

TUESDAY, AUGUST 22, 2017

**APPROVED MINUTES OF THE
COMMITTEE OF THE WHOLE MEETING HELD**

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

**COUNTY ADMINISTRATION OFFICE
MANTORVILLE, MN**

2017-14 C.O.W.

The Dodge County Commissioners met in Committee of the Whole August 22, 2017, in the County Board Room at the Dodge County Government Services Building, Mantorville, MN, at 4:30 p.m. CDT. Chair Tim Tjosaas opened the meeting at 4:30 p.m. CDT.

Meeting Convened

The Chair acknowledged those present:

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
	Becky Lubahn	Deputy Clerk
	Mark Gamm	Environmental Services Director
	Melissa DeVetter	Zoning Administrator

Environmental Services Director Mark Gamm and Zoning Administrator Melissa DeVetter met with the Board to discuss the 2018-2019 preliminary budgets for the Environmental Services department.

2018-2019
Preliminary Budgets
for Environmental
Services Discussed

Mr. Gamm reviewed the following with the Board:

1. Summary of approved levy for years 2013-2017 compared to preliminary 2018 request.
2. Capital Equipment Fund – Five Year Plan
3. Preliminary 2018 and 2019 budgets for Environmental Services Department:
 - a. Demolition Landfill
 - b. Transfer Station
 - c. Recycling
 - d. Hazardous Waste
 - e. Water Quality
 - f. Waste Administration
 - g. Compost
 - h. Septic
 - i. Feedlot
 - j. Planning and Zoning

The Environmental Services Director pointed out they eliminated the Feedlot Program Budget. Feedlot related services are a part of the 2018 Budget for Planning.

Mr. Gamm discussed the 5-year Capital Plan with the Board.

Commissioner Allen questioned whether or not the Environmental Services Director has talked to Andrew Hesel at the Highway Department about crushed concrete and the possibility of having one location for the crushed concrete. Currently there are piles of crushed concrete at the Highway Department and at the Transfer Station.

2018-2019
Preliminary Budgets
for Environmental
Services Discussed
- Continued

Mr. Gamm indicated the Highway Department may be a little more particular about what goes into their piles of concrete since they use this material on the sides of the roads. The Environmental Services Director stated the Transfer Station isn't as fussy about what goes into their concrete pile and will have other things like brick included in their pile. Mr. Gamm commented he will talk to the Highway Department.

Assumptions in preliminary budgets for the Environmental Services Department were listed as follow:

1. Added \$5,000 for seasonal labor shared by Transfer Station and Recycling Budgets.
2. Substituted \$20,000 in SWCD contracted services for hiring 0.30 FTE county labor (possible job share with existing Public Health staff).
3. Added 0.7 FTE hired in 2019; shared between Planning and Water Management Budgets.

Mr. Gamm further elaborated on the possibility of sharing an employee with Public Health.

Also discussed was the Environmental Services Department's desire to add a .7 FTE position in 2019. Mr. Gamm discussed with the Board his rationale for wanting to add a position in his office.

Commissioner Peterson stated he would like to see Mr. Gamm use the same information when preparing the budget information each year. Mr. Peterson was having issues comparing salaries and wages and cafeteria contributions from year to year since they were presented in a different format this year.

Finance Director Lisa Kramer was present and informed Commissioner Peterson that she provides the Board with the breakdown information he was looking for and reported for data practices reasons this information isn't distributed to the Department Heads.

The Board thanked Mr. Gamm and Ms. DeVetter for the information.

The Chair adjourned the meeting at 4:47 p.m. CDT.

Meeting Adjourned

ATTEST:

TIM TJOSAAS
CHAIR, COUNTY BOARD

BECKY LUBAHN
DEPUTY CLERK

DATED: