

**TUESDAY, SEPTEMBER 10, 2013**

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

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

**COUNTY ADMINISTRATION OFFICE  
MANTORVILLE, MN**

**2013-18**

The Dodge County Board of Commissioners met in regular session September 10, 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 Board observed a moment of silence in memory of Commissioner Lyle Tjosaas who passed away Wednesday, August 28, 2013.

Moment of Silence  
Observed

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: None

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

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

Agenda Approved

County Attorney Paul Kiltinen arrived to the meeting at 9:31 a.m. CDT.

County Attorney  
Arrived to Meeting

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

Consent Agenda Item  
Approved

- 1.1 Human Services resolution #95-10.
- 1.2 Out-of-state travel for Jane Hardwick to attend the 2013 Human Services Summit: Leadership in an Era of Disruption training being held October 25-27, 2013 at Harvard University in Cambridge, Massachusetts at a cost of approximately \$2,050.00.

*Motion adopted unanimously.*

County Administrator Jim Elmquist reported that with the passing of Chairman of the Board Lyle Tjosaas on Wednesday, August 28, 2013, the County Board needs to re-elect a new Chair and Vice Chair for the remainder of 2013. The County Attorney and County Administrator have discussed this matter to determine if there is any designated process in the event of this occurrence but at this time, it is believed that the county should go through the re-election practice as they do in January.

Election of Officers Discussed

The Vice Chair took nominations for the position of Chair of the Dodge County Board of Commissioners. Commissioner Allen nominated Commissioner David Erickson. The Vice Chair called three times for further nominations. Hearing none, the Vice Chair closed nominations. Motion by Allen seconded by Peterson to cease nominations and direct the Vice Chair to cast a unanimous ballot for David Erickson as Chair of the Dodge County Board of Commissioners for the remainder of 2013. *Motion adopted unanimously.*

Commissioner Erickson Elected Chair for the Remainder of 2013

The Chair took nominations for the position of Vice Chair of the Dodge County Board of Commissioners. Commissioner Gray nominated Commissioner Rodney Peterson. The Chair called three times for further nominations. Hearing none, the Chair closed nominations. Motion by Allen seconded by Gray to cease nominations and direct the Chair to cast a unanimous ballot for Rodney Peterson as Vice Chair of the Dodge County Board of Commissioners for the remainder of 2013. *Motion adopted unanimously.*

Commissioner Peterson Elected Vice Chair for the Remainder of 2013

The gavel was transferred to the new 2013 Chairman of the Board, David Erickson.

Gavel Transferred to New Chair

Accounting Services Director Sara Marquardt met with the Board to discuss her request to approve a Declaration of Vacancy and Notice of Special Election for County Commissioner District 2 resolution.

Declaration of Vacancy and Notice of Special Election for County

Ms. Marquardt informed the Board that they need to declare a vacancy in the County Commissioner District 2 and schedule a special election to fill the vacancy. With the passing of Commissioner Tjosaas on August 28, 2013 this creates a vacancy in the office of County Commissioner District 2. Because more than one year is left on the term of the office, a special election is required by Minnesota Statute 375.101. The special election is to fill the unexpired term of the office. The special election must be held no sooner than 120 days after the vacancy has been declared, but no later than 12 weeks prior to the next regularly scheduled primary election in 2014.

Commissioner District 2 Approved by Resolution #2013-39

The Accounting Services Director reported that there are a few items that the Board needs to address:

1. Adopt a resolution declaring a vacancy in the office of County Commissioner District seat due to the death of Lyle Tjosaas.
2. Adopt a resolution scheduling a Special Election.

Ms. Marquardt included copies of the proposed resolution for both items in the Board packet.

The Accounting Services Director noted that following the vacancy of a County Commissioner District seat, the County Board is required to fill this office per Minnesota Statute 375.101, Subdivision 1. Option for filling vacancies; special election.

*Declaration of  
Vacancy and Notice  
of Special Election for  
County  
Commissioner  
District 2 Approved  
by Resolution  
#2013-39 - Continued*

- (a) Except as provided in subdivision 3, a vacancy in the office of County Commissioner may be filled as provided in this subdivision and subdivision 2, or as provided in subdivision 4. If the vacancy is to be filled under this subdivision and subdivision 2, it must be filled at a special election. The County Board may by resolution call for a special election to be held according to the earliest of the following time schedules:
- (1) not less than 120 days following the date the vacancy is declared, but no later than 12 weeks prior to the date of the next regularly scheduled primary election;
  - (2) concurrently with the next regularly scheduled primary election and general election; or
  - (3) no sooner than 120 days following the next regularly scheduled general election.
- (b) The person elected at the special election shall take office immediately after receipt of the certificate of election and upon filing the bond and taking the oath of office and shall serve the remainder of the unexpired term.

Ms. Marquardt also included in the Board packet a tentative Special Election calendar. The Accounting Services Director is waiting to hear back from the Kasson-Mantorville School District to see if the county can use the north gym for the Special Election(s). This is the polling place for this district for a normal election.

Dodge County's timeline for the Special Election is as follows:

- September 10 – Declare Vacancy and Call for a Special Election
- October 1 – October 15 - Filing Period for County Commissioner District 2 seat
- December 10 – Special Primary Election (if needed)
- December 12 - County Canvassing Board certifies Special Primary results
- February 4, 2014 - Special General Election
- February 6, 2014 - County Canvassing Board certifies Special General results

Commissioner Gray offered the following resolution (#2013-39), seconded by Commissioner Allen:

**WHEREAS**, a vacancy was declared by the Dodge County Board of Commissioners on September 10, 2013 for the office of County Commissioner District 2 due to the death of Commissioner Lyle Tjosaas on August 28, 2013; and

**WHEREAS**, Minnesota Statute 375.101, Subd. 4, requires a special election to be held as provided in Minnesota Statute 375.101, Subd., 1 of one year or more remains in the unexpired term. Minnesota Statute 375.101, Subd. 1 provides that a vacancy in the office of County Commissioner be filled by special election not less than 120 days following the date the vacancy is declared, but no later than 12 weeks prior to the date of the next regularly scheduled primary election.

*Declaration of  
Vacancy and Notice  
of Special Election for  
County  
Commissioner  
District 2 Approved  
by Resolution  
#2013-39 - Continued*

**NOW, THEREFORE, BE IT RESOLVED**, the Board of Commissioners of Dodge County, Minnesota, approves the Notice of Special Election and directs the Accounting Services Director to make arrangements for a special election to fill the vacancy for the office of County Commissioner for District 2 due to the death of Commissioner Tjosaas.

**NOTICE OF OFFICE TO BE FILLED AT A  
COUNTY SPECIAL ELECTION IN DODGE COUNTY**

Notice is hereby given pursuant to provisions of Minnesota Statutes 375.101, that a special Election will be held on Tuesday, February 4, 2014 for the purpose of voting and for electing the following officer:

**ONE COMMISSIONER IN DODGE COUNTY COMMISSIONER DISTRICT 2**

which district is comprised of the City of Kasson Central – North of Main Street/County Highway 34 or East Veteran’s Memorial Highway and South of 16th Street.

The place of filing for candidates who reside in Dodge County Commissioner District 2 shall be the Dodge County Administration Office, Dodge County Courthouse, 22 6th Street East, Mantorville, MN and begins at 8:00 a.m., Tuesday October 1, 2013 and ends at 5:00 p.m., Tuesday, October 15, 2013.

Candidates may file in person or by mail. Candidates who will be absent from the state during the filing period may arrange to file prior to departure.

In the event a Primary Election is required, the Primary Election will be held Tuesday, December 10, 2013.

Precinct, polling location and hours for this election:

Kasson Central Precinct, Kasson-Mantorville Schools North Gym  
7:00 a.m.-8:00 p.m.

*Resolution adopted unanimously.*

SSTS Coordinator Sandra Schaefer presented for the Board’s consideration a request for payment for a SSTS construction grant.

*Payment of SSTS  
Construction Grant  
Approved*

Ms. Schaefer informed the Board that Dodge County received a low income grant in the amount of \$20,902.00 from Minnesota Pollution Control to upgrade failing or imminent health threat septic systems.

Payment of SSTS  
Construction Grant  
Approved -  
Continued

The SSTS Coordinator reported that the first system under this grant has been completed and issued a “Certificate of Compliance”. The homeowner is requesting payment from the grant.

<b>Date of Service</b>	<b>Vendor</b>	<b>Explanation</b>	<b>Cost</b>
8/14/13	60266 210th Avenue Dodge Center	Septic Replacement	\$9,928.50

Motion by Gray seconded by Allen to approve and authorize payment of \$9,928.50 for installation of a new septic system at 60266 210th Avenue, Dodge Center, MN as requested. *Motion adopted unanimously.*

The Board thanked Ms. Schaefer for her work on this project.

Zoning Administrator Melissa DeVetter presented for the Board’s consideration the September 4, 2013 Planning Commission recommendations.

CUP #13-02  
Approved

County Feedlot Officer/Water Quality Technician Ryan Thesing was available to comment on the request.

Motion by Gray seconded by Allen to approve of the following action of the Planning and Zoning Commission as reviewed on September 4, 2013 with the reasons, recommendations and conditions as found in the individual permit:

**Eugene Leckness – CUP#13-02**

The public hearing is to consider an application for a Conditional Use Permit to allow an expansion of an existing feedlot of 600 head of beef cattle or 270 animal units to 999 head of beef cattle or a total of 999 animal units. The property is 79.5 acres located in the N ½ of the SE ¼ of Section 13, Hayfield Township. Eugene Leckness 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. All open lot fixes are in place prior to expansion of the herd and occupation of the barn.
4. All recommendations of the Feedlot Advisory Report dated 7/29/13 completed.

*Motion adopted Gray, Allen, Erickson aye, Peterson nay.*

Ms. DeVetter presented for the Board's consideration IUP #13-06.

IUP #13-06 Approved

Motion by Gray seconded by Peterson to approve of the following action of the Planning and Zoning Commission as reviewed on September 4, 2013 with the reasons, recommendations and conditions as found in the individual permit:

**Garwin McNeilus – IUP #13-06**

The second public hearing is to consider an application for an Interim Use Permit to establish a dwelling on less than 53 acres in the Agricultural District. The proposed parcel will be a split of 15 acres from a 75 acres parcel located in the W 1/2 of the SE 1/4 of Section 29, Wasioja Township. Garwin McNeilus is the applicant and the property owner.

The Planning Commission recommends removing condition #7 and approval with the following six conditions:

1. The Ag Covenant shall be 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. A Dodge County Sewage Treatment System shall be obtained prior to issuance of the Zoning Permit.
4. Adequate erosion control measures shall be implemented during any land disturbing activities to ensure that the adjacent watercourses are not impacted by sediment. Applicant shall obtain a Construction Stormwater Permit from MPCA if land disturbance for access and structures is one acre or more.
5. Driveway access permit/approval shall be obtained from Wasioja Township.
6. An address shall be obtained from the Dodge County Highway Department.
- ~~7. Shared well easement shall be identified on the survey and described in the deed.~~

*Motion adopted Gray, Peterson, Erickson aye, Allen abstained.*

Ms. DeVetter presented for the Board's consideration IUP #13-07.

IUP #13-07 Approved

Motion by Allen seconded by Gray to approve of the following action of the Planning and Zoning Commission as reviewed on September 4, 2013 with the reasons, recommendations and conditions as found in the individual permit:

**Mrs. Sherman Stoflet – IUP#13-07**

The third public hearing is to consider an application for an Interim Use Permit to establish a dwelling on less than 53 acres in the Agricultural District. The property is 6.5 acres located in the NW 1/4 of the NW 1/4 of Section 24, Milton Township. Elizabeth Stoflet is the applicant and the property owner.

The Planning Commission recommends approval with the following conditions:

IUP #13-07 Approved  
- Continued

1. Submit and Erosion Control Plan in accordance with Section 17.11 and 17.25 prior to construction if proposed construction is on slopes 12% or greater.
2. A Dodge County Zoning Permit shall be obtained before construction.
3. The Agricultural Use Covenant shall be signed and recorded in the Dodge County Recorder's Office prior to issuance of the Zoning Permit.
4. The sewage treatment system must meet the requirements of Dodge County's Subsurface Sewage Treatment Ordinance No. 4. A Dodge County Sewage Treatment System shall be obtained prior to issuance of the Zoning Permit.
5. An address shall be obtained from the Dodge County Highway Department.

*Motion adopted Gray, Allen, Erickson aye, Peterson nay.*

Ms. DeVetter presented for the Board's consideration IUP #12-07 extension.

IUP #12-07  
Extension Approved

Motion by Allen seconded by Gray to approve of the following action of the Planning and Zoning Commission as reviewed on September 4, 2013 with the reasons, recommendations and conditions as found in the individual permit:

**Duane Horning – IUP#12-07 extension**

The Planning Commission recommends approval for an extension of IUP #12-07 for 1 (one) year. I.U.P. #12-07 would be extended from October 9th, 2013 to October 9th, 2014 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. A Dodge County Sewage Treatment System shall be obtained prior to issuance of the Zoning Permit.
4. Adequate erosion control measures shall be implemented during any land disturbing activities to ensure that the adjacent watercourses are not impacted by sediment.
5. Driveway access shall be obtained from the Mantorville Township.
6. An address shall be obtained from the Dodge County Highway Department.

*Motion adopted unanimously.*

Ms. DeVetter presented for the Board's consideration IUP #12-09 extension.

IUP #12-09  
Extension Approved

Motion by Gray seconded by Allen to approve of the following action of the Planning and Zoning Commission as reviewed on September 4, 2013 with the reasons, recommendations and conditions as found in the individual permit:

**Jeff Franzen – IUP#12-09 extension**

The Planning Commission recommends approval for an extension of IUP #12-09 for 1 (one) year. I.U.P. #12-09 would be extended from November 13th, 2013 to November 13th, 2014 with the following conditions:

IUP #12-09  
Extension Approved -  
Continued

1. Operation will comply with all local, state, and federal regulation regarding the storage and use of hazardous products and the treatment and disposal of hazardous waste.
2. All waste generated on site shall be properly disposed of in accordance with the Dodge County Solid Waste Ordinance and MPCA rules.
3. When present, floor drains from the shop shall meet EPA requirements.
4. The sign shall meet the performance standards of the Dodge County Zoning Ordinance. A sign advertising the Home Occupation business shall not exceed nine (9) square feet and shall be set back a minimum of ten (10) feet from the right-of-way.
5. Any change involving the addition of new business related structures or employees beyond that specified in the home occupation agreement/application on file with the IUP, enlargement, intensification of the use or similar changes not specifically permitted by the IUP shall require an amended IUP to be issued.
6. The business shall comply with the conditions of this permit, supporting documentation and the Home Occupation Agreement, which shall be recorded with the IUP.
7. The business shall comply with the Nuisance Standards. Nuisance complaints shall result in review of the IUP by the Planning Commission.

*Motion adopted unanimously.*

The Board was reminded that there will not be a Planning and Zoning meeting in October.

Planning & Zoning  
Meeting Update

Ms. DeVetter provided the Board with an update on an issue with parcel 13.035.0200.

Parcel 13.035.0200  
Update

The Zoning Administrator reported that they have found several references to this parcel in old meeting minutes, however none of the information found resolves the issue with this particular parcel so they are basically back at square one.

Emergency Management Director Matthew Maas provided the Board with a radon mitigation project update.

Radon Mitigation  
Update

Mr. Maas reported that the county, in collaboration with the Minnesota Department of Health, believes that the county has temporarily alleviated the radon concerns in the entire courthouse. The Minnesota Department of Health is however concerned that once the cold weather arrives the county will in fact still have elevated radon levels.

The Emergency Management Director informed the Board that the Minnesota Department of Health won't commit to saying that it's ok for the Court Services staff to move back into the lower level of the old courthouse.

Radon Mitigation  
Update - Continued

Commissioner Peterson reported that there are no business radon standards therefore there is a fear of setting precedence at both the state and county levels if the Court Services staff is moved back into the lower level of the courthouse before additional testing can be done to determine if the radon levels are affected by cold weather.

It was the consensus of the Board to move the Court Services staff back into their space but hold off on carpeting the area until additional testing can be completed this winter.

Commissioner Allen stated that he believes Mr. Maas has done a good job with this project. Mr. Allen also noted that he was in favor of moving the Court Services employees back into this space without the installation of carpet at this time.

Mr. Maas informed the Board that he will be meeting with the Safety Committee, Court Services employees and the Minnesota Department of Health to go over the latest test results.

The Board thanked the Emergency Management Director for the update.

Taxpayer Services Director Rose Culbertson reviewed bills with the Board.

Bills Approved

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

01	Revenue Fund	\$	35,118.65
11	Human Services Fund	\$	64.14
13	Road and Bridge Fund	\$	53,210.27
16	Environmental Quality Fund	\$	<u>76,872.26</u>
	Total	\$	165,265.32

*Motion adopted unanimously.*

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

Legal Update

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

Personnel Actions  
Discussed

Commissioner Peterson asked that item A.2 be pulled and discussed separately.

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

Personnel Actions  
Approved

**A. Human Services**

- A.1 Shelly Grossman – Office Support Specialist  
Step increase from B21 step 9 \$13.75 to B21 step 8 \$14.20.  
Effective Date: 8/11/13

**B. Sheriff**

- B.1 Ben Bohle – Deputy Sheriff  
Step increase from C41 36 month step \$24.12 to C41 48 month step \$24.96.  
Effective Date: 8/25/13
- B.2 Tyler Vermeersch – Transport Deputy – On-Call  
Authorization to employ at B21 step 11 \$13.56 to fill approved vacancy.  
Effective Date: 8/28/13
- B.3 Chris Wolcott – 911 Dispatcher  
Annual review.  
Effective Date: 8/19/13
- B.4 Joe Rau – 911 Dispatcher  
Annual review.  
Effective Date: 8/27/13

**C. Public Health**

- C.1 Robyn Warner – Case Aide  
Step increase from B22 step 4 \$17.21 to B22 step 3 \$17.78.  
Effective Date: 8/29/13
- C.2 Gail Hester – Business Office Manager  
Annual review.  
Effective Date: 8/14/13

**D. Job Description Annual Review**

- D.1 **Annual Review of Job Descriptions**  
Request approval of revised job descriptions for:
1. Legal Assistant – Attorney's Office
  2. Paralegal – Attorney's Office
  3. Solid Waste Facility Operator – Environmental Services
  4. Equipment Operator II – Highway
  5. Equipment Operator III – Highway
  6. Mechanic – Highway
  7. Equipment Operator IV – Highway
  8. Support Enforcement Aide – Human Services
  9. Social Worker – Human Services
  10. Property Appraiser I – Land Records
  11. Property Appraiser II – Land Records (NEW)
  12. Deputy Assessor – Land Records
  13. Fleet Mechanic – Administration
  14. Maintenance III Sign Department Person - Highway
- (All updates have been reviewed by the employees in the position, Department Heads, County Administrator and Employee Relations.)  
Effective Date: 12/1/13

*Motion adopted unanimously.*

Discussion took place regarding the Human Services Director's request to reallocate her time to spend .5 FTE as the SE MN Human Services Delivery Authority Transition Director and .5 FTE as the Dodge County Human Services Director. Also discussed was the duties of the Human Services Director, the fact that her staff will pick up additional duties in her absence, potential cost savings to the county in addition to future plans for the SDA.

Personnel Action A.2  
Approved

Commissioner Allen expressed concern with the amount of time Ms. Hardwick would have to fulfill her duties her in Dodge County and the additional Human Services Director work load that would be redistributed to her employees.

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

- A.2 Jane Hardwick – Director of Human Services  
Authorization to reallocate her time to spend .5 FTE as SE MN Human Services Delivery Authority Transition Director. Terms of agreement to be worked out between Dodge County and the SDA.  
Effective Date: 8/2/13 - 12/31/14

*Motion adopted Gray, Peterson, Erickson aye, Allen nay.*

Ms. Hager discussed with the Board the Affordable Care Act Penalty delay.

Affordable Care Act –  
Delay in  
Implementation  
Update

Fairview Care Center Administrator Jane Sheeran was available to comment on the impact to the nursing home.

For employers with 50 or more full-time equivalent employees to be in compliance with Affordable Care Act (ACA) rules, they must offer minimum essential, minimum value, affordable coverage for full-time workers (defined as working more than 30 hours per week) beginning on January 1, 2014. However, there are no consequences for non-compliance in 2014. It is also possible that the rules could be revised, suspended further or eliminated. Therefore employers could decide not to implement coverage eligibility rules until they are compelled to do so under threat of penalty (in 2015).

Dodge County currently offers coverage to employees working 36+ hours per week.

The most significant impact of this rule at Dodge County will be on the Fairview Care Center. An estimated additional 18 staff members would be eligible under the 30 hour definition. The cost to Fairview for covering these staff members will be an additional cost of between \$169,560 and \$339,120 per year (depending on how many take family and how many take single coverage). In addition to Fairview, an estimated eight other employees would be eligible at a cost of between \$75,360 - \$150,720 per year.

In September of 2012, the change in the definition was communicated to Department Heads to allow them time to plan and prepare for the financial impact of the ACA. In February of this year, Ms. Hager sent additional reminders to Department Heads and, in some Departments where the impact was the most significant, had one-on-one meetings with the Department Head. The Employee Relations Director clarified that the delay does not change the rules; it just delays the penalty until 2015.

Affordable Care Act –  
Delay in  
Implementation  
Update - Continued

If the county decides to delay compliance until 2015, the Department Heads will have another year to try to minimize the financial impact through restructuring and attrition. Additionally, the full-time definition could change in that time.

Commissioner Allen recommended that the county delay compliance. Ms. Hager agreed with that recommendation.

It was the consensus of the Board to delay compliance with the Affordable Care Act until 2015.

The Employee Relations Director shared with the Board 2014 health insurance renewal information.

2014 Health  
Insurance Renewal  
Information  
Discussed

Included in the Board packet was the renewal rate exhibit for the county's 2014 health insurance premiums.

Ms. Hager informed the Board that the county will be going out for bid on dental premiums and she will have that information for them in October.

The Employee Relations Director reported that the lowest rate change any group in the pool received was 2.5% so they are very pleased with the renewal rate of 3.5%.

No Board action was needed at this time.

Ms. Hager was thanked for the update.

County Administrator Jim Elmquist presented for the Board's consideration a request to set the preliminary county levy for 2014.

Preliminary 2014  
Budget Set by  
Resolution #2013-40

Included in the Board packet was the 2014 proposed budget resolution. It incorporates a 5.54% percent levy increase for next year reflecting the statutory levy limit which is also included within the Board packet. While Ms. Elmquist noted that this is a preliminary levy amount that cannot be raised moving into a final levy later in the year.

This preliminary rate allows for flexibility in the case of unannounced or unanticipated 2014 expenses that come to light in the last quarter of 2013. The final levy is scheduled to be presented for certification on December 12, 2013.

Mr. Elmquist pointed out that one note for interest is that indicators on Dodge County's 2014 preliminary tax capacity shows an increase in 2014 of almost 3.2 million dollars. With values on commercial and residential holding consistent going into the next year and with agricultural values seeing significant growth, this would be the catalyst for this effect. If the estimated proves true, the county's proposed overall rate would drop from its 2013 rate of 48.827.

Preliminary 2014  
Budget Set by  
Resolution #2013-40  
- Continued

Finance Director Lisa Kramer was available to answer questions regarding the preliminary tax levy.

Commissioner Allen offered the following resolution (#2013-40), seconded by Commissioner Gray:

**WHEREAS**, Minnesota Statute 275.065 requires Dodge County to adopt a proposed budget and certify the preliminary tax levy for taxes payable in the following year by September 15th; and

**WHEREAS**, Dodge County continues to have increased demands on its budget due to a number of factors including: growth, reduced state funding for mandated services, and capital needs; and

**WHEREAS**, the Dodge County Board of Commissioners considers the growth of Dodge County a key factor in delivering services and helping to spread the cost of county government to additional taxpayers.

**NOW THEREFORE BE IT RESOLVED** that the Dodge County Board of Commissioners hereby adopts the 2014 preliminary county budget at \$24,460,838.78 and certifies the 2013 preliminary tax levy at \$11,361,884.

**BE IT FURTHER RESOLVED**, that under state statute the County Board must announce at the meeting where the preliminary tax levy is set the time, date and location of the County Board meeting at which the final budget/tax levy will be discussed. This meeting will be held as a part of the County Board meeting scheduled for Thursday, December 12, 2013 at 6:30 p.m. in the County Board Room in Mantorville, MN.

*Resolution adopted unanimously.*

Commissioner Gray thanked the Administration staff for the depth of information he as a new commissioner has received on the preliminary levy.

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

Human Services  
Committee Report

The County Attorney left the meeting at 11:04 a.m. CDT.

County Attorney Left  
Meeting

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

Administration  
Committee Report

Motion by Gray seconded by Allen to approve and authorize the August 27, 2013 Committee of the Whole meeting minutes as presented. *Motion adopted unanimously.*

08/27/13 Committee of the Whole Meeting Minutes Approved

Motion by Gray seconded by Peterson to approve and authorize the August 27, 2013 meeting minutes as corrected on page 208. *Motion adopted unanimously.*

08/27/13 Meeting Minutes Approved

The Board reviewed the Accounting Services Director’s request to approve a fireworks permit for Harvest Fest.

Fireworks Permit Approved for Harvest Fest

Harvest Fest is requesting a fireworks permit for September 14, 2013. The fireworks display will be at 63919 190th Avenue, Dodge Center, MN – west of Freerksen Trucking.

The \$20.00 application fee has been paid and all required insurance documentation has been presented.

Motion by Gray seconded by Peterson to approve a fireworks permit for Harvest Fest for September 14, 2013 pending the approval of the County Sheriff and the County Attorney. *Motion adopted unanimously.*

Commissioners provided their agency reports. Commissioner Allen did not have any meetings to report. Commissioner Erickson attended a Fairview Care Center picnic, Commissioner Tjosaas’ funeral, a Planning Commission meeting, a SCHA Quality Assurance Committee meeting and a Semcac meeting. Commissioner Gray attended a regular Dodge County Board meeting, a Dodge County Historical Society meeting, a West Concord Charter School open house, a Dodge County Planning meeting and a MCIT Risk Management meeting. Commissioner Peterson did not have any meetings to report.

Agency Reports

Motion by Gray seconded by Peterson to adjourn the meeting at 11:19 a.m. CDT. *Motion adopted unanimously.*

Meeting Adjourned

The next meeting of the Dodge County Board of Commissioners will be held on September 24, 2013 at 9:30 a.m. CDT.

Next Regular Meeting

**ATTEST:**

\_\_\_\_\_  
DAVID ERICKSON  
CHAIR, COUNTY BOARD

\_\_\_\_\_  
BECKY LUBAHN  
DEPUTY COUNTY CLERK

\_\_\_\_\_  
DATED: