

**TUESDAY, JULY 11, 2017**

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

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

**COUNTY ADMINISTRATION OFFICE  
MANTORVILLE, MN**

**2017-14**

The Dodge County Commissioners met in regular session July 11, 2017, in the Commissioner's Room at the Dodge County Government Services Building, Mantorville, MN, at 9:30 a.m. CDT. Chair Tim Tjosaas 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:	Tim Tjosaas	District #2
	Rodney Peterson	District #3
	Rhonda Toquam	District #4
	David Kenworthy	District #5
Members absent:	John Allen	District #1
Also present:	Jim Elmquist	County Administrator
	Becky Lubahn	Deputy Clerk
	Paul Kiltinen	County Attorney

Motion by Peterson seconded by Toquam to approve and adopt the agenda as amended to add the County Engineers request to approve supplemental agreement costs for CSAH21 as item 4.2 on the agenda and the addition of two items on the Personnel Agenda. *Motion adopted unanimously.*

Agenda Amended

It was noted Commissioner Peterson will be recusing himself from voting on the consent agenda, his out-of-state travel request is item 1.6 on the Consent Agenda.

Consent Agenda  
Items Approved

Motion by Kenworthy seconded by Toquam to approve the following Consent Agenda items:

- 1.1 June 13, 2017 Board of Appeal and Equalization meeting minutes.
- 1.2 June 27, 2017 Committee of the Whole meeting minutes.
- 1.3 June 27, 2017 regular session meeting minutes.
- 1.4 Out-of-State travel for Lisa Hager and Nichole Farnsworth to a Kronos Workshop in Las Vegas, NV November 12-15, 2017 at an estimated cost of \$4,550.
- 1.5 Fireworks permit for the Dodge County Fair for July 22, 2017 pending the approval of the County Sheriff and County Attorney.
- 1.6 Out-of-State travel for Commissioner Rodney Peterson to the National Association of Counties Annual Conference in Columbus, OH July 20-23, 2017 at an estimated cost of \$1,980.75.

*Motion adopted unanimously.*

Facilities and Fleet Manager Duke Harbaugh provided the Board with a Kaizen event recap on fleet usage and maintenance.

[Kaizen Event Recap on Fleet Usage & Maintenance](#)

Team members and facilitators were listed as follows: Tom Anderson, Guy Kohlnhofer, Tony Bauer, Jeremy Griffin, Matt Naatz, Gail Hester, Ken Paulson, Wendy House, Ryer Anderson, Dennis Nawrocki and Becky Lubahn.

Facilitators: Rita Cole & Eric Schwartz

Team Leader/Sponsor: Duke Harbaugh

Mr. Harbaugh informed the Board that on May 24, 2017 a team of Dodge County employees met to come up with a solution to the way the fleet is handled from a scheduling/usage and a maintenance standpoint.

Subject areas for improvement were listed as follows:

- Fleet usage
- Fleet maintenance

The Facilities and Fleet Manager discussed why the project is needed:

- To balance out cost and usage of all vehicles
- Find ways to better maintain the fleet

Mr. Harbaugh reported Dodge County currently has 124 units in its total fleet with a 2017 budget of \$408,738 including two full time employees maintaining it all. Out of the 124 units 75 of these are vehicles that are on the road. Maintenance currently tracks the mileage of all “nonspecialized” units, meaning the county’s everyday vehicles that are available to staff for use. Maintenance does not track the specialized vehicles for two reasons; they typically are assigned to someone and see a lot of use, are not kept in service for very long before they get replaced or they are a semi/plow truck.

Maintenance does, however, track and log 12 vehicles that are nonspecialized typical everyday vehicles. Some of these vehicles are specifically for a department and then there are some that are in the Central Services Motor Pool, which is for any county employee to use. In 2016 these vehicles ranged greatly in the amount of miles accrued as well as the amount of maintenance performed. Dodge County had vehicles with as little as 3,077 miles and as many as 26,577. Maintenance also tracks how many days the vehicles are used and that ranges from as few as 88 days to as many as 217 days. Mr. Harbaugh stated there is a problem with the current operation and that is why he is here at today’s meeting to provide a recap. The goal is to work together to find a solution and implement it to more evenly operate the fleet.

The Facilities and Fleet Manager pointed out the maintenance on the fleet is often done by word of mouth and typically does not get to the proper person to handle the situation. Maintenance currently uses the employee to keep them informed of when an issue arises. Often times a problem has to go through at least four people before making it to Fleet Mechanic Dennis Nawrocki. They have also come to realize when someone is in an assigned vehicle the strange noises and problems go unnoticed because they hear it every day and find it “normal”. When this happens the repair bills often escalate from when the problem first started. This goes the same with oil changes; currently Maintenance uses the “sticker in the windshield” and depends on the employee to let them know that the vehicle is nearing or at the mileage when an oil change is needed. Maintenance is asking employees to help them come up with a better system to manage the fleet that they use.

Kaizen Event Recap  
on Fleet Usage &  
Maintenance -  
Continued

The Kaizen Team decided to track the process using the “swim lane” technique; this process tracked the involvement and action by anyone who has to deal with the current process. It was felt even with department having their own vehicle they are still reserving the vehicle within their own department.

Within the process the Kaizen Team went over maintenance of the vehicles and laid out how they typically inform someone of maintenance needing to be completed on a vehicle. It was noted everyone has their own way of informing someone that maintenance needs to be completed on any given vehicle. The Kaizen Team also agreed that maintenance needs sometimes never make it through the proper channels to get the work done.

Ways to improve the current process were listed as follows:

- Pull all vehicles in to the Central Services Motor Pool
- Rotating vehicle throughout the County for even use
- Downsize the fleet and in return have nicer vehicles for use
- Possibly add a walk around requirement of the vehicle before leaving
- Clean up trash from inside vehicle
- Fuel check
- Need vehicle back and ready to go
- There are different codes for filling fuel between the Highway Department and the Mantorville Shop. \* Codes on Key ring for each unit.
- Return the vehicle to the same location where you picked it up at
- Create a form for maintenance - paper trail - help desk ticket
- Need a list of vehicles that may be available from other departments for use
- Have categories for vehicles – ones that can do the longer trips (100 miles or more) and then ones that can best be used for shorter local trips (100 miles or less)
- Vehicles that were owned by a specific department – have it so they can check out the vehicle long term – a month at a time or longer during their busy season
- Track usage – make people accountable
- Need consistency

Mr. Harbaugh shared the following summary:

- A) Pool all vehicles together into an asset management software, making all non-specialized vehicles available to Dodge County employees. Utilize the asset management software to schedule usage and address and notify for maintenance needs.
- B) Spiceworks has a “VEHICLE” category on the maintenance ticket system.
1. Print out a checklist to provide to staff when picking up the keys that they need to bring back when dropping off the keys.
  2. Design a form to put in the vehicles with the date, vehicle # and problem.
    - a. Provide the spice works email address and make a check box for them to check if they put in a Spiceworks ticket.
  3. Provide the process in case of breakdown in each vehicle. (glovebox – numbers to call)
  4. Have Dennis Nawrocki put the mileage that the next oil change needs to be done instead of the last miles when it was done.

Kaizen Event Recap  
on Fleet Usage &  
Maintenance -  
Continued

The Facilities and Fleet Manager shared the following Action Plan:

- A) 30 day – Research and contact vendors
- Put together a list of requirements that we are looking for in the software
- 60 day – Schedule demonstrations w/a select # of vendors (3-5)
- Attain Budget estimates
- 90 day – View Demonstrations and make decision by now.
- Enroll into a contract after Board approval.
- 120-180 days – Setup and Train employees
- 2018 – Implement
- B) 30 days – Get a form designed
- Get emergency forms in the vehicles
  - Email employees of the new information
  - Review the Transportation Policy
- 60 days – review process

The Board thanked Mr. Harbaugh for the information.

Commissioner Allen arrived to the meeting at 9:37 a.m. CTD.

Commissioner Allen  
Arrived

Taxpayer Services Director Rose Culbertson reviewed bills with the Board.

Bills Approved

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

01	Revenue Fund	\$ 53,586.93
13	Road and Bridge Fund	\$ 45,983.99
16	Environmental Quality Fund	\$ 12,158.05
37	Debt Fund-County Go	<u>\$ 123,298.13</u>
	Total	\$ 235,027.10

*Motion adopted unanimously.*

Employee Relations Director Lisa Hager presented the Personnel Agenda for the Board’s consideration. Items B.1 and B.2, were added to the agenda.

Personnel Actions Approved

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

**A. Land Records**

A.1 Stacie Maring – Deputy Recorder  
Authorization to employ at B22 step 7 \$18.07 to fill approved vacancy.  
Effective Date: 7/24/17

**B. County Attorney**

B.1 Gary ReMine – Assistant County Attorney  
No longer employed.  
Effective Date: 10/1/17 (on or before)

B.2 Assistant County Attorney – 1.0 FTE  
Authorization to post and fill vacancy.  
Effective Date: 7/11/17

*Motion adopted unanimously.*

County Engineer Guy Kohlnhofer met with the Board to discuss his request to approve supplemental agreement costs for CSAH 21.

Supplemental Agreement Increase for CSAH 21 Approved

Mr. Kohlnhofer reported as progress continues on CSAH 21 poor base conditions were discovered late last week. During hauling of the removed surface materials the underlying base materials did not hold up as expected. A section of these poor soils are also due to the disturbance caused by trenching for the installation of Kasson’s utilities. Leaving these poor inconsistent soils in place would likely shorten the expected service life of the final concrete surface. For the areas of concern it is planned to remove an extra foot of soils and replace with a better more consistent material (Breaker Run) prior to paving.

Although some of the extra cost will be covered by federal funds and the City of Kasson the expected total cost of rectifying these conditions will exceed the 10% (\$181,000) overage allowance authorized the County Engineer at the time of contract approval. Action is requested to authorize the Engineer to proceed with the following estimated supplemental agreement costs and to re-establish an additional 5% (\$90,000) overage allowance:

Kasson	\$ 41,000
Dodge (state aid)	\$158,000
Federal	\$ 15,000
Total	\$214,000

Supplemental Agreement Increase for CSAH 21 Approved - Continued

Motion by Peterson seconded by Allen to approve and authorize the expense of the estimated supplemental agreement amounts listed above for CSAH 21 and extend an additional 5% contract overage authority to the County Engineer.  
*Motion adopted unanimously.*

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

Legal Update

The Chair opened the Wheelage Tax public hearing to the public at 10:00 a.m. CDT.

Wheelage Tax Public Hearing Opened to the Public

County Administrator Jim Elmquist presented for the Board’s consideration a wheelage tax resolution which the Board may choose to move forward with after the public hearing to increase the wheelage tax rate in January of 2018.

Mr. Elmquist noted this resolution provides for the county to charge \$20 per vehicle to be dedicated for road and bridge improvements within the county and must be received by the state registrar by August 1, 2017 for implementation in 2018.

It was clarified 100% of the wheelage tax goes back to the county to be used on county roads and bridges. Gas tax money goes back to the state with the State determining how to distribute the money, which could ultimately end up being distributed to the metro areas.

There were no members of the public present at the public hearing.

Commissioner Allen reported he receive a couple of calls regarding the public hearing, one caller was frustrated that the county has to do this in order to get something done with county roads, the other caller was opposed to the increase.

Commissioner Peterson indicated he too received a call in opposition to the increase; however the caller understood why it was needed after further discussion with Mr. Peterson.

The County Engineer was available to comment. Mr. Kohlhofer stated he wishes the state would take care of providing transportation funding for county roads and bridges, however because that isn’t going to happen increasing the county’s wheelage tax is the county’s only option other than increasing the gas tax.

Commissioner Allen reported the County Board would begrudgingly go along with the wheelage tax increase because the State Representatives, Legislators and Senators haven’t done their jobs at the state level so this what the county needs to do in order to get county roads and bridges fixed.

Motion by Allen seconded by Toquam close the Wheelage Tax public hearing to the public at 10:06 a.m. CDT. *Motion adopted unanimously.*

Wheelage Tax  
Public Hearing  
Closed

Commissioner Peterson stated he is really disappointed in our Legislators for failing to put together a plan to address funding for county roads and bridges.

Commissioner Toquam commented she would encourage continued discussion with State Representatives regarding the lack of transportation funding for counties. Ms. Toquam also felt the county should talk to people and educate them as to why there is a lack of funding available to fix county roads. Commissioner Toquam stated the county has done all they can to talk to Legislators and move transportation funding along with no support from the state.

Wheelage Tax  
Public Hearing  
Closed - Continued

Commissioner Tjosaas concurred with Commissioner Peterson and Commissioner Toquam's comments.

Commissioner Peterson offered the following resolution (#2017-30), seconded by Commissioner Allen:

Resolution  
Authorizing Increase  
to Wheelage Tax  
Approved by  
Resolution #2017-30

**Resolution Authorizing Increase to Wheelage Tax**

**WHEREAS**, Dodge County's transportation infrastructure forms the backbone of the county's economy; and

**WHEREAS**, funding for highway and transit systems in Minnesota has remained stagnant and is failing to keep pace with growing demands; and

**WHEREAS**, local governments throughout the state are struggling to maintain local transportation systems while state funding has not kept up with the needs on the State Aid system; and

**WHEREAS**, Minn. Stat. 163.051, Section 4, provides, in part, that the Board of Commissioners of each county is authorized to levy a wheelage tax on each motor vehicle which is kept in such county when not in operation and which is subject to annual registration and taxation under Chap. 168 at a rate of up to \$20 per vehicle in 2018 and beyond; and

**WHEREAS**, Minn. Stat. 163.051 further provides that the Board may provide by resolution for collection of the wheelage tax by county officials or it may request that the tax be collected by the state registrar of motor vehicles, and the state registrar of motor vehicles shall collect such tax on behalf of the county if requested; and

**WHEREAS**, Minn. Stat. 163.051, Section 4, Subd. 2, provides, in part, that the wheelage tax levied by any county, if made collectible by the state registrar of motor vehicles, shall be certified by the County Auditor to the registrar not later than August 1 in the year before the calendar year or years for which the tax is levied, and the registrar shall collect such tax with the motor vehicle taxes on the affected vehicles for such year or years; and

**WHEREAS**, Minn. Stat. 163.051, Section 4, Subd. 4, provides that the Treasurer of each county receiving proceeds from the wheelage tax is to deposit such proceeds in the county road and bridge fund, which moneys shall be used for purposes authorized by law which are highway purposes within the meaning of the Minnesota Constitution, article 14; and

Resolution  
Authorizing Increase  
to Wheelage Tax  
Approved by  
Resolution #2017-30  
- Continued

**WHEREAS**, the Dodge County Board of Commissioners desires to implement such a wheelage tax and have the state registrar of motor vehicles collect the same; and

**WHEREAS**, the proceeds of such a wheelage tax would be used to help improve the quality of the county road system;

**NOW, THEREFORE, BE IT RESOLVED**, that the Dodge County Board of Commissioners authorize and impose a wheelage tax as provided for in Minn. Stat. 163.051 of \$20.00 for the year 2018 and each subsequent year thereafter, subject to levy limits and other factors, on each motor vehicle which is kept in Dodge County when not in operation and which is subject to taxation and registration under Chapter 168.

**BE IT FURTHER RESOLVED** that the county requests the state registrar of motor vehicles to collect the wheelage tax on behalf of the county and that these funds be designated for non-state eligible roads in Dodge County, at the advice of the County Engineer and approval of the County Commissioners.

*Resolution adopted unanimously.*

The Chair recessed the meeting at 10:09 a.m. CDT.

Meeting Recessed

The Chair reconvened the meeting at 10:15 a.m. CDT.

Meeting  
Reconvened

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

Public Safety  
Committee Report

Mr. Allen discussed the proposed Dodge County Sheriff’s Office Chaplain Program.

DCSO Chaplain  
Program Discussed

Commissioner Allen discussed with the Board the Dodge County Sheriff’s Office evidence storage at the maintenance garage.

Evidence Storage  
Discussed

Commissioner Kenworthy discussed the 911 Dispatch Program that was reviewed during the Public Safety Committee.

911 Dispatcher  
Program Discussed

Zoning Administrator Melissa DeVetter presented for the Board’s consideration the July 5, 2017 Planning Commission recommendations.

IUP #17-05

Ms. DeVetter discussed Lynn & Rachel Miller – IUP #17-05.

Motion by Kenworthy seconded by Allen to approve of the following action of the Planning and Zoning Commission as reviewed on July 5, 2017 with the reasons, recommendations and conditions as found in the individual permit



**Lynn & Rachel Miller – IUP #17-05**

IUP #17-05 –  
Continued

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 19.88 acres located in the S ½ of the NW ¼ of the SW ¼ in Section 29 Wasioja Township.

Lynn & Rachel Miller are the applicants and the property owners.

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 Chapter 21 of the Dodge County Zoning Ordinance and Minnesota Rules Chapters 7080-7083. 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. The applicant shall work with Wasioja Township on any access requirements.

*Motion adopted unanimously.*

Ms. DeVetter discussed Royal Johnson – ZA #17-04.

ZA #17-04  
Discussed

**Royal Johnson – ZA #17-04**

The third public hearing is to consider an application for a Zoning Amendment to allow an Urban Expansion District to be rezoned to an Urban Expansion Residential District. The parcel is 5.24 acres located in the SW ¼ of the SE ¼ and SE ¼ of the SW ¼, Section 15 Mantorville Township. Royal Johnson is the applicant and the property owner.

The Planning Commission recommends tabling this request until August 9, 2017. The applicant was not present.

No action was needed from the Dodge County Board on this item; the item was tabled by the Planning Commission.

Ms. DeVetter discussed Solar Provider Group MN 1, LLC. – CUP #17-02.

CUP #17-02  
Discussed

**Solar Provider Group MN 1, LLC. – CUP #17-02**

The fourth public hearing is to consider an application for a Conditional Use Permit to allow a 1 MW Solar Energy Farm in the Ag District. The parcel is 71.69 acres and the Solar Energy Farm (Solar Garden) will cover approximately 10 acres located in the SE ¼ of the E ½ of the NE ¼, Section 29 Wasioja Township. Solar Provider Group MN 1, LLC is the applicant and David and Patricia Marquardt are the property owners.

The Planning Commission recommends tabling this request until August 9, 2017. Wasioja Township requested another meeting with the applicant.

No action was needed from the Dodge County Board on this item; the item was tabled by the Planning Commission.

CUP #17-02  
Discussed -  
Continued

Ms. DeVetter discussed Solar Provider Group MN II, LLC. CUP #17-03.

CUP #17-03  
Discussed

**Solar Provider Group MN II, LLC. CUP #17-03**

The fifth public hearing is to consider an application for a Conditional Use Permit to allow a 1 MW Solar Energy Farm in the Ag District. The parcel is 22.64 acres and the Solar Energy Farm (Solar Garden) will cover approximately 10 acres located in the W ½ of the NE ¼, Section 30 Wasioja Township. Solar Provider Group MN II, LLC is the applicant and Roger Ellingson the property owner.

The Planning Commission recommends tabling this request until August 9, 2017. MnDot is requiring more information on the glare study.

No action was needed from the Dodge County Board on this item; the item was tabled by the Planning Commission.

Sewage Treatment Program Manager Elizabeth Crane presented for the Board's consideration a SSTS low income grant approval request.

SSTS Low Income  
Grant Approved for  
IPHT #2017-02

Ms. Crane reported Dodge County received a grant in 2017 to help low income participants upgrade septic systems that have been found non-compliant and/or deemed an Imminent Public Health Threat (IPHT). One applicant met the income guidelines and was approved for cost share. Cost share assistance is limited to 50% of the total cost of the septic system, not to exceed \$8,000.00. This system is to be funded by the 2017 grant. The new septic system was recently completed and issued a Certificate of Compliance.

Motion by Allen seconded by Kenworthy to approve and authorize a cost share payment of \$8,000.00 on 2017 Imminent Public Health Threat SSTS Abatement Program contract #2017-02 as requested. *Motion adopted unanimously.*

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

Administration  
Committee Report

Commissioners provided their agency reports. Commissioner Allen attended a special meeting. Commissioner Kenworthy attended a Planning meeting, a special meeting and a meeting at Coop's Event Barn. Commissioner Peterson attended a SE MN Water Resources Board meeting, an IUP at the Courthouse, a meeting at Coop's Event Barn and a MNPrairie Audit. Commissioner Tjosaas attended a DFO meeting, a Fairview Care Center meeting and a MNPrairie meeting. Commissioner Toquam attended a special meeting.

Agency Reports

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

County Administrator  
Update

Nextera Energy Representative Kimberly Dickey provided the Board with a project update for a future Route Permit Application for the proposed 345 kilovolt (“kV”) Dodge County Wind Transmission Line and associated facilities in Dodge County.

Proposed Dodge County Wind Transmission Line Discussion

Ms. Dickey distributed a Fact Sheet for the Board’s review.

In accordance with Minnesota Statutes § 216E.03, subdivision 3a., Dodge County Wind, LLC (“Dodge County Wind”) is providing notice to each local unit of government within the proposed route of the Dodge County Wind transmission line.

Dodge County Wind is preparing a Route Permit Application to submit to the Minnesota Public Utilities Commission for the Dodge County Wind Transmission Line, a 345 kilovolt (“kV”) transmission line project from the proposed Dodge County Wind Facility located in the southwest quadrant of Dodge County to the Byron Substation. Initially the Dodge County Wind transmission line was intended to be approximately 23 miles in length, and is needed to interconnect wind facilities to the electric grid. Ms. Dickey reported the plan (footprint) has shifted a little to the west into Steele County which has slightly changed the shape of the array. The initial plan proposed 83 turbines in Dodge County. With the shift into Steele County they anticipate 20-25 turbines will be installed in Steele County and Dodge County’s turbine number reduced by that number. Included in the Board packet was a map showing the initial area for the proposed transmission route.

Commissioner Kenworthy wanted to know if Ms. Dickey had any numbers she could share with the Board regarding the number of sites they had signed.

Ms. Dickey reported they are very close to being wrapped up and getting the signatures they need for the project.

Associate Project Manager Jason Harris arrived to the meeting at 10:42 a.m.

Jason Harris Arrived at Meeting

Commissioner Peterson questioned why there weren’t more turbines on the larger parcels of land.

Proposed Dodge County Wind Transmission Line Discussion - Continued

Mr. Harris stated the number of turbines that go on a particular piece of property are determined by a number factors such as design, rules and regulations and location which then determines the amount of buildable land available and the best location to construct a wind turbine on a property.

The Board thanked Ms. Dickie and Mr. Harris for the update.

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

Pre-Trial, Probation & Patrol Supervision Week Acknowledged by Resolution #2017-31

Olmsted County Court Services Adult Services Program Manager Monty Vikdal was also present.

Mr. Petzel acknowledged the following Court Services and Victim Services staff: Pat Adamson, Barb Shiek, Andrew Lea and Amanda Fordham. The following employees were not able to attend the meeting but were acknowledged: Greg Schramm and Lori Smith.

Pre-Trial, Probation  
& Patrol Supervision  
Week Acknowledged  
by Resolution  
#2017-31 -  
Continued

Commissioner Peterson offered the following resolution (#2017-31), seconded by Commissioner Toquam:

**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, Tim Tjosaas, Chair of the Dodge County Board of Commissioners, do hereby proclaim July 16<sup>th</sup> – July 22<sup>nd</sup> as

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

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 16<sup>th</sup> – July 22<sup>nd</sup>, 2016 as Pretrial, Probation, and Parole Supervision week.

*Resolution adopted unanimously.*

The Board thanked the Court Services staff for their work.

Motion by Peterson seconded by Allen to adjourn the meeting at 10:59 a.m. CDT. *Motion adopted unanimously.*

*Meeting Adjourned*

The next meeting of the Dodge County Board of Commissioners will be held on July 25, 2017 at 5:00 p.m. CDT.

Next Regular Meeting

**ATTEST:**

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**TIM TJOSAAS**  
**CHAIR, COUNTY BOARD**

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**BECKY LUBAHN**  
**DEPUTY CLERK**

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**DATED:**