



Board of County Commissioners Agenda Request

3E
Agenda Item #

Requested Meeting Date: December 19, 2017

Title of Item: Adopt 2018 Budget, Levy, and Supporting Resolutions

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Jessica Seibert		Department: Administration
Presenter (Name and Title): Jessica Seibert, County Administrator		Estimated Time Needed: 10 minutes
Summary of Issue: Please adopt the following resolutions: 1. 2018 Levy 2. 2018 Budgets 3. 2018 Elected Officials Salaries 4. 2018 Commissioner Salaries 5. 2018 ACSW and Snake River Watershed Appropriations 6. 2018 ECRL Levy 7. 2018 Boat & Water Safety Agreement Budget 8. 2018 Non-Levy Budgets 9. 2018 Unorganized Townships 10. Unorganized Road & Bridge Transfers 11. 2017 Ditch Fund Budgets 12. County Ditch and County Development Transfers 13. 2017 Reserve Funds		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion:		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

Legally binding agreements must have County Attorney approval prior to submission.

CERTIFIED COPY OF RESOLUTION OF COUNTY BOARD OF AITKIN COUNTY, MINNESOTA

ADOPTED December 19, 2017

By Commissioner:

20171219-xxx

2018 Levy

BE IT RESOLVED, that the Aitkin County Board of Commissioners hereby adopts the final property tax levy for taxes payable in 2018 for the following funds:

<u>FUND</u>	<u>LEVY</u>
Revenue Fund	\$8,050,046
Road and Bridge Fund	\$2,536,750
Solid Waste	\$225,480
Health & Human Services Fund	\$2,671,783
County Parks	\$15,000
Total:	\$13,499,059

Commissioner xx moved the adoption of the resolution and it was declared adopted upon the following vote

FIVE MEMBERS PRESENT

All Members Voting

STATE OF MINNESOTA}
COUNTY OF AITKIN}

I, Jessica Seibert, County Administrator, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 19th day of December 2017, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 19th day of December 2017

Jessica Seibert
County Administrator

By Commissioner:

20171219-xxx

2018 Budgets

BE IT RESOLVED, that the following 2018 budgets be set for the leviable funds of Aitkin County:

<u>Fund/Account</u>	<u>Revenues</u>	<u>Reserves</u>	<u>Expenditures</u>
General Fund	\$13,739,416	\$40,015	\$13,779,431
Road and Bridge	\$12,911,277	\$427,283	\$13,338,560
Health & Human Service	\$6,777,158	\$400,000	\$7,177,158
Parks	\$482,433	(\$11,594)	\$470,839
Total:	\$33,910,284	\$855,704	\$34,765,988

Commissioner xx moved the adoption of the resolution and it was declared adopted upon the following vote

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All Members Voting

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COUNTY OF AITKIN}

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 Jessica Seibert
 County Administrator

By Commissioner:

20171219-xxx

2018 Elected Officials Salaries

BE IT RESOLVED, the Aitkin County Board of Commissioners set the 2018 salaries of Aitkin County Elected Officials at:

County Auditor, Kirk Peysar	\$ 88,589.93 plus \$575.00 one-time lump sum payment
County Treasurer, Lori Grams	\$ 76,097.34 plus \$575.00 one-time lump sum payment
County Recorder, Michael Moriarty	\$ 68,344.66
County Sheriff, Scott Turner	\$101,640.47 plus \$575.00 one-time lump sum payment
County Attorney, Jim Ratz	\$119,494.15 plus \$575.00 one-time lump sum payment

These salaries are based upon responsibilities of the office, duties, skills, qualifications, experience, and performance.

Commissioner xx moved the adoption of the resolution and it was declared adopted upon the following vote

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Jessica Seibert
County Administrator

By Commissioner:

20171219-xxx

2018 Commissioner Salaries

BE IT RESOLVED, the Aitkin County Board of Commissioners set the 2018 County Commissioner's salary at \$30,253.00, which is the same rate of pay as 2017. Commissioners are not eligible to receive per diems from Aitkin County. Per diems may be accepted from other organizations in accordance with the law and the Aitkin County Code of Ethics.

Commissioner xx moved the adoption of the resolution and it was declared adopted upon the following vote

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Jessica Seibert
County Administrator

CERTIFIED COPY OF RESOLUTION OF COUNTY BOARD OF AITKIN COUNTY, MINNESOTA

ADOPTED December 19, 2017

By Commissioner: xx

20171219-0xx

2018 ACSW and Snake River Watershed Appropriations

BE IT RESOLVED, that the budget and appropriation in the amount of \$143,254 be set for 2018 for the Aitkin County Soil and Water Conservation District (\$98,034 from the General Revenue Fund and \$45,220 from County Development Funds) and \$10,079 be set for the Snake River Watershed District.

Commissioner xx moved the adoption of the resolution and it was declared adopted upon the following vote

FIVE MEMBERS PRESENT

All Members Voting Yes

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ADOPTED December 19, 2017

By Commissioner: xx

20171219-0xx

2018 ECRL Levy

BE IT RESOLVED, that the amount of \$224,577 be budgeted and levied for the year 2018 for the East Central Regional Library.

Commissioner xx moved the adoption of the resolution and it was declared adopted upon the following vote

FIVE MEMBERS PRESENT

All Members Voting Yes

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ADOPTED December 19, 2017

By Commissioner: xx

20171219-0xx

2018 Boat & Water Safety Agreement Budget

BE IT RESOLVED, the Aitkin County Board of Commissioners approves the 2018 annual Boat and Water Safety Agreement budget in file in the Office of County Auditor in the amount of \$92,687 for a term January 1, 2018 to December 31, 2018.

	<u>Revenues</u>	<u>Co Share</u>	<u>Expenditures</u>
Misc. Receipts	\$150		
Boat & Water Grant	\$27,235		
Totals:	\$27,385	\$65,302	\$92,687

Commissioner xx moved the adoption of the resolution and it was declared adopted upon the following vote

FIVE MEMBERS PRESENT

All Members Voting Yes

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ADOPTED December 19, 2017

By Commissioner: xx

20171219-0xx

2018 Non-Levy Budgets

BE IT RESOLVED, the Aitkin County Board of Commissioners, County of Aitkin, do hereby set the following fund budgets that are non-levy for 2018:

<u>Fund/Account</u>	<u>Revenues:</u>	<u>Reserves:</u>	<u>Expenditures:</u>
Law Library	\$30,000		\$30,000
County Development	\$339,000	\$24,578	\$363,578
Cons. Forf Tax Sales	\$0		\$0
Forfeit Tax Sales	\$1,700,000	\$5,575	\$1,705,575
Forest Resource	\$142,500	\$13,165	\$155,665
Reforestation	\$170,950	\$5,284	\$176,234
Memorial Forest	\$100,265	\$13,851	\$114,116
Forest Road	\$76,300	(\$7,233)	\$69,067
Gravel Pit	\$1,500	(\$1,500)	\$0
Missing Heirs	\$0		\$0
MCIT	\$2,000	(\$2,000)	\$0
Collaborative Grant	\$70,520	(\$10,520)	\$60,000
Environmental Trust	\$15,000		\$15,000
LLCC	\$641,281	(\$6,251)	\$635,030

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All Members Voting Yes

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ADOPTED December 19, 2017

By Commissioner: xx

20171219-0xx

2018 Unorganized Townships

BE IT RESOLVED, that the following 2018 budgets be set for Unorganized Townships:

	<u>Revenues:</u>	<u>Reserves:</u>	<u>Expenditures:</u>
Unorganized Road and Bridge	\$44,500		\$44,500
Unorganized Fire Fund	\$37,450		\$37,450
Unorganized Cemetery	\$2,700		\$2,700

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All Members Voting Yes

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Jessica Seibert
County Administrator

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ADOPTED December 19, 2017

By Commissioner: xx

20171219-0xx

Unorganized Road & Bridge Transfers

BE IT RESOLVED, that the County Auditor is hereby ordered to transfer the following sums of money from the Unorganized Road and Bridge account to the County Road and Bridge fund. Monies to be transferred form the individual accounts of the Unorganized Townships as given below. Purpose of this claim is to cover the expense of snowplowing and repairing of road in the Unorganized Townships with county equipment.

Unorg Township

52-22	\$4,114.38
45-24	\$9,592.50
47-24	\$16,276.38
52-24	\$19,994.09
50-25	\$3,483.75
51-25	\$1,573.15
52-25	\$3,722.88
50-26	\$812.50
48-27	\$6,338.43
49-27	\$11,752.50
50-27	\$602.50
51-27	\$2,939.20
52-27	\$3,955.00

Commissioner xx moved the adoption of the resolution and it was declared adopted upon the following vote

FIVE MEMBERS PRESENT

All Members Voting Yes

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COUNTY OF AITKIN}**

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Jessica Seibert
County Administrator

CERTIFIED COPY OF RESOLUTION OF COUNTY BOARD OF AITKIN COUNTY, MINNESOTA

ADOPTED December 19, 2017

By Commissioner: xx

20171219-0xx

2017 Ditch Fund Budgets

BE IT RESOLVED, the Aitkin County Board of Commissioners, County of Aitkin, do hereby set the following fund budgets for 2017:

<u>Fund/Account</u>	<u>Fund/Acct</u>	<u>Revenues:</u>	<u>Reserves:</u>	<u>Expenditures:</u>
Judicial Ditch 2	7-350	\$96		\$0
Co Ditch 5	7-353	\$0		\$0
Co Ditch 21	7-365	\$0		\$0
Co Ditch 24	7-351	\$0		\$0
Co Ditch 28	7-356	\$0		\$2,112
Co Ditch 30	7-352	\$208		\$0
Co Ditch 34	7-357	\$0		\$2,148
Co Ditch 36	7-358	\$0		\$0
Co Ditch 37	7-359	\$0		\$6,055
St Ditch 63	7-362	\$860		\$0
St Ditch 66	7-363	\$0		\$0
Co Ditch 2	7-367	\$0		\$238
Diversion Channel	7-373	\$0		\$0
Co Ditch 23	7-354	\$0		\$1,238
Co Ditch 25	7-355	\$0		\$540
Co Ditch 42	7-360	\$0		\$93
Co Ditch 58	7-361	\$0		\$0
Co Ditch 20	7-364	\$0		\$0
Co Ditch 43	7-366	\$0		\$0
Co Ditch 29	7-371	\$0		\$0
Co Ditch 38	7-	\$0		\$270
Co Ditch 14	7-	\$0		\$185

Commissioner xx moved the adoption of the resolution and it was declared adopted upon the following vote

FIVE MEMBERS PRESENT

All Members Voting Yes

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ADOPTED December 19, 2017

By Commissioner: xx

20171219-0xx

County Ditch and County Development Transfers

BE IT RESOLVED, that the County Auditor is hereby ordered to transfer the following sums of money from the ditch accounts to the County Road and Bridge fund. Monies to be transferred from the individual accounts of the ditch as given below. Purpose of this claim is to cover the expense of Assessment and Maintenance of ditches.

None

BE IT FURTHER RESOLVED, that the County Auditor is hereby ordered to transfer the following sums of money from the County Development Fund to the County Road and bridge Fund to cover maintenance of the following County Ditches:

County Ditch 2	\$237.52
County Ditch 14	\$185.00
County Ditch 23	\$1,237.50
County Ditch 25	\$540.00
County Ditch 28	\$2,111.60
County Ditch 34	\$2,148.06
County Ditch 37	\$6,055.00
County Ditch 38	\$270.00
County Ditch 42	\$92.50

Commissioner xx moved the adoption of the resolution and it was declared adopted upon the following vote

FIVE MEMBERS PRESENT

All Members Voting Yes

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Jessica Seibert
County Administrator

By Commissioner: xx

20171219-0xx

2017 Reserve Funds

BE IT RESOLVED, the Aitkin County Board of Commissioners, County of Aitkin, do hereby approve the following amounts be placed in Reserve Funds for fiscal year end 2017:

2017 Reserve Requests			
Department	Current Reserve Balance	2017 Reserve Request	Purpose
Assessor-Computers	\$ 4,413.06	\$ 30,000.00	Mobile Data Program
Assessor-Vehicle	\$ -	\$ -	
IT-Network Equipment	\$ 12,998.59	\$ -	Equipment
IT-Staff Training	\$ 5,500.00	\$ 12,000.00	Training
Elections-Voting Equipment	\$ -	\$ 50,000.00	Election Equipment
Attorney-Murder Trial	\$ 10,000.00	\$ -	Trial Expenses
Sheriff-Technology	\$ 48,050.39	\$ -	Technology Equipment
Sheriff-Posse	\$ 4,754.34	\$ -	Equipment/Training
Sheriff-Forfeiture	\$ 11,831.00	\$ -	
Canine Replacement	\$ 2,000.00	\$ 1,000.00	K-9 Replacement
FBL Vehicle	\$ 17,500.00		
ATV Replacement	\$ 4,000.00	\$ 4,000.00	ATV Replacement
Environmental Services	\$ -	\$ 10,000.00	Scanning Project
Tourism Fund	\$ -	\$ 1,000.00	Walleye Tank Project
Buildings - Capital	\$ -	\$ 10,000.00	Capital Building Repairs
Central Services	\$ -	\$ 78,000.00	Scanning/ Organizational Study/ Security Assessment
TOTAL	\$ 121,047.38	\$ 196,000.00	
<u>Health & Human Services</u>			
BLDG Account	\$ -	\$ 50,000.00	Building Renovations
		\$ 40,000.00	Heating System work
TOTAL	\$ -	\$ 90,000.00	

**Current reserve balances are requested to transfer to fiscal year 2018.

Commissioner xx moved the adoption of the resolution and it was declared adopted upon the following vote

FIVE MEMBERS PRESENT

All Members Voting Yes

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