

**TUESDAY, AUGUST 22, 2017**

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

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

**COUNTY ADMINISTRATION OFFICE  
MANTORVILLE, MN**

**2017-17**

The Dodge County Commissioners met in regular session August 22, 2017, in the County Board Room at the Dodge County Government Services Building, Mantorville, MN, at 5:00 p.m. CDT. Chair Tim Tjosaas called the meeting to order at 5:00 p.m. CDT.

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
	Rhonda Toquam	District #4
	David Kenworthy	District #5

Members absent: None

Also present:	Jim Elmquist	County Administrator
	Becky Lubahn	Deputy Clerk

Motion by Kenworthy seconded by Allen to approve and adopt the agenda as presented. *Motion adopted unanimously.*

Agenda  
Approved

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

Consent Agenda  
Items Approved

- 1.1 August 8, 2017 committee of the whole meeting minutes.
- 1.2 August 8, 2017 regular meeting minutes.
- 1.3 August 15, 2017 special session meeting minutes as presented.

*Motion adopted unanimously.*

Zumbro Watershed Partnership (ZWP) Executive Director Sarah Duke Middleton met with the Board to discuss 2018 funding.

ZWP Funding  
Request

Ms. Middleton reported it is inevitable that management of the Zumbro River will be re-organized at the watershed level. The Zumbro River is currently managed on a county-by-county basis. The Minnesota Board of Water and Soil Resources (BWSR) has provided a pathway to watershed level management through the program known as "One Watershed, One Plan (1W1P)". In Dodge and neighboring counties, a forward-thinking group of citizens and elected officials were already on that path more than a decade earlier; the Zumbro Watershed Partnership (ZWP), a 501(c)3 nonprofit, was organized to help governments and citizens think about our rivers as a distinct unit where land and waters are intimately connected. The ZWP needs Dodge County's fiscal support to keep them on that path and maintain local control of our waters.

ZWP Funding Request - Continued

It was reported recent re-organizations under 1W1P have been bumpy in some watersheds because neighboring counties have had no history of working cooperatively on watershed projects. In some cases, governments enrolled in 1W1P have not had a solid handle of geographically-specific watershed science. Thanks to Zumbro Watershed Partnership, they have both in this region. But if ZWP needs to close its doors due to a lack of fiscal support, they will lose those working relationships and intuitional knowledge. At a future date, partner counties would have to “re-invent” a group like ZWP to execute watershed planning or pay for additional fulltime county staff or expensive consultants to do this work.

Ms. Duke Middleton noted over the past decade, ZWP has been a grant-winning machine, bringing over \$1,000,000 in projects and funding to the region. Their projects have helped county partners to win over \$500,000 in new grant funding. Those grants funded the science and community engagement that their partners, such as Dodge County Environmental Services and the Soil and Water Conservation District, need to be effective and efficient with the tax-payer’s dollar.

The ZWP is currently working with the City of Oronoco on an application to create Zumbro River Regional Water Trail from under-utilized local resources. That trail would include all communities in the watershed, from large to small, in a joint effort to secure funds from the Greater Minnesota Regional Parks and Trails Commission needed to improve recreational resources.

The Executive Director informed the Board ZWP needs each county in the watershed to provide a share of operational expense to keep them on the path to cleaner waters and fewer floods. Their funding request is proportional to the total acreage of the Zumbro River Watershed in each county.

The ZWP request for funding is as follows:

Division by percentage of Watershed Acres in Each County:

Olmsted County 26% of Watershed .....	\$10,400
Dodge County 26% of Watershed.....	\$10,400
Wabasha County 24% of Watershed .....	\$ 9,600
Goodhue County 20% of Watershed .....	\$ 8,000
Rice County 2% of Watershed.....	\$ 800
Steele County 2% of Watershed .....	\$ 800

The total Zumbro Watershed Partnership 2018 funding request from all six counties is \$40,000.

Ms. Duke Middleton stated without funding, ZWP cannot provide professional-level science and educational initiatives on which counties have relied. These services are imperative as they begin the transition to watershed-scale resource management. The ZWP is asking that Dodge County include them in their upcoming budget.

The Executive Director shared with the Board what Dodge County’s money would pay for, what they accomplished in 2013-2017, and what comes next 2017 and beyond.

Commissioner Peterson informed Ms. Duke Middleton that Dodge County has other watersheds that the county needs to direct their monies towards.

ZWP Funding Request - Continued

The Board thanked Ms. Duke Middleton for the information.

Zoning Administrator Melissa DeVetter presented for the Board's consideration the August 9, 2017 Planning Commission recommendations.

ZA #17-04 Approved

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

Commissioner Peterson stated he doesn't feel this request fits into the county's mission and vision.

Motion by Kenworthy seconded by Toquam to approve of the following action of the Planning and Zoning Commission as reviewed on August 9, 2017 with the reasons, recommendations and conditions as found in the individual permit:

**Royal Johnson – ZA #17-04 continued**

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 approval with the following conditions:

1. Access must be approved by Mantorville Township.
2. All local, state and federal permits and/or approval required for the use are obtained prior to establishment of the use.

*Motion adopted, Tjosaas, Allen, Toquam, Kenworthy aye, Peterson nay.*

Ms. DeVetter reviewed with the Board Solar Provider Group MN 1, LLC – CUP #17-02.

CUP #17-02 Approved

Commissioner Toquam expressed concern with the lack of control for weeds on solar gardens located in the county.

Ms. DeVetter noted this concern has been discussed and will be something that they will need to revisit in the future. The Zoning Administrator indicated there can be conditions added or a performance standard added to address this issue.

It was suggested that the following language be added as item 11 on the conditional use permit request for CUP #17-02:

*The permittee shall ensure vegetation planned for the solar farm area is planted and managed to promote successful establishment and to prevent and control the spreading of weeds to surrounding cropland.*

Motion by Kenworthy seconded by Peterson to approve of the following action of the Planning and Zoning Commission as reviewed on August 9, 2017 with the reasons, recommendations and conditions as found in the individual permit:

**Solar Provider Group MN 1, LLC. – CUP #17-02 (continued)**CUP #17-02Approved -  
Continued

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 approval with the following conditions:

1. Dodge County Zoning Permit shall be obtained before construction.
2. Operation will comply with all local, state, and federal regulation regarding the use and activities performed on site.
3. The applicant shall work with the County and Township Road authorities for location and permitting of the access.
4. To address potential glare, the applicant shall coordinate with the County Highway Department to establish and maintain a line of evergreen screening to prevent glare impact to CSAH 34. The evergreens shall be established prior to the solar panels being operational in accordance with the required locations and specifications defined by the Dodge County Highway Department.
5. The applicant shall consult with the City Council of Dodge Center on any plans to install power lines of poles within city limits.
6. The applicant will comply with WCA, when applicable.
7. The use applies only to the approximately 10 acre site where the solar farm is proposed as identified in the CUP application received in the Environmental Services Department on May 10, 2017. 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.
8. 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.

9. 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.
10. The solar farm shall meet the Performance Standards of Section 16.46.2 of the Dodge County Zoning Ordinance.
11. The permittee shall ensure vegetation planned for the solar farm area is planted and managed to promote successful establishment and to prevent and control the spreading of weeds to surrounding cropland.

CUP #17-02  
Approved -  
Continued

*Motion adopted unanimously.*

Ms. DeVetter reviewed with the Board Solar Provider Group MN II, LLC – CUP #17-03.

CUP #17-03  
Tabled

Conditional Use Permit #17-03 reads as follows:

**Solar Provider Group MN II, LLC. – CUP #17-03 (continued)**

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 recommended denial of the Conditional Use Permit request due to concerns with the siting of the proposed solar farm. The project would be located on the north side of U.S. Hwy 14 along a bend in the road. The panels are tilted to the south and track the sun in an east to west direction throughout the day. A Planning Commission member described personal experience with glare approaching another solar farm during the morning and evening hours. In addition, due to its location along the curve, the Planning Commission members thought it would also serve to distract drivers travelling along US Hwy 14.

When a CUP is recommended for a denial, it must be found that conditions cannot be added to the permit to adequately mitigate the concerns/reasons for denial. At this time, the applicant has proposed additional conditions in an attempt to mitigate the Planning Commission's concerns that must be evaluated. Department staff is recommending that the County Board table a decision on this CUP request and direct the Planning Commission to reopen the public hearing so that the applicant's proposed conditions can be reviewed. In this way, the Planning Commission would be able to make a determination on whether or not what the applicant is proposing would be able to address the concerns brought up in the August 9, 2017 public hearing.

Alternatively, should the County Board choose to make a decision on the permit at today's Board meeting, it was advised that the conditions submitted by the applicant be reviewed and along with the findings to support the Board's decision of approval or denial, and that that conditions be developed and adopted at that time.

The Environmental Services Department had previously recommended approval with the following conditions:

CUP #17-03  
Tabled -  
Continued

1. Dodge County Zoning Permit shall be obtained before construction.
2. Operation will comply with all local, state, and federal regulation regarding the use and activities performed on site.
3. The applicant shall work with the County Highway Department for location and permitting of the access.
4. The applicant shall consult with the City Council of Dodge Center on any plans to install power lines or poles within city limits.
5. The applicant will comply with WCA, when applicable.
6. The use applies only to the approximately 10 acre site where the solar farm is proposed as identified in the CUP application received in the Environmental Services Department on May 12, 2017. 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.
7. 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.
8. 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.
9. The solar farm shall meet the Performance Standards of Section 16.46.2 of the Dodge County Zoning Ordinance.

The applicant has proposed the following additional conditions (#10 & #11) to mitigate the concerns of the Planning Commission. The e-mail from the applicant and attachments portraying what their proposal would look like were included in the Board packet for review.

10. The permittee shall add a 12 foot chain-link fence with solid fabric covering to shield the entire system from view to passing traffic along US Hwy 14.

- 11. The Permittee shall add light landscaping (likely of coniferous trees) on the highway side of the fence to mitigate the aesthetic impact of solid wall-effect of fence.

CUP #17-03  
Tabled -  
Continued

Ms. DeVetter suggested tabling this item and sending it back to the Planning Commission to reopen the public hearing so the applicant's proposed conditions can be reviewed. The additional time would also allow Environmental Services time to obtain feedback from the State regarding the request.

Commission Kenworthy suggested using evergreen trees for screening the solar panels rather than a solid fabric covering.

Katy Swor a Consultant for Wenck and Associates was present and informed the Board using evergreen trees as a screening material to cut the glare from the solar panels may not be enough; however they will consider this suggestion.

Motion by Kenworthy seconded by Peterson to table action on CUP #17-03 with the understanding that it is the Board's desire to send the request back to the Planning Commission for further discussion. The Planning Commission will be directed to reopen the public hearing to allow additional discussion to take place regarding the proposed conditions from the applicant; this will also give the State an opportunity to comment on the permit. Also included in the motion was a recommendation to have the Planning Commission add the following language as item #12 in order to be consistent with the additional recommendation that was approved for CUP #17-02.

*The permittee shall ensure vegetation planned for the solar farm area is planted and managed to promote successful establishment and to prevent and control the spreading of weeds to surrounding cropland.*

The Board also asked that the Planning Commission consider adding evergreens as a screening material rather than solid fabric.

*Motion adopted unanimously.*

Ms. DeVetter reviewed with the Board Kaus Community Solar Garden LLC – CUP #17-04.

CUP #17-04  
Approved

Motion by Allen seconded by Toquam to approve of the following action of the Planning and Zoning Commission as reviewed on August 9, 2017 with the reasons, recommendations and conditions as found in the individual permit:

**Kaus Community Solar Garden LLC – CUP #17-04**

The 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 20.71 acres and the Solar Energy Farm (Solar Garden) will cover approximately 10 acres located in the E ½ of the NW ¼ of the NW ¼, Section 26 Claremont Township.

Kaus Community Solar Garden, LLC is the applicant and Craig and Alison Ross are the property owners.

The Planning Commission recommends approval with the following conditions:

1. Dodge County Zoning Permit shall be obtained before construction.
2. Operation will comply with all local, state, and federal regulation regarding the use and activities performed on site.
3. The permit does not cover the poles owned and operated by Xcel. Any permits and regulations for these poles are Xcel's responsibility.
4. The use applies only to the approximately 10 acre site where the solar farm is proposed as identified in the CUP application received in the Environmental Services Department on June 8, 2017. 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.
9. The permittee shall work with the Dodge Soil and Water Conservation District to ensure vegetation planned for the solar farm area is planted and managed to promote successful establishment and to prevent and control the spreading of weeds to surrounding cropland.

CUP #17-04  
Approved -  
Continued

*Motion adopted unanimously.*

Ms. DeVetter reviewed with the Board John Klugherz & Jennifer Hatch – IUP #17-07.

IUP #17-07  
Approved

Motion by Toquam seconded by Kenworthy to approve of the following action of the Planning and Zoning Commission as reviewed on August 9, 2017 with the reasons, recommendations and conditions as found in the individual permit:

**John Klugherz & Jennifer Hatch – IUP #17-07**

The second 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 will be a split of 7 acres from 13 acres located in the S ½ of the NE ¼, in Section 36 Vernon Township. John Klugherz and Jennifer Hatch are the applicants and Cindy Musolf 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 Chapter 21 of the Dodge County Zoning Ordinance. A Dodge County Sewage Treatment System shall be obtained prior to issuance of the Zoning Permit.
4. An address shall be obtained from the Dodge County Highway Department.
5. If the well is shared, a shared well agreement easement shall be included and recorded with the deeds of both properties. The shared well easement shall be described and identified on the surveys for the new parcel.

*Motion adopted unanimously.*

The Zoning Administrator presented for the Board's consideration the August 21, 2017 Planning Commission special meeting recommendation.

IUP #17-09  
Approved

Ms. DeVetter reviewed with the Board S & L Contracting, Inc. IUP #17-09.

Canisteo Township Supervisor Ken Follie was present and informed the Board Canisteo Township is in favor of the Interim Use Permit as long as the conditions are followed.

Discussion took place regarding issues that arose related to the request. It was noted the applicant was issued a cease and desist order due to the fact that work was started before a permit was issued.

It was noted the county doesn't currently have anything in place to charge applicants a fee for requesting special meetings.

Commissioner Toquam reported it costs the county over \$600 to conduct a special meeting. Ms. Toquam suggested the Board consider putting a fee in place to charge applicants that request a special meeting be held. Commissioner Toquam felt the creation of a special meeting fee may prevent this issue from happening again in the future.

Board members further discussed the option of imposing a fee for applicants that request a special meeting.

IUP #17-09  
Approved -  
Continued

The Zoning Administrator suggested the Board also consider creating a penalty to address the issue of work that is started before and CUP or IUP is issued. Ms. DeVetter informed the Board that previous Board members did not want to assess a penalty on CUP's that were issued after the fact because they believed most of the CUP's were issued to small business owners and any fee would be detrimental to their business.

A member of the public stated that she felt the property owner for this particular permit intentionally tried to circumvent the IUP process by sending the applicant to the wrong township for approval.

Questions were raised regarding how long the project will take. It was reported the permit is issued for two years and will be reviewed at that time for the sand pit operation and any need for extension. It was noted when the project is done the permit will no longer be valid.

Commissioner Allen clarified the pit could be reopened at any time for another project if the applicant obtained a permit by going through the proper channels.

Motion by Peterson seconded by Kenworthy to approve of the following action of the Planning and Zoning Commission as reviewed on August 21, 2017 with the reasons, recommendations and conditions as found in the individual permit:

**S & L Contracting, Inc. IUP #17-09**

The public hearing is to consider an application for an Interim Use Permit to allow a mining operation in the Agricultural District. The proposal is to mine approximately 10 acres of a 96.28 acres parcel located in the N ½ of the NW ¼ of Section 2, Canisteo Township. The applicant is S&L Contracting, Inc. and Brian R. Herbst is the property owner.

The Planning Commission recommends approval with the following conditions:

1. If any safety issues occur from trucks crossing Highway 14 to make left hand turns, the permittee shall comply with any MnDOT requirements necessary to mitigate the safety issue. This could include closing the median crossing at 260<sup>th</sup> Avenue which would require the use of alternative routes.
2. The permittee shall provide dust control for the pit and roads utilized for hauling of materials.
3. Permit is issued for two years and will be reviewed at that time for the sand pit operation and any need for extension. Permit specifically authorizes the use of the pit solely for S & L and its contractors completing the 2-3 year Kasson street reconstruction project. The pit is not open to the public.

4. 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.
5. Prior to mining within 500 feet of any dwelling, the applicant shall provide to the Environmental Services Department verification in the form of written approval to mine from the affected property owner.
6. The applicant shall establish and escrow account or submit a performance bond in the amount of \$2,000.00 (as indicated by the applicant) to be held by Dodge County Finance to ensure reclamation of the pit to farmland.
7. Nuisance complaints shall result in review of the IUP by the Planning Commission and County Board.
8. Land owner and pit Leasee (S & L Contracting) shall maintain all haul roads to township standards.
9. Dust shall be controlled on all haul roads. (265th Avenue and 650th Street if used are township roads)
10. An annual update on the status of the project shall be provided to Canisteo Township.
11. Formal acknowledgment of mine closure shall be provided to Dodge County and Canisteo Township.
12. Driveway on the east end of the parcel shall be removed upon termination of the IUP.
13. Gate access when mine is in operation.

IUP #17-09  
Approved -  
Continued

*Motion adopted Tjosaas, Peterson, Toquam, Kenworthy aye, Allen abstained.*

Taxpayer Services Director Rose Culbertson reviewed bills with the Board.

Bills Approved

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

01	Revenue Fund	\$ 60,169.78
13	Road and Bridge Fund	\$ 29,889.28
16	Environmental Quality Fund	<u>\$ 72,792.87</u>
	Total	\$ 162,851.93

*Motion adopted unanimously.*

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

Legal Update

County Administrator Jim Elmquist presented the Personnel Agenda for the Board's consideration. It was noted item D.1 will be removed from the agenda at the Land Record Director's request and E.1 has been added.

Personnel  
Actions  
Approved

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

Personnel  
Actions  
Approved -  
Continued

**A. Highway**

A.1 Dallen Rud – Equipment Operator II  
Authorization to employ at B22 hire step \$20.06 to fill approved vacancy.  
Effective Date: 8/31/17

**B. Sheriff’s Office**

B.1 Justin Thurmes – Deputy Sheriff  
Step increase from C41 36 month step \$26.11 to C41 48 month step \$27.01.  
Effective Date: 5/31/17

**C. Public Health**

C.1 Robyn Warner – Case Aide  
Step increase from B22 step 2 \$21.08 to B22 step 1 \$21.71.  
Effective Date: 8/29/17

**E. Attorney’s Office**

E.1 Corey Rothrock – Assistant County Attorney  
Authorization to employ at C43 step 4 \$33.94 to fill approved vacancy.  
Effective Date: TBD

*Motion adopted unanimously.*

Mr. Elmquist provided the Board with the latest rendition of the budget for their review. The County Administrator noted the net levy amount is significantly less than the previous version provided to the Board. This budget reflects changes discussed at Fairview where there seemed to be unanimity towards a specific issue. The first was the removal of the \$605,000 from the shop budget in Highway for the building addition. It seemed that overall, the Board felt this was a project that would likely take place a few years out rather than 2018. The second change was the \$140,000 for the Courthouse parking lot which was also removed as a levy expense as the county will have more than enough in the bond fund to pay for this. That money will be reflected in fund balance as it will be from the bond fund.

Budget  
Discussion

Some options/questions the Board may want to consider were listed as follows:

1. Knowing our strategic plan suggests a goal area is roads and transportation; could there be a project the Board wants to consider that is not in the 2018 budget relative to roads and bridges? The County Administrator has asked the County Engineer to be able to inform the Board on potential projects in 2019 that could be considered for 2018.
2. Another option is the county is currently using fund balance to assist with Human Services costs for 2018 (\$100,000). If desired, the Board could choose to not do this.

Mr. Elmquist pointed out there are still undefined costs that are within this budget that could change. The two items are the county’s cafeteria plan costs and DFO costs for next year.

The County Administrator informed the Board he’d like to move forward with the agenda management software this year and use contingency funds to pay for it.

This expense was planned for 2018 but the Land Records Director has informed the County Administrator that the county will need to spend contingency funds on the tax court expenses in 2018. Commissioners have experienced issues with receiving their Board packets in a timely manner, although the packets are mailed Thursday afternoon. Mr. Elmquist would like to move up the purchase date of the agenda management software to help address this issue.

Budget Discussion - Continued

Commissioner Allen left the meeting at 6:04 p.m. CDT.

Commissioner Allen Left Meeting

It was the consensus of the Board to increase the proposed budget by \$300,000 and remove fund balance utilization from the Human Services budget.

Budget Discussion - Continued

The Board was supportive of moving forward with the agenda management software.

The Board thanked the County Administrator for the information.

Mr. Elmquist discussed with the Board the proposed Strategic Plan. This Strategic Plan has been reviewed and commented on by both the Department Heads and the County Board. The County Administrator is asking for formal approval of this plan as several elements of the plan already have been underway from a development standpoint for a couple of months.

Strategic Plan Approved

Motion by Toquam seconded by Kenworthy to approve and authorize the Strategic Plan as presented. *Motion adopted unanimously.*

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

Public Safety Committee Report

The Board discussed the Drug Court Coordinator’s request to approve 2017 Sober Fest donations received from businesses and individuals.

Drug Court Program Donations

Commissioner Kenworthy offered the following resolution (#2017-34), seconded by Commissioner Toquam:

Approved by Resolution #2017-34

**Drug Court Program Donations**

**WHEREAS**, the Dodge County Drug Court receives donations from time to time from individuals and/or organizations; and

**WHEREAS**, Drug Court wishes to accept these donations and utilize them for the purpose of sponsoring the 2017 Sober Fest event; and

**WHEREAS**, pursuant to Minnesota Statute 465.03, the county shall by resolution of the governing body adopted by a two-thirds majority of its members accept a grant or devise of real or personal property and maintain such property for the benefit of its citizens in accordance with the terms prescribed by the donor.

**NOW THEREFORE BE IT RESOLVED**, that the Dodge County Board of Commissioners hereby accept the following donations to be used for the 2017 Sober Fest event:

1. McNeilus Steel – \$100.00 check donation
2. St. Peter's Episcopal – \$100.00 check donation
3. Culligan (Kasson) – (10) cases of water
4. Dodge Board & Lodge – \$50.00 check donation
5. Kwik-Trip (Kasson) – (1) Cheese Mountain pizza
6. Universal Marine/RV – (1) Sports Tube
7. Casey's (Dodge Center) – (2) 52oz. mugs, (1) lg. specialty pizza, (1) dozen donuts, (1) cookie, (1) 32oz. drink, (1) 16oz. freeze, (1) ice cream cone, (4) 6" subs, (7) 16oz. coffees
8. DentalSmart Marketing, LLC (Owatonna) – \$50.00 check donation
9. Dunatos, Inc. (Empower CTC) – \$100.00 check donation, (5) \$20.00 Kwik-Trip gas cards
10. Healing Touch Spa – 30 minute massage
11. Quiznos (Rochester) – \$5.00 gift card
12. Bicycle Sports – (1) cable lock, (2) reflectors
13. U of MN Gear Store – (1) hooded sweatshirt
14. Hodgman Drainage Co. – (2) MN Twins tickets
15. Anonymous – (1) pair of Gander Mountain insulated overalls
16. Lea Hall – (1) MN Timber Wolves blanket
17. Hubbell House – (5) \$15.00 gift cards
18. County Seat – \$5.00 gift certificate, coffee mug
19. Mane Image – (1) gift certificate for haircut/style
20. Daniel's – (1) whole cheesecake
21. Subway (Kasson) – (5) 6" subs
22. Casey's (Mantorville) – (2) lg. single top pizzas, (3) sm. single top pizzas, (2) dozen donuts
23. MN Adult & Teen Challenge – (2) Wonderboom bluetooth speakers
24. Cindy Luepke – (1) Philips Sonicare Professional Toothbrush
25. Above All Roofing – (1) Lg. Under Armour rain jacket, (1) hooded sweatshirt
26. State Theatre (Kasson) – (20) \$1.00 gift cards
27. Events – (4) \$5.00 gift certificates
28. Hayfield T-Shirts – (2) duffel bags
29. Leth Law Office – \$100.00 check donation
30. Pharmaceutical Specialties, Inc. – (1) Vanicream gift basket
31. Barb Meyer – (2) \$10.00 Casey's gift cards
32. Eric Thompson – PA system rental
33. Sober Fest Revenue – \$576.97

**BE IT FUTHER RESOLVED**, that county staff will express our appreciation for these generous donations on behalf of the Dodge County Board.

*Resolution adopted unanimously.*

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

Continued

Administration  
Committee  
Report

Commissioners provided their agency reports. Commissioner Allen attended a Zoning meeting and a Dodge County Historical Society meeting. Commissioner Kenworthy attended a Fairview Care Center meeting and a Budget meeting. Commissioner Peterson attended a SCHA Vision workshop, a MNPrairie Board meeting, a Fairview Care Center meeting, a Radio Board meeting and a Fairview Care Center picnic. Commissioner Tjosaas attended a Semcac Finance Committee meeting, a Semcac Board meeting, a Fairview Care Center meeting and a Special Budget meeting. Commissioner Toquam attended a Planning and Zoning meeting, a Fairview Care Center meeting, a Special meeting, a MNPrairie meeting, a Soil & Water Conservation meeting and a Special Planning & Zoning meeting.

Agency Reports

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

County Administrator Update

Motion by Peterson seconded by Kenworthy to adjourn the meeting at 6:37 p.m. CDT. *Motion adopted unanimously.*

Meeting Adjourned

The next regular meeting of the Dodge County Board of Commissioners will be held on September 12, 2017 at 9:30 a.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:**