

TUESDAY, APRIL 8, 2014

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

**STATE OF MINNESOTA)
DODGE COUNTY)**

**COUNTY ADMINISTRATION OFFICE
MANTORVILLE, MN**

2014-07 C.O.W.

The Dodge County Commissioners met in Committee of the Whole April 8, 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
Steven Gray District #5

Members absent: None

Also present: Jim Elmquist County Administrator
Becky Lubahn Deputy County Clerk
Guy Kohlnhofer County Engineer
Roger Friedt Building Operations
Supervisor
Greg Nelson Dodge County Historical
Society President

Dodge County Historical Society President Greg Nelson met with the Board to discuss a proposal for a parking lot at the Historical Society.

Dodge County
Historical Society
Parking Lot
Discussion

Mr. Nelson informed the Board that the Dodge County Historical Society (DCHS) is considering the possibility of installing a parking lot on the museum grounds in Mantorville, MN.

The Historical Society President reported that he is seeking the Board's advice, knowledge, and the county's possible participation in a parking lot project.

Mr. Nelson stated that he has spoken with some of the Board members in the past concerning this issue and believes that now is the time to revisit the idea. The DCHS has been able to improve the grounds greatly in the last few years and feels that the installation of a parking lot seems to be the next logical project.

The DCHS is proposing a parking area of approximately 30' deep and 48' wide that would start east of the alley and south of museum sidewalk area and continue south from there. There are a couple reasons for placing the parking lot there, one reason being that by doing so they can keep the ground cover of snow on the area directly west of the museum to hopefully prevent the sewer from freezing in the future. The other reason for this location choice is that the ground is more level in this area, this would allow for less dirt work prior to adding crushed rock.

Mr. Nelson reported that one complaint the DCHS has had in the past is that when someone comes and parks on the incline that many times their car door wants to close on them as they are trying to exit their vehicle. It was Mr. Nelson's opinion that they may need to build up some fill on the south end and cut it in on the north to keep it as level as possible. The DCHS President was unsure as to whether they would need a retaining wall on the south side, but they definitely don't want the fill washing down the alley. It was noted that the DCHS may also need an approach area to help keep this area level.

Dodge County
Historical Society
Parking Lot
Discussion -
Continued

It was reported that the DCHS hopes to be able to blacktop this area in the future.

The Historical Society President informed the Board that the DCHS wants to keep the area beautiful and inviting, and stop the damage to the lawn area during spring and other wet times, as well as allow a dedicated parking area as they continue to grow. The DCHS President stated that they would appreciate any ideas or assistance that the Board could provide them in order to see if they can make this vision a reality.

Mr. Nelson stated that he has been in contact with several people regarding the proposed parking lot project and had the following information to share with the Board:

- Mr. Nelson spoke with an excavator and received some ideas as far as amounts of fill and gravel that would be needed for the parking lot. The DCHS President believes it will take about ten yards of breaker run material and then about forty yards of crushed rock. It was suggested that they sub-cut the northern end about 8" and then fill the other end to level the parking area out, this would leave a minimum of 8" of rock. It is estimated that it would take about 16-20 yards of black dirt graded around to make the area mowable. The estimated cost to complete this work is \$2,700.00.
- The DCHS has been offered several limestone blocks from the Mantorville School to use as a retaining wall if they would like to use it.
- Mr. Nelson spoke with Building Operations Supervisor Roger Friedt about what they are hoping to do and was able to get some insight from him as far as steps to take.
- The DCHS President spoke with County Engineer, Guy Kohlhofer to see if there were any existing plans for a parking area at the museum. Mr. Kohlhofer indicated that he wasn't aware of any plans at this time. The County Engineer was able to share some further insights with Mr. Nelson as far as areas that should be addressed.
- Mr. Nelson has also been in contact with the City of Mantorville to find out about any requirements that they would have. The city stated that when a site plan was completed, it would then need to be submitted to them, they would have their Engineer review it and it would then proceed to the City Council for their approval.

Mr. Nelson reported that he appreciates the insight that everyone has given them regarding this potential project.

The DCHS President reported that what he needs to know is whether or not Dodge County will allow them to do the parking lot project on county property, and if so; what they would need to do to make it happen and if Dodge County was willing to provide them any assistance with this project.

Dodge County
Historical Society
Parking Lot
Discussion -
Continued

The DCHS has not committed to this project as of yet and are seeking to find out the feasibility of everything involved before getting bids or plans.

The County Engineer suggested that the Historical Society consider installing limestone pavers in the parking lot rather than asphalt.

It was agreed that the limestone pavers would fit nicely with the historical appearance of the city.

Commissioner Gray wanted to know how many parking spots would be available.

Mr. Nelson reported that there will be four parking spaces in the proposed parking lot.

Mr. Kohlnhofer informed the Board that the Highway Department has \$10,000 in its budget for parks and that some of this money could be used to sub-cut the proposed parking lot area and put in some compacted aggregate.

Commissioner Erickson discussed a process in which the Highway Department would have their employees complete the dirt/gravel work at the Historical Society with their equipment and then bill the county back for their time and equipment. The county could then decide that they would like to donate the Highway Department's time and equipment for this project.

The County Engineer reported that their cost for the proposed project would be fuel and aggregate.

It was Commissioner Allen's opinion that the County Engineer should draw up plans for the proposed parking lot, the plans should then be given to Mr. Nelson to submit to the City of Mantorville and then they could go from there.

Commissioner Gray commented that he likes the idea of recycling/reusing the old limestone from the old Mantorville School.

Commissioner Peterson asked the Building Operations Supervisor to comment on the request.

Mr. Friedt indicated that he has spoken with Mr. Nelson and that he doesn't have any issues with moving forward with the proposed parking lot project

Commissioner Peterson stated that the Board is very tight with county funds, however he was in favor of doing projects like this that help support communities in this way.

It was the consensus of the Board to ask the County Engineer to draw up plans for the proposed Historical Society parking lot and then give the plans to Mr. Nelson to submit to the City of Mantorville.

Mr. Nelson briefly discussed with the Board other projects that are taking place at the Historical Society.

Dodge County
Historical Society
Projects Discussed

The Board thanked Mr. Nelson for the update.

The Chair adjourned the meeting at 9:23 a.m. CDT.

Meeting Adjourned

ATTEST:

RODNEY PETERSON
CHAIR, COUNTY BOARD

BECKY LUBAHN
DEPUTY CLERK

DATED: