

TUESDAY, JANUARY 14, 2014

**APPROVED MINUTES OF THE
COMMITTEE OF THE WHOLE MEETING HELD**

**STATE OF MINNESOTA)
DODGE COUNTY)**

**COUNTY ADMINISTRATION OFFICE
MANTORVILLE, MN**

2014-01 C.O.W.

The Dodge County Commissioners met in Committee of the Whole January 14, 2014, in the Commissioner's Room at the Dodge County Courthouse Annex, Mantorville, MN, at 9:00 a.m. CST. Chair Rodney Peterson opened the meeting at 9:01 a.m. CST.

Meeting Convened

The Chair acknowledged those present:

Those Present

Members present: John Allen District #1
Vacant District #2
Rodney Peterson District #3
David Erickson District #4
Steven Gray District #5

Members absent: None

Also present: Jim Elmquist County Administrator
Becky Lubahn Deputy County Clerk

County Administrator Jim Elmquist presented for the Board's review the County Board Procedures which were approved January 22, 2008. Also included in the Board packet was an abbreviated version of the Robert's Rules of Order as requested by Commissions Gray and Peterson.

County Board
Procedures and
Robert's Rules of
Order Reviewed

Commissioner Peterson reported that the Robert's Rules of Order are guidelines, not a law.

Mr. Peterson proposed that the Dodge County Board of Commissioners allow presenters to convey all of their information before any member of the County Board makes a motion on the item being presented, this will allow the Board to make informed decisions on the items being presented.

Commissioner Peterson stated that he likes the process the county is currently using during the County Board meetings, and when he thinks a topic has had adequate discussion time he will ask that the presenter conclude their presentation so the Board can offer a motion if warranted.

Commissioner Gray suggested that the County Board Procedures information that was previously approved be shared with incoming Board members along with the Robert's Rules of Order. Mr. Gray felt it would have been helpful to have this information as a new County Board member.

Mr. Gray commented that the Board may want to consider adopting these County Board Procedures as by-laws. Commissioner Gray discussed his rationale for having by-laws in place and their value if the County Board were involved in any type of legal action. With by-laws in place an attorney would be able to refer back to these by-laws and justify why the Board acted in the manner that they did.

Commissioner Erickson questioned whether or not the Wabasha County Board had adopted any by-laws. Mr. Erickson commented that if Wabasha County had adopted by-laws that they haven't worked for them. Commissioner Erickson stated what it comes down to is that in Wabasha County's case, it's the personality differences that are causing issues for their Board.

County Board Procedures and Robert's Rules of Order Reviewed - Continued

Commissioner Gray suggested that the County Board Procedures adopted in 2008 be renamed as the Dodge County Board of Commissioners By-Laws.

Mr. Gray also suggested that Procedure 6 – Quorum have language added to that section that would allow the Chairman of the Board to offer a motion for approval of an item.

Commissioner Peterson reported that the Chair can make a motion, but in order to do so he would first have to transfer the gavel to another Board member before making the motion.

Commissioner Gray discussed with the Board the possibility of making the County Board Procedures by-laws which they could then approve annually at their statutory meeting.

The Board further discussed the option of changing Procedure 6 – Quorum to allow the Chair to make motions.

It was Commissioner Allen's opinion that the Board Chair could transfer the gavel if he felt strongly enough about an issue to offer a motion.

The County Administrator was asked to bring back the County Board Procedures with the recommended change to Procedure 6 – Quorum for the Board's consideration at the next County Board meeting.

Mr. Elmquist presented for the Board's review the proposed 2014 fee schedule.

2014 Fee Schedule Reviewed

It was the consensus of the Board that no changes need to be made to the proposed fee schedule.

The Chair adjourned the meeting at 9:28 a.m. CST.

Meeting Adjourned

ATTEST:

RODNEY PETERSON
CHAIR, COUNTY BOARD

BECKY LUBAHN
DEPUTY CLERK

DATED: