

TUESDAY, AUGUST 15, 2017

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

**STATE OF MINNESOTA)
DODGE COUNTY)**

**COUNTY ADMINISTRATION OFFICE
MANTORVILLE, MN**

2017-05 Special

The Dodge County Board of Commissioners met in special session August 15, 2017, at the Fairview Care Center, Dodge Center, MN at 9:45 a.m. CDT. Chair Tim Tjosaas called the County Board of Commissioners meeting to order at 9:45 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
	Lisa Kramer	Finance Director
	Guy Kohnhofer	County Engineer
	Scott Rose	Sheriff
	Duke Harbaugh	Facilities & Fleet Manager

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

Agenda Approved

County Engineer Guy Kohnhofer presented his draft budget for 2018 to the commissioners. The County Engineer discussed his operations budget, roads, and his capital budget. Primary discussions were regarding Mr. Kohnhofer's capital request regarding pickup trucks and an expansion to the Highway building which he felt would be consistent with the strategic plan and a centralized fleet management structure.

Highway
Department Budget
Reviewed

The Board stated that while they understand the purpose of the project, they would have concerns about how to fund it. Even though it could be done on a smaller scale without bonding, any building upgrade should be comprehensive which would require potential bonding.

It was noted the next bonds are retired in 2021.

There was a question in regards for the need of two new pickups. The Engineer stated the vehicles are starting to see some significant miles and are 16 years old. Money will need to go into these vehicles soon.

Sheriff Scott Rose met with the Board to discuss the Sheriff's Department budget for 2018.

Sheriff's
Department Budget
Reviewed

Mr. Rose presented his Dispatch budget along with planned use of 911 money, his plan to upgrade radios, and his capital outlay budget.

Commissioner Allen stated that it his belief that no replacement of vehicles should take place before 150,000 miles and he also thought the training budget was a bit expensive.

Sheriff Rose said in his discussion with the Facilities and Fleet Manager, the vehicles replaced would be repurposed for county use. As to the training budget, he felt the training budget was appropriate with the amount of regulations regarding public safety.

Commissioner Kenworthy stated that when it comes to public safety, training is a necessity to ensure compliance with state regulations.

Facilities and Fleet Manager Duke Harbaugh met with the Board to discuss the Building Operations budget for 2018.

Building Operations
Budget Reviewed

The Facility and Fleet Manager's primary expense discussed was training in regards to HVAC systems and contracted services. Mr. Harbaugh also mentioned his intention to replace the courthouse parking lot. If any money is left over in the bond account, it can be used for this project after the tuck-pointing and skylight projects are completed.

Mr. Harbaugh presented for the Board's consideration the Government Services Building remodel Change Order #9 request.

Change Order #9 for
GSB Approved

The Facilities and Fleet Manager reported the project's final change order was received from Alvin E. Benike, Inc. for a credit of \$4,500.00 for the hand rail at the Government Services Building. It was the consensus not to move forward with any sort of rework and instead receive a credit for this work. Once this is approved the county will submit the final pay app and that will complete the project.

Motion by Allen seconded by Kenworthy to approve Government Services Building Change Order #9 as requested which reduces the final amount paid to Alvin E. Benike by \$4,500.00 for a hand rail issue that was never resolved. *Motion adopted unanimously.*

Mr. Harbaugh discussed with the Board the Government Services Building remodel final payment.

Final Payment to
Alvin E. Benike for
Government Services
Building Remodel
Project Approved

The project's final pay app was submitted by Benike to Wold and has since been approved and sent to Dodge County for payment. The Facilities and Fleet Manager noted this will be the final payment and will mark the 100% completion of the 2015-2016 remodel project.

Motion by Allen seconded by Toquam to approve and authorize final payment of \$9,844.04 to Alvin E. Benike for the Government Services Building remodel project. *Motion adopted unanimously.*

Motion by Peterson seconded by Allen to adjourn the meeting at 11:00 a.m. CDT. Meeting Adjourned
Motion adopted unanimously.

ATTEST:

TIM TJOSAAS
CHAIR, COUNTY BOARD

JIM ELMQUIST
CLERK

DATED: