

TUESDAY, MARCH 11, 2014

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

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

**COUNTY ADMINISTRATION OFFICE
MANTORVILLE, MN**

2014-06

The Dodge County Board of Commissioners met in regular session March 11, 2014, in the Commissioner's Room at the Courthouse Annex, Mantorville, MN, at 9:31 a.m. CDT. Rodney Peterson, Chair called the County Board of Commissioners meeting to order at 9:31 a.m. CDT.

Meeting Convened

The pledge of allegiance was recited.

Pledge of Allegiance

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

Those Present

Members present:	John Allen	District #1
	Tim Tjosaas	District #2
	Rodney Peterson	District #3
	David Erickson	District #4
	Steven Gray	District #5

Members absent: None

Also present:	Jim Elmquist	County Administrator
	Becky Lubahn	Deputy County Clerk
	Paul Kiltinen	County Attorney

The County Administrator reported that consent agenda item 1.3 needs to be changed to read as follows: Request to Pursue Lease for Multi-Function Printers/Copiers with MARCO.

Agenda Approved

Motion by Gray seconded by Tjosaas to approve and adopt the agenda as amended with the change to item 1.3 on the consent agenda. *Motion adopted unanimously.*

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

Consent Agenda
Items Approved

- 1.1 Chair and County Administrator to sign the Community Corrections Act Subsidy Agreement with Olmsted County and Fillmore County, effective January 1, 2014 – December 31, 2014.
- 1.2 Payment of the annual service billing amount of \$4,472.02 to Minnesota Elevator, Inc. for monthly elevator service for 2014.
- 1.3 IT to pursue a lease agreement for multi-function printers/copiers with MARCO.
- 1.4 Human Services resolution #95-10.

Motion adopted unanimously.

County Engineer Guy Kohlnhofer met with the Board to discuss setting a county road Capital Improvement Plan (CIP) hearing date and time. CIP Hearing Date Set

Mr. Kohlnhofer reported that the county completed their county road tour last fall and now needs to adopt the five year CIP. This plan will include the intended major improvements to County Aid and State Aid roads as well as bridges throughout Dodge County. In order to adopt the plan the county must hold a public hearing to gather input from Dodge County citizens.

The County Engineer asked the Board to review their calendars and determine a date that the majority of Commissioners and interested personnel can attend a hearing.

A draft CIP was included in the Board packet for review.

Motion by Erickson seconded by Allen to set Tuesday, March 25, 2014 at 7:00 p.m. CDT as the date for the CIP hearing date. *Motion adopted unanimously.*

Taxpayer Services Director Rose Culbertson reviewed bills with the Board.

Bills Approved

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

01	Revenue Fund	\$	90,663.83
11	Human Services Fund	\$	141.01
13	Road and Bridge Fund	\$	54,516.09
16	Environmental Quality Fund	\$	59,861.74
32	County Capital Projects	\$	39,678.27
83	Forfeit Land Fund	\$	50.00
	Total	\$	244,910.94

Motion adopted unanimously.

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

Personnel Actions Approved

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

A. Land Records

- A.1 Mike Stupka – Appraiser II
 Authorization to change status from Appraiser I B23 step 1 \$21.07 to Appraiser II step 2 \$21.68.
 Effective Date: 3/1/14

B. Administration

- B.1 Tobey Hicks – Information Systems Specialist
 Step increase from B31 step 3 \$21.75 to B31 step 2 \$22.18.
 Effective Date: 3/17/14

C. Human Services

- C.1 Angie Hvitved – Eligibility Worker
Step increase from B23 step 3 \$19.86 to B23 step 2 \$20.45.
Effective Date: 3/19/14
- C.2 Melissa Tschann - Eligibility Worker
Step increase from B23 step 8 \$16.92 to B23 step 7 \$17.46.
Effective Date: 3/12/14
- C.3 Shelley Grossman – Office Support Specialist
Step increase from B21 step 9 \$14.45 to B21 step 8 \$14.92.
Effective Date: 2/11/14

Personnel Actions
Approved -
Continued

D. Extension

- D.1 4H Summer Assistant - Seasonal
Authorization to post and fill seasonal position.
Effective Date: 6/9/14 – 8/15/13

Motion adopted unanimously.

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

Legal Update

Mr. Kiltinen informed the Board that a tax court date has been scheduled for the Al-Corn lawsuit. The court date is scheduled for January 2015.

Brief discussion took place regarding the need to re-evaluate the Al-Corn property.

The County Attorney indicated that instead of going to court he'd prefer to sit down with the Land Records Director and Al-Corn representatives in order to come to some type of agreement to resolve the valuation issue.

Mr. Kiltinen discussed with the Board the sale of a county owned lot in Mantorville.

Settlement Statement
and Proposed Deed
for County Owned
Lot Approved

Motion by Allen seconded by Tjosaas to approve and authorize the Chair and County Administrator to sign the proposed Warrant Deed and all associated paperwork on behalf of the county for parcel 25.100.2700 located at 600 Blanch Street, Mantorville, MN which is being sold to Thomas and Carol McNeil for \$10,000. *Motion adopted unanimously.*

Semcac Executive Director Wayne Stenberg, Transportation Director Erlene Welshons and Transportation Dispatcher, Amber Duncan provided the Board with a Semcac update.

Semcac Update

Semcac serves the counties of Dodge, Fillmore, Houston, Mower, Winona and Steele. There are also limited services in Goodhue, Olmsted, Rice and Wabasha.

Dodge County has two representatives on the Semcac Board of Directors – Tim Tjosaas of Hayfield and Neil Witzel of Kasson.

Semcac's Dodge County locations were listed as follows:

Semcac Update -
Continued

- Head Start Center - 402 West Main Street, Kasson
- Dodge County Food Shelf /Contact Center - 20 East Veteran's Memorial Highway, Kasson
- Senior Dining - Sunwood Manor, Kasson
- Transportation Dispatch office - Daniel's Plaza, Kasson

The Executive Director shared the following information:

I. Core Programs in Dodge County

Energy and Housing

Energy Assistance - The Energy Assistance Program is a federally funded program administered through the Minnesota Department of Commerce. The program provides financial assistance to help with household winter heating bills. Both homeowners and renters may apply. A household must complete the application process to determine eligibility and the amount of their utility assistance. Financial assistance payments are made directly to the household's utility company.

Housing - Semcac offers several programs to assist homeowners and rental property owners to fix up their home or property.

Weatherization - The Weatherization Assistance Program is a federally funded program that provides energy conservation home improvements to reduce energy consumption costs. Each home is inspected before and after work is done in order to ensure that homes are more energy efficient upon project completion. Homeowners are made aware of all areas of the home on which work will be completed. Improvements may include exterior wall and attic insulation, air infiltration and bypass sealing, and the testing, repair or replacement of the home's mechanical systems to ensure efficiency and safety.

Home Energy Licensed Professionals (HELP) – Provides energy audits with blower door testing and infrared scans. Lead testing, health and safety testing with a variety of energy and safety related improvements.

Head Start

Center Based Services - Children ages three-five attend a half-day (3.5 hour) or a full day (6 hour) program at a licensed center four days per week from September to May. Some of the Semcac Head Start locations are partnerships with other organizations or schools. Services include: learning activities, evaluations, medical, dental and nutrition services, and support through community connections.

Home Based Services - This program reaches families expecting a baby and/or children birth-five years. Services are offered year round with a home visitor coming to your home for 1.5 hours a week. Services include: parent support, education needs, sharing resources in the community, Head Start comprehensive service support, events to attend.

Semcac Update -
Continued

Outreach & Emergency Services

Food Shelves: Semcac's Kasson food shelf provides individuals and families with a variety of nutritious food and the opportunity to stretch limited household budgets. The food shelves are sustained by monetary donations, donations of food and personal care items. Donations are needed year-round.

Family Homeless and Assistance Program - This program is designed to decrease homelessness by providing one-time assistance with a rent or mortgage payment for households that need a short-term "bridge" until their financial situation is expected to stabilize. Participants must meet program and income guidelines and be able to financially sustain their housing payment after Semcac's assistance. Participants also agree to follow-up visits.

Rural Housing Assistance and Stability Program - This program provides information, referral, advocacy, and first month's rent and/or security deposit assistance to homeless persons. Participants must meet the HUD definition of homelessness and be able to financially sustain their rental housing after Semcac's assistance.

Advocacy, Assistance & Financial Literacy – Outreach Services staff at Semcac's Kasson contact center offers a personal connection for households struggling with financial hardships to access the agency's programs and services and other community resources.

Crisis assistance may help with motel vouchers, food emergencies, transportation, or other emergent needs that help sustain or create improved self-reliance of an individual or family. Clients receiving crisis assistance also meet with staff to establish a plan for stability.

Senior Services

Meals on Wheels - This program is for homebound seniors or those confined to their homes that are unable to prepare a balanced meal that are age 60 or older. Electronic Benefit Transfer (EBT) cards are welcome.

Senior Dining - This program is open to anyone age 60+ and spouses. People enjoy eating in a congregate setting. No one is denied a meal because they are unable to contribute to a suggested donation. EBT cards are welcome.

The Retired Senior Volunteer Program - coordinates seniors with volunteer opportunities to help meet the needs of their communities and to enhance their own wellbeing.

Semcac Update -
Continued

The Senior & Caregiver Advocacy Program - focuses on supporting and empowering seniors, as well as caregivers, by addressing their individual needs and preferences so that they may remain living safely and independently in their own homes as long as possible. This program is for anyone age 60 and older, adults of any age who have disabilities or are on Medicare, family members who help elders with daily tasks.

Transportation Director Erlene Welshons shared the following transportation information:

Transportation

Bussing (Rolling Hills Transit) - Bus rides are available for medical appointments, rides to work, daycare, to a local business, personnel appointments, senior dining site or even a Semcac Contact Center.

Volunteer Drivers & Donation-Based Rides - Semcac Volunteer Driver Program provides transportation for persons on Medical Assistance, Blue Plus and UCare to medical and dental appointments. This program also provides transportation to anyone who is 60 years and older to medical, dental or personal appointments as well as to senior congregate dining. The program allows for citizens to volunteer their time (using their own vehicle) in order to help meet the transportation needs of others in the community.

Mr. Stenberg discussed Community Partnerships.

II. Community Partnerships

Community partnerships are a key part of the Semcac network. For over 48 years they have invested in the area and have gained the trust of the organizations that they work with. There are currently 772 different associations that are connected to the Agency. This list includes 154 for profit businesses where dollars are invested back into the local communities. Some examples are local newspapers, HVAC, grocery stores, radio, plumbing, auto services, restaurants, suppliers, food vendors, electric, refrigeration, creameries, gas stations, rental property owners, and more.

III. People Served

In 2013 Semcac reached an unduplicated count of 32,932 people who received some form of service, with the largest demographic age being 70+ years of age with 9,283 served. The next demographic would be people age 24-44 with 6,479 seeking assistance.

IV. ConnectedSemcac Update -
Continued

Semcac staff is committed to excellence and stay connected by being active board members. Examples include county family service collaboratives, Workforce Development, MN Public Transit Association, Head Start Region V member, MN Association of Volunteer Agencies, MN Community Action Partnership, MN Dietetic Association, EDAs, and other local entities.

V. Transparent

Agency dollars, performance and activities are monitored by the Department of Commerce, Office of Economic Opportunity, Region V Head Start Association, MN Department of Transportation, Office of Population Affairs, Department of Employment and Economic Development, Department of Energy, Federal Emergency Management Agency, United Ways, MN Housing Finance Agency, Greater MN Housing Fund, local philanthropic organizations, political entities and other agencies who provide resources that are managed by Semcac.

Commissioner Gray asked Mr. Stenberg to clarify what the acronym SEMCAC stands for.

Mr. Stenberg reported that initially SEMCAC stood for Southeast Minnesota Citizens Action Council. The name has since been officially changed to “Semcac”.

The Board thanked Mr. Stenberg for the update.

Zoning Administrator Melissa DeVetter presented for the Board’s consideration the March 5, 2014 Planning Commission recommendations.

IUP #14-01 Approved

Barry Mosier – IUP#14-01 was discussed.

Motion by Gray seconded by Erickson to approve of the following action of the Planning and Zoning Commission as reviewed on March 5, 2014 with the reasons, recommendations and conditions as found in the individual permit:

Barry Mosier – IUP#14-01

The first 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 3 acres from a 25 acres parcel located in the SE ¼ of the SW ¼ of Section 14, Wasioja Township. Barry Mosier is the applicant and the property owner.

The Planning Commission recommends approval with the following 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. Driveway access permit/approval shall be obtained from Wasioja Township.
5. An address shall be obtained from the Dodge County Highway Department.
6. Shared well easement shall be identified on the survey and described in the deeds.

IUP #14-01 Approved
- Continued

Motion adopted unanimously.

GM, LLC/Garwin McNeilus – ZA#14-01 was discussed.

ZA #14-01 Discussed

GM, LLC/Garwin McNeilus – ZA#14-01

The second public hearing is to consider a Zoning Amendment to allow a property that is currently zoned Agricultural to be rezoned to Industrial. The proposal is for a 20 acres parcel located in the S ½ of the NW ¼ of the SW ¼ & 9.94 acres parcel located within the W ½ of the NE ¼ of the SW ¼ for a total of 29.94 acres in Section 10, Ashland Township. GM LLC/Garwin McNeilus is the applicant and the property owner.

The Planning Commission recommends tabling the rezoning request until the April meeting as the applicant was not present at the meeting.

No action was taken by the Dodge County Board since the Planning Commission recommends tabling the rezoning request until the April meeting.

HJA, Inc. – CUP#14-02 was discussed.

CUP #14-02
Approved

Motion by Erickson seconded by Tjosaas to approve of the following action of the Planning and Zoning Commission as reviewed on March 5, 2014 with the reasons, recommendations and conditions as found in the individual permit:

HJA, Inc. – CUP#14-02

The third public hearing is to consider an application for a Conditional Use Permit to allow an Ag Related Business in the Agricultural District. The parcel is 3.18 acres located in the SE ¼ of the NE ¼ of the SE ¼ of Section 2, Canisteo Township. HJA, Inc. is the applicant and Troy Andrist is the property owner.

The Planning Commission recommends approval with the following conditions:

1. Operation will comply with all local, state, and federal regulation regarding the use and activities performed on site.
2. There shall be no sign advertising the sale of products on site. The purpose of this is to deter on site sales of product that would lead to a commercial business development on site.

3. Any change involving the addition of new business related structures or employees beyond that specified in the findings on file with the CUP, enlargement, intensification of the use or similar changes not specifically permitted by the CUP shall require an amended CUP to be issued by the County Board.
4. The height of the outdoor piles should be managed and located to provide the maximum amount of screening when viewed from 270th Avenue.
5. All waste generated on site shall be properly disposed of in accordance with the Dodge County Solid Waste Ordinance and MPCA rules.
6. The applicant shall obtain an air quality permit from MPCA if required. The applicant shall contact the MPCA’s Small Business Environmental Assistance Program for assistance in this determination.
7. The business shall comply with Section 17.19 (Nuisance Standards). Nuisance complaints shall result in review of the CUP by the Planning Commission.
8. Operation and sales shall be as indicated by the applicant in the Findings of Fact.

CUP #14-02
Approved -
Continued

Motion adopted unanimously.

Zoning Amendment – ZA#14-02 was discussed.

ZA #14-02 Chapters
4 & 8 Approved by
Resolution #2014-11

Zoning Amendment – ZA#14-02

The fourth public hearing is to consider a map and a text amendment to the Dodge County Zoning Ordinance. The proposal includes new language and a map amendment for Chapter 9 (Closed Landfill Restricted District), new language for Chapter 8 (Agricultural District) and Chapter 4 (Definition pertaining to Chapter 8).

The Planning Commission recommends approving Chapter 8: Agricultural District and Chapter 4: Definition pertaining to section lines language. However, the Planning Commission recommends tabling the language and map amendment for Chapter 9 and Chapter 7 until the April meeting for language clarification.

Commissioner Erickson offered the following resolution (#2014-11), seconded by Commissioner Allen:

Zoning Ordinance Amendment – Chapters 4 & 8

WHEREAS, the last major revision of the Dodge County Zoning Ordinance was on May 16th, 1995; and

WHEREAS, sections of the 1995 Dodge County Zoning Ordinance are not in compliance with current Minnesota Statutes; and

WHEREAS, the 1995 Dodge County Zoning Ordinance contains numerous administrative and reference errors; and

WHEREAS, ordinance provisions regarding land uses do not accurately reflect current Dodge County issues and priorities; and

ZA #14-02 Chapters
4 & 8 Approved by
Resolution #2014-11
- Continued

WHEREAS, the Dodge County Zoning Ordinance provisions provide for amendments to the zoning ordinance upon recommendation of the Planning Commission; and

WHEREAS, the Environmental Services staff informed the Dodge County Planning Commission of an unintended issue with the requirements for lot sizes and setbacks established under the Dodge County Zoning Ordinance; and

WHEREAS, the Dodge County Planning Commission directed Environmental Services staff to commence ordinance revisions at its July 10th, 2013 public hearing; and

WHEREAS, a summary of the language to be added to Chapter 4 (Definitions) and revisions to Chapter 8 (Agricultural District), have been published in the legal newspaper February 19th, 2014 and posted upon the county website; and

WHEREAS, a public hearing on the proposed repeals and amendments was held by the Dodge County Planning Commission on March 5th, 2013; and

WHEREAS, the Planning Commission recommended approval of the proposed amended Chapters to the Dodge County Board of Commissioners; and

WHEREAS, the Dodge County Board of Commissioners adopted the proposed repealed and amended Chapters at its March 11th, 2013 meeting.

THEREFORE BE IT RESOLVED, that the County Board of Dodge County hereby adopts the amendments to Chapter 4 (Definitions) and Chapter 8 (Agricultural District).

Resolution adopted unanimously.

Ms. DeVetter presented for the Board's review the 2013 Annual County Feedlot Officer and Performance Credit Report.

2013 Annual County
Feedlot Officer and
Performance Credit
Report

The Zoning Administrator noted 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, 2013 – December 31st, 2013. Dodge County exceeded its required compliance inspection rate and met 100% of its non-inspection minimum program requirements for the year 2013.

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

2013 Annual County Feedlot Officer and Performance Credit Report - Continued

The Chair recessed the meeting at 10:23 a.m. CDT.

Meeting Recessed

The Chair reconvened the meeting at 10:32 a.m. CDT.

Meeting Reconvened

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

Public Health Committee Report

The Board reviewed the Public Health Director’s request to accept a donation from the St. John’s Lutheran Church, Kasson, MN.

Public Health Family Health Donation Approved by Resolution #2014-12

St. John’s Lutheran Church, Kasson, MN, donated full size quilts and baby quilts valued at \$505.00 to the Public Health Family Health Program. Ms. Espey is requesting authorization to accept this donation for the Public Health Family Health Program.

Commissioner Tjosaas offered the following resolution (#2014-12), seconded by Commissioner Allen:

Public Health Family Health Program Donation

WHEREAS, the Dodge County Public Health Department has received a donation from St. John’s Lutheran Church, Kasson, MN. ; and

WHEREAS, the Dodge County Public Health Department wishes to accept this donation and utilize it for the purpose of the Public Health Family Health Program; and

WHEREAS, pursuant to Minnesota Statute 465.03, the county shall by resolution of the governing body adopted by a two-thirds majority of its members accept a grant or devise of real or personal property and maintain such property for the benefit of its citizens in accordance with the terms prescribed by the donor.

NOW THEREFORE BE IT RESOLVED, that the Dodge County Board of Commissioners hereby accepts the following donation to be used for the Public Health Programs:

Full size quilts and baby quilts, Kasson, MN \$ 505.00 (full size quilts and baby quilts)

Resolution adopted unanimously.

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

Human Services Committee Report

The Board reviewed the Human Services Director's request to approve a mental health crisis mobile response team grant.

Adult and Children's
Mobile Crisis Grant
2014 Cooperative
Agreement Approved

It was reported that mental health crisis services available to children and adults across the region vary greatly with some areas having mobile response teams available for limited hours and others having primarily a law enforcement response. The availability of robust crisis response services is an important component in reducing reliance on more restrictive interventions, such as utilizing the Emergency Department for assessment/intervention and inpatient hospitalization.

With input from counties in southeast Minnesota (Dodge, Fillmore, Goodhue, Houston, Mower, Olmsted, Steele, Wabasha, Waseca, and Winona) and provider agencies (including South Central Human Relations Center), a grant proposal was developed which outlined a basic infrastructure that would allow all counties in the region to increase the availability of crisis response services. The Minnesota Department of Human Services has awarded these counties a grant (\$130,000 for start-up to be expended by 06/30/2014 and \$220,000 ongoing annually) and now further development of the plan and implementation has begun.

Because Dodge County is in a group of counties receiving this grant, we need to execute a cooperative agreement to accept and administer these funds.

Motion by Gray seconded by Tjosaas to approve and authorize the Chair and County Attorney to sign the proposed Adult and Children's Mobile Crisis Grant 2014 Cooperative Agreement. *Motion adopted unanimously.*

Environmental Services Director Mark Gamm and Association of Recycling Managers Representative Tim Pratt discussed with the Board the Container Deposit System.

Container Deposit
System Discussion

It was reported that recently there have been news stories about a possible container deposit system for Minnesota where consumers pay a deposit on a beverage container and receive that deposit back when the container is redeemed. Ten other states have similar programs and they have significantly higher recycling rates for beverage containers than we have in Minnesota. Last session the Legislature asked the MPCA to investigate container deposit and design a possible system to use here. That report is available on the MPCA's website <http://www.pca.state.mn.us/index.php/topics/preventing-waste-and-pollution/recycling/increasing-recycling-of-beverage-containers.html>.

Conservation Minnesota (CM) is a non-profit that advocates for various environmental causes. They have hired Tim Pratt to gather feedback from local units of government regarding container deposit because CM believes local units of government are vital to the success of our state's recycling infrastructure.

Mr. Pratt is the former Recycling Coordinator for the City of Roseville and has served on the boards of the Recycling Association of Minnesota, the Minnesota Product Stewardship Council and the Association of Recycling Managers.

Container Deposit System Discussion - Continued

The new system would be a change from how things are done now. Conservation Minnesota wants to make sure the local government is protected as these changes come about.

No action was needed at this time.

Mr. Pratt and Mr. Gamm were thanked for the update.

Sheriff Jim Jensen met with the Board to discuss his request to promote three part-time Deputies to full-time status. Included in the Board packet were copies of the Sheriff memos to the Board requesting that he be allowed to hire three additional full-time Deputies, the request for additional full-time Deputies started back in November of 2013.

Request to Hire Three Additional Full-Time Deputies Discussion

The Sheriff pointed out that when he first made the request in November, he had a list of nine part-time Deputies of which all but one of them was able to fill in when requested. The one that was unable to fill in was on medical leave. Since then, four of the part-time Deputies now have full-time jobs with other departments and two of those four can no longer work any part-time hours. The other two can only work limited hours for Dodge County because of their full-time jobs. This leaves the Sheriff with five part-time Deputies and one of them is still on medical leave. Mr. Jensen would like to promote three of those part-time to full-time status and place them on the schedule to cover lean areas in the schedule, to cover when other Deputies want time off or call in sick and to have better coverage/response time for calls in the contract cities.

The Sheriff noted that if he loses anymore part-time Deputies to other agencies, he will need to look at hiring more part-time Deputies. Mr. Jensen commented that he has been trying to avoid hiring part-time Deputies because of the time and cost associated with training Deputies. The Sheriff reported that it seems like it has been “a revolving door” with their part-time Deputies, where they hire, train them and then they move on to other departments and the Sheriff’s Office does the process all over again.

- Mr. Jensen did include moving the three part-time Deputies to full-time status in this year’s budget along with the purchase of three squads for them.
- It will cost approximately \$32,350.00 and take about 31 weeks to hire and train a new Deputy to replace Deputies that move on to another department.
- There were funds in last year’s budget to cover the promotion of three part-time Deputies to full-time status and purchase three new squads, as at the end of the year there was \$552,653.31 surplus or savings in the Sheriff’s Budget. Mr. Jensen pointed out that he has shown a savings in his budget every year he has been Sheriff.

Motion by Gray seconded by Erickson to approve and authorize the Sheriff to promote three part-time Deputies to full-time status as requested.

Request to Hire
Three Additional Full-
Time Deputies
Discussion -
Continued

Commissioner Allen questioned why the Sheriff's hasn't come to the Board with a request to hire part-time Deputies since they are short-handed. Mr. Allen wanted to know if the Sheriff was waiting for the Board to make a decision.

The Sheriff stated that he was waiting for the Board to make a decision on his request to promote three Deputies to full-time status. Mr. Jensen reported that it's a timely and costly process for training and hiring new part-time Deputies. Sheriff Jensen informed the Board that he would like to move away from using part-time Deputies. It was Mr. Jensen's opinion that individuals with a law enforcement degree are looking for full-time positions.

Commissioner Allen stated that he likes using part-time Deputies because he felt there is more latitude with part-time. It was Mr. Allen's opinion that if you are hiring part-time Deputies right out of college, you should expect that the part-time employees will eventually leave for full-time positions.

Sheriff Jensen reported that it's a shock on the budget to hire and train part-time vs. hiring full-time.

Mr. Allen commented that if he had heard lots of complaints regarding the Sheriff's Department or complaints about them not responding to calls, that he might be more likely to hire additional full-time Deputies, but he's not hearing that.

Commissioner Gray wanted to know if the Sheriff would also be asking for three additional squad cars if his request to promote three part-time Deputies to full-time status was approved.

Mr. Jensen confirmed that he would be asking for three new squad cars if the request to promote the part-time Deputies was approved.

Commissioner Peterson reported that he has been reviewing the budget information for the Sheriff's Office for the last five years and noted that the cost to operate that department over the last five years has remained relatively the same. Mr. Peterson stated that he could not see where the surplus was that the Sheriff keeps referring to. Commissioner Peterson noted that the only exception in the budget figures in the last five years was the installation cost for the ARMER system, other than that the Sheriff's budget has remained comparative from year to year.

Turn-over in the Sheriff's Office was discussed.

Commissioner Tjosaas stated that he concurs with Commissioner Allen's comments. It was Mr. Tjosaas' opinion that less bodies means less cost. Commissioner Tjosaas commented that he understands the cost concerns the Sheriff has, but there is going to be a cost associated with hiring part-time or full-time; no matter what. Mr. Tjosaas stated that turn-over is what it is, every entity has it. Commissioner Tjosaas commented that if the Board agrees to add three full-time Deputy positions and then finds that it isn't working; it's too hard to go back.

Request to Hire
Three Additional Full-
Time Deputies
Discussion -
Continued

Commissioner Erickson stated that it's a difficult decision to make. It was Mr. Erickson's opinion that the Sheriff has made a good case to support his request for additional Deputies and that with the additional help it will be easier to schedule. Commissioner Erickson reported that the problem he has with the request is the added cost, most of which would have to come from property tax dollars. Mr. Erickson discussed the size and number of employees in the Sheriff's Office and pointed out that it's the largest department in the county. Commissioner Erickson noted that the Sheriff's Department seems to have grown which is a concern to him. Mr. Erickson commented that there are also reasons why it is hard to say no to something that eases safety concerns. Commissioner Erickson reported that Dodge County is a growing county and with a growing county you will have a growing crime rate. Mr. Erickson noted that with more Deputies the Sheriff's Office can deal with more crime rate issues, although he was not concerned with the crime rate in the county. Commissioner Erickson stated that he has heard good things about the work and services provided by the Sheriff's Office. Mr. Erickson discussed the upcoming remodeling of the courthouse and the need for a full-time Deputy for security in the courthouse annex once the remodeling is done.

Commissioner Peterson commented that he didn't believe that they had to use a Deputy Sheriff to provide security in the courthouse annex.

Sheriff Jensen reported that a private security person cannot be armed and therefore cannot provide the type of security they would like for the courthouse annex.

Commissioner Erickson stated that he supports the Sheriff's request because he sees a need for additional Deputies down the road.

Commissioner Allen commented that security isn't the issue now, the Sheriff is asking for three patrol Deputies and then will be asking for another one a year from now. It was Mr. Allen's opinion that these are two different issues. Commissioner Allen pointed out that they haven't decided how they want to handle this request and that there may be another alternative that they don't know about. Mr. Allen stated that he doesn't see how hiring three Deputies now will work.

The Board was asked to vote on the Sheriff's request to promote three part-time Deputies to full-time status.

Request to Hire
Three Additional Full-
Time Deputies
Denied

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

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

Public Works
Committee Report

The Board reviewed the County Engineer's request to approve a truck weight letter.

Letter to Legislature
to Not Increase
Allowable Truck
Weights Supported

During the 2014 Legislative Session in St. Paul, a bill was introduced to increase heavy semi-truck size and weight limits for all of Minnesota. Road authorities are concerned about negative consequences with this, particularly for road safety as well as increased budgets for county/city road and bridge infrastructure repair.

The Highway Department has been contacted by an advocacy group to ad support to a letter requesting the legislature limit further expansion of allowable truck weights. Dodge County's roads and bridges are not designed to carry loads exceeding 80,000 pounds and infrastructure costs will climb significantly if heavier loads are permitted.

Included in the Board packet was a proposed letter to the legislature and a one-pager with additional information on the issue of increased loads.

The Board asked that the Administration Office draft a letter to the legislature in support of maintaining current truck size and weights limits and oppose legislation which would increase these for Minnesota roads.

The County Attorney left the meeting at 11:32 a.m. CDT.

County Attorney Left
Meeting

Commissioner Peterson 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 February 11, 2014 Dodge County Regional Railroad Authority meeting minutes as presented. *Motion adopted unanimously.*

02/11/14 RRA
Meeting Minutes
Approved

Motion by Erickson seconded by Gray to approve and authorize the February 25, 2014 Committee of the Whole meeting minutes as presented. *Motion adopted unanimously.*

02/25/14 Committee
of the Whole Meeting
Minutes Approved

Motion by Erickson seconded by Tjosaas to approve and authorize the February 25, 2014 meeting minutes as corrected on pages 59, 60 and 68. *Motion adopted unanimously.*

02/25/14 Meeting
Minutes Approved

Commissioners provided their agency reports. Commissioner Allen attended a Building Committee meeting. Commissioner Erickson attended a County Board meeting, a Core Committee meeting, an AMC Legislative Conference, a SDA meeting, a Dodge County Planning Commission meeting and a SCHA Quality Assurance Committee meeting.

Agency Reports

Commissioner Gray attended a County Board meeting, a Dodge County Historical Society meeting, a Local Government Conference, a Rail Transportation Forum teleconference, a DFO Redesign Committee meeting, an Ice Arena meeting and a Highway 14 Partnership meeting. Commissioner Peterson attended an Ice Arena meeting and an AMC Legislative Conference. Commissioner Tjosaas attended meetings with all of the Department Heads and a Semcac meeting.

Agency Reports -
Continued

Motion by Allen seconded by Gray to adjourn the meeting at 11:55 p.m. CDT.
Motion adopted unanimously.

Meeting Adjourned

The next meeting of the Dodge County Board of Commissioners will be held on March 25, 2014 at 9:30 a.m. CDT.

Next Regular Meeting

ATTEST:

RODNEY PETERSON
CHAIR, COUNTY BOARD

BECKY LUBAHN
DEPUTY COUNTY CLERK

DATED: