



Aitkin
County

Board of County Commissioners Agenda Request

30
Agenda Item #

Requested Meeting Date: December 18, 2018

Title of Item: Adopt 2019 Budget, Levy, and Supporting Resolutions

<input checked="" type="checkbox"/> REGULAR AGENDA	Action Requested:	<input type="checkbox"/> Direction Requested
<input type="checkbox"/> CONSENT AGENDA	<input type="checkbox"/> Approve/Deny Motion	<input type="checkbox"/> Discussion Item
<input type="checkbox"/> INFORMATION ONLY	<input checked="" type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Hold Public Hearing*

**provide copy of hearing notice that was published*

Submitted by: Jessica Seibert	Department: Administration
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Presenter (Name and Title): Jessica Seibert, County Administrator	Estimated Time Needed: 10 minutes
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Summary of Issue:

Please adopt the following resolutions:

- 2019 Levy
- 2019 Budgets
- 2019 ACSW and Snake River Watershed Appropriations
- 2019 ECRL Levy
- 2019 Boat & Water Safety Agreement Grant
- 2019 Non-Levy Budgets
- 2019 Unorganized Townships
- Unorganized Road & Bridge Transfers
- 2018 Ditch Fund Budgets
- County Ditch and County Development Transfers
- 2018 Budget Amendments & Reserve Funds

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Adopt resolutions.

Financial Impact:

Is there a cost associated with this request? Yes No

What is the total cost, with tax and shipping? \$

Is this budgeted? Yes No Please Explain:

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

ADOPTED December 18, 2018

By Commissioner: xx

20181218-0xx

2019 Levy

BE IT RESOLVED, that the Aitkin County Board of Commissioners hereby adopts the final property tax levy for taxes payable in 2019 for the following funds:

<u>FUND</u>	<u>LEVY</u>
Revenue Fund	\$8,519,890
Road and Bridge Fund	\$2,441,169
Solid Waste	\$210,014
Health & Human Services Fund	\$2,803,220
County Parks	\$15,000
Debt Service	\$748,456
Total:	\$14,737,749

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 18th day of December 2018, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 18th day of December 2018

Jessica Seibert
County Administrator

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

ADOPTED December 18, 2018

By Commissioner: xx

20181218-0xx

2019 Budgets

BE IT RESOLVED, that the following 2019 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	\$14,287,720	\$0	\$14,287,720
Road and Bridge	\$9,563,099	\$0	\$9,563,099
Health & Human Service	\$6,806,971	\$400,000	\$7,206,971
Parks	\$437,324	\$42,986	\$480,310
Debt Service	\$748,456	(\$579,548)	\$168,908
Total:	\$31,843,570	(\$136,562)	\$31,707,008

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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ADOPTED December 18, 2018

By Commissioner: xx

20181218-0xx

2019 ACSW and Snake River Watershed Appropriations

BE IT RESOLVED, that the budget and appropriation in the amount of \$143,254 be set for 2019 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 18, 2018

By Commissioner: xx

20181218-0xx

2019 ECRL Levy

BE IT RESOLVED, that the amount of \$233,220 be budgeted and levied for the year 2019 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 18, 2018

By Commissioner: xx

20181218-0xx

2019 Boat & Water Safety Agreement Budget

BE IT RESOLVED, the Aitkin County Board of Commissioners approves the 2019 annual Boat and Water Safety Agreement budget in file in the Office of County Auditor in the amount of \$93,124 for a term January 1, 2019 to December 31, 2019.

	<u>Revenues</u>	<u>Co Share</u>	<u>Expenditures</u>
Misc. Receipts	\$100		
Boat & Water Grant	\$28,375		
Totals:	\$28,475	\$64,649	\$93,124

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

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ADOPTED December 18, 2018

By Commissioner: xx

20181218-0xx

2019 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 2019:

Fund/Account	Revenues:	Reserves:	Expenditures:
Law Library	\$30,000		\$30,000
County Development	\$339,000	(\$39,515)	\$299,485
Cons. Forf Tax Sales	\$0		\$0
Forfeit Tax Sales	\$1,450,000	(\$341,029)	\$1,108,971
Forest Resource	\$0	\$0	\$0
Resource Management	\$319,787	\$56,332	\$376,119
Memorial Forest	\$0	\$0	\$0
Forest Road	\$76,342	\$5,085	\$81,427
Gravel Pit	\$0	\$0	\$0
County Surveyor	\$598,854	\$60,782	\$659,636
Missing Heirs	\$0		\$0
MCIT	\$2,000	(\$2,000)	\$0
Collaborative Grant	\$70,500	(\$15,500)	\$55,000
Environmental Trust	\$15,000		\$15,000
LLCC	\$731,863	(\$1,323)	\$730,540

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

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20181218-0xx

2019 Unorganized Townships

BE IT RESOLVED, that the following 2019 budgets be set for Unorganized Townships:

	<u>Revenues:</u>	<u>Reserves:</u>	<u>Expenditures:</u>
Unorganized Road and Bridge	\$46,000		\$46,000
Unorganized Fire Fund	\$42,050		\$42,050
Unorganized Cemetery	\$2,700		\$2,700

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: xx

20181218-0xx

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	\$36,418.09
45-24	\$10,812.86
47-24	\$9,497.52
52-24	\$10,713.64
50-25	\$6,252.45
51-25	\$622.50
52-25	\$5,573.56
50-26	\$1,849.69
48-27	\$7,485.38
49-27	\$7,361.85
50-27	\$676.25
51-27	\$270.00
52-27	\$8,408.29

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20181218-0xx

2018 Ditch Fund Budgets

BE IT RESOLVED, the Aitkin County Board of Commissioners, County of Aitkin, do hereby set the following fund budgets for 2018:

<u>Fund/Account</u>	<u>Fund/Acct</u>	<u>Revenues:</u>	<u>Reserves:</u>	<u>Expenditures:</u>
Judicial Ditch 2	7-350	\$189		\$0
Co Ditch 5	7-353	\$0		\$0
Co Ditch 21	7-365	\$0		\$1,335
Co Ditch 24	7-351	\$0		\$331
Co Ditch 28	7-356	\$0		\$0
Co Ditch 30	7-352	\$403		\$0
Co Ditch 34	7-357	\$0		\$465
Co Ditch 36	7-358	\$0		\$0
Co Ditch 37	7-359	\$0		\$4,068
St Ditch 63	7-362	\$0		\$0
St Ditch 66	7-363	\$0		\$0
Co Ditch 2	7-367	\$0		\$370
Diversion Channel	7-373	\$0		\$0
Co Ditch 23	7-354	\$0		\$555
Co Ditch 25	7-355	\$0		\$185
Co Ditch 42	7-360	\$0		\$0
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		\$355
Co Ditch 14	7-	\$0		\$505

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All Members Voting Yes

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20181218-0xx

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	\$370.10
County Ditch 21	\$1334.52
County Ditch 23	\$555.00
County Ditch 24	\$330.84
County Ditch 25	\$185.00
County Ditch 34	\$465.28
County Ditch 37	\$4068.22
County Ditch 38	\$355.00
County Ditch 88	\$505.10

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All Members Voting Yes

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ADOPTED December 18, 2018

By Commissioner: xx

20181218-0xx

2018 Budget Amendments & Reserve Funds

BE IT RESOLVED, the Aitkin County Board of Commissioners, County of Aitkin, do hereby approve the following 2018 budget amendments:

Dept. 042 – Treasurer	Move \$1,642.00 from 6625 to 6405
Dept. 044 – Central Services	Move \$9,000 from 6231 to Dept. 053 (Human Resources) 6208
Dept. 052 - Administration	Move \$2,000 from 6232 to 6625
Dept. 052 - Administration	Move \$5,000 from 6232 to Dept. 110 (Courthouse Maintenance) 6231

BE IT FURTHER 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 2018:

2018 Reserve Requests

Department	Current Reserve Balance	2018 Reserve Request	Purpose
Assessor - Equipment	\$ 34,413.06		
Elections-Voting Equipment	\$ 50,000.00	\$ 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	\$ -	
Sheriff-Enforcement		\$ 61,000.00	Squad Cars
Sheriff-Snowmobile		\$ 4,000.00	Snowmobile
Sheriff-Buildings & Structures		\$ 30,000.00	Future Capital Repairs
Canine Replacement	\$ 6,000.00		K-9 Replacement
FBL Vehicle	\$ 17,500.00		Vehicle Replacement
Tourism Fund	\$ 1,000.00		Walleye Tank Project
Buildings - Capital	\$ 8,091.00	\$ 45,000.00	Capital Building Repairs
Maintenance - Part - Time Salaries		\$ 25,000.00	Full Time Custodian
IT - Staff Training	\$ 12,850.00	\$ 5,000.00	County-Wide Training
IT - Networking Equipment	\$ 12,998.59	\$ 23,000.00	Exchange Email
Central Services	\$ 35,469.00		Scanning
HR - Staff Training		\$ 6,000.00	Top 20 Training
Maintenance - Service/Labor/Contracts		\$ 5,000.00	Facilities Planning
Court Administration - Office Equipment		\$ 15,000.00	Jury Seating/ Technology Equipment
Central Services - Service/Labor/Contracts		\$ 10,000.00	RT Vision IFS Upgrade
HR - Staff Training		\$ 3,000.00	Lean Process Training
TOTAL	\$ 274,155.97	\$ 288,000.00	

Health & Human Services

BLDG Account	\$ 50,000.00	Building Renovations
	\$ 40,000.00	Heating System work
TOTAL	\$ 364,155.97	\$ 288,000.00

**Current reserve balances are requested to transfer to fiscal year 2019.

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

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All Members Voting Yes

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