Hwy User Tax-Regular Construction	509,637 -	5,175,000 -	0	7,322,000 -	62,000 -
03-320-000-0000-5231	Hwy User Tax-Municipal Construction	604,930 -	0	0	206,000 -	750,000 -
03-320-000-0000-5232	Hwy User Tax-Town Bridge	298,313 -	680,000 -	723,184 -	1,035,000 -	1,000,000 -
03-320-000-0000-5233	Hwy User Tax-Special Town Bridge	85,502 -	0	10,010 -	0	0
03-320-000-0000-5234	Hwy User Tax-Bridge Bonding	136,960 -	0	164,328 -	0	0
03-320-000-0000-5278	MN Dept of Transportation Grants	351,000 -	0	270,009 -	904,776 -	229,000 -
03-320-000-0000-5331	20.205 Highway Planning & Constructi	689,233 -	0	679,758 -	0	0
03-320-000-0000-5480	Other Charges For Services	242,634 -	0	351,644 -	0	0
03-320-000-0000-5949	Use of Fund Balance-Hwy Construction	0	500,000 -	0	0	0
03-320-000-0000-6101	Salaries & Wages - Permanent	483,307	728,714	308,813	713,723	795,058
03-320-000-0000-6103	Salaries & Wages-Part Time w/o Bene	4,459	0	0	7,200	7,200
03-320-000-0000-6104	Salaries & Wages - Overtime	20,282	24,000	6,208	24,000	24,000
03-320-000-0000-6151	Group Health Insurance	19,708	35,689	13,819	44,566	48,131
03-320-000-0000-6152	HSA Contribution	15,332	22,500	11,365	22,950	22,950
03-320-000-0000-6153	Family Insurance Supplement	29,528	30,919	23,212	38,068	41,114
03-320-000-0000-6154	Life Insurance	295	434	185	434	434
03-320-000-0000-6155	Dental Insurance-County Paid	1,470	1,869	835	1,098	1,098
03-320-000-0000-6156	Accident Insurance-County Paid	361	443	227	257	257
03-320-000-0000-6161	PERA	37,769	56,454	24,047	55,329	61,499
03-320-000-0000-6171	FICA	30,027	46,668	18,938	46,185	51,302
03-320-000-0000-6174	Mandatory Medicare	7,022	10,914	4,429	10,801	11,998
03-320-000-0000-6202	Cell Phone	3,655	5,000	1,806	5,000	5,000
03-320-000-0000-6206	Data Cards	1,080	1,100	450	1,100	1,100
03-320-000-0000-6232	Publications & Brochures	410	0	0	0	0
03-320-000-0000-6241	Advertising & Legal Notices	0	100	0	100	100
03-320-000-0000-6243	Membership Dues/Professional Licens	128	325	150	325	325
03-320-000-0000-6268	Software Maintenance Contracts	12,974	25,000	21,889	25,000	25,000
03-320-000-0000-6278	Consultant Fees	127,102	430,000	9,288	275,000	200,000
03-320-000-0000-6281	Preliminary Engineering & Design	368,984	250,000	166,662	100,000	100,000
03-320-000-0000-6283	Other Professional Fees	2,580	2,500	14,173	2,500	2,500
03-320-000-0000-6287	Construction Phase Engineering & Tes	126,733	20,000	23,179	20,000	20,000
03-320-000-0000-6301	Non-Contract Project Costs	310	6,000	200	1,000	1,000
03-320-000-0000-6304	Other Machinery & Equipment Maint	100	1,500	2,985	1,500	1,500
03-320-000-0000-6311	Right-Of-Way CSAH Road System	353,425	100,000	45,580	100,000	100,000
03-320-000-0000-6319	Township Bridge Projects	487,650	680,000	740,591	1,035,000	1,000,000

# Goodhue County



## USER-SELECTED BUDGET REPORT

03 Fund County Road and Bridge  
320 Dept Highway Construction

Report Basis: Cash

		2022	2023	2023	2024	2025
		Actual	Budget	YTD	Budget	Budget
<u>Account Number</u>		<u>Mo. 01 - 12</u>		<u>Mo. 01 - 06</u>		
<u>Account Description</u>						
03-320-000-0000-6320	Construction Contracts	8,066,475	11,275,000	748,822	15,092,776	7,701,000
03-320-000-0000-6321	Minor Non-Contract Charges	0	0	172	0	0
03-320-000-0000-6332	Meals & Lodging	28	0	0	0	0
03-320-000-0000-6343	Machinery & Equipment Rental	2,430	0	0	0	0
03-320-000-0000-6354	Workman's Compensation	13,833	13,422	14,331	13,422	13,422
03-320-000-0000-6357	Conferences/Training	6,540	7,500	2,646	7,500	7,500
03-320-000-0000-6402	Paper/Toner/Inkjet Cartridges	1,162	500	747	1,500	1,500
03-320-000-0000-6405	Office & Computer Supplies/Small Equip	1,164	500	687	1,500	1,500
03-320-000-0000-6414	Food & Beverages	103	350	129	350	350
03-320-000-0000-6417	Safety Materials	1,878	1,000	1,067	2,000	2,000
03-320-000-0000-6432	Other Furniture & Equipment	2,763	3,500	0	3,000	3,000
03-320-000-0000-6480	Equipment/Furniture<\$5,000	2,350	3,000	0	3,000	3,000
03-320-000-0000-6501	Field Engineering/Survey Supplies	3,756	4,000	1,920	4,000	4,000
03-320-000-0000-6508	Misc Road Construction Supplies	2,320	1,000	616	1,000	1,000
<b>Program</b>	<b>000 Undesignated</b>	<b>Revenue 7,275,984 -</b>	<b>10,355,000 -</b>	<b>4,317,779 -</b>	<b>14,027,776 -</b>	<b>6,601,000 -</b>
		<b>Expend. 10,239,493</b>	<b>13,789,901</b>	<b>2,210,168</b>	<b>17,661,184</b>	<b>10,259,838</b>
		<b>Net 2,963,509</b>	<b>3,434,901</b>	<b>2,107,611 -</b>	<b>3,633,408</b>	<b>3,658,838</b>
<b>Dept</b>	<b>320 Highway Construction</b>	<b>Revenue 7,275,984 -</b>	<b>10,355,000 -</b>	<b>4,317,779 -</b>	<b>14,027,776 -</b>	<b>6,601,000 -</b>
		<b>Expend. 10,239,493</b>	<b>13,789,901</b>	<b>2,210,168</b>	<b>17,661,184</b>	<b>10,259,838</b>
		<b>Net 2,963,509</b>	<b>3,434,901</b>	<b>2,107,611 -</b>	<b>3,633,408</b>	<b>3,658,838</b>

## USER-SELECTED BUDGET REPORT

03 Fund County Road and Bridge  
330 Dept Highway Administration

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> <u>Mo. 01 - 12</u>	2023 <u>Budget</u>	2023 <u>YTD</u> <u>Mo. 01 - 06</u>	2024 <u>Budget</u>	2025 <u>Budget</u>
03-330-000-0000-5001	Current Real & Personal Property Taxes	5,833,479 -	6,332,444 -	3,387,440 -	0	0
03-330-000-0000-5006	Delinquent Taxes-Real & Personal	29,169 -	0	18,348 -	0	0
03-330-000-0000-5060	Current Mobile Home Taxes	6,223 -	0	0	0	0
03-330-000-0000-5064	Delinquent Taxes-Mobile Home	669 -	0	815 -	0	0
03-330-000-0000-5207	PILT-Wildlife Management	3,099 -	0	0	0	0
03-330-000-0000-5208	PILT-Gross Shelter Rent	6,461 -	0	5,967 -	0	0
03-330-000-0000-5209	PILT-30% Rental Reimbursement	91 -	0	16 -	0	0
03-330-000-0000-5211	Market Value Credit Aid	70,377 -	72,599 -	0	0	0
03-330-000-0000-5212	Disparity Reduction Aid	4,315 -	0	0	0	0
03-330-000-0000-5238	Hwy User Tax-Town Road Allotment	771,290 -	515,859 -	556,677 -	515,859 -	515,859 -
03-330-000-0000-5810	Rental Income	2,300 -	2,300 -	2,330 -	2,300 -	2,300 -
03-330-000-0000-5948	Transfers In - Inter Fund	2,998 -	720 -	718 -	5,700 -	720 -
03-330-000-0000-5949	Use of Fund Balance-Hwy Administrati	0	0	0	273,794 -	0
03-330-000-0000-6101	Salaries & Wages - Permanent	178,055	208,130	101,145	273,648	305,757
03-330-000-0000-6104	Salaries & Wages - Overtime	952	2,000	1,180	2,000	2,000
03-330-000-0000-6107	Salaries & Wages - Department Heads	159,671	167,482	100,274	167,274	185,306
03-330-000-0000-6120	Salaries & Wages - Vehicle Allowance	0	6,800	1,700	10,506	10,822
03-330-000-0000-6151	Group Health Insurance	10,413	8,051	4,026	0	0
03-330-000-0000-6152	HSA Contribution	10,197	15,000	5,185	20,300	20,300
03-330-000-0000-6153	Family Insurance Supplement	48,997	61,499	34,304	97,260	105,041
03-330-000-0000-6154	Life Insurance	203	217	114	271	271
03-330-000-0000-6155	Dental Insurance-County Paid	245	1,188	111	1,277	1,277
03-330-000-0000-6156	Accident Insurance-County Paid	68	271	33	271	271
03-330-000-0000-6161	PERA	25,402	28,321	14,774	33,219	36,986
03-330-000-0000-6171	FICA	19,565	23,412	11,545	27,461	30,575
03-330-000-0000-6174	Mandatory Medicare	4,663	5,475	2,700	6,422	7,151
03-330-000-0000-6202	Cell Phone	1,421	1,100	461	1,100	1,100
03-330-000-0000-6203	Postage	367	200	157	300	300
03-330-000-0000-6209	Internet	670	600	341	700	700
03-330-000-0000-6241	Advertising & Legal Notices	563	0	305	0	0
03-330-000-0000-6243	Membership Dues & Fees	4,043	4,000	777	4,000	4,000
03-330-000-0000-6244	Subscriptions	235	300	282	300	300
03-330-000-0000-6268	Software Maintenance Contracts	7,186	6,500	6,667	6,500	6,500
03-330-000-0000-6278	Consultant Fees	4,180	31,000	2,738	20,000	20,000
03-330-000-0000-6283	Other Professional Fees	984	2,000	681	2,000	2,000
03-330-000-0000-6302	Copies/Copier Maintenance	4,781	4,640	2,527	4,640	4,640

# Goodhue County



## USER-SELECTED BUDGET REPORT

03 Fund County Road and Bridge  
330 Dept Highway Administration

Report Basis: Cash

		2022	2023	2023	2024	2025	
		Actual	Budget	YTD	Budget	Budget	
<u>Account Number</u>		<u>Mo. 01 - 12</u>		<u>Mo. 01 - 06</u>			
<u>Account Description</u>							
03-330-000-0000-6305	Building Maintenance	13,200	0	1,564	0	0	
03-330-000-0000-6318	Th 52 Development	30,677	0	15,243	0	0	
03-330-000-0000-6331	Mileage & Transportation	0	400	0	400	400	
03-330-000-0000-6351	Insurance	30,483	29,918	30,918	30,918	30,918	
03-330-000-0000-6352	Special Assessments	0	0	4,986	0	0	
03-330-000-0000-6354	Workman's Compensation	277	322	371	322	322	
03-330-000-0000-6357	Conferences/Training	3,277	13,500	3,159	13,500	13,500	
03-330-000-0000-6402	Paper/Toner/Ink Jet Cartridges	639	500	201	500	500	
03-330-000-0000-6405	Office Supplies/Small Equip	1,971	1,200	443	1,200	1,200	
03-330-000-0000-6414	Food & Beverages	193	150	91	150	150	
03-330-000-0000-6417	Safety Materials	154	0	0	0	0	
03-330-000-0000-6420	Other General Supplies	325	100	92	100	100	
03-330-000-0000-6432	Other Furniture & Equipment	0	1,000	1,262	1,000	1,000	
03-330-000-0000-6845	Town Road Allotment	771,290	515,859	558,955	515,859	515,859	
03-330-000-0000-6997	Transfers Out	0	0	0	273,794	0	
<b>Program</b>	<b>000 Undesignated</b>	<b>Revenue</b>	<b>6,730,471 -</b>	<b>6,923,922 -</b>	<b>3,972,311 -</b>	<b>797,653 -</b>	<b>518,879 -</b>
		<b>Expend.</b>	<b>1,335,347</b>	<b>1,141,135</b>	<b>909,312</b>	<b>1,517,192</b>	<b>1,309,246</b>
		<b>Net</b>	<b>5,395,124 -</b>	<b>5,782,787 -</b>	<b>3,062,999 -</b>	<b>719,539</b>	<b>790,367</b>
<b>Dept</b>	<b>330 Highway Administration</b>	<b>Revenue</b>	<b>6,730,471 -</b>	<b>6,923,922 -</b>	<b>3,972,311 -</b>	<b>797,653 -</b>	<b>518,879 -</b>
		<b>Expend.</b>	<b>1,335,347</b>	<b>1,141,135</b>	<b>909,312</b>	<b>1,517,192</b>	<b>1,309,246</b>
		<b>Net</b>	<b>5,395,124 -</b>	<b>5,782,787 -</b>	<b>3,062,999 -</b>	<b>719,539</b>	<b>790,367</b>

## USER-SELECTED BUDGET REPORT

03 Fund County Road and Bridge  
340 Dept Equipment Maintenance

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>
03-340-000-0000-5480	Other Charges For Services	0	1,200 -	0	1,200 -	1,200 -
03-340-000-0000-5496	Intracounty Fees-Labor	27 -	0	0	0	0
03-340-000-0000-5497	Intracounty Fees-Materials/Supplies	45 -	0	0	0	0
03-340-000-0000-5859	Miscellaneous Revenue	765 -	800 -	1,137 -	800 -	800 -
03-340-000-0000-5860	Insurance Reimbursements	8,123 -	0	0	0	0
03-340-000-0000-6101	Salaries & Wages - Permanent	69,729	75,091	36,808	81,245	89,982
03-340-000-0000-6104	Salaries & Wages - Overtime	0	100	1,808	100	100
03-340-000-0000-6118	Salaries & Wages - Uniform Allowance	510	510	0	510	510
03-340-000-0000-6152	HSA Contribution	6,650	7,500	3,750	8,300	8,300
03-340-000-0000-6153	Family Insurance Supplement	12,728	13,213	6,606	14,204	15,340
03-340-000-0000-6154	Life Insurance	54	54	27	54	54
03-340-000-0000-6155	Dental Insurance-County Paid	1,142	1,188	594	1,277	1,277
03-340-000-0000-6156	Accident Insurance-County Paid	271	271	173	271	271
03-340-000-0000-6161	PERA	5,230	5,639	2,896	6,101	6,756
03-340-000-0000-6171	FICA	3,866	4,662	2,116	5,043	5,585
03-340-000-0000-6174	Mandatory Medicare	904	1,090	495	1,180	1,306
03-340-000-0000-6202	Cell Phone	554	700	231	700	700
03-340-000-0000-6245	State Required Registration or License	40	90	0	90	90
03-340-000-0000-6270	Software Licensing	1,499	3,500	1,699	3,500	3,500
03-340-000-0000-6283	Other Professional Fees	0	0	331	0	0
03-340-000-0000-6291	Employee Drug & Alcohol Testing	228	250	25	250	250
03-340-000-0000-6303	Labor-Trucks & Pick Ups	44,261	19,500	50,699	40,000	40,000
03-340-000-0000-6304	Other Machinery & Equipment Maint	37,745	20,000	1,232 -	20,000	20,000
03-340-000-0000-6307	Uniform Maintenance	1,405	1,600	721	1,800	1,800
03-340-000-0000-6309	Other-Vehicle or Boat License & Title	847	0	5,953	1,000	1,000
03-340-000-0000-6351	Property Insurance	35,927	39,095	38,460	39,095	39,095
03-340-000-0000-6354	Workman's Compensation	5,404	1,999	1,115 -	1,999	1,999
03-340-000-0000-6357	Conferences/Training	275	250	229	500	500
03-340-000-0000-6405	Office Supplies/Small Equip	0	0	30	0	0
03-340-000-0000-6414	Food & Beverages	10	0	10	0	0
03-340-000-0000-6417	Safety Materials	51	100	0	100	100
03-340-000-0000-6420	Other General Supplies	18,142	15,000	11,769	15,000	15,000
03-340-000-0000-6432	Other Furniture & Equipment	2,982	3,000	24,291	3,000	3,000
03-340-000-0000-6480	Equipment/Furniture<\$5,000	4,956	1,000	3,510	5,000	5,000
03-340-000-0000-6561	Motor Oil & Lubricants	14,720	13,000	5,306	13,000	13,000
03-340-000-0000-6562	Truck & Pickup Repair Parts	86,776	75,000	37,128	75,000	75,000

# Goodhue County



## USER-SELECTED BUDGET REPORT

03 Fund County Road and Bridge  
340 Dept Equipment Maintenance

Report Basis: Cash

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>	
03-340-000-0000-6563		Heavy & Misc Equip Repair Parts	43,394	35,000	8,471	35,000	35,000	
03-340-000-0000-6565		Diesel Fuel	282,000	300,000	140,319	300,000	300,000	
03-340-000-0000-6567		Gasoline (Unleaded)	50,410	37,500	13,304	37,500	37,500	
03-340-000-0000-6569		Small Tools & Shop Equipment	3,715	5,000	1,172	5,000	5,000	
03-340-000-0000-6570		Welding Supplies	1,578	2,000	1,007	2,000	2,000	
03-340-000-0000-6572		Cutting Edges	79,250	80,000	2,668	85,000	85,000	
03-340-000-0000-6575		Tires	23,181	31,900	13,742	37,000	37,000	
03-340-000-0000-6669		Equipment/Furniture>=5,000	0	0	7,958	0	0	
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>8,960 -</b>	<b>2,000 -</b>	<b>1,137 -</b>	<b>2,000 -</b>	<b>2,000 -</b>
			<b>Expend.</b>	<b>840,434</b>	<b>794,802</b>	<b>421,959</b>	<b>839,819</b>	<b>851,015</b>
			<b>Net</b>	<b>831,474</b>	<b>792,802</b>	<b>420,822</b>	<b>837,819</b>	<b>849,015</b>
<b>Dept</b>	<b>340</b>	Equipment Maintenance	<b>Revenue</b>	<b>8,960 -</b>	<b>2,000 -</b>	<b>1,137 -</b>	<b>2,000 -</b>	<b>2,000 -</b>
			<b>Expend.</b>	<b>840,434</b>	<b>794,802</b>	<b>421,959</b>	<b>839,819</b>	<b>851,015</b>
			<b>Net</b>	<b>831,474</b>	<b>792,802</b>	<b>420,822</b>	<b>837,819</b>	<b>849,015</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

03 Fund County Road and Bridge  
350 Dept Shop Maintenance

Report Basis: Cash

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>
03-350-000-0000-5859		Miscellaneous Revenue	0	0	431 -	0	0
03-350-000-0000-6201		Telephone	3,160	3,000	1,708	3,000	3,000
03-350-000-0000-6209		Internet	2,718	2,800	1,361	2,800	2,800
03-350-000-0000-6251		Electricity	41,160	40,000	23,832	40,000	40,000
03-350-000-0000-6252		Natural Gas & Lp	32,507	35,000	28,357	35,000	35,000
03-350-000-0000-6253		Water/Sewer/Garbage Pick Up	15,273	11,000	10,192	15,000	15,000
03-350-000-0000-6268		Software Maintenace Contracts	0	2,500	0	2,500	2,500
03-350-000-0000-6283		Other Professional Fees	6,773	5,000	7,740	8,000	8,000
03-350-000-0000-6304		Other Machinery & Equipment Maint	5,420	5,000	1,750	5,000	5,000
03-350-000-0000-6305		Building Maintenance	16,916	50,000	44,761	50,000	50,000
03-350-000-0000-6306		Grounds Maintenance	7,324	6,000	2,126	6,000	6,000
03-350-000-0000-6351		Property Insurance	21,468	22,534	22,445	22,534	22,534
03-350-000-0000-6420		Other General Supplies	3,903	3,500	2,182	3,500	3,500
03-350-000-0000-6432		Other Furniture & Equipment	0	500	1,800	500	500
03-350-000-0000-6563		Building & Systems Repair Parts	5,665	8,500	2,487	8,500	8,500
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>431 -</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>162,287</b>	<b>150,741</b>	<b>202,334</b>	<b>202,334</b>
			<b>Net</b>	<b>162,287</b>	<b>150,310</b>	<b>202,334</b>	<b>202,334</b>
<b>Dept</b>	<b>350</b>	Shop Maintenance	<b>Revenue</b>	<b>0</b>	<b>431 -</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>162,287</b>	<b>150,741</b>	<b>202,334</b>	<b>202,334</b>
			<b>Net</b>	<b>162,287</b>	<b>150,310</b>	<b>202,334</b>	<b>202,334</b>



## USER-SELECTED BUDGET REPORT

03 Fund County Road and Bridge

Report Basis: Cash

521 Dept County Parks

		2022	2023	2023	2024	2025	
		Actual	Budget	YTD	Budget	Budget	
		Mo. 01 - 12		Mo. 01 - 06			
<u>Account Number</u>	<u>Account Description</u>						
03-521-000-0000-5083	Sale of Forfeited Land	16,027 -	6,000 -	0	6,000 -	6,000 -	
03-521-000-0000-5180	Byllesby Permits	80 -	200 -	0	0	0	
03-521-000-0000-5266	Park Grant - State	1,242,067 -	0	0	0	0	
03-521-000-0000-5515	Rental Fees/Reservation Fees	0	500 -	0	500 -	500 -	
03-521-000-0000-5810	Rental Income-Byllesby	6,274 -	6,500 -	5,549 -	6,500 -	6,500 -	
03-521-000-0000-5948	Transfers In - Inter Fund	25,653 -	0	0	0	0	
03-521-000-0000-5949	Use of Fund Balance-Byllesby Park & Trl	0	0	0	80,000 -	0	
03-521-000-0000-6106	Per Diem in Lieu of Salaries	1,400	2,400	300	2,400	2,400	
03-521-000-0000-6241	Advertising	523	200	69	200	200	
03-521-000-0000-6243	Membership Dues & Fees	325	325	355	375	375	
03-521-000-0000-6251	Electric	1,446	2,400	777	3,000	3,000	
03-521-000-0000-6278	Consultant Fees	64,072	10,000	12,100	30,000	30,000	
03-521-000-0000-6283	Other Professional Fees	0	8,000	0	8,000	8,000	
03-521-000-0000-6305	Building Maintenance	0	15,000	0	15,000	15,000	
03-521-000-0000-6306	Grounds Maintenance	1,300	15,500	0	16,000	16,000	
03-521-000-0000-6331	Mileage	202	560	113	750	750	
03-521-000-0000-6343	Equipment Rent (Dumpsters & Portabl	7,159	5,000	1,782	5,000	5,000	
03-521-000-0000-6351	Insurance	373	2,751	2,751	2,751	2,751	
03-521-000-0000-6414	Food & Beverages	11	250	0	250	250	
03-521-000-0000-6420	General Supplies & Repair Parts	6,827	8,000	874	8,000	8,000	
03-521-000-0000-6480	Equipment/Furniture<\$5,000	0	500	0	500	500	
03-521-000-0000-6514	Dust Control	1,032	1,200	600	1,200	1,200	
03-521-000-0000-6563	Bldg, Equip & Fixtures Repair Parts	4,672	9,600	8,054	9,600	9,600	
03-521-000-0000-6632	Land Improvements	1,555,586	110,000	97,253	110,000	110,000	
03-521-000-0000-6669	Equipment/Furniture>=5,000	0	50,000	5,914	50,000	50,000	
03-521-000-0000-6850	Miscellaneous Expense	2,588	500	350	500	500	
03-521-000-0000-6997	Transfers Out	0	0	0	80,000	0	
<b>Program</b>	<b>000</b> Undesignated	<b>Revenue</b>	<b>1,290,101 -</b>	<b>13,200 -</b>	<b>5,549 -</b>	<b>93,000 -</b>	<b>13,000 -</b>
		<b>Expend.</b>	<b>1,647,516</b>	<b>242,186</b>	<b>131,292</b>	<b>343,526</b>	<b>263,526</b>
		<b>Net</b>	<b>357,415</b>	<b>228,986</b>	<b>125,743</b>	<b>250,526</b>	<b>250,526</b>
<b>Dept</b>	<b>521</b> County Parks	<b>Revenue</b>	<b>1,290,101 -</b>	<b>13,200 -</b>	<b>5,549 -</b>	<b>93,000 -</b>	<b>13,000 -</b>
		<b>Expend.</b>	<b>1,647,516</b>	<b>242,186</b>	<b>131,292</b>	<b>343,526</b>	<b>263,526</b>
		<b>Net</b>	<b>357,415</b>	<b>228,986</b>	<b>125,743</b>	<b>250,526</b>	<b>250,526</b>
<b>Fund</b>	<b>03</b> County Road and Bridge	<b>Revenue</b>	<b>19,126,266 -</b>	<b>21,818,049 -</b>	<b>10,361,202 -</b>	<b>18,981,417 -</b>	<b>11,314,506 -</b>
		<b>Expend.</b>	<b>18,397,345</b>	<b>21,818,049</b>	<b>5,892,950</b>	<b>25,451,333</b>	<b>17,963,022</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

03 Fund County Road and Bridge

Report Basis: Cash

521 Dept County Parks

Account Number

Account Description

2022  
Actual  
Mo. 01 - 12

2023  
Budget

2023  
YTD  
Mo. 01 - 06

2024  
Budget

2025  
Budget

**Net**

**728,921 -**

**0**

**4,468,252 -**

**6,469,916**

**6,648,516**

# Goodhue County



## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund  
400 Dept Health & Human Services General

Report Basis: Cash

		2022	2023	2023	2024	2025	
		Actual	Budget	YTD	Budget	Budget	
<u>Account Number</u>		<u>Mo. 01 - 12</u>		<u>Mo. 01 - 06</u>			
<u>Account Description</u>							
11-400-000-0000-5001	Current Real & Personal Property Taxes	7,946,572 -	8,228,343 -	4,401,783 -	0	0	
11-400-000-0000-5006	Delinquent Taxes-Real & Personal	42,646 -	0	25,300 -	0	0	
11-400-000-0000-5060	Current Mobile Home Taxes	8,476 -	0	0	0	0	
11-400-000-0000-5064	Delinquent Taxes-Mobile Home	1,007 -	0	1,148 -	0	0	
11-400-000-0000-5207	PILT-Wildlife Management	4,222 -	4,000 -	0	4,000 -	4,000 -	
11-400-000-0000-5208	PILT-Gross Shelter Rent	8,801 -	7,500 -	7,753 -	7,500 -	7,500 -	
11-400-000-0000-5209	PILT-30% Rental Reimbursement Taxes	124 -	60 -	21 -	60 -	60 -	
11-400-000-0000-5211	Market Value Credit Aid	95,873 -	94,335 -	0	0	0	
11-400-000-0000-5212	Disparity Reduction Aid	5,878 -	0	0	0	0	
11-400-000-0000-5948	Transfers In - Inter Fund	327,897 -	1,080 -	49,322 -	10,600 -	486,719 -	
<b>Program</b>	<b>000 Undesignated</b>	<b>Revenue</b>	<b>8,441,496 -</b>	<b>8,335,318 -</b>	<b>4,485,327 -</b>	<b>22,160 -</b>	<b>498,279 -</b>
		<b>Expend.</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Net</b>	<b>8,441,496 -</b>	<b>8,335,318 -</b>	<b>4,485,327 -</b>	<b>22,160 -</b>	<b>498,279 -</b>
<b>Dept</b>	<b>400 Health &amp; Human Services General</b>	<b>Revenue</b>	<b>8,441,496 -</b>	<b>8,335,318 -</b>	<b>4,485,327 -</b>	<b>22,160 -</b>	<b>498,279 -</b>
		<b>Expend.</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Net</b>	<b>8,441,496 -</b>	<b>8,335,318 -</b>	<b>4,485,327 -</b>	<b>22,160 -</b>	<b>498,279 -</b>

## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund  
420 Dept Income Maintenance-Economic Assistance

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> <u>Mo. 01 - 12</u>	2023 <u>Budget</u>	2023 <u>YTD</u> <u>Mo. 01 - 06</u>	2024 <u>Budget</u>	2025 <u>Budget</u>
11-420-600-0000-5840	Admin Refunds Fees - Interest - Etc	36 -	0	23 -	0	0
11-420-600-0010-5401	Jail Pay To Stay	30,633 -	0	22,710 -	0	0
11-420-600-0010-5949	Use of Fund Balance-Income Maintena	0	84,100 -	0	157,650 -	157,650 -
11-420-600-0010-6101	Salaries & Wages - Permanent	890,238	741,084	381,322	879,810	971,609
11-420-600-0010-6104	Salaries & Wages Overtime	603	0	0	0	0
11-420-600-0010-6106	Per Diem in Lieu of Salaries	969	1,200	763	1,200	1,200
11-420-600-0010-6107	Salaries & Wages - Department Heads	58,551	60,361	29,637	66,210	73,243
11-420-600-0010-6140	Vacation/Sick Payout	13,925	0	4,112	0	0
11-420-600-0010-6151	Group Health Insurance	62,376	57,280	32,120	67,343	72,730
11-420-600-0010-6152	HSA Contribution	34,711	36,923	18,284	39,140	39,140
11-420-600-0010-6153	Family Insurance Supplement	64,634	37,451	22,050	44,989	48,588
11-420-600-0010-6154	Life Insurance	790	612	342	688	688
11-420-600-0010-6155	Dental Insurance-County Paid	2,704	2,853	1,650	3,377	3,377
11-420-600-0010-6156	Accident Insurance-County Paid	664	669	468	731	731
11-420-600-0010-6161	PERA	71,217	60,108	30,824	70,952	78,364
11-420-600-0010-6171	FICA	56,070	49,690	24,445	58,653	64,781
11-420-600-0010-6174	Mandatory Medicare	13,146	11,621	5,717	13,717	15,150
11-420-600-0010-6201	Telephone	4,584	4,640	2,237	4,640	4,640
11-420-600-0010-6202	Cell Phone	2,094	2,800	802	2,400	2,400
11-420-600-0010-6203	Postage	26,463	21,804	11,269	21,804	21,804
11-420-600-0010-6206	Data Cards	840	1,300	290	1,000	1,000
11-420-600-0010-6209	Internet	165	0	55	200	200
11-420-600-0010-6241	Advertising	1,022	1,200	386	1,200	1,200
11-420-600-0010-6243	Association Dues/Memberships	2,332	2,884	2,288	2,884	2,884
11-420-600-0010-6244	Subscriptions	291	250	0	250	250
11-420-600-0010-6268	Software Maintenance Contracts	193,790	62,207	22,657	48,923	48,923
11-420-600-0010-6274	Audit Fees	0	3,000	0	0	0
11-420-600-0010-6283	Oth Profess,Tech & Merit Services	57,378	48,000	34,602	27,483	27,483
11-420-600-0010-6302	Copies/Copier Maintenance	7,661	9,000	4,503	9,000	9,000
11-420-600-0010-6331	Mileage	1,237	1,600	1,025	1,600	1,600
11-420-600-0010-6332	Meals & Lodging	1,044	300	0	300	300
11-420-600-0010-6333	Other Travel Expense	27	0	0	0	0
11-420-600-0010-6335	Motor Pool Vehicle Usage	728	1,500	61	1,000	1,000
11-420-600-0010-6342	Rent/Lease Income Maintenance	119,444	122,439	61,220	108,602	108,602
11-420-600-0010-6345	Postage Meter	2,596	3,300	1,074	3,300	3,300
11-420-600-0010-6351	Liability Insurance	7,426	9,874	10,010	10,372	10,372

## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund  
420 Dept Income Maintenance-Economic Assistance

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	<u>2022 Actual</u> <u>Mo. 01 - 12</u>	<u>2023 Budget</u>	<u>2023 YTD</u> <u>Mo. 01 - 06</u>	<u>2024 Budget</u>	<u>2025 Budget</u>
11-420-600-0010-6354	Workman's Compensation	3,758	3,605	3,090	3,200	6,354
11-420-600-0010-6357	Conferences/Schools/Training	9,605	8,500	3,876	8,500	8,500
11-420-600-0010-6358	Other Charges	393	843	154	843	843
11-420-600-0010-6382	Data Processing Charges Goodhue Co	16,657	17,300	15,228	17,300	17,300
11-420-600-0010-6401	Printing Services	0	200	130	200	200
11-420-600-0010-6405	Office Supplies	11,165	10,000	5,305	12,000	12,000
11-420-600-0010-6414	Food & Beverages	16	0	85	0	0
11-420-600-0010-6432	Other Furniture & Equipment	5,340	6,000	2,980	9,000	9,000
11-420-600-0010-6480	Equipment/Furniture<\$5,000	23,460	27,129	0	32,400	32,400
11-420-600-0010-6663	Vehicles Purchased	0	11,815	0	0	0
11-420-600-0010-6669	Equipment/Furniture>=5,000	0	0	8,130	0	0
11-420-600-0020-6101	Salaries & Wages - Permanent	1,170,709	1,416,729	665,814	1,535,834	1,693,325
11-420-600-0020-6103	Salaries & Wages-Part Time w/o Bene	3,287	0	14,535	0	0
11-420-600-0020-6104	Salaries & Wages-Overtime	14,182	43,400	10,328	30,000	30,000
11-420-600-0020-6140	Vacation/Sick Payout	6,877	0	1,171	0	0
11-420-600-0020-6151	Group Health Insurance	99,852	103,743	46,207	108,896	117,608
11-420-600-0020-6152	HSA Contribution	40,627	48,030	31,468	62,850	62,850
11-420-600-0020-6153	Family Insurance Supplement	51,228	119,450	56,884	104,545	112,908
11-420-600-0020-6154	Life Insurance	945	1,140	531	1,085	1,085
11-420-600-0020-6155	Dental Insurance-County Paid	2,451	2,549	2,441	4,383	4,383
11-420-600-0020-6156	Accident Insurance-County Paid	634	614	504	971	971
11-420-600-0020-6161	PERA	88,912	109,510	50,711	117,438	129,336
11-420-600-0020-6171	FICA	70,358	90,528	40,338	97,082	106,918
11-420-600-0020-6174	Mandatory Medicare	16,455	21,172	9,434	22,705	25,005
11-420-600-0020-6332	Meals & Lodging	34	400	23	400	400
<b>Program 600</b>	<b>Income Maintenance</b>	<b>Revenue 30,669 -</b>	<b>84,100 -</b>	<b>22,733 -</b>	<b>157,650 -</b>	<b>157,650 -</b>
		<b>Expend. 3,336,665</b>	<b>3,398,607</b>	<b>1,673,580</b>	<b>3,661,400</b>	<b>3,985,945</b>
		<b>Net 3,305,996</b>	<b>3,314,507</b>	<b>1,650,847</b>	<b>3,503,750</b>	<b>3,828,295</b>
11-420-610-0000-5289	DHS-State Maxis MFIP/HG/FS Refunds	4,113 -	0	2,058 -	0	0
11-420-610-0000-5290	DHS-State Periodic Data Match	13,686 -	13,628 -	0	13,722 -	13,722 -
11-420-610-0000-5353	93.558 TANF Co Wide Admin	109,207 -	112,000 -	53,192 -	106,000 -	106,000 -
11-420-610-0000-5830	Maxis MFIP Recoveries	6,991 -	10,000 -	6,664 -	10,000 -	10,000 -
11-420-610-0010-6386	County Attorney Fees/Fraud	0	0	986	0	0
11-420-610-0010-6387	Public Assistance Fraud Investigator	0	1,500	0	1,500	1,500
11-420-610-0100-6025	County Share Of State & Fed Disb	5,378	7,500	8,238	7,500	7,500

# Goodhue County



## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund

Report Basis: Cash

420 Dept Income Maintenance-Economic Assistance

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>
<b>Program 610</b>	AFDC	<b>Revenue</b>	<b>133,997 -</b>	<b>135,628 -</b>	<b>61,914 -</b>	<b>129,722 -</b>	<b>129,722 -</b>
		<b>Expend.</b>	<b>5,378</b>	<b>9,000</b>	<b>9,224</b>	<b>9,000</b>	<b>9,000</b>
		<b>Net</b>	<b>128,619 -</b>	<b>126,628 -</b>	<b>52,690 -</b>	<b>120,722 -</b>	<b>120,722 -</b>
11-420-620-0000-5830		Maxis GA/GRH Recoveries	34,406 -	22,000 -	13,006 -	22,000 -	22,000 -
11-420-620-0000-6020		Group Residential Housing/GRH Recov	33,545	20,000	15,249	20,000	20,000
11-420-620-0100-6025		Central Disb County Share	806	1,500	80	1,500	1,500
11-420-620-0600-5840		County Burials Recovery 100%	13,069 -	0	1,323 -	0	0
11-420-620-0600-6020		Co Burials Payment For Recipients	54,322	40,000	17,977	40,000	40,000
<b>Program 620</b>	General Assistance	<b>Revenue</b>	<b>47,475 -</b>	<b>22,000 -</b>	<b>14,329 -</b>	<b>22,000 -</b>	<b>22,000 -</b>
		<b>Expend.</b>	<b>88,673</b>	<b>61,500</b>	<b>33,306</b>	<b>61,500</b>	<b>61,500</b>
		<b>Net</b>	<b>41,198</b>	<b>39,500</b>	<b>18,977</b>	<b>39,500</b>	<b>39,500</b>
11-420-621-0000-5830		Recoveries Gamc County Share	150 -	100 -	75 -	100 -	100 -
<b>Program 621</b>	General Assistance Medical Care	<b>Revenue</b>	<b>150 -</b>	<b>100 -</b>	<b>75 -</b>	<b>100 -</b>	<b>100 -</b>
		<b>Expend.</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Net</b>	<b>150 -</b>	<b>100 -</b>	<b>75 -</b>	<b>100 -</b>	<b>100 -</b>
11-420-630-0000-5312		10.561 FS Direct Admin FSPFNS Aid	454,744 -	345,000 -	276,489 -	453,789 -	453,789 -
11-420-630-0000-5830		Maxis Food Stamp Recovery	3,117 -	8,000 -	6,073 -	8,000 -	8,000 -
11-420-630-0100-6025		Central Disb County Share	197	6,000	987	6,000	6,000
<b>Program 630</b>	Food Support	<b>Revenue</b>	<b>457,861 -</b>	<b>353,000 -</b>	<b>282,562 -</b>	<b>461,789 -</b>	<b>461,789 -</b>
		<b>Expend.</b>	<b>197</b>	<b>6,000</b>	<b>987</b>	<b>6,000</b>	<b>6,000</b>
		<b>Net</b>	<b>457,664 -</b>	<b>347,000 -</b>	<b>281,575 -</b>	<b>455,789 -</b>	<b>455,789 -</b>
11-420-640-0000-5289		DHS-St Incent MA C/S Ins & Health Bc	28,645 -	20,000 -	16,806 -	26,000 -	26,000 -
11-420-640-0000-5290		DHS-IVD C/S State Incentives	13,169 -	20,000 -	8,214 -	14,000 -	14,000 -
11-420-640-0000-5355		93.563 IVD Federal Admin Reimb	872,395 -	725,000 -	417,894 -	850,000 -	850,000 -
11-420-640-0000-5356		93.563 IVD Federal Incentive Income	102,482 -	100,000 -	47,570 -	100,000 -	100,000 -
11-420-640-0000-5379		93.778 Fed MA C/S Medical Incentive	19,871 -	18,000 -	11,606 -	18,000 -	18,000 -
11-420-640-0000-5401		Child Support Service Fees	4,286 -	4,500 -	2,150 -	4,500 -	4,500 -
11-420-640-0000-5848		Admin Recovery Genetic Testing	2,080 -	800 -	605 -	800 -	800 -
11-420-640-0010-6101		Salaries & Wages - Permanent	469,098	603,084	288,465	697,441	773,012
11-420-640-0010-6104		Salaries & Wages - Overtime	17,197	0	7,594	5,000	5,000
11-420-640-0010-6140		Vacation/Sick Payout	1,891	0	0	0	0
11-420-640-0010-6151		Group Health Insurance	27,941	67,893	24,889	55,675	60,129
11-420-640-0010-6152		HSA Contribution	24,069	21,000	11,711	18,000	18,800
11-420-640-0010-6153		Family Insurance Supplement	48,363	24,143	17,026	40,158	43,370
11-420-640-0010-6154		Life Insurance	443	542	258	542	542

## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund  
420 Dept Income Maintenance-Economic Assistance

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>
11-420-640-0010-6155	Dental Insurance-County Paid	2,519	681	786	2,009	2,009
11-420-640-0010-6156	Accident Insurance-County Paid	635	171	221	443	443
11-420-640-0010-6161	PERA	36,488	45,231	22,204	52,683	58,365
11-420-640-0010-6171	FICA	28,870	37,391	17,596	43,551	48,249
11-420-640-0010-6174	Mandatory Medicare	6,752	8,745	4,115	10,185	11,284
11-420-640-0010-6201	Telephone	1,223	1,280	515	1,280	1,280
11-420-640-0010-6202	Cell Phone	105	0	210	420	420
11-420-640-0010-6203	Postage	5,514	4,544	2,344	4,544	4,544
11-420-640-0010-6241	Advertising	1,677	800	280	800	800
11-420-640-0010-6268	Software Maintenance Contracts	122,731	65,687	11,651	38,050	38,050
11-420-640-0010-6277	Spec Costs (Sheriff Sop, Pat, Rop)	4,643	7,500	1,581	4,000	4,000
11-420-640-0010-6283	Oth Profess,Tech & Merit Service	26,189	7,000	6,456	7,000	7,000
11-420-640-0010-6285	Child Support Genetic Testing	144	700	99	500	500
11-420-640-0010-6302	Copies/Copier Maintenance	1,644	2,800	1,023	2,000	2,000
11-420-640-0010-6331	Mileage	0	900	0	300	300
11-420-640-0010-6332	Meals & Lodging	0	100	0	100	100
11-420-640-0010-6335	Motor Pool Vehicle Usage	0	200	3	200	200
11-420-640-0010-6342	Rent/Lease Child Support	30,699	31,469	15,735	30,156	30,156
11-420-640-0010-6345	Postage Meter	838	688	224	688	688
11-420-640-0010-6351	Liability Insurance	3,733	4,964	5,032	5,300	5,300
11-420-640-0010-6354	Workman's Compensation	1,476	912	782	800	800
11-420-640-0010-6357	Conferences/Schools/Training	300	3,500	0	3,500	3,500
11-420-640-0010-6382	Data Processing Charges	2,857	3,000	1,428	3,000	3,000
11-420-640-0010-6385	Cs Federal Offset Fee	3,127	8,000	2,387	8,000	8,000
11-420-640-0010-6386	County Attorney Fees	20,588	65,000	2,957	65,000	65,000
11-420-640-0010-6405	Office Supplies	5,125	3,600	712	4,000	4,000
11-420-640-0010-6432	Other Furniture & Equipment	1,463	2,000	0	2,000	2,000
11-420-640-0010-6480	Equipment/Furniture<\$5,000	6,396	1,608	0	1,608	1,608
<b>Program 640</b>	<b>Child Support and Collections</b>	<b>Revenue 1,042,928 -</b>	<b>888,300 -</b>	<b>504,845 -</b>	<b>1,013,300 -</b>	<b>1,013,300 -</b>
		<b>Expend. 904,738</b>	<b>1,025,133</b>	<b>448,284</b>	<b>1,108,933</b>	<b>1,204,449</b>
		<b>Net 138,190 -</b>	<b>136,833</b>	<b>56,561 -</b>	<b>95,633</b>	<b>191,149</b>
11-420-650-0000-5288	DHS-State Share MA Access	62,085 -	93,850 -	27,909 -	66,850 -	66,850 -
11-420-650-0000-5374	93.767 State Children's Health Ins Prgm	3,398 -	0	564 -	0	0
11-420-650-0000-5378	93.778 IGR Federal Share MA Access	62,164 -	93,850 -	27,984 -	66,850 -	66,850 -
11-420-650-0000-5381	93.778 Fed MA Admin Aid	635,218 -	705,000 -	356,321 -	705,000 -	705,000 -

# Goodhue County



## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund

Report Basis: Cash

420 Dept Income Maintenance-Economic Assistance

		2022	2023	2023	2024	2025		
		Actual	Budget	YTD	Budget	Budget		
<u>Account Number</u>		<u>Account Description</u>	<u>Mo. 01 - 12</u>	<u>Mo. 01 - 06</u>				
	11-420-650-0000-5830	Ma Recovery County Share	149,577 -	20,000 -	31,873 -	20,000 -	20,000 -	
	11-420-650-0010-6009	Ma Access Mileage	123,761	164,450	54,868	120,000	120,000	
	11-420-650-0010-6011	Ma Access Parking	795	1,400	310	1,000	1,000	
	11-420-650-0010-6012	Ma Access Meals	2,778	350	1,785	2,500	2,500	
	11-420-650-0010-6013	Ma Access Lodging	6,700	2,000	4,909	5,000	5,000	
	11-420-650-0010-6014	Ma Access Interpreter	689	3,500	150	1,200	1,200	
	11-420-650-0010-6016	MA Access Three Rivers	3,139	16,000	648	4,000	4,000	
	11-420-650-0010-6020	Ma (Death, Birth, Etc) Certificates	65	0	26	130	130	
	11-420-650-0100-6020	Nh < 65 Asst Living/Resid Care (90/10)	116,945	150,000	74,704	150,000	150,000	
	11-420-650-0400-5240	DHS-MA Cost Eff & Med Part B Ins Str	373,403 -	364,000 -	221,595 -	420,000 -	420,000 -	
	11-420-650-0400-5379	93.778 IGR MA Cost Eff Insurance Fed	293,252 -	286,000 -	176,969 -	330,000 -	330,000 -	
	11-420-650-0400-6020	Cost Eff Insur Payments	722,016	650,000	446,075	750,000	750,000	
<b>Program</b>	<b>650</b>	<b>Medical Assistance</b>	<b>Revenue</b>	<b>1,579,097 -</b>	<b>1,562,700 -</b>	<b>843,215 -</b>	<b>1,608,700 -</b>	<b>1,608,700 -</b>
			<b>Expend.</b>	<b>976,888</b>	<b>987,700</b>	<b>583,475</b>	<b>1,033,830</b>	<b>1,033,830</b>
			<b>Net</b>	<b>602,209 -</b>	<b>575,000 -</b>	<b>259,740 -</b>	<b>574,870 -</b>	<b>574,870 -</b>
	11-420-680-0000-5358	93.566 Federal Administration - Refugee	1,267 -	0	830 -	0	0	
<b>Program</b>	<b>680</b>	<b>Indo-Chinese</b>	<b>Revenue</b>	<b>1,267 -</b>	<b>0</b>	<b>830 -</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Net</b>	<b>1,267 -</b>	<b>0</b>	<b>830 -</b>	<b>0</b>	<b>0</b>
	11-420-710-0000-5366	93.658 Federal IVE IM Admin	13,800 -	10,000 -	4,808 -	10,000 -	10,000 -	
<b>Program</b>	<b>710</b>	<b>Children's Services</b>	<b>Revenue</b>	<b>13,800 -</b>	<b>10,000 -</b>	<b>4,808 -</b>	<b>10,000 -</b>	<b>10,000 -</b>
			<b>Expend.</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Net</b>	<b>13,800 -</b>	<b>10,000 -</b>	<b>4,808 -</b>	<b>10,000 -</b>	<b>10,000 -</b>
<b>Dept</b>	<b>420</b>	<b>Income Maintenance-Economic Assistance</b>	<b>Revenue</b>	<b>3,307,244 -</b>	<b>3,055,828 -</b>	<b>1,735,311 -</b>	<b>3,403,261 -</b>	<b>3,403,261 -</b>
			<b>Expend.</b>	<b>5,312,539</b>	<b>5,487,940</b>	<b>2,748,856</b>	<b>5,880,663</b>	<b>6,300,724</b>
			<b>Net</b>	<b>2,005,295</b>	<b>2,432,112</b>	<b>1,013,545</b>	<b>2,477,402</b>	<b>2,897,463</b>



## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund

Report Basis: Cash

430 Dept Health and Social Services

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>
11-430-000-0000-5949	Use of Fund Balance-Health & Social S	0	0	0	665,722 -	1,134,972 -
<b>Program 000</b>	Undesignated	<b>Revenue 0</b>	<b>0</b>	<b>0</b>	<b>665,722 -</b>	<b>1,134,972 -</b>
		<b>Expend. 0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Net 0</b>	<b>0</b>	<b>0</b>	<b>665,722 -</b>	<b>1,134,972 -</b>
11-430-700-0000-5289	DHS-Vulnerable Children & Adults St	381,626 -	394,706 -	0	394,706 -	394,706 -
11-430-700-0000-5292	DHS-MA LTSS MNChoices/State S57	307,787 -	307,125 -	160,339 -	354,800 -	354,800 -
11-430-700-0000-5367	93.658 Federal SSIS Project Reimb	46,118 -	35,000 -	59,911 -	45,000 -	45,000 -
11-430-700-0000-5370	93.667 SS Block Grant Title XX F56	225,143 -	215,971 -	107,988 -	215,971 -	215,971 -
11-430-700-0000-5383	93.778 MA LTSS MNChoices-Fed F67	375,808 -	375,000 -	195,775 -	432,700 -	432,700 -
11-430-700-0000-5840	Admin Refunds - Swf Rep Fee & Admin	234 -	0	18 -	0	0
11-430-700-0010-5404	Psych Evaluations Court Services M13	10,500 -	10,500 -	10,500 -	10,500 -	10,500 -
11-430-700-0010-6101	Salaries & Wages - Permanent	559,827	670,287	308,007	902,896	999,704
11-430-700-0010-6104	Salaries & Wages - Overtime	122	0	0	0	0
11-430-700-0010-6106	Per Diem in Lieu of Salaries	931	1,180	833	1,180	1,180
11-430-700-0010-6107	Salaries & Wages - Department Heads	70,562	72,743	37,242	85,377	94,445
11-430-700-0010-6140	Vacation/Sick Payout	8,552	0	3,951	0	0
11-430-700-0010-6151	Group Health Insurance	25,810	35,989	13,090	23,040	24,883
11-430-700-0010-6152	HSA Contribution	28,852	37,462	18,232	57,945	57,945
11-430-700-0010-6153	Family Insurance Supplement	47,491	55,636	28,065	96,512	104,233
11-430-700-0010-6154	Life Insurance	420	475	214	536	536
11-430-700-0010-6155	Dental Insurance-County Paid	3,250	3,973	2,093	7,344	7,344
11-430-700-0010-6156	Accident Insurance-County Paid	877	918	620	1,567	1,567
11-430-700-0010-6161	PERA	47,288	56,897	25,896	74,120	82,061
11-430-700-0010-6171	FICA	37,599	47,036	20,720	61,273	67,837
11-430-700-0010-6174	Mandatory Medicare	8,851	11,000	4,846	14,330	15,865
11-430-700-0010-6201	Telephone	4,941	5,280	2,272	5,280	5,280
11-430-700-0010-6202	Cell Phone	15,625	13,000	6,956	25,000	25,000
11-430-700-0010-6203	Postage	3,686	3,012	1,568	3,012	3,012
11-430-700-0010-6206	Data Cards	2,101	1,800	875	0	0
11-430-700-0010-6209	Internet	159	0	53	175	175
11-430-700-0010-6241	Advertising	1,963	1,500	137	3,680	3,680
11-430-700-0010-6243	Association Dues/Memberships	2,715	2,800	2,361	3,500	3,500
11-430-700-0010-6268	Software Maintenance Contracts	157,757	90,000	22,073	78,938	78,938
11-430-700-0010-6274	Audit Fees	0	2,900	0	0	0
11-430-700-0010-6283	Oth Profess,Techn & Merit Service	82,923	57,000	31,030	37,783	37,783

## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund

Report Basis: Cash

430 Dept Health and Social Services

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>
11-430-700-0010-6302	Copies/Copier Maintenance	5,675	7,000	3,337	7,000	7,000
11-430-700-0010-6331	Mileage	16,591	23,000	9,242	23,000	23,000
11-430-700-0010-6332	Meals & Lodging	7,652	550	2,472	8,000	8,000
11-430-700-0010-6333	Other Travel Expense	477	300	163	300	300
11-430-700-0010-6335	Motor Pool Vehicle Usage	38,014	34,000	19,999	40,000	40,000
11-430-700-0010-6342	Rent/Lease Social Services	112,625	115,450	57,725	199,071	199,071
11-430-700-0010-6345	Postage Meter	524	456	148	456	456
11-430-700-0010-6351	Liability Insurance	9,130	12,140	12,308	12,500	12,500
11-430-700-0010-6354	Workman's Compensation	5,281	5,101	4,275	4,400	4,400
11-430-700-0010-6357	Conferences/Schools/Training	11,588	15,000	4,367	15,000	15,000
11-430-700-0010-6358	Other Charges	377	750	167	750	750
11-430-700-0010-6363	Csp Program and Activities Expense	0	3,000	0	0	0
11-430-700-0010-6382	Data Processing Charges Goodhue Cc	10,628	11,000	9,914	11,000	11,000
11-430-700-0010-6405	Office Supplies	9,104	10,000	6,108	12,000	12,000
11-430-700-0010-6414	Food & Beverages	19	0	104	0	0
11-430-700-0010-6432	Other Furniture & Equipment	1,074	4,100	212	4,100	4,100
11-430-700-0010-6480	Equipment/Furniture<\$5,000	4,289	15,473	0	15,473	15,473
11-430-700-0010-6663	Vehicles Purchased	0	11,351	0	0	0
11-430-700-0010-6669	Equipment/Furniture>=5,000	0	0	10,483	0	0
11-430-700-0020-6101	Salaries & Wages - Permanent SSTS	2,012,066	2,221,275	1,062,245	2,792,062	3,097,593
11-430-700-0020-6103	Salaries & Wages-Part Time w/o Bene	0	0	12,908	0	0
11-430-700-0020-6104	Salaries & Wages - Overtime SSTS	27,348	57,600	16,618	25,000	25,000
11-430-700-0020-6140	Vacation/Sick Payout SSTS	29,762	0	3,181	0	0
11-430-700-0020-6151	Group Health Insurance SSTS	77,648	85,197	38,523	102,696	110,912
11-430-700-0020-6152	HSA Contribution SSTS	96,741	99,750	52,009	118,200	111,000
11-430-700-0020-6153	Family Insurance Supplement SSTS	192,298	211,602	117,572	303,609	327,897
11-430-700-0020-6154	Life Insurance SSTS	1,485	1,573	757	1,790	1,790
11-430-700-0020-6155	Dental Insurance-County Paid SSTS	10,155	10,018	4,344	10,403	10,403
11-430-700-0020-6156	Accident Insurance-County Paid SSTS	2,670	2,327	1,468	2,241	2,241
11-430-700-0020-6161	PERA SSTS	153,190	169,746	80,967	211,280	234,267
11-430-700-0020-6171	FICA SSTS	120,913	140,323	63,253	174,658	193,660
11-430-700-0020-6174	Mandatory Medicare SSTS	28,278	32,817	14,793	40,847	45,292
11-430-700-0020-6332	Meals & Lodging	2,168	1,650	1,148	2,500	2,500
11-430-700-3810-5380	93.778 MA Non-Waivered SSTS Admi	140,896 -	135,000 -	72,858 -	160,900 -	160,900 -
<b>Program 700</b>	<b>Social Services Program</b>	<b>Revenue 1,488,112 -</b>	<b>1,473,302 -</b>	<b>607,389 -</b>	<b>1,614,577 -</b>	<b>1,614,577 -</b>
		<b>Expend. 4,100,072</b>	<b>4,473,437</b>	<b>2,141,944</b>	<b>5,621,824</b>	<b>6,130,573</b>

## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund

Report Basis: Cash

430 Dept Health and Social Services

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>
	<b>Net</b>	<b>2,611,960</b>	<b>3,000,135</b>	<b>1,534,555</b>	<b>4,007,247</b>	<b>4,515,996</b>
11-430-710-0000-5240	DHS Indian Child Welfare Act (ICWA)	3,702 -	5,000 -	0	5,000 -	5,000 -
11-430-710-0000-5241	Local Homeless Prev Aid St Shared S55	0	76,255 -	0	76,255 -	76,255 -
11-430-710-0000-5289	Child Protection State Grant S04	178,225 -	158,263 -	0	190,104 -	190,104 -
11-430-710-0000-5290	Child Protection Opioid Grant S06	29,451 -	47,488 -	23,803 -	47,488 -	47,488 -
11-430-710-0000-5401	Out-Of-Home Placement Fees I	82,094 -	20,000 -	48,678 -	0	0
11-430-710-3020-6020	Child Protection Opioid Response	11,147	47,488	1,664	47,488	47,488
11-430-710-3110-6020	Mental Health Screenings	19,195	19,815	19,815	32,977	32,977
11-430-710-3150-6020	Interpretation Services	0	500	90	500	500
11-430-710-3390-6020	GCED Edu Assist Settling IV Special E	532,799	538,725	269,364	560,037	560,037
11-430-710-3410-5401	Ehm Fees M1	2,005 -	2,500 -	3,715 -	2,500 -	2,500 -
11-430-710-3410-6020	Electric Home Monitoring	2,408	2,000	1,252	2,000	2,000
11-430-710-3440-6020	Local Homeless Prevent Housing Serv	0	76,255	0	76,255	76,255
11-430-710-3460-5291	STAY Funds State Match S06	3,084 -	11,090 -	8,359 -	400 -	400 -
11-430-710-3460-5372	93.674 Federal Grant - Stay/Self F04	54,301 -	44,360 -	33,434 -	1,600 -	1,600 -
11-430-710-3460-6020	Stay/Self Federal Grant	57,214	55,450	2,704	2,000	2,000
11-430-710-3620-5832	GCED Family Based Couns M3	60,000 -	60,000 -	0	61,800 -	61,800 -
11-430-710-3620-6020	Family Based Counseling	66,123	90,000	49,765	90,000	90,000
11-430-710-3621-6021	SS Sex Offender Therapy	0	4,000	0	4,000	4,000
11-430-710-3624-6020	Fernbrook Contract	0	12,000	0	0	0
11-430-710-3640-5289	DHS-Alternative Response State 36%	5,121 -	6,473 -	3,333 -	6,265 -	6,265 -
11-430-710-3640-5352	93.556 Alternative Response IVB2 23%	3,518 -	4,136 -	2,129 -	4,003 -	4,003 -
11-430-710-3640-5364	93.645 Alternative Response IVB1 41%	3,201 -	7,373 -	3,796 -	7,135 -	7,135 -
11-430-710-3640-5365	93.669 CAPTA Family Response F65	8,019 -	0	0	0	0
11-430-710-3640-6020	Family Assessment Response	28,287	49,000	23,260	49,000	49,000
11-430-710-3660-5832	GCED Family Group Decision N	10,000 -	10,000 -	0	10,300 -	10,300 -
11-430-710-3660-6020	Family Group Decision Making	7,990	20,000	7,287	20,000	20,000
11-430-710-3670-5289	DHS-Parental Support Outreach State	34,651 -	33,724 -	8,782 -	35,254 -	35,254 -
11-430-710-3670-5361	93.590 Children's Trust Funds F09	21,961 -	21,562 -	5,616 -	22,540 -	22,540 -
11-430-710-3670-6020	Parental Support Outreach	44,540	55,286	28,980	57,794	57,794
11-430-710-3710-6020	Child Shelter-SS	33,800	18,000	44,070	52,500	52,500
11-430-710-3711-6020	Foster Care Child Shelter - CS	138	0	0	0	0
11-430-710-3800-6057	Rule 4 Trmt Foster Care - SS	224,606	100,000	78,158	140,000	140,000
11-430-710-3810-5240	DHS-Foster Care IV-E SSTS Admin SI	0	0	114,120 -	0	0
11-430-710-3810-5289	NS Care for Children Fiscal FC S03	149,853 -	75,000 -	20,082 -	50,000 -	50,000 -
11-430-710-3810-5366	93.658 Foster Care IV-E Federal F01	144,035 -	80,000 -	61,519 -	80,000 -	80,000 -

## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund  
430 Dept Health and Social Services

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	<u>2022 Actual</u> <u>Mo. 01 - 12</u>	<u>2023 Budget</u>	<u>2023 YTD</u> <u>Mo. 01 - 06</u>	<u>2024 Budget</u>	<u>2025 Budget</u>
11-430-710-3810-5367	93.658 Foster Care IV-E SSTS Admin	62,631 -	50,000 -	55,288 -	124,100 -	124,100 -
11-430-710-3810-5401	Foster Care-Background Fees M1	190 -	0	0	0	0
11-430-710-3810-5402	Foster Care Fees (Iv-E) M1	6,367 -	5,000 -	3,810 -	0	0
11-430-710-3810-6057	Regular Foster Care-Ss	475,462	500,000	295,216	510,000	510,000
11-430-710-3810-6058	Regular Foster Care-Ss-Cs Expenses	45,918	37,000	27,512	50,000	50,000
11-430-710-3810-6063	Foster Parent Training	135	500	50	500	500
11-430-710-3810-6064	Background Check/Daycare & Foster (	0	1,200	0	1,200	1,200
11-430-710-3814-6056	Emergency Foster Care Provider	5,811	8,000	1,738	4,000	4,000
11-430-710-3814-6057	Emergency Foster Care	18,887	5,000	184	2,500	2,500
11-430-710-3830-6020	Foster Care Rule 8 - SS	55,339	140,000	62,388	125,000	125,000
11-430-710-3831-6020	Foster Care - Rule 8 CS	3,690	70,000	0	0	0
11-430-710-3850-6020	Dept Of Corr Group Facility Ss	298,956	295,000	117,810	275,000	275,000
11-430-710-3852-6020	Dept Of Corr Group Facility Cs	46,726	200,000	91,891	200,000	200,000
11-430-710-3880-6020	Extend Foster Care-Ind Living 18-20	134,568	100,000	60,851	120,000	120,000
11-430-710-3890-6020	Short Term Foster Care	1,730	2,500	1,006	2,500	2,500
11-430-710-3930-5381	93.778 IGR MA Fed CW/TCM I	573,065 -	500,000 -	266,483 -	600,000 -	600,000 -
11-430-710-3930-5832	GCED Child Gen Case Mgmt I	205,873 -	214,330 -	0	220,760 -	220,760 -
11-430-710-3970-5366	93.658 FSC LCTS IV-E Admin F07	52,192 -	52,800 -	24,952 -	50,000 -	50,000 -
11-430-710-3970-5379	93.778 MA FSC LCTS Admin F07	111,878 -	107,200 -	72,824 -	130,000 -	130,000 -
11-430-710-3970-5832	GCFSC No Seagr	172 -	0	0	0	0
11-430-710-3970-6020	Gc Family Services Collaborative	164,242	160,000	97,776	180,000	180,000
<b>Program 710</b>	<b>Children's Services</b>	<b>Revenue 1,805,589 -</b>	<b>1,592,554 -</b>	<b>760,723 -</b>	<b>1,725,504 -</b>	<b>1,725,504 -</b>
		<b>Expend. 2,279,711</b>	<b>2,607,719</b>	<b>1,282,831</b>	<b>2,605,251</b>	<b>2,605,251</b>
		<b>Net 474,122</b>	<b>1,015,165</b>	<b>522,108</b>	<b>879,747</b>	<b>879,747</b>
11-430-720-3110-5290	DHS-State Child Care BSF Admin	6,694 -	7,500 -	2,182 -	7,500 -	7,500 -
11-430-720-3110-5362	93.575 Federal Child Care BSF Admin	11,858 -	9,500 -	4,083 -	9,500 -	9,500 -
11-430-720-3110-5402	Recoveries Daycare State-County Share	1,190 -	2,000 -	2,094 -	2,000 -	2,000 -
11-430-720-3110-6024	Day Care Overpayment Recovery	407	1,500	0	1,500	1,500
11-430-720-3110-6026	Bsf County Match	23,802	23,802	9,914	23,802	23,802
11-430-720-3120-5289	DHS-Child Care MFIP Admin State	8,548 -	8,500 -	3,735 -	8,500 -	8,500 -
11-430-720-3120-5362	93.575 Child Care MFIP Admin Federæ	11,117 -	8,500 -	3,887 -	8,500 -	8,500 -
11-430-720-3140-6069	Other Child Care Fee	40,070	50,000	24,632	40,000	40,000
11-430-720-3370-5289	DHS-MFIP Employment Services TAN	26,058 -	22,822 -	12,841 -	22,822 -	22,822 -
11-430-720-3370-5353	93.558 MFIP Employment Services TA	257,058 -	262,452 -	155,852 -	262,452 -	262,452 -
11-430-720-3370-6020	Pmts For Recipients-Stride/Mfip Emp&	223,871	243,842	98,472	243,842	243,842

## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund

Report Basis: Cash

430 Dept Health and Social Services

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> <u>Mo. 01 - 12</u>	2023 <u>Budget</u>	2023 <u>YTD</u> <u>Mo. 01 - 06</u>	2024 <u>Budget</u>	2025 <u>Budget</u>
11-430-720-3980-5401	Daycare Licensing Application Fee M5	4,000 -	2,000 -	1,400 -	2,000 -	2,000 -
<b>Program 720</b>	Child Care/Stride	<b>Revenue 326,523 -</b>	<b>323,274 -</b>	<b>186,074 -</b>	<b>323,274 -</b>	<b>323,274 -</b>
		<b>Expend. 288,150</b>	<b>319,144</b>	<b>133,018</b>	<b>309,144</b>	<b>309,144</b>
		<b>Net 38,373 -</b>	<b>4,130 -</b>	<b>53,056 -</b>	<b>14,130 -</b>	<b>14,130 -</b>
11-430-730-3021-6020	Drug Tests-RS Eden	24,984	25,000	11,641	25,000	25,000
11-430-730-3050-5380	93.778 MA/SSTS Rule 25 F22	31,858 -	0	0	0	0
11-430-730-3050-6020	Payments For Recipients Rule 25 Assr	345	1,000	0	0	0
11-430-730-3590-5289	DHS-State Share CCDF Admin	41,876 -	35,000 -	13,177 -	35,000 -	35,000 -
11-430-730-3590-6020	Purchase Of Serv State Of Mn Ccdf	81,544	100,000	26,981	90,000	90,000
11-430-730-3712-5401	Detox Fees/Rule 25 M9	58,326 -	65,000 -	39,203 -	65,000 -	65,000 -
11-430-730-3712-6020	Detox Costs	94,461	100,000	51,684	100,000	100,000
<b>Program 730</b>	Chemical Dependency	<b>Revenue 132,060 -</b>	<b>100,000 -</b>	<b>52,380 -</b>	<b>100,000 -</b>	<b>100,000 -</b>
		<b>Expend. 201,334</b>	<b>226,000</b>	<b>90,306</b>	<b>215,000</b>	<b>215,000</b>
		<b>Net 69,274</b>	<b>126,000</b>	<b>37,926</b>	<b>115,000</b>	<b>115,000</b>
11-430-740-0010-5402	Mental Health Priv Pay & Copay Fee	1,260 -	0	534 -	0	0
11-430-740-3030-5289	DHS-Adult CSP/Rule 78/IMD Alt S	190,750 -	190,750 -	47,688 -	190,750 -	190,750 -
11-430-740-3030-5290	DHS-Adult MH Initiative Olmsted St S	62,660 -	54,401 -	46,682 -	54,401 -	54,401 -
11-430-740-3080-6020	Mh Assessments	76,458	88,500	0	0	0
11-430-740-3160-6020	Transportation MH Proact/GCED	14,611	20,000	3,236	6,000	6,000
11-430-740-3161-6020	Transportation-MH Client-Gas Cards	513	5,000	0	5,000	5,000
11-430-740-3180-6020	Client Flex Funds	14,792	12,000	7,678	12,000	12,000
11-430-740-3300-5289	DHS-Childrens MH Screening S	36,132 -	72,450 -	72,450 -	44,655 -	44,655 -
11-430-740-3320-6020	Child MH Mobile Crisis Services	9,470	9,940	0	9,940	9,940
11-430-740-3340-6050	DD SILS & Center Based Supp Emplo	4,852	20,000	1,063	20,000	20,000
11-430-740-3370-6050	Comm Based Supp Empl-Not Armhs Txx	12,943	22,000	1,801	11,000	11,000
11-430-740-3430-6020	Housing Subsidy	0	4,000	0	4,000	4,000
11-430-740-3520-6020	Adult Outpatient Psychotherapy	143,917	60,000	25,278	60,000	60,000
11-430-740-3540-6050	TXX Medication Management	76,458	25,000	0	0	0
11-430-740-3580-5340	93.104 System of Care (SOC) F35	30,146 -	0	0	0	0
11-430-740-3580-6020	CSG/SOC Grant - System of Care Grant	31,965	61,224	282	61,224	61,224
11-430-740-3720-6020	Recipients-Living In State/Private Hosp	180,196	200,000	138,606	180,000	180,000
11-430-740-3722-6020	Sex Offender Prgm State Oper Serv	61,010	60,000	31,231	60,000	60,000
11-430-740-3830-5289	MA Residential Treatment State S64	16,372 -	0	0	0	0
11-430-740-3830-5366	93.658 Foster Care IV-E Rule 5 F28	7,322 -	2,000 -	15,923 -	2,000 -	2,000 -
11-430-740-3830-5379	93.778 IGR MA Rule 5 Admin F66	82	0	0	0	0

## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund

Report Basis: Cash

430 Dept Health and Social Services

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> <u>Mo. 01 - 12</u>	2023 <u>Budget</u>	2023 <u>YTD</u> <u>Mo. 01 - 06</u>	2024 <u>Budget</u>	2025 <u>Budget</u>
11-430-740-3830-6020	Rule 5 Social Services	319,900	340,000	165,159	340,000	340,000
11-430-740-3831-6020	Rule 5 Court Services	10,189	6,000	0	0	0
11-430-740-3890-5289	DHS-MH Respite Services S63	21,704 -	30,127 -	5,457 -	10,007 -	10,007 -
11-430-740-3890-6020	Respite MH Child - Fernbrook	10,581	30,127	4,424	10,007	10,007
11-430-740-3900-5381	93.778 IGR MA MH Case Mgmt/Childr	0	0	0	30,000 -	30,000 -
11-430-740-3900-5832	GCED Child Rule 79 Case Mgmt	100,000 -	100,000 -	0	103,000 -	103,000 -
11-430-740-3900-6025	Non Fed Share Mh-Tcm Cont Vend/Fe	142,436	160,000	79,466	120,000	120,000
11-430-740-3910-5240	DHS-State MH Case Mgmt Adult	6,877 -	3,000 -	1,423 -	3,000 -	3,000 -
11-430-740-3910-5381	93.778 IGR MA Fed MH Case Mgmt A	228,527 -	175,000 -	94,090 -	200,000 -	200,000 -
11-430-740-3910-5401	Adult MH-TCM SCHA/MEDICA	1,086,608 -	550,000 -	396,444 -	825,000 -	825,000 -
11-430-740-3910-6020	Adult Rule 79 Case Mgmt	1,226	2,500	2,008	4,000	4,000
11-430-740-3930-5401	Healthy Pathways M13	69,976 -	60,000 -	38,768 -	72,000 -	72,000 -
<b>Program 740</b>	<b>Mental Health Program</b>	<b>Revenue 1,858,252 -</b>	<b>1,237,728 -</b>	<b>719,459 -</b>	<b>1,534,813 -</b>	<b>1,534,813 -</b>
		<b>Expend. 1,111,517</b>	<b>1,126,291</b>	<b>460,232</b>	<b>903,171</b>	<b>903,171</b>
		<b>Net 746,735 -</b>	<b>111,437 -</b>	<b>259,227 -</b>	<b>631,642 -</b>	<b>631,642 -</b>
11-430-750-3160-6050	Transportation Dd Proact Txx	7,258	28,000	3,125	8,000	8,000
11-430-750-3340-5289	DHS-DD SILS Program S34	11,921 -	37,036 -	20,254 -	27,274 -	27,274 -
11-430-750-3340-6050	Txx Purchase Of Service-Sils	29,098	43,572	10,823	32,087	32,087
11-430-750-3350-5289	DHS-DD Family Support Program	51,205 -	93,108 -	37,253 -	93,108 -	93,108 -
11-430-750-3350-6083	Family Support Program Subsidy	52,726	93,108	60,287	93,108	93,108
11-430-750-3381-6020	Community Based Employment	16,339	65,000	10,559	20,000	20,000
11-430-750-3382-6020	Center Based Employment	2,069	30,000	0	2,000	2,000
<b>Program 750</b>	<b>Developmental Disabilities</b>	<b>Revenue 63,126 -</b>	<b>130,144 -</b>	<b>57,507 -</b>	<b>120,382 -</b>	<b>120,382 -</b>
		<b>Expend. 107,490</b>	<b>259,680</b>	<b>84,794</b>	<b>155,195</b>	<b>155,195</b>
		<b>Net 44,364</b>	<b>129,536</b>	<b>27,287</b>	<b>34,813</b>	<b>34,813</b>
11-430-760-0000-5289	Adult Protection State Grant S48	15,188 -	8,575 -	0	19,275 -	19,275 -
11-430-760-3022-6020	Caregiver Support Faith in Action	1,854	1,854	0	1,854	1,854
11-430-760-3160-6015	Transportation	0	0	725	0	0
11-430-760-3580-5240	DHS-Consumer Support Grant	15,408 -	4,000 -	14,957 -	4,000 -	4,000 -
11-430-760-3930-5381	93.778 IGR MA VA/DD-TCM Adlt 18+	71,561 -	65,000 -	24,090 -	65,000 -	65,000 -
11-430-760-3950-6050	Guardianship/Conservatorship Txx	144,528	180,000	88,696	180,000	180,000
11-430-760-3980-5401	Adult Foster Care Licensing & Bg M	12,000 -	1,500 -	0	1,500 -	1,500 -
<b>Program 760</b>	<b>Adult Services</b>	<b>Revenue 114,157 -</b>	<b>79,075 -</b>	<b>39,047 -</b>	<b>89,775 -</b>	<b>89,775 -</b>
		<b>Expend. 146,382</b>	<b>181,854</b>	<b>89,421</b>	<b>181,854</b>	<b>181,854</b>
		<b>Net 32,225</b>	<b>102,779</b>	<b>50,374</b>	<b>92,079</b>	<b>92,079</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund

Report Basis: Cash

430 Dept Health and Social Services

		<u>2022</u>	<u>2023</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
		<u>Actual</u>	<u>Budget</u>	<u>YTD</u>	<u>Budget</u>	<u>Budget</u>
		<u>Mo. 01 - 12</u>		<u>Mo. 01 - 06</u>		
<b>Dept</b>	<b>430</b>					
	Health and Social Services					
	<b>Revenue</b>	5,787,819 -	4,936,077 -	2,422,579 -	6,174,047 -	6,643,297 -
	<b>Expend.</b>	8,234,656	9,194,125	4,282,546	9,991,439	10,500,188
	<b>Net</b>	2,446,837	4,258,048	1,859,967	3,817,392	3,856,891

## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund

Report Basis: Cash

463 Dept Quality Assurance-Health Svcs

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>
11-463-463-0000-5290	DHS-Alternative Care Waiver	37,705 -	11,000 -	15,760 -	30,000 -	30,000 -
11-463-463-0000-5291	DHS-Billable Waivers/State	305,433 -	291,100 -	120,823 -	221,600 -	221,600 -
11-463-463-0000-5292	DHS-HHS Staff Waiver CM State	350,199 -	275,000 -	178,062 -	364,800 -	364,800 -
11-463-463-0000-5381	93.778 IGR Billable Waivers/Federal	416,903 -	418,900 -	179,103 -	332,400 -	332,400 -
11-463-463-0000-5382	93.778 IGR DHS HHS Staff Waiver CM	349,958 -	275,000 -	177,853 -	395,200 -	395,200 -
11-463-463-0000-5402	SCHA Programs	321,302 -	325,000 -	158,359 -	330,000 -	330,000 -
11-463-463-0000-5428	Spenddown Fees From Client	14,813 -	15,000 -	10,279 -	17,000 -	17,000 -
11-463-463-0000-5429	SCHA/Elderly Waiver/Care Coordination	210,813 -	135,000 -	77,189 -	200,000 -	200,000 -
11-463-463-0000-5435	SCHA/MA & PHN Clinic	0	0	105 -	0	0
11-463-463-0000-5859	SCHA/CCC Reimbursement	98,041 -	93,000 -	51,385 -	101,000 -	101,000 -
11-463-463-0000-6010	Billable Service Options Items	601,632	550,000	265,060	550,000	550,000
11-463-463-0000-6020	Contracted Case Management	143,750	160,000	77,904	4,000	4,000
11-463-463-0000-6101	Salaries & Wages - Permanent	1,247,293	1,330,133	661,539	1,835,564	2,016,700
11-463-463-0000-6102	Salaries & Wages-Part Time w/ Benefits	81,653	84,240	42,126	92,701	102,525
11-463-463-0000-6104	Salaries & Wages - Overtime	3,873	0	5,698	0	0
11-463-463-0000-6140	Vacation/Sick Payout	6,685	0	0	0	0
11-463-463-0000-6151	Group Health Insurance	55,337	55,481	29,435	88,203	95,260
11-463-463-0000-6152	HSA Contribution	51,401	60,420	29,356	72,330	72,330
11-463-463-0000-6153	Family Insurance Supplement	126,285	141,383	68,450	171,021	184,703
11-463-463-0000-6154	Life Insurance	936	951	479	1,184	1,184
11-463-463-0000-6155	Dental Insurance-County Paid	4,241	5,433	2,351	5,840	5,841
11-463-463-0000-6156	Accident Insurance-County Paid	1,040	1,256	665	1,256	1,256
11-463-463-0000-6161	PERA	99,965	106,078	52,965	144,620	158,942
11-463-463-0000-6171	FICA	77,901	87,691	41,115	119,552	131,392
11-463-463-0000-6174	Mandatory Medicare	18,219	20,508	9,616	27,960	30,729
11-463-463-0000-6202	Cell Phone	996	900	247	900	900
11-463-463-0000-6206	Data Cards	2,038	1,680	978	3,500	3,500
11-463-463-0000-6241	Advertising	285	0	0	0	0
11-463-463-0000-6245	State Required Registration or License	199	400	112	600	600
11-463-463-0000-6283	Other Professional & Tech Fees	1,047	700	583	700	700
11-463-463-0000-6331	Mileage	8,422	17,000	7,119	17,000	17,000
11-463-463-0000-6332	Meals & Lodging	17	2,000	117	2,000	2,000
11-463-463-0000-6333	Other Travel Expense	0	50	21	50	50
11-463-463-0000-6335	Motor Pool Vehicle Usage	4,529	5,500	2,500	5,500	5,500
11-463-463-0000-6357	Conferences/Schools/Training	666	2,000	1,041	4,000	4,000
11-463-463-0000-6405	Office Supplies	218	0	0	500	500



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# Goodhue County



## USER-SELECTED BUDGET REPORT

Report Basis: Cash

				2022	2023	2023	2024	2025
				Actual	Budget	YTD	Budget	Budget
				Mo. 01 - 12		Mo. 01 - 06		
Account Number	Account Description							
11 Fund	Health & Human Service Fund							
463 Dept	Quality Assurance-Health Svcs							
<b>Program</b>	<b>463</b>	LTCC/Waiver Management	<b>Revenue</b>	2,105,167 -	1,839,000 -	968,918 -	1,992,000 -	1,992,000 -
			<b>Expend.</b>	2,538,628	2,633,804	1,299,477	3,148,981	3,389,612
			<b>Net</b>	433,461	794,804	330,559	1,156,981	1,397,612
<b>Dept</b>	<b>463</b>	Quality Assurance-Health Svcs	<b>Revenue</b>	2,105,167 -	1,839,000 -	968,918 -	1,992,000 -	1,992,000 -
			<b>Expend.</b>	2,538,628	2,633,804	1,299,477	3,148,981	3,389,612
			<b>Net</b>	433,461	794,804	330,559	1,156,981	1,397,612

## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund

Report Basis: Cash

466 Dept Healthy Communities/Behaviors

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>
11-466-450-0000-5280	MDH-Local Public Health Grant	100,142 -	53,555 -	44,485 -	53,555 -	53,555 -
11-466-450-0000-5284	MDH-State Follow Along Program FAP	2,100 -	2,100 -	0	2,100 -	2,100 -
11-466-450-0000-5285	MDH-Birth Defects State	1,725 -	0	975 -	0	0
11-466-450-0000-5289	DHS-Medical Assistance-State	427 -	3,000 -	1,067 -	3,000 -	3,000 -
11-466-450-0000-5291	DHS-MA FHV FFS State	2,885 -	2,000 -	559 -	2,000 -	2,000 -
11-466-450-0000-5347	93.251 EHDI & BD Followup	1,050 -	600 -	75 -	600 -	600 -
11-466-450-0000-5353	93.558 TANF Grant - Federal Funds	49,488 -	47,462 -	24,536 -	48,399 -	48,399 -
11-466-450-0000-5379	93.778 IGR Medical Assistance-Federal	427 -	3,000 -	1,067 -	3,000 -	3,000 -
11-466-450-0000-5381	93.778 IGR FHV FFS Federal	2,998 -	2,000 -	559 -	2,000 -	2,000 -
11-466-450-0000-5385	93.870 Mat Inf Child Strong Foundations	0	0	24,579 -	140,000 -	140,000 -
11-466-450-0000-5389	93.994 MCH Block Grant	47,473 -	41,276 -	32,204 -	41,276 -	41,276 -
11-466-450-0000-5410	Daycare/Nurse Consultation Fees	6,100 -	4,500 -	2,708 -	4,500 -	4,500 -
11-466-450-0000-5431	SCHA/BCBS FHV Billing	51,127 -	50,000 -	23,097 -	50,000 -	50,000 -
11-466-450-0000-5434	Family Home Visiting Local Grant	121,198 -	140,000 -	30,121 -	0	0
11-466-450-0000-5435	SCHA/MA & PHN Clinic	64,757 -	70,000 -	37,529 -	70,000 -	70,000 -
11-466-450-0000-5832	Local Follow Along Program (FSC)	25,696 -	20,000 -	12,253 -	9,505 -	9,505 -
11-466-450-0000-6020	Non-Billable Medical Supplies	3,150	0	0	0	0
11-466-450-0000-6101	Salaries & Wages - Permanent	277,578	312,387	135,626	428,092	477,338
11-466-450-0000-6102	Salaries & Wages-Part Time w/ Benefits	65,106	60,159	22,284	0	0
11-466-450-0000-6104	Salaries & Wages - Overtime	0	0	406	0	0
11-466-450-0000-6140	Vacation/Sick Payout	0	0	33,425	0	0
11-466-450-0000-6151	Group Health Insurance	197	0	81	0	0
11-466-450-0000-6152	HSA Contribution	14,977	16,380	6,867	22,600	22,600
11-466-450-0000-6153	Family Insurance Supplement	38,198	41,278	17,627	66,476	71,794
11-466-450-0000-6154	Life Insurance	252	270	110	271	271
11-466-450-0000-6155	Dental Insurance-County Paid	1,414	2,352	549	2,554	2,554
11-466-450-0000-6156	Accident Insurance-County Paid	310	536	159	542	542
11-466-450-0000-6161	PERA	25,701	27,941	11,874	32,107	35,800
11-466-450-0000-6171	FICA	19,496	23,098	11,131	26,542	29,595
11-466-450-0000-6174	Mandatory Medicare	4,560	5,402	2,603	6,207	6,921
11-466-450-0000-6202	Cell Phone	494	960	206	1,440	1,440
11-466-450-0000-6203	Postage	0	0	11	0	0
11-466-450-0000-6232	Publications & Brochures	1,753	1,200	25	1,200	1,200
11-466-450-0000-6241	Advertising	0	0	559	600	600
11-466-450-0000-6245	State Required Registration or License	480	300	0	300	300
11-466-450-0000-6283	Other Professional Fees	942	4,000	487	4,000	4,000

## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund  
466 Dept Healthy Communities/Behaviors

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> <u>Mo. 01 - 12</u>	2023 <u>Budget</u>	2023 <u>YTD</u> <u>Mo. 01 - 06</u>	2024 <u>Budget</u>	2025 <u>Budget</u>
11-466-450-0000-6331	Mileage	4,394	7,500	3,148	7,500	7,500
11-466-450-0000-6332	Meals & Lodging	39	1,200	0	1,200	1,200
11-466-450-0000-6333	Other Travel Expense	3	0	0	0	0
11-466-450-0000-6335	Motor Pool Vehicle Usage	458	1,500	544	1,500	1,500
11-466-450-0000-6357	Conferences/Schools/Training	560	4,500	271	4,500	4,500
11-466-450-0000-6405	Office Supplies	144	450	0	450	450
11-466-450-0000-6407	Grant Supplies	459	1,850	1,454	1,850	1,850
11-466-450-0000-6432	Other Furniture And Equipment	238	0	0	0	0
11-466-450-0000-6810	Refunds	200	0	0	0	0
<b>Program 450</b>	Parent/Child Health Promotion	<b>Revenue 477,593 -</b>	<b>439,493 -</b>	<b>235,814 -</b>	<b>429,935 -</b>	<b>429,935 -</b>
		<b>Expend. 461,103</b>	<b>513,263</b>	<b>249,447</b>	<b>609,931</b>	<b>671,955</b>
		<b>Net 16,490 -</b>	<b>73,770</b>	<b>13,633</b>	<b>179,996</b>	<b>242,020</b>
11-466-456-0000-6101	Salaries & Wages - Permanent	10	0	0	0	0
11-466-456-0000-6151	Group Health Insurance	1	0	0	0	0
11-466-456-0000-6152	HSA Contribution	1	0	0	0	0
11-466-456-0000-6161	PERA	1	0	0	0	0
11-466-456-0000-6171	FICA	1	0	0	0	0
<b>Program 456</b>	Maternal Child Health Grant	<b>Revenue 0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend. 14</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Net 14</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
11-466-458-0000-5292	DHS-CTC Outreach/State	49,300 -	44,261 -	27,207 -	48,575 -	48,575 -
11-466-458-0000-5382	93.778 IGR CTC Outreach/Federal	49,300 -	44,261 -	27,206 -	48,575 -	48,575 -
11-466-458-0000-6101	Salaries & Wages - Permanent	46,471	45,997	20,897	65,411	72,619
11-466-458-0000-6102	Salaries & Wages-Part Time w/ Benefits	13,576	1,230	2,642	0	0
11-466-458-0000-6151	Group Health Insurance	6,283	6,038	2,783	8,655	9,347
11-466-458-0000-6152	HSA Contribution	2,062	1,470	730	1,500	1,500
11-466-458-0000-6153	Family Insurance Supplement	1,758	608	386	0	0
11-466-458-0000-6154	Life Insurance	55	44	21	54	54
11-466-458-0000-6155	Dental Insurance-County Paid	111	59	21	0	0
11-466-458-0000-6156	Accident Insurance-County Paid	24	14	6	0	0
11-466-458-0000-6161	PERA	4,503	3,542	1,765	4,906	5,446
11-466-458-0000-6171	FICA	3,450	2,928	1,364	4,055	4,502
11-466-458-0000-6174	Mandatory Medicare	807	685	319	948	1,053
11-466-458-0000-6203	Postage/Freight	2,849	2,200	1,127	2,200	2,200
11-466-458-0000-6241	Advertising	99	0	48	0	0

## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund  
466 Dept Healthy Communities/Behaviors

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> <u>Mo. 01 - 12</u>	2023 <u>Budget</u>	2023 <u>YTD</u> <u>Mo. 01 - 06</u>	2024 <u>Budget</u>	2025 <u>Budget</u>
11-466-458-0000-6283	Other Professional Fees	200	100	0	100	100
11-466-458-0000-6331	Mileage	152	100	0	100	100
11-466-458-0000-6335	Motor Vehicle Pool	53	400	0	400	400
11-466-458-0000-6357	Conferences/Schools/Training	0	150	0	150	150
11-466-458-0000-6402	Copy Machine Paper & Toner	2,942	2,400	1,066	2,400	2,400
11-466-458-0000-6405	Office Supplies	0	80	0	80	80
11-466-458-0000-6407	Grant Supplies	7,371	3,300	3,950	7,000	7,000
11-466-458-0000-6414	Food & Beverages	10,349	0	0	0	0
<b>Program 458</b>	<b>Child/Teen Checkup Outreach Gr</b>	<b>Revenue 98,600 -</b>	<b>88,522 -</b>	<b>54,413 -</b>	<b>97,150 -</b>	<b>97,150 -</b>
		<b>Expend. 103,115</b>	<b>71,345</b>	<b>37,125</b>	<b>97,959</b>	<b>106,951</b>
		<b>Net 4,515</b>	<b>17,177 -</b>	<b>17,288 -</b>	<b>809</b>	<b>9,801</b>
11-466-462-0000-5310	10.557 WIC Grant	162,706 -	170,236 -	93,418 -	150,840 -	150,840 -
11-466-462-0000-5850	Miscellaneous Revenue - Wabasha WIC	685 -	0	0	0	0
11-466-462-0000-6021	BF Consulting Contracts	1,040	3,000	600	3,000	3,000
11-466-462-0000-6024	BF Peer	3,347	5,000	1,635	5,000	5,000
11-466-462-0000-6101	Salaries & Wages - Permanent	90,855	100,618	50,967	107,931	115,474
11-466-462-0000-6102	Salaries & Wages-Part Time w/ Benefits	1,025	0	0	0	0
11-466-462-0000-6151	Group Health Insurance	805	161	223	0	0
11-466-462-0000-6152	HSA Contribution	5,900	7,305	3,621	8,300	8,300
11-466-462-0000-6153	Family Insurance Supplement	11,013	12,817	6,298	14,204	15,340
11-466-462-0000-6154	Life Insurance	57	54	27	54	54
11-466-462-0000-6155	Dental Insurance-County Paid	992	1,153	546	1,277	1,277
11-466-462-0000-6156	Accident Insurance-County Paid	238	263	160	271	271
11-466-462-0000-6161	PERA	6,891	7,546	3,823	8,095	8,661
11-466-462-0000-6171	FICA	5,356	6,238	2,991	6,692	7,159
11-466-462-0000-6174	Mandatory Medicare	1,253	1,459	699	1,565	1,674
11-466-462-0000-6202	Cell Phone	867	1,400	206	540	540
11-466-462-0000-6245	State Required Registration or License	85	100	0	100	100
11-466-462-0000-6248	Insurance WIC Prog Reimbursements	808	800	0	800	800
11-466-462-0000-6283	Other Professional Fees	651	150	355	150	150
11-466-462-0000-6331	Mileage	99	400	0	400	400
11-466-462-0000-6332	Meals And Lodging	0	150	0	150	150
11-466-462-0000-6335	Motor Pool Vehicle Usage	0	850	38	850	850
11-466-462-0000-6357	Conferences/Schools/Training	150	1,000	0	1,000	1,000
11-466-462-0000-6405	Office Supplies	13	200	0	200	200

## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund

Report Basis: Cash

466 Dept Healthy Communities/Behaviors

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> <u>Mo. 01 - 12</u>	2023 <u>Budget</u>	2023 <u>YTD</u> <u>Mo. 01 - 06</u>	2024 <u>Budget</u>	2025 <u>Budget</u>
11-466-462-0000-6407	Grant Supplies	100	2,000	282	2,000	2,000
<b>Program 462</b>	WIC Grant	<b>Revenue 163,391 -</b>	<b>170,236 -</b>	<b>93,418 -</b>	<b>150,840 -</b>	<b>150,840 -</b>
		<b>Expend. 131,545</b>	<b>152,664</b>	<b>72,471</b>	<b>162,579</b>	<b>172,400</b>
		<b>Net 31,846 -</b>	<b>17,572 -</b>	<b>20,947 -</b>	<b>11,739</b>	<b>21,560</b>
11-466-466-0000-5218	Indian Casino Aid	13,311 -	18,718 -	14,533 -	18,718 -	18,718 -
11-466-466-0000-5280	MDH-Local Public Health Grant	68,390 -	111,229 -	30,380 -	111,229 -	111,229 -
11-466-466-0000-5289	MN DHS - Community Living Infrastruc	81,541 -	45,000 -	70,734 -	75,000 -	75,000 -
11-466-466-0000-5290	MN DHS - CLI Direct Assistance	24,946 -	338,775 -	60,624 -	0	0
11-466-466-0000-5291	MDH - PH Infrastructure	4,022 -	0	31,422 -	72,000 -	72,000 -
11-466-466-0000-5359	93.391 CDC Partner Crisis Response I	11,611 -	5,000 -	8,905 -	0	0
11-466-466-0000-5850	Miscellaneous Refunds & Reimburserr	132,070 -	40,700 -	36,883 -	40,700 -	40,700 -
11-466-466-0000-5948	Transfers In - Inter Fund	0	0	200,000 -	100,000 -	100,000 -
11-466-466-0000-5949	Use of Fund Balance-Health Education	0	0	0	125,000 -	125,000 -
11-466-466-0000-6020	MN DHS CLI Direct Assistance	70,969	338,775	63,184	0	0
11-466-466-0000-6021	ARPA - Promotion Marketing + Other	0	0	12,800	125,000	125,000
11-466-466-0000-6023	Special Projects CHA-CHIP + RHAG+	13,899	9,500	57,750	9,500	9,500
11-466-466-0000-6024	ARPA - Mental Health Coalition	84,710	55,440	30,000	100,000	100,000
11-466-466-0000-6101	Salaries & Wages - Permanent	208,468	309,310	112,882	345,919	385,187
11-466-466-0000-6103	Salaries & Wages-Part Time w/o Bene	390	0	0	0	0
11-466-466-0000-6104	Salaries & Wages - Overtime	0	0	1,542	0	0
11-466-466-0000-6140	Vacation/Sick Payout	0	0	6,306	0	0
11-466-466-0000-6151	Group Health Insurance	8,870	12,209	2,884	12,401	13,393
11-466-466-0000-6152	HSA Contribution	7,224	7,950	3,826	13,850	13,850
11-466-466-0000-6153	Family Insurance Supplement	11,405	17,706	11,597	35,213	38,030
11-466-466-0000-6154	Life Insurance	161	206	79	209	209
11-466-466-0000-6155	Dental Insurance-County Paid	522	340	170	732	732
11-466-466-0000-6156	Accident Insurance-County Paid	137	86	41	171	171
11-466-466-0000-6161	PERA	15,635	23,198	8,591	25,944	28,889
11-466-466-0000-6171	FICA	12,197	19,177	6,723	21,447	23,882
11-466-466-0000-6174	Mandatory Medicare	2,853	4,485	1,572	5,016	5,585
11-466-466-0000-6202	Cell Phone	494	0	206	500	500
11-466-466-0000-6241	Advertising	1,034	0	0	600	600
11-466-466-0000-6244	Subscriptions	635	200	451	1,000	1,000
11-466-466-0000-6283	Other Professional Fees	50 -	0	0	0	0
11-466-466-0000-6331	Mileage	0	500	391	500	500

## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund

Report Basis: Cash

466 Dept Healthy Communities/Behaviors

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> <u>Mo. 01 - 12</u>	2023 <u>Budget</u>	2023 <u>YTD</u> <u>Mo. 01 - 06</u>	2024 <u>Budget</u>	2025 <u>Budget</u>
11-466-466-0000-6332	Meals & Lodging	220	260	0	260	260
11-466-466-0000-6333	Other Travel Expenses	3	50	0	50	50
11-466-466-0000-6335	Motor Pool Vehicle Usage	317	205	57	205	205
11-466-466-0000-6342	Land & Building Lease/Rent	320	200	0	200	200
11-466-466-0000-6357	Conferences/Schools/Training	1,038	3,000	0	3,000	3,000
11-466-466-0000-6405	Office Supplies	454	380	0	380	380
11-466-466-0000-6850	Miscellaneous Expense	257 -	0	0	0	0
<b>Program 466</b>	Healthy Communities	<b>Revenue 335,891 -</b>	<b>559,422 -</b>	<b>453,481 -</b>	<b>542,647 -</b>	<b>542,647 -</b>
		<b>Expend. 441,648</b>	<b>803,177</b>	<b>321,052</b>	<b>702,097</b>	<b>751,123</b>
		<b>Net 105,757</b>	<b>243,755</b>	<b>132,429 -</b>	<b>159,450</b>	<b>208,476</b>
11-466-468-0000-5336	20.600 TZD Grant (Toward Zero Death)	8,299 -	20,647 -	4,681 -	20,647 -	20,647 -
11-466-468-0000-6101	Salaries & Wages - Permanent	8,095	17,902	4,728	15,015	16,006
11-466-468-0000-6151	Group Health Insurance	490	1,610	0	0	0
11-466-468-0000-6152	HSA Contribution	319	300	160	450	450
11-466-468-0000-6153	Family Insurance Supplement	127	0	934	2,855	3,084
11-466-468-0000-6154	Life Insurance	5	11	3	8	8
11-466-468-0000-6155	Dental Insurance-County Paid	29	0	0	0	0
11-466-468-0000-6156	Accident Insurance-County Paid	8	0	0	0	0
11-466-468-0000-6161	PERA	607	1,343	355	1,126	1,200
11-466-468-0000-6171	FICA	495	1,110	237	931	992
11-466-468-0000-6174	Mandatory Medicare	116	260	55	218	232
11-466-468-0000-6202	Cell Phone	105	120	60	120	120
11-466-468-0000-6203	Postage	24	0	0	0	0
11-466-468-0000-6331	Mileage	328	661	204	661	661
11-466-468-0000-6332	Meals & Lodging	0	447	0	447	447
11-466-468-0000-6335	Motor Pool Vehicle Usage	70	342	14	342	342
11-466-468-0000-6357	Conferences/Schools/Training	0	300	0	300	300
11-466-468-0000-6401	Printing Services	0	150	0	150	150
11-466-468-0000-6407	Grant Supplies	168	400	76	400	400
11-466-468-0000-6414	Food & Beverages	0	150	0	150	150
<b>Program 468</b>	Toward Zero Deaths	<b>Revenue 8,299 -</b>	<b>20,647 -</b>	<b>4,681 -</b>	<b>20,647 -</b>	<b>20,647 -</b>
		<b>Expend. 10,986</b>	<b>25,106</b>	<b>6,826</b>	<b>23,173</b>	<b>24,542</b>
		<b>Net 2,687</b>	<b>4,459</b>	<b>2,145</b>	<b>2,526</b>	<b>3,895</b>
11-466-472-0000-5282	MDH-SHIP Grant	158,641 -	177,598 -	105,362 -	200,000 -	200,000 -
11-466-472-0000-6024	Contracts/Special Projects	21,170	37,781	4,566	39,034	39,034

# Goodhue County



## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund

Report Basis: Cash

466 Dept Healthy Communities/Behaviors

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>
11-466-472-0000-6101	Salaries & Wages - Permanent	85,658	65,969	38,755	76,896	85,977
11-466-472-0000-6102	Salaries & Wages-Part Time w/ Benefits	7,768	30,449	15,026	35,261	39,571
11-466-472-0000-6140	Vacation/Sick Payout	2,665	0	0	0	0
11-466-472-0000-6151	Group Health Insurance	7,308	5,768	2,903	6,201	6,697
11-466-472-0000-6152	HSA Contribution	4,508	3,750	2,633	8,300	8,300
11-466-472-0000-6153	Family Insurance Supplement	1,007	0	2,180	7,102	7,670
11-466-472-0000-6154	Life Insurance	91	108	58	108	108
11-466-472-0000-6155	Dental Insurance-County Paid	473	340	368	1,643	1,643
11-466-472-0000-6156	Accident Insurance-County Paid	131	86	96	357	357
11-466-472-0000-6161	PERA	7,007	7,231	4,034	8,412	9,416
11-466-472-0000-6171	FICA	5,764	5,978	3,076	6,954	7,784
11-466-472-0000-6174	Mandatory Medicare	1,348	1,398	719	1,626	1,820
11-466-472-0000-6244	Subscriptions	167	0	0	0	0
11-466-472-0000-6278	Consultant Fees	580	500	0	500	500
11-466-472-0000-6331	Mileage & Transportation	1,708	1,800	72	1,800	1,800
11-466-472-0000-6332	Meals & Lodging	0	400	48	400	400
11-466-472-0000-6335	Motor Pool Vehicle Usage	67	700	101	500	500
11-466-472-0000-6342	Land & Building Lease/Rent	0	75	0	75	75
11-466-472-0000-6357	Conferences/Schools/Training	1,398	500	1,000	2,000	2,000
11-466-472-0000-6401	Printing Services	0	1,925	0	0	0
11-466-472-0000-6405	Office Supplies	0	331	0	331	331
11-466-472-0000-6407	Grant Supplies	7,020	2,800	0	2,800	2,800
11-466-472-0000-6414	Food & Beverages	0	500	0	500	500
<b>Program 472</b>	<b>SHIP Grant</b>	<b>Revenue 158,641 -</b>	<b>177,598 -</b>	<b>105,362 -</b>	<b>200,000 -</b>	<b>200,000 -</b>
		<b>Expend. 155,838</b>	<b>168,389</b>	<b>75,635</b>	<b>200,800</b>	<b>217,283</b>
		<b>Net 2,803 -</b>	<b>9,209 -</b>	<b>29,727 -</b>	<b>800</b>	<b>17,283</b>
<b>Dept 466</b>	<b>Healthy Communities/Behaviors</b>	<b>Revenue 1,242,415 -</b>	<b>1,455,918 -</b>	<b>947,169 -</b>	<b>1,441,219 -</b>	<b>1,441,219 -</b>
		<b>Expend. 1,304,249</b>	<b>1,733,944</b>	<b>762,556</b>	<b>1,796,539</b>	<b>1,944,254</b>
		<b>Net 61,834</b>	<b>278,026</b>	<b>184,613 -</b>	<b>355,320</b>	<b>503,035</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund  
467 Dept Disaster Preparedness

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 Actual Mo. 01 - 12	2023 Budget	2023 YTD Mo. 01 - 06	2024 Budget	2025 Budget
11-467-467-0000-5327	21.027 Coronavirus Incentive Fund	6,857 -	0	0	0	0
11-467-467-0000-5329	21.019 Coronavirus Relief Fund CICT	293 -	0	0	0	0
11-467-467-0000-5342	93.268 Immunizations & Vaccines Coop	247,507 -	150,000 -	10,868 -	200,000 -	200,000 -
11-467-467-0000-5343	93.323 ELC for Infectious Diseases	61,917 -	0	0	0	0
11-467-467-0000-5346	93.069 PHEP (EP Grant)	38,663 -	37,783 -	24,561 -	38,131 -	38,131 -
11-467-467-0000-6101	Salaries & Wages - Permanent	62,892	0	1,992	0	0
11-467-467-0000-6102	Salaries & Wages-Part Time w/ Benefits	21,970	50,987	24,907	57,633	63,879
11-467-467-0000-6151	Group Health Insurance	1,643	0	27	0	0
11-467-467-0000-6152	HSA Contribution	870	0	42	0	0
11-467-467-0000-6153	Family Insurance Supplement	1,820	0	205	0	0
11-467-467-0000-6154	Life Insurance	83	54	28	54	54
11-467-467-0000-6155	Dental Insurance-County Paid	39	0	0	0	0
11-467-467-0000-6156	Accident Insurance-County Paid	11	0	0	0	0
11-467-467-0000-6161	PERA	6,365	3,824	2,017	4,322	4,791
11-467-467-0000-6171	FICA	5,128	3,161	1,658	3,573	3,960
11-467-467-0000-6174	Mandatory Medicare	1,199	739	388	836	926
11-467-467-0000-6202	Cell Phone	494	0	165	540	540
11-467-467-0000-6283	Other - COVID Grant Expenditures	18,001	150,000	14,651	200,000	200,000
11-467-467-0000-6331	Mileage & Transportation	227	80	0	80	80
11-467-467-0000-6335	Motor Pool Vehicle Usage	92	367	104	367	367
11-467-467-0000-6357	Conferences/Schools/Training	0	75	0	75	75
11-467-467-0000-6405	Office/Grant Supplies	101	0	32	0	0
<b>Program 467</b>	<b>Emergency Preparedness Grant</b>	<b>Revenue 355,237 -</b>	<b>187,783 -</b>	<b>35,429 -</b>	<b>238,131 -</b>	<b>238,131 -</b>
		<b>Expend. 120,935</b>	<b>209,287</b>	<b>46,216</b>	<b>267,480</b>	<b>274,672</b>
		<b>Net 234,302 -</b>	<b>21,504</b>	<b>10,787</b>	<b>29,349</b>	<b>36,541</b>
<b>Dept 467</b>	<b>Disaster Preparedness</b>	<b>Revenue 355,237 -</b>	<b>187,783 -</b>	<b>35,429 -</b>	<b>238,131 -</b>	<b>238,131 -</b>
		<b>Expend. 120,935</b>	<b>209,287</b>	<b>46,216</b>	<b>267,480</b>	<b>274,672</b>
		<b>Net 234,302 -</b>	<b>21,504</b>	<b>10,787</b>	<b>29,349</b>	<b>36,541</b>



# Goodhue County



## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund

Report Basis: Cash

471 Dept Infectious Disease

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>
11-471-471-0000-5280	MDH-Local Public Health Grant	75,717 -	41,196 -	33,635 -	41,196 -	41,196 -
11-471-471-0000-5348	93.268 Child Imm (IPI & PERI Hep B)	500 -	0	0	0	0
11-471-471-0000-5349	93.354 Public Health Emerg Response	68,266 -	34,500 -	31,892 -	20,000 -	20,000 -
11-471-471-0000-5407	Immunizations-Private	2,246 -	1,800 -	751 -	1,800 -	1,800 -
11-471-471-0000-5435	SCHA/MA Immunizations	23 -	0	0	0	0
11-471-471-0000-6020	Non-Billable Medical Supplies	73	500	0	500	500
11-471-471-0000-6023	CDCP Workforce Development Grant	67,944	34,500	32,233	20,000	20,000
11-471-471-0000-6101	Salaries & Wages - Permanent	58,878	68,416	35,595	76,315	85,354
11-471-471-0000-6102	Salaries & Wages-Part Time w/ Benefits	117	0	0	0	0
11-471-471-0000-6151	Group Health Insurance	6,263	8,051	4,054	8,655	9,347
11-471-471-0000-6152	HSA Contribution	1,218	1,500	763	1,500	1,500
11-471-471-0000-6153	Family Insurance Supplement	381	0	46	0	0
11-471-471-0000-6154	Life Insurance	52	54	28	54	54
11-471-471-0000-6161	PERA	4,425	5,131	2,670	5,724	6,402
11-471-471-0000-6171	FICA	3,545	4,242	2,140	4,732	5,292
11-471-471-0000-6174	Mandatory Medicare	829	992	501	1,107	1,238
11-471-471-0000-6203	Postage/Freight	8	0	0	0	0
11-471-471-0000-6283	Other Professional Fees	0	0	226	0	0
11-471-471-0000-6331	Mileage	142	900	80	400	400
11-471-471-0000-6333	Other Travel Expenses	21	0	0	0	0
11-471-471-0000-6335	Motor Pool Vehicle Usage	196	400	67	200	200
11-471-471-0000-6357	Conferences/Schools/Training	0	200	0	200	200
11-471-471-0000-6405	Office Supplies	157	60	43	60	60
11-471-471-0000-6431	Drugs & Medicine	2,752	2,000	687	2,000	2,000
11-471-471-0000-6434	Non-Billable Medical Supplies	58	0	0	0	0
11-471-471-0000-6435	Infection Control	453	600	113	600	600
11-471-471-0000-6850	Miscellaneous Expense	140	0	0	0	0
<b>Program 471</b>	<b>Disease Prevention &amp; Control</b>	<b>Revenue 146,752 -</b>	<b>77,496 -</b>	<b>66,278 -</b>	<b>62,996 -</b>	<b>62,996 -</b>
		<b>Expend. 147,652</b>	<b>127,546</b>	<b>79,246</b>	<b>122,047</b>	<b>133,147</b>
		<b>Net 900</b>	<b>50,050</b>	<b>12,968</b>	<b>59,051</b>	<b>70,151</b>
<b>Dept 471</b>	<b>Infectious Disease</b>	<b>Revenue 146,752 -</b>	<b>77,496 -</b>	<b>66,278 -</b>	<b>62,996 -</b>	<b>62,996 -</b>
		<b>Expend. 147,652</b>	<b>127,546</b>	<b>79,246</b>	<b>122,047</b>	<b>133,147</b>
		<b>Net 900</b>	<b>50,050</b>	<b>12,968</b>	<b>59,051</b>	<b>70,151</b>

## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund  
479 Dept PHS Administration

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> <u>Mo. 01 - 12</u>	2023 <u>Budget</u>	2023 <u>YTD</u> <u>Mo. 01 - 06</u>	2024 <u>Budget</u>	2025 <u>Budget</u>
11-479-478-0000-5840	Administration Refunds	57 -	0	50 -	0	0
11-479-478-0000-6201	Telephone	1,295	1,440	528	1,440	1,440
11-479-478-0000-6202	Cell Phone	0	360	150	360	360
11-479-478-0000-6203	Postage/Freight	1,930	2,294	845	2,294	2,294
11-479-478-0000-6241	Advertising	3	450	265	450	450
11-479-478-0000-6243	Association Dues/Memberships	1,830	1,400	963	1,400	1,400
11-479-478-0000-6244	Subscriptions	0	65	0	65	65
11-479-478-0000-6246	Adm/Processing Fees	5	225	4	225	225
11-479-478-0000-6268	Software Maintenance Contracts	11,873	11,502	2,173	12,222	12,222
11-479-478-0000-6278	Consultant Fees	390	390	98	390	390
11-479-478-0000-6283	Other Professional & Tech Fees	4,074	5,200	2,337	6,998	6,998
11-479-478-0000-6302	Copies/Copier Maintenance	1,051	1,920	548	1,400	1,400
11-479-478-0000-6304	Other Machinery & Equipment Maint	181	0	0	0	0
11-479-478-0000-6331	Mileage	0	30	6	30	30
11-479-478-0000-6333	Other Travel Expenses	3	0	0	0	0
11-479-478-0000-6342	Land & Building Lease/Rent	30,699	31,469	15,735	15,098	15,098
11-479-478-0000-6345	Postage Meter	223	347	113	347	347
11-479-478-0000-6351	Insurance	4,361	5,799	5,879	6,000	6,000
11-479-478-0000-6354	Workman's Compensation	731	2,188	1,903	2,000	2,000
11-479-478-0000-6357	Conferences/Schools/Training	51	0	118	200	200
11-479-478-0000-6405	Office Supplies	188	700	180	700	700
11-479-478-0000-6414	Food & Beverages	54	92	6	92	92
11-479-478-0000-6420	Other General Supplies	0	110	0	110	110
11-479-478-0000-6480	Equipment/Furniture<\$5,000	25,508	22,822	0	10,800	10,800
11-479-478-0000-6998	Transfers Out - Inter Fund	7,500	7,500	0	7,500	7,500
<b>Program 478</b>	<b>Non-SSTS/LCTS PHS Administr</b>	<b>Revenue 57 -</b>	<b>0</b>	<b>50 -</b>	<b>0</b>	<b>0</b>
		<b>Expend. 91,950</b>	<b>96,303</b>	<b>31,851</b>	<b>70,121</b>	<b>70,121</b>
		<b>Net 91,893</b>	<b>96,303</b>	<b>31,801</b>	<b>70,121</b>	<b>70,121</b>
11-479-479-0000-5840	Administration Refunds	440 -	0	82 -	0	0
11-479-479-0000-5948	Transfers In - Inter Fund	28,588 -	22,822 -	0	10,800 -	10,800 -
11-479-479-0000-6101	Salaries & Wages - Permanent	196,979	181,000	119,110	180,134	198,598
11-479-479-0000-6102	Salaries & Wages-Part Time w/ Benefits	452	0	168	0	0
11-479-479-0000-6103	Salaries & Wages-Part Time w/o Bene	3,510	0	0	0	0
11-479-479-0000-6104	Salaries & Wages - Overtime	36	0	0	0	0
11-479-479-0000-6106	Per Diem in Lieu of Salaries	0	0	104	0	0

## USER-SELECTED BUDGET REPORT

11 Fund Health & Human Service Fund

Report Basis: Cash

479 Dept PHS Administration

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>
11-479-479-0000-6107	Salaries & Wages - Department Heads	21,018	21,668	10,334	22,651	25,057
11-479-479-0000-6140	Vacation/Sick Payout	2,547	0	0	0	0
11-479-479-0000-6151	Group Health Insurance	11,415	15,787	6,552	14,768	15,949
11-479-479-0000-6152	HSA Contribution	8,428	7,635	5,415	8,065	8,065
11-479-479-0000-6153	Family Insurance Supplement	17,276	8,701	10,567	10,532	11,374
11-479-479-0000-6154	Life Insurance	163	143	89	132	132
11-479-479-0000-6155	Dental Insurance-County Paid	533	476	414	593	593
11-479-479-0000-6156	Accident Insurance-County Paid	134	112	119	128	128
11-479-479-0000-6161	PERA	16,386	15,200	9,721	15,209	16,774
11-479-479-0000-6171	FICA	12,834	12,565	7,423	12,573	13,867
11-479-479-0000-6174	Mandatory Medicare	3,025	2,939	1,736	2,940	3,243
11-479-479-0000-6201	Telephone	3,072	3,360	1,296	3,360	3,360
11-479-479-0000-6202	Cell Phone	216	1,050	109	400	400
11-479-479-0000-6203	Postage/Freight	4,495	5,346	1,969	5,346	5,346
11-479-479-0000-6241	Advertising	6	1,050	150	600	600
11-479-479-0000-6243	Association Dues/Memberships	4,269	3,100	2,254	4,500	4,500
11-479-479-0000-6244	Subscriptions	0	150	0	150	150
11-479-479-0000-6268	Software Maintenance Contracts	27,704	26,947	5,460	28,653	28,653
11-479-479-0000-6270	Computer Software/Licensing	0	0	304	0	0
11-479-479-0000-6278	Consultant Fees	910	910	228	910	910
11-479-479-0000-6283	Other Professional & Tech Fees	11,905	10,000	8,248	13,412	13,412
11-479-479-0000-6302	Copies/Copier Maintenance	2,159	6,200	1,812	4,000	4,000
11-479-479-0000-6304	Other Machinery & Equipment Maint	78	0	0	0	0
11-479-479-0000-6331	Mileage	20	70	13	70	70
11-479-479-0000-6332	Meals & Lodging	331	500	0	500	500
11-479-479-0000-6333	Other Travel Expenses	7	0	0	0	0
11-479-479-0000-6335	Motor Pool Vehicle Usage	18	0	0	0	0
11-479-479-0000-6342	Land & Building Lease/Rent	75,071	76,954	38,477	36,187	36,187
11-479-479-0000-6345	Postage Meter	521	809	263	809	809
11-479-479-0000-6351	Insurance	10,175	13,530	13,717	14,000	14,000
11-479-479-0000-6354	Workman's Compensation	13,806	9,391	7,563	7,700	7,700
11-479-479-0000-6357	Conferences/Schools/Training	1,490	400	332	400	400
11-479-479-0000-6405	Office Supplies	514	1,000	864	1,000	1,000
11-479-479-0000-6414	Food & Beverages	132	300	24	300	300
11-479-479-0000-6432	Other Furniture & Equipment	293	0	56	0	0
11-479-479-0000-6480	Equipment/Furniture<\$5,000	1,394	0	0	0	0

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# Goodhue County



## USER-SELECTED BUDGET REPORT

Report Basis: Cash

11 Fund Health & Human Service Fund  
479 Dept PHS Administration

				2022	2023	2023	2024	2025
				Actual	Budget	YTD	Budget	Budget
				Mo. 01 - 12		Mo. 01 - 06		
		11-479-479-0000-6669	Equipment/Furniture>=5,000	0	0	2,781	0	0
<b>Program</b>	<b>479</b>	SSTS/LCTS PHS Administration	<b>Revenue</b>	<b>29,028 -</b>	<b>22,822 -</b>	<b>82 -</b>	<b>10,800 -</b>	<b>10,800 -</b>
			<b>Expend.</b>	<b>453,322</b>	<b>427,293</b>	<b>257,672</b>	<b>390,022</b>	<b>416,077</b>
			<b>Net</b>	<b>424,294</b>	<b>404,471</b>	<b>257,590</b>	<b>379,222</b>	<b>405,277</b>
<b>Dept</b>	<b>479</b>	PHS Administration	<b>Revenue</b>	<b>29,085 -</b>	<b>22,822 -</b>	<b>132 -</b>	<b>10,800 -</b>	<b>10,800 -</b>
			<b>Expend.</b>	<b>545,272</b>	<b>523,596</b>	<b>289,523</b>	<b>460,143</b>	<b>486,198</b>
			<b>Net</b>	<b>516,187</b>	<b>500,774</b>	<b>289,391</b>	<b>449,343</b>	<b>475,398</b>
<b>Fund</b>	<b>11</b>	Health & Human Service Fund	<b>Revenue</b>	<b>21,415,215 -</b>	<b>19,910,242 -</b>	<b>10,661,143 -</b>	<b>13,344,614 -</b>	<b>14,289,983 -</b>
			<b>Expend.</b>	<b>18,203,931</b>	<b>19,910,242</b>	<b>9,508,420</b>	<b>21,667,292</b>	<b>23,028,795</b>
			<b>Net</b>	<b>3,211,284 -</b>	<b>0</b>	<b>1,152,723 -</b>	<b>8,322,678</b>	<b>8,738,812</b>

## USER-SELECTED BUDGET REPORT

12 Fund Gc Family Services Collaborative

Report Basis: Cash

430 Dept Health and Social Services

				2022	2023	2023	2024	2025
				Actual	Budget	YTD	Budget	Budget
				Mo. 01 - 12		Mo. 01 - 06		
<u>Account Number</u>	<u>Account Description</u>							
12-430-770-0000-5330	CFC LCTS Ma & Ive			164,070 -	0	97,776 -	0	0
12-430-770-0000-5401	CFC Charges for Services			500 -	0	0	0	0
12-430-770-0000-5611	CFC Contributions & Donations			7,400 -	0	5,213 -	0	0
12-430-770-0000-5710	CFC Interest			9,442 -	0	8,876 -	0	0
12-430-770-0000-6282	CFC Administrative Cost			40,627	0	28,318	0	0
12-430-770-0000-6284	CFC Prof & Para Prof Contracted Serv			184,705	0	99,353	0	0
12-430-770-0000-6357	CFC Program Costs			706	0	2,115	0	0
<b>Program</b>	<b>770</b>	GC Family Service Collaborative	<b>Revenue</b>	<b>181,412 -</b>	<b>0</b>	<b>111,865 -</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>226,038</b>	<b>0</b>	<b>129,786</b>	<b>0</b>	<b>0</b>
			<b>Net</b>	<b>44,626</b>	<b>0</b>	<b>17,921</b>	<b>0</b>	<b>0</b>
12-430-780-0000-5850	CFC ARPA Miscellaneous Revenue			125,000 -	0	125,000 -	0	0
12-430-780-0000-6359	CFC ARPA Sub-Awards			65,367	0	92,099	0	0
<b>Program</b>	<b>780</b>	CFC ARPA/CHI	<b>Revenue</b>	<b>125,000 -</b>	<b>0</b>	<b>125,000 -</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>65,367</b>	<b>0</b>	<b>92,099</b>	<b>0</b>	<b>0</b>
			<b>Net</b>	<b>59,633 -</b>	<b>0</b>	<b>32,901 -</b>	<b>0</b>	<b>0</b>
<b>Dept</b>	<b>430</b>	Health and Social Services	<b>Revenue</b>	<b>306,412 -</b>	<b>0</b>	<b>236,865 -</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>291,405</b>	<b>0</b>	<b>221,885</b>	<b>0</b>	<b>0</b>
			<b>Net</b>	<b>15,007 -</b>	<b>0</b>	<b>14,980 -</b>	<b>0</b>	<b>0</b>
<b>Fund</b>	<b>12</b>	Gc Family Services Collaborative	<b>Revenue</b>	<b>306,412 -</b>	<b>0</b>	<b>236,865 -</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>291,405</b>	<b>0</b>	<b>221,885</b>	<b>0</b>	<b>0</b>
			<b>Net</b>	<b>15,007 -</b>	<b>0</b>	<b>14,980 -</b>	<b>0</b>	<b>0</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

Report Basis: Cash

15 Fund County Ditch 1  
630 Dept County Ditch #1

		2022	2023	2023	2024	2025		
		Actual	Budget	YTD	Budget	Budget		
<u>Account Number</u>		<u>Mo. 01 - 12</u>		<u>Mo. 01 - 06</u>				
<u>Account Description</u>								
	15-630-000-0000-5021	Current Special Assessments	0	0	362,597 -	50,913 -	49,946 -	
	15-630-000-0000-5949	Use of Fund Balance	0	20,500 -	0	0	0	
	15-630-000-0000-6203	Postage	29	0	33	0	0	
	15-630-000-0000-6242	Legal Notices	290	0	0	0	0	
	15-630-000-0000-6283	Other Professional Fees	69,871	0	9,202	0	0	
	15-630-000-0000-6306	Grounds Maintenance	0	10,000	0	10,000	10,000	
	15-630-000-0000-6308	Construction Contracts	181,283	0	8,893	0	0	
	15-630-000-0000-6791	Interest Payments	10,500	10,500	5,250	4,500	3,975	
	15-630-000-0000-6851	Damages Payments	0	0	55,260	0	0	
	15-630-000-0000-6998	Transfers Out	29,994	0	0	0	0	
	15-630-000-0000-6999	Future Fund Balance	0	0	0	36,413	35,971	
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>20,500 -</b>	<b>362,597 -</b>	<b>50,913 -</b>	<b>49,946 -</b>
			<b>Expend.</b>	<b>291,967</b>	<b>20,500</b>	<b>78,638</b>	<b>50,913</b>	<b>49,946</b>
			<b>Net</b>	<b>291,967</b>	<b>0</b>	<b>283,959 -</b>	<b>0</b>	<b>0</b>
<b>Dept</b>	<b>630</b>	County Ditch #1	<b>Revenue</b>	<b>0</b>	<b>20,500 -</b>	<b>362,597 -</b>	<b>50,913 -</b>	<b>49,946 -</b>
			<b>Expend.</b>	<b>291,967</b>	<b>20,500</b>	<b>78,638</b>	<b>50,913</b>	<b>49,946</b>
			<b>Net</b>	<b>291,967</b>	<b>0</b>	<b>283,959 -</b>	<b>0</b>	<b>0</b>
<b>Fund</b>	<b>15</b>	County Ditch 1	<b>Revenue</b>	<b>0</b>	<b>20,500 -</b>	<b>362,597 -</b>	<b>50,913 -</b>	<b>49,946 -</b>
			<b>Expend.</b>	<b>291,967</b>	<b>20,500</b>	<b>78,638</b>	<b>50,913</b>	<b>49,946</b>
			<b>Net</b>	<b>291,967</b>	<b>0</b>	<b>283,959 -</b>	<b>0</b>	<b>0</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

20 Fund National Opioid Settlement Fund

Report Basis: Cash

480 Dept Opioid Settlement

		2022	2023	2023	2024	2025
		Actual	Budget	YTD	Budget	Budget
<u>Account Number</u>		<u>Mo. 01 - 12</u>		<u>Mo. 01 - 06</u>		
<u>Account Description</u>						
20-480-000-0000-5710	Interest	88 -	0	0	0	0
20-480-000-0000-5850	Opioid Settlement Receipts "Other"	243,878 -	0	0	0	0
20-480-000-0000-6278	Consultation Fees	769	0	21,161	0	0
20-480-000-0000-6357	Conferences/Schools	595	0	0	0	0
<b>Program 000</b>	Undesignated					
	<b>Revenue</b>	<b>243,966 -</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Expend.</b>	<b>1,364</b>	<b>0</b>	<b>21,161</b>	<b>0</b>	<b>0</b>
	<b>Net</b>	<b>242,602 -</b>	<b>0</b>	<b>21,161</b>	<b>0</b>	<b>0</b>
<b>Dept 480</b>	Opioid Settlement					
	<b>Revenue</b>	<b>243,966 -</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Expend.</b>	<b>1,364</b>	<b>0</b>	<b>21,161</b>	<b>0</b>	<b>0</b>
	<b>Net</b>	<b>242,602 -</b>	<b>0</b>	<b>21,161</b>	<b>0</b>	<b>0</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

Report Basis: Cash

20 Fund National Opioid Settlement Fund  
481 Dept Mallinckrodt Opioid Settlement

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>
	20-481-000-0000-5850	Mallinckrodt Opioid Settlement Receipts	0	0	8,361 -	0	0
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>8,361 -</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Net</b>	<b>0</b>	<b>8,361 -</b>	<b>0</b>	<b>0</b>
<b>Dept</b>	<b>481</b>	Mallinckrodt Opioid Settlement	<b>Revenue</b>	<b>0</b>	<b>8,361 -</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Net</b>	<b>0</b>	<b>8,361 -</b>	<b>0</b>	<b>0</b>
<b>Fund</b>	<b>20</b>	National Opioid Settlement Fund	<b>Revenue</b>	<b>243,966 -</b>	<b>8,361 -</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>1,364</b>	<b>21,161</b>	<b>0</b>	<b>0</b>
			<b>Net</b>	<b>242,602 -</b>	<b>12,800</b>	<b>0</b>	<b>0</b>



# Goodhue County



## USER-SELECTED BUDGET REPORT

25 Fund Economic Development Authority  
700 Dept EDA-General

Report Basis: Cash

		2022	2023	2023	2024	2025
		Actual	Budget	YTD	Budget	Budget
<u>Account Number</u>		<u>Account Description</u>	<u>Mo. 01 - 12</u>	<u>Mo. 01 - 06</u>		
25-700-000-0000-5001	Current Real & Personal Property Taxes	46,850 -	96,130 -	51,698 -	0	0
25-700-000-0000-5006	Delinquent Taxes-Real & Personal	188 -	0	144 -	0	0
25-700-000-0000-5060	Current Mobile Home Taxes	50 -	0	0	0	0
25-700-000-0000-5064	Delinquent Taxes-Mobile Home	4 -	0	6 -	0	0
25-700-000-0000-5207	PILT-Wildlife Management	25 -	0	0	0	0
25-700-000-0000-5208	PILT-Gross Shelter Rent	52 -	0	91 -	0	0
25-700-000-0000-5209	PILT-30% Rental Reimbursement	1 -	0	0	0	0
25-700-000-0000-5211	Market Value Credit Aid	562 -	1,102 -	0	0	0
25-700-000-0000-5212	Disparity Reduction Aid	34 -	0	0	0	0
25-700-000-0000-5859	MCIT Dividend	0	84 -	0	84 -	84 -
25-700-000-0000-6243	Membership Dues & Fees	275	250	500	250	250
25-700-000-0000-6278	Consultant Fees	11,807	12,000	2,646	12,000	12,000
25-700-000-0000-6351	Insurance	1,450	1,549	1,549	1,549	1,549
25-700-000-0000-6414	Food & Beverages	0	600	0	600	600
25-700-000-0000-6850	Outside Funding Allotments	19,817	69,817	69,879	73,379	30,379
25-700-000-0000-6855	Economic Abatements	10,600	10,600	5,300	10,600	10,600
25-700-000-0000-6897	Micro Loans	0	2,500	0	4,000	0
<b>Program</b>	<b>000 Undesignated</b>	<b>Revenue</b>	<b>47,766 -</b>	<b>97,316 -</b>	<b>51,939 -</b>	<b>84 -</b>
		<b>Expend.</b>	<b>43,949</b>	<b>97,316</b>	<b>79,874</b>	<b>102,378</b>
		<b>Net</b>	<b>3,817 -</b>	<b>0</b>	<b>27,935</b>	<b>102,294</b>
<b>Dept</b>	<b>700 EDA-General</b>	<b>Revenue</b>	<b>47,766 -</b>	<b>97,316 -</b>	<b>51,939 -</b>	<b>84 -</b>
		<b>Expend.</b>	<b>43,949</b>	<b>97,316</b>	<b>79,874</b>	<b>102,378</b>
		<b>Net</b>	<b>3,817 -</b>	<b>0</b>	<b>27,935</b>	<b>55,294</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

Report Basis: Cash

			2022	2023	2023	2024	2025
			Actual	Budget	YTD	Budget	Budget
			Mo. 01 - 12		Mo. 01 - 06		
<u>Account Number</u>	<u>Account Description</u>						
25-710-000-0000-6850	MIF Flood Relief Loans (2010)		78,113	0	18,024	0	0
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>78,113</b>	<b>0</b>	<b>18,024</b>	<b>0</b>
			<b>Net</b>	<b>78,113</b>	<b>0</b>	<b>18,024</b>	<b>0</b>
<b>Dept</b>	<b>710</b>	EDA-MIF Loan Program (2010 Flood Relief)	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>78,113</b>	<b>0</b>	<b>18,024</b>	<b>0</b>
			<b>Net</b>	<b>78,113</b>	<b>0</b>	<b>18,024</b>	<b>0</b>
<b>Fund</b>	<b>25</b>	Economic Development Authority	<b>Revenue</b>	<b>47,766 -</b>	<b>97,316 -</b>	<b>51,939 -</b>	<b>84 -</b>
			<b>Expend.</b>	<b>122,062</b>	<b>97,316</b>	<b>97,898</b>	<b>102,378</b>
			<b>Net</b>	<b>74,296</b>	<b>0</b>	<b>45,959</b>	<b>55,294</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan

Report Basis: Cash

001 Dept General Government Misc

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>
34-001-000-0000-5001	Current Real & Personal Property Taxes	2,455,050 -	2,637,238 -	1,410,771 -	0	0
34-001-000-0000-5006	Delinquent Taxes-Real & Personal	13,012 -	0	7,784 -	0	0
34-001-000-0000-5060	Current Mobile Home Taxes	2,619 -	0	0	0	0
34-001-000-0000-5064	Delinquent Taxes-Mobile Home	302 -	0	353 -	0	0
34-001-000-0000-5207	PILT-Wildlife Management	1,304 -	0	0	0	0
34-001-000-0000-5208	PILT-Gross Shelter Rent	2,719 -	0	2,485 -	0	0
34-001-000-0000-5209	PILT-Rental Reimbursement	38 -	0	7 -	0	0
34-001-000-0000-5211	Market Value Credit Aid	29,616 -	30,235 -	0	0	0
34-001-000-0000-5212	Disparity Reduction Aid	1,816 -	0	0	0	0
34-001-000-0000-5920	Sale of Capital Assets	7,593 -	0	90,818 -	0	0
34-001-000-0000-5947	Transfers In	290,506 -	0	810,000 -	0	0
34-001-000-0000-5949	Use of Fund Balance-Capital Plan Fund	0	2,342,351 -	0	0	0
34-001-000-0000-6669	Equipment/Furniture>=5,000	0	0	9,335	0	0
34-001-000-0000-6998	Transfers Out - Inter Fund	28,588	22,822	0	10,800	12,600
<b>Program 000</b>	<b>Undesignated</b>	<b>Revenue 2,804,575 -</b>	<b>5,009,824 -</b>	<b>2,322,218 -</b>	<b>0</b>	<b>0</b>
		<b>Expend. 28,588</b>	<b>22,822</b>	<b>9,335</b>	<b>10,800</b>	<b>12,600</b>
		<b>Net 2,775,987 -</b>	<b>4,987,002 -</b>	<b>2,312,883 -</b>	<b>10,800</b>	<b>12,600</b>
<b>Dept 001</b>	<b>General Government Misc</b>	<b>Revenue 2,804,575 -</b>	<b>5,009,824 -</b>	<b>2,322,218 -</b>	<b>0</b>	<b>0</b>
		<b>Expend. 28,588</b>	<b>22,822</b>	<b>9,335</b>	<b>10,800</b>	<b>12,600</b>
		<b>Net 2,775,987 -</b>	<b>4,987,002 -</b>	<b>2,312,883 -</b>	<b>10,800</b>	<b>12,600</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan

Report Basis: Cash

005 Dept County Board of Commissioners

<u>Account Number</u>		<u>Account Description</u>	2022 Actual <u>Mo. 01 - 12</u>	2023 Budget	2023 YTD <u>Mo. 01 - 06</u>	2024 Budget	2025 Budget
34-005-000-0000-6480		Equipment/Furniture<\$5,000	0	1,037	0	1,890	8,344
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>1,037</b>	<b>0</b>	<b>1,890</b>	<b>8,344</b>
			<b>Net</b>	<b>0</b>	<b>0</b>	<b>1,890</b>	<b>8,344</b>
<b>Dept</b>	<b>005</b>	County Board of Commissioners	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>1,037</b>	<b>0</b>	<b>1,890</b>	<b>8,344</b>
			<b>Net</b>	<b>0</b>	<b>1,037</b>	<b>1,890</b>	<b>8,344</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan  
011 Dept District Court

Report Basis: Cash

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>
34-011-000-0000-6669		Equipment/Furniture>=5,000	27,942	0	0	0	0
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>27,942</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Net</b>	<b>27,942</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Dept</b>	<b>011</b>	District Court	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>27,942</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Net</b>	<b>27,942</b>	<b>0</b>	<b>0</b>	<b>0</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan  
031 Dept Administration

Report Basis: Cash

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>
34-031-000-0000-6432		Furniture and Equipment <\$1000	0	1,764	0	795	0
34-031-000-0000-6480		Equipment/Furniture<\$5,000	4,852	3,216	0	3,417	0
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>4,852</b>	<b>0</b>	<b>4,212</b>	<b>0</b>
			<b>Net</b>	<b>4,852</b>	<b>0</b>	<b>4,212</b>	<b>0</b>
<b>Dept</b>	<b>031</b>	Administration	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>4,852</b>	<b>0</b>	<b>4,212</b>	<b>0</b>
			<b>Net</b>	<b>4,852</b>	<b>0</b>	<b>4,212</b>	<b>0</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan

Report Basis: Cash

041 Dept Auditor/Treasurer

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>
34-041-000-0000-6432		Equipment/Furniture <\$1000	2,620	1,732	0	0	0
34-041-000-0000-6480		Equipment/Furniture<\$5,000	2,806	17,605	0	4,200	0
34-041-000-0000-6669		Equipment/Furniture>=5,000	12,513	352,174	199,031	36,750	0
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>17,939</b>	<b>199,031</b>	<b>40,950</b>	<b>0</b>
			<b>Net</b>	<b>17,939</b>	<b>199,031</b>	<b>40,950</b>	<b>0</b>
<b>Dept</b>	<b>041</b>	Auditor/Treasurer	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>17,939</b>	<b>199,031</b>	<b>40,950</b>	<b>0</b>
			<b>Net</b>	<b>17,939</b>	<b>199,031</b>	<b>40,950</b>	<b>0</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan  
055 Dept Assessor

Report Basis: Cash

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>
34-055-000-0000-6480		Equipment/Furniture<\$5,000	1,637	0	12,792	0	1,789
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>1,637</b>	<b>12,792</b>	<b>0</b>	<b>1,789</b>
			<b>Net</b>	<b>1,637</b>	<b>12,792</b>	<b>0</b>	<b>1,789</b>
<b>Dept</b>	<b>055</b>	Assessor	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>1,637</b>	<b>12,792</b>	<b>0</b>	<b>1,789</b>
			<b>Net</b>	<b>1,637</b>	<b>12,792</b>	<b>0</b>	<b>1,789</b>



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# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan

Report Basis: Cash

061 Dept Human Resource

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>
34-061-000-0000-6480		Equipment/Furniture<\$5,000	6,358	2,577	0	0	8,908
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>6,358</b>	<b>0</b>	<b>0</b>	<b>8,908</b>
			<b>Net</b>	<b>6,358</b>	<b>0</b>	<b>0</b>	<b>8,908</b>
<b>Dept</b>	<b>061</b>	Human Resource	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>6,358</b>	<b>0</b>	<b>0</b>	<b>8,908</b>
			<b>Net</b>	<b>6,358</b>	<b>0</b>	<b>0</b>	<b>8,908</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan

Report Basis: Cash

063 Dept Information Technology

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>
34-063-000-0000-5947		Transfers In - Intra Fund	87,000 -	0	0	0	0
34-063-000-0000-6432		Other Furniture And Equipment <\$1000	0	3,332	906	0	0
34-063-000-0000-6480		Equipment/Furniture<\$5,000	0	17,991	3,472	8,250	3,000
34-063-000-0000-6669		Equipment/Furniture>=5,000	75,129	134,396	0	270,000	21,000
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>87,000 -</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>75,129</b>	<b>155,719</b>	<b>4,378</b>	<b>278,250</b>
			<b>Net</b>	<b>11,871 -</b>	<b>155,719</b>	<b>4,378</b>	<b>278,250</b>
<b>Dept</b>	<b>063</b>	Information Technology	<b>Revenue</b>	<b>87,000 -</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>75,129</b>	<b>155,719</b>	<b>4,378</b>	<b>278,250</b>
			<b>Net</b>	<b>11,871 -</b>	<b>155,719</b>	<b>4,378</b>	<b>278,250</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan  
071 Dept Elections

Report Basis: Cash

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>
34-071-000-0000-6480		Equipment/Furniture<\$5,000	124,385	0	0	3,150	0
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>124,385</b>	<b>0</b>	<b>3,150</b>	<b>0</b>
			<b>Net</b>	<b>124,385</b>	<b>0</b>	<b>3,150</b>	<b>0</b>
<b>Dept</b>	<b>071</b>	Elections	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>124,385</b>	<b>0</b>	<b>3,150</b>	<b>0</b>
			<b>Net</b>	<b>124,385</b>	<b>0</b>	<b>3,150</b>	<b>0</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan  
091 Dept Attorney

Report Basis: Cash

		2022	2023	2023	2024	2025
		Actual	Budget	YTD	Budget	Budget
<u>Account Number</u>		<u>Account Description</u>	<u>Mo. 01 - 12</u>	<u>Mo. 01 - 06</u>		
34-091-000-0000-6432	Other Equipment/Furniture <\$1000.00	980	6,172	0	4,000	0
34-091-000-0000-6480	Equipment/Furniture<\$5,000	10,568	8,728	0	7,197	3,034
34-091-000-0000-6669	Equipment/Furniture>=5,000	0	170,000	0	0	0
<b>Program</b>	<b>000</b> Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend.</b>	<b>11,548</b>	<b>0</b>	<b>11,197</b>	<b>3,034</b>
		<b>Net</b>	<b>11,548</b>	<b>0</b>	<b>11,197</b>	<b>3,034</b>
<b>Dept</b>	<b>091</b> Attorney	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend.</b>	<b>11,548</b>	<b>0</b>	<b>11,197</b>	<b>3,034</b>
		<b>Net</b>	<b>11,548</b>	<b>0</b>	<b>11,197</b>	<b>3,034</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan  
101 Dept Recorder

Report Basis: Cash

			2022	2023	2023	2024	2025
			Actual	Budget	YTD	Budget	Budget
			Mo. 01 - 12		Mo. 01 - 06		
<u>Account Number</u>	<u>Account Description</u>						
34-101-000-0000-5947	Transfers In - Intra Fund		27,500 -	10,000 -	0	0	0
<b>Program 000</b>	Undesignated	<b>Revenue</b>	<b>27,500 -</b>	<b>10,000 -</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend.</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Net</b>	<b>27,500 -</b>	<b>10,000 -</b>	<b>0</b>	<b>0</b>	<b>0</b>
34-101-101-0000-6432	Equipment/Furniture <\$1000		0	1,000	0	0	0
34-101-101-0000-6480	Equipment/Furniture<\$5,000		0	9,000	0	0	0
<b>Program 101</b>	Technology Fund-County Record	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend.</b>	<b>0</b>	<b>10,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Net</b>	<b>0</b>	<b>10,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Dept 101</b>	Recorder	<b>Revenue</b>	<b>27,500 -</b>	<b>10,000 -</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend.</b>	<b>0</b>	<b>10,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Net</b>	<b>27,500 -</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan  
103 Dept Surveyor

Report Basis: Cash

		2022	2023	2023	2024	2025
		Actual	Budget	YTD	Budget	Budget
<u>Account Number</u>		<u>Mo. 01 - 12</u>		<u>Mo. 01 - 06</u>		
<u>Account Description</u>						
34-103-000-0000-5947	Transfers In - Intra Fund	0	52,000 -	0	0	0
34-103-000-0000-6432	Equipment/Furniture<\$1000	0	917	0	0	0
34-103-000-0000-6480	Equipment/Furniture<\$5,000	3,014	13,253	0	13,100	7,368
34-103-000-0000-6663	Vehicles Purchased	0	33,000	0	92,300	0
34-103-000-0000-6669	Equipment/Furniture>=5,000	0	57,500	0	93,900	15,000
<b>Program</b>	<b>000</b> Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend.</b>	<b>3,014</b>	<b>0</b>	<b>199,300</b>	<b>22,368</b>
		<b>Net</b>	<b>3,014</b>	<b>0</b>	<b>199,300</b>	<b>22,368</b>
<b>Dept</b>	<b>103</b> Surveyor	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend.</b>	<b>3,014</b>	<b>0</b>	<b>199,300</b>	<b>22,368</b>
		<b>Net</b>	<b>3,014</b>	<b>0</b>	<b>199,300</b>	<b>22,368</b>

## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan

Report Basis: Cash

111 Dept General Government Buildings

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>
34-111-000-0000-5947	Transfers In	109,947 -	1,254,668 -	0	0	0
34-111-000-0000-6305	Building Maintenance	4,197	0	0	0	0
34-111-000-0000-6432	Equipment/Furniture <\$1000	0	2,645	0	0	0
34-111-000-0000-6480	Equipment/Furniture <\$5,000	17,884	1,622	0	3,062	7,246
34-111-000-0000-6663	Vehicles Purchased	0	0	0	0	37,663
34-111-000-0000-6669	Equipment/Furniture >=5,000	379,643	5,092	125,097	34,815	6,115
<b>Program 000</b>	Undesignated	<b>Revenue 109,947 -</b>	<b>1,254,668 -</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend. 401,724</b>	<b>9,359</b>	<b>125,097</b>	<b>37,877</b>	<b>51,024</b>
		<b>Net 291,777</b>	<b>1,245,309 -</b>	<b>125,097</b>	<b>37,877</b>	<b>51,024</b>
34-111-110-0000-6305	Building Maintenance	21,577	0	0	0	0
34-111-110-0000-6480	Equipment/Furniture <\$5,000	0	0	0	17,500	0
34-111-110-0000-6669	Equipment/Furniture >=5,000	0	409,565	30,400	41,190	101,556
<b>Program 110</b>	Buildings-Government Center	<b>Revenue 0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend. 21,577</b>	<b>409,565</b>	<b>30,400</b>	<b>58,690</b>	<b>101,556</b>
		<b>Net 21,577</b>	<b>409,565</b>	<b>30,400</b>	<b>58,690</b>	<b>101,556</b>
34-111-112-0000-6669	Equipment/Furniture >=5,000	0	850,103	620,097	106,546	183,683
<b>Program 112</b>	Buildings-LEC	<b>Revenue 0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend. 0</b>	<b>850,103</b>	<b>620,097</b>	<b>106,546</b>	<b>183,683</b>
		<b>Net 0</b>	<b>850,103</b>	<b>620,097</b>	<b>106,546</b>	<b>183,683</b>
34-111-113-0000-6669	Equipment/Furniture >=5,000	0	42,983	0	0	0
<b>Program 113</b>	Buildings-ADC	<b>Revenue 0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend. 0</b>	<b>42,983</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Net 0</b>	<b>42,983</b>	<b>0</b>	<b>0</b>	<b>0</b>
34-111-115-0000-6480	Equipment/Furniture <\$5,000	0	0	0	3,000	0
34-111-115-0000-6669	Equipment/Furniture >=5,000	0	0	0	0	30,576
<b>Program 115</b>	Buildings-Citizen's (After Remode	<b>Revenue 0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend. 0</b>	<b>0</b>	<b>0</b>	<b>3,000</b>	<b>30,576</b>
		<b>Net 0</b>	<b>0</b>	<b>0</b>	<b>3,000</b>	<b>30,576</b>
34-111-116-0000-6669	Equipment/Furniture >=5,000	0	0	0	9,400	60,060
<b>Program 116</b>	Buildings-Justice Center	<b>Revenue 0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend. 0</b>	<b>0</b>	<b>0</b>	<b>9,400</b>	<b>60,060</b>
		<b>Net 0</b>	<b>0</b>	<b>0</b>	<b>9,400</b>	<b>60,060</b>
<b>Dept 111</b>	General Government Buildings	<b>Revenue 109,947 -</b>	<b>1,254,668 -</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend. 423,301</b>	<b>1,312,010</b>	<b>775,594</b>	<b>215,513</b>	<b>426,899</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan  
111 Dept General Government Buildings  
Account Number      Account Description

Report Basis: Cash

	2022 <u>Actual</u> <u>Mo. 01 - 12</u>	2023 <u>Budget</u>	2023 <u>YTD</u> <u>Mo. 01 - 06</u>	2024 <u>Budget</u>	2025 <u>Budget</u>
<b>Net</b>	<b>313,354</b>	<b>57,342</b>	<b>775,594</b>	<b>215,513</b>	<b>426,899</b>



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# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan

Report Basis: Cash

121 Dept Veterans Service

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>
34-121-000-0000-6432		Equipment/Furniture <\$1000	1,346	0	0	0	0
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>1,346</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Net</b>	<b>1,346</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Dept</b>	<b>121</b>	Veterans Service	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>1,346</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Net</b>	<b>1,346</b>	<b>0</b>	<b>0</b>	<b>0</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan

Report Basis: Cash

127 Dept Land Use Management

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>
34-127-000-0000-6432	Other Furniture and Equipment <\$1000	1,403	0	0	0	0
34-127-000-0000-6480	Equipment/Furniture <\$5000	5,358	2,852	0	0	0
34-127-000-0000-6669	Equipment/Furniture >=5,000	0	13,211	0	0	0
<b>Program 000</b>	Undesignated	<b>Revenue 0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend. 6,761</b>	<b>16,063</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Net 6,761</b>	<b>16,063</b>	<b>0</b>	<b>0</b>	<b>0</b>
34-127-127-0000-6480	Equipment/Furniture <\$5,000	0	3,000	0	0	846
34-127-127-0000-6663	Vehicles Purchased	26,671	66,000	0	0	0
34-127-127-0000-6669	Equipment/Furniture >=5,000	0	3,000	0	0	0
<b>Program 127</b>	Building Activities	<b>Revenue 0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend. 26,671</b>	<b>72,000</b>	<b>0</b>	<b>0</b>	<b>846</b>
		<b>Net 26,671</b>	<b>72,000</b>	<b>0</b>	<b>0</b>	<b>846</b>
34-127-128-0000-6480	Equipment/Furniture <\$5,000	0	0	0	0	4,535
<b>Program 128</b>	Planning/Zoning Activities	<b>Revenue 0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend. 0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,535</b>
		<b>Net 0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,535</b>
34-127-129-0000-6480	Equipment/Furniture <\$5,000	0	0	0	0	2,395
34-127-129-0000-6669	Equipment/Furniture >=5,000	0	0	0	0	36,036
<b>Program 129</b>	Environmental Health	<b>Revenue 0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend. 0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>38,431</b>
		<b>Net 0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>38,431</b>
<b>Dept 127</b>	Land Use Management	<b>Revenue 0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend. 33,432</b>	<b>88,063</b>	<b>0</b>	<b>0</b>	<b>43,812</b>
		<b>Net 33,432</b>	<b>88,063</b>	<b>0</b>	<b>0</b>	<b>43,812</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan

Report Basis: Cash

130 Dept County Vehicles-Motor Pool

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>
	34-130-000-0000-5947	Transfers In - Intra Fund	24,780 -	0	0	0	0
	34-130-000-0000-6663	Vehicles Purchased	0	72,780	0	0	227,136
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>24,780 -</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>0</b>	<b>72,780</b>	<b>0</b>	<b>227,136</b>
			<b>Net</b>	<b>24,780 -</b>	<b>0</b>	<b>0</b>	<b>227,136</b>
<b>Dept</b>	<b>130</b>	County Vehicles-Motor Pool	<b>Revenue</b>	<b>24,780 -</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>0</b>	<b>72,780</b>	<b>0</b>	<b>227,136</b>
			<b>Net</b>	<b>24,780 -</b>	<b>0</b>	<b>0</b>	<b>227,136</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan  
201 Dept Sheriff

Report Basis: Cash

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>	
34-201-000-0000-5859		Capital Reimbursements	831 -	0	0	0	0	
34-201-000-0000-5947		Transfers In	144,024 -	4,300 -	0	230,189 -	5,000 -	
34-201-000-0000-6432		Furniture & Equipment <\$1000	0	26,300	0	0	0	
34-201-000-0000-6480		Equipment/Furniture<\$5,000	171,773	94,195	25,966	201,260	12,520	
34-201-000-0000-6663		Vehicles Purchased	370,211	525,766	71,832	415,200	702,239	
34-201-000-0000-6669		Equipment/Furniture>=5,000	129,399	194,400	56,342	439,589	165,418	
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>144,855 -</b>	<b>4,300 -</b>	<b>0</b>	<b>230,189 -</b>	<b>5,000 -</b>
			<b>Expend.</b>	<b>671,383</b>	<b>840,661</b>	<b>154,140</b>	<b>1,056,049</b>	<b>880,177</b>
			<b>Net</b>	<b>526,528</b>	<b>836,361</b>	<b>154,140</b>	<b>825,860</b>	<b>875,177</b>
<b>Dept</b>	<b>201</b>	Sheriff	<b>Revenue</b>	<b>144,855 -</b>	<b>4,300 -</b>	<b>0</b>	<b>230,189 -</b>	<b>5,000 -</b>
			<b>Expend.</b>	<b>671,383</b>	<b>840,661</b>	<b>154,140</b>	<b>1,056,049</b>	<b>880,177</b>
			<b>Net</b>	<b>526,528</b>	<b>836,361</b>	<b>154,140</b>	<b>825,860</b>	<b>875,177</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan

Report Basis: Cash

205 Dept Sheriff-Seasonal

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>
34-205-000-0000-6305	Building Maintenance	1,806	0	0	0	0
34-205-000-0000-6432	Equipment/Furniture < \$1000.00	0	0	0	0	1,678
34-205-000-0000-6480	Equipment/Furniture<\$5,000	9,801	22,582	2,683	3,200	11,650
34-205-000-0000-6663	Vehicles Purchased	0	143,000	0	0	0
34-205-000-0000-6669	Equipment/Furniture>=5,000	104,453	17,800	5,949	85,700	158,306
<b>Program 000</b>	Undesignated	<b>Revenue 0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend. 116,060</b>	<b>183,382</b>	<b>8,632</b>	<b>88,900</b>	<b>171,634</b>
		<b>Net 116,060</b>	<b>183,382</b>	<b>8,632</b>	<b>88,900</b>	<b>171,634</b>
<b>Dept 205</b>	Sheriff-Seasonal	<b>Revenue 0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend. 116,060</b>	<b>183,382</b>	<b>8,632</b>	<b>88,900</b>	<b>171,634</b>
		<b>Net 116,060</b>	<b>183,382</b>	<b>8,632</b>	<b>88,900</b>	<b>171,634</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan

Report Basis: Cash

207 Dept Adult Detention Center

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>
34-207-000-0000-5947	Transfers In - Intra Fund	65,300 -	0	0	0	0
34-207-000-0000-6432	Furniture and Equipment <\$1000	0	3,150	0	30,600	0
34-207-000-0000-6480	Equipment/Furniture<\$5,000	54,460	45,133	9,967	8,715	22,788
34-207-000-0000-6669	Equipment/Furniture>=5,000	190,163	96,700	8,705	46,200	58,299
<b>Program 000</b>	Undesignated	<b>Revenue 65,300 -</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend. 244,623</b>	<b>144,983</b>	<b>18,672</b>	<b>85,515</b>	<b>81,087</b>
		<b>Net 179,323</b>	<b>144,983</b>	<b>18,672</b>	<b>85,515</b>	<b>81,087</b>
<b>Dept 207</b>	Adult Detention Center	<b>Revenue 65,300 -</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend. 244,623</b>	<b>144,983</b>	<b>18,672</b>	<b>85,515</b>	<b>81,087</b>
		<b>Net 179,323</b>	<b>144,983</b>	<b>18,672</b>	<b>85,515</b>	<b>81,087</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan  
209 Dept Enhanced 911 System

Report Basis: Cash

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>
34-209-000-0000-6669		Equipment/Furniture>=5,000	50,511	0	0	0	0
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>50,511</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Net</b>	<b>50,511</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Dept</b>	<b>209</b>	Enhanced 911 System	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>50,511</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Net</b>	<b>50,511</b>	<b>0</b>	<b>0</b>	<b>0</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan

Report Basis: Cash

211 Dept Communications Infrastructure

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>
34-211-000-0000-6305	Building Maintenance	58,622	0	1,833	0	0
34-211-000-0000-6669	Equipment/Furniture>=5,000	73,938	151,735	78,691	135,729	46,000
<b>Program 000</b>	Undesignated	<b>Revenue 0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend. 132,560</b>	<b>151,735</b>	<b>80,524</b>	<b>135,729</b>	<b>46,000</b>
		<b>Net 132,560</b>	<b>151,735</b>	<b>80,524</b>	<b>135,729</b>	<b>46,000</b>
<b>Dept 211</b>	Communications Infrastructure	<b>Revenue 0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend. 132,560</b>	<b>151,735</b>	<b>80,524</b>	<b>135,729</b>	<b>46,000</b>
		<b>Net 132,560</b>	<b>151,735</b>	<b>80,524</b>	<b>135,729</b>	<b>46,000</b>



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# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan  
255 Dept Court Services

Report Basis: Cash

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>
34-255-000-0000-6432		Furniture and Equipment <\$1000	929	1,173	0	0	0
34-255-000-0000-6480		Equipment/Furniture<\$5,000	0	0	1,406	6,799	17,461
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>929</b>	<b>1,406</b>	<b>6,799</b>	<b>17,461</b>
			<b>Net</b>	<b>929</b>	<b>1,406</b>	<b>6,799</b>	<b>17,461</b>
<b>Dept</b>	<b>255</b>	Court Services	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>929</b>	<b>1,406</b>	<b>6,799</b>	<b>17,461</b>
			<b>Net</b>	<b>929</b>	<b>1,406</b>	<b>6,799</b>	<b>17,461</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan

Report Basis: Cash

310 Dept Highway Maintenance

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>
34-310-000-0000-6432		Equipment/Furniture<\$1,000	0	0	0	6,684	800
34-310-000-0000-6480		Equipment/Furniture<\$5,000	1,403	0	0	0	3,690
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>1,403</b>	<b>0</b>	<b>6,684</b>	<b>4,490</b>
			<b>Net</b>	<b>1,403</b>	<b>0</b>	<b>6,684</b>	<b>4,490</b>
<b>Dept</b>	<b>310</b>	Highway Maintenance	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>1,403</b>	<b>0</b>	<b>6,684</b>	<b>4,490</b>
			<b>Net</b>	<b>1,403</b>	<b>0</b>	<b>6,684</b>	<b>4,490</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan

Report Basis: Cash

320 Dept Highway Construction

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>
34-320-000-0000-6480		Equipment/Furniture<\$5,000	10,400	3,423	0	2,000	0
34-320-000-0000-6669		Equipment/Furniture>=5,000	9,345	0	0	40,000	0
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>19,745</b>	<b>0</b>	<b>42,000</b>	<b>0</b>
			<b>Net</b>	<b>19,745</b>	<b>0</b>	<b>42,000</b>	<b>0</b>
<b>Dept</b>	<b>320</b>	Highway Construction	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>19,745</b>	<b>0</b>	<b>42,000</b>	<b>0</b>
			<b>Net</b>	<b>19,745</b>	<b>0</b>	<b>42,000</b>	<b>0</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan

Report Basis: Cash

330 Dept Highway Administration

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>
34-330-000-0000-5947		Transfers In - Intra Fund	0	0	0	273,794 -	0
34-330-000-0000-6480		Equipment/Furniture<\$5,000	2,533	3,216	0	2,803	5,058
34-330-000-0000-6669		Equipment/Furniture>=5,000	0	0	0	273,794	0
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>273,794 -</b>	<b>0</b>
			<b>Expend.</b>	<b>2,533</b>	<b>0</b>	<b>276,597</b>	<b>5,058</b>
			<b>Net</b>	<b>2,533</b>	<b>0</b>	<b>2,803</b>	<b>5,058</b>
<b>Dept</b>	<b>330</b>	Highway Administration	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>273,794 -</b>	<b>0</b>
			<b>Expend.</b>	<b>2,533</b>	<b>0</b>	<b>276,597</b>	<b>5,058</b>
			<b>Net</b>	<b>2,533</b>	<b>0</b>	<b>2,803</b>	<b>5,058</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan

Report Basis: Cash

340 Dept Equipment Maintenance

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>
34-340-000-0000-5947	Transfers In - Intra Fund	50,000 -	0	0	0	0
34-340-000-0000-6480	Equipment/Furniture<\$5,000	0	0	0	7,128	0
34-340-000-0000-6663	Vehicles Purchased	95,355	1,452,991	655,235	451,000	442,800
34-340-000-0000-6669	Equipment/Furniture>=5,000	0	549,357	240,703	466,900	811,100
<b>Program 000</b>	<b>Undesignated</b>					
	<b>Revenue</b>	<b>50,000 -</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Expend.</b>	<b>95,355</b>	<b>2,002,348</b>	<b>895,938</b>	<b>925,028</b>	<b>1,253,900</b>
	<b>Net</b>	<b>45,355</b>	<b>2,002,348</b>	<b>895,938</b>	<b>925,028</b>	<b>1,253,900</b>
<b>Dept 340</b>	<b>Equipment Maintenance</b>					
	<b>Revenue</b>	<b>50,000 -</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Expend.</b>	<b>95,355</b>	<b>2,002,348</b>	<b>895,938</b>	<b>925,028</b>	<b>1,253,900</b>
	<b>Net</b>	<b>45,355</b>	<b>2,002,348</b>	<b>895,938</b>	<b>925,028</b>	<b>1,253,900</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan  
350 Dept Shop Maintenance

Report Basis: Cash

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>
34-350-000-0000-6669		Equipment/Furniture>=5,000	0	0	0	278,261	246,000
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>0</b>	<b>0</b>	<b>278,261</b>	<b>246,000</b>
			<b>Net</b>	<b>0</b>	<b>0</b>	<b>278,261</b>	<b>246,000</b>
<b>Dept</b>	<b>350</b>	Shop Maintenance	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>0</b>	<b>0</b>	<b>278,261</b>	<b>246,000</b>
			<b>Net</b>	<b>0</b>	<b>0</b>	<b>278,261</b>	<b>246,000</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan

Report Basis: Cash

398 Dept Recycling Center

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>
34-398-000-0000-6432		Equipment/Furniture<\$1,000	0	0	0	789	0
34-398-000-0000-6480		Equipment/Furniture<\$5,000	1,130	0	0	3,150	0
34-398-000-0000-6663		Vehicles Purchased	243,827	0	0	0	215,000
34-398-000-0000-6669		Equipment/Furniture>=5,000	131,488	667,936	139,315	123,100	61,989
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>376,445</b>	<b>667,936</b>	<b>139,315</b>	<b>127,039</b>
			<b>Net</b>	<b>376,445</b>	<b>667,936</b>	<b>139,315</b>	<b>127,039</b>
<b>Dept</b>	<b>398</b>	Recycling Center	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>376,445</b>	<b>667,936</b>	<b>139,315</b>	<b>127,039</b>
			<b>Net</b>	<b>376,445</b>	<b>667,936</b>	<b>139,315</b>	<b>127,039</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

34 Fund Capital Plan  
521 Dept County Parks

Report Basis: Cash

<u>Account Number</u>		<u>Account Description</u>	2022 Actual <u>Mo. 01 - 12</u>	2023 Budget	2023 YTD <u>Mo. 01 - 06</u>	2024 Budget	2025 Budget
34-521-000-0000-5947		Transfers In - Intra Fund	0	0	0	80,000 -	0
34-521-000-0000-6669		Equipment/Furniture>=5,000	0	0	0	110,000	200,000
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>80,000 -</b>	<b>0</b>
			<b>Expend.</b>	<b>0</b>	<b>0</b>	<b>110,000</b>	<b>200,000</b>
			<b>Net</b>	<b>0</b>	<b>0</b>	<b>30,000</b>	<b>200,000</b>
<b>Dept</b>	<b>521</b>	County Parks	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>80,000 -</b>	<b>0</b>
			<b>Expend.</b>	<b>0</b>	<b>0</b>	<b>110,000</b>	<b>200,000</b>
			<b>Net</b>	<b>0</b>	<b>0</b>	<b>30,000</b>	<b>200,000</b>



# Goodhue County



## USER-SELECTED BUDGET REPORT

Report Basis: Cash

			2022	2023	2023	2024	2025
			Actual	Budget	YTD	Budget	Budget
			Mo. 01 - 12		Mo. 01 - 06		
<u>Account Number</u>	<u>Account Description</u>						
34-601-000-0000-6432	Furniture & Equipment <\$1000		0	866	0	814	0
34-601-000-0000-6480	Equipment/Furniture<\$5,000		1,392	0	0	1,483	0
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>1,392</b>	<b>866</b>	<b>0</b>	<b>2,297</b>
			<b>Net</b>	<b>1,392</b>	<b>866</b>	<b>0</b>	<b>2,297</b>
<b>Dept</b>	<b>601</b>	Extension	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>1,392</b>	<b>866</b>	<b>0</b>	<b>2,297</b>
			<b>Net</b>	<b>1,392</b>	<b>866</b>	<b>0</b>	<b>2,297</b>
<b>Fund</b>	<b>34</b>	Capital Plan	<b>Revenue</b>	<b>3,313,957 -</b>	<b>6,330,792 -</b>	<b>2,322,218 -</b>	<b>583,983 -</b>
			<b>Expend.</b>	<b>2,472,410</b>	<b>6,330,792</b>	<b>2,299,757</b>	<b>3,906,160</b>
			<b>Net</b>	<b>841,547 -</b>	<b>0</b>	<b>22,461 -</b>	<b>3,956,686</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

35 Fund Debt Service Fund

Report Basis: Cash

820 Dept 2012A G.O. CIP Bonds-Highway Projects

<u>Account Number</u>	<u>Account Description</u>	<u>2022 Actual</u> <u>Mo. 01 - 12</u>	<u>2023 Budget</u>	<u>2023 YTD</u> <u>Mo. 01 - 06</u>	<u>2024 Budget</u>	<u>2025 Budget</u>
35-820-000-0000-5001	Current Real & Personal Property Taxes	347,316 -	451,696 -	241,537 -	0	0
35-820-000-0000-5006	Delinquent Taxes-Real & Personal	2,185 -	0	1,124 -	0	0
35-820-000-0000-5060	Current Mobile Home Taxes	370 -	0	0	0	0
35-820-000-0000-5064	Delinquent Taxes-Mobile Home	51 -	0	53 -	0	0
35-820-000-0000-5207	PILT-Wildlife Management	184 -	0	0	0	0
35-820-000-0000-5208	PILT-Gross Shelter Rent	385 -	0	426 -	0	0
35-820-000-0000-5209	PILT-30% Rental Reimbursement	5 -	0	1 -	0	0
35-820-000-0000-5211	Market Value Credit Aid	4,187 -	9,279 -	0	0	0
35-820-000-0000-5212	Disparity Reduction Aid	257 -	0	0	0	0
35-820-000-0000-6783	Debt Administrative Fees	550	750	0	0	0
35-820-000-0000-6790	Principal Payments	430,000	435,000	435,000	0	0
35-820-000-0000-6791	Interest Payments	11,703	4,024	4,024	0	0
35-820-000-0000-6999	Future Fund Balance-2012A Hwy Bonds	0	21,201	0	0	0
<b>Program 000</b>	<b>Undesignated</b>	<b>Revenue 354,940 -</b>	<b>460,975 -</b>	<b>243,141 -</b>	<b>0</b>	<b>0</b>
		<b>Expend. 442,253</b>	<b>460,975</b>	<b>439,024</b>	<b>0</b>	<b>0</b>
		<b>Net 87,313</b>	<b>0</b>	<b>195,883</b>	<b>0</b>	<b>0</b>
<b>Dept 820</b>	<b>2012A G.O. CIP Bonds-Highway Projects</b>	<b>Revenue 354,940 -</b>	<b>460,975 -</b>	<b>243,141 -</b>	<b>0</b>	<b>0</b>
		<b>Expend. 442,253</b>	<b>460,975</b>	<b>439,024</b>	<b>0</b>	<b>0</b>
		<b>Net 87,313</b>	<b>0</b>	<b>195,883</b>	<b>0</b>	<b>0</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

35 Fund Debt Service Fund

Report Basis: Cash

821 Dept 2014A G.O. CIP Bonds-Highway Projects

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>	
35-821-000-0000-5001		Current Real & Personal Property Taxes	663,726 -	856,151 -	458,138 -	0	0	
35-821-000-0000-5006		Delinquent Taxes-Real & Personal	4,025 -	0	2,144 -	0	0	
35-821-000-0000-5060		Current Mobile Home Taxes	708 -	0	0	0	0	
35-821-000-0000-5064		Delinquent Taxes-Mobile Home	96 -	0	100 -	0	0	
35-821-000-0000-5207		PILT-Wildlife Management	353 -	0	0	0	0	
35-821-000-0000-5208		PILT-Gross Shelter Rent	735 -	0	807 -	0	0	
35-821-000-0000-5209		PILT-30% Rental Reimbursement	10 -	0	2 -	0	0	
35-821-000-0000-5211		Market Value Credit Aid	8,006 -	17,665 -	0	0	0	
35-821-000-0000-5212		Disparity Reduction Aid	491 -	0	0	0	0	
35-821-000-0000-6783		Debt Administrative Fees	550	750	0	800	900	
35-821-000-0000-6790		Principal Payments	770,000	785,000	785,000	800,000	815,000	
35-821-000-0000-6791		Interest Payments	63,738	47,206	28,019	29,375	10,188	
35-821-000-0000-6999		Future Fund Balance-2014A Hwy Bonds	0	40,860	0	40,669	40,359	
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>678,150 -</b>	<b>873,816 -</b>	<b>461,191 -</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>834,288</b>	<b>873,816</b>	<b>813,019</b>	<b>870,844</b>	<b>866,447</b>
			<b>Net</b>	<b>156,138</b>	<b>0</b>	<b>351,828</b>	<b>870,844</b>	<b>866,447</b>
<b>Dept</b>	<b>821</b>	2014A G.O. CIP Bonds-Highway Projects	<b>Revenue</b>	<b>678,150 -</b>	<b>873,816 -</b>	<b>461,191 -</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>834,288</b>	<b>873,816</b>	<b>813,019</b>	<b>870,844</b>	<b>866,447</b>
			<b>Net</b>	<b>156,138</b>	<b>0</b>	<b>351,828</b>	<b>870,844</b>	<b>866,447</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

35 Fund Debt Service Fund

Report Basis: Cash

825 Dept 2012B Taxable G.O. Bonds (QECB)

<u>Account Number</u>	<u>Account Description</u>	2022 <u>Actual</u> <u>Mo. 01 - 12</u>	2023 <u>Budget</u>	2023 <u>YTD</u> <u>Mo. 01 - 06</u>	2024 <u>Budget</u>	2025 <u>Budget</u>
35-825-000-0000-5001	Current Real & Personal Property Taxes	77,506 -	148,881 -	79,655 -	0	0
35-825-000-0000-5006	Delinquent Taxes-Real & Personal	487 -	0	253 -	0	0
35-825-000-0000-5060	Current Mobile Home Taxes	83 -	0	0	0	0
35-825-000-0000-5064	Delinquent Taxes-Mobile Home	12 -	0	12 -	0	0
35-825-000-0000-5207	PILT-Wildlife Management	41 -	0	0	0	0
35-825-000-0000-5208	PILT-Gross Shelter Rent	86 -	0	140 -	0	0
35-825-000-0000-5209	PILT-30% Rental Reimbursement	1 -	0	0	0	0
35-825-000-0000-5211	Market Value Credit Aid	938 -	2,627 -	0	0	0
35-825-000-0000-5212	Disparity Reduction Aid	58 -	0	0	0	0
35-825-000-0000-5301	Federal Tax Credit (QECB Bonds)	18,764 -	0	18,764 -	37,527 -	37,527 -
35-825-000-0000-6783	Debt Administrative Fees	1,485	1,550	3,100	4,700	4,700
35-825-000-0000-6791	Interest Payments	44,678	44,678	22,339	44,678	44,678
35-825-000-0000-6999	Future Fund Balance-2012B QECB Bc	0	105,280	0	139,657	139,657
<b>Program 000</b>	<b>Undesignated</b>	<b>Revenue 97,976 -</b>	<b>151,508 -</b>	<b>98,824 -</b>	<b>37,527 -</b>	<b>37,527 -</b>
		<b>Expend. 46,163</b>	<b>151,508</b>	<b>25,439</b>	<b>189,035</b>	<b>189,035</b>
		<b>Net 51,813 -</b>	<b>0</b>	<b>73,385 -</b>	<b>151,508</b>	<b>151,508</b>
<b>Dept 825</b>	<b>2012B Taxable G.O. Bonds (QECB)</b>	<b>Revenue 97,976 -</b>	<b>151,508 -</b>	<b>98,824 -</b>	<b>37,527 -</b>	<b>37,527 -</b>
		<b>Expend. 46,163</b>	<b>151,508</b>	<b>25,439</b>	<b>189,035</b>	<b>189,035</b>
		<b>Net 51,813 -</b>	<b>0</b>	<b>73,385 -</b>	<b>151,508</b>	<b>151,508</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

35 Fund Debt Service Fund

Report Basis: Cash

830 Dept 2015A G.O. Bonds CB & Other CIP

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>	
35-830-000-0000-5001		Current Real & Personal Property Taxes	380,522 -	508,746 -	272,131 -	0	0	
35-830-000-0000-5006		Delinquent Taxes-Real & Personal	2,258 -	0	1,232 -	0	0	
35-830-000-0000-5060		Current Mobile Home Taxes	406 -	0	0	0	0	
35-830-000-0000-5064		Delinquent Taxes-Mobile Home	56 -	0	58 -	0	0	
35-830-000-0000-5207		PILT-Wildlife Management	202 -	0	0	0	0	
35-830-000-0000-5208		PILT-Gross Shelter Rent	422 -	0	480 -	0	0	
35-830-000-0000-5209		PILT-30% Rental Reimbursement	6 -	0	1 -	0	0	
35-830-000-0000-5211		Market Value Credit Aid	4,591 -	5,833 -	0	0	0	
35-830-000-0000-5212		Disparity Reduction Aid	282 -	0	0	0	0	
35-830-000-0000-6783		Debt Administrative Fees	500	750	550	800	900	
35-830-000-0000-6790		Principal Payments	195,000	205,000	205,000	655,000	680,000	
35-830-000-0000-6791		Interest Payments	291,075	285,075	144,075	272,175	252,150	
35-830-000-0000-6999		Future Fund Balance-2015A CB & Oth	0	23,754	0	45,559	45,708	
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>388,745 -</b>	<b>514,579 -</b>	<b>273,902 -</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>486,575</b>	<b>514,579</b>	<b>349,625</b>	<b>973,534</b>	<b>978,758</b>
			<b>Net</b>	<b>97,830</b>	<b>0</b>	<b>75,723</b>	<b>973,534</b>	<b>978,758</b>
<b>Dept</b>	<b>830</b>	2015A G.O. Bonds CB & Other CIP	<b>Revenue</b>	<b>388,745 -</b>	<b>514,579 -</b>	<b>273,902 -</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>486,575</b>	<b>514,579</b>	<b>349,625</b>	<b>973,534</b>	<b>978,758</b>
			<b>Net</b>	<b>97,830</b>	<b>0</b>	<b>75,723</b>	<b>973,534</b>	<b>978,758</b>

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# Goodhue County



## USER-SELECTED BUDGET REPORT

35 Fund Debt Service Fund

Report Basis: Cash

840 Dept 2005B Jail Building-Refunding

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>
	35-840-000-0000-5006	Delinquent Taxes-Real & Personal	122 -	0	170 -	0	0
	35-840-000-0000-5064	Delinquent Taxes-Mobile Home	0	0	5 -	0	0
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>122 -</b>	<b>0</b>	<b>175 -</b>	<b>0</b>
			<b>Expend.</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Net</b>	<b>122 -</b>	<b>0</b>	<b>175 -</b>	<b>0</b>
<b>Dept</b>	<b>840</b>	2005B Jail Building-Refunding	<b>Revenue</b>	<b>122 -</b>	<b>0</b>	<b>175 -</b>	<b>0</b>
			<b>Expend.</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Net</b>	<b>122 -</b>	<b>0</b>	<b>175 -</b>	<b>0</b>

## USER-SELECTED BUDGET REPORT

Report Basis: Cash

35 Fund Debt Service Fund  
845 Dept 2020 Landfill

<u>Account Number</u>	<u>Account Description</u>	<u>2022 Actual</u> <u>Mo. 01 - 12</u>	<u>2023 Budget</u>	<u>2023 YTD</u> <u>Mo. 01 - 06</u>	<u>2024 Budget</u>	<u>2025 Budget</u>
35-845-000-0000-5001	Current Real & Personal Property Taxes	28,954 -	0	0	0	0
35-845-000-0000-5006	Delinquent Taxes-Real & Personal	171 -	0	0	0	0
35-845-000-0000-5060	Current Mobile Home Taxes	31 -	0	0	0	0
35-845-000-0000-5064	Delinquent Taxes-Mobile Home	7 -	0	0	0	0
35-845-000-0000-5207	PILT-Wildlife Management	15 -	0	0	0	0
35-845-000-0000-5208	PILT-Gross Shelter Rent	32 -	0	0	0	0
35-845-000-0000-5211	Market Value Credit Aid	343 -	0	0	0	0
35-845-000-0000-5212	Disparity Reduction Aid	21 -	0	0	0	0
<b>Program 000</b>	Undesignated					
	<b>Revenue</b>	<b>29,574 -</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Expend.</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Net</b>	<b>29,574 -</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Dept 845</b>	2020 Landfill					
	<b>Revenue</b>	<b>29,574 -</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Expend.</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Net</b>	<b>29,574 -</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Fund 35</b>	Debt Service Fund					
	<b>Revenue</b>	<b>1,549,507 -</b>	<b>2,000,878 -</b>	<b>1,077,233 -</b>	<b>37,527 -</b>	<b>37,527 -</b>
	<b>Expend.</b>	<b>1,809,279</b>	<b>2,000,878</b>	<b>1,627,107</b>	<b>2,033,413</b>	<b>2,034,240</b>
	<b>Net</b>	<b>259,772</b>	<b>0</b>	<b>549,874</b>	<b>1,995,886</b>	<b>1,996,713</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

61 Fund Waste Management Facilities

Report Basis: Cash

390 Dept Waste Management Administrative

<u>Account Number</u>		<u>Account Description</u>	2022 <u>Actual</u> Mo. 01 - 12	2023 <u>Budget</u>	2023 <u>YTD</u> Mo. 01 - 06	2024 <u>Budget</u>	2025 <u>Budget</u>	
61-390-000-0000-5001		Current Real & Personal Property Taxes	615,174 -	574,714 -	307,288 -	0	0	
61-390-000-0000-5006		Delinquent Taxes-Real & Personal	2,923 -	0	1,924 -	0	0	
61-390-000-0000-5060		Current Mobile Home Taxes	656 -	0	0	0	0	
61-390-000-0000-5064		Delinquent Taxes-Mobile Home	67 -	0	85 -	0	0	
61-390-000-0000-5207		PILT-Wildlife Management	327 -	0	0	0	0	
61-390-000-0000-5208		PILT-Gross Shelter Rent	681 -	0	541 -	0	0	
61-390-000-0000-5209		PILT-30% Rental Reimbursement	10 -	0	1 -	0	0	
61-390-000-0000-5211		Market Value Credit Aid	7,425 -	6,589 -	0	0	0	
61-390-000-0000-5212		Disparity Reduction Aid	455 -	0	0	0	0	
<b>Program</b>	<b>000</b>	Undesignated	<b>Revenue</b>	<b>627,718 -</b>	<b>581,303 -</b>	<b>309,839 -</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Net</b>	<b>627,718 -</b>	<b>581,303 -</b>	<b>309,839 -</b>	<b>0</b>	<b>0</b>
<b>Dept</b>	<b>390</b>	Waste Management Administrative	<b>Revenue</b>	<b>627,718 -</b>	<b>581,303 -</b>	<b>309,839 -</b>	<b>0</b>	<b>0</b>
			<b>Expend.</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Net</b>	<b>627,718 -</b>	<b>581,303 -</b>	<b>309,839 -</b>	<b>0</b>	<b>0</b>



# Goodhue County



## USER-SELECTED BUDGET REPORT

61 Fund Waste Management Facilities  
392 Dept Solid Waste Management

Report Basis: Cash

		2022	2023	2023	2024	2025
		Actual	Budget	YTD	Budget	Budget
<u>Account Number</u>		<u>Mo. 01 - 12</u>		<u>Mo. 01 - 06</u>		
<u>Account Description</u>						
61-392-000-0000-5948	Transfers In - Inter Fund	139 -	200 -	0	0	200 -
61-392-000-0000-6101	Salaries & Wages - Permanent	14,180	40,179	25,139	41,153	43,047
61-392-000-0000-6104	Salaries & Wages - Overtime	0	0	133	0	0
61-392-000-0000-6152	HSA Contribution	603	1,800	1,050	2,100	2,100
61-392-000-0000-6153	Family Insurance Supplement	3,430	10,624	6,197	13,324	14,390
61-392-000-0000-6154	Life Insurance	11	33	19	38	38
61-392-000-0000-6161	PERA	1,064	3,013	1,895	3,086	3,229
61-392-000-0000-6171	FICA	763	2,491	1,360	2,551	2,669
61-392-000-0000-6174	Mandatory Medicare	178	583	318	597	624
61-392-000-0000-6202	Cell Phone	494	0	206	500	500
61-392-000-0000-6354	Workman's Compensation	1	99	7 -	99	99
61-392-000-0000-6357	Conferences/Schools/Workshops	455	600	455	600	600
61-392-000-0000-6417	Safety Materials	136	0	0	0	0
<b>Program</b>	<b>000 Undesignated</b>	<b>Revenue 139 -</b>	<b>200 -</b>	<b>0</b>	<b>0</b>	<b>200 -</b>
		<b>Expend. 21,315</b>	<b>59,422</b>	<b>36,765</b>	<b>64,048</b>	<b>67,296</b>
		<b>Net 21,176</b>	<b>59,222</b>	<b>36,765</b>	<b>64,048</b>	<b>67,096</b>
<b>Dept</b>	<b>392 Solid Waste Management</b>	<b>Revenue 139 -</b>	<b>200 -</b>	<b>0</b>	<b>0</b>	<b>200 -</b>
		<b>Expend. 21,315</b>	<b>59,422</b>	<b>36,765</b>	<b>64,048</b>	<b>67,296</b>
		<b>Net 21,176</b>	<b>59,222</b>	<b>36,765</b>	<b>64,048</b>	<b>67,096</b>

## USER-SELECTED BUDGET REPORT

61 Fund Waste Management Facilities  
397 Dept Landfill

Report Basis: Cash

			2022	2023	2023	2024	2025
			Actual	Budget	YTD	Budget	Budget
			Mo. 01 - 12		Mo. 01 - 06		
Account Number	Account Description						
61-397-000-0000-5150	Solid Waste Collector Licenses		9,240 -	9,000 -	7,080 -	7,000 -	7,000 -
61-397-000-0000-5480	Landfill Fees		71,647 -	70,000 -	21,195 -	70,000 -	70,000 -
61-397-000-0000-5710	Interest		4,427 -	330 -	0	330 -	330 -
61-397-000-0000-5936	Sale Of Scrap Metal		4,931 -	4,000 -	1,887 -	4,000 -	4,000 -
61-397-000-0000-5948	Transfers In - Inter Fund		2,110,430 -	0	0	0	0
61-397-000-0000-6241	Advertising		677	1,000	104	1,000	1,000
61-397-000-0000-6245	State/Registration/License/Permit		470	430	400	430	430
61-397-000-0000-6278	Consultant Fees		3,000	0	0	0	0
61-397-000-0000-6283	Water Monitoring/Well Permits		64,033	25,000	9,712	25,000	25,000
61-397-000-0000-6306	Landfill Site Maint		4,470	5,000	3,823	5,000	5,000
61-397-000-0000-6342	Land Lease		6,600	6,600	3,300	6,600	6,600
61-397-000-0000-6343	Machinery & Equipment Rental		27,281	20,000	11,350	20,000	20,000
61-397-000-0000-6349	Contract Operations		40,544	39,000	18,240	39,000	39,000
61-397-000-0000-6351	Insurance		5,171	6,427	6,410	6,427	6,427
61-397-000-0000-6357	Conferences/Schools		480	480	0	480	480
61-397-000-0000-6401	Printing Services		95	700	652	700	700
61-397-000-0000-6508	Misc Site Supplies & Materials		0	0	247	0	0
61-397-000-0000-6835	Closure Expenses-Letter Of Credit		190	50,000	0	0	0
61-397-000-0000-6839	Misc Disposal		36,072	35,000	10,961	35,000	35,000
<b>Program 000</b>	Undesignated	<b>Revenue</b>	<b>2,200,675 -</b>	<b>83,330 -</b>	<b>30,162 -</b>	<b>81,330 -</b>	<b>81,330 -</b>
		<b>Expend.</b>	<b>189,083</b>	<b>189,637</b>	<b>65,199</b>	<b>139,637</b>	<b>139,637</b>
		<b>Net</b>	<b>2,011,592 -</b>	<b>106,307</b>	<b>35,037</b>	<b>58,307</b>	<b>58,307</b>
61-397-191-0000-6259	Landfill Closure		2,457,281	0	0	0	0
<b>Program 191</b>	Landfill Closure	<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Expend.</b>	<b>2,457,281</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Net</b>	<b>2,457,281</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Dept 397</b>	Landfill	<b>Revenue</b>	<b>2,200,675 -</b>	<b>83,330 -</b>	<b>30,162 -</b>	<b>81,330 -</b>	<b>81,330 -</b>
		<b>Expend.</b>	<b>2,646,364</b>	<b>189,637</b>	<b>65,199</b>	<b>139,637</b>	<b>139,637</b>
		<b>Net</b>	<b>445,689</b>	<b>106,307</b>	<b>35,037</b>	<b>58,307</b>	<b>58,307</b>

## USER-SELECTED BUDGET REPORT

61 Fund Waste Management Facilities  
398 Dept Recycling Center

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	<u>2022 Actual</u> <u>Mo. 01 - 12</u>	<u>2023 Budget</u>	<u>2023 YTD</u> <u>Mo. 01 - 06</u>	<u>2024 Budget</u>	<u>2025 Budget</u>
61-398-000-0000-5810	Rental Income-Recycling Center	6,369 -	6,100 -	3,229 -	6,100 -	6,100 -
61-398-000-0000-5936	Sale Of Recycled Aluminum & Tin	41,239 -	15,000 -	14,591 -	15,000 -	15,000 -
61-398-000-0000-5937	Sale Of Recycled Glass	1,788 -	7,000 -	589 -	7,000 -	7,000 -
61-398-000-0000-5938	Sale Of Recycled Plastics	16,643 -	10,000 -	3,966 -	10,000 -	10,000 -
61-398-000-0000-5940	Sale Of Recycled Newspaper & Cardb	111,997 -	50,000 -	19,647 -	50,000 -	50,000 -
61-398-000-0000-5942	Sale Of Miscellaneous Recyclable	4,320 -	5,400 -	1,646 -	5,400 -	5,400 -
61-398-000-0000-5948	Transfers In - Inter Fund	0	0	0	0	19,147 -
61-398-000-0000-6101	Salaries & Wages - Permanent	85,720	307,096	151,569	337,402	375,701
61-398-000-0000-6103	Salaries & Wages-Part Time w/o Bene	1,823	18,000	4,359	18,000	18,000
61-398-000-0000-6104	Salaries & Wages - Overtime	2,585	6,000	6,392	6,000	6,000
61-398-000-0000-6151	Group Health Insurance	4,456	8,051	4,026	8,655	9,347
61-398-000-0000-6152	HSA Contribution	3,769	12,000	6,000	12,800	12,800
61-398-000-0000-6153	Family Insurance Supplement	8,612	30,919	15,460	33,238	35,897
61-398-000-0000-6154	Life Insurance	79	271	136	271	271
61-398-000-0000-6155	Dental Insurance-County Paid	333	1,188	594	1,277	1,277
61-398-000-0000-6156	Accident Insurance-County Paid	79	271	173	271	271
61-398-000-0000-6161	PERA	6,623	23,482	11,847	25,755	28,645
61-398-000-0000-6171	FICA	5,190	20,528	9,457	22,407	24,839
61-398-000-0000-6174	Mandatory Medicare	1,214	4,801	2,212	5,240	5,809
61-398-000-0000-6209	Internet	1,870	1,800	941	1,800	1,800
61-398-000-0000-6253	Water & Sewer	2,393	2,200	1,500	2,200	2,200
61-398-000-0000-6283	Other Professional Fees	5,080	700	1,518	700	700
61-398-000-0000-6291	Employee Drug & Alcohol Testing	540	120	222	120	120
61-398-000-0000-6303	Vehicle Maintenance	9,982	1,500	0	1,500	1,500
61-398-000-0000-6304	Other Machinery & Equipment Maint	846	1,000	220	1,000	1,000
61-398-000-0000-6305	Building Maintenance	3,644	0	1,758	0	0
61-398-000-0000-6306	Grounds Maintenance	1,796	1,600	1,109	1,600	1,600
61-398-000-0000-6307	Uniform Maintenance	4,610	3,400	2,353	3,400	3,400
61-398-000-0000-6309	Other-Vehicle or Boat License & Title	135	0	0	0	0
61-398-000-0000-6351	Insurance	5,181	5,453	5,827	5,453	5,453
61-398-000-0000-6354	Workman's Compensation	5,020	4,564	5,494	4,564	4,564
61-398-000-0000-6357	Conferences/Schools	700	400	15	400	400
61-398-000-0000-6402	Paper/Toner/Inkjet Cartridges	5	50	0	50	50
61-398-000-0000-6405	Office Supplies	39	100	0	100	100
61-398-000-0000-6411	Bldg/Grounds Supplies & Materials	5,072	2,000	1,399	3,000	4,000
61-398-000-0000-6414	Food & Beverages	60	0	63	0	0

## USER-SELECTED BUDGET REPORT

61 Fund Waste Management Facilities  
398 Dept Recycling Center

Report Basis: Cash

		2022	2023	2023	2024	2025
		Actual	Budget	YTD	Budget	Budget
		Mo. 01 - 12		Mo. 01 - 06		
Account Number	Account Description					
61-398-000-0000-6417	Safety Materials	971	900	464	900	900
61-398-000-0000-6420	Other General Supplies	614	900	466	900	900
61-398-000-0000-6432	Other Furniture & Equipment	83	500	450	500	500
61-398-000-0000-6561	Motor Oil & Lubricants	1,196	2,400	607	2,400	2,400
61-398-000-0000-6562	Truck & Pick Up Parts	335	0	48	0	0
61-398-000-0000-6563	Equipment Repair Parts	189	0	268	0	0
61-398-000-0000-6565	Diesel Fuel	0	12,000	0	8,000	8,000
61-398-000-0000-6567	Gasoline (Unleaded)	767	500	274	500	500
61-398-000-0000-6569	Small Tools & Equipment	1,621	1,000	36	1,000	1,000
<b>Program 000</b>	Undesignated	<b>Revenue 182,356 -</b>	<b>93,500 -</b>	<b>43,668 -</b>	<b>93,500 -</b>	<b>112,647 -</b>
		<b>Expend. 173,232</b>	<b>475,694</b>	<b>237,257</b>	<b>511,403</b>	<b>559,944</b>
		<b>Net 9,124 -</b>	<b>382,194</b>	<b>193,589</b>	<b>417,903</b>	<b>447,297</b>
61-398-192-0000-5274	MN Dept of Environmental Asst-SCOR	97,814 -	93,275 -	48,862 -	113,458 -	113,458 -
61-398-192-0000-6241	Advertising	134	500	0	500	500
61-398-192-0000-6251	Electric	12,533	9,900	5,713	11,000	11,000
61-398-192-0000-6252	Natural Gas	13,619	9,000	12,347	15,000	15,000
61-398-192-0000-6258	Electronics Disposal	11,398	8,000	3,400	8,000	8,000
61-398-192-0000-6303	Vehicle Maintenance	9,460	0	0	0	0
61-398-192-0000-6305	Building Maintenance	9,725	9,602	575	9,602	9,602
61-398-192-0000-6418	Processing Supplies	7,083	6,500	3,404	7,000	7,500
61-398-192-0000-6562	Truck & Pick Up Parts	6,569	5,000	1,759	5,000	5,000
61-398-192-0000-6563	Grader, Tractor, Misc Parts	1,392	1,500	632	1,500	1,500
61-398-192-0000-6565	Diesel Fuel	34,322	12,000	12,913	22,983	22,483
61-398-192-0000-6566	Propane (Lp)	6,891	4,400	2,909	6,000	6,000
61-398-192-0000-6575	Tires	572	3,500	1,733	3,500	3,500
61-398-192-0000-6839	Misc Disposal Costs	20,360	15,000	8,385	15,000	15,000
61-398-192-0000-6840	Tire Disposal	3,022	4,000	4,107	4,000	4,000
61-398-192-0000-6841	Appliance Disposal	1,815	4,373	515	4,373	4,373
<b>Program 192</b>	SCORE	<b>Revenue 97,814 -</b>	<b>93,275 -</b>	<b>48,862 -</b>	<b>113,458 -</b>	<b>113,458 -</b>
		<b>Expend. 138,895</b>	<b>93,275</b>	<b>58,392</b>	<b>113,458</b>	<b>113,458</b>
		<b>Net 41,081</b>	<b>0</b>	<b>9,530</b>	<b>0</b>	<b>0</b>
<b>Dept 398</b>	Recycling Center	<b>Revenue 280,170 -</b>	<b>186,775 -</b>	<b>92,530 -</b>	<b>206,958 -</b>	<b>226,105 -</b>
		<b>Expend. 312,127</b>	<b>568,969</b>	<b>295,649</b>	<b>624,861</b>	<b>673,402</b>
		<b>Net 31,957</b>	<b>382,194</b>	<b>203,119</b>	<b>417,903</b>	<b>447,297</b>

# Goodhue County



## USER-SELECTED BUDGET REPORT

61 Fund Waste Management Facilities  
399 Dept Household Hazardous Waste

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	<u>2022 Actual</u> <u>Mo. 01 - 12</u>	<u>2023 Budget</u>	<u>2023 YTD</u> <u>Mo. 01 - 06</u>	<u>2024 Budget</u>	<u>2025 Budget</u>
61-399-000-0000-5272	MN Dept of Pollution Control Olmsted	5,563 -	6,200 -	5,040 -	6,200 -	6,200 -
61-399-000-0000-5480	Other Charges-Bulb Disposal	6,339 -	4,700 -	2,618 -	4,700 -	4,700 -
61-399-000-0000-5852	Cost Reimbursements	0	24,000 -	0	24,000 -	24,000 -
61-399-000-0000-5859	HHW Salvage Revenue	0	0	340 -	0	0
61-399-000-0000-6101	Salaries & Wages - Permanent	6,077	26,786	10,774	26,367	27,514
61-399-000-0000-6103	Salaries & Wages-Part Time w/o Bene	0	9,000	0	9,000	9,000
61-399-000-0000-6104	Salaries & Wages - Overtime	0	0	57	0	0
61-399-000-0000-6152	HSA Contribution	258	1,200	450	900	900
61-399-000-0000-6153	Family Insurance Supplement	1,470	7,083	2,656	5,710	6,167
61-399-000-0000-6154	Life Insurance	5	22	8	16	16
61-399-000-0000-6161	PERA	456	2,009	812	1,978	2,064
61-399-000-0000-6171	FICA	327	2,219	583	2,193	2,285
61-399-000-0000-6174	Mandatory Medicare	76	519	136	513	534
61-399-000-0000-6202	Cell Phone	0	500	0	500	500
61-399-000-0000-6203	Postage	42	700	32	700	700
61-399-000-0000-6241	Advertising	1,317	0	0	0	0
61-399-000-0000-6291	Employee Drug & Alcohol Testing	181	100	164	100	100
61-399-000-0000-6309	Other-Vehicle or Boat License & Title	39	32	0	32	32
61-399-000-0000-6351	Insurance	78	83	83	83	83
61-399-000-0000-6354	Workman's Compensation	8 -	125	14 -	125	125
61-399-000-0000-6357	Conferences/Schools	525	200	245	200	200
61-399-000-0000-6405	Office Supplies	26	250	0	250	250
61-399-000-0000-6417	Safety Materials	0	150	0	150	150
61-399-000-0000-6562	Truck & Pick Up Parts	0	500	0	500	500
61-399-000-0000-6838	Hazardous Waste Disposal	0	17,002	0	17,002	17,002
<b>Program 000</b>	<b>Undesignated</b>	<b>Revenue</b>	<b>11,902 -</b>	<b>34,900 -</b>	<b>7,998 -</b>	<b>34,900 -</b>
		<b>Expend.</b>	<b>10,869</b>	<b>68,480</b>	<b>15,986</b>	<b>66,319</b>
		<b>Net</b>	<b>1,033 -</b>	<b>33,580</b>	<b>7,988</b>	<b>31,419</b>
61-399-192-0000-5274	MN Dept of Environmental Asst-SCOR	41,920 -	39,975 -	20,941 -	46,700 -	46,700 -
61-399-192-0000-6103	Salaries & Wages-Part Time w/o Bene	1,269	0	0	0	0
61-399-192-0000-6171	FICA	79	0	0	0	0
61-399-192-0000-6174	Mandatory Medicare	18	0	0	0	0
61-399-192-0000-6241	Advertising	1,136	3,700	729	3,700	3,700
61-399-192-0000-6418	Collection Supplies	5,017	4,500	660	4,500	4,500
61-399-192-0000-6480	Equipment/Furniture<\$5,000	0	3,500	0	3,500	3,500

# Goodhue County



## USER-SELECTED BUDGET REPORT

Report Basis: Cash

61 Fund Waste Management Facilities  
399 Dept Household Hazardous Waste

			2022	2023	2023	2024	2025	
			Actual	Budget	YTD	Budget	Budget	
			Mo. 01 - 12		Mo. 01 - 06			
<u>Account Number</u>	<u>Account Description</u>							
61-399-192-0000-6565	Diesel Fuel		0	1,000	0	1,000	1,000	
61-399-192-0000-6838	Hazardous Waste Disposal		24,845	22,625	20,783	29,350	29,350	
61-399-192-0000-6839	Residual Disposal		0	4,650	0	4,650	4,650	
<b>Program</b>	<b>192</b>	<b>SCORE</b>	<b>Revenue</b>	<b>41,920 -</b>	<b>39,975 -</b>	<b>20,941 -</b>	<b>46,700 -</b>	<b>46,700 -</b>
			<b>Expend.</b>	<b>32,364</b>	<b>39,975</b>	<b>22,172</b>	<b>46,700</b>	<b>46,700</b>
			<b>Net</b>	<b>9,556 -</b>	<b>0</b>	<b>1,231</b>	<b>0</b>	<b>0</b>
<b>Dept</b>	<b>399</b>	<b>Household Hazardous Waste</b>	<b>Revenue</b>	<b>53,822 -</b>	<b>74,875 -</b>	<b>28,939 -</b>	<b>81,600 -</b>	<b>81,600 -</b>
			<b>Expend.</b>	<b>43,233</b>	<b>108,455</b>	<b>38,158</b>	<b>113,019</b>	<b>114,822</b>
			<b>Net</b>	<b>10,589 -</b>	<b>33,580</b>	<b>9,219</b>	<b>31,419</b>	<b>33,222</b>
<b>Fund</b>	<b>61</b>	<b>Waste Management Facilities</b>	<b>Revenue</b>	<b>3,162,524 -</b>	<b>926,483 -</b>	<b>461,470 -</b>	<b>369,888 -</b>	<b>389,235 -</b>
			<b>Expend.</b>	<b>3,023,039</b>	<b>926,483</b>	<b>435,771</b>	<b>941,565</b>	<b>995,157</b>
			<b>Net</b>	<b>139,485 -</b>	<b>0</b>	<b>25,699 -</b>	<b>571,677</b>	<b>605,922</b>
<b>Final Totals</b>			<b>Revenue</b>	<b>85,844,748 -</b>	<b>85,667,792 -</b>	<b>42,734,129 -</b>	<b>46,404,076 -</b>	<b>39,878,616 -</b>
			<b>Expend.</b>	<b>77,813,190</b>	<b>85,667,792</b>	<b>37,158,658</b>	<b>90,232,134</b>	<b>86,014,295</b>
			<b>Net</b>	<b>8,031,558 -</b>	<b>0</b>	<b>5,575,471 -</b>	<b>43,828,058</b>	<b>46,135,679</b>

**SEMMCHRA**  
**2024 Levy Budget Request**  
**Goodhue County**

**Total Request: OPTION A: \$429,435 Total Levy Requested for 2024**

- \$4,630 increase; two-year budget planned for an increase of less than 3% in 2025
- The estimated cost of the 2024 request to a taxpayer with a \$300,000 taxable market value is \$19.92
- Historical levy amounts: 2023 - \$424,807; 2022 - \$419,600; 2021 – \$397,480; 2020 - \$395,580; 2019 - \$401,690

**OPTION B: \$669,435 Total Levy Requested for 2024**

- The estimated cost of the 2024 request to a taxpayer with a \$300,000 taxable market value is \$31.05

**Uses of Funds:**

**OPTION A:**

- \$73,435 for General Fund Expenditures
  - This represents \$4,630 increase which is attributed to the allocation between the counties and the total levy overhead budget operating at an increase of 4.1% from 2023.
- \$27,500 for Community Development
  - Rental preservation and rehabilitation program for Goodhue County
  - Housing rehabilitation grant leverage – Zumbrota
- \$44,500 for Housing Services & Development
  - \$30,000 –Housing development for Goodhue County
  - \$4,500 – Goodhue County Housing Preservation & Development
    - Funding for 2024-2025 State Housing Programs /GCHTF
  - \$10,000: Housings preservation and stabilization services
- \$174,000 for existing Housing Developments
  - \$25,000 Countryside Meadow TIF - debt service reserve SBT levy
  - \$149,000 Goodhue Housing Development rental assistance and debt coverage
- \$100,000 – Housing Trust Fund
  - Includes funding for new construction; down payment assistance; and rural housing rehabilitation.
- \$10,000 – Emergency Housing for homelessness
  - Includes short-term immediate shelter and security deposit assistance.

**OPTION B:**

- Items above
- \$40,000 - Housing development staffing cost to apply for applications related to the \$1 Billion State housing program allocation for 2024 and 2025
- \$200,000 – Housing Trust Fund to be used as local leverage when writing grants for housing development. Unused dollars remain in fund with local County control.

**Levy/Funding Additional Information:**

- Return on Levy Investment: 10 year average is \$1.00: \$2.50 or over \$1.1 million annually.
- SEMMCHRA pays property taxes to Goodhue County of approximately \$44,500 annually.
- Total HRA levy capacity is approximately \$1,196,500 and 36 percent of maximum is being requested.

**RESOLUTION NO. \_\_\_\_\_**

**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:

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 \$\_\_\_\_\_ to be levied upon all taxable market value of taxable property within the Authority's area of operation within Goodhue County.

The above resolution was adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

GOODHUE COUNTY BOARD OF COMMISSIONERS

\_\_\_\_\_  
Linda Flanders  
Board Chair

\_\_\_\_\_  
Attest:

Scott Arneson  
County Administrator

**2023 CAPITAL PLAN REPORT - SUMMARY**

	2023	2022	2023	2023	2023
	Budget	Capital	Final	Amount	Budget
	Request	Carryovers	Budget	Expended	Balance
Administration	4,980.00		4,980.00	3,060.44	1,919.56
Attorney	10,996.00	173,904.00	184,900.00	10,729.54	174,170.46
County Board	1,037.00		1,037.00	0.00	1,037.00
Court Services	1,173.00		1,173.00	1,406.25	(233.25)
Extension	0.00	866.00	866.00	928.40	(62.40)
Facilities Maintenance	1,306,918.00	5,092.00	1,312,010.00	1,120,591.21	191,418.79
Finance & Taxpayer Services	126,121.00	245,390.00	371,511.00	347,330.78	24,180.22
Fleet	0.00	72,780.00	72,780.00	0.00	72,780.00
General Government	0.00	0.00	0.00	9,335.00	(9,335.00)
Health & Human Services	22,822.00		22,822.00	24,466.16	(1,644.16)
Human Resources	2,577.00		2,577.00	0.00	2,577.00
Information Technology	28,473.00	127,246.00	155,719.00	27,041.88	128,677.12
Planning/Building/Zoning/EH	78,000.00	10,063.00	88,063.00	14,233.94	73,829.06
Public Works	739,117.00	1,269,870.00	2,008,987.00	1,202,193.59	806,793.41
Recorder	10,000.00		10,000.00	8,720.49	1,279.51
<u>Sheriff:</u>					
ADC	141,625.00	3,358.00	144,983.00	94,590.19	50,392.81
Civil/Patrol Division	702,395.00	117,266.00	819,661.00	473,777.89	345,883.11
Communication Infrastructure	70,003.00	81,732.00	151,735.00	156,658.98	(4,923.98)
Seasonal B&W	195,934.00	8,448.00	204,382.00	15,488.86	188,893.14
Surveyor/GIS	101,664.00	3,006.00	104,670.00	6,091.02	98,578.98
Veterans Service	0.00		0.00	3,242.95	(3,242.95)
Waste Management	444,606.00	223,330.00	667,936.00	168,024.50	499,911.50
<b>Total Capital Plan Budget</b>	<b>3,988,441.00</b>	<b>2,342,351.00</b>	<b>6,330,792.00</b>	<b>3,687,912.07</b>	<b>2,642,879.93</b>
Use of Fund Balance:General Rev	(62,000.00)		(62,000.00)		(62,000.00)
Use of Fund Balance:ARPA	(1,254,668.00)		(1,254,668.00)		(1,254,668.00)
Transfer:Sheriff Contingency	(4,300.00)		(4,300.00)		(4,300.00)
2022 Capital Carryover		(2,342,351.00)	(2,342,351.00)		(2,342,351.00)
<b>Total Capital Plan Levy</b>	<b>2,667,473.00</b>	<b>0.00</b>	<b>2,667,473.00</b>	<b>3,687,912.07</b>	<b>(1,020,439.07)</b>
		<b>2023 Summary</b>			
2023 Balance Forward		\$ 2,515,712.58			
<u>Funding Sources:</u>					
Tax Settlement & Related Aids		\$ 2,593,794.35			
Sale of Capital Assets (net)		\$ 247,200.36			
Energy Rebates		\$ 42,000.00			
Other Reimbursements					
Transfers: Other Revenue Sources		\$ 810,000.00			
2023 Plan Purchases		\$ (3,687,912.07)			
<b>11/30/2023</b>		<b>\$ 2,520,795.22</b>			

**2023 CAPITAL PLAN REPORT - SUMMARY**

		2023				
Department		Budgeted Amount	Spent as of 11/30/2023	Balance 2023	Original Recommended Account	Vehicle #
<b>Administration</b>						
	SURFACE PRO (2)	3,216.00	3,060.44	155.56	34-031-000-0000-6480	
	PROJECTOR: ADMIN CONFERENCE ROOM	882.00		882.00	34-031-000-0000-6432	
	PROJECTOR:105 CONFERENCE ROOM	882.00		882.00	34-031-000-0000-6432	
		<b>4,980.00</b>	<b>3,060.44</b>	<b>1,919.56</b>		
<b>Attorney</b>						
	COMPUTER (7)	6,172.00	2,622.34	3,549.66	34-091-000-0000-6432	
	LAPTOP (3)	4,824.00	8,107.20	(3,283.20)	34-091-000-0000-6480	
	EPSON PROJECTOR (2022 Carryover)	3,904.00		3,904.00	34-091-000-0000-6480	
	LAW LIBRARY/OFFICE REMODEL (2022 Carryover)	170,000.00		170,000.00	34-091-000-0000-6669	
		<b>184,900.00</b>	<b>10,729.54</b>	<b>174,170.46</b>		
<b>County Board</b>						
	VIDEO PROJECTOR	1,037.00		1,037.00	34-005-000-0000-6480	
		<b>1,037.00</b>	<b>-</b>	<b>1,037.00</b>		
<b>Court Services</b>						
	EPSON 1705C PROJECTOR	1,173.00		1,173.00	34-255-000-0000-6432	
	PRINTER (3)	-	1,406.25	(1,406.25)	34-255-000-0000-6480	
		<b>1,173.00</b>	<b>1,406.25</b>	<b>(233.25)</b>		
<b>Extension</b>						
	DELL COMPUTER (2022 Carryover)	866.00	928.40	(62.40)	34-601-000-0000-6432	
		<b>866.00</b>	<b>928.40</b>	<b>(62.40)</b>		
<b>Facilities Maint</b>						
	COMPUTER (3)	2,645.00	3,075.44	(430.44)	34-111-000-0000-6432	
	LAPTOP	1,622.00	1,356.24	265.76	34-111-000-0000-6480	
	BOARD ROOM FURNITURE/FIXTURES	5,000.00	15,353.13	(10,353.13)	34-111-110-0000-6669	
	ADC LIGHTING INVERTER REPLACEMENT	42,983.00	38,244.12	4,738.88	34-111-113-0000-6669	
	MASTER CONTROL & DISPATCH A/C REPLACE	62,241.00		62,241.00	34-111-112-0000-6669	
	BOILER PLANT REPLACEMENT LEC-ADC-JUC	787,862.00	753,407.93	34,454.07	34-111-112-0000-6669	
	GOV CTR ROOF TOP HVAC UNIT REPLACE	292,415.00	47,530.87	244,884.13	34-111-110-0000-6669	
	HVAC LIEBERT A/C UNIT 1 & 2 REPLACEMENT	112,150.00		112,150.00	34-111-110-0000-6669	
	60" ROTARY BROOM (2022 Carryover)	5,092.00	15,544.00	(10,452.00)	34-111-000-0000-6669	
	GOV CTR PHASE 1 IMPLEMENTATION		169,378.86	(169,378.86)	34-111-110-0000-6669	
	GOV CTR BD RM TECHNOLOGY UPGRADE		76,700.62	(76,700.62)	34-111-000-0000-6669	
		<b>1,312,010.00</b>	<b>1,120,591.21</b>	<b>191,418.79</b>		
<b>Finance &amp; Taxpayer Services</b>						
	TAX/CAMA SOFTWARE-PHASE 3	103,734.00	89,466.49	14,267.51	34-041-000-0000-6669	
	FRONT DESK SECURITY UPDATES	15,000.00	5,428.45	9,571.55	34-041-000-0000-6669	
	COMPUTER:BANKING	882.00		882.00	34-041-000-0000-6432	
	LAPTOPS (4)	4,979.00	6,203.86	(1,224.86)	34-041-000-0000-6480	
	LASERJET PRINTER	1,526.00		1,526.00	34-041-000-0000-6480	
	TAX/CAMA SOFTWARE-PHASE 1&2 (2022 Carryover)	233,440.00	233,440.00	-	34-041-000-0000-6669	
	(6) SURFACE PRO TABLETS: APPRAISERS (2022 Carryover)	11,100.00	11,909.41	(809.41)	34-055-000-0000-6669	
	COMPUTER (2021 Carryover)	850.00	882.57	(32.57)	34-055-000-0000-6432	
		<b>371,511.00</b>	<b>347,330.78</b>	<b>24,180.22</b>		
<b>Fleet</b>						
	2013 FORD TAURUS (2022 Carryover)	24,780.00		24,780.00	34-130-000-0000-6663	
	ELECTRIC CAR (2021 Carryover)	33,000.00		33,000.00	34-130-000-0000-6663	
	ELECTRIC CAR CHARGING STATION (2022 Carryover)	15,000.00		15,000.00	34-130-000-0000-6663	
		<b>72,780.00</b>	<b>-</b>	<b>72,780.00</b>		
<b>General Government</b>						
	POSTAGE MACHINE	-	9,335.00	(9,335.00)	34-001-000-0000-6669	
		<b>-</b>	<b>9,335.00</b>	<b>(9,335.00)</b>		
<b>Health &amp; Human Services</b>						
	COMPUTERS (14)	22,822.00	24,466.16	(1,644.16)	34-001-000-0000-6998	
		<b>22,822.00</b>	<b>24,466.16</b>	<b>(1,644.16)</b>		
<b>Human Resources</b>						
	DESKTOP SCANNER: (3)	2,577.00		2,577.00	34-061-000-0000-6432	
		<b>2,577.00</b>	<b>-</b>	<b>2,577.00</b>		
<b>Information Technology</b>						
	SCANNER: CANON DR-M161 ii	850.00		850.00	34-063-000-0000-6432	
	UPS #2 SMART5000TEL3U (2018)	1,950.00		1,950.00	34-063-000-0000-6480	
	UPS #1 SMART5000TEL3U (2018)	1,950.00		1,950.00	34-063-000-0000-6480	
	SERVER DELL POWEREDGE R330	3,500.00	3,792.92	(292.92)	34-063-000-0000-6480	
	VM HOST SERVER POWEREDGE R740	15,000.00		15,000.00	34-063-000-0000-6669	
	LAPTOP DELL LATITUDE 5500	1,700.00	1,625.90	74.10	34-063-000-0000-6480	
	COMPUTER:SERCUITY PROJECT - PHS ADMIN	2,641.00		2,641.00	34-063-000-0000-6480	
	CISCO 48 PORT SWITCH (017)	882.00		882.00	34-063-000-0000-6432	
	IT CONFERENCE ROOM COMPUTER (2022 Carryover)	800.00	906.20	(106.20)	34-063-000-0000-6432	
	PHONE CONFERENCE BRIDGE SERVER (2022 Carryover)	2,500.00		2,500.00	34-063-000-0000-6480	
	COMPUTER FOR NEW EMPLOYEE (2022 Carryover)	1,750.00	1,625.90	124.10	34-063-000-0000-6480	
	IT OFFICE AT LEC (2022 Carryover)	800.00	220.00	580.00	34-063-000-0000-6432	
	VMWARE HOST SERVER (2017) (2022 Carryover)	20,000.00	18,870.96	1,129.04	34-063-000-0000-6669	

**2023 CAPITAL PLAN REPORT - SUMMARY**

	2023				
Department	Budgeted Amount	Spent as of 11/30/2023	Balance 2023	Original Recommended Account	Vehicle #
VOICE FIREWALL (2022 Carryover)	2,000.00		2,000.00	34-063-000-0000-6480	
SECURITY SYSTEM HARDWARE UPGRADES (2022 Carryover)	10,000.00		10,000.00	34-063-000-0000-6669	
SWITCH PROJECT:LEC (2014) (2022 Carryover)	38,696.00		38,696.00	34-063-000-0000-6669	
NTWRK SWITCH REFRESH:GOV(2013) (2022 Carryover)	10,000.00		10,000.00	34-063-000-0000-6669	
SWITCH REFRESH:JUS (2013) (2022 Carryover)	5,700.00		5,700.00	34-063-000-0000-6669	
CISCO SWITCH:PHS (2011) (2022 Carryover)	5,000.00		5,000.00	34-063-000-0000-6669	
CISCO SWITCH:ATTY (2011) (2022 Carryover)	5,000.00		5,000.00	34-063-000-0000-6669	
CISCO SWITCH:COURTS (2011) (2022 Carryover)	5,000.00		5,000.00	34-063-000-0000-6669	
CISCO SWITCH:IT (2011) (2022 Carryover)	5,000.00		5,000.00	34-063-000-0000-6669	
CISCO SWITCH:SS (2011) (2022 Carryover)	5,000.00		5,000.00	34-063-000-0000-6669	
CISCO SWITCH:WELFARE (2011) (2022 Carryover)	5,000.00		5,000.00	34-063-000-0000-6669	
PW SWITCH (2014) (2022 Carryover)	5,000.00		5,000.00	34-063-000-0000-6669	
	155,719.00	27,041.88	128,677.12		
<b>Planning/Building/Zoning &amp; Environmental Health</b>					
DESKTOP COMPUTER: (2)	3,000.00	1,856.80	1,143.20	34-127-127-0000-6480	
DESKTOP COMPUTER: (2)	3,000.00	3,887.14	(887.14)	34-127-129-0000-6480	
IMAGERUNNER COPIER:	6,000.00		6,000.00	34-127-000-0000-6669	
2013 FORD F-150:	33,000.00		33,000.00	34-127-127-0000-6663	
2014 FORD P/U #1441:	33,000.00		33,000.00	34-127-127-0000-6663	
CANON SCANNER (2022 Carryover)	2,852.00		2,852.00	34-127-000-0000-6480	
COMPUTER & COPIER SCANNER (2022 Carryover)	7,211.00	8,490.00	(1,279.00)	34-127-000-0000-6669	
	88,063.00	14,233.94	73,829.06		
<b>Public Works</b>					
LAWN TRACTOR	8,299.00	8,700.00	(401.00)	34-340-000-0000-6669	
LANDPRIDE ROTARY MOWER (2016)	15,747.00		15,747.00	34-340-000-0000-6669	
LAPTOP	1,608.00	1,476.30	131.70	34-330-000-0000-6480	
COMPUTERS (2)	3,423.00		3,423.00	34-320-000-0000-6480	
SUPER TRUCK #2	258,241.00		258,241.00	34-340-000-0000-6663	
LOWBOY TRAILER TRADE 1410	115,000.00		115,000.00	34-340-000-0000-6663	
SIDE DUMP TRAILER - NO TRADE (2)	160,000.00	169,788.24	(9,788.24)	34-340-000-0000-6663	
LAPTOP	1,608.00	1,476.30	131.70	34-330-000-0000-6480	
2006 CHEVY SILVERADO PICKUP	65,000.00	57,324.88	7,675.12	34-340-000-0000-6663	2303
4WD EXTCAB CHEVY PICKUP	51,000.00	58,260.60	(7,260.60)	34-340-000-0000-6663	2204
LEEBOY TACK WAGON	19,191.00	23,458.61	(4,267.61)	34-340-000-0000-6669	
TRACK LOADER & BROOM W/GUTTER BRUSH	40,000.00	43,169.32	(3,169.32)	34-340-000-0000-6669	
2022 SUPER TRUCK (2022 Carryover)	268,567.00	265,038.00	3,529.00	34-340-000-0000-6663	2201?
05 CAT 140H MOTOR GRADER (2022 Carryover)	386,120.00		386,120.00	34-340-000-0000-6669	
ROLLER/COMPACTOR (2022 Carryover)	45,000.00	33,852.00	11,148.00	34-340-000-0000-6669	2309
2006 FORD F-150 2WD PICKUP (2022 Carryover)	58,280.00	55,796.88	2,483.12	34-340-000-0000-6663	2205
2008 FORD PICKUP (2022 Carryover)	55,939.00	55,883.63	55.37	34-340-000-0000-6663	2206
CREWCAB PICK UP TRUCK (2022 Carryover)	55,939.00	58,260.60	(2,321.60)	34-340-000-0000-6663	2203
I-R P250WJD AIR COMPRESS (2022 Carryover)	35,000.00		35,000.00	34-340-000-0000-6669	
1986 FORD LT 9000 WATER TRUCK (2022 Carryover)	77,271.00	78,007.00	(736.00)	34-340-000-0000-6663	
4WD CHEVY EXT CAB TRUCK (2022 Carryover)	58,280.00	62,227.23	(3,947.23)	34-340-000-0000-6663	2304
KENWORTH SIGN TRUCK (2022 Carryover)	229,474.00	229,474.00	-	34-340-000-0000-6663	2103
	2,008,987.00	1,202,193.59	806,793.41		
<b>Recorder</b>					
COMPUTER: (6)	9,000.00	8,720.49	279.51	34-101-101-0000-6480	
PRINTER	1,000.00		1,000.00	34-101-101-0000-6432	
	10,000.00	8,720.49	1,279.51		
<b>Sheriff - ADC</b>					
WASHER: STS	700.00	579.00	121.00	34-207-000-0000-6432	
IPAD:INTAKE	650.00	528.98	121.02	34-207-000-0000-6432	
WALKIN FREEZER/COOLER	18,100.00		18,100.00	34-207-000-0000-6669	
60" RESTAURANT GAS RANGE	7,000.00	5,593.00	1,407.00	34-207-000-0000-6669	
GAS CONVECTION OVEN	9,500.00	9,906.00	(406.00)	34-207-000-0000-6669	
MILNOR WASHER EXTRACTOR (2)	34,900.00	34,820.00	80.00	34-207-000-0000-6669	
DRYER:STS	800.00	579.00	221.00	34-207-000-0000-6432	
SHELVING-KITCHEN (NEAR SINKS)	1,000.00	1,584.72	(584.72)	34-207-000-0000-6432	
ICE BIN-KITCHEN	1,350.00		1,350.00	34-207-000-0000-6480	
FOOD MIXER-KITCHEN	16,200.00		16,200.00	34-207-000-0000-6669	
ROBOT COUPE R301 FOOD PROCESSOR	2,600.00	2,040.81	559.19	34-207-000-0000-6480	
PORTABLE RADIOS (7)	23,200.00	23,092.92	107.08	34-207-000-0000-6480	
LAPTOPS (3)	4,275.00	2,715.86	1,559.14	34-207-000-0000-6480	
DESKTOP COMPUTER: JAIL SERGEANTS (6)	7,350.00	6,910.98	439.02	34-207-000-0000-6480	
SECURITY SYSTEM: COMPUTER CPU: VIDEO STORAGE (2)	11,000.00		11,000.00	34-207-000-0000-6669	
DEFIBRILLATOR (2)	3,000.00	2,881.10	118.90	34-207-000-0000-6480	
(2) TASERS: ADC (2022 Carryover)	3,358.00	3,357.82	0.18	34-207-000-0000-6480	
	144,983.00	94,590.19	50,392.81		
<b>Sheriff - Civil/Patrol</b>					
21 MOBILE RADIOS/1 EOC MOBILE	137,900.00	137,934.80	(34.80)	34-201-000-0000-6669	
OPTIMIZER FOR RADIOS	40,000.00	41,452.00	(1,452.00)	34-201-000-0000-6669	
DRONE (2016)	3,000.00	3,000.00	-	34-201-000-0000-6480	
IPAD FOR DRONE (2016)	500.00		500.00	34-201-000-0000-6480	
CD PRINTER: (2017)	1,100.00		1,100.00	34-201-000-0000-6480	
COMPUTERS (13)	22,895.00	17,370.06	5,524.94	34-201-000-0000-6480	

**2023 CAPITAL PLAN REPORT - SUMMARY**

	2023				
Department	Budgeted Amount	Spent as of 11/30/2023	Balance 2023	Original Recommended Account	Vehicle #
RIFLES (12)	17,400.00	17,598.20	(198.20)	34-201-000-0000-6480	
MISSION DARKNESS LOCKER BLOCKER	10,500.00	10,375.00	125.00	34-201-000-0000-6669	
LESS LETHAL SINGLE LAUNCHER (ERT)	2,400.00	2,231.65	168.35	34-201-000-0000-6480	
TASERS (4)	5,500.00	5,368.00	132.00	34-201-000-0000-6480	
GLOCKS/NIGHT SIGHTS (46)	23,300.00	11,208.50	12,091.50	34-201-000-0000-6432	
TOUGHBOOK (13)	30,000.00	31,613.00	(1,613.00)	34-201-000-0000-6480	
ERT: LONG RIFLE, M4 (8)	13,200.00	12,496.00	704.00	34-201-000-0000-6480	
#1924 2020 FORD EXPLORER (2019)	68,400.00	3,075.00	65,325.00	34-201-000-0000-6663	2324
#1925 2020 FORD EXPLORER (2019)	68,400.00	3,075.00	65,325.00	34-201-000-0000-6663	2325
#1929 K-9 2019 CHEVY TAHOE (2019)	72,500.00	68,212.42	4,287.58	34-201-000-0000-6663	2327
#1926 2020 FORD EXPLORER (2019)	68,400.00	3,075.00	65,325.00	34-201-000-0000-6663	2326
#1922 RAM-1500	40,000.00		40,000.00	34-201-000-0000-6663	2321
#1923 Dodge Durango	40,000.00		40,000.00	34-201-000-0000-6663	2322
#1928 RAM-1500	40,000.00		40,000.00	34-201-000-0000-6663	2323
#1725 GRAND CHEROKEE (2022 Carryover)	46,212.00	46,188.49	23.51	34-201-000-0000-6663	2221
#1728 CHEVY TAHOE (2022 Carryover)	43,355.00	41,801.11	1,553.89	34-201-000-0000-6663	2222
#1821 FORD EXPLORER (2022 Carryover)	17,499.00	17,703.66	(204.66)	34-201-000-0000-6663	2225
POLE CAMERA (2016) (2022 Carryover)	6,000.00		6,000.00	34-201-000-0000-6669	
GPS TRACKER:INVESTIGATIONS (2017) (2022 Carryover)	1,200.00		1,200.00	34-201-000-0000-6480	
	<b>819,661.00</b>	<b>473,777.89</b>	<b>345,883.11</b>		
<b>Sheriff - Communications</b>					
CANNON FALLS MICROWAVE	54,407.00	58,982.98	(4,575.98)	34-211-000-0000-6669	
ASPEN DC PLANT REPLACEMENT	15,596.00		15,596.00	34-211-000-0000-6669	
CANNON FALLS TANK RECONDITIONING (2022 Carryover)	32,184.00	49,028.00	(16,844.00)	34-211-000-0000-6305	
CONSOLETTES (2022 Carryover)	49,548.00	48,648.00	900.00	34-211-000-0000-6669	
	<b>151,735.00</b>	<b>156,658.98</b>	<b>(4,923.98)</b>		
<b>Sheriff - Seasonal B&amp;W</b>					
ZODIAC INFLATABLE BOAT	10,500.00		10,500.00	34-205-000-0000-6669	
KARAVAN TRAILER FOR ZODIAC BOAT	4,200.00		4,200.00	34-205-000-0000-6480	
OUTBOARD ENGINE FOR ZODIAC BOAT	4,800.00		4,800.00	34-205-000-0000-6480	
HUMMINBIRD SONAR	3,700.00		3,700.00	34-205-000-0000-6480	
CHEVY SILVERADO	71,500.00		71,500.00	34-205-000-0000-6663	2328
CHEVY SILVERADO	71,500.00		71,500.00	34-205-000-0000-6663	2329
SNOWMOBILE TRAILER	21,000.00		21,000.00	34-205-000-0000-6663	
DIVE TEAM DRYSUIT/GEAR (4)	2,882.00	2,682.50	199.50	34-205-000-0000-6480	
DIVE TEAM FILL STATION (25% MATCH)	5,852.00	5,747.12	104.88	34-205-000-0000-6669	
SIDE SONAR: ALUMACRAFT BOAT (2022 Carryover)	3,500.00	6,607.93	(3,107.93)	34-205-000-0000-6480	
SIDE SONAR: LOWE BOAT (2022 Carryover)	3,500.00		3,500.00	34-205-000-0000-6480	
MUNSON BOAT (DIVE BOAT) 25% (2022 Carryover)	1,448.00	451.31	996.69	34-205-000-0000-6669	
	<b>204,382.00</b>	<b>15,488.86</b>	<b>188,893.14</b>		
<b>Surveyor/GIS</b>					
GPS RTK RECEIVER (2)	52,000.00		52,000.00	34-103-000-0000-6669	
2014 FORD F250:	33,000.00		33,000.00	34-103-000-0000-6663	
COMPUTERS (5)	9,556.00	6,091.02	3,464.98	34-103-000-0000-6480	
LAPTOP	1,608.00		1,608.00	34-103-000-0000-6480	
COPIER	5,500.00		5,500.00	34-103-000-0000-6669	
PICO DRILL (2022 Carryover)	2,089.00		2,089.00	34-103-000-0000-6480	
XEROX PRINTER (2022 Carryover)	917.00		917.00	34-103-000-0000-6432	
	<b>104,670.00</b>	<b>6,091.02</b>	<b>98,578.98</b>		
<b>Veterans Service</b>					
LAPTOP/DOCK		1,449.02	(1,449.02)	34-121-000-0000-6480	
COMPUTER		1,793.93	(1,793.93)	34-121-000-0000-6480	
		<b>-</b>	<b>(3,242.95)</b>		
<b>Waste Management</b>					
RECYCLING BOX	10,373.00		10,373.00	34-398-000-0000-6669	
OIL CONTAINMENT SYSTEM	8,299.00		8,299.00	34-398-000-0000-6669	
CATERPILLAR FORKLIFT (2014)	25,934.00		25,934.00	34-398-000-0000-6669	
AMERICAN HORIZON BALER	400,000.00	122,007.00	277,993.00	34-398-000-0000-6669	
30 CY BOX (2022 Carryover)	14,775.00	13,935.00	840.00	34-398-000-0000-6669	
VERTECH CONVEYOR (2022 Carryover)	49,130.00	17,307.50	31,822.50	34-398-000-0000-6669	
COMPARTMENT ROLLOFF (2012) (2022 Carryover)	13,935.00	14,775.00	(840.00)	34-398-000-0000-6669	
AMERICAN HORIZON BALER (2022 Carryover)	145,490.00		145,490.00	34-398-000-0000-6669	
	<b>667,936.00</b>	<b>168,024.50</b>	<b>499,911.50</b>		
<b>Total Capital Plan Budget</b>	<b>\$ 6,330,792.00</b>	<b>\$ 3,687,912.07</b>	<b>\$ 2,642,879.93</b>		
USE OF FUND BALANCE: GENERAL REVENUE FUND	(62,000.00)		(62,000.00)		
USE OF FUND BALANCE: ARPA	(1,254,668.00)		(1,254,668.00)		
TRANSFER SHERIFF FORFEITURE/CONTINGENCY	(4,300.00)		(4,300.00)		
USE OF FUND BALANCE: 2022 BUDGET CARRYOVER	(2,342,351.00)		(2,342,351.00)		
<b>Capital Plan Levy</b>	<b>\$ 2,667,473.00</b>	<b>\$ 3,687,912.07</b>	<b>\$(1,020,439.07)</b>		

## DEBT SERVICE

### November 2023

Date	Description of Activity	Dept. 820	Dept 821	Dept. 825	Dept. 830	Dept. 840	
		2012A G.O. Highway Projects	2014A G.O. CIP Bonds-Hwy Projects	2012B Taxable G.O. Bonds (QEGB)	2015A G.O. Citizens Bldg & Other CIP	Prior Years' Debt Residual	End of the Month Balance
<b>1/1/2023</b>	<b>Balance Forward</b>	<b>464,510.23</b>	<b>714,541.12</b>	<b>893,964.78</b>	<b>240,992.90</b>	<b>561,968.00</b>	<b>2,875,977.03</b>
1/27/2023	US Bank-Principal	(435,000.00)	(785,000.00)		(205,000.00)		
1/23/2023	US Bank-Interest	(4,023.75)	(28,018.75)	(22,338.75)	(144,075.00)		
<b>1/31/2023</b>	<b>Balance 1/31/23</b>	25,486.48	(98,477.63)	871,626.03	(108,082.10)	561,968.00	1,252,520.78
<b>2/28/2023</b>	<b>Balance 2/28/23</b>	25,486.48	(98,477.63)	871,626.03	(108,082.10)	561,968.00	1,252,520.78
3/15/2023	US Treasury			18,763.50			
3/17/2023	Baker Tilly			(3,100.00)			
<b>3/31/2023</b>	<b>Balance 3/31/23</b>	25,486.48	(98,477.63)	887,289.53	(108,082.10)	561,968.00	1,268,184.28
4/7/2023	US Bank				(550.00)		
<b>4/30/2023</b>	<b>Balance 4/30/23</b>	25,486.48	(98,477.63)	887,289.53	(108,632.10)	561,968.00	1,267,634.28
<b>5/31/2023</b>	<b>Balance 5/31/23</b>	25,486.48	(98,477.63)	887,289.53	(108,632.10)	561,968.00	1,267,634.28
6/30/2023	May Settlement	243,140.63	461,191.65	80,060.30	273,902.18	175.85	
<b>6/30/2023</b>	<b>Balance 6/30/23</b>	268,627.11	362,714.02	967,349.83	165,270.08	562,143.85	2,326,104.89
7/21/2023	US Bank-Int		(19,187.50)	(22,338.75)	(141,000.00)		
<b>7/31/2023</b>	<b>Balance 7/31/23</b>	268,627.11	343,526.52	945,011.08	24,270.08	562,143.85	2,143,578.64
8/30/2023	August Settlement	8,657.14	16,424.75	2,825.39	9,745.12	39.56	
8/31/2023	1st 1/2 DRA	158.40	300.33	52.17	178.51		
<b>8/31/2023</b>	<b>Balance 8/31/23</b>	277,442.65	360,251.60	947,888.64	34,193.71	562,183.41	2,181,960.01
<b>9/30/2023</b>	<b>Balance 9/30/23</b>	277,442.65	360,251.60	947,888.64	34,193.71	562,183.41	2,181,960.01
10/13/2023	US Bank		(550.00)	(1,485.00)			
10/31/2023	1st 1/2 MV Credit	2,602.56	4,934.58	857.15	2,932.97		
<b>10/31/2023</b>	<b>Balance 10/31/2023</b>	280,045.21	364,636.18	947,260.79	37,126.68	562,183.41	2,191,252.27
11/9/2023	Baker Tilly	(3,100.00)					
11/27/2023	US Treasury			19,042.61			
11/30/2023	November Settlement	189,260.53	358,956.37	62,398.28	213,226.53	16.70	
<b>11/30/2023</b>	<b>Balance 11/30/23</b>	466,205.74	723,592.55	1,028,701.68	250,353.21	562,200.11	3,031,053.29
	<b>2023 Activity</b>	(1,695.51)	(9,051.43)	(134,736.90)	(9,360.31)	(232.11)	(155,076.26)
<b>NOTES:</b>	No Activity: February, May, September						
<i>Department 825, QEGB Bonds will contain balances/funds carried over from prior years levy. The county budgets for the entire year's allocated payment but only pay the interest.                      The principal portion of the levy for this debt will stay in the departmental account until the final lump sum principal payment is paid 2/1/2027.</i>							
Per the State Auditors, any residual balances should be used to offset any remaining debt obligations.							
Per bond counsel, any residual balances can be used to fund projects that would otherwise be funded with bond proceeds							

**General Fund  
Fund Balance Report (Cash Basis)  
November 2023**

<b>Cash on Hand - General Fund</b>	<b>\$ 36,936,340.77</b>
<b>Restrictions</b>	<b>(2,584,110.78)</b>
<b>Commitments</b>	<b>(3,365,663.32)</b>
<b>Assignments</b>	<b>(6,307,567.29)</b>
<b>Unassigned Fund Balance (Cash on Hand)</b>	<b>\$ 24,678,999.38</b>

<b>Restrictions</b>	<b>2022 Balance</b>	<b>2023 Levy</b>	<b>2023 Revenues</b>	<b>2023 Expenses</b>	<b>2023 Activity (net)</b>	<b>Balance 11/30/2023</b>
Unclaimed Funds	\$ 1,188.48	\$ -	\$ 929.24	\$ -	\$ 929.24	\$ 2,117.72
Gravel Pit Closure/Restoration	331,057.28	-	22,395.70	-	22,395.70	353,452.98
ARP - American Rescue Plan	4,082,631.14	-	-	4,082,631.14	(4,082,631.14)	-
Local Assistance and Tribal Consistency	50,000.00	-	50,000.00	100,000.00	(50,000.00)	-
Law Library	310,068.97	-	82,671.38	32,433.11	50,238.27	360,307.24
Attorney's Forfeiture Fund	35,640.11	-	8,429.57	5,325.00	3,104.57	38,744.68
Attorney Victim/Witness Assistance	6,186.29	-	753.34	1,004.84	(251.50)	5,934.79
Drug Treatment Court	364,152.44	-	137,878.00	130,071.47	7,806.53	371,958.97
Recorder's Technology Fund	148,341.66	-	60,050.00	90,658.37	(30,608.37)	117,733.29
Recorder's Compliance Fund	250,484.75	-	66,055.00	85,565.60	(19,510.60)	230,974.15
Veterans Operational Grant	6,752.66	-	12,236.45	8,802.01	3,434.44	10,187.10
Veterans Transportation (donations) *	-	-	15,789.44	15,789.44	-	-
Buffer Initiative	293,067.00	-	54,485.50	-	54,485.50	347,552.50
Aquatic Invasive Species Prevention	222,643.54	-	31,521.00	60,413.26	(28,892.26)	193,751.28
Sheriff's Forfeiture Fund	-	-	4,811.10	-	4,811.10	4,811.10
Public Safety Funds	-	-	-	-	-	-
Sheriff CounterAct	22,947.04	-	2,821.18	5,705.91	(2,884.73)	20,062.31
Sheriff's K-9 Account (donations)	20,353.00	-	2,031.00	-	2,031.00	22,384.00
Gun Permit Application Fees	60,700.29	-	51,570.00	50,501.27	1,068.73	61,769.02
Sheriff's Contingency	850.00	-	4,502.17	-	4,502.17	5,352.17
Enhanced 911 System	339,886.94	-	240,849.71	344,878.05	(104,028.34)	235,858.60
NG911 PSAP Funds	-	-	64,183.77	-	64,183.77	64,183.77
Correction Service Fee	21,565.00	-	2,350.00	1,300.62	1,049.38	22,614.38
Local Correctional Fees (Adult)	84,553.23	-	44,807.50	15,000.00	29,807.50	114,360.73
<b>Restricted Fund Balance</b>	<b>\$ 6,653,069.82</b>	<b>\$ -</b>	<b>\$ 961,121.05</b>	<b>\$ 5,030,080.09</b>	<b>\$ (4,068,959.04)</b>	<b>\$ 2,584,110.78</b>

<b>Commitments</b>	<b>2022 Balance</b>	<b>2023 Levy</b>	<b>2023 Revenues</b>	<b>2023 Expenses</b>	<b>2023 Activity (net)</b>	<b>Balance 11/30/2023</b>
Land Use/Environmental Ordinance	\$ 176,149.36	\$ -	\$ 926.18	\$ -	\$ 926.18	\$ 177,075.54
Petty Cash Change Funds	1,775.00	-	-	-	-	1,775.00
Employee Wellness Committee	11,043.12	-	1,101.00	1,883.39	(782.39)	10,260.73
Byllesby Dam	13,345.24	-	-	8,597.73	(8,597.73)	4,747.51
Compensated Absences	417,700.46	463,500.00	59,254.00	486,750.13	36,003.87	453,704.33
27th Payroll	896,741.00	425,000.00	-	-	425,000.00	1,321,741.00
Tax Court Settlements	226,500.00	-	-	1,000.00	(1,000.00)	225,500.00
Natural, tech, human-caused hazards	1,000,000.00	-	-	-	-	1,000,000.00
Tax Forfeited Property Funding	170,859.21	-	-	-	-	170,859.21
<b>Committed Fund Balance</b>	<b>\$ 2,914,113.39</b>	<b>\$ 888,500.00</b>	<b>\$ 61,281.18</b>	<b>\$ 498,231.25</b>	<b>\$ 451,549.93</b>	<b>\$ 3,365,663.32</b>

<b>Assignments</b>	<b>2022 Balance</b>	<b>2023 Levy</b>	<b>2023 Revenues</b>	<b>2023 Expenses</b>	<b>2023 Activity (net)</b>	<b>Balance 11/30/2023</b>
ARP - American Rescue Plan	\$ 3,790,669.00	\$ -	-	\$ 643,472.00	\$ (643,472.00)	\$ 3,147,197.00
Election Activities	49,034.44	61,000.00	31,576.02	68,570.69	24,005.33	73,039.77
County Motor Pool	119,142.45	-	60,938.00	44,496.98	16,441.02	135,583.47
Inmate Improvement Fund	108,141.62	-	32,005.65	28,150.48	3,855.17	111,996.79
Radio Tower Repairs	70,301.88	20,000.00	-	38,122.77	(18,122.77)	52,179.11
Rural Identification Funds	-	-	6,525.49	1,724.45	4,801.04	4,801.04
Employee Training & Development	-	39,750.00	-	22,451.58	17,298.42	17,298.42
County Program Aid Contingency	1,518,110.69	-	-	-	-	1,518,110.69
Building Contingencies	1,247,361.00	-	-	-	-	1,247,361.00
<b>Assigned Fund Balance</b>	<b>\$ 6,902,761.08</b>	<b>\$ 120,750.00</b>	<b>\$ 131,045.16</b>	<b>\$ 846,988.95</b>	<b>\$ (595,193.79)</b>	<b>\$ 6,307,567.29</b>

\*Note the Veteran Transportation expense in excess of revenue was \$31,372.93 on November 30, 2023.

**Special Revenue Fund  
Fund Balance Report  
November 2023**

	<b>2022 Balance</b>		<b>2023 Revenue</b>		<b>2023 Expenses</b>		<b>2023 Activity (net)</b>		<b>Balance 11/30/2023</b>
Ditch Fund	\$ 129,359.67	\$	370,928.82	\$	470,093.20	\$	(99,164.38)	\$	30,195.29



**Goodhue County Public Works  
Project Status Report for December 19, 2023**

ROUTE	TYPE OF WORK/PROJECT LOCATION	CURRENT STATUS
	<b>Bidding</b>	
CSAH 1	Tree Clearing and Grubbing	Quotes due by December 19, 2023 at 12:00 PM
	<b>Road Construction</b>	
CSAH 24	CSAH 24: SEC-N Grading, Aggregate Base & Shouldering, Storm Sewer	Project awarded to Northland Grading & Excavating. Work complete. Working on final.
	<b>Parks &amp; Trails</b>	
Byllesby	Byllesby Park Pavilion Construction	Lift Bridge Builders awarded the construction contract. Currently installing septic system.
Byllesby	Prairie Restoration	Prairie was dormant seeded fall of 2021. Site to be monitored for prairie species germination, weed species control, and maintenance mowing needs. Potential maintenance burn spring 2024.
	<b>Maintenance Department</b>	
Shops	Haul Icing Sand	Work to continue on an as needed basis through the winter plowing season.
Various	Tree & Brush Trimming	Work to continue through winter months.
	<b>Planning &amp; Studies</b>	
St Paul - Chicago	Great River Rail Commission	The Commission continues to advocate for the Twin Cities – Milwaukee – Chicago Intercity City Passenger Rail Service, or the TCMC Second Train, or the TCMC second train to Chicago. <b>The Commission has begun the final design phase for the improvements needed for the second, daily round trip passenger rail project. These plans should be complete by the summer of 2023 with service starting in 2024.</b>

# Goodhue County Land Use Management

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



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Building | Planning | Zoning  
Telephone: 651.385.3104  
Fax: 651.385.3106

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

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TO: Goodhue County Board of Commissioners  
FROM: Lisa M. Hanni, LUM Director / County Surveyor / County Recorder  
DATE: December 19, 2023 County Board meeting  
RE: Wanamingo Landfill Update

The Land Committee met to review a Draft agreement for the temporary continuation of the collection of demolition debris and recycling materials at the Wanamingo Landfill.

We received comments from our insurance company, MCIT. We are reviewing those comments along with the landowner's comments.

We anticipate another update, or agreement for the Board in January 2024.

The following is a summary of the claims to be reviewed and approved at the December 19, 2023 board meeting:

01	General Fund	\$	547,158.45
03	Public Works	\$	363,023.51
11	Human Service Fund	\$	150,821.30
12	GC Family Services Collaborative	\$	-
15	County Ditch 1	\$	-
20	National Opioid Settlement Fund	\$	-
25	EDA	\$	-
34	Capital Equipment	\$	524,350.55
35	Debt Service	\$	-
61	Waste Management	\$	27,218.74
72	Other Agency	\$	6,444.66
81	Settlement	\$	20,755,535.02
	Totals	\$	22,374,552.23

**GROSS PAYROLL**

(including Employer Related Tax Payments)

Period Ending	Paid Date	Amount
11/24/2023	12/7/2023	\$ 1,611,358.31
Checks (WFXX,WFXX-ACH)	\$	21,867,904.75
EFT (Manual Warrants)	\$	506,647.48
Total:	\$	22,374,552.23

# Goodhue County

## WARRANT REGISTER



Manual Warrants

<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>
				<u>OBO#</u>	<u>On-Behalf-of-Name</u>	<u>From Date</u>	<u>To Date</u>
12585	5407	Blue Cross and Blue Shield of MN					
			9,390.36	Retirees & COBRA 12/2023	01-000-000-9001-2020	231103321761	0
			874.82	Dental/Vis Ins Ret/COBRA 12/23	01-000-000-9001-2021	231103321761	0
			177,024.34	Health Ins 12/2023	01-000-000-9002-2020	231103321761	0
			10,198.44	Dental Ins 12/2023	01-000-000-9002-2021	231103321761	0
			1,361.28	Vision Ins 12/2023	01-000-000-9002-2023	231103321761	0
			5,366.52	PDDHI 12/2023	01-201-000-0000-6157	231103321761	0
			32,762.86	Health Ins 12/2023	03-000-000-9002-2020	231103321761	0
			1,997.22	Dental Ins 12/2023	03-000-000-9002-2021	231103321761	0
			249.66	Vision Ins 12/2023	03-000-000-9002-2023	231103321761	0
			114,301.68	Health Ins 12/2023	11-000-000-9002-2020	231103321761	0
			5,622.28	Dental Ins 12/2023	11-000-000-9002-2021	231103321761	0
			782.44	Vision Ins 12/2023	11-000-000-9002-2023	231103321761	0
			4,184.20	Health Ins 12/2023	61-000-000-9002-2020	231103321761	0
			248.60	Dental Ins 12/2023	61-000-000-9002-2021	231103321761	0
			31.48	Vision Ins 12/2023	61-000-000-9002-2023	231103321761	0
<b>Warrant #</b>	<b>12585</b>	<b>Total</b>	<b>364,396.18</b>	<b>Date 11/21/2023</b>			
		<b>Final Total...</b>	<b>364,396.18</b>	<b>15</b>	<b>Transactions</b>		

# Goodhue County



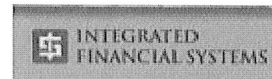
Warr # Vendor #

RECAP BY FUND

<u>FUND</u>	<u>AMOUNT</u>	<u>NAME</u>
1	204,215.76	County General Revenue
3	35,009.74	County Road and Bridge
11	120,706.40	Health & Human Service Fund
61	4,464.28	Waste Management Facilities
	364,396.18	TOTAL

# Goodhue County

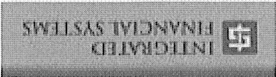
## WARRANT REGISTER



Manual Warrants

<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>
				<u>OBO#</u>	<u>On-Behalf-of-Name</u>	<u>From Date</u>	<u>To Date</u>
12586	11506	Alerus Financial					
			23,688.11	11/22/23 Payroll-Co HSA Contri	01-000-000-2504-2005		0
			5,336.47	11/22/23 Payroll-Co HSA Contri	03-000-000-2504-2005		0
			15,043.03	11/22/23 Payroll-Co HSA Contri	11-000-000-2504-2005		0
			346.15	11/22/23 Payroll-Co HSA Contri	61-000-000-2504-2005		0
<b>Warrant #</b>	<b>12586</b>	<b>Total</b>	<b>44,413.76</b>	<b>Date 11/22/2023</b>			
	<b>Final Total...</b>		<b>44,413.76</b>	<b>4</b>	<b>Transactions</b>		

# Goodhue County



Warr # Vendor #  
RECAP BY FUND

<u>FUND</u>	<u>AMOUNT</u>	<u>NAME</u>
1	23,688.11	County General Revenue
3	5,336.47	County Road and Bridge
11	15,043.03	Health & Human Service Fund
61	346.15	Waste Management Facilities
	44,413.76	TOTAL

# Goodhue County

## WARRANT REGISTER



Manual Warrants

<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>
				<u>OBO#</u>	<u>On-Behalf-of-Name</u>	<u>From Date</u>	<u>To Date</u>
12587	11506	Alerus Financial					
			1,127.00	FSA/HRA/HSA Fees 11/2023	01-061-000-0000-6283		0
			146.25	FSA/HRA/HSA Fees 11/2023	11-420-600-0010-6283		0
			56.25	FSA/HRA/HSA Fees 11/2023	11-420-640-0010-6283		0
			202.50	FSA/HRA/HSA Fees 11/2023	11-430-700-0010-6283		0
			56.25	FSA/HRA/HSA Fees 11/2023	11-479-478-0000-6283		0
			101.25	FSA/HRA/HSA Fees 11/2023	11-479-479-0000-6283		0
<b>Warrant #</b>	<b>12587</b>	<b>Total</b>	<b>1,689.50</b>	<b>Date 11/28/2023</b>			
	<b>Final Total...</b>		<b>1,689.50</b>	<b>6</b>	<b>Transactions</b>		



# Goodhue County



Warr # Vendor #

RECAP BY FUND

<u>FUND</u>	<u>AMOUNT</u>	<u>NAME</u>
1	1,127.00	County General Revenue
11	562.50	Health & Human Service Fund
	1,689.50	TOTAL

ndahlstrom  
11/30/2023

8:50:00AM

# Goodhue County

## WARRANT REGISTER



Manual Warrants

<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>
				<u>OBO#</u>	<u>On-Behalf-of-Name</u>	<u>From Date</u>	<u>To Date</u>
12588	14168	Heartland Payment Systems LLC	12.45	ACH Funds Fee 11/2023	01-001-000-0000-6376		0
	<b>Warrant #</b>	<b>12588</b>	<b>Total</b>	<b>12.45</b>	<b>Date 11/30/2023</b>		
	<b>Final Total...</b>		<b>12.45</b>	<b>1</b>	<b>Transactions</b>		

# Goodhue County



Warr # Vendor #

RECAP BY FUND

FUND

AMOUNT

NAME

1

12.45

County General Revenue

12.45 TOTAL

PONCELET  
11/30/2023

9:20:35AM

# Goodhue County

## WARRANT REGISTER



Manual Warrants

<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>
				<u>OBO#</u>	<u>On-Behalf-of-Name</u>	<u>From Date</u>	<u>To Date</u>
12589	6067	Mn Dept of Revenue - State General Tax	51,641.82	State General Tax	81-850-000-0000-2485		0
	<b>Warrant #</b>	<b>12589</b>	<b>Total</b>	<b>51,641.82</b>	<b>Date 11/30/2023</b>		
	<b>Final Total...</b>		<b>51,641.82</b>	<b>1</b>	<b>Transactions</b>		

# Goodhue County



Warr # Vendor #

RECAP BY FUND

<u>FUND</u>	<u>AMOUNT</u>	<u>NAME</u>
81	51,641.82	Settlement Fund
	51,641.82	TOTAL

anderson  
11/29/2023

9:10:58AM  
Warrant Form **WFXX**  
Auditor's Warrants

# Goodhue County

## WARRANT REGISTER Auditor Warrants

Approved 11/30/2023  
Pay Date 11/30/2023



<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO # Tx</u>
			<u>OBO#</u>	<u>On-Behalf-of-Name</u>	<u>From Date</u>	<u>To Date</u>
1140	Cannon Falls Township	114,011.40	Collections 8/31-11/16/23	81-850-000-0000-2403		N
	<b>Warrant # 470946</b>	<b>Total...</b>	<b>114,011.40</b>			
6285	Minnesota Management and Budget	1,335.94	Collections 8/31-11/16/23	81-850-000-0000-2474		N
	<b>Warrant # 470947</b>	<b>Total...</b>	<b>1,335.94</b>			
12887	St. Paul Port Authority	15,653.84	Collections 8/31-11/16/23	01-002-025-0000-6850		N
	<b>Warrant # 470948</b>	<b>Total...</b>	<b>15,653.84</b>			
1878	Vasa Township	109,458.45	Collections 8/31-11/16/23	81-850-000-0000-2416		N
	<b>Warrant # 470949</b>	<b>Total...</b>	<b>109,458.45</b>			
	<b>Warrant Form WFXX</b>	<b>Total...</b>	<b>240,459.63</b>	<b>4 Transactions</b>		

# Goodhue County

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		<u>OBO#</u>	<u>On-Behalf-of-Name</u>		<u>From Date</u>	<u>To Date</u>
1080	Bear Valley Watershed	1,421.23	Collections 8/31-11/16/23	81-850-000-0000-2475		N
	<b>Warrant # 41799</b>	<b>Total...</b>	<b>1,421.23</b>			
1085	Belle Creek Township	72,249.63	Collections 8/31-11/16/23	81-850-000-0000-2401		N
	<b>Warrant # 41800</b>	<b>Total...</b>	<b>72,249.63</b>			
1086	Belle Creek Watershed	9,334.94	Collections 8/31-11/16/23	81-850-000-0000-2476		N
	<b>Warrant # 41801</b>	<b>Total...</b>	<b>9,334.94</b>			
1087	Bellechester City	24,984.18	Collections 8/31-11/16/23	81-850-000-0000-2432		N
	<b>Warrant # 41802</b>	<b>Total...</b>	<b>24,984.18</b>			
1088	Belvidere Township	48,398.00	Collections 8/31-11/16/23	81-850-000-0000-2402		N
	<b>Warrant # 41803</b>	<b>Total...</b>	<b>48,398.00</b>			
1137	Cannon Falls City	1,581,530.57	Collections 8/31-11/16/23	81-850-000-0000-2433		N
	<b>Warrant # 41804</b>	<b>Total...</b>	<b>1,581,530.57</b>			
1164	Cherry Grove Township	69,391.89	Collections 8/31-11/16/23	81-850-000-0000-2404		N
	<b>Warrant # 41805</b>	<b>Total...</b>	<b>69,391.89</b>			
1237	Dennison City	76,481.20	Collections 8/31-11/16/23	81-850-000-0000-2434		N
	<b>Warrant # 41806</b>	<b>Total...</b>	<b>76,481.20</b>			
1289	Featherstone Township	60,863.49	Collections 8/31-11/16/23	81-850-000-0000-2405		N
	<b>Warrant # 41807</b>	<b>Total...</b>	<b>60,863.49</b>			
1296	Florence Township	192,125.41	Collections 8/31-11/16/23	81-850-000-0000-2406		N
	<b>Warrant # 41808</b>	<b>Total...</b>	<b>192,125.41</b>			
1326	Goodhue City	359,513.24	Collections 8/31-11/16/23	81-850-000-0000-2435		N
	<b>Warrant # 41809</b>	<b>Total...</b>	<b>359,513.24</b>			
1356	Goodhue Township	91,697.81	Collections 8/31-11/16/23	81-850-000-0000-2407		N
	<b>Warrant # 41810</b>	<b>Total...</b>	<b>91,697.81</b>			
1386	Hay Creek Township	94,512.61	Collections 8/31-11/16/23	81-850-000-0000-2408		N
	<b>Warrant # 41811</b>	<b>Total...</b>	<b>94,512.61</b>			

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			<u>OBO#</u>	<u>On-Behalf-of-Name</u>	<u>From Date</u>	<u>To Date</u>
1402	Holden Township	62,507.60	Collections 8/31-11/16/23	81-850-000-0000-2409		N
	<b>Warrant # 41812</b>	<b>Total... 62,507.60</b>				
1454	Kenyon City	531,831.80	Collections 8/31-11/16/23	81-850-000-0000-2436		N
	<b>Warrant # 41813</b>	<b>Total... 531,831.80</b>				
1462	Kenyon Township	50,637.49	Collections 8/31-11/16/23	81-850-000-0000-2410		N
	<b>Warrant # 41814</b>	<b>Total... 50,637.49</b>				
1490	Lake City	360,120.83	Collections 8/31-11/16/23	81-850-000-0000-2437		N
	<b>Warrant # 41815</b>	<b>Total... 360,120.83</b>				
1514	Leon Township	86,479.94	Collections 8/31-11/16/23	81-850-000-0000-2411		N
	<b>Warrant # 41816</b>	<b>Total... 86,479.94</b>				
824	Minneola Township	63,179.69	Collections 8/31-11/16/23	81-850-000-0000-2412		N
	<b>Warrant # 41817</b>	<b>Total... 63,179.69</b>				
1698	Pine Island City	1,257,333.31	Collections 8/31-11/16/23	81-850-000-0000-2438		N
	<b>Warrant # 41818</b>	<b>Total... 1,257,333.31</b>				
1702	Pine Island Township	65,443.07	Collections 8/31-11/16/23	81-850-000-0000-2413		N
	<b>Warrant # 41819</b>	<b>Total... 65,443.07</b>				
1727	Red Wing City-Finance	11,393,758.27	Collections 8/31-11/16/23	81-850-000-0000-2439		N
1727		226,029.64	Collections 8/31-11/16/23	81-850-000-0000-2439		N
1727		239,161.15	Collections 8/31-11/16/23	81-850-000-0000-2439		N
	<b>Warrant # 41820</b>	<b>Total... 11,858,949.06</b>				
1756	Roscoe Township	71,378.32	Collections 8/31-11/16/23	81-850-000-0000-2414		N
	<b>Warrant # 41821</b>	<b>Total... 71,378.32</b>				
1765	School District #195	12,380.73	Collections 8/31-11/16/23	81-850-000-0000-2451		N
	<b>Warrant # 41822</b>	<b>Total... 12,380.73</b>				
854	School District #200	1,367.00	Collections 8/31-11/16/23	81-850-000-0000-2452		N
	<b>Warrant # 41823</b>	<b>Total... 1,367.00</b>				



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			<u>OBO#</u>	<u>On-Behalf-of-Name</u>	<u>From Date</u>	<u>To Date</u>
855	School District #2125	1,716.78	Collections 8/31-11/16/23	81-850-000-0000-2453		N
	<b>Warrant # 41824</b>	<b>Total... 1,716.78</b>				
4474	School District #2172	226,073.55	Collections 8/31-11/16/23	81-850-000-0000-2456		N
	<b>Warrant # 41825</b>	<b>Total... 226,073.55</b>				
856	School District #252	174,741.94	Collections 8/31-11/16/23	81-850-000-0000-2454		N
	<b>Warrant # 41826</b>	<b>Total... 174,741.94</b>				
858	School District #253	216,777.00	Collections 8/31-11/16/23	81-850-000-0000-2455		N
	<b>Warrant # 41827</b>	<b>Total... 216,777.00</b>				
860	School District #255	80,023.27	Collections 8/31-11/16/23	81-850-000-0000-2457		N
	<b>Warrant # 41828</b>	<b>Total... 80,023.27</b>				
52275	School District #256	192,857.97	Collections 8/31-11/16/23	81-850-000-0000-2458		N
	<b>Warrant # 41829</b>	<b>Total... 192,857.97</b>				
863	School District #2805	204,412.10	Collections 8/31-11/16/23	81-850-000-0000-2460		N
	<b>Warrant # 41830</b>	<b>Total... 204,412.10</b>				
864	School District #656	577.49	Collections 8/31-11/16/23	81-850-000-0000-2461		N
	<b>Warrant # 41831</b>	<b>Total... 577.49</b>				
865	School District #659	10,785.27	Collections 8/31-11/16/23	81-850-000-0000-2462		N
	<b>Warrant # 41832</b>	<b>Total... 10,785.27</b>				
1779	School District #813	31,270.19	Collections 8/31-11/16/23	81-850-000-0000-2464		N
	<b>Warrant # 41833</b>	<b>Total... 31,270.19</b>				
1790	Semmchra	190,944.26	Collections 8/31-11/16/23	81-850-000-0000-2480		N
	<b>Warrant # 41834</b>	<b>Total... 190,944.26</b>				
1809	Stanton Township	86,674.00	Collections 8/31-11/16/23	81-850-000-0000-2415		N
	<b>Warrant # 41835</b>	<b>Total... 86,674.00</b>				
1884	Wacouta Township	76,925.08	Collections 8/31-11/16/23	81-850-000-0000-2417		N
	<b>Warrant # 41836</b>	<b>Total... 76,925.08</b>				

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			<u>OBO#</u>	<u>On-Behalf-of-Name</u>	<u>From Date</u>	<u>To Date</u>
1891	Wanamingo City	429,337.32	Collections 8/31-11/16/23	81-850-000-0000-2440		N
<b>Warrant #</b>	<b>41837</b>	<b>Total...</b>	<b>429,337.32</b>			
1893	Wanamingo Township	62,316.52	Collections 8/31-11/16/23	81-850-000-0000-2418		N
<b>Warrant #</b>	<b>41838</b>	<b>Total...</b>	<b>62,316.52</b>			
1895	Warsaw Township	83,104.90	Collections 8/31-11/16/23	81-850-000-0000-2419		N
<b>Warrant #</b>	<b>41839</b>	<b>Total...</b>	<b>83,104.90</b>			
1900	Welch Township	131,927.40	Collections 8/31-11/16/23	81-850-000-0000-2420		N
<b>Warrant #</b>	<b>41840</b>	<b>Total...</b>	<b>131,927.40</b>			
1917	Zumbrota City	1,089,849.35	Collections 8/31-11/16/23	81-850-000-0000-2441		N
<b>Warrant #</b>	<b>41841</b>	<b>Total...</b>	<b>1,089,849.35</b>			
1920	Zumbrota Township	76,427.67	Collections 8/31-11/16/23	81-850-000-0000-2421		N
<b>Warrant #</b>	<b>41842</b>	<b>Total...</b>	<b>76,427.67</b>			
<b>Warrant Form</b>	<b>WFXX-ACH</b>	<b>Total...</b>	<b>20,470,855.10</b>	<b>46 Transactions</b>		
	<b>Final Total...</b>	<b>20,711,314.73</b>	<b>50 Transactions</b>			

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<u>WARRANT RUN</u> <u>INFORMATION</u>	<u>WARRANT</u> <u>FORM</u>	<u>STARTING</u> <u>WARRANT NO.</u>	<u>ENDING</u> <u>WARRANT NO.</u>	<u>DATE OF</u> <u>PAYMENT</u>	<u>DATE OF</u> <u>APPROVAL</u>	<u>PPD</u> <u>COUNT</u>	<u>AMOUNT</u>	<u>CTX</u> <u>COUNT</u>	<u>AMOUNT</u>
4		240,459.63	WFXX	470946	470949	11/30/2023	11/30/2023		
44		20,470,855.10	WFXX-ACH	41799	41842	11/30/2023	11/30/2023	0	44 20,470,855.10
		20,711,314.73	TOTAL						

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### RECAP BY FUND

<u>FUND</u>	<u>AMOUNT</u>	<u>NAME</u>	<u>ACH AMOUNT</u>	<u>NON-ACH AMOUNT</u>
1	15,653.84	County General Revenue	-	15,653.84
81	20,695,660.89	Settlement Fund	20,470,855.10	224,805.79
	20,711,314.73	TOTAL	20,470,855.10	240,459.63
			TOTAL ACH	TOTAL NON-ACH

# Goodhue County

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		<u>OBO#</u>	<u>On-Behalf-of-Name</u>		<u>From Date</u>	<u>To Date</u>
16365	Alme/Michael	681.00	02.41.00400 Overpmt	81-850-000-0000-2102		N
	<b>Warrant # 471005</b>	<b>Total...</b>	<b>681.00</b>			
11184	ASL Interpreting Services Inc.	168.00	Interpreting Services 10/2023	01-207-240-0000-6283	23.15762	N
	<b>Warrant # 471006</b>	<b>Total...</b>	<b>168.00</b>			
13364	Aspen Mills Incorporated	150.20	Intl Uniform: Wallerich 11/14	01-201-000-0000-6453	323169	N
13364		149.39	Intl Uniform: Brecht 11/14/23	01-201-000-0000-6453	323168	N
	<b>Warrant # 471007</b>	<b>Total...</b>	<b>299.59</b>			
9193	BCA Training	250.00	Interview/Interro Trng 11/20	01-201-000-0000-6357	32359	N
	<b>Warrant # 471008</b>	<b>Total...</b>	<b>250.00</b>			
16364	Benton County Sheriff's Office	50.00	Subpoena Svc 10/29	01-091-000-0000-6277	14815	N
	<b>Warrant # 471009</b>	<b>Total...</b>	<b>50.00</b>			
460	Bignell/Mike	437.93	Transp Mileage 10/26-11/14/23	01-121-140-0000-6220		N
	<b>Warrant # 471010</b>	<b>Total...</b>	<b>437.93</b>			
12906	Bryant/James	293.44	Transp Mileage 11/20-11/29/23	01-121-140-0000-6220		N
12906		236.46	Transp Mileage 10/13-11/13/23	01-121-140-0000-6220		N
	<b>Warrant # 471011</b>	<b>Total...</b>	<b>529.90</b>			
15765	Budget Exteriors, Inc.	67.20	General/Plan Fee Rfnd	01-127-127-0000-5123	23-0242	N
	<b>Warrant # 471012</b>	<b>Total...</b>	<b>67.20</b>			
9208	Copley/Rhonda	5.76	28.994.024A Overpmt	81-850-000-0000-2102		N
	<b>Warrant # 471013</b>	<b>Total...</b>	<b>5.76</b>			
16369	Dicke/Mark	3,214.00	55.485.0070 Overpmt	81-850-000-0000-2102		N
	<b>Warrant # 471014</b>	<b>Total...</b>	<b>3,214.00</b>			
1380	Dohmen Revocable Living Trust/Maxine	1,747.00	45.008.1000 Overpmt	81-850-000-0000-2102		N
	<b>Warrant # 471015</b>	<b>Total...</b>	<b>1,747.00</b>			
16366	Donald Matthees & Sons	20.00	47.021.0300 etc Overpmt	81-850-000-0000-2102		N
	<b>Warrant # 471016</b>	<b>Total...</b>	<b>20.00</b>			

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			<u>OBO#</u>	<u>On-Behalf-of-Name</u>	<u>From Date</u>	<u>To Date</u>
4644	Express Services, Inc.	345.60		Bldg Concierge Temp 10/8	01-001-000-0000-6850	29759619 N
4644		518.40		Bldg Concierge Temp 11/26	01-001-000-0000-6850	29977286 N
4644		864.00		Bldg Concierge Temp 11/19	01-001-000-0000-6850	29943499 N
	<b>Warrant # 471017</b>	<b>Total...</b>		<b>1,728.00</b>		
2474	Falk Auto Body Inc	738.83		#1925 Acc Rpr 11/13/23	01-201-000-0000-6303	6815 N
	<b>Warrant # 471018</b>	<b>Total...</b>		<b>738.83</b>		
3266	Frontier Communications	107.14		Kenyon Phone	03-350-000-0000-6201	123197-2 N
3266		69.99		Kenyon DSL	03-350-000-0000-6209	123197-2 N
	<b>Warrant # 471019</b>	<b>Total...</b>		<b>177.13</b>		
227	Goodhue County Recorder (Pw)	46.00		599-133 Rec Fee-Diercks	03-320-000-0000-6311	Doc#A695838 N
227		46.00		599-136 Rec Fee-Germann	03-320-000-0000-6311	Doc#A695839 N
227		46.00		608-013 Rec Fee-Ulrich	03-320-000-0000-6311	Doc#A695851 N
227		46.00		599-133 Rec Fee-Nelson	03-320-000-0000-6311	Doc#A695963 N
	<b>Warrant # 471020</b>	<b>Total...</b>		<b>184.00</b>		
13949	Griesert/Beverly Jo	300.00		Per Diem: Vet Rides 11/14-11/1	01-121-140-0000-6106	N
13949		400.00		Per Diem: Vet Rides 11/6-11/10	01-121-140-0000-6106	N
13949		229.25		Transp Mileage 11/3-11/10/23	01-121-140-0000-6220	N
13949		203.05		Transp Mileage 11/14-11/28/23	01-121-140-0000-6220	N
	<b>Warrant # 471021</b>	<b>Total...</b>		<b>1,132.30</b>		
15767	Grote/Steve	679.24		Transp Mileage 10/17-11/16/23	01-121-140-0000-6220	N
	<b>Warrant # 471022</b>	<b>Total...</b>		<b>679.24</b>		
16368	Gunhus/Dennis	88.00		36.018.0501 Overpmt	81-850-000-0000-2102	N
	<b>Warrant # 471023</b>	<b>Total...</b>		<b>88.00</b>		
5236	H M Cragg Co	392.47		PI Twr Generator Diag 11/7/23	01-211-000-0000-6304	0294682-IN N
	<b>Warrant # 471024</b>	<b>Total...</b>		<b>392.47</b>		
16367	Hinck/Christopher J.	520.00		32.032.0501 etc Overpmt	81-850-000-0000-2102	N
	<b>Warrant # 471025</b>	<b>Total...</b>		<b>520.00</b>		

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			<u>OBO#</u>	<u>On-Behalf-of-Name</u>	<u>From Date</u>	<u>To Date</u>
13259	Hyllengren/Coty	36.47	42.033.0400 Overpmt	81-850-000-0000-2102		N
	<b>Warrant # 471026</b>	<b>Total... 36.47</b>				
7675	Imaging Spectrum, Inc.	164.42	Dimmer LED Panel 11/10	01-101-000-0000-6849	INV16711	N
7675		293.18	Passport Photo paper 11/2	01-101-000-0000-6849	INV16123	N
	<b>Warrant # 471027</b>	<b>Total... 457.60</b>				
8195	Jacobson Farms	61.08	31.008.0800 Overpmt	81-850-000-0000-2102		N
	<b>Warrant # 471028</b>	<b>Total... 61.08</b>				
16325	Johnson/Phil	22.93	VFW Kenyon Mileage 11/28	01-121-000-0000-6331		N
16325		22.93	VFW Kenyon Mileage 11/29	01-121-000-0000-6331		N
	<b>Warrant # 471029</b>	<b>Total... 45.86</b>				
4045	Karlen/Roger	288.00	Refund 25-CR-21-151	01-255-255-0000-5475		N
	<b>Warrant # 471030</b>	<b>Total... 288.00</b>				
2195	Kent/Justin	28.89	CF VFW Mileage 10/24	01-121-120-0000-6331		N
2195		22.27	LC VFW Mileage 11/6	01-121-120-0000-6331		N
2195		22.27	SCHA Leg Lunch Mileage 11/7	01-121-120-0000-6331		N
2195		28.89	CF AL Mtg Mileage 11/14	01-121-120-0000-6331		N
	<b>Warrant # 471031</b>	<b>Total... 102.32</b>				
12923	Kevin's Service	118.90	#1728 Oil/Rot Tires 10/6	01-201-000-0000-6303	J008659	N
	<b>Warrant # 471032</b>	<b>Total... 118.90</b>				
16247	Kraft Mechanical, LLC	36,419.20	GC RTU unit Rplc 11/2023	34-111-110-0000-6669	32542	N
	<b>Warrant # 471033</b>	<b>Total... 36,419.20</b>				
7664	Kyllo/Arlen L	5.00	47.034.1000 etc Overpmt	81-850-000-0000-2102		N
	<b>Warrant # 471034</b>	<b>Total... 5.00</b>				
11575	Loffler Companies Inc.	312.67	Copies 10/8-11/7/23	01-091-000-0000-6302	4522991	N
11575		10.00	Freight/Delivery 10/8-11/7/23	01-091-000-0000-6302	4522991	N
11575		25.56	Copies 10/1-10/31/23	01-091-000-0000-6302	4515693	N
	<b>Warrant # 471035</b>	<b>Total... 348.23</b>				

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16136	Martin Marietta Materials, Inc.	256.19	Patch Culvert 12	03-310-000-0000-6503	40958455	N
16136		256.18	Kyn Shop Patching	03-350-000-0000-6306	40958455	N
	<b>Warrant # 471036</b>	<b>Total... 512.37</b>				
10139	MedTox Laboratories, Inc.	234.18	Drug Scrn (6) 9/30	01-201-000-0000-6291	920234741	N
10139		39.03	Drug Scrn: KO 9/30	01-207-000-0000-6291	920234741	N
	<b>Warrant # 471037</b>	<b>Total... 273.21</b>				
11025	Midwest Monitoring & Surveillance	372.00	Monitoring Fees 7/2023	01-011-000-0000-6850	0723515	N
11025		372.00	Monitoring Fees 8/2023	01-011-000-0000-6850	0823513	N
	<b>Warrant # 471038</b>	<b>Total... 744.00</b>				
16370	Miller/Pamela J.	1,000.00	Testimony/Prep 10/17-31	01-091-000-0000-6272		N
	<b>Warrant # 471039</b>	<b>Total... 1,000.00</b>				
12239	Minneapolis Forensic Psychological Svcs	1,837.50	Prof Svc DSmith 10-11/2023	01-011-000-0000-6272		N
	<b>Warrant # 471040</b>	<b>Total... 1,837.50</b>				
1814	Minnesota Department of Labor & Industry	28.04-	Retention 8/2023	01-127-127-0000-5478	AUGUST0490002023	N
1814		25.00-	Retention 9/2023	01-127-127-0000-5478	PTEMBER0490002023	N
1814		25.00-	Retention 6/2023	01-127-127-0000-5478	JUNE0490002023	N
1814		25.00-	Retention 7/2023	01-127-127-0000-5478	JULY0490002023	N
1814		215.00	Bldg Permit Cannon Falls Q223	72-850-000-0000-2178	JUNE0490252023	N
1814		450.50	Bldg Permit Dennison Q223	72-850-000-0000-2178	JUNE0490452023	N
1814		932.16	Bldg Permit Goodhue Q223	72-850-000-0000-2178		N
1814		251.00	Bldg Permit Kenyon Q223	72-850-000-0000-2178		N
1814		350.50	Bldg Permit Wanamingo Q223	72-850-000-0000-2178	JUNE0791342023	N
1814		736.50	Bldg Permit Surchg 9/2023	72-850-000-0000-2178	PTEMBER0490002023	N
1814		1,402.00	Bldg Permit Surchg 8/2023	72-850-000-0000-2178	AUGUST0490002023	N
1814		504.50	Bldg Permit Surchg 7/2023	72-850-000-0000-2178	JULY0490002023	N
1814		875.50	Bldg Permit Surchg 6/2023	72-850-000-0000-2178	JUNE0490002023	N
	<b>Warrant # 471041</b>	<b>Total... 5,614.62</b>				
8522	Minnesota Energy Resources Corporation	29.73	Gas: PI Twr 10/13-11/13/23	01-211-000-0000-6252	0504542721-00001	N



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	<u>Warrant #</u>	<u>471042</u>	<u>Total...</u>	<u>OBO#</u>	<u>On-Behalf-of-Name</u>	<u>From Date</u>	<u>To Date</u>
			<b>29.73</b>				
4948	Minnesota Sheriff's Association		180.00	Permit to Acquire 4/3/23	01-201-000-0000-6401	211650	N
	<b>Warrant #</b>	<b>471043</b>	<b>Total...</b>				
			<b>180.00</b>				
7117	Northern Safety Co Inc		225.78	Leather GLoves Rcy	61-398-192-0000-6418	905813619	T
7117			215.80	Nitrile Gloves Rcy	61-398-192-0000-6418	905813619	T
	<b>Warrant #</b>	<b>471044</b>	<b>Total...</b>				
			<b>441.58</b>				
16336	Northstar Property Solutions		33,800.00	Weed Spraying ROW	03-310-000-0000-6325	4234	N
	<b>Warrant #</b>	<b>471045</b>	<b>Total...</b>				
			<b>33,800.00</b>				
11013	Office Of MNIT Services		1,750.55	Mnet Collaboration 10/2023	01-063-000-0000-6301	DV23100344	N
11013			142.32	EOC Phone Lines 10/2023	01-281-280-0000-6201	W23100434	N
	<b>Warrant #</b>	<b>471046</b>	<b>Total...</b>				
			<b>1,892.87</b>				
14906	Panoramic Software Inc.		1,485.00	VetPrio License 11/23-10/24	01-121-000-0000-6270	13643	N
	<b>Warrant #</b>	<b>471047</b>	<b>Total...</b>				
			<b>1,485.00</b>				
16371	Performance Equity Partners Mortgage		129.00	72.996.060A Overpmt	81-850-000-0000-2102		N
	<b>Warrant #</b>	<b>471048</b>	<b>Total...</b>				
			<b>129.00</b>				
13884	Pinecrest Farm		790.00	34.015.0200 etc Overpmt	81-850-000-0000-2102		N
	<b>Warrant #</b>	<b>471049</b>	<b>Total...</b>				
			<b>790.00</b>				
13742	Premier Biotech Labs, LLC		695.00	Panel Cup Testing Sppls 10/10	01-091-132-0000-6405	2264990	N
13742			27.74	Shipping 10/10	01-091-132-0000-6405	2264990	N
13742			61.80	Confirmation Testing 10/2023	01-091-132-0000-6405	L3349019	N
13742			21.00	Shipping 10/2023	01-091-132-0000-6405	L3349019	N
13742			46.35	Confirmation Testing 9/2023	01-091-132-0000-6405	L3348171	N
13742			14.00	Shipping 9/2023	01-091-132-0000-6405	L3348171	N
	<b>Warrant #</b>	<b>471050</b>	<b>Total...</b>				
			<b>865.89</b>				
15556	Primadata		579.89	TNT Postage 11/17/23	01-041-000-0000-6203	64390	N
	<b>Warrant #</b>	<b>471051</b>	<b>Total...</b>				
			<b>579.89</b>				
6637	Ramon Ramirez Arreguin/Jose		46.00	64.992.003A Overpmt	81-850-000-0000-2132		N

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	<u>Warrant #</u>	<u>471052</u>	<u>Total...</u>	<u>OBO#</u>	<u>On-Behalf-of-Name</u>	<u>From Date</u>	<u>To Date</u>
			<b>46.00</b>				
50703	Red Wing Area Chamber of Commerce		1,975.00	Chamber Bucks July-Dec 2023	01-001-000-0000-6195	13872	N
	<b>Warrant #</b>	<b>471053</b>	<b>Total...</b>				
			<b>1,975.00</b>				
15071	Rice/Danielle Nicole		28.30	Zumbrota Mileage 8/2	01-601-000-0000-6331		N
15071			28.30	Zumbrota Mileage 10/18	01-601-000-0000-6331		N
15071			19.13	PDC Mtg Mileage 11/8	01-601-000-0000-6331		N
15071			18.73	Hog Roast Mtg 11/28	01-601-000-0000-6331		N
	<b>Warrant #</b>	<b>471054</b>	<b>Total...</b>				
			<b>94.46</b>				
14368	Runnings		69.99	Binoculars 11/27/23	01-201-000-0000-6454	389100	N
	<b>Warrant #</b>	<b>471055</b>	<b>Total...</b>				
			<b>69.99</b>				
6333	Schumacher/Andrew		889.00	31.020.1202 Overpmt	81-850-000-0000-2102		N
	<b>Warrant #</b>	<b>471056</b>	<b>Total...</b>				
			<b>889.00</b>				
5041	Shred Right		35.46	Shredding	03-330-000-0000-6283	11894	N
	<b>Warrant #</b>	<b>471057</b>	<b>Total...</b>				
			<b>35.46</b>				
15965	Skillet Kitchen		1,226.20	Inmate Meals 10/30-10/31/23	01-207-000-0000-6463	INV00005710	N
15965			3,108.31	Inmate Meals 11/1-11/5/23	01-207-000-0000-6463	INV00005711	N
15965			4,336.02	Inmate Meals 11/6-11/12/23	01-207-000-0000-6463	INV00005784	N
15965			4,152.59	Inmate Meals 11/13-11/19/23	01-207-000-0000-6463	INV00005828	N
	<b>Warrant #</b>	<b>471058</b>	<b>Total...</b>				
			<b>12,823.12</b>				
6284	Steberg/Glen		550.00	Landfill Lease 12/2023	61-397-000-0000-6342	Dec 2023	N
6284			2,370.00	Landfill Equip Nov	61-397-000-0000-6343	Nov 2023	N
6284			1,520.00	Landfill Hrs Nov	61-397-000-0000-6349	Nov 2023	N
	<b>Warrant #</b>	<b>471059</b>	<b>Total...</b>				
			<b>4,440.00</b>				
1831	Streichers, Inc.		2,215.98	.223 Cal Duty Ammo 11/28	01-201-000-0000-6416	I1667560	N
1831			1,944.00	Pepperball Projectiles 11/28	01-201-000-0000-6416	I1667560	N
1831			23.98	Bvest Patches: Wallerich 11/17	01-201-000-0000-6453	I1666307	N
1831			334.98	IOntl Uniform: Pepin 11/17	01-201-000-0000-6453	I1666310	N
1831			239.96	Taser Holsters (2) 11/16	01-201-000-0000-6454	I1665989	N

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<u>Warrant #</u>		<u>471060</u>	<u>Total...</u>	<u>OBO#</u>	<u>On-Behalf-of-Name</u>	<u>From Date</u>	<u>To Date</u>
			<b>4,758.90</b>				
2469	Toshiba America Business Solutions		144.78	Copier 11/2023	01-055-000-0000-6302	5027356601	N
2469			129.57	Copies 9/2023	01-055-000-0000-6302	5027356601	N
<b>Warrant #</b>		<b>471061</b>	<b>Total...</b>				
			<b>274.35</b>				
8063	Toshiba America Business Solutions		2,566.00	25PPM Digital Copier 10/26	34-127-000-0000-6669	3444680	N
8063			2,566.00	25PPM Digital Copier 10/26	34-127-000-0000-6669	3444681	N
<b>Warrant #</b>		<b>471062</b>	<b>Total...</b>				
			<b>5,132.00</b>				
2846	Uline		117.23	Ice Control/Sand Bags	01-111-000-0000-6305	170341215	N
<b>Warrant #</b>		<b>471063</b>	<b>Total...</b>				
			<b>117.23</b>				
1876	Van Paper Company		123.13	Wypall Wipers	03-340-000-0000-6420	54560	N
1876			280.57	TP, Towels	03-350-000-0000-6420	54560	N
<b>Warrant #</b>		<b>471064</b>	<b>Total...</b>				
			<b>403.70</b>				
5176	Viking Electric Supply, Inc.		522.97	Lighting Invert Breakers 11/9	34-111-113-0000-6669	S007475711.002	N
<b>Warrant #</b>		<b>471065</b>	<b>Total...</b>				
			<b>522.97</b>				
3074	Weigh-Rite Scale Co Inc		400.00	Svc Rcyl Scale	61-398-000-0000-6304	35651	N
3074			220.00	Scale Foot Assy	61-398-000-0000-6563	35651	T
<b>Warrant #</b>		<b>471066</b>	<b>Total...</b>				
			<b>620.00</b>				
1674	Wells Fargo Banks		2,158.16	Client Analysis 10/2023	01-001-000-0000-6375	23100265755	N
<b>Warrant #</b>		<b>471067</b>	<b>Total...</b>				
			<b>2,158.16</b>				
73383	Xcel Energy		3,834.10	Electric GC 10/2023	01-111-110-0000-6251	51-6219858-5	N
73383			392.39	Gas GC 10/2023	01-111-110-0000-6252	51-6219858-5	N
73383			4,868.74	Electric LEC 10/2023	01-111-112-0000-6251	51-4345908-1	N
73383			4,318.08	Gas LEC 10/2023	01-111-112-0000-6252	51-6219858-5	N
73383			2,797.70	Electric HHS 10/2023	01-111-115-0000-6251	51-6219858-5	N
73383			95.74	Gas HHS 10/2023	01-111-115-0000-6252	51-6219858-5	N
73383			3,241.82	Electric JC 10/2023	01-111-116-0000-6251	51-6219858-5	N
73383			24.65	St Lts - 24	03-310-000-0000-6251	51-104672901	N
73383			16.38	St Lts -25/24	03-310-000-0000-6251	51-13773214-1	N

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							<u>From Date</u>	<u>To Date</u>
73383	Xcel Energy	15.38	St Lts - 24/Hwy 19			03-310-000-0000-6251	51-13773325-5	N
73383		297.93	Electric - Zta			03-350-000-0000-6251	51-63907713	N
<b>Warrant #</b>	<b>471068</b>	<b>Total...</b>	<b>19,902.91</b>					
11965	Zemke Trucking LLC	3,151.68	Landfill Disp - Oct			61-397-000-0000-6839	2339	N
<b>Warrant #</b>	<b>471069</b>	<b>Total...</b>	<b>3,151.68</b>					
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		<u>OBO#</u>	<u>On-Behalf-of-Name</u>		<u>From Date</u>	<u>To Date</u>
6193	Advanced Correctional Healthcare	70.57	Nurse Hrs Overage 6/2023	01-207-000-0000-6272	135778	N
	<b>Warrant # 41914</b>	<b>Total...</b>	<b>70.57</b>			
12044	American Tower Corporation	575.00	Frontenac Twr Rent 12/2023	01-211-000-0000-6342	411331628	N
	<b>Warrant # 41915</b>	<b>Total...</b>	<b>575.00</b>			
3443	Anderson/Brad	29.48	Mileage 10/18	01-005-000-0000-6331		N
3443		28.17	Mileage 10/19	01-005-000-0000-6331		N
3443		13.10	Mileage 10/19	01-005-000-0000-6331		N
3443		32.75	Mileage 10/23	01-005-000-0000-6331		N
3443		117.90	Mileage 10/23	01-005-000-0000-6331		N
3443		28.17	Mileage 10/24	01-005-000-0000-6331		N
3443		117.90	Mileage 11/6	01-005-000-0000-6331		N
3443		28.17	Mileage 11/7	01-005-000-0000-6331		N
3443		13.10	Mileage 11/9	01-005-000-0000-6331		N
3443		28.17	Mileage 11/21	01-005-000-0000-6331		N
3443		28.17	Mileage 10/25	01-005-000-0000-6331		N
3443		28.17	Mileage 10/27	01-005-000-0000-6331		N
3443		44.54	Mileage 10/31	01-005-000-0000-6331		N
3443		22.27	Mileage 11/1	01-005-000-0000-6331		N
	<b>Warrant # 41916</b>	<b>Total...</b>	<b>560.06</b>			
15803	Art Brand Studios, LLC	143.87	Service Award: LHanni	01-001-000-0000-6195	INV1826041	N
	<b>Warrant # 41917</b>	<b>Total...</b>	<b>143.87</b>			
5405	Blank/Joseph	172.27	Transp Mileage 11/6-11/17/23	01-121-140-0000-6220		N
	<b>Warrant # 41918</b>	<b>Total...</b>	<b>172.27</b>			
5660	CenturyLink	676.90	Text Transfer Config 11/17/23	01-209-000-0000-6283	70717256	N
	<b>Warrant # 41919</b>	<b>Total...</b>	<b>676.90</b>			
10827	Crestwood Cabinetry, Inc.	8,746.00	3rd Floor Kitchenette 11/15	34-111-000-0000-6669	7796	N
10827		14,675.00	1st Floor Desks/Cabinets 11/15	34-111-000-0000-6669	7796	N
	<b>Warrant # 41920</b>	<b>Total...</b>	<b>23,421.00</b>			

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			<u>OBO#</u>	<u>On-Behalf-of-Name</u>	<u>From Date</u>	<u>To Date</u>
1273	Erickson Engineering Co. LLC	2,310.50	045-004 Prelim Dsgn CR45 Br 25	03-320-000-0000-6281	16137	N
1273		12,120.00	611-031 Hydraulics	03-320-000-0000-6281	16165	N
	<b>Warrant # 41921</b>	<b>Total...</b>	<b>14,430.50</b>			
15934	Fortra, LLC	445.34	SEQUEL Maintenance 1-12/2024	01-063-000-0000-6268	V0000246185	N
	<b>Warrant # 41922</b>	<b>Total...</b>	<b>445.34</b>			
1326	Goodhue City	2.00	(2) Toughbook's 11/30/23	01-201-000-0000-6432		N
1326		1.00	Portable Radio 11/30/23	01-201-000-0000-6432		N
1326		1.00	2021 Ford Explorer 11/30/23	01-201-000-0000-6663		N
	<b>Warrant # 41923</b>	<b>Total...</b>	<b>4.00</b>			
11612	Goodhue County SWCD	12,878.00	LWM FY24	01-002-000-0000-6825	INV07082706	N
11612		12,878.00	LWM FY25	01-002-000-0000-6825	INV07082706	N
11612		22,453.00	WCA FY24	01-002-000-0000-6825	INV07082706	N
11612		22,453.00	WCA FY25	01-002-000-0000-6825	INV07082706	N
	<b>Warrant # 41924</b>	<b>Total...</b>	<b>70,662.00</b>			
15111	Innovational Water Solutions, Inc.	863.00	Cool Twr/Hydro Mgmt Trmt 10/23	01-111-110-0000-6301	17663	N
15111		381.33	Cool Twr/Hydro Mgmt Trmt 10/23	01-111-112-0000-6301	17668	N
15111		381.33	Cool Twr/Hydro Mgmt Trmt 10/23	01-111-113-0000-6301	17668	N
15111		863.00	Cool Twr/Hydro Mgmt Trmt 10/23	01-111-115-0000-6301	17665	N
15111		381.34	Cool Twr/Hydro Mgmt Trmt 10/23	01-111-116-0000-6301	17668	N
15111		237.00	Hydronic Sys Mgmt/Trmt 10/23	01-111-116-0000-6301	17666	N
	<b>Warrant # 41925</b>	<b>Total...</b>	<b>3,107.00</b>			
3972	Innovative Office Solutions, LLC	92.29	Calendars 11/2	01-091-000-0000-6405	IN4371117	N
	<b>Warrant # 41926</b>	<b>Total...</b>	<b>92.29</b>			
13230	Johnson Law RW, LLC	1,230.00	Prof Svc JLuckett 8-11/2023	01-011-000-0000-6265	25PR13157	N
13230		500.00	Pro Svc AAI-Ghanneyeyn 9-11/23	01-011-000-0000-6265	25PR201175	N
	<b>Warrant # 41927</b>	<b>Total...</b>	<b>1,730.00</b>			
15148	KFI Engineers	5,500.00	LEC Boiler Proj Design 10/2022	34-111-000-0000-6669	57413	N
	<b>Warrant # 41928</b>	<b>Total...</b>	<b>5,500.00</b>			

# Goodhue County

## WARRANT REGISTER Auditor Warrants



<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO # Tx</u>
			<u>OBO#</u> <u>On-Behalf-of-Name</u>		<u>From Date</u>	<u>To Date</u>
44	Marco Technologies LLC	724.18	Printer Support 11/5-12/4/23	01-063-000-0000-6302	INV11814091	N
	<b>Warrant # 41929</b>	<b>Total...</b>				
		<b>724.18</b>				
1721	Matthews/Tris	269.86	ICAC Confr Mileage 11/15-17	01-201-000-0000-6331		N
	<b>Warrant # 41930</b>	<b>Total...</b>				
		<b>269.86</b>				
892	MNCCC	1,010.75	Creative Cloud Lic 11/23-11/24	01-031-000-0000-6270	2311017	N
892		15,908.00	Ado Acr Pro Lic 11/23-11/24	01-063-000-0000-6268	2311017	N
892		502.00	Adobe Photo (1) 11/23-11/24	01-201-000-0000-6268	2311017	N
892		1,367.00	Implementation Svcs 10/2023	34-041-000-0000-6669	2311053	N
	<b>Warrant # 41931</b>	<b>Total...</b>				
		<b>18,787.75</b>				
7885	Niebur Tractor & Equipment, Inc	645.00	Broom Caster Wheel 11/14	34-111-000-0000-6669	01-192310	N
	<b>Warrant # 41932</b>	<b>Total...</b>				
		<b>645.00</b>				
7240	Norton Psychological Services	750.00	Psych Eval: DP/JL 11/26/23	01-207-000-0000-6291		N
	<b>Warrant # 41933</b>	<b>Total...</b>				
		<b>750.00</b>				
2610	Nygaard/Ronald H.	746.70	Transp Mileage 10/20-11/14/23	01-121-140-0000-6220		N
	<b>Warrant # 41934</b>	<b>Total...</b>				
		<b>746.70</b>				
15062	O'Rourke Media Group-MN LLC	13.22	Cnty Brd Public Hearing 12/7	01-127-128-0000-6242	367110	N
	<b>Warrant # 41935</b>	<b>Total...</b>				
		<b>13.22</b>				
7813	OSI Environmental, Inc.	200.00	Filter Disposal-Recycling	61-398-192-0000-6839	20106239	N
7813		85.00	Antifreeze Disp-Recycling	61-398-192-0000-6839	20106239	N
	<b>Warrant # 41936</b>	<b>Total...</b>				
		<b>285.00</b>				
14303	Paragon Development Systems, Inc.	205.00	Network Support Svc 10/2023	01-063-000-0000-6278	5098513	N
	<b>Warrant # 41937</b>	<b>Total...</b>				
		<b>205.00</b>				
10876	Parallel Technologies Inc.	3,442.50	Security Sys Repair 11/9	01-111-000-0000-6371	92607	N
	<b>Warrant # 41938</b>	<b>Total...</b>				
		<b>3,442.50</b>				
15112	Pine Island White Pines Sportmens Club	2,140.00	2023 Range fees	01-201-000-0000-6416	2023	N
	<b>Warrant # 41939</b>	<b>Total...</b>				
		<b>2,140.00</b>				
11794	Police Service Dogs, Inc.	12,000.00	K9-Garrick 11/28/23	01-201-233-0000-6851	20230334	N

# Goodhue County

## WARRANT REGISTER Auditor Warrants



<u>Vendor #</u>	<u>Vendor Name</u>		<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO # Tx</u>
	<u>Warrant #</u>	<u>41940</u>	<u>Total...</u>	<u>OBO#</u>	<u>On-Behalf-of-Name</u>	<u>From Date</u>	<u>To Date</u>
			<b>12,000.00</b>				
1727	Red Wing City-Finance		180.00	Hydrant Inspection 11/2	01-111-110-0000-6306	0120792	N
1727			5.77	Evidence Rm Supplies 11/1	01-201-000-0000-6420	0120829	N
1727			29.50	Evidence Rm Supplies 11/8	01-201-000-0000-6420	0120960	N
1727			59.90	Evidence Rm Supplies 11/8	01-201-000-0000-6420	0120959	N
1727			180.00	Hydrant Inspection	03-350-000-0000-6283	0120736	N
	<b>Warrant #</b>	<b>41941</b>	<b>Total...</b>				
			<b>455.17</b>				
14801	Redstone Construction, LLC		24,442.00	#7 Repair Br 25530	03-310-000-0000-6316	23-27B #1	N
	<b>Warrant #</b>	<b>41942</b>	<b>Total...</b>				
			<b>24,442.00</b>				
15249	Schmidt/Dan		40.00	Internet 11/2023	01-063-000-0000-6209		N
	<b>Warrant #</b>	<b>41943</b>	<b>Total...</b>				
			<b>40.00</b>				
9340	Schwicker's Tecta America, LLC		50.00	HVAC Maint: Sandhill Twr 11/14	01-211-000-0000-6301	S510118720	N
9340			391.00	HVAC Maint: Sandhill Twr 11/14	01-211-000-0000-6301	S510118729	N
9340			50.00	HVAC Maint: PI Twr 11/14	01-211-000-0000-6301	S510118722	N
9340			391.00	HVAC Maint: PI Twr 11/14	01-211-000-0000-6301	S510118721	N
9340			50.00	HVAC Maint: CF Twr 11/14	01-211-000-0000-6301	S510118726	N
9340			391.00	HVAC Maint: CF Twr 11/14	01-211-000-0000-6301	S510118725	N
9340			50.00	HVAC Maint: Aspen Twr 11/14	01-211-000-0000-6301	S510118728	N
9340			391.00	HVAC Maint: Aspen Twr 11/14	01-211-000-0000-6301	S510118727	N
	<b>Warrant #</b>	<b>41944</b>	<b>Total...</b>				
			<b>1,764.00</b>				
2606	SHI International Corp		3,444.00	2024 RSA Maintenance	01-063-000-0000-6270	B17581968	N
2606			9,345.30	2024 VMWare Maintenance	01-063-000-0000-6270	B17548615	N
	<b>Warrant #</b>	<b>41945</b>	<b>Total...</b>				
			<b>12,789.30</b>				
1903	Thomson Reuters - West		184.20	Library Plan 11/2023	01-091-000-0000-6452	849262172	N
	<b>Warrant #</b>	<b>41946</b>	<b>Total...</b>				
			<b>184.20</b>				
15172	Tyler Technologies, Inc.		180.00	PCI Fee 10/23-10/24	01-001-000-0000-6376	045-444050	N
15172			419.00	Lane 300 Terminal	01-001-000-0000-6376	045-444050	N
	<b>Warrant #</b>	<b>41947</b>	<b>Total...</b>				
			<b>599.00</b>				



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12/01/2023

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Warrant Form **WFXX-ACH**  
Auditor's Warrants

# Goodhue County

## WARRANT REGISTER Auditor Warrants

Approved 12/01/2023  
Pay Date 12/01/2023



<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO # Tx</u>
			<u>OBO#</u>	<u>On-Behalf-of-Name</u>	<u>From Date</u>	<u>To Date</u>
6629	WSB & Associates, Inc.	95,613.59	602-031 Realign-Consit ROW	03-320-000-0000-6278	R022463-000-7	N
6629		557.50	602-031 Reconst-Permitting	03-320-000-0000-6281	R022463-000-7	N
<b>Warrant #</b>	<b>41948</b>	<b>Total...</b>	<b>96,171.09</b>			
<b>Warrant Form</b>	<b>WFXX-ACH</b>	<b>Total...</b>	<b>298,044.77</b>	<b>79 Transactions</b>		
	<b>Final Total...</b>	<b>456,628.37</b>	<b>210 Transactions</b>			

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Auditor's Warrants

# Goodhue County

## WARRANT REGISTER Auditor Warrants

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<u>WARRANT RUN</u> <u>INFORMATION</u>	<u>WARRANT</u> <u>FORM</u>	<u>STARTING</u> <u>WARRANT NO.</u>	<u>ENDING</u> <u>WARRANT NO.</u>	<u>DATE OF</u> <u>PAYMENT</u>	<u>DATE OF</u> <u>APPROVAL</u>	<u>PPD</u> <u>COUNT</u>	<u>AMOUNT</u>	<u>CTX</u> <u>COUNT</u>	<u>AMOUNT</u>
65	WFXX	471005	471069	12/01/2023	12/01/2023				
35	WFXX-ACH	41914	41948	12/01/2023	12/01/2023	6	2,538.89	29	295,505.88
	TOTAL								

# Goodhue County

## WARRANT REGISTER Auditor Warrants

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### RECAP BY FUND

<u>FUND</u>	<u>AMOUNT</u>	<u>NAME</u>	<u>ACH AMOUNT</u>	<u>NON-ACH AMOUNT</u>		
1	190,042.38	County General Revenue	131,603.18	58,439.20		
3	170,690.59	County Road and Bridge	135,223.59	35,467.00		
34	73,007.17	Capital Plan	30,933.00	42,074.17		
61	8,938.26	Waste Management Facilities	285.00	8,653.26		
72	5,717.66	Other Agency Funds	-	5,717.66		
81	8,232.31	Settlement Fund	-	8,232.31		
	456,628.37	TOTAL	298,044.77	TOTAL ACH	158,583.60	TOTAL NON-ACH

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# Goodhue County

## WARRANT REGISTER



Manual Warrants

<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>
				<u>OBO#</u>	<u>On-Behalf-of-Name</u>	<u>From Date</u>	<u>To Date</u>
12590	14663	Merchants Bank	25.00	Service Charge 11/2023	01-001-000-0000-6375		0
	<b>Warrant #</b>	<b>12590</b>	<b>Total</b>	<b>25.00</b>	<b>Date 12/1/2023</b>		
	<b>Final Total...</b>		<b>25.00</b>	<b>1</b>	<b>Transactions</b>		

# Goodhue County



Warr # Vendor #

RECAP BY FUND

FUND

AMOUNT

NAME

1

25.00

County General Revenue

25.00 TOTAL

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12/06/2023

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# Goodhue County

## WARRANT REGISTER



Manual Warrants

<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>
				<u>OBO#</u>	<u>On-Behalf-of-Name</u>	<u>From Date</u>	<u>To Date</u>
12591	14168	Heartland Payment Systems LLC	557.51	CC TXN Fees 11/2023	01-001-000-0000-6376		0
			60.00	CC Equip Rent 11/2023	01-001-000-0000-6376		0
	<b>Warrant #</b>	<b>12591</b>	<b>Total</b>	<b>617.51</b>	<b>Date 12/1/2023</b>		
	<b>Final Total...</b>		<b>617.51</b>	<b>2</b>	<b>Transactions</b>		

# Goodhue County



Warr # Vendor #

RECAP BY FUND

FUND

AMOUNT

NAME

1

617.51

County General Revenue

617.51 TOTAL

# Goodhue County

## WARRANT REGISTER



Manual Warrants

<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>
				<u>OBO#</u>	<u>On-Behalf-of-Name</u>	<u>From Date</u>	<u>To Date</u>
12593	11506	Alerus Financial					
			23,774.65	12/7/23 Payroll-Co HSA Contrib	01-000-000-2504-2005		0
			5,105.71	12/7/23 Payroll-Co HSA Contrib	03-000-000-2504-2005		0
			14,509.37	12/7/23 Payroll-Co HSA Contrib	11-000-000-2504-2005		0
			461.53	12/7/23 Payroll-Co HSA Contrib	61-000-000-2504-2005		0
<b>Warrant #</b>	<b>12593</b>	<b>Total</b>	<b>43,851.26</b>	<b>Date 12/7/2023</b>			
	<b>Final Total...</b>		<b>43,851.26</b>	<b>4</b>	<b>Transactions</b>		



# Goodhue County



Warr # Vendor #

RECAP BY FUND

<u>FUND</u>	<u>AMOUNT</u>	<u>NAME</u>
1	23,774.65	County General Revenue
3	5,105.71	County Road and Bridge
11	14,509.37	Health & Human Service Fund
61	461.53	Waste Management Facilities
	43,851.26	TOTAL

# Goodhue County

## WARRANT REGISTER Auditor Warrants



<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>OBO#</u>	<u>On-Behalf-of-Name</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO # Tx</u>
							<u>From Date</u>	<u>To Date</u>
1353	Ag Partners Coop	108.00	Winter Rye			03-310-000-0000-6517	171913	N
1353		3,969.18	Winter Diesel Kyn			03-340-000-0000-6565	819810	N
1353		99.66-	Fuel Discount Kyn			03-340-000-0000-6565	819810	N
	<b>Warrant #</b>	<b>471156</b>	<b>Total...</b>			<b>3,977.52</b>		
27106	American Solutions For Business	177.76	1099 Forms/Env 11/15/23			01-041-000-0000-6401	INV07082706	N
	<b>Warrant #</b>	<b>471157</b>	<b>Total...</b>			<b>177.76</b>		
2687	ANCOM Communications, Inc.	630.70	Install Radio 2202			03-340-000-0000-6432	118229	N
2687		705.70	Install Radio 2201			03-340-000-0000-6432	118229	N
	<b>Warrant #</b>	<b>471158</b>	<b>Total...</b>			<b>1,336.40</b>		
13364	Aspen Mills Incorporated	1,608.68	Intl Uniform: Arens 12/1			01-201-000-0000-6453	324071	N
13364		1,094.12	Intl Uniform: Pepin 12/1			01-201-000-0000-6453	324070	N
13364		1,240.80	Intl Uniform: Disbrow 12/1			01-201-000-0000-6453	324072	N
13364		1,270.39	Intl Gear: Disbrow 12/1			01-201-000-0000-6454	324072	N
13364		1,208.29	Intl Gear: Pepin 12/1			01-201-000-0000-6454	324070	N
13364		1,130.40	Intl Gear: Arens 12/1			01-201-000-0000-6454	324071	N
13364		283.08	Intl Uniform: McCarthy 11/30			01-281-280-0000-6453	323992	N
	<b>Warrant #</b>	<b>471159</b>	<b>Total...</b>			<b>7,835.76</b>		
8946	Astech Corp	14,381.51	2023 Microsurfacing			03-310-000-0000-6321	82302-FINAL	N
	<b>Warrant #</b>	<b>471160</b>	<b>Total...</b>			<b>14,381.51</b>		
14642	AT&T Mobility, LLC	116.66	Demo Lines (5) 10/26-11/25			01-201-000-0000-6202	287303914782	N
14642		58.67	Cell Phone:Steffen 10/26-11/25			01-201-000-0000-6202	287303914782	N
14642		46.05	iPaws Cell Srvc 10/26-11/25			01-209-000-0000-6202	287303914782	N
14642		36.24	Cradlepoint Line 10/26-11/25/2			01-209-000-0000-6206	287303914782	N
14642		144.96	4Cradlepoint Lines 10/26-11/25			01-211-000-0000-6206	287303914782	N
14642		3.00	Status IP: CF Twr 10/26-11/25			34-211-000-0000-6305	287303914782	N
	<b>Warrant #</b>	<b>471161</b>	<b>Total...</b>			<b>405.58</b>		
9329	Bevcomm	84.95	Internet: PI Offc 12/23			01-201-000-0000-6209	13423627	N
	<b>Warrant #</b>	<b>471162</b>	<b>Total...</b>			<b>84.95</b>		

# Goodhue County

## WARRANT REGISTER Auditor Warrants



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			<u>OBO#</u>	<u>On-Behalf-of-Name</u>	<u>From Date</u>	<u>To Date</u>
15250	Central Farm Service	69.00	Unleaded 1804	03-340-000-0000-6567	796343	N
	<b>Warrant #</b>	<b>471163</b>	<b>Total...</b>	<b>69.00</b>		
11439	CenturyLink	52.07	Sandhill Twr 11/19-12/18/23	01-281-280-0000-6201	651 388-2865	N
	<b>Warrant #</b>	<b>471164</b>	<b>Total...</b>	<b>52.07</b>		
2238	Dakota County Technical College	200.00	Def Dr Trng-ACordes	03-310-000-0000-6357	194363	N
2238		200.00	Def Dr Trng-DPeterson	03-310-000-0000-6357	194363	N
	<b>Warrant #</b>	<b>471165</b>	<b>Total...</b>	<b>400.00</b>		
1227	Dalco Enterprises, Inc	506.17	Ice Melter 11/15	01-111-000-0000-6306	4160723	N
1227		67.32	Custodial Supplies 11/1	01-111-110-0000-6411	4154215	N
1227		161.53-	Custodial Supplies 5/10	01-111-110-0000-6411	4081821	N
1227		161.53-	Custodial Supplies 5/10	01-111-112-0000-6411	4081821	N
1227		92.94	Custodial Supplies 9/25	01-111-112-0000-6411	4137461	N
1227		99.78	Custodial Supplies 7/26	01-111-115-0000-6411	4112364	N
1227		161.53-	Custodial Supplies 5/10	01-111-115-0000-6411	4081821	N
1227		162.90	Custodial Supplies 8/30	01-207-000-0000-6411	4127078	N
	<b>Warrant #</b>	<b>471166</b>	<b>Total...</b>	<b>444.52</b>		
15469	Dultmeier Sales	230.68	Brine Hose/Fittings Stock	03-340-000-0000-6562	4099346	N
15469		39.95	Brine Fittings 1801	03-340-000-0000-6562	4100742	N
	<b>Warrant #</b>	<b>471167</b>	<b>Total...</b>	<b>270.63</b>		
6923	DVS Renewal	15.25	#1922 Tabs 12/2023	01-201-000-0000-6309	BLY881	N
6923		15.25	#1928 Tabs 12/2023	01-201-000-0000-6309	BLY880	N
	<b>Warrant #</b>	<b>471168</b>	<b>Total...</b>	<b>30.50</b>		
4644	Express Services, Inc.	864.00	Bldg Concierge Temp 12/3	01-001-000-0000-6850	30005516	N
	<b>Warrant #</b>	<b>471169</b>	<b>Total...</b>	<b>864.00</b>		
8869	FleetPride	265.66	PTO Shaft Rpr Lbr 7014	61-398-000-0000-6303	ROCH014752	T
8869		212.44	PTO Shaft Rpr Pts 7014	61-398-192-0000-6562	ROCH014752	T
	<b>Warrant #</b>	<b>471170</b>	<b>Total...</b>	<b>478.10</b>		
8143	Force America Inc	386.56	Brine Controller 1501	03-340-000-0000-6562	001-1779492	N

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12/08/2023

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Warrant Form **WFXX**  
Auditor's Warrants

# Goodhue County

## WARRANT REGISTER Auditor Warrants

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<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>OBO#</u>	<u>On-Behalf-of-Name</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO # Tx</u>
							<u>From Date</u>	<u>To Date</u>
8143	Force America Inc	78.08	Sensor Adapter 1501			03-340-000-0000-6562	001-1779509	N
8143		173.67	Wing Lock Valve 2101			03-340-000-0000-6562	001-1781263	N
	<b>Warrant #</b>	<b>471171</b>	<b>Total...</b>					
		<b>638.31</b>						
8568	Goodhue County Inmate Trust Account	568.20	Inmate Wrkr Pay 11/1-11/30/23			01-207-240-0000-6284		N
	<b>Warrant #</b>	<b>471172</b>	<b>Total...</b>					
		<b>568.20</b>						
7928	Graybar Electric Company, Inc.	128.04	Data Wall Plates 11/9			01-111-110-0000-6420	9334752249	N
	<b>Warrant #</b>	<b>471173</b>	<b>Total...</b>					
		<b>128.04</b>						
8956	Greseth/Todd Ordean	40.61	COW Mileage 11/7			01-005-000-0000-6331		N
8956		24.89	Soil & Water Mileage 11/9			01-005-000-0000-6331		N
8956		60.26	PAC Mileage 11/13			01-005-000-0000-6331		N
8956		14.41	Holden Twp Mileage 11/14			01-005-000-0000-6331		N
8956		1.31	Cherry Grove Twp Mileage 11/15			01-005-000-0000-6331		N
8956		7.86	Wgo Mileage 11/16			01-005-000-0000-6331		N
8956		40.61	LEC Mileage 11/20			01-005-000-0000-6331		N
8956		58.30	Budget Mileage 11/21			01-005-000-0000-6331		N
8956		17.69	Pine Island Twp Mileage 11/28			01-005-000-0000-6331		N
	<b>Warrant #</b>	<b>471174</b>	<b>Total...</b>					
		<b>265.94</b>						
6288	Hiller Commercial Floors	34,245.38	GC Bldg Phase 1-Flooring 11/8			34-111-110-0000-6669	2116181	N
	<b>Warrant #</b>	<b>471175</b>	<b>Total...</b>					
		<b>34,245.38</b>						
2310	Huebsch Services	121.87	Uniform Delivery 11/30			01-111-000-0000-6307	20276119	N
2310		119.47	Uniform Delivery 11/23			01-111-000-0000-6307	20274444	N
2310		121.87	Uniform Delivery 11/2			01-111-000-0000-6307	20269602	N
2310		121.87	Uniform Delivery 11/9			01-111-000-0000-6307	20271104	N
2310		118.67	Uniform Delivery 11/16			01-111-000-0000-6307	20272785	N
2310		201.02	Mats/Mops/Towels GC 11/9			01-111-110-0000-6347	20271107	N
2310		67.43	Mats/Mops/Towels GC 11/23			01-111-110-0000-6347	20274447	N
2310		67.37	Mats/Mops/Towels LEC 11/16			01-111-112-0000-6347	20272787	N
2310		139.05	Mats/Mops/Towels HHS 11/9			01-111-115-0000-6347	20271106	N
2310		22.82	Mats/Mops/Towels HHS 11/23			01-111-115-0000-6347	20274446	N

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			<u>OBO#</u> <u>On-Behalf-of-Name</u>		<u>From Date</u>	<u>To Date</u>
2310	Huebsch Services	40.96	Mats/Mops/Towels JUS 11/9	01-111-116-0000-6347	20271105	N
2310		101.48	Mats/Mops/Towels JUS 11/16	01-111-116-0000-6347	20272786	N
2310		40.96	Mats/Mops/Towels JUS 11/23	01-111-116-0000-6347	20274445	N
2310		136.59	Uniforms - Mech	03-340-000-0000-6307	Acct 3990	N
2310		57.20	Shop Rags	03-340-000-0000-6420	Acct 3990	N
2310		69.24	Cleaning Rags	03-350-000-0000-6420	Acct 3990	N
2310		349.18	Uniforms	61-398-000-0000-6307	Acct 3991	N
2310		188.36	Mats & Towels	61-398-000-0000-6411	Acct 3991	N
2310		74.34	Cleaning Rags	61-398-000-0000-6420	Acct 3991	N
	<b>Warrant #</b>	<b>471176</b>	<b>Total...</b>	<b>2,159.75</b>		
4712	JJ Lawnscape Under Ground Sprinkler Sys	133.33	Irrigation Winerization 9/29	01-111-110-0000-6306	28117	N
4712		133.34	Irrigation Winerization 9/29	01-111-112-0000-6306	28117	N
4712		133.33	Irrigation Winerization 9/29	01-111-115-0000-6306	28117	N
	<b>Warrant #</b>	<b>471177</b>	<b>Total...</b>	<b>400.00</b>		
1432	Johnson Tire Service Inc.	39.50	Tire Rpr 2004	03-340-000-0000-6575	52800	N
1432		70.50	Tire Rpr 7014	61-398-192-0000-6575	526343	N
	<b>Warrant #</b>	<b>471178</b>	<b>Total...</b>	<b>110.00</b>		
16325	Johnson/Phil	9.30	Pine Island Mileage 12/1	01-121-000-0000-6331		N
	<b>Warrant #</b>	<b>471179</b>	<b>Total...</b>	<b>9.30</b>		
1461	Kenyon Municipal Utilities	256.96	Elec - Kny	03-350-000-0000-6251	12-1783	N
1461		68.70	Wtr-Swr-Kny	03-350-000-0000-6253	12-1783	N
	<b>Warrant #</b>	<b>471180</b>	<b>Total...</b>	<b>325.66</b>		
1493	Lakes Gas Co	196.50	LP - Nov	61-398-192-0000-6566	2516483	N
1493		158.92	LP - Nov	61-398-192-0000-6566	2527645	N
1493		158.92	LP - Nov	61-398-192-0000-6566	2561556	N
	<b>Warrant #</b>	<b>471181</b>	<b>Total...</b>	<b>514.34</b>		
13176	Lawson Products Inc.	470.00	Plow Bolts	03-340-000-0000-6562	9311052640	N
	<b>Warrant #</b>	<b>471182</b>	<b>Total...</b>	<b>470.00</b>		

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			<u>OBO#</u>	<u>On-Behalf-of-Name</u>	<u>From Date</u>	<u>To Date</u>	
1523	Lodermeier Implement Co	1,737.61		Snow Guard Shrd Bldng	03-350-000-0000-6305	P17019	N
1523		920.11		Salt Shed Repair RW	03-350-000-0000-6305	W04882	N
	<b>Warrant #</b>	<b>471183</b>	<b>Total...</b>	<b>2,657.72</b>			
7584	Matthees Oil Inc	128.00		LP - Vasa	03-350-000-0000-6252	138966	N
7584		512.00		LP - CF	03-350-000-0000-6252	138975	N
	<b>Warrant #</b>	<b>471184</b>	<b>Total...</b>	<b>640.00</b>			
7919	Menards	2.97		Passport Supplies 11/14	01-101-000-0000-6849	24978	N
7919		34.31		Passport Supplies 11/3	01-101-000-0000-6849	24479	N
7919		31.61		Passport Supplies 11/22	01-101-000-0000-6849	25345	N
7919		34.80		Passport Supplies 11/6	01-101-000-0000-6849	24582	N
7919		34.92		Food & Beverage 10/26	01-103-000-0000-6414	24095	N
7919		7.07		Food & Beverage 11/14	01-103-000-0000-6414	24978	N
7919		32.99		Shovel	03-310-000-0000-6508	24434	N
7919		34.99		Propane Torch	03-310-000-0000-6508	25612	N
7919		28.98		Power Strip, Batteries	03-320-000-0000-6405	25565	N
7919		52.98		Shovel/Flashlight 2201	03-340-000-0000-6420	24980	N
7919		20.20		Shop Supplies	03-350-000-0000-6420	24434	N
	<b>Warrant #</b>	<b>471185</b>	<b>Total...</b>	<b>315.82</b>			
16370	Miller/Pamela J.	2,400.00		Testimony/Prep 11/8-17	01-091-000-0000-6272		N
	<b>Warrant #</b>	<b>471186</b>	<b>Total...</b>	<b>2,400.00</b>			
12239	Minneapolis Forensic Psychological Svcs	1,750.00		Prof Svc JPayne 10-12/2023	01-011-000-0000-6272		N
	<b>Warrant #</b>	<b>471187</b>	<b>Total...</b>	<b>1,750.00</b>			
3189	Minnesota Ag Group Inc	1,100.80		Wheel Pts 1811	03-340-000-0000-6563	IH96254	N
3189		135.00		Filters for Stock 84278636	03-340-000-0000-6563	IH96254	N
3189		879.40		Front Driveshaft Pts 1203	03-340-000-0000-6563	IH96255	N
3189		56.75		Filter for Stock 47509565	03-340-000-0000-6563	IH96255	N
	<b>Warrant #</b>	<b>471188</b>	<b>Total...</b>	<b>2,171.95</b>			
1814	Minnesota Department of Labor & Industry	25.00-		Retention 11/2023	01-127-127-0000-5478	OVEMBER 0490002023	N

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Pay Date 12/08/2023



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				<u>On-Behalf-of-Name</u>		<u>From Date</u>	<u>To Date</u>
1814	Minnesota Department of Labor & Industry	25.00-	Retention 10/2023		01-127-127-0000-5478	OCTOBER0490002023	N
1814		245.00	Bldg Permit Surchg 11/2023		72-850-000-0000-2178	OVEMBER 0490002023	N
1814		382.00	Bldge Permit Surchg 10/2023		72-850-000-0000-2178	OCTOBER0490002023	N
	<b>Warrant #</b>	<b>471189</b>	<b>Total...</b>				
		<b>577.00</b>					
8522	Minnesota Energy Resources Corporation	325.32	Gas - Zta Shop		03-350-000-0000-6252	504254044-1	N
8522		94.15	Gas - Kenyon Shop		03-350-000-0000-6252	504254044-2	N
	<b>Warrant #</b>	<b>471190</b>	<b>Total...</b>				
		<b>419.47</b>					
14162	Nokomis Energy	10,349.30	Community Solar 10/2023		01-111-112-0000-6251	ZPVWGO-2023-11-30	N
	<b>Warrant #</b>	<b>471191</b>	<b>Total...</b>				
		<b>10,349.30</b>					
11766	Novak Weather Consultants	149.00	Light Pack Weather C		03-330-000-0000-6283	966	N
	<b>Warrant #</b>	<b>471192</b>	<b>Total...</b>				
		<b>149.00</b>					
7633	Nuss Truck and Equipment Group LLC	149.95	Reflective Tape 2201		03-340-000-0000-6432	PSO053454-1	N
7633		215.62	Fan Control Solenoid 7019		03-340-000-0000-6562	PSO056395-1	N
7633		215.62-	Rtn Fan Ctrl Solenoid 7019		03-340-000-0000-6562	PSO056395-2	N
7633		2,056.10	Eng Cooling Fan Hub 7019		03-340-000-0000-6562	PSO056700-1	N
7633		400.00-	Fan Hub Core Cr 7019		03-340-000-0000-6562	PSO056700-2	N
7633		35.12	Red LED Markers Stock		03-340-000-0000-6562	PSO058061-1	N
7633		156.93	Idler Pulley 1201		03-340-000-0000-6562	PSO058905-1	N
7633		22.10	Pigtails Stock		03-340-000-0000-6562	PSO058061-1	N
7633		297.45	Belt Tensioner 1201		03-340-000-0000-6562	PSO058905-1	N
7633		29.97	Clearance Light 1301		03-340-000-0000-6562	PSO052200-1	N
7633		1,755.00	Tie Rod/King Pins Lbr 7014		61-398-000-0000-6303	SWO013507-1	N
7633		1,072.50	DEF Coolant Line Lbr 7014		61-398-000-0000-6303	SWO013507-1	N
7633		522.04	DEF Coolant Line Pts 7014		61-398-192-0000-6562	SWO013507-1	T
7633		1,567.07	Tie Rod/King Pins Pts 7014		61-398-192-0000-6562	SWO013507-1	T
	<b>Warrant #</b>	<b>471193</b>	<b>Total...</b>				
		<b>7,264.23</b>					
9516	Nuvera (FKA NU-Telecom)	185.22	Goodhue Backup Phone 12/2023		01-209-000-0000-6201	1192564	N
9516		98.41	Tele CF		03-350-000-0000-6201	1182424	N
9516		91.90	DSL CF		03-350-000-0000-6209	1182424	N

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	<u>Warrant #</u>	<u>471194</u>	<u>Total...</u>	<u>OBO#</u>	<u>On-Behalf-of-Name</u>	<u>From Date</u>	<u>To Date</u>
			<b>375.53</b>				
13742	Premier Biotech Labs, LLC		695.00	Testing Supplies 11/17	01-091-132-0000-6405	2268849	N
13742			27.65	Shipping 11/17	01-091-132-0000-6405	2268849	N
	<b>Warrant #</b>	<b>471195</b>	<b>Total...</b>				
			<b>722.65</b>				
14081	Quadient, Inc.		177.00	Meter Rent: 12/23-3/24	01-001-000-0000-6345	60633118	N
	<b>Warrant #</b>	<b>471196</b>	<b>Total...</b>				
			<b>177.00</b>				
5136	Red Wing City-Public Works		632.62	Water & Sewer 10/2023	01-111-110-0000-6253	031881-005	N
5136			134.93	Dumpster 10/2023	01-111-110-0000-6257	031881-005	N
5136			7.73	Storm Water Utility 10/2023	01-111-110-0000-6306	031881-005	N
5136			69.12	Irrigation 10/2023	01-111-110-0000-6306	031881-006	N
5136			4,363.34	Water & Sewer 10/2023	01-111-112-0000-6253	031881-001	N
5136			313.64	Cooling Twr Deduct Mtr 10/2023	01-111-112-0000-6253	031881-002	N
5136			58.68	Irrigation Deduct Mtr 10/2023	01-111-112-0000-6253	031881-003	N
5136			174.12	Dumpster 10/2023	01-111-112-0000-6257	031881-001	N
5136			41.66	Storm Water Utility 10/2023	01-111-112-0000-6306	031881-001	N
5136			1,175.00	Water & Sewer 10/2023	01-111-115-0000-6253	031881-009	N
5136			160.50	Dumpster 10/2023	01-111-115-0000-6257	031881-008	N
5136			12.00	Storm Water Utility 10/2023	01-111-115-0000-6306	031881-009	N
5136			99.81	Dumpster 10/2023	01-111-116-0000-6257	031881-004	N
5136			50.32	Wash Bay/Sheriff Shed 10/2023	01-201-000-0000-6253	011876-000	N
5136			612.79	Dumpster & Recycling 10/2023	01-207-000-0000-6257	031881-000	N
5136			444.14	Wtr/Swr-Shared	03-350-000-0000-6253	9948-002	N
5136			775.41	Wtr-Swr-Garb	03-350-000-0000-6253	9948-000	N
5136			54.00	Sprinkler	03-350-000-0000-6306	9949-000	N
5136			238.29	Wtr-Swr-Garb RC	61-398-000-0000-6253	10040-000	N
5136			1,152.27	Residual Disp RC	61-398-192-0000-6839	10040-000	N
	<b>Warrant #</b>	<b>471197</b>	<b>Total...</b>				
			<b>9,943.09</b>				
7648	Rent N Save Portable Services		65.00	Byllesby Park Toilet Nov	03-521-000-0000-6343	75589	N
	<b>Warrant #</b>	<b>471198</b>	<b>Total...</b>				
			<b>65.00</b>				



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				<u>On-Behalf-of-Name</u>		<u>From Date</u>	<u>To Date</u>
8435	Ries Farms And Excavating	152.56	Beaver Dam Disp 56		03-310-000-0000-6839	28724	N
	<b>Warrant # 471199</b>	<b>Total... 152.56</b>					
582	Rihm Kenworth	592.56	Batteries 0204		03-340-000-0000-6562	2159364A	N
582		135.00-	Battery Core Rtn 0204		03-340-000-0000-6562	2160139A	N
582		49.52	Diaphragms for Stock		03-340-000-0000-6562	2160453A	N
582		100.50	Filters for Stock		03-340-000-0000-6562	2158576A	N
582		50.47	Filter for Stock		03-340-000-0000-6562	2158576AX1	N
	<b>Warrant # 471200</b>	<b>Total... 658.05</b>					
7626	Runnings	125.00	knee Boots - Rezac		03-320-000-0000-6501	3890578	N
7626		69.12	Wing Pins 2201		03-340-000-0000-6562	3890780	N
7626		69.12	Wing Pins 1901		03-340-000-0000-6562	3890780	N
7626		30.98	Banjo Fittings 2201		03-340-000-0000-6562	3898855	N
7626		330.10	Dsl Hose/Ftng/Hndle RW		03-350-000-0000-6563	3899846	N
	<b>Warrant # 471201</b>	<b>Total... 624.32</b>					
868	Schumacher Excavating Inc	3,528.11	De-Icing Sand		03-310-000-0000-6502	32968	N
	<b>Warrant # 471202</b>	<b>Total... 3,528.11</b>					
14599	Sencommunications, Inc.	329.42	(5) Headsets 11/17/23		01-209-000-0000-6432	IN1062304	N
	<b>Warrant # 471203</b>	<b>Total... 329.42</b>					
11980	Shane Electric, Inc	175.00	Crane Electrical Rpr RW		03-350-000-0000-6304	16916	N
	<b>Warrant # 471204</b>	<b>Total... 175.00</b>					
5041	Shred Right	35.46	Shredding		03-330-000-0000-6283	12668	N
	<b>Warrant # 471205</b>	<b>Total... 35.46</b>					
6450	Staples Advantage	0.49	Glue Sticks 11/16		01-127-127-0000-6405	3552718078	N
6450		2.38	Retract BP Pen Blue 11/16		01-127-127-0000-6405	3552718078	N
6450		5.64	Lgl Manila 3 Tab Folder 11/16		01-127-127-0000-6405	3552718078	N
6450		9.98	Astro Sun Crdstock Paper 11/16		01-127-127-0000-6405	3552718078	N
6450		9.98	Astro Sun Crdstock Paper 11/16		01-127-128-0000-6405	3552718078	N
6450		5.64	Lgl Manila 3 Tab Folder 11/16		01-127-128-0000-6405	3552718078	N

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		<u>OBO#</u>	<u>On-Behalf-of-Name</u>		<u>From Date</u>	<u>To Date</u>
6450	Staples Advantage	2.38	Retract BP Pen Blue 11/16	01-127-128-0000-6405	3552718078	N
6450		0.49	Glue Sticks 11/16	01-127-128-0000-6405	3552718078	N
6450		0.48	Glue Sticks 11/16	01-127-129-0000-6405	3552718078	N
6450		9.98	Astro Sun Crdstock Paper 11/16	01-127-129-0000-6405	3552718078	N
6450		5.64	Lgl Manila 3 Tab Folder 11/16	01-127-129-0000-6405	3552718078	N
6450		2.37	Retract BP Pen Blue 11/16	01-127-129-0000-6405	3552718078	N
	<b>Warrant #</b>	<b>471206</b>	<b>Total...</b>	<b>55.45</b>		
1831	Streichers, Inc.	460.00	.308 Win 168gr Tact Tip 11/29	01-201-000-0000-6416	11667924	N
1831		276.00	BVest Carr: Wallerich 11/27	01-201-000-0000-6453	11667170	N
1831		11.99	Intl Unifor: Disbrow 11/28	01-201-000-0000-6453	11667501	N
1831		310.00	Bv Carr/Ptchs:E Anderson 11/30	01-201-000-0000-6453	11668264	N
	<b>Warrant #</b>	<b>471207</b>	<b>Total...</b>	<b>1,057.99</b>		
15952	Stubfors/Sara	20.00	MAA Region 1 11/17	01-055-000-0000-6243		N
	<b>Warrant #</b>	<b>471208</b>	<b>Total...</b>	<b>20.00</b>		
5192	Summit Fire Protection	820.00	Sprklr Deficiency Rprs 11/10	01-111-115-0000-6305	2230229	N
	<b>Warrant #</b>	<b>471209</b>	<b>Total...</b>	<b>820.00</b>		
2384	Terminal Supply Co	239.69	Electrical/Shop Suppl	03-340-000-0000-6420	83160-00	N
2384		62.76	Alarm 1701	03-340-000-0000-6562	83160-00	N
2384		126.04	Flood Lights-Tandems	03-340-000-0000-6562	83160-00	N
	<b>Warrant #</b>	<b>471210</b>	<b>Total...</b>	<b>428.49</b>		
5349	The License Center, Inc.	26.00	#2023 Title Transfer 12/2023	01-201-000-0000-6663		N
	<b>Warrant #</b>	<b>471211</b>	<b>Total...</b>	<b>26.00</b>		
2124	The Minnesota Chemical Company	453.75	Rpr Dryer 11/30/23	01-207-000-0000-6304	502805	N
	<b>Warrant #</b>	<b>471212</b>	<b>Total...</b>	<b>453.75</b>		
59303	The Sherwin-Williams Company	235.46	Office Paint RW	03-350-000-0000-6305	7350-3	N
	<b>Warrant #</b>	<b>471213</b>	<b>Total...</b>	<b>235.46</b>		
46300	Tom Parker Electric Inc	490.10	Parking Lot Receptacles 11/10	01-111-112-0000-6306	13406	N
46300		2,782.95	Exterior Light Rplc 11/22/23	01-111-112-0000-6421	13434	N

# Goodhue County

## WARRANT REGISTER Auditor Warrants



<u>Vendor #</u>	<u>Vendor Name</u>		<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO # Tx</u>
<u>Warrant #</u>		<u>471214</u>	<u>Total...</u>	<u>OBO#</u>	<u>On-Behalf-of-Name</u>	<u>From Date</u>	<u>To Date</u>
			<b>3,273.05</b>				
2469	Toshiba America Business Solutions		184.76	Copier 12/2023	01-041-000-0000-6302	5027517613	N
2469			47.57	Copies 10/2023	01-041-000-0000-6302	5027517613	N
		<b>Warrant #</b>	<b>471215</b>	<b>Total...</b>			
			<b>232.33</b>				
16087	Trajectory Brands Inc.		11,500.00	Final Billing	01-001-000-0000-6278	1331	N
		<b>Warrant #</b>	<b>471216</b>	<b>Total...</b>			
			<b>11,500.00</b>				
7670	Waterford Oil		8,091.02	Diesel CF	03-340-000-0000-6565	Acct #7083	N
7670			16,195.00	Diesel RW	03-340-000-0000-6565	Acct #7083	N
		<b>Warrant #</b>	<b>471217</b>	<b>Total...</b>			
			<b>24,286.02</b>				
73383	Xcel Energy		9.86	St Lts - 2N	03-310-000-0000-6251	51-57625991	N
73383			12.57	St Lts - 2S	03-310-000-0000-6251	51-60402524	N
73383			56.40	St Lts - 66	03-310-000-0000-6251	51-63607118	N
73383			56.40	St Lts - 1	03-310-000-0000-6251	51-63607118	N
73383			63.92	St Lts - Bench	03-310-000-0000-6251	51-67548181	N
73383			191.78	Signsals - 601 Bench	03-310-000-0000-6251	51-67548181	N
73383			196.04	Elec - RW Shared	03-350-000-0000-6251	51-101960186	N
73383			2,086.72	Elec - RW	03-350-000-0000-6251	51-51300497	N
73383			891.93	Gas - Rw	03-350-000-0000-6252	51-53157485	N
73383			177.30	Gas - RW Shared	03-350-000-0000-6252	51-101960186	N
73383			18.74	Elec - Pavilion/Well	03-521-000-0000-6251	51-0014308387-	N
73383			77.57	St Lts - Park	03-521-000-0000-6251	51-46438082	N
73383			20.68	Sec Lt - Park	03-521-000-0000-6251	51-73725269	N
73383			65.34	Elec-Drop Shed	61-398-192-0000-6251	51-69848451	N
73383			788.76	Elec - Rcy	61-398-192-0000-6251	51-69848451	N
73383			958.11	Gas - Rcy	61-398-192-0000-6252	51-69848451	N
		<b>Warrant #</b>	<b>471218</b>	<b>Total...</b>			
			<b>5,672.12</b>				
11965	Zemke Trucking LLC		3,114.32	Landfill Disp - Nov	61-397-000-0000-6839	2350	N
		<b>Warrant #</b>	<b>471219</b>	<b>Total...</b>			
			<b>3,114.32</b>				

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Pay Date 12/08/2023



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			<u>OBO#</u> <u>On-Behalf-of-Name</u>		<u>From Date</u>	<u>To Date</u>
1914	Ziegler Inc	177.94	R Implmt Solenoid Pts 802	03-340-000-0000-6303	SI000411460	N
1914		963.23	R Implmt Solenoid Lbr 802	03-340-000-0000-6303	SI000411460	N
1914		675.00	Oil Sample Kits (50)	03-340-000-0000-6420	IN001236920	N
1914		23.87	Oil Sample Freight	03-340-000-0000-6420	IN001238476	N
1914		76.00	Moldboard Bushings 2202	03-340-000-0000-6563	IN0012522345	N
1914		386,120.00	2023 150 AWD Motor Grader	34-340-000-0000-6669	IN001268790	N
	<b>Warrant # 471220</b>	<b>Total...</b>	<b>388,036.04</b>			
11630	Zoro Tools, Inc	1,200.00	Mcrwv/Housing Units (4) 9/20	01-207-240-0000-6432	INV13061547	N
	<b>Warrant # 471221</b>	<b>Total...</b>	<b>1,200.00</b>			
1919	Zumbrota Telephone Co	48.02	FAX 4046 ZTA	03-350-000-0000-6201	652291	N
1919		51.72	TELE 5671 ZTA	03-350-000-0000-6201	104516	N
1919		65.95	DSL 5671 ZTA	03-350-000-0000-6209	104516	N
	<b>Warrant # 471222</b>	<b>Total...</b>	<b>165.69</b>			
	<b>Warrant Form WFXX</b>	<b>Total...</b>	<b>556,700.61</b>	<b>229 Transactions</b>		

# Goodhue County

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<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>OBO#</u>	<u>On-Behalf-of-Name</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO # Tx</u>
							<u>From Date</u>	<u>To Date</u>
2371	Anderson Rock & Lime Inc	105.32-	Cr C5 Shldr Washout 8			03-310-000-0000-6507	49995	N
2371		99.28-	Cr C5 Shouldering 27			03-310-000-0000-6507	50476	N
2371		105.32	C5 Culvert Rpr 11			03-310-000-0000-6507	50662	N
2371		105.32	C5 Culvert Rpr 12			03-310-000-0000-6507	51228	N
	<b>Warrant #</b>	<b>41997</b>	<b>Total...</b>	<b>6.04</b>				
9090	Auto Value	47.98	Air Hose Couplers			03-340-000-0000-6420	134203026	N
9090		19.19	Bulbs/Windshield Wiper 2201			03-340-000-0000-6562	134203071	N
9090		1,894.20	Roll Hydr Hose 3/8" Tandems			03-340-000-0000-6562	134203105	N
9090		265.66	Batteries 1903			03-340-000-0000-6562	134203542	N
9090		89.90	Exhaust Flex Pipe 1801			03-340-000-0000-6562	134202510	N
9090		102.16	Wire/Fittings 1502			03-340-000-0000-6563	134203706	N
	<b>Warrant #</b>	<b>41998</b>	<b>Total...</b>	<b>2,419.09</b>				
1085	Belle Creek Township	1,350.00	Grading #47 (11.25hrs)			03-310-000-0000-6328	2023	N
	<b>Warrant #</b>	<b>41999</b>	<b>Total...</b>	<b>1,350.00</b>				
8587	D & T Ventures LLC	520.38	Web Tax Support 12/2023			01-063-000-0000-6268	302786	N
	<b>Warrant #</b>	<b>42000</b>	<b>Total...</b>	<b>520.38</b>				
1226	Dakota Electric Association	9.57	St Lts #19			03-310-000-0000-6251	2-1366814	N
1226		9.58	St Lts #31			03-310-000-0000-6251	2-1366814	N
1226		9.57	St Lts #7			03-310-000-0000-6251	2-1366814	N
1226		8.65	St Lts #46			03-310-000-0000-6251	2-1366814	N
1226		82.87	St Lts #18			03-310-000-0000-6251	2-1366814	N
	<b>Warrant #</b>	<b>42001</b>	<b>Total...</b>	<b>120.24</b>				
7543	Falk Collision Inc.	30.00	Unit #s 2202			03-340-000-0000-6432	RO #8621	N
	<b>Warrant #</b>	<b>42002</b>	<b>Total...</b>	<b>30.00</b>				
13907	Flanders/Linda Jean	18.34	CVTJP Mileage 11/28			01-005-000-0000-6331		N
	<b>Warrant #</b>	<b>42003</b>	<b>Total...</b>	<b>18.34</b>				
1296	Florence Township	25.00	Beer License 2023			72-850-000-0000-2193	B Wells	N

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	<u>Warrant #</u>	<u>42004</u>	<u>Total...</u>	<u>OBO#</u>	<u>On-Behalf-of-Name</u>	<u>From Date</u>	<u>To Date</u>
			<b>25.00</b>				
21815	Gorman & Lodermeier, PLC		1,733.53	Prof Svc: G&C 7/2023	01-011-000-0000-6265	2314	N
21815			1,733.53	Prof Svc: G&C 8/2023	01-011-000-0000-6265	2315	N
21815			1,733.53	Prof Svc: G&C 9/2023	01-011-000-0000-6265	2323	N
21815			1,733.53	Prof Svc: G&C 10/2023	01-011-000-0000-6265	2324	N
21815			2,363.90	Prof Svc: CHIPS 7/2023	01-011-000-0000-6271	2316	N
21815			2,363.90	Prof Svc: CHIPS 8/2023	01-011-000-0000-6271	2317	N
21815			2,363.90	Prof Svc: CHIPS 9/2023	01-011-000-0000-6271	2325	N
21815			2,363.90	Prof Svc: CHIPS 10/2023	01-011-000-0000-6271	2326	N
	<b>Warrant #</b>	<b>42005</b>	<b>Total...</b>				
			<b>16,389.72</b>				
13230	Johnson Law RW, LLC		2,363.90	Prof Svc 11/2023	01-011-000-0000-6271		N
	<b>Warrant #</b>	<b>42006</b>	<b>Total...</b>				
			<b>2,363.90</b>				
15961	JR Nelson & Company		1,297.86	602-031 Plats	03-320-000-0000-6311	17930	N
	<b>Warrant #</b>	<b>42007</b>	<b>Total...</b>				
			<b>1,297.86</b>				
44	Marco Technologies LLC		724.18	Printer Support 12/5/23-1/4/24	01-063-000-0000-6302	INV11920101	N
	<b>Warrant #</b>	<b>42008</b>	<b>Total...</b>				
			<b>724.18</b>				
14097	McDonough/Michael		2,363.90	Prof Svc: Contract 11/2023	01-011-000-0000-6271	024	N
	<b>Warrant #</b>	<b>42009</b>	<b>Total...</b>				
			<b>2,363.90</b>				
1188	Minnesota Department Of Transportation		12,726.18	GC Br Insp	03-310-000-0000-6278	P17908	N
1188			4,859.40	596-004 Mtl Test & Insp	03-320-000-0000-6287	P17908	N
	<b>Warrant #</b>	<b>42010</b>	<b>Total...</b>				
			<b>17,585.58</b>				
15441	Mississippi Welders Supply Co Inc		40.00	Cyl Rental Thru Dec2025	03-340-000-0000-6570	1668246	N
	<b>Warrant #</b>	<b>42011</b>	<b>Total...</b>				
			<b>40.00</b>				
7813	OSI Environmental, Inc.		100.00	Filter Disposal-Recycling	61-398-192-0000-6839	20106477	N
	<b>Warrant #</b>	<b>42012</b>	<b>Total...</b>				
			<b>100.00</b>				
50705	Red Wing Ace Hardware		11.98	Bolts 1203	03-340-000-0000-6563	225666/1	N
50705			63.08	Office Paint Supplies	03-350-000-0000-6305	225562/1	N

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			<u>OBO#</u>	<u>On-Behalf-of-Name</u>	<u>From Date</u>	<u>To Date</u>
50705	Red Wing Ace Hardware	23.39	Ice Melt	03-350-000-0000-6306	225347/1	N
<b>Warrant #</b>	<b>42013</b>	<b>Total...</b>	<b>98.45</b>			
5644	Red Wing Construction Co.	30,975.00	GC Bldg Phase 1 11/2023	34-111-110-0000-6669	23-021	N
<b>Warrant #</b>	<b>42014</b>	<b>Total...</b>	<b>30,975.00</b>			
14801	Redstone Construction, LLC	51,033.67	602-032 BR 25625 FINAL	03-320-000-0000-6320	602-032 FINAL	N
<b>Warrant #</b>	<b>42015</b>	<b>Total...</b>	<b>51,033.67</b>			
2229	Ripley Dental Care	441.60	Dental: Graham 11/29/23	01-207-000-0000-6272	14845	N
2229		161.00	Dental: Webster, J 11/30/23	01-207-000-0000-6272	14845	N
2229		98.00	Dental: Webster, J 11/15/23	01-207-000-0000-6272	14845	N
2229		285.00	Dental: Valezula 11/14/23	01-207-000-0000-6272	14845	N
2229		97.00	Dental: Childs, C 11/1/23	01-207-000-0000-6272	14845	N
2229		285.00	Dental: Randall, D 10/31/23	01-207-000-0000-6272		N
<b>Warrant #</b>	<b>42016</b>	<b>Total...</b>	<b>1,367.60</b>			
10907	RTG Consulting Inc.	1,406.25	Database Support: Azure 11/23	01-101-103-0000-6269	1331	N
10907		156.25	Db Support: Well&Sep 11/23	01-101-103-0000-6269	1331	N
10907		281.25	Db Support: Bldg Permits 11/23	01-101-103-0000-6269	1331	N
<b>Warrant #</b>	<b>42017</b>	<b>Total...</b>	<b>1,843.75</b>			
2606	SHI International Corp	710.21	Microsoft - Azure 8/2023	01-063-000-0000-6268	B17613029	N
2606		684.31	GIS - Azure 9/2023	01-105-000-0000-6270	B17613495	N
2606		18.96	Bldg - Azure 9/2023	01-127-127-0000-6270	B17613495	N
<b>Warrant #</b>	<b>42018</b>	<b>Total...</b>	<b>1,413.48</b>			
5820	SRF Consulting Group Inc	2,376.04	PEL Study TH52 #7-#8	03-330-000-0000-6318	14596.00-21	N
5820		2,019.08	PEL Study TH52 #7-#8	03-330-000-0000-6318	14596.00-22	N
<b>Warrant #</b>	<b>42019</b>	<b>Total...</b>	<b>4,395.12</b>			
1809	Stanton Township	37.50	Beer License 2023	72-850-000-0000-2193	CF Sportsman	N
1809		37.50	Beer License 2023	72-850-000-0000-2193	Summit Golf	N
<b>Warrant #</b>	<b>42020</b>	<b>Total...</b>	<b>75.00</b>			
1903	Thomson Reuters - West	1,320.00	Law Books 11/2023	01-025-000-0000-6452	849424610	N

anderson  
12/08/2023

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Warrant Form **WFXX-ACH**  
Auditor's Warrants

# Goodhue County

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1903	Thomson Reuters - West	388.22	Law Books 11/2023			01-025-000-0000-6452	849348758			N
1903		1,707.00	Law Books 9/2023			01-025-000-0000-6452	849108530			N
1903		3,106.00	Law Books 10/2023			01-025-000-0000-6452	849273032			N
	<b>Warrant # 42021</b>	<b>Total...</b>	<b>6,521.22</b>							
8381	Zumbrota Water & Sewer Dept	183.52	Wtr & Swr Zta			03-350-000-0000-6253	8660			N
	<b>Warrant # 42022</b>	<b>Total...</b>	<b>183.52</b>							
	<b>Warrant Form WFXX-ACH</b>	<b>Total...</b>	<b>143,261.04</b>		<b>62 Transactions</b>					
	<b>Final Total...</b>	<b>699,961.65</b>			<b>291 Transactions</b>					



anderson  
12/08/2023

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Warrant Form **WFXX-ACH**  
Auditor's Warrants

# Goodhue County

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<u>WARRANT RUN</u> <u>INFORMATION</u>	<u>WARRANT</u> <u>FORM</u>	<u>STARTING</u> <u>WARRANT NO.</u>	<u>ENDING</u> <u>WARRANT NO.</u>	<u>DATE OF</u> <u>PAYMENT</u>	<u>DATE OF</u> <u>APPROVAL</u>	<u>PPD</u>		<u>CTX</u>	
						<u>COUNT</u>	<u>AMOUNT</u>	<u>COUNT</u>	<u>AMOUNT</u>
67	556,700.61	WFXX	471156	471222	12/08/2023	12/08/2023			
26	143,261.04	WFXX-ACH	41997	42022	12/08/2023	12/08/2023	3	2,902.62	23 140,358.42
	699,961.65	TOTAL							

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### RECAP BY FUND

<u>FUND</u>	<u>AMOUNT</u>	<u>NAME</u>	<u>ACH AMOUNT</u>	<u>NON-ACH AMOUNT</u>
1	88,001.75	County General Revenue	33,526.47	54,475.28
3	146,881.00	County Road and Bridge	78,559.57	68,321.43
34	451,343.38	Capital Plan	30,975.00	420,368.38
61	13,008.52	Waste Management Facilities	100.00	12,908.52
72	727.00	Other Agency Funds	100.00	627.00
	699,961.65	TOTAL	143,261.04	556,700.61
			TOTAL ACH	TOTAL NON-ACH