

TUESDAY, NOVEMBER 8, 2016

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

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

**COUNTY ADMINISTRATION OFFICE
MANTORVILLE, MN**

2016-22

The Dodge County Commissioners met in regular session November 8, 2016, in the Commissioner's Room at the Dodge County Government Services Building, Mantorville, MN, at 9:30 a.m. CST. Chair Steven Gray called the meeting to order at 9:33 a.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
	Paul Kiltinen	County Attorney

The Chair noted item 4.2 on the agenda is being pulled and will be discussed in December when 2017 budget discussions resume.

Agenda Approved

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

There were no Consent Agenda items that need to be acted on this week.

No Consent Agenda
Items

Taxpayer Services Director Rose Culbertson reviewed bills with the Board.

Bills Approved

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

01	Revenue Fund	\$ 75,893.76
13	Road and Bridge Fund	\$ 131,252.90
16	Environmental Quality Fund	<u>\$ 7,597.56</u>
	Total	\$ 214,744.22

Motion adopted unanimously.

Ms. Culbertson presented for the Board's consideration a request to approve a property tax penalty abatement.

Property Tax Penalty
Abatement Request
Denied

Kranthi Realty LLC has submitted a request to abate the penalty for the second half 2016 taxes on the Shopko Store in Kasson. In their abatement application, it was stated their check was sent on October 21, 2016 by Fed Ex, with a note that it was "Just a Delay of 4 Days".

Taxes were due on October 17th this year because the 15th was on the weekend.

Property Tax Penalty
Abatement Request
Denied - Continued

It is Ms. Culbertson's recommendation, to remain consistent with past decisions, that this request be denied.

Motion by Erickson seconded by Tjosaas to deny the Kranthi Realty LLC property tax penalty abatement request in order to remain consistent with past practices. *Motion adopted unanimously.*

County Administrator Jim Elmquist provided the Board with a third quarter financials report.

Third Quarter
Financial Report

Mr. Elmquist noted Rose Culbertson prepared the spreadsheets for the Board's review along with comments as to why certain funds are trending high or low. Ms. Culbertson also included detail for the Board's review with fund balance use in the revenue report. Overall, expenditures are stable for the year while revenues are tracking as they have in the past.

Ms. Culbertson was available to comment on the report.

Expenditures:

Courts – Reflective of a previous discussion this year with the Board, court appointed attorney fees are trending high for the year. It is anticipated year-end costs will greatly exceed budgeted expenditures.

Human Services - Costs are paid twice a year, coinciding with when tax payments are received.

Debt Service - There were fund balance dollars redirected towards paying down debt service which was excess bond money received in the issuance of the bond.

Revenue:

Recorder – Reflective of the improvement in the housing market and overall sales for the year.

Planning and Zoning – Revenue is trending higher than anticipated but is in direct correlation of the solar permits issued which were significant.

Highway – All aids received from the state were received for the year.

Human Services – Revenues are received twice a year.

The County Administrator stated as the Board can see from a comparative report to 2015, the county is trending in most funds with normal expectations.

The Chair thanked Mr. Elmquist and Ms. Culbertson for keeping the county's finances straight.

County Engineer Guy Kohlnhofer met with the Board to discuss his request to approve the purchase of a 2017 plow/dump truck.

Highway
Department's
Request to Purchase
2017 Plow/Dump
Truck Approved

The Highway Department has \$285,000 budgeted in 2017 for the purchase of a plow/dump truck.

The assembly of these trucks takes a considerable amount of time. The fabricator is currently almost twelve months out for delivery. Although they have been penciled in for a truck in 2017, the Highway Department needs to commit in order to save their spot in the fabrication line.

The Highway Department is seeking authorization to committing now to the purchase of a plow/dump truck from Towmaster in 2017, prior to finalization of the 2017 county budget.

Motion by Allen seconded by Tjosaas to approve and authorize Highway Department to order a plow/dump truck from Towmaster, to be fabricated and purchased in 2017. *Motion adopted unanimously.*

The County Engineer reviewed his request to set a date and time for a Capital Improvement Plan hearing.

Capital Improvement
Plan Hearing Date
Set

Mr. Kohlnhofer reported the county completed their county road tour this summer and now they need to adopt the Highway Department's five year Capital Improvement Plan (CIP). This plan will include the intended major improvements to County Aid and State Aid roads as well as bridges throughout Dodge County. In order to adopt the plan the county must hold a public hearing to gather input from Dodge County citizens.

The County Engineer asked the Board to review their calendars and determine a date convenient for Commissioners and those interested in attend the hearing. Mr. Kohlnhofer pointed out now that they have late afternoon Board meetings they have the option of following the November 22nd Board meeting.

The draft CIP was included in the Board packet for the Board's review and to familiarize them with the Highway Department's recommendations prior to the hearing.

Motion by Erickson seconded by Allen to set Tuesday, November 22, 2016 after the regular County Board meeting as the Capital Improvement Plan public hearing date, the hearing will be held at the Government Services Building, Mantorville, MN. *Motion adopted unanimously.*

Environmental Services Director Mark Gamm and Zoning Administrator Melissa DeVetter met with the Board to discuss a request to withdraw from the voluntary MPCA Feedlot Delegation Agreement.

Withdrawal from
Voluntary MPCA
Feedlot Delegation
Agreement
Discussion

Also available to comment on the proposal were Dodge Soil & Water Conservation District Manager Adam King, MPCA representatives Paul Brietzke and Steve Schmidt and Olmsted County Feedlot Technician Martin Larsen.

Mr. Gamm reminded the Board that at their October 25, 2016 County Board meeting, he proposed changes that will improve efficiencies and outcomes in their feedlot program. These changes included the following:

Withdrawal from
Voluntary MPCA
Feedlot Delegation
Agreement
Discussion -
Continued

1. Withdrawing from the MPCA Feedlot Delegation Agreement; returning the enforcement authority for Minnesota Feedlot Rule 7020 to the MN Pollution Control Agency.
2. Focus county services on actions that protect water quality and assist producers through education, technical assistance, and financial assistance.

Mr. Gamm reported their recommendation to implement proposed action is as follows:

1. Vote in favor of the proposed resolution to withdraw from the MPCA Feedlot Delegation Agreement.
2. Enter into an agreement with the Soil and Water Conservation District to provide Feedlot Technician duties as outlined in the job duties of Feedlot Technician.
3. Shift \$28,000 in revenue from the 2017 Environmental Services Feedlot budget to the 2017 budget for the Dodge Soil and Water Conservation District. If the county proceeds with this action, changes in the preliminary 2017 Environmental Services budget will be impacted as presented.

Martin Larsen discussed with the Board his duties as the Olmsted County Feedlot Technician.

Paul Brietzke shared what the MPCA’s role in the proposal would be and reported they support the CFO Program. Mr. Brietzke also stressed the importance of having local contacts.

Commissioner Allen offered the following resolution (#2016-45), seconded by Commissioner Erickson:

Withdrawal from the
MPCA Feedlot
Delegation
Agreement
Approved by
Resolution #2016-45

Withdrawal from the Minnesota Pollution Control Agency Feedlot Delegation Agreement

WHEREAS, Dodge County currently enforces Minnesota Feedlot Rule 7020 through a voluntary Delegation Agreement with the Minnesota Pollution Control Agency (MPCA); and

WHEREAS, the Delegation Agreement defines county responsibilities including enforcement of MN Rule 7020, inspections, education, and reporting; and

WHEREAS, the MPCA provides the county with partial funding for satisfactory completion of delegated responsibilities; and

WHEREAS, Dodge County may choose to discontinue the Delegation Agreement at which time the responsibility of enforcing MN Rule 7020 returns to the MPCA; and

WHEREAS, Minn. Rules. 7020.1600, Subp.6 requires that a delegated county no longer wishing to have delegation authority shall submit a resolution to the MPCA Commissioner stating its reasons for withdrawal and the effective date of withdrawal; and

Withdrawal from the
MPCA Feedlot
Delegation
Agreement
Approved by
Resolution #2016-45
- Continued

WHEREAS, due to forthcoming staffing changes, Dodge County has re-evaluated its role in enforcing MN Rule 7020 and its participation in the Delegation Agreement and has determined that:

1. The mandated aspects of the Delegation Agreement have become increasingly inefficient, duplicative and burdensome, without demonstrated corresponding increase in benefit to feedlot operators, citizens, or water resources.
2. The MPCA’s feedlot program funding has not kept pace with the increasing requirements of the Delegation Agreement.
3. Dodge County resources can be used more effectively to provide feedlot services that focus on protecting water resources through education, technical assistance, and financial assistance while the MPCA focuses on enforcement of state feedlot regulations.
4. Withdrawing from the Delegation Agreement does not reduce the county’s authority to regulate feedlots in accordance to the Dodge County Zoning Ordinance.

THEREFORE BE IT RESOLVED, the Dodge County Board of Commissioners hereby withdraws from the MPCA County Feedlot Delegation Agreement Work Plan, effective December 31, 2016, due to the reasons provided in this resolution.

Resolution adopted unanimously.

It was noted the agreement with the Soil and Water Conservation District to provide Feedlot Technician duties will be brought back for approval at a later date, also noted was the county could at any time decide to implement another delegation agreement.

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

Personnel Actions
Approved

Commissioner Allen asked that item B.1 be pulled and acted on separately.

Commissioner Peterson asked that item C.1 be pulled and acted on separately.

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

A. Land Records

- A.1 Matt Naatz –Property Appraiser II
Step increase from B24 step 5 \$21.19 to B24 step 4 \$21.90.
Effective Date: 11/2/16

A.2 Elizabeth Johnson – Deputy Recorder
Step increase from B22 step 7 \$17.67 to B22 step 6 \$18.22.
Effective Date: 10/26/16

Personnel Actions
Approved -
Continued

Motion adopted unanimously.

The Board further discussed item B.1.

Personnel Action B.1
Tabled

Motion by Allen seconded by Peterson to deny the following personnel action:

B. Annual Band and Grade Review

B.1 Approval of recommended changes in Band and Grade assignment.
Band and Grade review completed by Mark Goldberg.

	<u>From</u>	<u>To</u>
Records Administrative Assistant	B21	B22

Effective Date: 12/1/16

Commissioner Erickson and Commissioner Tjosaas stated they would prefer to table this item and ask for more information on the duties which have changed in the Records Administrative Assistant position.

Commissioner Erickson stated the county has hired someone to review the job descriptions and give us their recommendation on banding and grading. Mr. Erickson questioned why the county would hire someone to do the banding and grading for us if we aren't going to take their recommendation.

Commissioners Allen and Peterson rescinded their motion to deny personnel action B.1.

The Employee Relations Director was asked to bring Captain Ryer Anderson in to the next meeting to talk to the Board and explain what changes were made to this job description.

Commissioner Peterson stated he wants Mark Goldberg who did banding and grading to come in and explain why he feels the band and grade should be changed for the Records Administrative Assistant position.

Ms. Hager reported she could bring Mr. Goldberg in but it would cost the county additional money to have him explain the rationale behind the recommended change which was already provided in their Board packet.

It was the general consensus of the Board to table further discussion on B.1 until Captain Anderson is available to offer additional information on the job description changes for the Records Administrative Assistant position.

The Board discussed personnel action C.1.

Personnel Action
C.1 Approved

Mr. Elmquist noted that for all bargaining units with negotiated settlements, the established increase is 2.25% over 2016. The recommendation for non-union personnel is the same.

Mr. Elmquist reported that the goal was to have all bargaining units and non-union personnel on the same COLA schedules for organizational planning and staff communication purposes.

Personnel Action
C.1 Approved -
Continued

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

C. Non-Union Payscale

C.1 Approval of Non-Union Payscale.
Effective Date: 12/1/16

Motion adopted unanimously.

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

Legal Update

The Chair recessed the meeting at 11:04 a.m. CST.

Meeting Recessed

The Chair reconvened the meeting at 11:11 a.m. CST.

Meeting
Reconvened

Director of Land Records Ryan DeCook, County Surveyor Lisa Hanni, GIS Specialist Chad Hanson and IT Specialist Jeremy Griffin were present to provide the Board with a GIS system update.

GIS System
Upgrade Approved

Mr. DeCook reported Dodge County GIS users have a need for a better system to access the county's GIS software. Dodge County users are overloading the system and it has become slow for users. In some cases that system is down and our users are unable to do their work at that time. Chad Hanson and Lisa Hanni (Goodhue County) along with Tobey Hicks and Jeremy Griffin (Dodge County) have been working on a technical solution to fix this issue. They have worked with a consultant from WSB and Associates and now have a solution for the issue.

The solution will require Dodge County to purchase hardware, software, and licensing to expand our storage on a server here in Dodge County and send the data to Goodhue for backup. Dodge County is currently pulling data from Goodhue. Having that data on a server in our building will increase the speed of the data to our computers.

The system will require the following upgrades:

- SQL Server 2014 – 4 Core
- 10 User Licenses
- Continue to keep the Trust between Dodge County and Goodhue County (Direct Network Connection)
- Allows for an automated script at Goodhue County to reach out to Dodge County and backup the data that will be hosted on SDE
- For this project the server where the SQL and data will reside will need the hard drives replaced because they're running close to max capacity and these changes will push them beyond their current storage capacity.
- IT plans to install the GIS data locally on the 10 users computers that will need editing rights.

- The specs and costs for the software and hardware are as follows:
 - Replacement Hard drives \$3,000
 - SQL Software \$630
 - 10 SQL user CAL's \$1,500
 - Windows 2012 Server OS \$600
- Dodge County IT will donate a spare license they have towards this project.
- Total estimated cost: \$5,730

GIS System
Upgrade Approved -
Continued

This is a qualifying expense for the Technology Fund per MN Statute 357.18. Mr. DeCook recommends approval of the new technology to improve their GIS system.

Included in the Board packet was a letter from Ms. Hanni in support of upgrading the county's GIS system.

Motion by Tjosaas seconded by Peterson to approve and authorize the purchase of hardware, software, and licensing to expand the county's storage of GIS software on a server here in Dodge County and send the data to Goodhue for backup at a cost of approximately \$5,730, funds will be taken from the Technology Fund. *Motion adopted unanimously.*

Mr. DeCook discussed with the Board his request to approve an abatement.

Abatement
Approved for Parcel
24.576.0150

Minnesota Statutes 375.192 provides that the County Board may grant the reduction or abatement of a property taxpayer's estimated market valuation and the resulting taxes, costs, penalties, or interest which have been erroneously or unjustly assessed. The County Board may consider and grant reductions and abatements for applications as they relate to taxes payable in the current year and the two prior years. However, abatements for the two prior years shall be considered and granted only for clerical errors and when the taxpayer fails to file for a reduction or an adjustment due to a hardship, as determined by the County Board.

All applications must be written and approved by the County Assessor and the County Auditor before consideration by the County Board. Said abatement applications are entirely discretionary, subject to precedence and prior Board policy, and are not appealable to another level of authority. Based on the applicants' claims and the investigation of the facts, the Finance Director and Mr. DeCook are offering assessment changes for taxes payable in the years listed.

Motion by Allen seconded by Tjosaas to approve the following abatement request:

Parcel ID	Owner	Street	City/TWP	Reason	Tax Reduction
24.576.0150	Mitchell & Amy Fischer	606 3rd AVE NW	Kasson	Homestead	\$406

*Steele County reported that an occupant had moved out of this address. Land Records sent out an application to verify the Homestead. It was not returned so they removed the homestead. It turns out that the applicant that moved out was their son. They did not notice the change until August 2016 which was after the cutoff to apply for homestead in 2016.

Abatement
Approved for Parcel
24.576.0150 -
Continued

Motion adopted unanimously.

The Director of Land Records presented for the Board’s consideration 2017 assessment fees.

2017 Assessment
Agreements
Approved

The total amount proposed for the 2017 assessment fees is \$126,000.

Motion by Allen seconded by Erickson to approve and authorize the Chair and County Administrator to sign the agreements for county assessment services in 2017 as presented. *Motion adopted unanimously.*

Zoning Administrator Melissa DeVetter presented for the Board’s consideration the November 2, 2016 Planning Commission recommendations.

IUP #16-07
Approved

Motion by Allen seconded by Tjosaas to approve of the following action of the Planning and Zoning Commission as reviewed on November 2, 2016 with the reasons, recommendations, and conditions as found in the individual permit:

Jon & Diane Chicos – IUP#16-07

The first 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 24.4 acres located in the NE ¼ of the SW 1/4 in Section 32 Wasioja Township. Jon and Diane Chicos are the applicants and DLR Excavating Inc. 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. An access permit shall be obtained from the Dodge County Highway Department.

Motion adopted unanimously.

Ms. DeVetter reviewed with the Board CUP #16-04.

CUP #16-04
Approved

Motion by Erickson seconded by Allen to approve of the following action of the Planning and Zoning Commission as reviewed on November 2, 2016 with the reasons, recommendations, and conditions as found in the individual permit:

SunRay Energy, LLC –CUP#16-04

The second public hearing is to consider an application for a Conditional Use Permit to allow a Solar Energy Farm in the Ag District. The parcel is 18.05 acres and the Solar Energy Farm (Solar Garden) will cover approximately 4 acres located in the SE ¼ of the SE ¼, Section 16 Hayfield Township. SunRay Energy, LLC is the applicant and Boyd Demmer is the property owner.

The Planning Commission recommends approval with the following conditions:

1. Dodge County Zoning Permit shall be obtained before construction.
2. No structures or fill are permitted within the FEMA 100 year floodplain.
3. Operation will comply with all local, state, and federal regulation regarding the use and activities performed on site.
4. The use applies only to the approximately 4 acre site (located out of the Unnumbered A-Zone FEMA floodplain) where the solar farm is proposed as identified in the CUP application received in the Environmental Services Department on 9/9/16. Any change involving the enlargement, intensification or expansion of the use or similar changes not specifically permitted by the CUP shall require an amended CUP to be issued by the County Board.
5. The use shall comply with Section 17.19 (Nuisance Standards). The permittee shall designate an individual present on the site during construction activities to receive and address calls regarding nuisance complaints such as noise, dust, waste management or other concerns/issues. Signs with the contact information of the designated individual should be posted near the site at a highly visible location and the contact information for the individual should be provided to the Department. The permittee shall notify the Environmental Services Department of any complaints received and their efforts to address the issue. Nuisance complaints may result in review of the CUP by the Planning Commission.
6. The permittee shall obtain the appropriate stormwater permit(s) from MPCA. A copy of the permit and Stormwater Pollution Prevention Plan (SWPPP) shall be on file with the CUP in the Environmental Services Office. The name and phone number of the individual responsible for installation, maintenance and monitoring of the stormwater practices shall be provided to the Department.
7. The solar farm shall meet the Performance Standards of Section 16.46.2 of the Dodge County Zoning Ordinance.

- 8. A Decommissioning Plan including financial assurance which complies with Section 16.46.3 of the Dodge County Zoning Ordinance shall be submitted to the Environmental Services Department to be on file with the CUP. Dodge County shall be the holder of the required decommissioning performance bond or escrow account.

CUP #16-04
Approved -
Continued

Motion adopted unanimously.

Ms. DeVetter reviewed with the Board IUP #16-08.

IUP #16-08
Approved

Motion by Erickson seconded by Allen to approve of the following action of the Planning and Zoning Commission as reviewed on November 2, 2016 with the reasons, recommendations, and conditions as found in the individual permit:

Don Hodgman – IUP#16-08

The third public hearing is to consider an application for an Interim Use Permit to allow a mine for pit run sand in the Agricultural District. The parcel is 11.83 acres located in the SW ¼ of the NW ¼, Section 9 Claremont Township. Donald Hodgman is the applicant and Donald and M. Elaine Hodgman are the property owners.

The Planning Commission recommends approval with the following conditions:

1. Trucks (loaded and empty) are restricted to traveling only that portion of County Road G west of the pit entrance.
2. No trucks leaving the pit shall exceed spring load restrictions.
3. The pit owner is required to provide chloriding of County Road G from CSAH 1 to the pit entrance. In times of dry conditions the effect of chloriding is reduced. During such times and upon notice from the County Highway Department the pit owner shall provide road wetting to limit dust.
4. The Highway Department will maintain this section of County Road G consistent with the east portion. In the event extensive damage such as rutting or pushing occur within the area west of the pit entrance the pit owner may be required by the County Highway Department to provide crushed rock as directed to maintain road surface integrity.
5. An access permit is required by the Highway Department.
6. Permit is issued for five years and reviewed at that time for the sand pit operation.
7. Proof of compliance with MPCA's Stormwater Permitting requirements and a copy of the SWPPP shall be provided to the Environmental Services Department to include with the IUP prior to any land disturbing activities.

8. Prior to mining within 500 feet of a dwelling, the applicant shall provide to the Environmental Services Department verification in the form of written approval to mine from the affected property owner.
9. Nuisance complaints shall result in review of the IUP by the Planning Commission and County Board.
10. Should processing or screening of materials occur at a future date, the site will need to be reevaluated to determine if MPCA Air Quality permits would be required.
11. The applicant shall work with Environmental Services Department to develop a seeding, grading and restoration plan during all phases of reclamation.

IUP #16-08
Approved -
Continued

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

Minnesota Prairie County Alliance (MNPrairie) Executive Director Jane Hardwick provided the Board with a third quarter activities and budget update.

3rd Quarter
MNPrairie Activities
and Budget Update

Ms. Hardwick shared MNPrairie information on the following subjects:

- Finance
- Human Resources
- Facilities & Infrastructure
- Technology
- Programs
- Legal & Governance

The MNPrairie Executive Director discussed the importance of communication and job security for MNPrairie employees.

Commissioner Erickson reported Waseca County discussed terminating the MNPrairie agreement but the general consensus now is to continue with the agreement.

Commissioner Gray informed Ms. Hardwick that Dodge County has not entertained the idea of withdrawing from MNPrairie.

The Board thanked Ms. Hardwick for the update.

Commissioner Gray 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 October 25, 2016 Committee of the Whole meeting minutes as presented. *Motion adopted unanimously.*

10/25/16 C.O.W.
Meeting Minutes
Approved

Motion by Allen seconded by Peterson to approve and authorize the October 25, 2016 meeting minutes as corrected on page 223. *Motion adopted unanimously.*

10/25/16 Meeting
Minutes Approved

Commissioners provided their agency reports. Commissioner Allen attended a Township Officers meeting. Commissioner Erickson attended a Dodge County Planning Commission meeting, a SCHA Joint Powers Board meeting, a Dodge County Township Officers meeting and a Westfield Township County Road Turn Back public hearing. Commissioner Gray attended a regular County Board meeting, a Dodge Refreshed meeting, a Dodge County Planning Commission meeting, a Drug Court meeting, a Township Officers meeting and a Westfield Township County Road Turn Back public hearing. Commissioner Peterson attended a SCHA meeting, a Township Officers meeting and a Westfield Township County Road Turn Back public hearing. Commissioner Tjosaas did not have any meetings to report.

Agency Reports

County Administrator Jim Elmquist provided the Board with a County Administrator update.

County Administrator Update

Mr. Elmquist shared the following information:

Air Conditioner

An air conditioner in the server room in the lower-level Annex started to fail and needed to be replaced. Total cost was \$5,581. The room houses all 911/dispatch equipment. Facilities and Fleet Manager Duke Harbaugh asked to replace the air conditioner without Board approval due to the magnitude of issues and timing involved and he was told to pursue purchasing the air conditioner unit ASAP.

Trees

The Highway Department purchased six crab-apple trees that have been placed between the ballfield and the Government Services Building. Cost was nominal and the trees are already in place.

Statutory Newspaper

A letter and bid-sheet was sent to each newspaper in Dodge County. The deadline for the legal newspaper bid is December 14th and will be brought to the Board with a recommendation at the last meeting in December.

The Board thanked Mr. Elmquist for the update.

Motion by Allen seconded by Tjosaas to adjourn the meeting at 12:10 p.m. CST. *Motion adopted unanimously.*

Meeting Adjourned

The next meeting of the Dodge County Board of Commissioners will be held on November 22, 2016 at 5:00 p.m. CST.

Next Regular Meeting

ATTEST:

**STEVEN GRAY
CHAIR, COUNTY BOARD**

**BECKY LUBAHN
DEPUTY CLERK**

DATED: