

**TUESDAY, JULY 9, 2013**

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

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

**COUNTY ADMINISTRATION OFFICE  
MANTORVILLE, MN**

**2013-14**

The Dodge County Board of Commissioners met in regular session July 9, 2013, in the Commissioner's Room at the Courthouse Annex, Mantorville, MN, at 9:30 a.m. CDT. David Erickson, Vice Chair called the County Board of Commissioners meeting to order at 9:30 a.m. CDT.

Meeting Convened

The pledge of allegiance was recited.

Pledge of Allegiance

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

Those Present

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

Motion by Allen seconded by Peterson to approve the agenda as presented.  
*Motion adopted unanimously.*

Agenda Approved

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

Consent Agenda  
Items Approved

- 1.1 Cellphone stipends for Jeremy Griffin (Information Systems) and Robert Rosenau (Highway) as requested.
- 1.2 Vice Chair and Deputy Clerk to sign resolution #2013-28 accepting the donation of \$100.00 from the Kasson United Methodist Women, Kasson, MN for the Public Health Family Health Program.
- 1.3 Human Services resolution #95-10.
- 1.4 Group Residential Housing rate increase from \$867 to \$877 per month.
- 1.5 Cellphone stipends for one Social Worker and the Adult Social Services Unit Case Aide.
- 1.6 Implementation of a six-month pilot project for telecommuting remote workers in Human Services and applying the proposed guidelines that have been drafted for this purpose.

*Motion adopted unanimously.*

County Attorney Paul Kiltinen arrived to the meeting at 9:33 a.m. CDT.

County Attorney  
Arrived

Zoning Administrator Melissa DeVetter presented for the Board's consideration a Board of Adjustment member resignation/appointment request.

Board of Adjustment  
Replacement  
Approved

Ms. DeVetter informed the Board that included in the Board packet was an e-mail from Dan Ebenhoh who is resigning from his position on the Board of Adjustment. The Board of Adjustment is a three member board (with one alternate) created under Minnesota statute for duties which include, but are not limited to, addressing variances and appeals.

At this time, the Environmental Services is recommending that Ken Olsen, who currently fills the alternate position on this Board, replace Mr. Ebenhoh on the Board of Adjustments for the remainder of the term which expires December 31, 2014.

The Zoning Administrator reported that if this appointment is made, there will be a vacancy in the alternate position left by Mr. Olsen. Under the Dodge County Zoning Ordinance, a new member will need to be appointed by the County Board Chair and ratified by the County Board. The department is requesting that the County Board find a suitable candidate to serve as alternate on this Board.

Motion by Gray seconded by Peterson to appoint Ken Olsen to fill out the remainder of Dan Ebenhoh's term on the Board of Adjustment as requested.  
*Motion adopted unanimously.*

Commissioner Gray requested that Administration draft a letter acknowledging Dan Ebenhoh's years of service on the Dodge County Board of Adjustment.

Ms. DeVetter discussed with the Board her request to approve a MPCA 2012 County Feedlot Performance Grant Agreement.

Acceptance of MPCA  
County Feedlot  
Performance Grant  
Approved

The Zoning Administrator reported that under the delegation agreement with the MPCA, Dodge County has minimum program requirements that 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.

At the February 12, 2013 meeting, the County Board approved the Annual County Feedlot Officer and Performance Credit Report for the period of January 1, 2012 – December 31, 2012. Dodge County had exceeded its required compliance inspection rate and met 100% of its non-inspection minimum program requirements for the year 2012. As a result of the work of the County Feedlot Officer with technical assistance provided by the Dodge SWCD, Dodge County earned a \$6,700 performance credit grant for feedlot related work performed in 2012

Included in the Board packet was a copy of the MPCA 2012 County Feedlot Performance Grant Agreement for the amount of \$6,700. This amount is not included in the budget for planning purposes as is a reimbursement of services performed for last year.

Motion by Allen seconded by Peterson to accept the MPCA County Feedlot Performance Grant and authorize the Zoning Administrator to be listed as the authorized representative on the grant agreement and sign on the county's behalf. *Motion adopted unanimously.*

Acceptance of MPCA  
County Feedlot  
Performance Grant  
Approved -  
Continued

Ms. DeVetter was thanked for her work on the Feedlot Performance Grant.

Commissioner Gray suggested that the Board of Adjustment alternate position be posted in local newspapers in an effort to find a replacement for Ken Olsen.

Board of Adjustment  
Alternate Advertising  
Approved

Motion by Gray seconded by Peterson to approve and authorize the Zoning Administration to advertise in local newspapers for a Board of Adjustment alternate. *Motion adopted, Gray, Peterson, Erickson aye, Allen nay.*

Emergency Management Director Matt Maas provided the Board with a radon update.

Radon Mitigation  
Plan Approved

Mr. Maas reported that following the last update to the Board, they have conducted follow-up testing in the old courthouse to help narrow down the entrance points of the radon. On July 8, 2013 at a meeting with Athelon Enterprises this information was reviewed to develop the best and most cost effective solution possible to mitigate the radon levels. This information will also be reviewed with the Safety Committee.

The Emergency Management Director noted that timing on this project is crucial, while they want to ensure that they are following the correct avenues on this project, they also feel that expediting the mitigation project is equally as important. For this reason, Mr. Maas reviewed the proposed mitigation solution with the Board and requested their approval before moving forward.

Mr. Maas informed the Board that Athelon Enterprises is proposing to install a sub-slab depressurization system at the courthouse at a cost of \$14,860.00.

The Emergency Management Director reported that Athelon Enterprises also provided an interior pipe routing option for the Board's consideration. This would be an additional charge of \$7,500 for routing the pipe through the interior of the building from the basement through the attic and roof. The pipe shall be located as inconspicuously as possible; however, some may be exposed in the occupied space.

Mr. Maas noted that if the Board approves moving forward with installing a sub-slab depressurization system that Athelon can start the project July 25, 2013 and could have it completed by August 1, 2013.

Commissioner Peterson clarified that the county is not required to do any radon mitigation because there are no business standards that would apply to the radon levels in the courthouse.

Commissioner Erickson commented that the county will be painted as the ogre if they don't do something to address the radon issue in the old courthouse.

Mr. Erickson reported that while there are no business radon standards, there are residential radon standards.

Radon Mitigation  
Plan Approved -  
Continued

The Emergency Management Director cautioned that there are no guarantees that the radon issues will be fixed even with the proposed mitigation.

Building Operations Supervisor Roger Friedt was available to comment on the test results and reported that he concurs with Mr. Maas recommendation.

Motion by Gray seconded by Allen to approve and authorize the Emergency Management Director and Building Operations Supervisor to move forward with contacting Athelon Enterprises, LLC, Rochester, MN to install a sub-slab depressurization system at the courthouse at a cost of \$14,860.00 contingent upon the approval of the Safety Committee. *Motion adopted unanimously.*

The Board thanked Mr. Maas for the update.

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

Legal Update

Finance Director Lisa Kramer met with the Board to discuss amending the 2011-2105 Capital Improvement Plan (CIP).

CIP Public Hearing  
Opened to the Public

The Vice Chair opened the public hearing to the public at 10:00 a.m. to discuss amending the 2011-2015 Capital Improvement Plan.

The CIP plan reads as follows:

1. **ARMER System** – This project includes purchasing a new 800 mhz radio system that allows communication between agencies during emergency operations, natural, and manmade disasters.
2. **Courthouse HVAC System** – The replacement of the HVAC system in the historic courthouse and annex.

Ms. Kramer reported that this is a public hearing to amend the 2011-2015 CIP to include the following two projects as project #3 and #4.

3. **Purchase of land and/or buildings for county operations.**
4. **Remodel/improve purchased land and/or buildings to make them useable for county operations.**

The Finance Director informed those present that the dollar amount available to these proposed projects from remaining bond funds is \$1,170,416.05.

There were no members of the audience present that wanted to comment on the proposed amendments to the 2011-2015 CIP.

Motion by Allen seconded by Peterson to close the CIP public hearing at 10:05 a.m. *Motion adopted unanimously.*

CIP Public Hearing  
Closed

Motion by Allen seconded by Gray to approve and authorize the amended 2011-2015 Capital Improvement Plan as requested to include the purchase of land and/or buildings for county operations and remodel/improve purchased land and/or buildings to make them useable for county operations. *Motion adopted unanimously.*

*Amended 2011-2015  
CIP Plan Approved*

Sheriff Jensen discussed with the Board his request to purchase computers for the E-Citation Program.

*Sheriff's Office  
Authorize to  
Purchase Computers  
for E-Citation  
Program*

Mr. Jensen reported that prior to the end of 2013 the Sheriff's Office needs to implement the E-Citation Program. Part of this program is pending the results of the county's PSAP Study. The Sheriff's Office needs to purchase the rest of their computers now to have them ready to put in service when they implement the E-Citation Program. The purchase of the computers was approved in this year's budget under capital outlay.

Motion by Gray seconded by Peterson to approve and authorize Sheriff's Office to purchase 21 computers from Minco Technology Center, St. Cloud, MN with software, fingerprint readers and D/L swipes at a cost of \$67,961,81 to be used with the E-Citation Program. *Motion adopted unanimously.*

Accounting Services Director Sara Marquardt met with the Board to discuss a gambling permit request.

*Gambling Permit for  
Hayfield Fire  
Department  
Approved*

The Hayfield Fire Department was recently approached by the Fair Board to sell pull tabs in the Beer Gardens and is requesting a Gambling Permit to sell pull tabs at the Dodge County Fair July 17-21, 2013 to raise money for equipment. This event will be held at the Dodge County Fairgrounds Beer Gardens, Kasson, MN.

Ms. Marquardt informed the Board that the Hayfield Fire Department has a license and will be doing this as an off-site activity.

Motion by Allen seconded by Peterson to approve and authorize the Vice Chair to sign a Gambling Permit for Hayfield Area Fire Department pending the payment of the license fee of \$25 and the Certificate of Exempt Status. *Motion adopted unanimously.*

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

*Personnel Actions  
Approved*

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

**A. Highway**

- A.1 Robert Rosenau – Operator IV  
Authorization to change status from Operator III/Signperson \$20.19 to Operator IV \$20.43.  
Effective Date: 6/24/13

- A.2 Operator III/Signperson  
Authorization to post and fill vacancy.  
Effective Date: 7/9/13
- B. Human Services**
- B.1 Kelly Madsen – Executive Specialist  
Step increase from C41 step 3 \$25.98 to C41 step 2 \$26.67.  
Effective Date: 6/23/13
- B.2 Sandy Gilbertson – Account Technician - .40 FTE  
Authorization to renew Phased Retirement Agreement with PERA.  
Effective Date: 8/1/13 – 7/31/14
- C. Sheriff's Office**
- C.1 Tanya Wunderlich – 911 Dispatcher - .55 FTE  
Step increase from B22 step 3 \$17.22 to B22 step 4 \$17.75.  
Effective Date: 7/1/13
- C.2 Dawn Frieberg – 911 Dispatcher  
Step increase from B22 step 7 \$19.40 to B22 step 8 \$20.18.  
Effective Date: 6/28/13
- C.3 Mike Burton – 911 Dispatcher  
Step increase from B22 step 5 \$18.28 to B22 step 6 \$18.84.  
Effective Date: 6/24/13
- C.4 Mark Bigelow – Transport Officer – On-Call  
No longer employed.  
Effective Date: 6/27/13
- C.5 Transport Officer – On-Call  
Authorization to post and fill vacancy.  
Effective Date: 6/28/13
- C.6 Stephanie French – Deputy Sheriff – On-Call  
Authorization to change status from Transport Officer On-Call B21 step 10 \$13.88 to Deputy Sheriff On-Call C41 start step \$19.68 to fill approved vacancy.  
Effective Date: 7/10/13
- C.7 Gerald Runnels – Deputy Sheriff – On-Call  
Authorization to employ at C41 start step \$19.68 to fill approved vacancy.  
Effective Date: 7/10/13
- C.8 Zachari Wagner – Deputy Sheriff – On-Call  
Authorization to change status from Dispatcher B22 step 1 \$16.24 to Deputy Sheriff On-Call C41 start step \$19.68.  
Effective Date: TBD
- D. Public Health**
- D.1 Patricia Busse – Public Health Nurse II - .6 FTE  
Step increase from C41 step 3 \$24.13 to C41 step 2 \$25.01 (+\$3.00 R/R).  
Effective Date: 7/1/13
- E. Administration**
- E.1 Sara Marquardt – Accounting Services Director  
Step increase from C41 step 3 \$25.98 to C41 step 2 \$26.67.  
Effective Date: 6/04/13

Personnel Actions  
Approved -  
Continued

*Motion adopted unanimously.*

At the June 25, 2013 County Board Meeting, the Board agreed to have Wold Architects and Engineers determine a cost for a feasibility review of the 1921 segment of the old K-M Intermediate School for storage use. John McNamara from Wold visited the school on June 28, 2013 and has submitted a proposal for structural analysis of the floor system and a roof replacement cost assessment. The estimate would entail a Structural Engineer analyzing the framing system.

1921 Building Discussion

In reference to a demolition option, included in the Board packet is a letter from Mr. McNamara in regards to the common wall between the 1921 structure and the newer additions. Mr. McNamara explains that due to the construction of the buildings, it would cost the county approximately \$15,000 to construct a temporary wall or approximately \$60,000 for a permanent one. All indications seem to state the existing wall will not serve as a permanent enclosure due to concerns about its structural integrity after demolition.

Discussion took place regarding the condition of the 1921 building and whether or not it would be appropriate to use that portion of the building for storage.

Commissioner Allen stated that he would like to spend the proposed \$3,500 to have a Structural Engineer take a look at the 1921 building.

Commissioner Peterson commented that he was under the impression that the building was going to be taken down; however he was ok with spending \$3,500 to do a study to determine the feasibility of using the 1921 building for storage.

Commissioner Gray concurred with Commissioner Peterson's comments. Mr. Gray commented that he believes the 1921 building should be taken down.

John McNamara of Wold Architects and Engineers was available to comment via speaker phone. Mr. McNamara informed the Board that he would like to have a Structural Engineer come down and work with the county's maintenance staff to look at the floors and ceilings in the 1921 section to try to determine structural capacity. It was noted that the 1921 section would be used for file storage only; there would be no possibility of vehicle storage in this building. Mr. McNamara reported that the 1977 building is bolted to the 1921 building. It was Mr. McNamara's opinion that is not structurally feasible to save the 1921 building wall that connects to the 1977 building. Also noted was that at this time there is no firm understanding of the use for this building.

Commissioner Gray questioned whether or not fire protection would be needed in the 1921 building if the Board decides to use it for storage.

Mr. McNamara indicated that he wasn't sure whether or not they would need fire protection in the 1921 building if it is used for storage.

Storage needs were discussed.

Commissioner Erickson stated that he was in favor of removing the 1921 building.

Motion by Allen seconded by Peterson to have Wold Architects complete a structural survey on the 1921 building.

1921 Building  
Discussion -  
Continued

Commissioners questioned how long it would take to get a structural survey completed. Mr. McNamara reported that it would take approximately three weeks to get the results back from a structural survey.

Motion failed, Allen aye, Gray, Peterson, Erickson nay.

It was determined that the next step would be to proceed with a letter to Kent Keller to demolish the 1921 building.

Commissioner Gray recommended that the 1921 building be permanently removed and a permanent wall be put in place between the 1921 building and the 1977 building. Mr. Gray commented that a permanent wall would put the building in a position to be used, and once the wall is constructed the Board could look at uses for the building and possible future expansion of the remaining buildings.

Commissioners were asked to voice their preference for a temporary wall or a permanent wall.

Commissioner Allen was in favor of a temporary wall.

Commissioner Peterson was in favor of a temporary wall.

Motion by Gray to build a permanent wall. The motion failed due to the lack of a second.

Motion by Peterson seconded by Allen to build a temporary wall between the 1921 building and the 1977 building upon demolition of the 1921 section. *Motion adopted unanimously.*

Demolition of 1921  
Section of Old School  
Approved

It was agreed that it was important to build a temporary wall because the rest of the building needs to be secured and protected from the elements.

County Engineer Guy Kohlnhofer discussed with the Board setting a date for a county road tour.

County Road Tour  
Date Set

Mr. Kohlnhofer reported that construction is now under way and it is that time again to tour the county. The semi-annual road tour is their time to familiarize and reacquaint themselves with the roads of Dodge County that they may not often travel. They also review roads they have recently worked on or may be working on in the near future. The County Engineer noted that with several new commissioners this is a great opportunity to see the county's roads and give input as to the direction the Board would like to see the Dodge County transportation system go.

Mr. Kohlnhofer stated that although funding is tight it is nice to review what they have accomplished and what they hope to do.

It was the consensus of the Board to set the county road tour date for Tuesday, July 30, 2013 at 8:30 a.m. CDT and leave from the Highway Department.

County Road Tour  
Date Set - Continued

Commissioner Peterson commented that he would like to tour County Road 4 (unfinished road), and a narrow road.

Commissioner Erickson suggested touring County Road V.

It was also suggested that they tour 720<sup>th</sup> Street just east of CSAH 13 where they will be constructing a retaining wall to prevent further erosion along the Zumbro River which curves near this road.

The County Attorney left the meeting at 11:15 a.m. CDT.

County Attorney Left  
Meeting

The County Engineer discussed with the Board alternative transportation funding sources.

Alternative  
Transportation  
Funding Sources  
Discussed

The Minnesota legislature recently passed two laws enabling counties to collect extra fees/taxes targeted for transportation purposes. These are a \$10 wheelage tax and a 0.5% sales tax. Funds collected from either of these sources must be for transportation purposes only.

Mr. Kohlnhofer reported that over the years transportation funds have lost ground with inflation and funding from the state wide sources do not hold any promise of increasing. Roads are currently deteriorating faster than current funds to rehabilitate can keep up. The Highway Department's primary method of road rehabilitation is currently full depth reclamation and paving. With current construction funding this allows the Highway Department to put new surface on about five miles of road per year. With 233 miles of bituminous road in Dodge County that means a road has to last 46 years before they can work on it again. With overlays and chip seals at the appropriate times a road should last that long however, there are no funds remaining after the reclamation projects for overlays or for work on the county's concrete sections.

With the wheelage tax and sales tax an additional \$770,000 could be raised for the county, increasing the Highway Department's transportation construction funding 38%. Roads currently in dire need of work but lacking funding are:

- CSAH 21 (Dump Road)
- CR N (Hayfield)
- CSAH 3 (Claremont)
- CSAH 34 (east of Kasson)
- CSAH 15/TH 14 Interchange
- Hayfield Shop
- Dodge Center Shop Addition

The County Engineer requested that the Board review the informational pamphlets included in the Board packet and consider the adoption of one or both of the new available funding sources.

Mr. Kohlnhofer reported that this discussion item is for informational purposes only. No action is being requested at this time.

Alternative  
Transportation  
Funding Sources  
Discussed -  
Continued

The County Engineer informed the Board that if the wheelage tax is to be instituted for next year it must be adopted by resolution prior to August 1st.

Commissioner Erickson stated that if the county decided to implement a wheelage tax that he preferred that they use the tax for only those roads that the county does not receive gas tax for such as aggregate or non-state aid roads.

Commissioner Peterson commented that he would like to give some of the tax to the townships.

It was determined that the county wouldn't receive a large amount for these taxes and that there wouldn't be a significant enough amount to try to distribute it back to the townships.

It was the consensus of the Board that they would like the County Engineer to proceed with getting more information on the proposed wheelage tax and present that information to them in two weeks.

It was clarified that the county would not be looking at implementing the 0.5% sales tax.

Director of Land Records Ryan DeCook presented for the Board's consideration a Driver's License Agent request.

Driver's License  
Agent Designation  
Approved

Mr. DeCook reported that it is a requirement to have a Driver's License Agent in the Recorder's Office. The Director of Land Records is requesting that Chief Deputy Recorder/Abstracter, Ramona McAndrew, be designated to replace Sue Alberts as the Driver's License Agent for Dodge County. The County Board has the authority to designate the Driver's License Agent per MN Rule, Section 7404 (per Jeff Fuller, Driver's License Liaison).

Motion by Gray seconded by Allen to approve and authorize the designation of Ramona McAndrew as the Dodge County Driver's License Agent. *Motion adopted unanimously.*

The Director of Land Records informed the Board that Minnesota Statutes 375.192 provides that the County Board may grant the reduction or abatement of a property taxpayer's estimated market valuation and the resulting taxes, costs, penalties, or interest which have been erroneously or unjustly assessed. The County Board may consider and grant reductions and abatements for applications as they relate to taxes payable in the current year and the two prior years. However, abatements for the two prior years shall be considered and granted only for clerical errors and when the taxpayer fails to file for a reduction or an adjustment due to a hardship, as determined by the County Board.

2012-2013  
Assessment  
Changes Approved

All applications must be written and approved by the County Assessor and the County Auditor before consideration by the County Board. Said abatement applications are entirely discretionary, subject to precedence and prior Board policy, and are not appealable to another level of authority. Based on the applicants' claims and the investigation of the facts, the Finance Director and Director of Land Records are offering the following assessment changes for taxes payable in the year 2012 and 2013.

2012-2013  
Assessment  
Changes Approved -  
Continued

Parcel ID	Owner	Street	City/TWP	Reason	Tax Reduction
R17.029.0700 (2011 pay '12)	Jason & Valerie Lindahl	17091 County HWY 34	Wasioja TWP	Clerical Error: unintentionally removed HMST.	\$75
R13.029.0100 (2012 pay '13)	Sterling Larson		Mantorville TWP	Special AG HMST: annual application was not returned. He says he sent it.	\$1,926
R16.010.0200 (2012 pay '13)	Sterling Larson		Vernon TWP	Special AG HMST: annual application was not returned. He says he sent it.	\$999
R22.102.0460 (2011 pay '12)	Judi Beddow	612 4 <sup>th</sup> ST SE	Dodge Center	Clerical Error: unintentionally removed HMST.	\$424
R22.102.0460 (2012 pay '13)	Judi Beddow	612 4 <sup>th</sup> ST SE	Dodge Center	Clerical Error: unintentionally removed HMST.	\$430
R17.018.0501 (2011 pay '12)	Roger Ellingson	60333 State HWY 56	Wasioja TWP	Fire / Disaster Abatement.	\$1,763
R17.018.0501 (2012 pay '13)	Roger Ellingson	60333 State HWY 56	Wasioja TWP	Fire / Disaster Abatement.	\$241
R13.035.0200 (2012 pay '13)	H4 Enterprises, LLC (Chris Hallstrom)	26838 County HWY 34	Mantorville TWP	Given incorrect date and location to appeal value. Wendell review.	\$1,107

It was the consensus of the Board to pull the two abatement requests for Sterling Larson.

Motion by Allen seconded by Peterson to approve 2012-2013 assessment changes as discussed for the following parcels: R17.029.0700, R22.102.0460, R17.018.0501, R13.035.0200. *Motion adopted unanimously.*

The Board further discussed the Sterling Larson abatement requests.

2013 Assessment  
Changes Denied

The Director of Land Records informed the Board that his office had made two attempts to contact Mr. Larson regarding the Ag Homestead application, both letters went unanswered.

Motion by Peterson seconded by Gray to deny the 2013 assessment changes for Sterling Larson (parcels R13.029.0100, R16.010.0200). *Motion adopted Gray, Peterson, Erickson aye, Allen nay.*

The Director of Land Records reviewed with the Board previous year approved abatements. Based on the applicants' claims and the investigation of the facts, the Finance Director and Mr. DeCook are offering the following assessment changes for taxes payable in the year 2013.

2013 Assessment  
Changes Approved

Parcel ID	Owner	Street	City/TWP	Reason	Tax Reduction
R22.105.0870 (2012 pay '13)	Jeffrey Franzen		Dodge Center	Provided documentation to qualify for agricultural classification. Abatement for 2012 was already approved	\$509
R21.028.3300 (2012 pay '13)	James Graf	12156 US HWY 14	Claremont	Error calculating size of lot resulted in higher taxes. Abatement for 2012 was already approved	\$128

2013 Assessment Changes Approved

Motion by Gray seconded by Allen to approve 2013 assessment changes as presented. *Motion adopted unanimously.*

Mr. DeCook presented for the Board's consideration a Plat Book Printing Agreement.

Plat Book Printing Agreement Approved

Dodge County Printing has supplied an estimate to print the 2013 Dodge County plat books. Included in the Board packet was the proposed license agreement and estimate.

The Director of Land Records reported that if the county allows Dodge County Printing to do advertising in our plat book the first 60 books would be printed at no cost to Dodge County. The county plans on selling each book for \$30 (that is the same as our current price).

The county has requested that all of the advertising be local.

As part of the agreement, additional books could be printed for less than \$12.

Motion by Allen seconded by Peterson to approve and authorize the Vice Chair, County Administrator and County Attorney to sign the Dodge County and DCP 2013 Plat Book Agreement to print Dodge County's plat books. The books will have local advertising and be sold for \$30. *Motion adopted unanimously.*

Taxpayer Services Director Rose Culbertson reviewed bills with the Board.

Bills Approved

Ms. Culbertson reported that a bill to Home Depot in the amount of \$67.65 will be added to the bills for two fan controls, this payment will be taken out of Maintenance Department funds.

Commissioner Allen has asked the Sheriff earlier in the day to verify that the amount being paid to All System Installation Inc. on page 5 for the impound lot camera system was correct, Mr. Allen recalled it being quoted lower than what the Sheriff's Office had submitted for payment.

It was determined that the amount presented by the Sheriff's Office for labor and materials for the camera system was \$16,853.00. The taxable amount of \$784.78 was inadvertently omitted when the Sheriffs' Office presented the cost of the system to the Board. The cost of the tax billed to Dodge County was \$1,158.64. Tax changes became effective July 1, 2013 and it was unclear whether or not the adjusted tax amount was a result of the recent tax changes.

It was the consensus of the Board to pay All Systems the quoted amount of \$16,853.00 plus \$784.78 for taxes (\$17,637.78) for the camera system at the impound lot in Dodge Center.

Bills Approved -  
Continued

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

01	Revenue Fund	\$	36,647.34
13	Road and Bridge Fund	\$	21,730.75
16	Environmental Quality Fund	\$	33,555.46
37	Debt Fund County Go	\$	<u>45,086.88</u>
	Total	\$	137,020.43

*Motion adopted unanimously.*

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

Public Health  
Committee Report

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

Human Services  
Committee Report

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

Administration  
Committee Report

Motion by Gray seconded by Peterson to approve and authorize the June 18, 2013 Board of Appeal and Equalization meeting minutes as presented. *Motion adopted unanimously.*

06/18/13 Board of  
Appeal &  
Equalization Meeting  
Minutes Approved

Motion by Gray seconded by Allen to approve and authorize the June 25, 2013 Committee of the Whole meeting minutes as presented. *Motion adopted unanimously.*

06/25/13 Committee  
of the Whole Meeting  
Minutes Approved

Motion by Gray seconded by Allen to approve and authorize the June 25, 2013 meeting minutes as presented. *Motion adopted unanimously.*

06/25/13 Meeting  
Minutes Approved

Commissioners provided their agency reports. Commissioner Allen did not have any meetings to report. Commissioner Erickson attended a PSAP meeting, a Dodge Technical Water Planning Committee meeting, a retirement party for Dallas Ness, a meeting with Warren Stangl regarding field tile drainage issues and a County Board meeting. Commissioner Gray attended a County Board meeting. Commissioner Peterson attended a Fair Board meeting. Commissioner Tjosaas was not available to report his meeting attendance.

Agency Reports

Motion by Allen seconded by Peterson to adjourn the meeting at 12:05 p.m. CDT. *Motion adopted unanimously.*

Meeting Adjourned

The next meeting of the Dodge County Board of Commissioners will be held on July 23, 2013 at 9:30 a.m. CDT.

Next Regular Meeting

**ATTEST:**

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**DAVID ERICKSON**  
**VICE CHAIR, COUNTY BOARD**

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**BECKY LUBAHN**  
**DEPUTY COUNTY CLERK**

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**DATED:**