

WORK SESSION (COUNTY BOARD ROOM):

REVIEW BOA/PC APPLICATIONS

REVIEW 2025 BUDGET

COUNTY ADMINISTRATOR'S REPORT

CALL MEETING TO ORDER

Board Chair Peterson called the meeting to order at 9:00 a.m. with the following Commissioners present: Commissioners Whitcomb, Oslin, Peterson, Tellinghuisen, and Reynolds.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

APPROVE THE AGENDA (ADDITIONS AND DELETIONS)

A motion was made by Commissioner Whitcomb, seconded by Commissioner Tellinghuisen, and unanimously carried to approve the agenda as presented.

CONSENT AGENDA

Commissioner Whitcomb requested to remove agenda item 4.3: Consider 2025 Budget New Position Descriptions. A motion was made by Commissioner Oslin, seconded by Commissioner Reynolds, and unanimously carried to approve the Consent Agenda with item 4.3: Consider 2025 Budget New Position Descriptions removed.

CONSIDER REVISED LIQUOR ORDINANCE

CONSIDER DECEMBER 3, 2024 COUNTY BOARD MEETING MINUTES FOR REGULAR COUNTY BOARD MEETING & TRUTH IN TAXATION MEETING

CONSIDER 2025 BUDGET NEW POSITION DESCRIPTIONS

Discussion took place regarding salary range disclosure requirements for position descriptions and job postings. A motion was made by Commissioner Whitcomb, seconded by Commissioner Oslin, and unanimously carried to approve the Deputy County Administrator and Office Support Specialist position descriptions and authorize recruitment of same.

CONSIDER CY2025 CONTRACT WITH ISANTI COUNTY HEALTH AND HUMAN SERVICES

REVIEW OF CVS WARRANTS

CONSIDER AMENDMENT TO JAIL FOOD SERVICE CONTRACT

CONSIDER COUNTY BUILDING OFFICIAL CONTRACT WITH MID-MN INSPECTIONS LLC

CITY OF PRINCETON TIF DISTRICT NOTICE 9-5

CITY OF PRINCETON TIF DISTRICT NOTICE 9-6

REVIEW OF ADMINISTRATOR WARRANTS

CONSIDER CANNABIS BUSINESS ORDINANCE

REGULAR AGENDA

CONSIDER FEE SCHEDULE PUBLIC HEARING

County Administrator Dillon Hayes reviewed the agenda item. A motion was made by Commissioner Oslin, seconded by Commissioner Whitcomb, and unanimously carried to open the public hearing at 9:03 a.m. Board Chair Peterson called for public input three times; no public input was received. A motion was made by Commissioner Oslin, seconded by Commissioner Reynolds, and unanimously carried to close the public hearing at 9:03 a.m. A motion was made by Commissioner Whitcomb, seconded by Commissioner Tellinghuisen, and unanimously carried to adopt the 2025 Fee Schedule effective January 1, 2025.

LAND SERVICES OFFICE

CONSIDER RESOLUTION 12-17-24-01: AUTHORITY TO REGULATE CANNABIS BUSINESSES

Land Services Director Doug Hansen reviewed the agenda item. Discussion took place regarding township responses, which ones have been received, and what will happen with responses that come in after approval of this item. A motion was made by Commissioner Oslin, seconded by Commissioner Reynolds, and unanimously carried to adopt Resolution 12-17-24-01: Authority to Regulate Cannabis Businesses.

***Board of County Commissioners
Mille Lacs County, Minnesota
Resolution No.: 12-17-24-01
AUTHORITY TO REGULATE CANNABIS BUSINESSES***

***WHEREAS,** Mille Lacs County has adopted a Cannabis Business Ordinance pursuant to Minnesota Statutes Chapter 342 which authorizes Mille Lacs County to protect the public health, safety, welfare of Mille Lacs County Residents by regulating cannabis businesses within the legal boundaries of Mille Lacs County; and*

***WHEREAS,** according to Minnesota Statutes 342.22 a city or town can delegate authority for registration to the County. A city or town can still adopt specific requirement regarding zoning, buffers, and use in public places, provided said requirements are not in conflict with an ordinance adopted under the delegated authority granted to the County; and*

***WHEREAS** the following cities and townships wish to designate authority for registration to Mille Lacs County: Townships of Bogus Brook, Borgholm, Dailey, East Side, Greenbush, Hayland, Isle Harbor, Kathio, Lewis, Milaca, Milo, Onamia, Page, Princeton and South Harbor. The cities of Isle, Milaca, Onamia, Pease, Princeton and Wahkon.*

***NOW, THEREFORE, BE IT RESOLVED,** that the Mille Lacs County Board of Commissioners authorizes and directs the County Auditor-Treasurer to carry-out all duties and obligations under chapter 342 for cannabis business license registration for these cities and townships.*

COMMUNITY AND VETERAN SERVICES OFFICE

CONSIDER NEXUS FAMILY HEALING HOST COUNTY CONTRACT

Community & Veterans Services Director Beth Crook reviewed the agenda item. A motion was made by Commissioner Whitcomb, seconded by Commissioner Oslin, and unanimously carried to approve the revised host county contract with Nexus Family Healing.

ADMINISTRATIVE SERVICES OFFICE

CONSIDER COUNTY-OWNED LAND SALE BIDS

County Administrator Hayes reviewed the agenda item. Board Chair Peterson reviewed the two bids. A motion was made by Commissioner Whitcomb, seconded by Commissioner Tellinghuisen, and unanimously carried to approve the bid submitted for each parcel.

CONSIDER 2025 NON-UNION UNIFORM WAGE SCALE

Personnel Director Karly Feters reviewed the agenda item with input from County Administrator Hayes. A motion was made by Commissioner Reynolds, seconded by Commissioner Oslin, and carried to approve the 2025 Non-Union Uniform Wage Scale as presented with Commissioners Reynolds,

Oslin, and Peterson voting in favor and Commissioners Whitcomb and Tellinghuisen voting in opposition.

CONSIDER RESOLUTION 12-17-24-02: 2025 ELECTED DEPARTMENT HEAD SALARIES

County Administrator Hayes reviewed the agenda item. Commissioner Whitcomb asked County Sheriff Kyle Burton to come forward to discuss his requested 12% salary increase. County Sheriff Burton distributed an informational packet to the County Board. Commissioner Whitcomb expressed concern regarding excessive overtime over the past 2 years, and asked County Sheriff Burton how he'd rate his performance management style in cooperating with the County Administrator related to budget needs and issues. Commissioner Oslin seconded Commissioner Whitcomb's concern regarding the Sheriff's Office budget. Commissioner Peterson also asked County Sheriff Burton how he communicates with the County Administrator when there is a disagreement, to which County Sheriff Burton replied he does and has always tried to communicate. A motion was made by Commissioner Whitcomb to set the 2025 salary for the County Sheriff at \$143,000; no second was received. Motion failed. A motion was made by Commissioner Tellinghuisen, seconded by Commissioner Oslin, and carried to set the 2025 annual salary for the County Sheriff at the amount requested by the County Sheriff of \$145,600.00 with Commissioners Reynolds, Tellinghuisen, Peterson, and Oslin voting in favor, and Commissioner Whitcomb in opposition.

County Attorney Corey Haller distributed a one-page handout to the County Board that included salary information for comparable counties, which he presented to the County Board. County Attorney Haller reiterated his salary increase for 2025; a 9% increase totaling an annual salary of \$155,870.00. Commissioner Oslin reviewed essential function #7 of the County Attorney job description and asked County Attorney Haller to review current relations with the Mille Lacs Band. Discussion took place regarding day-to-day operations of the County Attorney's Office, including current challenges, crimes, and charges. Commissioner Whitcomb observed that the County Attorney's Offices in other counties perform review of civil matters on behalf of the County, and that this is not currently done by the Mille Lacs County Attorney's Office. Discussion took place regarding County Attorney Haller's experience and current work with civil matters on behalf of Mille Lacs County, including business from the Zoning office, violations, and tax forfeitures. Commissioner Whitcomb expressed a desire to see civil matters handled more by County Attorney's Office. Commissioner Reynolds expressed her intent to make a motion, noting that County Attorney is doing very well in his position but is still very new to the position of County Attorney as he has held this position for just over three months. A motion was made by Commissioner Reynolds, seconded by Commissioner Whitcomb, and carried on with Commissioners Reynolds, Tellinghuisen, Oslin, and Whitcomb voting in favor, and Commissioner Peterson voting in opposition, to set the 2025 annual salary for the County Attorney in the amount of \$154,000.00.

A motion was made by Commissioner Reynolds, seconded by Commissioner Whitcomb, and unanimously carried to adopt Resolution 12-17-24-02: 2025 Elected Department Head Salaries with the annual 2025 salaries set as \$145,600.00 for the County Sheriff and \$154,000.00 for the County Attorney.

***Board of County Commissioners
Mille Lacs County, Minnesota
Resolution No.: 12-17-24-02
ESTABLISHING 2025 ELECTED DEPARTMENT HEAD SALARIES***

WHEREAS Minn. Stat. § 387.20, and 388.18 call for the annual establishment of the salaries of County Sheriff and County Attorney; and

WHEREAS minimum salaries must be set in the year that individuals may file for elected offices within the county.

NOW, THEREFORE, BE IT RESOLVED that the Mille Lacs County Board of Commissioners hereby establishes the minimum salaries and sets the 2025 salaries for elected department heads as follows:

<i>POSITION</i>	<i>2024 SALARY</i>	<i>2025 SALARY</i>
<i>County Sheriff</i>	<i>\$130,000.00</i>	<i>\$145,600</i>
<i>County Attorney</i>	<i>\$143,000.00</i>	<i>\$154,000</i>

CONSIDER RESOLUTION 12-17-24-03: COMMISSIONER COMPENSATION AND PER DIEM

County Administrator Hayes reviewed the agenda item, noting that the 7% recommended increase would still place Mille Lacs County commissioners below the average of commissioner salaries for comparable counties. A motion was made by Commissioner Oslin, seconded by Commissioner Reynolds, and unanimously carried to adopt Resolution 12-17-24-03: Commissioner Compensation and Per Diem.

***Board of County Commissioners
Mille Lacs County, Minnesota
Resolution No.: 12-17-24-03
ESTABLISHING 2025 COUNTY COMMISSIONER COMPENSATION
AND PER DIEM RATES***

BE IT RESOLVED that the annual salary paid to each Mille Lacs County Commissioner for 2025 shall be \$28,900.00.

BE IT FURTHER RESOLVED that Commissioners may receive per diem payment in the amount of \$50 for meetings and conduct of official County business pursuant to statutory definition.

BE IT FURTHER RESOLVED that Commissioners may be allowed and paid for actual and necessary traveling expenses incurred while attending meetings of the County Board; or while performing official duties as County Commissioner; or while serving on a board, committee, or commission; or for expenses reasonably incurred by a commissioner in performance of the Commissioner's official duties.

BE IT FURTHER RESOLVED that Commissioners shall not receive more than one per diem for any given day.

BE IT FURTHER RESOLVED that Commissioners shall not receive a per diem for any meeting that occurs at the Mille Lacs County campus on the same day and starts within two hours of a County Board meeting.

BE IT FURTHER RESOLVED that those citizens appointed to serve on Board-appointed advisory committees, excluding County employees, shall be entitled to receive a per diem of \$50 for meetings, plus expenses required for attendance at such meetings, under the jurisdiction of the County.

BE IT FURTHER RESOLVED that per diem and/or expenses will not be paid to individuals who serve on a committee whose bylaws state that their members will serve without compensation, or to those committees whose members are paid by another source.

BE IT FURTHER RESOLVED that all per diems and meeting expenses shall be paid through the Administrative Services Office and that claims must be filed within 90 days from the date of meeting.

REVIEW COUNTY JAIL PROJECT

County Administrator Hayes reviewed the agenda item, noting that there are still two architects needing to submit their design/preliminary plans. He clarified that the project is still currently in Phase I, with an estimated completion date of spring 2025. Commissioner Oslin expressed support of Phase I of the project, receiving agreement from Commissioner Tellinghuisen, who noted this type of decision should be put on a ballot if possible for taxpayers to decide. Discussion took place regarding timing and expense of Project Phase I and Phase II. County Administrator Hayes clarified that the County is already contractually obligated for completion of Project Phase I, with the entirety of Phase II remaining. He expressed concern that only \$100,000 remains in the budget for this project, so if Phase II is a percentage of a multi-million dollar building project, the cost will exceed the budgeted amount. A motion was made by Commissioner Oslin, seconded by Commissioner Reynolds, and unanimously carried to complete Phase I of the County Jail project and table the remainder of the project to identify remaining cost compared to funding.

CONSIDER RESOLUTION 12-17-24-04: 2025 BUDGET & LEVY

County Administrator Hayes reviewed the agenda item. A motion was made by Commissioner Oslin, seconded by Commissioner Whitcomb, and unanimously carried to Adopt Resolution 12-17-24-04: 2025 Budget & Levy.

***Board of County Commissioners
Mille Lacs County, Minnesota***

Resolution No.: 12-17-24-04
ESTABLISHING 2025 BUDGET & LEVY

***WHEREAS** a proposed 2025 levy increase of 6.09% was approved by the Mille Lacs County Board of Commissioners in September 2024; and*

***WHEREAS** a public hearing was held by the County Board at its December 3, 2024, meeting to allow for public comment concerning the proposed budget and levy.*

***THEREFORE, BE IT RESOLVED,** that the Mille Lacs County Board of Commissioners hereby approves the following 2025 Budget and Levy:*

<i>FUND</i>	<i>BUDGET</i>	<i>LEVY</i>
<i>General Fund - 01</i>	<i>\$23,998,371</i>	<i>\$14,634,373</i>
<i>Public Works Fund - 10</i>	<i>\$6,495,511</i>	<i>\$1,967,518</i>
<i>Community & Veterans Services Fund - 11</i>	<i>\$14,424,789</i>	<i>\$5,226,333</i>
<i>Debt Service Fund - 35</i>	<i>\$1,774,943</i>	<i>\$931,854</i>
<i>Capital Project Fund - 37</i>	<i>\$3,358,769</i>	<i>\$2,508,769</i>
<i>TOTAL CERTIFIED BUDGET & LEVY</i>	<i>\$50,052,382</i>	<i>\$25,268,847</i>

PUBLIC WORKS

CONSIDER ENGINEERING PROPOSAL FOR CSAH 1/CSAH 18 JOINT RECONSTRUCTION
County Administrator Hayes reviewed the agenda item. A motion was made by Commissioner Whitcomb, seconded by Commissioner Reynolds, and unanimously carried to accept the proposal from WSB for project development and authorize execution of the contract.

CONSIDER CSAH 1/18 JOINT POWERS AGREEMENT WITH SHERBURNE COUNTY
County Administrator Hayes reviewed the agenda item. A motion was made by Commissioner Whitcomb, seconded by Commissioner Oslin, and unanimously carried to approve the Joint Powers Agreement for improvements to CSAH 1/CSAH 18 along the Mille Lacs-Sherburne County line and authorize the Board Chair and County Administrator to execute the agreement.

COMMITTEE REPORTS
Commissioner Whitcomb attended the Fair Board meeting and the Association of Minnesota Counties (AMC) annual conference. Commissioner Oslin attended the Tribal Summit as the alternate for Commissioner Reynolds. Commissioner Reynolds also attended the Association of Minnesota Counties (AMC) annual conference. Commissioners Peterson and Tellinghuisen did not have any committee reports.

EMPLOYEE RECOGNITION CEREMONY
The County Board recessed the meeting at 10:48 a.m. Board Chair Peterson re-opened the meeting at 11:16 a.m. Employee Relations Specialist Krystal Kapler reviewed the agenda item and presented Employee Recognition items to eligible recognized employees.

ADJOURN
A motion was made by Commissioner Whitcomb, seconded by Commissioner Oslin, and unanimously carried to adjourn the meeting at 11:36 a.m.

ATTEST:

Dillon Hayes
County Administrator

County Board Chairperson