



Minnesota Association of County Administrators

Executive Committee Meeting

August 24, 2018 10:00 a.m.

Association of Minnesota Counties/125 Charles Ave.; St. Paul, Minnesota

Minutes

1. Call to order: Called to order at 10:04

<u>Member</u>	<u>Office</u>	<u>County</u>	<u>Attendance</u>
Chuck Whiting	President	Polk	Present
Becky Young	Vice-president	Stevens	Present
Bruce Messelt	Treasurer	Chisago	Present
David Minke	Secretary	Pine	Present
Peg Heglund	At Large	Yellow Medicine	Via Phone
Lee Kelly	At Large	Wright	Present
Michael Plante	At Large	Wabasha	Present
Michael Williams	At large	Stearns	Present
Roxy Traxler	Past President	Sibley	Present

Others present: Julie Ring, AMC Executive Director; Matt Hilgart, AMC Policy Analyst

2. Review/Approve Agenda.
3. Review/Approve minutes from the June 22, 2018 Executive Committee Meeting

Motion by Williams, 2nd Kelly to approve the agenda and minutes. Motion passed unanimously.

4. Mark Peterson, Minnesota Association of Assessing Officers (MAAO), Chair, Legislative Committee Chair presented to the group.

Hilgart explained that AMC has a new affiliate agreement with MAAO effective October 1, 2018. The focus is on Legislative Issues.

MAAO is interested in better sharing of data on locations/properties visited by county assessors that might be riskier. Some sheriff's offices are good at helping provide general information, some are not. Perhaps should also include zoning/code enforcement staff in sharing this information.

Group discussed the general safety of county staff (assessor, code enforcement, etc.) who visit properties as part of their jobs.

Currently MS 609.2231 provides heightened protection for specific employees including Peace officers, firefighters, emergency medical personnel, corrections employees, prosecuting attorneys, probation officers. The statute also includes school official generally, but only names specific county employees such as child protection worker and public health nurse.

The group discussed the possibility of coordinating with the assessor group, and potentially others, to make a recommendation to the AMC policy committee on expanding the county employees covered under MS 609.2231.

Peterson discussed short term vacation rentals: using property as short-term rental affects the actual sale price, which increases the value of other properties. Assessors are about simplification of the assessing rules and believe that short term rentals would be better controlled through local regulation such as zoning, license requirements, etc. rather than a different property tax classification rate.

Douglas County has an ordinance which could serve as an example.

Another issue is fractional homesteads. These properties with multiple ownership and the ownership may be in different percentages. DOR directive is that taxes will be split based on the number of owners vs. different shares of ownership.

Executive Director Ring explained a new organizational structure for AMC. The new structure will have budget implications. The structure will reduce the number of direct reports to the Executive Director and create more leadership opportunities in AMC.

High staff turnover is still an issue. The pay is relatively low for professional positions and there are no promotional opportunities. The new structure creates four managers that report to the executive director. The four managers are 1) Deputy Manager-administrative services 2) Education Director 3) Affiliate Director and 4) Intergovernmental Services Director.

The AMC finance committee recommends a \$70,000 dues increase 2019. The AMC Board will consider this recommendation in October.

Traxler moved, 2nd by Williams, to support the AMC Dues increase recommended by the finance committee. Motion passed unanimously.

5. Treasurer Report:

a. Review/Approve report and consider any bills

Motion by Williams, 2nd by Traxler to approve the July bill for AMC support and technical day expense. Motion passed unanimously.

b. 2019 MACA budget and dues options

Motion by Messelt 2nd by Williams to amend the 2018 budget by \$3,600 for NACO dues and \$2,750 for increased staff expenses. Motion passed unanimously.

Proposed 2019 budget amendment.

Bruce reviewed the propose 2019 budget and the previously approved a 15% increase.

The association had 78 members in 2017.

Motion by Traxler, 2nd by Williams to eliminate membership in the National Association of County Administrators (NACA) from the 2019 budget. Motion passed unanimously. Individuals have the option of joining NACA.

Motion by Minke, 2nd by Traxler to support the treasures recommendation for the 2019 budget including dues reduced to \$60,000 and meeting expenses increased to \$9,500. Motion passed unanimously.

6. Ring updated the executive committee on the AMC strategic planning/board retreat. The retreat identified four Goals:
 - 1) urban rural unity—promote county connectivity
 - 2) policy development process
 - 3) sustainability (maintaining staff, programming—focus)
 - 4) communications—being the voice for and about Minnesota Counties

7. Technical Day Review (July 19)

Generally positive comments and attendance was good. The Room did not work well.

8. Fall Conference Planning (Oct. 3-5)

The conference is ready to go.

9. AMC Annual Conference MACA Events

AMC is considering restructuring the annual conference schedule and it may impact MACA's events.

MACA will continue to have an optional pre-conference dinner.

10. Executive Committee Membership

Nominations committee will review. There are two open positions—Traxler and Heglund will be leaving the executive committee.

11. Membership Support / Professional Development Committee Report

12. Intergovernmental Committee Report / Legislative Update

Hilgart reviewed the policy development process.

13. Next Meeting November 16, 10:00 a.m. AMC—St. Paul

14. Adjourn With no further business, the meeting adjourned at 1:00 p.m.

Approved November 16, 2018