

**TUESDAY, JULY 12, 2016**

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

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

**COUNTY ADMINISTRATION OFFICE  
MANTORVILLE, MN**

**2015-14**

The Dodge County Commissioners met in regular session July 12, 2016, in the Commissioner's Room at the Dodge County Government Services Building, Mantorville, MN, at 9:30 a.m. CDT. Chair Steven Gray 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
	Steven Gray	District #5
Members absent:	David Erickson	District #4
Also present:	Becky Lubahn	Deputy Clerk
	Lisa Kramer	Finance Director
	Paul Kiltinen	County Attorney

Senator Matt Schmit was not available for the meeting, his agenda item is being pushed back to the August 9, 2016 County Board meeting.

Agenda Approved

Commissioner Peterson suggested moving Senator Jensen's agenda item forward since she was already in attendance at the meeting.

Motion by Peterson seconded by Allen to approve and adopt the agenda as amended. *Motion adopted unanimously.*

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

Consent Agenda  
Item Approved

- 1.1 Fireworks permit for the Dodge County Fair for July 13, 2016 pending the approval of the County Sheriff and County Attorney.

*Motion adopted unanimously.*

Senator Vicki Jensen provided the Board with a session update.

Session Update

Ms. Jensen discussed with the Board MNsure, the supplemental finance bill, tax bill, bonding bill and transportation in Minnesota.

Senator Jensen briefly talked about the buffer clarification bill and the current comment period by BOWSER.

Commissioner Allen discussed Highway 14 and the fact that it appears to be everyone's priority. It was Mr. Allen's opinion there are other roads in the county which are in worse shape and the county needs money to fix these roads more than they need money to complete Highway 14.

Mr. Allen went on to say Dodge County hasn't had any money allocated by the State to the Highway 14 project and he didn't foresee that happening anytime in the near future. Commissioner Allen suggested they start focusing on some of the other roads in need of repair within the county in hopes that funds would become available to fix those roads.

Session Update - Continued

The Board thanked Ms. Jensen for the update.

DFO Supervisor Curt Petzel met with the Board to discuss the proposed National Pre-Trial, Probation and Parole Week Proclamation.

Pre-Trial, Probation & Patrol Supervision Week

Mr. Petzel acknowledged the following Court Services and Victim Services staff: Rachel Lene, Andrew Lea, Pat Adamson and Amy Thompson. The following employees were not able to attend the meeting but were acknowledged: Barb Shiek, Lori Smith and Mary Harders.

Acknowledged by Resolution #2016-32

Commissioner Allen offered the following resolution (#2016-32), seconded by Commissioner Tjosaas:

**Pre-Trial, Probation & Parole Supervision Week**

**WHEREAS**, DFO Community Corrections is an essential part of the justice system; and

**WHEREAS**, DFO Community Corrections professionals uphold the law with dignity, while recognizing the right of the public to be safe-guarded from criminal activity; and

**WHEREAS**, DFO Community Corrections professionals are responsible for supervising adult and juvenile offenders in the community; and

**WHEREAS**, DFO Community Corrections professionals are trained professionals who provide services and referrals for clients; and

**WHEREAS**, DFO Community Corrections professionals work in partnership with community agencies and groups; and

**WHEREAS**, DFO Community Corrections professionals promote prevention, intervention and advocacy; and

**WHEREAS**, DFO Community Corrections professionals provide services, support, and protection for victims; and

**WHEREAS**, DFO Community Corrections professionals advocate community and restorative justice; and

**WHEREAS**, DFO Community Corrections professionals are a true Force for Positive Change in their communities.

**NOW THEREFORE**, I, Steven Gray, Chair of the Dodge County Board of Commissioners, do hereby proclaim July 17<sup>th</sup> – July 23<sup>rd</sup> as

**PRETRIAL, PROBATION, AND PAROLE  
SUPERVISION WEEK**

Pre-Trial, Probation  
& Patrol Supervision  
Week  
Acknowledged by  
Resolution #2016-32  
- Continued

And I also encourage all citizens to honor these DFO Community Corrections professionals and to recognize their achievements.

The Chair was asked to sign the proposed proclamation in support of declaring July 17<sup>th</sup> – July 23<sup>rd</sup>, 2016 as Pretrial, Probation, and Parole Supervision week.

*Resolution adopted unanimously.*

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

Personnel Actions  
Approved

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

**A. Sheriff’s Office**

- A.1 Bruce Frondal – 911 Dispatcher  
No longer employed.  
Effective Date: 6/8/16
- A.2 911 Dispatcher – 1.0 FTE  
Authorization to post and fill vacancy.  
Effective Date: 7/12/16
- A.3 Zachary Plein – Transport Officer – On-Call  
Authorization to employ at B21 step 11 \$14.56 to fill approved vacancy.  
Effective Date: 6/30/16
- A.4 Justin Thurmes – Deputy Sheriff  
Step increase from C41 24 month step \$23.86 to C41 36 month step \$25.53.  
Effective Date: 7/01/16

**B. Public Health**

- B.1 Kaitlyn Suhr – Health Educator - .75 FTE  
Authorization to employ at C41 step 11 \$20.47 to fill approved vacancy.  
Effective Date: 8/08/16

*Motion adopted unanimously.*

The Chair recessed the meeting at 10:30 a.m. CDT.

Meeting Recessed

The Chair reconvened the meeting at 10:42 a.m. CDT.

Meeting  
Reconvened

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	\$ 85,368.00
13	Road and Bridge Fund	\$ 18,616.14
16	Environmental Quality Fund	\$ 12,964.88
17	Eq Revolving Equip Fund	\$ 147,915.00
32	County Capital Projects	\$ 99,529.72
37	Debt Fund – County Go	<u>\$ 132,910.36</u>
	Total	\$ 497,304.37

*Motion adopted unanimously.*

Facilities and Fleet Manager Duke Harbaugh shared with the Board a Solar Garden cost savings analysis.

Solar Garden Agreement Discussion

Mr. Harbaugh received the cost savings analysis from SolarStone for both 100 percent load and 50 percent load. With technology changing and renewable power becoming more and more popular Mr. Harbaugh and Mr. Gamm thought it may be in the county’s best interest to only contract 50 percent of the county’s total load with SolarStone leaving the county with the other half for future savings. As discussed in the last two meetings there is no other option beside the 25 year agreement and contracting 50 percent of the county’s total load would save the county roughly \$383,516 over the 25 year period.

The Facilities and Fleet Manager is recommending the Board approve the agreement for 50 percent of the county’s load for the 25 year agreement with SolarStone.

The Board asked for the County Attorney’s input on the proposed agreement.

County Attorney Paul Kiltinen stated his only concern with the agreement was with the length of time with the agreement. Mr. Kiltinen pointed out there are penalties assessed for each year for early withdrawal.

Commissioner Gray commented he was in favor of a 50% contract, he believes energy costs are only going to go up.

Commissioner Tjosaas stated he struggles with the proposed agreement because of the time frame.

Commissioner Peterson commented he would like to see them wait until Commissioner Erickson was available to provide input on the request before they make a decision. Mr. Peterson suggested revisiting the discussion in August.

Commissioner Gray informed the Board the solar garden offer may go away within the next month.

Commissioner Allen stated he had no preference one way or the other.

Commissioner Gray reported they will readdress the solar garden request in August with the understanding the opportunity may be gone in a month.

Solar Garden Agreement Discussion - Continued

Commissioner Peterson motioned to table the solar garden discussion until the August 9, 2016 meeting.

Zoning Administrator Melissa DeVetter presented for the Board’s consideration the July 6, 2016 Planning Commission recommendations.

IUP #16-02 Approved

Todd & Kris Bowman – IUP#16-02 was discussed.

Motion by Peterson seconded by Tjosaas to approve of the following action of the Planning and Zoning Commission as reviewed on July 6, 2016 with the reasons, recommendations and conditions as found in the individual permit:

**Todd & Kris Bowman – IUP#16-02**

The first public hearing is to consider an application for an Interim Use Permit to allow a dwelling on less than 35 acres in the Urban Expansion District. The parcel is 7.83 acres located in the N ½ of the NW ¼ of the NW ¼ of Section 35 Wasioja Township. Todd & Kris Bowman are the applicants and Korina Osborn is the property owner.

The Planning Commission recommends approval with the following conditions:

1. The Ag Covenant shall be recorded prior to issuance of the Zoning Permit.
2. Dodge County Zoning Permit shall be obtained before construction.
3. The sewage treatment system must meet the requirements of Dodge County's Subsurface Sewage Treatment Ordinance No. 4. A Dodge County Sewage Treatment System shall be obtained prior to issuance of the Zoning Permit.
4. Address for the property shall be obtained from the Dodge County Highway Department.
5. Any driveway permit shall be obtained from Wasioja Township. The access drive is required to be located on the west side of the parcel.
6. Deciduous trees shall not be planted closer than 100 feet from the county tiles located upon the parcel.
7. No structures are located within the county tile right of way.

*Motion adopted unanimously.*

IUP #16-03 was reviewed.

IUP #16-03 Approved

Motion by Allen seconded by Peterson to approve of the following action of the Planning and Zoning Commission as reviewed on July 6, 2016 with the reasons, recommendations and conditions as found in the individual permit:

**Jason Tebay – IUP#16-03**

The second public hearing is to consider an application for an Interim Use Permit to allow a dwelling on less than 53 acres in the Agricultural District. The parcel is 3.5 acres located in the SW ¼ of the SE ¼ of Section 3 Hayfield Township. Jason Tebay is the applicant and the property owner.

The Planning Commission recommends approval with the following conditions:

IUP #16-03  
Approved -  
Continued

1. The Ag Covenant shall be recorded prior to issuance of the Zoning Permit.
2. Dodge County Zoning Permit shall be obtained before construction.
3. The sewage treatment system must meet the requirements of Dodge County's Subsurface Sewage Treatment Ordinance No. 4. A Dodge County Sewage Treatment System shall be obtained prior to issuance of the Zoning Permit.
4. An address shall be obtained for the new dwelling from the Dodge County Highway Department.
5. The permittee shall utilize the existing access for the barn to serve the new dwelling. No new access for the dwelling shall be allowed.

*Motion adopted unanimously.*

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

Legal Update

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

Administration  
Committee Report

Motion by Peterson seconded by Tjosaas to approve and authorize the June 16, 2016 special session meeting minutes as presented. *Motion adopted unanimously.*

06/16/16 Special  
Session Meeting  
Minutes Approved

Motion by Tjosaas seconded by Peterson to approve and authorize the June 28, 2016 Committee of the Whole meeting minutes as presented. *Motion adopted unanimously.*

06/28/16 Committee  
of the Whole  
Meeting Minutes  
Approved

Motion by Allen seconded by Tjosaas to approve and authorize the June 28, 2016 meeting minutes as presented. *Motion adopted unanimously.*

06/28/16 Meeting  
Minutes Approved

Commissioners provided their agency reports. Commissioner Allen did not have any meetings to report. Commissioner Erickson was not available to report his meeting attendance. Commissioner Gray did not have any meetings to report. Commissioner Peterson did not have any meetings to report. Commissioner Tjosaas did not have any meetings to report.

Agency Reports

Motion by Peterson seconded by Allen to adjourn the meeting at 11:15 a.m. CDT. *Motion adopted unanimously.*

Meeting Adjourned

The next meeting of the Dodge County Board of Commissioners will be held on July 26, 2016 at 5:00 p.m. CDT.

Next Regular  
Meeting

**ATTEST:**

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**STEVEN GRAY  
CHAIR, COUNTY BOARD**

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**BECKY LUBAHN  
DEPUTY CLERK**

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**DATED:**