

**TUESDAY, FEBRUARY 12, 2013**

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

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

**COUNTY ADMINISTRATION OFFICE  
MANTORVILLE, MN**

**2013-04**

The Dodge County Board of Commissioners met in regular session February 12, 2013, in the Commissioner's Room at the Courthouse Annex, Mantorville, MN, at 9:30 a.m. CST. Lyle Tjosaas, 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 County Administrator acknowledged those present and established that there was a quorum:

Those Present

Members present:	John Allen	District #1
	Lyle Tjosaas	District #2
	David Erickson	District #4
	Steven Gray	District #5
Members absent:	Rodney Peterson	District #3
Also present:	Jim Elmquist	County Administrator
	Becky Lubahn	Deputy County Clerk
	Paul Kiltinen	County Attorney

Motion by Gray seconded by Allen to approve and adopt the agenda as amended to include a radon update as item 3.3 under the County Administrator agenda items. *Motion adopted unanimously.*

Agenda Amended

Fiscal Supervisor Shelley Koen introduced Shelly Grossman who is a new Office Support Specialist in the Human Services Department.

New Employee  
Introduced

The Board welcomed Ms. Grossman.

Motion by Erickson seconded by Gray to approve the following items on the Consent Agenda:

Consent Agenda  
Items Approved

- 1.1 Building Operations Supervisor to list a used tire changing machine and a used wheel balancing machine for sale on Craigslist.
- 1.2 Chair and Deputy Clerk to sign resolution #2013-02 appointing members to the SMART Board.
- 1.3 Human Services resolution #95-10.
- 1.4 An increase in the Human Services imprest cash fund to \$600 in compliance with Minnesota Statutes, section 375.162, subd. 2.

- 1.5 The Human Services Director, Chair and County Attorney to sign an Agreement for Provision of Financial Consulting for Southeast Minnesota Human Services Delivery Authority Mobilize Phase between Dodge County Human Services and CliftonLarsonAllen LLP contingent upon approval by the Southeast Minnesota Human Services Delivery Authority Steering Committee and approval as to the form and execution by the Dodge County Attorney.
- 1.6 Highway Department to advertise for bids and set a bid opening date for the CSAH 24 construction project at the discretion of the County Engineer.
- 1.7 2013 seasonal supply bids as presented.
- 1.8 Chair and Deputy Clerk to sign resolution #2013-03 adopting 2013 seasonal weight restrictions.
- 1.9 Chair and Deputy Clerk to sign resolution #2013-04 to issue 2013 license to waste haulers as requested.

Consent Agenda  
Items Approved -  
Continued

*Motion adopted unanimously.*

County Engineer Guy Kohlnhofer discussed with the Board his request to purchase a new motor grader for the Highway Department.

Highway Department  
Motor Grader  
Purchase Approved

Maintenance Superintendent Dallas Ness was available to comment on the request.

Mr. Kohlnhofer reported that contained within the approved 2013 Highway budget is \$192,600 for the purchase of a motor grader. Graders are available off of State contract like the previously purchased plow truck. Highway department staff has reviewed the State contract and the graders available to put together specifications for several graders that would work well for their needs.

The graders selected spent time at the Highway Department on a trial basis. The graders were evaluated by several of the Highway Department operators and mechanic. The graders were evaluated for ease of operation and driver comfort. Operators spend upwards of seven hours/day in the cab. Mr. Kohlnhofer reported that cab ergonomics are as important for an operator as a chair and desk are for the typical office worker. Additional aspects to consider for an operator are visibility and ease of control manipulation. Each grader was also evaluated for its mechanical attributes such as power and transmission.

The John Deere 770G had some very good attributes however the cab had poor visibility and the controls were cramped and restrictive to the operator. The CAT 12M2 is an adequate piece of equipment with good sight lines and excellent operator interface. The 12M2 would be comparable in power to the two primary graders they now use on a daily basis. Although the level of power is often adequate they find that during snow plowing their graders have to run at full throttle throughout the day to move the snow as needed. The Highway Department has found that this is hard on equipment and not very fuel efficient. A machine with a little more power may tend to have less maintenance. As their intention is to remove the Champion grader from the fleet and move the new one into a primary position they recommend up sizing to the Cat 140M2.

An additional benefit to Cat graders is the guaranteed repurchase after seven years. The Highway Department typically has graders for 14 to 18 years however with this they would have the opportunity to evaluate the equipment after seven years and run a cost benefit analysis of repairs vs. replacement.

Highway Department  
Motor Grader  
Purchase Approved -  
Continued

Mr. Kohlnhofer reviewed with the Board a summary of three graders meeting specifications for Highway Department use and their strengths and weaknesses.

Due to quickly changing emission standards and the cost of steel, heavy equipment prices are up as much as 40% over recent years. Fortunately the Highway Department was a little better at estimating the cost of their recent plow truck purchase that came in \$9,000 under budget. This will help soften the under budgeting of the grader.

The County Engineer stated that although the Cat 12M2 would be adequate, the Highway Department recommends the purchase of the CAT 140M2 from Ziegler's at an approximate cost of \$225,000.

Motion by Allen seconded by Gray to approve and authorize the Highway Department to purchase a CAT 140M2 motor grader from Ziegler's at a cost of approximately \$225,000 as requested. The additional unbudgeted funds for this purchase will be taken out of the Highway Department's fund balance. *Motion adopted unanimously.*

County Administrator Jim Elmquist presented for the Board's consideration the TH 14 support resolution.

TH 14 Support  
Approved by  
Resolution #2013-05

Included in the Board packet was a resolution for the Board's consideration. If approved, the resolution would be included in the packet for Dodge County legislative delegation. Mr. Elmquist has asked the cities of Dodge Center, Kasson, and Claremont for support and anticipates that they will consider passing the same resolution within the week.

Lee Mattson, City Administrator for Dodge Center has informed the County Administrator that both McNeilus Steel and McNeilus Trucking will also draft letters of support for the Dodge County packet. Other businesses could follow suit.

Motion by Allen seconded by Gray to approve and authorize the Chair and Deputy Clerk to sign resolution #2013-05 in support of the U.S. Highway 14 State Highway Investment Plan:

**WHEREAS**, the Minnesota Department of Transportation (MnDOT) is updating its 20-year State Highway Investment Plan, which sets a long-range vision for transportation in Minnesota, including needs, goals and priorities; and

**WHEREAS**, the State Highway Investment Plan identifies how MnDOT plans to direct available state and federal funding for Minnesota highway projects for the next 20 years (2013-2032); and

**WHEREAS**, the four-lane expansion of U.S. Highway 14 was included in 2008 and 2009 District Long-Range and/or State Highway Investment Plans; and

TH 14 Support  
Approved by  
Resolution #2013-05  
- Continued

**WHEREAS**, from the year 2002 through 2011, there were 52 fatalities and 41 serious injury crashes on the segment of U.S. Highway 14 from New Ulm to Rochester; and

**WHEREAS**, the populations and economies of U.S. Highway 14 communities are projected to grow significantly in the next 20 years; and

**WHEREAS**, the April 2012 Safety Audit of U.S. Highway 14 identified safety concerns and provided recommended improvements for the trunk highway intersections in Nicollet and New Ulm; and

**WHEREAS**, with interim safety improvements completed and a four lane expansion between North Mankato and Nicollet planned for 2017/18 there remains a hazardous two lane section between Owatonna and Dodge Center; and

**WHEREAS**, Governor Mark Dayton committed to the four-lane expansion of U.S. Highway 14 from border to border but has advanced no plans to follow through; and

**WHEREAS**, the Final Environmental Impact Statement for U.S. Highway 14 expansion between Owatonna and Dodge Center was approved in August 2010, and supported by involved communities of Dodge and Steele counties. This EIS will require “re-evaluation” if “major action” to advance the project does not occur prior to August this year.

**NOW, THEREFORE BE IT RESOLVED**, that Dodge County does hereby call on the Governor, Minnesota House and Senate, and Department of Transportation to make the four-lane expansion of Highway 14 a priority and to provide the needed resources to include the expansion in the 2013-2032 State Highway Investment Plan thereby protecting the lives of southern Minnesota residents while boosting economic development and growth in southern Minnesota communities.

*Resolution adopted unanimously.*

Commissioner Gray thanked the County Administrator and County Engineer for their work on Highway 14 Investment Plan.

Mr. Elmquist discussed with the Board the strategic planning process.

Strategic Planning  
Process Discussion

In conversations with a few Board members it has been said to the County Administrator that with three new commissioners resulting from the last election, the county should consider a process to revise or recreate the strategic plan.

Mr. Elmquist reported that he would like to schedule a time to conduct this practice and suggested a four-hour session during the week, better allowing for department heads to attend and serve as points of information when questions arise. The County Administrator is not recommending an outside facilitator to assist with this planning effort; he believes this can be done internally since within the last 2.5 years, the county has been through a similar development.

Strategic Planning  
Process Discussion -  
Continued

What the County Administrator is proposing is to do the following segments:

- How we got here (a breakdown of the previous strategic plan and mission statement).
- What's missing?
- What priorities do we have going into the future?
- What goals perpetuate those priorities?

If the process wasn't completed within the four-hour session, they would schedule a follow-up meeting to conclude.

It was the consensus of the group to schedule a Strategic Planning meeting for Thursday, March 14, 2013 at 9:00 a.m. at the courthouse.

Building Operations Supervisor Roger Friedt brought the Board up to speed on a radon issue that was discovered in all levels of the old courthouse on the west end of the facility.

Courthouse Radon  
Update

Air samples have been taken and have detected varying issues in all levels of the old courthouse.

An e-mail from Emergency Management Director Matt Maas was shared with the Board. The e-mail reported that the next step on the radon abatement for the county is that John McNamara from Wold Architects and one of his engineers are reviewing Dodge County test samples and are also visiting and touring the county's facilities to look at the facilities design as well as the HVAC system. Mr. McNamara will then return to the county Safety Committee meeting on February 26th to discuss the radon issue with the county and explain potential routes to abate the levels. From this point the county will be able to make educated decisions based on the county's unique facilities and its HVAC system.

Mr. Friedt reported that Mr. Maas has held a training meeting with the staff affected by the radon issue in the old courthouse.

It was the consensus of the group that once they have more information on mitigation options from the Building Operations Supervisor they will take action to resolve the radon issue.

The Board thanked Mr. Friedt for the update.

Sheriff Jim Jensen met with the Board to discuss his request to purchase security cameras for the impound lot.

Purchase of Impound  
Lot Security System  
Approved

The Dodge County Sheriff's Office has had an impound lot at the Highway Department for several years. During this time they have continued to upgrade the impound lot fence to make it more secure.

Mr. Jensen reported that they continue to have incidents of theft from the impound lot; the last one was the theft of a pickup. The suspect cut a hole in the fence on the East side of the lot and drove the pickup out of the lot. This occurred after the shrubs that were masking the view of the impound lot, were cut down allowing the vehicle to be driven out on that side of the lot.

It was reported that previous Sheriffs have looked into adding security cameras to the impound lot, but it has always been cost prohibitive. Since the last incident, the Sheriff's Office has looked at all of their options again and have found a solution that is within their budget.

Mr. Jensen stated that he realizes that it is good practice to get quotes or bids from more than one vendor, but in this case he would like to use the same vendor that installed the security cameras in the courthouse. The other reason is that they need to get a security system in place very quickly to protect the county's impound lot. The camera system that All Systems will put in will be the same system the county currently has in the courthouse which will make it easier for the Sheriff's Office to operate.

The Sheriff is requesting approval to use funds from their impound lot fund to purchase a security camera system from All Systems, Inc. in Rochester. The Sheriff's Office currently has almost enough money in the impound lot fund to pay for the system. The All Systems quote is for \$16,853.00 and the Sheriff's Office now has \$15,339.00 in the impound lot fund. The Sheriff felt he could make up the difference from other areas of his budget.

Mr. Jensen reported that there will be some electrical work that will need to be done to complete the project, however he does not expect that to be a major cost.

The camera system will have three cameras covering the impound lot and two cameras covering the driveway in and out of the Highway Department leading back to the impound lot. The system will be able to be viewed live on their laptops in their squad cars which will make it easier to monitor activity at the impound lot.

Motion by Allen seconded by Erickson approve and authorize the Chair to sign a proposal with All Systems, Inc. in Rochester to purchase a security camera system at a cost of approximately \$16,853.00 for the impound lot in Dodge Center. The money for this purchase will come from the impound lot fund.  
*Motion adopted unanimously.*

Taxpayer Services Director Rose Culbertson reviewed bills with the Board.

Bills Approved

Ms. Culbertson reported that a payment to Blue Tarp Financial on page 8 in the amount of \$119.14 for equipment purchases will be pulled. The county has a credit on their account at Blue Tarp Financial that will cover the cost of these purchases.

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

01	Revenue Fund	\$ 138,042.71
11	Human Services Fund	\$ 110.25
13	Road and Bridge Fund	\$ 71,878.76
16	Environmental Quality Fund	\$ 11,819.83
80	Agency Fund	\$ 67.50
83	Forfeit Land Fund	\$ 325.00
	Total	\$ 222,244.05

*Motion adopted unanimously.*

Ms. Culbertson informed the Board that Joel Alberts of A & A Electric & Undergrounds, Inc. has submitted a request to abate the penalty and interest on the second half 2012 taxes on a parcel which he purchased in 2012. In the application, Mr. Alberts states that he did not get a statement for the taxes.

Alberts Property Tax  
Penalty Abatement  
Request Denied

The Taxpayer Services Director stated that property tax statements are mailed by March 31<sup>st</sup> each year. Only one statement, which contains two payment stubs, is mailed each year. If a property is purchased during the year a new statement is not generated. It is the responsibility of the person involved in the sale and the closing agent to pass on tax information. Individuals have the ability to print a copy of the tax statement from the county website, or they can call the Finance Office and they will print a copy of the original tax statement and mail it to them. At this time only the tax amount of \$1,250 has been paid.

When the request for a statement was made on January 28<sup>th</sup>, 2013, Lisa Kramer provided Mr. Alberts with a reprinted copy of the 2012 property tax statement which is under the name of TK & K Properties. At that time the penalty and interest had already been added to the tax amount.

It was the Taxpayer Services Director's recommendation, to remain consistent with past decisions and deny the abatement request.

Motion by Erickson seconded by Gray to deny the 2012 property tax penalty reduction/abatement request of Joel Alberts of A & A Electric & Undergrounds, Inc. in order to remain consistent with past decisions. *Motion adopted unanimously.*

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

Personnel Actions Presented

Commissioner Allen requested that item B.2 be pulled from the agenda in order to allow him time to talk to the County Engineer about his request to fill the Engineering Supervisor position with an Engineering II or III position when the position is vacated in April.

Motion by Gray seconded by Allen to table item B.2 on the Personnel Agenda for two weeks as requested. *Motion adopted unanimously.*

Personnel Agenda Item B.2 Tabled

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

Personnel Actions Approved

**A. Human Services**

- A.1 Rochelle Grossman – Office Support Specialist - .7 FTE  
Authorization to employ at B21 step 9 \$13.75 to fill approved vacancy.  
Effective Date: 2/11/13

**B. Highway**

- B.1 Warren Schwenke – Engineering Supervisor  
No longer employed.  
Effective Date: 4/12/13
- B.3 Dallas Ness – Maintenance Superintendent  
Step increase from C43 step 2 \$33.98 to C43 step 1 \$35.39.  
Effective Date: 2/1/13

**C. Environmental Services**

- C.1 Ryan Thesing – County Feedlot Officer/Water Quality Technician  
Authorization to employ at B23 step 7 \$16.63 to fill approved vacancy.  
Effective Date: 2/19/13
- C.2 Mary Greening - Assistant Zoning Administrator/Administrative Assistant  
Step increase from B23 step 3 \$18.89 to B23 step 2 \$19.52.  
Effective Date: 2/28/13
- C.3 Terrance Selthun – Solid Waste Facility Manager  
Annual review.  
Effective Date: 1/2/13

**D. Assessor**

- D.1 Mike Stupka – Interim Deputy Assessor – 1.0 FTE  
Wage scale placement for interim position from Property Appraiser B23 step 1 \$20.10 to Interim Deputy Assessor C41 step 4 \$23.24.  
Effective Date: 12/27/12

**E. Band and Grade Review**

- E.1 Approval of recommended Band and Grade assignment of new job descriptions. Band and Grade review completed by Bob Bjorklund.

	<u>From</u>	<u>To</u>
Director of Land Records	New	D62
Deputy Assessor	New	C41
Effective Date: 1/1/13		

*Motion adopted unanimously.*

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

Legal Update

Drug Court Coordinator Eric Thompson discussed for the Board his request to approve judicial training mileage/meal reimbursement.

Judicial Training  
Reimbursement  
Approved

Mr. Thompson is requesting that the Dodge County Board review and approve a request to reimburse the Honorable Jodi L. Williamson for mileage and meal expenses related to her anticipated attendance at a proposed Judicial Training sponsored by the National Drug Court Institute (NDCI).

The NDCI is considered the preeminent source of cutting-edge training and technical assistance to the Drug Court field. The NDCI offers a weeklong, intensive judicial training program designed to educate new or transitioning Drug Court Judges. The training covers constitutional issues, ethics, federal confidentiality laws, judicial styles, incentives and sanctions, leadership, and the role of the Drug Court Judge.

Mr. Thompson reported that the NDCI Judicial Training previously scheduled for March 4-8, 2013 in St. Paul was cancelled due to the limited number of judges who were able to participate. The Fourth Judicial District is coordinating with the State Court Administrator's Office to combine the NDCI Judicial Training with the State Drug Court Conference tentatively scheduled for May 22-24, 2013.

It is anticipated that Judge Williamson will assume the bench following the retirement of Judge Wieners in September, 2013. Because the judge is the leader of the Drug Court team, it is critical that Judge Williamson have an opportunity to be trained in the Drug Court model. The best training available in this regard is the Judicial Training offered by the NDCI.

There is no registration fee for the NDCI Judicial Training. Similarly, because Judge Williamson plans to commute, there will be no expense related to hotel accommodation. Nonetheless, the Drug Court Coordinator is requesting that Dodge County reimburse Judge Williamson pursuant to policy for mileage and meal expenses incurred as a result of attending the proposed training. Mr. Thompson estimated that the cost associated with the training, including mileage and meal expenses to be approximately \$500.00.

The Drug Court Coordinator noted that the request is contingent upon the proposed Judicial Training actually occurring and assumes that Judge Williamson will be able to attend.

Motion by Erickson seconded by Allen to approve and authorize mileage and meal reimbursement for Judge Jodi Williamson for Judicial Training that may take place on May 22-24, 2013. *Motion adopted unanimously.*

Zoning Administrator Melissa DeVetter presented for the Board's consideration the February 6, 2013 Planning Commission recommendations.

CUP #02-22 (Amend)  
Approved

James Masching was available to comment on the bio-filter he is developing for his feedlot.

Feedlot Assistance Contractor Ken Follie was available to comment on bio-filter options.

CUP #02-22 (Amend)  
Approved -  
Continued

Motion by Allen seconded by Erickson to approve of the following action of the Planning and Zoning Commission as reviewed on February 6, 2013 with the reasons, recommendations and conditions as found in the individual permit:

**James Masching – CUP#02-22 (amend)**

The public hearing is to consider a request to amend Conditional Use Permit #02-22 to allow an expansion of an existing feedlot of 2,769 finishing hogs or 830.7 animal units to 3,796 finish hogs for a total of 1,138.8 animal units. The property is 8.5 acres located in the SE 1/4 of the NE 1/4 of Section 15, Westfield Township. James Masching is the applicant and the property owner.

The Planning Commission recommends approval with the following conditions:

1. A Dodge County Zoning Permit shall be obtained before construction of the building.
2. The Dodge County animal feedlot registration shall be updated prior to occupation of the barn.
3. Comply with the conditions of the Feedlot Advisory Report dated 1/14/13.
4. Prior to installation of the odor mitigation technology, a plan shall be submitted for approval by the County Board. The applicant may utilize any Dodge County Board approved odor mitigation technology in effect on the date the bio-filters are installed, which will be no later than September 30th, 2014.

*Motion adopted unanimously.*

The Zoning Administrator was asked to check with the University of Minnesota to see if they would put a stamp of approval on bio-filter plans being developed by Dodge County producers. If the University of Minnesota won't consider testing and approving any bio-filters without being compensated, it was suggested that that county may want to consider hiring an outside agency to do the testing for them.

Mr. Masching commented that he would like to see the Board try to move forward with the OFFSET Plan on behalf of himself and other producers.

Ms. DeVetter presented for the Board's consideration a Clean Water Amendment Grant Agreement.

BWSR FY2013 CWA  
Livestock Waste  
Grant Approved

The Zoning Administrator reported that the Board of Soil & Water Resources (BWSR) administers a portion of the Clean Water Amendment funding designed, in part, to protect the environment. Dodge County has been awarded a grant, from this funding, to make corrections to one feedlot which poses a pollution risk to a perennial watercourse. As of now, the county is eligible to receive \$8,935 for the three-year period ending December 31, 2015.

Ms. DeVetter pointed out that this grant agreement is entirely state-funded, and requires no match or monetary commitment from Dodge County.

BWSR FY2013 CWA  
Livestock Waste  
Grant Approved -  
Continued

Motion by Erickson seconded by Gray to approve and authorize the Zoning Administrator to sign the State of Minnesota Board of Water and Soil Resources FY 2013 Competitive Grants Program Grant Agreement on behalf of the county. *Motion adopted unanimously.*

Ms. DeVetter discussed with the Board her request to approve the Annual County Feedlot Officer and Performance Credit Report.

2012 Annual County  
Feedlot Officer and  
Performance Credit  
Report Approved

The Zoning Administrator reported that under the delegation agreement with the MPCA, Dodge County has minimum program requirements it is required to perform and report to the state. This is accomplished by an annual review with the assigned MPCA feedlot staff and completion of the annual report, which is required to be submitted.

Included in the Board packet was the Annual County Feedlot Officer and Performance Credit Report for the period of January 1st, 2012 – December 31st, 2012. Dodge County exceeded its required compliance inspection rate and met 100% of its non-inspection minimum program requirements for the year 2012.

Motion by Gray seconded by Allen to approve and authorize the Chair to sign the Annual County Feedlot Officer and Performance Credit Report as presented. *Motion adopted unanimously.*

The County Attorney left the meeting at 11:10 a.m. CST.

County Attorney Left  
Meeting

Semcac Executive Director Wayne Stenberg provided the Board with a Semcac report.

Semcac Report

Mr. Stenberg reported that for 46 years Semcac has been serving the communities of SE Minnesota. The agency offers programs from 79 locations which include the main office in Rushford, a Family Planning Clinic in Winona, seven Contact Centers, eleven Head Start Centers and four partnership sites, and 55 Senior Dining sites. Semcac currently has a workforce of 235 people.

The Agency has 77 full-time/42 full-time Seasonal (Head Start and Energy Assistance). There are 96 part-time and 20 part-time/seasonal.

The Executive Director noted that volunteers make up a large part of how Semcac reaches out to the communities. Last year 3,573 community members mobilized to help bring services to the area. Total hours donated was 115,258 hours. Of this number 38,882 were hours donated by low income individuals.

Since 2001 Semcac has been required to communicate performance reports to the MN Office of Economic Opportunity using the “Results-Oriented Management and Accountability” system. These reports compile data that shows the detailed work that occurs at their Agency throughout the year. This system stems from the 1993 Government Performance and Results Act. It gives them the opportunity to focus on the results, outcomes and daily activities.

Semcac Report -  
Continued

This type of reporting provides information to Semcac’s funders, communities and clients. It holds them accountable and drives them to be stewards of the resources that Semcac is entrusted with.

Mr. Stenberg shared the following reporting highlights of 2012:

1. Individuals who obtained safe and affordable housing needed to gain or retain employment and/or in support of family stability.	<b>178</b>
2. Households who enrolled in Minnesota Care or other health insurance programs.	<b>385</b>
3. Individuals who averted foreclosure and maintained a home.	<b>23</b>
4. Children who participated in preschool activities to develop school readiness.	<b>396</b>
5. Parents who learn and exhibit improved parenting skills.	<b>516</b>
6. Safe and affordable housing units in the community preserved or improved through construction, weatherization or rehabilitation.	<b>498</b>
7. Number of community members mobilized by Community Action that participated in community revitalization and anti-poverty initiatives.	<b>3,573</b>
8. Number of volunteer hours donated to the agency.	<b>115,258</b>
9. Community Partnerships.	<b>765</b>
<b>Number of People Served</b>	
10. Budget Counseling.....	<b>224</b>
11. Energy Assistance.....	<b>16,992</b>
12. Energy Crisis.....	<b>2,174</b>
13. Fuel Fund.....	<b>659</b>
14. Emergency Family Services.....	<b>513</b>
15. Donated Articles.....	<b>1,357</b>
16. Crisis Intervention .....	<b>872</b>
17. Food Assistance.....	<b>3,643</b>
18. Holiday Projects.....	<b>2,701</b>
19. Home Delivered Meals.....	<b>672</b>
20. Congregate Meals.....	<b>6,848</b>
21. Transportation Assistance.....	<b>707</b>
22. Senior Oriented Services.....	<b>786</b>
23. Retired Senior Volunteers.....	<b>640</b>
24. Information and Referral.....	<b>4,709</b>
25. Head Start.....	<b>912</b>
26. Family Planning.....	<b>1,634</b>

## Programs Offered in Dodge County

1. Senior Nutrition/Congregate Dining – Meals on Wheels
2. Senior and Caregiver Advocacy
3. Retired and Senior Volunteer Program
4. Weatherization and Housing Services
5. Outreach and Emergency Services
6. Head Start
7. Transportation
8. Energy Assistance

## Semcac Report - Continued

The Executive Director reported that Semcac covers a wide area in the southeast portion of the state. They are committed to meeting their clients at a personal level and continue to rely on their professionally staffed contact centers that are located throughout the region to do so. Clients meet one-on-one with their staff members who are able to empower these individuals by linking them with resources that are provided not only in their agency, but throughout their network of community partners.

Semcac is committed and stands ready to continue to meet the needs of the communities that they serve. Semcac continues to invest in their infrastructure, software, work towards best practices and have employees who are committed to their mission. Semcac will continue to work closely with all of their partners to strengthen the service area.

Mr. Stenberg thanked the Board for their support and noted that they are looking for a Semcac consumer leader in Dodge County.

The Board thanked Mr. Stenberg for the report.

Commissioner Gray presented a summary of the Human Services Committee report and action items.

Human Services  
Committee Report

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

Administration  
Committee Report

Motion by Erickson seconded by Allen to approve and authorize the January 15, 2013 work session meeting minutes as presented. *Motion adopted unanimously.*

01/15/13 Work  
Session Meeting  
Minutes Approved

Motion by Gray seconded by Erickson to approve and authorize the January 22, 2013 Committee of the Whole meeting minutes as presented. *Motion adopted unanimously.*

01/22/13 Committee  
of the Whole Meeting  
Minutes Approved

Motion by Erickson seconded by Allen to approve and authorize the January 22, 2013 meeting minutes as correction on page 32. *Motion adopted unanimously.*

01/22/13 Meeting  
Minutes Approved

Motion by Erickson seconded by Allen to approve and authorize the January 22, 2013 Regional Rail Authority meeting minutes as corrected on page 1. *Motion adopted unanimously.*

01/22/13 Regional  
Rail Authority  
Meeting Minutes  
Approved

Commissioners provided their agency reports. Commissioner Allen attended an Extension meeting, a meeting with the County Engineer on Dodge County bids and a meeting with the Environmental Services Director regarding waste hauler's fees. Commissioner Erickson attended a water quality work session, a Regional Rail Authority meeting, a SCHA Joint Powers Board meeting, a #3 Rail Study Freight open house, DFO Executive Director interviews, a Dodge County Planning & Zoning meeting and a Regional Radio Board Joint Powers Board meeting. Commissioner Gray attended an AMC Government 101 meeting, a Rail Study meeting, a Civil War Days meeting, a meeting with Mark Richie, a Parks & Trails meeting and a regular County Board meeting. Commissioner Peterson was not available to report his meeting attendance. Commissioner Tjosaas attended an Extension meeting, a Planning & Zoning meeting, a Pre-Audit meeting and a Rail Authority meeting.

Agency Reports

Motion by Allen seconded by Gray to adjourn the meeting at 12:07 p.m. CST. *Motion adopted unanimously.*

Meeting Adjourned

The next meeting of the Dodge County Board of Commissioners will be held on February 26, 2013 at 9:30 a.m. CST.

Next Regular Meeting

**ATTEST:**

---

LYLE TJOSAAS  
CHAIR, COUNTY BOARD

---

BECKY LUBAHN  
DEPUTY COUNTY CLERK

---

DATED: