

WEDNESDAY, MAY 16, 2017

**APPROVED MINUTES OF THE
COUNTY BOARD OF COMMISSIONERS SPECIAL SESSION HELD**

**STATE OF MINNESOTA)
DODGE COUNTY)**

**FAIRVIEW CARE CENTER
DODGE CENTER, MN**

2017-02 Special

The Dodge County Board of Commissioners met in special session May 16, 2017, at the Fairview Care Center, Dodge Center, MN at 9:30 a.m. CDT. Chair Tim Tjosaas called the County Board of Commissioners meeting to order at 9:37 a.m. CDT.

Meeting Convened

The Chair acknowledged those present and established that there was a quorum:

Those Present

Members present:	John Allen	District #1
	Tim Tjosaas	District #2
	Rodney Peterson	District #3
	Rhonda Toquam	District #4
	David Kenworthy	District #5

Members absent: None

Also present:	Jim Elmquist	County Administrator
	Tobey Hicks	IT Director

Motion by Kenworthy seconded by Toquam to approve the agenda as presented.
Motion adopted unanimously.

Agenda Approved

County Administrator Jim Elmquist presented the executive summary and a spreadsheet showing the research staff had completed in regards to agenda software for the county. Staff primarily looked at Accella and ISC who both have experience working with counties on agenda software projects. Mr. Elmquist stated it was the intent of staff that if they could prove a business case for moving forward with the project in 2017, demonstrating a significant savings in time and cost, they would be asking the Commissioners to move forward this year even though the project was unbudgeted. However, with the number of expenses including hardware, software, licensing, and the overall cost of the product, the costs surmounted to a surplus to overall savings. However, the County Administrator stated he would like to budget for the project in 2018. IT Director Tobey Hicks explained the benefit of the project and the efficacy of the software for the Commissioners in comparison to how some other agencies have done this. The Commissioners were ultimately supportive of that effort but recommended it be in the 2018 budget. Mr. Elmquist stated he will plan to do that.

Agenda Software
Discussion

Motion by Peterson seconded by Toquam to adjourn the meeting at 10:04 a.m. CDT. *Motion adopted unanimously.*

Meeting Adjourned

ATTEST:

TIM TJOSAAS
CHAIR, COUNTY BOARD

JIM ELMQUIST
CLERK

DATED: