

**TUESDAY, MAY 12, 2015**

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

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

**COUNTY ADMINISTRATION OFFICE  
MANTORVILLE, MN**

**2015-10**

The Dodge County Commissioners met in regular session May 12, 2015, in the Commissioner's Room at the Dodge County Courthouse Annex, Mantorville, MN, at 9:30 a.m. CDT. Chair John Allen called the meeting to order at 9:30 a.m. CDT.

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
	Paul Kiltinen	County Attorney

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

Agenda Approved

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

Consent Agenda  
Items Approved

- 1.1 Awarding small bituminous project for paving Government Services Building parking lot to Rochester Sand and Gravel in the amount of \$96,557.87 with County Engineer authorized to approve change orders and supplemental agreements up to 10% of the contract amount.
- 1.2 County to enter into Lease Agreement with Luke Elias for county owned property south of Demolition Landfill and authorize the Environmental Service Director to sign the agreement on behalf of the county.

*Motion adopted unanimously.*

Environmental Services Director Mark Gamm and Water Program Manager Dean Schrandt presented for the Board's consideration a PowerPoint presentation on nitrogen in Dodge County ground and surface waters.

Dodge County  
Ground and Surface  
Water Presentation

The presentation was in response to a recent request from the County Board for pertinent information related to the status of ground and surface waters in Dodge County, especially as they relate to nitrate contamination.

Mr. Schrandt reviewed the hydrogeologic setting that exists under the county, recent information (both local and state-wide) related to nitrate movement and trends, as well as a look at some of the efforts underway to reduce the amount of nitrate leaving the county.

Dodge County  
Ground and Surface  
Water Presentation -  
Continued

The Water Program Manager noted nitrogen levels in Dodge County have increased slightly over the years.

Commissioner Erickson wanted to know if every county has a program to monitor nitrogen levels.

Mr. Schrandt reported it varies from county to county as to who monitors nitrogen levels. Dodge County Environmental Services has decided on their own to put more effort into understanding the county's ground water. The Water Program Manager also noted other counties do have parts of this program; however Dodge County and Olmsted County are the lead in this type of program.

Commissioner Erickson discussed rural water programs that are being used in other areas.

Commissioner Peterson reported there are a bunch of programs and grants out there to help reduce nitrate levels.

Commissioner Erickson commented farmers are very cognizant of nitrogen issues, and with the modern technology that is available to them they work hard to make sure they are applying only as much nitrogen as the plants will use.

The Board thanked Mr. Schrandt and Mr. Gamm for the report.

Employee Relations Director Lisa Hager presented the Personnel Agenda for the Board's consideration.

Personnel Actions  
Approved

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

**A. Sheriff's Office**

A.1 Shannon Johnson – 911 Dispatcher  
Authorization to change status from on-call Dispatcher to full-time Dispatcher.

Effective Date: 5/5/15

A.2 Robert Hovland – Deputy Sheriff  
Annual review.

Effective Date: 5/12/15

A.3 Scott Prins – Deputy Sheriff  
Annual review.

Effective Date: 5/8/15

**B. Administration**

B.1 Patrina Thoreson – 4H Summer Assistant  
Authorization to employ as 4-H Summer Assistant at \$10.00.

Effective Date: 6/8/15 – 8/14/15

**C. Highway Department**

Personnel Actions

- C.1 Trevor Augenstein – Equipment Operator III  
Authorization to change status from Operator II B22 Hire Step \$19.24 to Operator III B23 \$20.95.  
Effective Date: 5/1/15
- C.2 Zachary Peterson – Seasonal Highway Maintenance  
Authorization to hire at A13 step 11 \$11.58 to fill approved vacancy.  
Effective Date: 6/8/15 – 8/21/15
- C.3 Guy Kohlnhofer – County Engineer  
Annual review.  
Effective Date: 5/1/15

Approved -  
Continued

*Motion adopted Erickson, Tjosaas, Gray, Allen aye, Peterson recused himself from voting on the Personnel actions, item C.2 is a request to hire his son.*

Taxpayer Services Director Rose Culbertson reviewed bills with the Board.

Bills Approved

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

01	Revenue Fund	\$	32,231.44
13	Road and Bridge Fund	\$	124,425.57
16	Environmental Quality Fund	\$	87,221.96
32	County Capital Projects	\$	<u>832,700.54</u>
	Total		\$1,076,579.51

*Motion adopted unanimously.*

County Attorney Paul Kiltinen provided the Board with a legal update.

Legal Update

Commissioner Tjosaas presented a summary of the Public Health Committee report and action items.

Public Health  
Committee Report

Commissioner Peterson presented a summary of the Public Works Committee report and action items.

Public Works  
Committee Report

The Board discussed the County Engineer’s request to approve a resolution for placement and removal of two stop signs in West Concord.

Certain Stop  
Intersections in West  
Concord Approved  
by Resolution  
#2015-14

The City of West Concord has requested the placement of a stop sign at the intersections of Front Street and Ellington Street (currently an uncontrolled T intersection). They have also requested the removal of the north/south stop sign at First Street and Ellington Street (currently a four-way stop). Both of these requests are compliant with the Minnesota Manual on Uniform Traffic Control Devices. The County Engineer is in agreement with the requested stop sign placement and removal.

Speed limits and stop signs are the two regulatory traffic controls placed by resolution of the County Board.

Commissioner Peterson offered the following resolution (#2015-14), seconded by Commissioner Erickson:

**Certain Stop Intersections**

Certain Stop  
Intersections in West  
Concord Approved  
by Resolution  
#2015-14 -  
Continued

**WHEREAS**, the State of Minnesota Statute No. 169.06, Subd. 3 authorizes local authorities with reference to streets and highways under their jurisdiction, to place and maintain traffic-control devices upon highways under their jurisdiction; and

**WHEREAS**, it is considered necessary for the protection of lives and property that certain streets or highways be designated as through highways and that certain intersections be designated as stop intersections; and

**WHEREAS**, Dodge County follows the state adopted Minnesota Manual on Uniform Traffic Control Devices for guidance in the placement of all signs within its rights of ways;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of County Commissioners in and for Dodge County, Minnesota does hereby authorize and direct the County Engineer to cause to be placed stop sign as follows:

**In West Concord:**

Intersection of Front Street (CSAH 36) and Ellington Street, stopping eastbound Ellington traffic.

Intersection of Ellington Street and First Street (CSAH 36), removing the northbound and southbound First Street traffic stops.

*Resolution adopted unanimously.*

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

Administration  
Committee Report

Motion by Erickson seconded by Gray to approve and authorize the April 21, 2015 special session meeting minutes as presented. *Motion adopted unanimously.*

04/21/15 Special  
Session Meeting  
Minutes Approved

Motion by Erickson seconded by Tjosaas to approve and authorize the April 28, 2015 Committee of the Whole meeting minutes as presented. *Motion adopted unanimously.*

04/28/15 Committee  
of the Whole Meeting  
Minutes Approved

Motion by Erickson seconded by Tjosaas to approve and authorize the April 28, 2015 meeting minutes as corrected on pages 86 and 92. *Motion adopted unanimously.*

04/28/15 Meeting  
Minutes Approved

Motion by Erickson seconded by Gray to approve and authorize the April 28, 2015 Dodge County Regional Rail Authority meeting minutes as corrected on page 2. *Motion adopted unanimously.*

04/28/15 RRA  
Meeting Minutes  
Approved

Commissioners provided their agency reports. Commissioner Allen attended a Building Committee meeting. Commissioner Erickson attended a Construction meeting, a Westfield Township meeting, a SCHA Joint Powers Board meeting, a Dodge County Township Officers meeting and a Building Committee meeting. Commissioner Gray attended a Dodge County Board meeting, a Dodge Refreshed meeting, a Drug Court retreat, a MN Rail forum and a Dodge County Township Association meeting. Commissioner Peterson attended an Interop Conference, a Peace Officers Memorial presentation, a Regional Radio Board meeting, a SE MN Water Resource Board meeting and a Four Seasons meeting. Commissioner Tjosaas attended a Rail Authority meeting.

Agency Reports

The County Administrator provided the Board with an administrative update.

County Administrator Update

Motion by Gray seconded by Tjosaas to adjourn the meeting at 11:02 a.m. CDT. *Motion adopted unanimously.*

Meeting Adjourned

The next meeting of the Dodge County Board of Commissioners will be held on May 26, 2015 at 5:30 p.m. CDT.

Next Regular Meeting

**ATTEST:**

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**JOHN ALLEN  
CHAIR, COUNTY BOARD**

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**BECKY LUBAHN  
DEPUTY CLERK**

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**DATED:**