

**TUESDAY, AUGUST 19, 2014**

**APPROVED MINUTES OF THE  
COUNTY BOARD OF COMMISSIONERS SPECIAL SESSION HELD**

**STATE OF MINNESOTA)  
DODGE COUNTY)**

**FARIVIEW CARE CENTER  
DODGE CENTER, MN**

**2014-05 Special**

The Dodge County Board of Commissioners met in special session August 19, 2014, at the Fairview Care Center, Dodge Center, MN, at 10:00 a.m. CDT. Chair Rodney Peterson called the County Board of Commissioners meeting to order at 9:30 a.m. CDT.

Meeting Convened

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

Those Present

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

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

Agenda Approved

The Board discussed the Human Services Directors request to close out the Imprest Fund. On October 11, 2011 Human Services received Board approval to have an imprest funds account in the amount of \$300.00 established. It is used for their employees to access cash in advance, if needed, to pay for expenses while attending mandatory training out of town. On February 12, 2013 the Board approved the request to increase the fund to \$600.00. Fiscal Supervisor Shelley Koen is the custodian of this fund. Due to the combination of Ms. Koen going on a military leave of absence and Human Services merging into MN Prairie, Human Services is requesting this fund be closed. The \$600.00 cash on hand will be returned the original fund.

Human Services  
Imprest Fund  
Closure Approved

Motion by Gray seconded by Erickson to approve and authorize the closure of the Human Services Imprest Fund on or before August 31, 2014. Also included in the motion was authorization to return the \$600 cash on hand to the original fund.  
*Motion adopted unanimously.*

County Administrator Jim Elmquist discussed with the Board the first draft of the 2015 budget. Mr. Elmquist explained that the current projections show a considerable increase from 2014 to 2015, but with the understanding that the budget will see considerable reductions prior to the preliminary certification date in September. The County Administrator explained the debt load increase into 2015 and noted that Highway needs and Human Services cost are also "drivers" into the 2015 budget. Mr. Elmquist also explained that CPA is not reflected in current projections and reported that the county will see an approximate \$100,000 decrease in CPA for 2015. Several topics were also discussed: Highway sales tax options, financing the wall project on Highway 57 next to the courthouse, and debt financing considerations.

2015 Budget  
Discussion

Commissioner Peterson stated that with the understanding the debt load on the new project is going to increase, departments should understand this will be an underlying issue when evaluating individual budget increases. Department Heads should also understand that considerable expenditure increases to the individual department budgets will be of concern.

2015 Budget  
Discussion -  
Continued

Elmquist stated he will deliver a more completed outlook of the budget for the Board's review that will include departmental memorandums in the next available draft.

Motion by Gray seconded by Erickson to adjourn the meeting at 10:01 a.m. CDT.  
*Motion adopted unanimously.*

Meeting Adjourned

**ATTEST:**

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RODNEY PETERSON  
CHAIR, COUNTY BOARD

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JIM ELMQUIST  
CLERK

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DATED: