

**TUESDAY, MARCH 25, 2014**

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

**STATE OF MINNESOTA)  
DODGE COUNTY)**

**COUNTY ADMINISTRATION OFFICE  
MANTORVILLE, MN**

**2014-06 C.O.W.**

The Dodge County Commissioners met in Committee of the Whole March 25, 2014, in the Commissioner's Room at the Dodge County Courthouse Annex, Mantorville, MN, at 9:00 a.m. CDT. Chair Rodney Peterson opened the meeting at 9:00 a.m. CDT.

Meeting Convened

The Chair acknowledged those present:

Those Present

Members present:	John Allen	District #1
	Tim Tjosaas	District #2
	Rodney Peterson	District #3
	David Erickson	District #4
Members absent:	Steven Gray	District #5
Also present:	Jim Elmquist	County Administrator
	Becky Lubahn	Deputy County Clerk
	Eric Severson	Fair Board Representative
	Tom Franke	Fair Board Vice President
	Brian Klocke	Fair Board Representative
	Guy Kohnhofer	County Engineer
	Roger Friedt	Building Operations Supervisor

Included in the Board packet was a memo from the Building Operations Supervisor Roger Friedt which provided the Board with a fairgrounds first aid/restroom building project update.

Fairgrounds First  
Aid/Restroom  
Building Project  
Update

The last update was at the November 12, 2013 County Board meeting. Since then, the metal building was erected the second week of December. Fair Board members worked with the school Construction Tech students to install the metal for the ceiling, install plastic vapor barrier on the interior walls and ceiling, and add an additional board around the perimeter at the future floor level.

Request for proposals were asked for from local contractors for electrical and plumbing work in mid-December.

Winter, with very cold temperatures, set in early driving frost deeper than normal and with abundant snow had virtually stopped the project at the end of December. It was determined that they should wait until March to thaw the ground in the building in preparation for underground plumbing work and a poured concrete slab floor.

The plumbing and electrical contractors were identified by mid-January. The Fair Board selected Coy Borgstrom Electric for the electrical work and selected McGill Plumbing, Inc. for the plumbing work.

At this time the building contractor is scheduling heating equipment to be on site within one week. This will begin the process of thawing the ground in the building so the underground plumbing and concrete floor can be installed. The electrical contractor has not started which is causing some scheduling concerns for the school and students willing to learn about electrical construction. Construction will continue to be a coordinated effort and things should move more quickly as the weather warms up.

Fairgrounds First  
Aid/Restroom  
Building Project  
Update - Continued

Commissioner Gray arrived to the meeting at 9:03 a.m.

Commissioner  
Gray Arrived

Fair Board members Eric Severson, Tom Franke and Brain Klocke distributed a handout with a breakdown of the proposed bathroom/first aid building expenses. The following expenses were reviewed:

Fairgrounds First  
Aid/Restroom  
Building Project  
Update - Continued

Building	\$25,500
Remove Old Building	\$ 3,500
Fill for Site	\$ 1,170
Finish Interior	\$13,266
Insulation - Ceiling	\$ 572
Electrical Bid	\$ 3,644
Plumbing Bid	\$16,500
Stall Dividers and Doors	\$ 7,189
Towel Dispensers and Hand Dryers Misc.	\$ 1,490
Concrete with Labor	\$ 3,959
Port Potty	\$ 360
Sidewalk Between Buildings	\$ 2,000
Heating and Air Conditioning	\$ 5,800
Tape and Mud Sheriff's Office	\$ 1,000
Fee for Paulson Bid	\$ 283
Labor if School Can't Finish Project	\$ 4,000
Total	\$90,233

Eric Severson informed the Board that the figures they presented last year were their best guess estimates of what it would cost to complete the restroom/first aid building. Mr. Severson reported that they were really off on the plumbing estimate, the plumbing estimate came in \$20,000 more than the initial estimate and there will be an additional \$1,500 for a permit fee.

Also pointed out was that the proposed sidewalk wasn't included in the original bid.

Mr. Severson reported that \$4,000 has been figured into the final figure for labor if the school can't finish the project. The Fair Board is hopeful that they won't have to use this \$4,000.

Tom Franke discussed state codes as they apply to the plumbing and electrical work.

A memo from the Dodge County 4-H Horse Project was distributed, they would like to add onto the Horse Barn.

Horse Barn Project  
Update

The following information was presented in a memo from the Dodge County 4-H Horse Project.

Horse Barn Project  
Update - Continued

The Dodge County 4-H Horse Project wanted to provide the Board an update regarding their fundraising efforts for an addition to the horse barn at the fairgrounds. The 4-H Horse Project has started to fundraise in order to make a contribution to the Fair Board for a 40 feet addition to the existing barn.

Over the past several years the horse project has had to make a number of adjustments to the layout of the barn and because there aren't enough horse stalls there is an overflow of horses into the cattle barn. The set-up has changed significantly in order to accommodate five rows of stalls rather than four rows. By doing this they have reduced the aisle from approximately ten feet to six feet which creates a lot of congestion in the barn and safety issues for kids and horses getting in and out of the barn while spectators are coming through to see the horses.

The Dodge County 4-H Horse Project is proposing an addition to the barn of forty feet which would allow them to return to the wider aisles and to have a total capacity of 47 stalls. Their current barn maximum capacity is 33 stalls. The addition will offer them plenty of opportunity to grow as a project and also the ability to improve safety and spectator experience in the barn.

The Dodge County 4-H Horse Project received a couple of bids last summer in order to get an idea of the cost for the addition; the cost is estimated to be approximately \$19,000. The bid included reusing the existing door and adding onto the east end of the building. Fill has been added to the east end in order to accommodate the addition. A&A Electric and Underground has verbally committed to donate the electric work as long as it can be considered a tax deductible donation.

The horse project has raised \$12,000 and has plans to continue to raise money throughout 2014 and 2015. The Dodge County 4-H Horse Project recently held a Horse Barn Hoe Down and profited approximately \$6,000 from that event alone. They have a business directed fundraiser underway at this time and hope that this will produce another \$3,000 worth of donations. Each year the Horse Project runs a food stand at the Big Iron Classic and conservatively would anticipate the ability to put an additional \$3,500 towards the addition.

Additional revenue from bus rental will also be collected due to the additional space. Their hope is that with their contribution and some contribution from Fair Board that they could get approval from the Commissioners to move forward with plans to build the addition prior to the 2014 Dodge County Fair.

The size of the horse barn was discussed. It was noted that the current building is 60' x 80'.

Mr. Franke informed the Board that the cement slab between the livestock/bus barn and the horse barn is being replaced.

County Engineer Guy Kohlnhofer suggested that the Fair Board check with the State to make sure they don't need any additional permits for the horse barn upgrades that are being planned.

Mr. Franke informed the Board that they have applied for and received an Equal Share Grant in the amount of approximately \$10,500. This money will be used to make some updates to the pavilion ceiling, doors and windows.

Fairgrounds  
Projects Update

Mr. Franke thanked the Board for their \$15,000 allocation to the Fair Board for 2014 and noted that they are working towards paying their loans off.

Commissioner Gray inquired as to the type of vapor barrier that will be used in the new restroom. Discussion took place on vapor barrier options.

The Fair Board members were thanked for the update.

The Chair adjourned the meeting at 9:25 a.m. CDT.

Meeting Adjourned

**ATTEST:**

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RODNEY PETERSON  
CHAIR, COUNTY BOARD

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BECKY LUBAHN  
DEPUTY CLERK

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DATED: