

SPECIAL MEETING OF THE LYON COUNTY BOARD OF COMMISSIONERS
LYON COUNTY GOVERNMENT CENTER, MARSHALL, MN
August 27, 2002

Meeting called to order by Chairman Fenske. Present: Buysse, Fenske, Gladis, Goodenow, Nelson, County Administrator Lewis and Auditor/Treasurer Van Overbeke.

Pledge of allegiance to the flag.

-Building/Maintenance 2003 Budget-

Krause explained why the telephone expense had increased from 2002. Discussion on getting quotes for refuse. Discuss building repairs and maintenance line item and equipment and machinery. Krause – I would like to trade off the white tractor and purchase a skid steer to improve our snow removal capabilities plus the Highway Department could use it during the summer if needed. Gladis – Why doesn't a pay loader from the Highway Department come and clear the parking lots out? Krause – I have been told in the past that when people in the country are stuck, they can not have one of their machines up here clearing. Discussion. Krause – I did throw a budget together for the PW Building, which includes utilities etc. Goodenow – How many employees do you have? Krause – Six including myself. Discuss staffing. Van Overbeke – Nothing from PHS or Human Services goes into Krause's budget. Discussion 1993 Courthouse Addition fund. Discussion on Capital Improvement Plan.

-Assessor's 2003 Budget-

Champine – My budget is mostly unchanged. I added a little extra postage and advertising. We are looking at a new soils program. Winter says there is a vacant Art View License that we could use. Gladis – Could this be considered a tech or GIS item? Discussion on Tech Fund in reserves. Discussion on value of Lyon County going up. Discuss what is being charged for assessing.

-Recorder's 2003 Budget-

Discussion on recording fees. Barker – I might need to use some fund from the Tech Fund for equipment needed for the pilot project. I should know by the end of September what I will need.

Meeting Recessed.
Meeting Back to Order.

-County Attorney's 2003 Budget-

Maes – Salaries will be the major increase because we had the wrong numbers to begin with. Discussion on equipment etc.

-Auditor/Treasurer's 2003 Budget-

Gladis – I can say that the Auditor/Treasurer's Office request for a new employee is the highest on my list for a new employee. But it may be out of the question too. Van Overbeke – I did slightly increase the mortgage and deed tax and driver's license. Our driver's license renewal area will be doing data entry in the future. MACO Committee is going to try to get the State to give the counties more of the fees since we will be doing all of the work. Discussion on 37 ½ vs. 40 hours worked per week and use of flextime. Discuss some of the State Auditor's preliminary findings.

-County Administrator's 2003 Budget-

Lewis – I feel that my salary should stay the same. Right now I am over the top of your current scale. I believe there is adequate technology in my office. I also will not pursue additional staff for my office.

-Commissioner's 2003 Budget-

Discuss raising Conference Training and Room and Board funds to \$1500 a piece.

-VSO 2003 Budget-

Van Overbeke – Hubley had the assistance of the Environmental secretary in the past, but she will move out to the PW Building so the part of her wages which was included in the VSO budget is subtracted for next year. Mileage discussed. Hours worked discussed. Lewis – I have talked with Hubley about contracting with other counties and my guess is that they would not want to give up their VSO. Goodenow – The only problem is that we have a full-time VSO and people from other counties come here because theirs is not available. Discussion.

Discussion on Fund 112 – Building and Improvement and \$180,000 being budgeted to pay LEC lease and adding \$192,000 to cover bond payment for PW Building. Lewis – The \$192,000 might be able to be pulled out of the budget and have a special levy for it. I would need to get confirmation from the Department of Revenue.

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Van Overbeke – There is \$351,000 per year gross coming in in rent from PHS, HS and the State Auditor, which is not reflected in the budget. Discussion.

Gladis – We added a substantial number of positions this year so the budget is going to be tight.
Lewis – We just went on the road tour and you have seen what shape the County owned roads are in, I really think we need to look at the possibility of a special levy.

Lewis – I will find out Thursday what the insurance increase is. Discussion on capping insurance.

Lewis – I have been thinking about COLA and merit increases. I believe you could determine COLA on the CPI and if someone is just doing their job, that would be all they would get for an increase; if not doing job, would get 1 percent less COLA; if exceeding expectations, get COLA plus 1 percent merit; and if substantially exceeding expectations, would get COLA plus 2 percent merit. I am trying to think of ways to stabilize personnel costs. We have to be careful with pay equity though. Discussion.

Brief discussion on Extension budget.

Discuss appropriations and moving back into regular budget. Gladis – It will be very hard to increase appropriations.

Gladis – I would like to see how many cars the Sheriff's Department has and amount of personnel.

Discussion on reserves, especially Water and Natural Resources Flood Control Fund and General Revenue.

Discuss non-departmental budget.

Lewis – I have also heard from PHS that they will have an increase.

Discuss Library budget.

Discuss Capital Improvement Fund and Tech Fund being in reserves and closing the 1993 Courthouse Addition Fund.

Discuss Levy Limit being 3.5 percent.

Lewis – I am correct in assuming that the only new position that would be approved will be the one in the Auditor/Treasurer's Office? The Board agreed. Nelson – Also check on the new car for the Sheriff's Department.

Lewis – Will you be considering force reduction? Everyone agreed that they would try to maintain the current workforce, but slow down on COLA's and merits.

Buyse moved, seconded by Gladis to adjourn the special meeting with the next regular meeting being held on September 3, 2002.

Robert Fenske, Chairman

Attest: _____
Gregory D. Lewis
Lyon County Administrator