

TUESDAY, JANUARY 27, 2015

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

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

**COUNTY ADMINISTRATION OFFICE
MANTORVILLE, MN**

2015-03

The Dodge County Commissioners met in regular session January 27, 2015, in the Commissioner's Room at the Dodge County Courthouse Annex, Mantorville, MN, at 5:00 p.m. CST. Chair John Allen called the meeting to order at 5:00 p.m. CST.

Meeting Convened

The pledge of allegiance was recited.

Pledge of Allegiance

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 Clerk |

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

Agenda Approved

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

Consent Agenda
Item Approved

- 1.1 The Highway Department to advertise for the 2015 Seal Coat project and set a bid opening date of March 3, 2015 at 11:00 a.m.

Motion adopted unanimously.

Zoning Administrator Melissa DeVetter provided the Board with an Annual County Feedlot Officer and Performance Credit Report.

Annual County
Feedlot Officer &
Performance Credit
Report Approved

Ms. DeVetter informed the Board 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 1, 2014 – December 31, 2014. Dodge County exceeded its required compliance inspection rate for the year 2014. As of today's date, the performance review with MPCA staff has not yet been completed, but results of the review will be brought before the County Board when they become available.

The Zoning Administrator informed the Board the report needs to be submitted prior to February 1, 2015.

Annual County
Feedlot Officer &
Performance Credit
Report Approved -
Continued

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

The Zoning Administrator discussed with the Board her request to approve a Planning Commission appointment.

Planning
Commission
Representative for
Wasioja/Concord
Township
Appointment
Approved

Mr. DeVetter reminded the Board that Jon Balzum, Planning Commission representative for Wasioja/Concord Township, resigned from the positions at the end of his term effective December 31, 2014. At this time, there are three individuals who have expressed interest in filling the vacancy for this position. Included in the Board packet were letters of interest from three individuals, Dave Hanson, Corky Buckingham and William Rohwer. The Zoning Administrator noted once appointed, the new member's term will expire on December 31, 2017.

It was suggested that Commissioner Gray visit with the three individuals and make a recommendation since Wasioja and Concord were in his district.

Also pointed out was that typically there would only be one person interested in serving on the Planning Commissioner; however with this particular vacancy there were three individuals interested in the opening.

Commissioner Gray reported he approached the two townships regarding the opening and received no input from either regarding vacancy.

Corky Buckingham and Dave Hanson were both present and were asked to provide a brief background and explain why there were interested in the opening.

Mr. Buckingham informed the Board he has served as the Clerk for Concord Township, has served on the Concord Zoning Board, knows the area, grew up in the area and has a real estate background.

Commissioner Gray reported that in the course of the search for a Planning Commission replacement he was contacted by three people who called in support of appointing Corky Buckingham to the Planning Commission.

Mr. Buckingham briefly discussed his involvement in the community.

Commissioner Gray wanted to know what Mr. Buckingham's current interests were.

Mr. Buckingham commented that he's interested in the state setbacks which will affect the county. Mr. Buckingham informed the Board he didn't have an agenda but felt the county needed someone on the board with some knowledge of planning and zoning issues and someone that would come in with an open mind.

Mr. Gray wanted to know what Mr. Buckingham's feelings were regarding the confinement buildings which are located a quarter of a mile away from his residence.

Planning
Commission
Representative for
Wasioja/Concord
Township
Appointment
Approved -
Continued

Mr. Buckingham informed the Board the confinement building is out of compliance and it isn't policed.

Commissioner Erickson noted Concord Township has their own Zoning Board which would be responsible for policing any non-compliance issues with this particular building.

The Board thanked Mr. Buckingham for the information.

Dave Hanson commented he knows Corky Buckingham and thinks he would be a good man for the position.

Mr. Hanson informed the Board he has a great deal of Extension experience. Dave Hanson discussed his knowledge of the Dodge County Zoning Ordinance and his experiences with zoning issues/changes in his time as a County Commissioner. Mr. Hanson indicated he still has an interest in planning and zoning in Dodge county. Dave Hanson stated it is important to maintain the rural Dodge County image.

Commissioner Gray reported Dave Hanson has an education background that might be of assistance to the county. Mr. Gray informed the Board that he has been acquainted with Mr. Hanson since the 70's and he will not vote on the appointment if the Board feels this is a conflict of interest.

Some of the Board members felt the appointment was Commissioner Gray's decision since the individual will serve in his area.

It was noted William Rohwer had also expressed an interest to serve on the Planning Commissioner Board, however he was not in attendance at the meeting tonight.

Commissioner Erickson reported he knows Mr. Rohwer and shared a little background information on William Rohwer and his recent feedlot request. Mr. Erickson noted Mr. Rohwer is a young farmer who farms with his dad and raises hogs.

Motion by Peterson seconded by Tjosaas to appoint Corky Buckingham to serve as the representative for Wasioja/Concord Townships to fill the vacancy on the Dodge County Planning Commission. This appointment term ends December 31, 2017. *Motion adopted unanimously.*

Mr. Peterson commented he knows Mr. Buckingham and Mr. Hanson and felt both were well qualified for the vacancy.

Commissioner Tjosaas suggested that in the future individuals wanting to serve on various county appointed committees be required to fill out some type of formal application so the Board has more information on the individuals applying. Mr. Tjosaas reported the City of Kasson has an application the county can use as an example to create such a form.

Taxpayer Services Director Rose Culbertson reviewed bills with the Board.

Bills Approved

Ms. Culbertson informed the Board a payment to Erdman's County Market on page 9 for \$35.99 is being pulled.

Also pointed out was that a payment of \$43.94 on page 17 to Joshua Smith will be corrected to read \$44.31.

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

| | | |
|----|----------------------------|---------------|
| 01 | Revenue Fund | \$ 110,191.99 |
| 13 | Road and Bridge Fund | \$ 48,020.17 |
| 16 | Environmental Quality Fund | \$ 143,335.15 |
| 32 | County Capital Projects | \$ 12,246.17 |
| 37 | Debt Fund – County Go | \$ 532,221.88 |
| 80 | Agency Fund | \$ 498.00 |
| 83 | Forfeit Land Fund | \$ 25.00 |
| | Total | \$ 846,538.36 |

Motion adopted unanimously.

Finance Director Lisa Kramer presented for the Board's review a request to adopt a Post-Issuance Compliance Procedures for Tax-Exempt Bonds.

Post-Issuance
Compliance
Procedures for Tax-
Exempt Bonds
Adopted

Ms. Kramer reported that in order for Dorsey & Whitney LLP to file IRS form 8038-G for the 2014A bond issue, the county needs to adopt post-issuance compliance procedures. The procedures listed are standard and have been adopted for the county's prior bond issues.

Motion by Erickson seconded by Gray to adopt the proposed Post-Issuance Compliance Procedures for Tax-Exempt Bonds. *Motion adopted unanimously.*

The Finance Director discussed with the Board her request to approve an OpenGov – Budget Webservice Contract.

OpenGov – Budget
Webservice
Contract Discussion

Mr. Kramer reported that late last year she was approached by OpenGov with a product they have for local governments. Essentially they take the county's budget data and build a very user friendly presentation that can be accessed by the general public. The county can link to it from its website and it allows citizens to see 'real-time' data about the money the county takes in and the money that is spent.

The Finance Director informed the Board it all sounded good, but when she saw the demo she was more than impressed, so she asked Jim Elmquist to view a demo also. The County Administrator was as impressed as she had been with the product. Mr. Elmquist signed the contract for the county's first year of OpenGov at the end of December because they found out that in 2014 the county's first year would cost \$6,500, but if the county waited and entered into the contract in 2015 the first year investment would be \$15,625. This is why the County Administrator and Finance Director chose to move forward in December.

Ms. Kramer shared a short presentation from OpenGov so the Board could see what they have to offer and how it will assist the county in being as transparent as possible with the citizens of Dodge County.

OpenGov – Budget
Webservice
Contract Discussion
- Continued

Commissioner Peterson commented he doesn't like it, he felt the county could provide this information on their own.

The Finance Director informed the Board the county doesn't have the expertise to provide this type program and if the county were able to come up with something, the information couldn't be manipulated like the information which is offered through the OpenGov program.

Brief discussion took place on the utilization of the county's external web page.

Commissioner Gray reported he uses the county web site on a weekly basis.

Ms. Kramer stated she feels the OpenGov product will be a good internal and external tool.

Emergency Management Director Matthew Maas met with the Board to discuss a proposed Radiological Emergency Preparedness Grant.

Radiological
Emergency
Preparedness Grant
Accepted

Mr. Maas reported that Dodge County falls within the 50 air mile radius (ingestion pathway) of the Prairie Island Nuclear Plant in Redwing. Being inside the ingestion pathway, Federal regulations require that all counties have a plan outlining their responsibilities in the event of a nuclear plant incident. Each county must attend training every eight years as well. This year Dodge County will be participating in that training and updating its emergency plan. Dodge County has been awarded a grant by Minnesota Homeland Security and Emergency Management to fund this training and plan updates. This grant is for \$6,000.00.

Motion by Peterson seconded by Tjosaas to approve and authorize the Chair and County Administrator to sign and accept the proposed Radiological Emergency Preparedness Grant Agreement. *Motion adopted unanimously.*

The Emergency Management Director presented for the Board's consideration a Region One – Southeast Minnesota Homeland Security and Emergency Management Joint Powers Agreement.

Region One –
SEMN HSEM Joint
Powers Agreement
Amendment
Approved

For several years now, Dodge County has been a member of the Region One – Southeast Minnesota Homeland Security and Emergency Management Joint Powers Board. This Board is the recipient of multiple Federal and State grants to increase and support Southeast Minnesota's response capabilities.

This Joint Powers Board has been comprised of the sixteen counties in southeast Minnesota, but has recently voted to include the City of Rochester and the Prairie Island Indian Community. With that change, the Joint Powers Agreement needed amendment to include those two entities. This agreement was amended by the Fillmore County Attorney and the City of Rochester's Attorney. Upon the completion of the amendments Mr. Maas did have the Dodge County Attorney review it. Mr. Kiltinen did give his approval of the agreement.

Motion by Gray seconded by Erickson to approve and authorize the Chair, County Administrator and County Attorney to sign the amended Region One – Southeast Minnesota Homeland Security and Emergency Management Joint Powers Agreement. *Motion adopted unanimously*

Region One –
SEMN HSEM Joint
Powers Agreement
Amendment
Approved -
Continued

Mr. Maas reviewed with the Board his request to approve the proposed MSpace Maintenance Agreement.

MSpace
Maintenance
Agreement
Approved

The Emergency Management Director informed the Board the county has a very useful video conferencing system which is currently located at the Highway department. This system allows the county to connect with other state and counties for meeting, trainings, and in emergency situations.

Mr. Maas stated it is time to renew the county’s annual maintenance contract on this equipment.

Motion by Erickson seconded by Peterson to approve and authorize the Chair to sign the proposed maintenance contract with MSpace for the video conferencing system at the Highway Department. *Motion adopted unanimously.*

The meeting was recessed at 6:05 p.m. CST.

Meeting Recessed

The meeting was reconvened at 6:10 p.m. CST.

Meeting
Reconvened

Sheriff Scott Rose discussed with the Board his request to purchase three new patrol vehicles and Administrative vehicles.

Sheriff’s Office
Vehicle Purchase &
Vehicle Allowance
Approved

The Sheriff reported his office would like to order our three new patrol vehicles which were approved in this year’s budget. The Sheriff’s Office 2015 budget includes \$146,250 for three squads (\$48,750 per vehicle). Included in the Board packet was a summary detail of the Sheriff’s Office anticipated costs per vehicle to purchase and outfit. Mr. Rose pointed out the anticipated costs come in well under budget.

The Sheriff noted that due to one administrative vehicle being cut from the 2015 budget, and their office being asked to give one of their better vehicles to the Emergency Management Director, this put their department short two administrative vehicles; one for the Sheriff and one for Chief Deputy Leonhardt. Pending Board approval for an additional Investigator, the Sheriff’s Office will also be short a third administrative vehicle.

Mr. Rose included in the Board packet a narrative discussing the purchase of the new patrol vehicles, their administrative vehicle needs and the options they believe are appropriate for satisfying these needs.

The Sheriff's Office would like approval to purchase the following:

| | |
|--------------------------|---------------------------------------|
| 2015 Chevrolet Tahoe PPV | \$34,502.51 (state bid price) |
| Equipment and graphics | <u>\$ 4,000.00</u> |
| Total Investment | \$38,502.51 |
| Difference/Surplus | \$10,247.49 per vehicle (\$30,742.47) |

Sheriff's Office
Vehicle Purchase &
Vehicle Allowance
Approved -
Continued

The installation of the above equipment by L&L Street Rods in Kasson will be approximately \$2,125.00.

By reusing some existing equipment and going back to our original vendor for service, their budget per vehicle leaves them a surplus of \$30,742.47.

Administrative vehicle needs were listed as follows:

The Sheriff's Office would like to use the surplus funds from their vehicle budget above to purchase a 2015 Dodge Ram Crew Cab 4WD Pickup for the Chief Deputy. State bid price is approximately \$25,500.00 with some revisions to the fleet equipment list. This will also provide them with a 4x4 pickup if needed for patrol, events, etc.

The Sheriff is request a vehicle allowance for \$695 per month for an administrative vehicle for himself. Mr. Rose will provide a new vehicle, insurance, and fuel. The department will install lights and radio. Any damage to vehicle while on duty will be paid for by department. The Sheriff's Office has funds available from the sale of the old Impalas that could be used to fund this allowance. Olmsted County has offered this program in the past with Sheriff administrative vehicles.

The Sheriff's Office plans to use one of the old Impalas being replaced as an administrative vehicle to get by for 2015. Mr. Rose commented that while this certainly isn't the ideal type of vehicle for this position, it will get them by until they can budget for a pre-owned replacement vehicle in 2016.

The Sheriff summarized that what they are asking the Board for is approval to order three 2015 Tahoe's and one 2015 Dodge Ram Pickup. This will still leave them a surplus in their vehicle budget of around \$5,000.00. They are also looking for approval for a vehicle allowance for a Sheriff administrative vehicle.

Commissioner Erickson suggested that Emergency Management reimburse the Sheriff's Office for the vehicle that will be moved from the Sheriff's Office to Emergency Management.

The Building Operations Supervisor will be asked to come up with a fair value for the vehicle that will be transferred from the Sheriff's Office to Emergency Management.

The Board further discussed the Sheriff's request for a vehicle allowance. The Administration Office will work with MCIT to work out any insurance issues/concerns. It was noted the cost for insurance on a vehicle for the Sheriff was unknown at this time.

Motion by Erickson seconded by Tjosaas to approve and authorize the Sheriff’s Office to order three 2015 Tahoe’s at a cost of approximately \$34,502.51 off the state bid and one 2015 Dodge Ram Pickup at a cost of approximately \$25,500.00 off the state bid. Also included in the motion was authorize for a vehicle allowance of \$695.00 per month for the Sheriff and the Sheriff’s Office to be reimbursed by the Emergency Management fund for the vehicle that is being transferred from the Sheriff’s Office to the Emergency Management Director. *Motion adopted unanimously.*

Sheriff’s Office
Vehicle Purchase &
Vehicle Allowance
Approved -
Continued

Commissioner Allen stated he appreciated the input the Board received from the Sheriff at the last meeting in regards to alternative funding options for the administrative vehicles.

County Administrator Jim Elmquist presented the Personnel Agenda for the Board’s consideration.

Personnel Actions
Reviewed

Commissioner Erickson asked that item E.5 be pulled and acted on separately.

Motion by Erickson seconded by Peterson to pull item E.5 from the personnel agenda to be acted on separately. *Motion adopted unanimously.*

Personnel Action
E.5 Pulled

Motion by Tjosaas seconded by Peterson to approve the following personnel actions:

Personnel Actions
Approved

A. Administration

A.1 Roger Friedt – Building Operations Supervisor
No longer employed.
Effective Date: 4/03/15

A.2 Facilities and Fleet Manager – 1.0 FTE
Authorization to post and fill vacancy with updated job description.
Effective Date: 1/27/15

B. Environmental Services

B.1 Mary Greening – Administrative Assistant
Step increase from B23 step 2 \$20.45 to B23 step 1 \$21.07.
Effective Date: 2/28/15

B.2 Chad Knudson – Environmental Technician
Authorization to employ at B31 step 6 \$19.73 to fill vacancy.
Effective Date: 1/28/15

C. Highway

C.1 Jessica Brennan – Administrative Assistant
Status change from .85 FTE to .80 FTE.
Effective Date: 1/01/15

C.2 Tom Anderson – Highway Mechanic
Step increase from B23 step Hire \$20.66 to B23 step 1 \$21.75.
Effective Date: 2/01/15

D. Public Health

D.1 Heather Angell – Public Health Nurse I
Step increase from C42 step 2 \$27.51 to C42 step 1 \$28.34.
Effective Date: 10/15/14

D.2 Consuelo Ricardez – Interpreter
No longer employed.
Effective Date: 1/09/15

- D.3 Christine Handley – Public Health Nurse I
Status change from .80 FTE to .70 FTE.
Effective Date: 1/01/15
- D.4 Amber Converse – Public Health Dietitian
Status change from .45 FTE to .40 FTE.
Effective Date: 1/01/15
- D.5 Gail Hester – Interim Business Administrator
Authorization for temporary wage increase of \$2.00/hour due to higher level responsibility in the absence of a Public Health Director.
Effective Date: 1/21/15
- D.6 Interim Nursing Supervisor –
Authorization to post a fill Interim Nursing Supervisor position in the absence of a Public Health Director with a temporary wage increase of \$2.00/hour.
Effective Date: 1/28/15
- E. Sheriff’s Office**
- E.1 Jeff Brion – Deputy
Step increase from C41 step 60 \$26.24 to C41 step 72 \$26.87.
Effective Date: 10/31/14
- E.2 Ashley Bjornson – Records Clerk
Authorization to employ at B21 step 7 \$15.40 to fill vacancy.
Effective Date: 2/17/15
- E.3 Nicole Bacigalupo – 911 Dispatcher
Step increase from B22 step 1 \$16.53 to B22 step 2 \$17.01.
Effective Date: 12/26/14
- E.4 Shannon Johnson – 911 Dispatcher
Step increase from B22 step 1 \$16.53 to B22 step 2 \$17.01.
Effective Date: 12/26/14

Personnel Actions
Approved -
Continued

Motion adopted unanimously.

The Board further discussed the Sheriff’s request to hire a third Investigator.

Personnel Action
E.5 Approved

Commissioner Allen wanted to know how many FT’s the Sheriff has now and how many have been added.

Sheriff Rose shared the following 2013-2015 information with the Board:

| Position | 2013 | 2014/2015 | 2015 | 2015+/- | Position Yet To Be Filled |
|--------------------|------|-----------|------|---------|-------------------------------------|
| Sheriff | 1 | 1 | 1 | 1 | |
| Chief Deputy | 1 | 0 | 1 | 1 | |
| Captain | 1 | 1 | 1 | 1 | |
| Investigators | 2 | 2 | 1 | 3 | |
| Sergeants | 4 | 4 | 4 | 4 | |
| FT Patrol | 13 | 14 | 14 | 13 | |
| FT Dispatch | 9 | 8 | 8 | 8 | 1 Supervisor |
| Records | 4 | 3 | 4 | 4 | |
| Department’s FTE’s | 35 | 33 | 34 | 35 | This puts them at +1 FTE from 2013. |

- 2013 numbers are prior to the Chief Deputy being fired.
- 2014/2015 numbers include a new patrol hire and a vacancy with the Lead Dispatcher and a Records vacancy.

- 2015+/- numbers include a third Investigator and filling the Records vacancy position.
- The last FTE to be filled is the Dispatch Supervisor position, which is months out due to staffing.

Personnel Action
E.5 Approved -
Continued

Discussion took place on the potential cost of the new Investigator position. The Sheriff and County Administrator estimated the cost for hiring a third Investigator would be around \$85,000 with benefits.

Commissioner Peterson commented he would prefer that the Sheriff's Office get settled into their new positions and then determine whether or not there is a need for an additional Investigator.

Sheriff Rose stated because he has been in the Investigator position for the last four years he already knows that the Sheriff's Office needs another Investigator to handle the work load. The Sheriff reiterated there's been a considerable increase in the amount of Child Protection and Domestic Abuse cases that are referred to the Investigators for review. Since 2012, Social Services has added 3-4 case workers to handle this increased caseload on their end while the Sheriff's Office has been handling the increased case load with the same number of Investigators for the past ten years.

Commissioner Peterson commented they would like to give the Sheriff's Office everything they have asked for, but he also needs to consider the budget ramifications.

Commissioner Erickson noted they could postpone the decision on this request and determine at a later date the need for the new position.

Sheriff Rose discussed training options that are now available to the two incoming Investigators and his desire to have them train along with two new Investigators in the Olmsted County Sheriff's Office.

Commissioner Peterson discussed the possibility of hiring a part-time Investigator instead of a full-time Investigator or working with other entities and using those types of resources.

The Sheriff reported they already use these types of resources when working with the Task Force.

It was Commissioner Tjosaas' opinion the county needs to be proactive since they know things are coming at them and they need to be ready to deal with those changes.

Commissioner Allen stated he struggles with this request, but he wants the new Sheriff and everyone in that office to be able to get off on the right foot. Mr. Allen commented he understands that it may be overwhelming for the new Sheriff now, but he also felt that Sheriff Rose has good support in his office. Commissioner Allen reported he doesn't like the idea of adding additional people but will give them the benefit of the doubt that they'll be able to come up with some savings to support the cost of the new position.

Motion by Tjosaas seconded by Peterson to approve the following personnel action:

Personnel Action
E.5 Approved -
Continued

- E.5 Investigator – 1.0 FTE
Authorization to post and fill new position.
Effective Date: 1/28/15

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

County Administrator Jim Elmquist presented for the Board’s consideration a Vehicle Memorandum of Understanding.

Memorandum of
Understanding with
MnPrairie for
Vehicle Use
Approved

Included in the Board packet was a Memorandum of Understanding from MnPrairie for vehicle use if an SDA employee needs to use a county owned vehicle in lieu of a MnPrairie vehicle. This is consistent with what the county charges DFO for use of our vehicles so to this end, the County Administrator has no objections to the proposal. Of note, this will be discussed on the SDA agenda earlier in the day so if an issue arises, it will be brought to the Board meeting.

Motion by Tjosaas seconded by Peterson to approve and authorize the Chair to sign the proposed Memorandum of Understanding between Minnesota Prairie County Alliance and Dodge County for vehicle use. *Motion adopted unanimously.*

Commissioner Tjosaas left the meeting at 6:52 p.m. CST.

Commissioner
Tjosaas Left
Meeting

Commissioner Erickson presented a summary of the Public Safety Committee report.

Public Safety
Committee Report

The Board reviewed the Drug Court Coordinator’s request to approve an Erdman Charitable Board donation.

Drug Court Donation
Approved by
Resolution
#2015-02

The Erdman Charitable Board recently donated four \$15.00 gift certificates that will be used as incentives for Dodge County Adult Drug Court graduates.

Commissioner Erickson offered the following resolution (#2015-02), seconded by Commissioner Peterson:

Drug Court Program Donation

WHEREAS, the Dodge County Drug Court receives donations from time to time from individuals and/or organizations; and

WHEREAS, Drug Court wishes to accept these donations and utilize them for the purpose of incentives for Dodge County Drug Court participants; 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.

Drug Court Donation
Approved by
Resolution
#2015-02 Continued

NOW THEREFORE BE IT RESOLVED, that the Dodge County Board of Commissioners hereby accept the following donation to be used for incentives for participants of the Dodge County Drug Court Program:

Erdman Charitable Board - \$15.00 gift certificates (four)

Resolution adopted unanimously.

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

Administration
Committee Report

Motion by Erickson seconded by Peterson to approve and authorize the January 13, 2015 Committee of the Whole meeting minutes as presented. *Motion adopted unanimously.*

01/13/15 Committee
of the Whole
Meeting Minutes
Approved

Motion by Gray seconded by Erickson to approve and authorize the January 13, 2015, meeting minutes as presented. *Motion adopted unanimously.*

01/13/15 Meeting
Minutes Approved

Commissioners provided their agency reports. Commissioner Allen attended a Township Officers meeting, an EDA meeting, Steele County/Dodge County Nursing meeting, a Public Health meeting and a COG meeting. Commissioner Erickson attended a Dodge County Township Officers meeting, a retirement party for Peggy Espey, a Fairview Care Center meeting, a Community Health Joint Powers Board meeting, a Drug Court Steering Committee meeting, a Dodge County Task Force meeting and a construction meeting. Commissioner Gray attended a regular County Board meeting, a construction tour, a Dodge County Township Officers meeting, two Dodge Refreshed meetings, a Dodge County Historical Society meeting, a retirement party for Peggy Espey, a Fairview meeting, an Olmsted County Corrections Task Force meeting, a Healthy Living Expo, a Dodge County Corrections Task Force meeting and Dodge/Steele Joint Powers Board Public Health meeting. Commissioner Peterson attended a Public Health Joint Powers Board meeting, a Dodge County Soil and Water Conservation meeting, a Radio Board Teleconference, a SE MN Water Board meeting and a Township Association meeting. Commissioner Tjosaas attended a MnPrairie meeting, a retirement open house for Peggy Espey, a Fairview meeting, a Dodge/Steele Community Health Board meeting, an EDA meeting, a South Central HRC meeting and a MnPrairie meeting.

Agency Reports

The County Administrator provided the Board with an administrative update.

County
Administrator
Update

Motion by Peterson seconded by Erickson to adjourn the meeting at 7:14 p.m. CST. *Motion adopted unanimously.*

Meeting Adjourned

The next meeting of the Dodge County Board of Commissioners will be held on February 10, 2015 at 9:30 a.m. CST.

Next Regular Meeting

ATTEST:

**RODNEY PETERSON
CHAIR, COUNTY BOARD**

**BECKY LUBAHN
DEPUTY CLERK**

DATED: