

**TUESDAY, NOVEMBER 10, 2015**

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

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

**COUNTY ADMINISTRATION OFFICE  
MANTORVILLE, MN**

**2015-21 C.O.W.**

The Dodge County Commissioners met in Committee of the Whole November 10, 2015, in the Commissioner's Room at the Dodge County Government Services Building, Mantorville, MN, at 9:00 a.m. CDT. Chair John Allen 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 Clerk
	Nichole Farnsworth	Payroll Specialist
	Lisa Hager	Employee Relations Director

Employee Relations Director Lisa Hager and Payroll Specialist Nichole Farnsworth met with the Board to discuss wellness funding.

Wellness Funding  
Discussion

Every year the county has the opportunity to apply for a wellness grant through Southeast Service Cooperative (SSC), of which is intended to be used for wellness related items, incentives, programs, equipment, etc. for all Dodge County employees. For 2015, the county will be awarded up to \$2,720. Additionally, this year the county also had the opportunity to apply for a bonus wellness grant from SSC for \$23,581. The total amount available to the county for wellness funding in 2015 is \$26,301. The county has also applied for and will receive a grant in 2016 of \$26,268 for continued wellness programming.

Ms. Hager and Ms. Farnsworth wanted to take advantage of the bonus grant funding and incorporated more sustainable wellness throughout the various worksites to enhance employee's environments and make wellness more of a focal point. The Board was reminded they will see these expenditures show up on the bills under the Employee Relations budget, and the county will get fully reimbursed for these expenditures from Southeast Services Cooperative.

The following wellness initiatives are already in place:

Wellness Funding Discussion - Continued

Wellness Coordinator Time (set by SSC)	\$1,910
Courthouse & GSB – water bottle filling stations	\$1,714
Courthouse & GSB – refrigerator	\$1,700
GSB – Online Care Anywhere computer & accessories, IT support, desk & chair, BMI scale, etc.	\$1,600
GSB – bike rack (already located at Courthouse & Public Health)	\$ 224
WellDay at Work – computer software for 1-2 minute wellness breaks to help prevent sitting disease (26 employees)	\$ 155
Wellness Incentives/Promotions with new wellness logo to be used for future wellness challenges, events, insurance enrollments, new hire enrollments, etc. T-shirts, Water Bottles, Wellness Calendars/Planners, Smart Pocket Cell Phone Card Holders.	\$1,000
Dedicated to MNPrarie – Dodge site employees (still on our 2015 insurance plan) – water bottle filling station and FitBit bracelets	\$3,560

The following is a list of ideas for future spending along with estimated costs for each:

Sit/Stand Work Stations	\$10,000
Highway Department – water bottle filling stations	\$ 1,000
Treadmill for Dispatch	\$ 1,000
Fairview Care Center – bike rack	\$ 224
Nutritional Presentation on packing healthy lunches (Highway Department)	\$ 400
Nutritional Presentation on fruits & veggies	\$ 510
Holiday Weight and Cooking Challenge	\$ 200
Random Acts of Kindness Challenge initiatives and prizes	\$ 500
Biometric Testing	\$ 2,000

Commissioner Allen suggested the county hold an open house in the buildings next year when the construction projects are completed to showcase some of the updates.

Ms. Hager stated she believes they are already planning to do open houses in the two facilities in 2016.

Ms. Farnsworth briefly discussed biometric testing with the Board.

The Board thanked Ms. Hager and Ms. Farnsworth for the information.

Zoning Administrator Melissa DeVetter met with the Board to discuss an After-the-Fact variance fee waiver request. Assistant Zoning Administrator/Administrative Assistant Mary Greening was also available to answer questions.

After-the-Fact Variance Fee Waiver Discussion

The Community Celebration Church amended their CUP for an expansion. Their builder, A.B. Systems, Inc., started construction without the required septic and zoning permits. The construction does not currently meet the required setback from the right of way of 50 feet.

As a result, an After-the-Fact variance would need to be applied for. The fee to apply for an After-the-Fact variance is \$1,800.00 (or 3 X the regular \$600 variance request fee). In addition, if the variance is granted, an After-the-Fact Zoning Permit fee would apply, which is also three times the normal zoning permit fee. The After-the-Fact fees were set previously to discourage people from constructing without permits and asking for “forgiveness” after the fact. After-the-Fact variance requests have additional criteria that needs to be considered in the Findings of Fact and by the Board of Adjustment.

After-the-Fact  
Variance Fee  
Waiver Discussion -  
Continued

Included in the Board packets was an e-mail from Mr. Gerald Neiss of A.B System, Inc. LLC, requesting waiver of the After-the-Fact variance fee.

Ms. DeVetter informed the Board that a representative from A.B. Systems will be in attendance at the full Board meeting to discuss this request further.

It was noted this agenda item will be acted on at the full Board meeting.

The Board thanked Ms. DeVetter and Ms. Greening for the information.

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

Meeting Adjourned

**ATTEST:**

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**JOHN ALLEN  
CHAIR, COUNTY BOARD**

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**BECKY LUBAHN  
DEPUTY CLERK**

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**DATED:**