

Steele County

Policy for Requested Resolutions and Proclamations

The Steele County Board is a nonpartisan body that does not advocate for positions or policies that do not have a direct, unambiguous and explicit relationship to the County's programs, services, policies, or budgets. This policy provides the County Administration with guidelines when responding to requests for Board Resolutions and Proclamations. It outlines, in general, the reasons for Board proclamations and resolutions.

Ceremonial Proclamations and Resolutions are documents signed by the Board Chair and issued for:

- Public awareness
- Arts and cultural celebrations
- Special honors

Resolutions:

1. Resolutions for the County Board to take affirmative action on an item of County business such as:

- Approval of County policies, procedures, and guidelines
- Approval of the annual budget, budget amendments, to establish funds, to make large purchases
- Approval to advertise for bids and proposals, to enter into contracts and agreements
- Approval of employment policies and union agreements
- Approval of commissioner's salaries, approval of official newspaper, approval of official website, and other annual requirements
- Establishing or dissolution of Joint Powers Agreements
- Enacting a State of Emergency
- Other actions required by State or Federal law or policy

2. Statements to Influence State and Federal Policy.

- Resolutions about State policy that are directly and explicitly related to the County budget, programs and services. For example, issues of importance raised by the Association of Minnesota Counties, and funding of local projects and initiatives.
- Resolutions about Federal policy that are directly and explicitly related to the County budget, programs and services. For example, issues of importance raised by the National Association of Counties and funding of local projects and initiatives.

Proclamations and Resolutions will not be issued regarding:

- Matters for which the County Board is not authorized to act upon because the issue is a matter clearly under the jurisdiction of a different unit of government, or a matter of political, religious or ideological concern that do not have a direct

relationship to a core County government function. For example:

- Expressing an opinion on matters of political or ideological controversy
- Expressing an opinion on issues generally identified and known as supported by one political party and/or opposed by a political party
- Expressing an opinion or position on topics that have no direct, unambiguous and explicit relationship to the County's programs, services, policies, or budgets
- Events or organizations with no explicit and unambiguous relationship to the County's programs, services, policies, or budgets
- Campaigns or events contrary to County policies
- Matters regulated by a different unit of government over which the County has no authority and that do not relate directly to a core County government function

Administration of the Policy:

Requests for County Board action on a resolution or proclamation will be processed by the County Administrator. The County Administrator will apply this policy and provide a reply to the requestor. Neither this policy nor the administration of this policy prevents anyone from addressing the County Board in an Open Meeting, communicating directly with any individual County Commissioner or other county employee or submitting any opinion or statement in writing to the County Board, an individual commissioner, or any other County employee.

Approved and Adopted by the Steele County Board this 23rd day of March, 2021.

James Brady, Board Chair