

TUESDAY, JANUARY 14, 2014

**APPROVED MINUTES OF THE
COUNTY BOARD OF COMMISSIONERS MEETING HELD**

**STATE OF MINNESOTA)
COUNTY OF DODGE)**

**COUNTY ADMINISTRATION OFFICE
MANTORVILLE, MN**

2014-02

The Dodge County Board of Commissioners met in regular session January 14, 2014, in the Commissioner's Room at the Courthouse Annex, Mantorville, MN, at 9:30 a.m. CST. Rodney Peterson, Chair called the County Board of Commissioners meeting to order at 9:30 a.m. CST.

Meeting Convened

The pledge of allegiance was recited.

Pledge of Allegiance

The Chair acknowledged those present and established that there was a quorum:

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
	Paul Kiltinen	County Attorney

Motion by Erickson seconded by Gray to approve and adopt the agenda as presented. *Motion adopted unanimously.*

Agenda Approved

Financial Assistance Supervisor Cathy Skogen introduced Lonnie Hansen who is a new Eligibility Worker in the Human Services Department. The Board welcomed Mr. Hansen.

New Employee
Introduced

Commissioner Gray offered the following motion/resolution, seconded by Commissioner Erickson:

Consent Agenda
Items Approved

- 1.1 Liquor and Sunday Sale License for the Zumbro Valley Recreation Club for calendar year 2014, pending the approval of the County Attorney and County Sheriff and a copy of the Liquor Liability Insurance form.
- 1.2 Chair and Deputy Clerk to sign resolution #2014-03 accepting the donation of baby quilts and baby items valued at \$300.00 from Trinity Lutheran Church, West Concord, MN, to the Public Health Family Health Program.
- 1.3 Human Services resolution #95-10.
- 1.4 Chair and County Attorney to sign the proposed CREST Initiative Cooperative Agreement addendum for 2014.

- 1.5 Chair, County Attorney and Human Services Director to sign a contract for calendar year 2014 with Semcac for administration of a volunteer driver program for certain MA recipients and social services clients at the proposed rates.
- 1.6 Highway Department to advertise for bids and set a bid opening date for the 2014 bituminous projects at the discretion of the County Engineer.
- 1.7 2014 Minnesota BWSR Natural Resources Block Grant Agreement and designating the Dodge County Water Program Manager as the "Authorized Representative" to sign the agreement on behalf of Dodge County.

Consent Agenda
Items Approved -
Continued

Motion/resolution adopted unanimously.

Zoning Administrator Melissa DeVetter presented for the Board's consideration the January 8, 2014 Planning Commission recommendations.

CUP #14-01
Approved

Motion by Gray seconded by Allen to approve of the following action of the Planning and Zoning Commission as reviewed on January 8, 2014 with the reasons, recommendations and conditions as found in the individual permit:

Kevin Delva – CUP#14-01

The public hearing is to consider an application for a Conditional Use Permit to allow an Ag Related Business in the Agricultural District. The property is 30 acres located in the SE 1/4 of the SE 1/4 of Section 1, Mantorville Township. Kevin Delva is the applicant and the property owner.

The Planning Commission recommends approval with the following conditions:

1. Operation will comply with all local, state, and federal regulation regarding the use and activities performed on site. All auctioneers are required to obtain a license from Dodge County.
2. Any sign shall meet the performance standards of Section 17.24 of the Dodge County Zoning Ordinance. A sign advertising the business shall not exceed one hundred sixty (160) square feet and shall be set back a minimum of ten (10) feet from the right-of-way.
3. Any change involving the addition of new business related structures or employees beyond that specified in the findings on file with the CUP, enlargement, intensification of the use or similar changes not specifically permitted by the CUP shall require an amended CUP to be issued by the County Board.

4. No more than ten pieces of farm machinery shall be displayed for consignment at one time. The consignment area shall include solely of farm machinery. Automobiles, campers, small engine machinery (lawnmowers, snow blowers, etc.), and recreational equipment/vehicles are not to be displayed. If there is a question as to what type of machinery/equipment should be considered "agricultural" in nature, the permittee shall contact the Environmental Services staff prior to displaying.
5. The area where consignment is displayed shall be mowed and maintained to keep weeds and grasses short for an orderly appearance.
6. Due to the shallow depth to bedrock and the presence of a shallow drinking water aquifer, all items displayed for consignment shall be leak-proof or otherwise prevented from discharging fluids or lubricants onto the ground.
7. Farm machinery/equipment intended for the quarterly auctions shall be brought to the site no earlier than one week before the auction date. All farm machinery/equipment (sold or unsold) shall be removed from the site within five days of the date of the auction/sale.
8. A Zoning Permit shall be obtained prior to any construction.
9. The permittee shall remove the center drive identified in the County Highway Department's comments and block it from further use. A driveway permit for change of use shall be obtained from the Dodge County Highway Department for the access on CSAH 18 and CSAH 17. On the day of the sales, traffic shall be directed to exit on CSAH 18 only. Signs shall be added to direct traffic circulation as needed.
10. All waste generated on site shall be properly disposed of in accordance with the Dodge County Solid Waste Ordinance and MPCA rules.
11. Parking shall comply with the design requirements of Section 1602.2 and any County Board requirements.
12. The business shall comply with Section 17.19 (Nuisance Standards). Nuisance complaints shall result in review of the CUP by the Planning Commission.
13. Operation and sales shall be as indicated by the applicant in the Findings of Fact.

CUP #14-01
Approved -
Continued

Motion adopted unanimously.

Ms. DeVetter presented for the Board's consideration the IUP #13-02 extension recommendation. Motion by Allen seconded by Erickson to approve of the following action of the Planning and Zoning Commission as reviewed on January 8, 2014 with the reasons, recommendations and conditions as found in the individual permit:

IUP #13-02
Extension Approved

Kathleen & James Curlee – IUP#13-02 extension

The Planning Commission recommends approval for an extension of IUP #13-02 for 1 (one) year. I.U.P. #13-02 would be extended from April 9, 2014 to April 9, 2015 with the following conditions:

1. The Ag Covenant shall be signed and recorded prior to issuance of the Zoning Permit.
2. Dodge County Zoning Permit shall be obtained before construction.
3. The sewage treatment system must meet the requirements of Dodge County's Subsurface Sewage Treatment Ordinance No. 4, or successor. A Dodge County Sewage Treatment System shall be obtained prior to issuance of the Zoning Permit. The old sewage treatment system, if present, should be properly abandoned at the time of the new system is constructed.
4. A Driveway Permit shall be obtained from the Milton Township, when required.
5. If a new well is drilled, the existing on-site shall be properly abandoned at the time of installation.

Motion adopted unanimously.

The Zoning Administrator reviewed with the Board a proposed Labor Agreement with KLF Consulting Services, LLC.

Labor Agreement
with KLF Consulting
Services, LLC
Approved

Ms. DeVetter reported that Dodge County has developed a labor agreement with KLF Consulting Services, LLC that:

1. Provides Dodge County with skilled and experienced labor to perform a variety of assistance to feedlots under Contract Agreement.
2. Provides services without increasing the county's 2014 budget.

The proposed agreement was included in the Board packet for review. The agreement has been previously reviewed by Ken Folie of KLF Consulting Services, LLC. The conditions of the agreement are:

1. For period of January 1, 2014 to December 31, 2014, subject to terms of contract, with ability to renew annually.
2. Payment for individual purchased services as listed in Attachment A.

- 3. Payment other services as needed at a rate of \$35 per hour, which includes labor and expenses.
- 4. Total compensation not to exceed \$25,000 per year.

Labor Agreement
with KLF Consulting
Services, LLC
Approved -
Continued

Motion by Erickson seconded by Gray to approve and authorize the Chair to sign the proposed Independent Contract Labor Agreement with Ken Folie of KLF Consulting Services, LLC. *Motion adopted unanimously.*

Ms. DeVetter presented for the Board's consideration a request to approve payment for a FY 13 Feedlot CWL Grant.

Payment for FY 13
Feedlot CWL Grant
Approved

The Zoning Administrator informed the Board that Dodge County received a Livestock Waste Management Grant under the FY 2013 Clean Water Amendment Grant for a small fix on one feedlot.

Existing conditions were listed as follows:

Construction has been completed for the feedlot fix:

- Date of Certification:** 12/05/13
- Vendor:** 22789 625th St., Kasson, MN 55944
- Explanation:** Completed Milkhouse Waste Fix
- Total Amount from CWL Grant Funds:** \$3,387.25

Motion by Gray seconded by Allen to approve and authorize payment of \$3,387.25 for the installation of the feedlot fix from the grant funding as indicated.

Motion adopted unanimously.

Tax Services Director Rose Culbertson reviewed year end 2013 bills with the Board. No action was required; payment of 2013 year end bills was previously approved on December 24, 2013.

2013 Year End Bills
Reviewed

The Tax Services Director reviewed 2014 bills with the Board.

Bills Discussed

Commissioner Allen questioned a payment of \$4,391.00 to Rochester Sand and Gravel on page 25 for fine grading blacktop at the Recycling Center. Mr. Allen felt this amount should have been included in the bid amount for that project.

It was the consensus of the Board to delay action on the bills until the County Administrator can contact the Environmental Services Director for clarification on this bill.

Sheriff Jim Jensen met with the Board to discuss his request to approve a Regional Logger (telephone and radio recorder).

Regional Logger
Concept Approved

The Sheriff's in Southeast Minnesota are continually investigating ways to share services and/or equipment to save money.

Olmsted, Wabasha, Fillmore, Winona, Goodhue and Dodge Counties have worked together towards Regional Logging. They have received pricing from Northland Business Systems/Verint, NICE Voice Logging (\$74,713.00 Dodge County's share) and Capture 911 (\$43,775.00 for Dodge County). After reviewing all of the information and the pricing, they agreed that Northland Business Systems was the least expensive and the best fit for the Southeast region.

Dodge County will need to update their local logger and will also need to add a new logger for their radio traffic when they upgrade their dispatch consoles in the early part of 2015. The cost for them to have their own radio logger would be approximately \$180,000.00. By consolidating their logger services with Olmsted, Wabasha, Fillmore, Winona and Goodhue counties, Dodge Counties' share to upgrade their logger for telephones and their share of the Regional Logger will be \$43,616.08. There will be a yearly maintenance charge after the first year starting at \$12,548.00. The yearly maintenance charge is subject to a 5% increase each year after the first year, this charge will be divided between the six counties.

This is an expense that can be covered by the E-911 funds. The Sheriff's Office currently has approximately \$227,285.00 in the E-911 account.

The Sheriff is asking that the Board approve Dodge County's share of the Regional Logger so the Sheriff's Office can continue to save tax dollars for Dodge County citizens.

Discussion took place regarding the need for the logger equipment and the cost to the county.

Commissioner Erickson reported that there is a formula that is used to determine the amount each county will pay for the proposed logger.

Commissioners were not in favor of approving any dollar figure without a bid or a contract in place.

It was clarified that the Sheriff is asking for approval of the concept of the Regional Logger system at this time. The County Board will be asked at a later date to approve the actual cost of the logger system.

Motion by Erickson seconded by Allen to support the Regional Logger concept. Also included in the motion was authorization for this expense to be paid for out of the E-911 Fund if formally approved by the County Board at a later date.
Motion adopted unanimously.

The Sheriff presented for the Board's consideration a request to change the status of three part-time Deputies to full-time status.

Sheriff's Request to
Change Three Part-
Time Deputies Status
to Full-Time
Discussion

Mr. Jensen reported that the Dodge County Sheriff's Office is making every effort possible to prevent further personnel loss and additional financial hardship by forming and developing an employee roster and schedule that would supplement the growing needs of not only the Sheriff's Office, but the community and citizens of Dodge County as well.

Existing personnel concerns of the Sheriff's Office currently include, but are not limited to; the essential Court Room Security required on a daily basis when the Courts are open for business, which continues to be a growing concern for the Courtroom staff as well.

Deputies scheduled for patrol are removed from the road to transport person's in custody, when the few Transport Officers on staff are unavailable, which the Sheriff noted does occur quite often.

The need to cover shifts for Paid Time Off has become an ongoing burdening task, with every effort being made to approve and fill the requested time off for current employees due to Union contract obligations.

As the population of this county and local cities continues to rise, so do the needs and expectations regarding Law Enforcement presence and response, as well as their ability to investigate past, present and potential future crime, and/or the prevention of such activity. This would also include the increased presence of Deputies at the Hayfield and Triton School Districts, which both currently share the services of one Sheriff's Office School Resource Officer.

Dodge County's Sheriff's Office relies greatly upon the yearly negotiated contracts of several local Cities, (Dodge Center, Mantorville, Hayfield and Claremont) regarding the need for Law Enforcement services. Regardless of the volume of routine calls for service on any given day, these city contracts must be fulfilled, with time dedicated solely for those zones/areas of required patrol. This does create scheduling conflicts that results in the potential for overtime, as well as a burden or hardship on an expected reasonable response by Deputies, when fewer Officers are available for calls.

There are growing concerns over the increase of use of Alcohol and drugs, as well as the occurrence of violence/violent behavior over the past few years which has led Law Enforcement to re-consider additional training options in an effort to preserve Deputies knowledge and abilities with expanding trends and behaviors. This concern has also led to re-evaluating the number of Deputies necessary on a given day to safely and effectively respond to these types of calls, keeping in mind not only the safety of the Sheriff's Office personnel, but the safety and security of those requesting/needing that response as well.

When first requesting to change the status of the number of full-time Deputies (from the part-time list) at the beginning of November 2013, the Sheriff's Office part-time roster included eight Deputies, which were all available to work shifts upon request. At that time, the Sheriff's Office budget was able to accommodate this personnel change, with no impact on the overall budget. Since that time, two of these part-time Deputies accepted full-time employment at other Law Enforcement agencies (while still employed with Dodge County), one has accepted a full-time Deputy position with another agency requiring his resignation with Dodge upon completion of his training there, and another part-time Deputy is currently on medical leave from the Sheriff's Office, unavailable to work shifts or pick up any hours.

Sheriff's Request to Change Three Part-Time Deputies Status to Full-Time Discussion - Continued

The Dodge County Sheriff's Office currently has four part-time Deputies available upon request to work shifts as needed, including filling full-time Deputy vacation requests. Two of these part-time Deputies are routinely being used to primarily work Courtroom Security detail. One of the part-time Deputies is also working extended hours in Dispatch as a Dispatcher. All the part-time Deputies are seeking full-time employment with a Law Enforcement Agency.

Over the past three years Dodge County has hired and trained ten part-time Deputies, with an approximate cost for backgrounding/hiring/training of \$32,350.00, plus approximately \$4,200.00 in equipment costs, per Deputy. This entire process takes up to approximately 31 weeks, from employment application to being available for service status, per Deputy. This ongoing training and equipping new part-time hires has cost the Sheriff's Office budget approximately \$365,500.00 over the past three years. The need for a part-time roster exists due to the lack of personnel available to provide adequate patrol coverage, the need to cover existing vacation, sick and leave time of other employees, as well as the growing need to provide consistent and effective Security detail for the Dodge County Courtroom.

The Sheriff's Office is attempting to minimize the overall cost of backgrounding, hiring and training new Deputies on a regular basis by transitioning three existing part-time Deputies to full-time status. This would ultimately be the beginning of a process that eventually would phase out the need for part-time employees from the existing Deputy roster, eventually transitioning to all full-time personnel. This would effectively reduce the new-employee hiring and training costs, which now continues to re-occur at a steady rate due to the high volume turnover of part-time employees seeking full-time employment. The Sheriff's Office is also attempting to provide adequate daily patrol coverage on a regular basis, while being able to maintain a schedule flexible enough to provide 'time off' without the need for additional personnel or overtime.

The Sheriff's Office is now asking the County Board to approve the hiring/transitioning of three part-time Deputies to a full-time status, and to also approve purchasing three new/additional patrol vehicles necessary to accommodate these full-time positions. The Sheriff's budget was revised to include the three full-time Deputy positions and three less part-time Deputy positions. It was also revised to include the purchase of three additional squad cars.

Commissioner Allen stated that he struggles with adding three new people when he hasn't heard any complaints from the public regarding the Sheriff's Office and nobody has complained that the Deputies aren't responding to calls fast enough. Mr. Allen also questioned the need to spend \$32,350.00 on training Deputies when they have gone to school for law enforcement.

Sheriff's Request to Change Three Part-Time Deputies Status to Full-Time Discussion - Continued

A question was raised as to whether or not three additional squad cars would need to be ordered if the Sheriff's request to hire three additional full-time Deputies was approved.

It was clarified that if the request to hire three additional full-time Deputies was approved that three additional squad cars would need to be ordered.

Sheriff Jensen discussed the Field Training process that new Deputies go through and the need for training new Deputies. It was noted that training is a common practice among most law enforcement entities.

Discussion took place on the number of squad cars sitting in the parking lot on specific days.

Sheriff Jensen informed the Board that his office regularly holds staff meetings with the Deputies on specific days of the week; which explained why Commissioner Allen observed a number of squad cars sitting in the parking lot within the last week.

Commissioner Allen received an emergency phone call and reported that he needed to leave the meeting.

Motion by Gray to approve and authorize the Sheriff's Office to hire one additional full-time Deputy and purchase one additional squad car. Motion died due to the lack of a second.

Commissioner Allen left the meeting at 10:55 a.m. CST.

Commissioner Allen Left Meeting

It was Commissioner Gray's opinion that it would be helpful if a member of the Sheriff's Office could be present at each County Board meeting to provide them with updates and answer questions pertaining to the Sheriff's Office.

Sheriff's Request to Change Three Part-Time Deputies Status to Full-Time Discussion - Continued

Commissioner Erickson suggested that Mr. Gray schedule a ride along with the Sheriff's Office in order to observe what goes on in the county and the types of calls the Deputies deal with on a daily basis.

The Chair tabled further discussion on the Sheriff's request to hire three additional full-time Deputies and purchase three new squad cars until all Commissioners are available to further discuss this issue.

Sheriff's Request to Change Three Part-Time Deputies Status to Full-Time Discussion Item Tabled

Commissioner Peterson felt this discussion item was important enough that it warranted waiting until all County Board members were available to continue discussing the Sheriff's request to hire additional full-time Deputies.

Mr. Jensen discussed with the Board his request to purchase three new marked patrol vehicles/squads.

Request to Purchase
Three New Squad
Cars Approved

The Sheriff is requesting the County Board to approve the purchase of three new marked patrol vehicles, as well as the required equipment necessary for each of them. These three new patrol vehicles will be added into the rotation and will be replacing three current squads with higher mileage, scheduled for removal from rotation.

The three vehicles will be ordered and purchased on State bid price. These three squads were included in the Sheriff's Office 2014 budget, which was previously approved by the County Board.

Motion by Gray seconded by Erickson to approve and authorize the Sheriff's Office to purchase three new marked patrol vehicles/squads to replace three older vehicles as requested. *Motion adopted unanimously.*

Brief discussion took place on the need for a new vehicle for Emergency Management.

The Sheriff reported that a 4-wheel drive vehicle is needed for the Emergency Management position.

The possibility of using an older pickup/squad for the Emergency Management Director was discussed.

The Sheriff indicated that the Emergency Management Director has a lot of equipment that he would need to transport and that Mr. Maas needs a dust free environment for the equipment.

The Board discussed the possibility of the Emergency Management Director using the new trailer to haul his equipment.

The Sheriff indicated that the new trailer is for the Sheriff's Office to use.

Commissioner Peterson suggested that rather than purchasing a new vehicle for the Emergency Management Director that one of the 4-wheel drive vehicles in the Sheriff's Office motor pool be designated for use by the Emergency Management Director for the duration of an emergency.

Employee Relations Director Lisa Hager presented the Personnel Agenda for the Board's consideration.

Personnel Actions
Approved

Motion by Erickson seconded by Gray to approve the following personnel actions:

A. Attorney

- A.1 Heather Story – Legal Assistant
Step increase from B22 step 9 \$15.89 to B22 step 8 \$16.21.
Effective Date: 1/3/14

B. Sheriff

- B.1 Nathan Olson – Deputy Sheriff
Change status from .65 to on-call.
Effective Date: 11/25/13
- B.2 Adam Waletski – Deputy Sheriff
Step increase from C41 12 mo. step \$21.58 to C41 24 month step \$22.54.
Effective Date: 11/17/13
- B.3 Michael Erdman – On-Call Dispatcher
No longer employed as on-call Dispatcher (still employed as on-call Deputy).
Effective Date: 1/1/14

Personnel Actions
Approved -
Continued

C. Human Services

- C.1 Lonnie Hansen – Eligibility Worker
Authorization to employ at B23 step 10 \$15.86.
Effective Date: 1/6/14

D. Highway

- D.1 Russell Lucas – Operator III
Authorization to temporarily change status from Equipment Operator III B23 \$20.54 to Mechanic B23 \$20.78.
Effective Date: 1/4/14

E. Administration

- E.1 Amanda Linderman – Drug Court Case Manager
Step increase from C41 step 4 \$23.24 to C41 step 3 \$24.13.
Effective Date: 12/26/13

F. Public Health

- F.1 Sagar Chowdury – Health Educator
Authorization to employ at C41 step 7 \$21.97.
Effective Date: 1/13/14

Motion adopted unanimously.

Ms. Hager presented for the Board's consideration the Law Enforcement Labor Services Contract for 2014-2015.

Law Enforcement
Labor Services
Contract for 2014-
2015 and M.O.U.
Approved

Included in the Board packet was the tentative agreement with the Law Enforcement Labor Services – Sheriff's Department for 2014-2015. Ms. Hager noted that the Sheriff Union has not voted on this agreement yet.

A summary of significant issues includes the following:

1. Article XV – Shift Differential – Increase Shift Differential from \$.60 per hour to \$.70 per hour effective 1/1/14 and from \$.70 per hour to .75 per hour effective 1/1/15.
2. Article XVI – Field Training Officer Pay: Officer's assigned to provide certain trainings (Use of Force, CPR, etc...) will be paid an additional \$1.00 per hour while providing that training.

3. Article XXII – Paid Time Off – Short-Term Disability Leave coverage will be effective the first of the month following 12 months of full-time employment (vs. 90 days).
4. Appendix A Wages – Increase by 1.75% in 2014 and 2% in 2015.
5. Update of attached M.O.U. on how training is paid for the term of this contract.

Law Enforcement
Labor Services
Contract for 2014-
2015 and M.O.U.
Approved -
Continued

Commissioner Erickson commended Ms. Hager for her work on the contract.

Motion by Gray seconded by Erickson to approve and authorize the Chair, County Administrator and Employee Relations Director to sign the proposed Law Enforcement Labor Services Contract for 2014-2015 and Memorandum of Understanding as presented. *Motion adopted unanimously.*

County Attorney Paul Kiltinen provided the Board with a legal update.

Legal Update

The County Attorney left the meeting at 11:19 a.m. CST.

County Attorney Left
Meeting

County Administrator Jim Elmquist provided the 2014 fee schedule for the Board's review. It was noted that the proposed 2014 fees were reviewed by department heads.

2014 Fee Schedule
Approved

Motion by Erickson seconded by Gray to approve the 2014 fee schedule as presented. *Motion adopted unanimously.*

The Board further discussed the bills. It was reported that the Rochester Sand and Gravel payment is a valid payment that needs to be processed. Environmental Services initially paid the wrong amount on an invoice and the additional \$4,391.00 is the remainder due on the invoice.

Bills Approved

Motion by Gray seconded by Erickson to approve the bills as discussed in the following amounts from the appropriate funds as determined by Finance:

01	Revenue Fund	\$ 229,155.67
11	Human Services Fund	\$ 20,792.29
13	Road and Bridge Fund	\$ 147,711.97
16	Environmental Quality Fund	\$ 103,936.61
17	Eq Revolving Equip Fund	\$ 4,391.00
32	County Capital Projects	\$ 1,080.78
37	Debt Fund-County Go	\$ 529,186.88
61	Nursing Home Fund	\$ -1,049.00
	Total	\$1,035,206.20

Motion adopted unanimously.

Commissioner Gray presented a summary of the Public Health Committee report and action items.

Public Health
Committee Report

Commissioner Erickson presented a summary of the Public Works Committee report and action items.

Public Works
Committee Report

The Board discussed the Water Program Managers request to approve a 2014 Comprehensive Water Plan Contract with the Dodge SWCD.

2014 Comprehensive
Water Plan Contract
with the Dodge
SWCD Approved

The Environmental Services Office has developed a contract with the Dodge SWCD for up to \$25,000/year of water plan services (715 hours @ \$35.00/hour), beginning in January 2014. This contract will be presented for SWCD Board approval at their January 16, 2014 meeting.

Contracted services in the contract include well testing and locating, stream monitoring, technical services for grant preparation, ground water monitoring, and educational services.

This is the third consecutive year this contract has been proposed. Last year this contract, with identical projected hours and payment rates, generated the SWCD income of \$19,985 for 571 hours of work.

All costs of this contract are contained within the proposed 2014 Environmental Services Budget.

Motion by Erickson seconded by Gray to approve and authorize the Chair to sign the 2014 Comprehensive Water Plan Contract with the Dodge SWCD as requested. *Motion adopted unanimously.*

Commissioner Peterson presented a summary of the Administration Committee report and action items.

Administration
Committee Report

Motion by Gray seconded by Erickson to approve and authorize the December 24, 2013 Committee of the Whole meeting minutes as presented. *Motion adopted unanimously.*

12/24/13 Committee
of the Whole Meeting
Minutes Approved

Motion by Gray seconded by Erickson to approve and authorize the December 24, 2013 meeting minutes as presented. *Motion adopted unanimously.*

12/24/13 Meeting
Minutes Approved

Motion by Gray seconded by Erickson to approve and authorize the January 7, 2014 statutory meeting minutes as presented. *Motion adopted unanimously.*

01/07/14 Statutory
Meeting Minutes
Approved

Commissioners provided their agency reports. Commissioner Allen was not available to report his meeting attendance. Commissioner Erickson attended a Southeast Minnesota Human SDA meeting, a Dodge County Fair Board Christmas party, a SCHA Joint Powers meeting, a retirement party for Alice Laine, a South Central Human Relations meeting, an Organizational meeting of the County Board, a Planning Commission meeting, a Dodge County Township Officers meeting and a South Central Human Services Board special meeting.

Agency Reports

Commissioner Gray attended a Dodge County Board meeting, a SCHRC meeting, a Dodge County Board Organizational meeting, a Dodge County Planning meeting, a SMART meeting, a Dodge County Township Association meeting, a Dodge Refreshed meeting and a SCHRC Special meeting. Commissioner Peterson attended a Dodge County Refreshed meeting, a SE MN Water Resource meeting, a Dodge County Fair Board meeting and a SCHA meeting.

Agency Reports -
Continued

Motion by Gray seconded by Erickson to adjourn the meeting at 11:36 a.m. CST.
Motion adopted unanimously.

Meeting Adjourned

The next meeting of the Dodge County Board of Commissioners will be held on January 28, 2014 at 9:30 a.m. CST.

Next Regular Meeting

ATTEST:

RODNEY PETERSON
CHAIR, COUNTY BOARD

BECKY LUBAHN
DEPUTY COUNTY CLERK

DATED: