

TUESDAY, SEPTEMBER 8, 2014

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

**STATE OF MINNESOTA)
DODGE COUNTY)**

**COUNTY ADMINISTRATION OFFICE
MANTORVILLE, MN**

2014-06 Special

The Dodge County Board of Commissioners met in special session September 8, 2014, in the Commissioner's Room at the Courthouse Annex, Mantorville, MN at 1:00 p.m. CDT. Chair Rodney Peterson called the County Board of Commissioners meeting to order at 1:00 p.m. CDT.

Meeting Convened

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

Those Present

Members present:	Tim Tjosaas	District #2
	Rodney Peterson	District #3
	David Erickson	District #4
	Steven Gray	District #5
Members absent:	John Allen	District #1
Also present:	Jim Elmquist	County Administrator
	Lisa Kramer	Finance Director
	Jim Jensen	Sheriff
	Guy Kohlnhofer	County Engineer
	Mark Gamm	Environmental Services Director
	Ryan DeCook	Director of Land Records

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

Agenda Approved

Sheriff Jim Jensen presented his 2015 Sheriff's budget. Mr. Jensen provided detail on many items within his budget which included: state aid and police protection contract revenue, expenses relating to the Steele County Jail Contract, prisoner medical costs, and capital. Mr. Jensen stated that one item particularly difficult to predict annually is overall jail usage and the challenge in determining the number of inmates within the system on a daily basis. The Sheriff stated that in past years, he has budgeted for just over eleven inmates per day but for 2015 he is planning for approximately sixteen inmates per day based on 2014 trends. Mr. Jensen's budget reflects a request of an additional 9% in levy in relation to his 2014 budget but described much of the increase is based on his request for four unmarked squad cars and three Motorola MCC7500 Dispatch consoles. The consoles need to be upgraded by 2016 as there will be upgrades to the state ARMER Towers and the current consoles will not be able to interface with the new technology.

2015 Sheriff's
Office Budget
Presentation

The Board asked how much available funds could be used from the E911 fund balance as it would seem a logical use for this type of capital expense.

Mr. Jensen stated there is a balance available but it would not be advised to use the full balance as the fund pays for ongoing operational costs.

The County Administrator stated the current available balance is approximately \$230,000.

2015 Sheriff's
Office Budget
Presentation -
Continued

The Board asked staff to provide a report at an upcoming meeting recommending an advisable use of the fund with the understanding that some of the money will be encumbered for operations. The Board also asked Mr. Jensen to provide year and mileage information for each vehicle he intends to replace in 2015. It was stated there would not be a decision at this meeting as to the funding of capital and other expenses for 2015. The Board thanked Mr. Jensen for his report.

County Engineer Guy Kohlnhofer presented the 2015 Highway budget. The County Engineer explained that much of his capital has been removed in this draft of the budget along with changes relative to other line items. Mr. Kohlnhofer stated he no longer is asking for county levy dollars to fund the loader as he is recommending it be financed with Highway fund balance. The County Engineer stated that he continually needs to ensure his fund balance does not go below the recommended \$1 million dollar amount but with his current balance at just over \$1.7 million, he would be able to fund the loader and maintain a healthy balance. Mr. Kohlnhofer stated he is also funding the County Road O Bridge with Wheelage Tax funds which would provide for no levy impact on the budget.

2015 Highway
Department Budget
Presentation

The Board questioned the use of these funds as the Board in its approval of the Wheelage Tax for 2013 asked it only be used to fund non-state aid county roads. With bridges having potential bonding dollars eligible for funding from the state, this wouldn't be an appropriate use of the tax per Board directive. The option of using Wheelage Tax dollars for the County Road O Bridge project would be removed from further consideration.

Mr. Kohlnhofer stated he is asking for \$250,000 in gravel money as well as \$20,000 for weed spraying in 2015. The County Engineer commented that if the Board were to choose, those budgets could be reduced but it would likely have a detrimental effect on roads and ditches.

Mr. Kohlnhofer was thanked for his presentation.

The Board briefly discussed personnel increase requests from the Department of Land Records and Building Maintenance. Director of Land Records Ryan DeCook and Building Operations Supervisor Roger Friedt were available to answer questions.

Personnel Increase
Requests
Discussed

Motion by Erickson seconded by Tjosaas to adjourn the meeting at 3:26 p.m. CDT. *Motion adopted unanimously.*

Meeting Adjourned

ATTEST:

RODNEY PETERSON
CHAIR, COUNTY BOARD

JIM ELMQUIST
CLERK

DATED: