

TUESDAY, AUGUST 14, 2012

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

**STATE OF MINNESOTA)
DODGE COUNTY)**

**COUNTY ADMINISTRATION OFFICE
MANTORVILLE, MN**

2012-13 C.O.W.

The Dodge County Commissioners met in Committee of the Whole August 14, 2012, in the Commissioner's Room at the Dodge County Courthouse Annex, Mantorville, MN, at 9:00 a.m. CDT. Chair Don Gray opened the meeting at 9:00 a.m. CDT.

Meeting Convened

The Chair acknowledged those present:

Those Present

Members present:	Jane Olive	District #1
	Lyle Tjosaas	District #2
	David Erickson	District #3
	Don Gray	District #4
	David Hanson	District #5
Members absent:	None	
Also present:	Jim Elmquist	County Administrator
	Becky Lubahn	Deputy County Clerk
	Larry Dobson	Historical Society Board Member
	Mary Ann Bucher	Historical Society Board Member

Dodge County Historical Society Board of Director members Larry Dobson and Mary Ann Bucher met with the Board to discuss the Historical Society's budget request for 2013.

Dodge County
Historical Society
2013 Funding
Request

It was noted that with the county's funding of \$5,500 the Historical Society is close to paying the utilities. For 2013 the Historical Society is requesting an increase to \$6,000 to cover the utilities in addition to mowing of three Wasioja properties - the church, the school and the recruiting station.

Mr. Dobson informed the Board that a lot of work is being done at the museum.

The following 2012 overview was shared with the Board:

- Resignation of the paid staff in August 2011. The museum and Historical Society has been manned by volunteer Board members primarily Mary Ann Bucher and Fay Richter.
- Redesign of the museum to make it more accessible and appealing to the visitors and museum staff.
- The museum was officially closed to the public November-May. Redesign was accomplished during that time by volunteers and the Board of Directors. During that time they were open by appointment.
- Hosted the One Room School at Mantorville Old Fashioned Christmas.
- Had a booth at the Dodge County Expo.
- Completed the restoration of the foyer - monies from the Schmidt Grant.
- Developed a new web site with Leuthold grant money.
- Repaired the ceiling in the museum.

Dodge County
Historical Society
2013 Funding
Request -
Continued

- Changed their traditional Saturday afternoon Annual Meeting to an evening meeting with a dinner. They had a good response with some younger people.
- KM 6th grade classes toured all three buildings in May.
- New gutters on the north side of the museum.
- Lions Club members came to paint windows on the outside.
- 40 Volunteers from Care Fest came on June 16, 2012 to work on the landscaping. Dodge County Historical Society paid for the bushes and plants on the south side of the museum.
- Applied for and received a Legacy Grant for \$4,986 to locate, inventory, conserve and house all photos. When they finish this project they will call for more historic photos.
 - Sandy Toogood from Rochester has worked to teach the computer program for the photos. Sandy is funded under the Photo Grant.
 - Katie Gove, intern from Luther College has been at the museum all summer. She has been very instrumental in the redesign of exhibits and has worked in PastPerfect to index photos.
- Held an open house in June with the museum, One Room School and Red House open.
- Quilt display at the museum for the open house.
- Fair exhibit
 - Bicentennial Wagon brought from Olmsted County.
 - Display of school books of all 87 schools in Dodge County.
 - Obituary books for all Dodge County Cemeteries on display.
- Submitted a grant application for stabilization and restoration of the Wasioja School Building.
- Hosted a Mantorville after-hours to network and increase knowledge of the museum and Historical Society.

Fundraising

- Fund raising letter sent to the membership in November netted \$7,420.00.
- Letters sent to all townships for funding. Two townships responded.
- In order to make their presence known in other Dodge County locations they held a pasta bar at the Dodge Center Legion and an omelet bar at the Hayfield Legion.
- Soup supper fundraiser held in Dodge Center.
- Developed an electronic newsletter that is being sent to members and others each month. Currently they have 197 on their list and are hoping to increase that number.

Needs

- Repair and replace the south basement entrance to the Museum. At this time it leaks and they have water collecting on the floor. Cost estimated at \$1,500.00.
- Restoration and stabilization of the 1856 Red House.
- Seeding grass between the museum and the One Room School.
- Outside shed for storing stuff like hoses, summer and winter supplies.

Discussion took place on who provides building coverage and liability coverage on the Historical Society buildings across the road. Executive Assistant Becky Lubahn was asked to review the MCIT coverage document to determine who provides insurance coverage on the buildings in question.

Dodge County
Historical Society
2013 Funding
Request -
Continued

Commissioner Olive wanted to know what their future plans were for staffing and if the Historical Society plans to continue staffing the museum with volunteers.

Larry Dobson confirmed that the plan is to continue staffing the museum with volunteers, right now they don't have the funding for staff.

Ms. Olive inquired as to whether or not there was a plan to get more visibility for the museum.

Mr. Dobson indicated that they would be working on visibility and fixing up/preserving what they have.

The Board thanked Mr. Dobson and Ms. Bucher for the report.

SEMCAC Executive Director Wayne Stenberg met with the Board to discuss Semcac's budget request for 2012.

Semcac 2013
Funding Request

Blanche Hollerud, Program Coordinator for the Senior Nutrition Program and Marie Henry, Planning and Development Director were also available to comment on the funding request.

Mr. Stenberg stated that on behalf of Semcac's Board of Directors and staff, he would like to thank the Dodge County Board for their continued support of Semcac's programs in Dodge County. With the county's help, Semcac continues to advance its mission to assist people to achieve or maintain independence and self-reliance through their own and community resources.

The Executive Director reported that during their last fiscal year 96% of their expenditures were for program services and only 4% went towards management and fundraising. Their most recent independent audit, IRS Form 990, and Annual Report may be viewed at www.semcac.org under the Publications tab.

As a Community Action Agency, Semcac qualifies for county funding under Minnesota Statute 375.18, Subd. 15. The following programs are requesting 2013 funding to sustain services in Dodge County:

Senior Nutrition	\$1,000
Senior & Caregiver Advocacy Program	\$2,000
Volunteer Driver Program (rides for senior citizens)	\$ 500
Bus Service	\$2,000
Retired & Senior Volunteer Program	<u>\$1,000</u>
	\$6,500

Ms. Hollerud provided the following information on Senior Nutrition.

In 2011, 195 seniors enjoyed mid-day meals at the Kasson Senior Dining site, where a total 7,249 meals were served during the year. Additionally, 12,043 meals were delivered to 94 home-bound seniors in five Dodge County communities: Claremont, Dodge Center, Kasson, Mantorville and West Concord. Semcac's level of Meals on Wheels service is especially evident in Dodge County. Senior Nutrition targets low-income, nutritionally at-risk seniors. There are no income eligibility requirements for either program, and diners are given the opportunity to donate towards the cost of the meal.

For most participants this is the main meal of the day, and many need to limit food choices in order to stay within their budgets. Senior Nutrition is requesting \$1,000 to support meal service in Dodge County.

Commissioner Erickson pointed out that it doesn't appear that the Hayfield area is receiving services from Semcac. Mr. Erickson wasn't sure if this was because a program similar to Meals on Wheels is run out of the Nursing Home in Hayfield or if there haven't been any inquiries from the Hayfield area.

The Program Coordinator for the Senior Nutrition Program stated that as far as she knows, there haven't been any inquiries regarding Semcac services from the Hayfield area.

Ms. Hollerud briefly discussed the Senior & Caregiver Advocacy Program. The Senior & Caregiver Advocacy Program works closely with seniors and their caregivers on a variety of issues and concerns so that seniors are able to maintain safe and independent living. The advocate is trained in the State Health Insurance Programs and Medicare options and often helps clients navigate the health insurance and health care systems. In addition to working one-on-one with clients, the advocate participates in health fairs and other events to present information about Food Support, transportation, Reassurance Call Service, Nutritional Assistance for Seniors Program, Energy Assistance, veteran's benefits, home improvement loans, medication/prescription drug discount programs, avoiding scams and fraud, and other programs or issues of interest to seniors. The Senior & Caregiver Advocacy Program is requesting \$2,000 from Dodge County in 2013 in order to maintain these vital services for senior citizens and their caregivers.

The Program Coordinator shared the following Retired & Senior Volunteer Program information.

In 2011, 61 active RSVP volunteers logged 3,060 volunteer hours in Dodge County, allowing the following nonprofit agencies and programs to maximize their financial resources toward fulfilling their missions:

Triton Elementary School	Fairview Nursing Home
Dodge County Historical Society	Dodge County United Way
Dodge County Sheriff Department	Semcac Reassurance Calls
Grace Lutheran School	West Concord Historical Society
SE MN Senior Federation	Semcac Senior Dining
Semcac Head Start in Kasson	Semcac Volunteer Driver Program

RSVP recruits men and women age 55 and better to share a lifetime of experience and wisdom with people of all ages through quality volunteer opportunities. The RSVP volunteers remain active and connected to their communities, maintaining their health and socialization after retirement. RSVP is requesting funds based on the number of volunteer hours served in the county. RSVP is seeking \$1,000 in county support.

Semcac 2013
Funding Request -
Continued

Mr. Stenberg briefly discussed bus services offered by Semcac. It was noted that a new bus for Dodge County has been ordered but hasn't come in yet.

In 2011 The Dodge County Public Transit provided 7,416 rides and traveled 14,850 miles. Public Transit is available to all citizens. Most people utilizing the public transit service are pre-school children going to and from schools and daycares, and seniors and low-income individuals for shopping and personal appointments at local business. The Minnesota Department of Transportation supports 85% of the MnDOT approved budget. A local match of 15% is required of the budget. Funding from MnDOT has remained stagnant for the last three years, and is currently not meeting the required needs of support to maintain current levels of service. This then increases the amount of local match needed to budget for the service demands. In 2013, the projected shortfall just for fuel for the Dodge County bus is expected to be \$2,943. (2,303 gallons of fuel; approved budget support for fuel \$6,564 actual projected cost of \$8,521 a difference \$1,958 plus local share match of \$985 for a total match amount of \$2,943). The \$2,000 requested from Dodge County will support continued operation of bus service.

The Executive Director reviewed the Volunteer Driver Program.

In 2011, the Volunteer Driver Program coordinated 18 volunteer drivers in Dodge County to provide 60 rides, totaling 1,689 miles, for seniors on a donation basis. These rides help seniors maintain their independence and meet their medical and personal needs. (The program also provided 951 rides for Medical Assistance recipients and other county clients under a contract with the Dodge County Department of Human Services.)

The donation-based rides for seniors are supported, in part, by a grant from the Southeastern Minnesota Area Agency on Aging. However, this grant and the client donations have not been sufficient to operate the program, and other resources are sought each year. Estimates for 2013 indicate that at the current donation rate and with a projected 2,640 miles of donor-based service, there will be a difference of approximately \$1,678 between the actual cost of the rides and the amount donated. The \$500 requested from Dodge County will support these rides for senior citizens.

The Board thanked Mr. Stenberg, Ms. Hollerud and Ms. Henry for the report.

The Chair adjourned the meeting at 9:32 a.m. CDT.

Meeting Adjourned

ATTEST:

DON GRAY
CHAIR, COUNTY BOARD

BECKY LUBAHN
DEPUTY CLERK

DATED: