

**TUESDAY, OCTOBER 24, 2017**

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

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

**COUNTY ADMINISTRATION OFFICE  
MANTORVILLE, MN**

**2017-21**

The Dodge County Commissioners met in regular session October 24, 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

The County Administrator informed the Board the Personnel Agenda will be added to Lisa Hager's presentation under item 2.0 on the agenda.

Amended  
Agenda  
Approved

It was also noted Commissioner Allen will be discussing an EDA appointment under the Public Works Committee report.

Motion by Peterson seconded by Kenworthy to approve and adopt the agenda as amended. *Motion adopted unanimously.*

Facilities and Fleet Manager Duke Harbaugh introduced Duane Archer who is the new Custodian.

New Employee  
Introduction

The Board welcomed Mr. Archer.

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

Consent Agenda  
Items Approved

- 1.1 October 10, 2017 committee of the whole meeting minutes.
- 1.2 October 10, 2017 regular meeting minutes.

*Motion adopted unanimously.*

Ms. Hager presented the Personnel Agenda for the Board’s consideration.

Personnel  
Actions  
Approved

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

**A. Sheriff’s Office**

- A.1 James Lee – 911 Dispatcher  
Step increase from B22 step 5 \$19.79 to B22 step 6 \$20.39.  
Effective Date: 9/12/17
- A.2 Galen Heinle – Deputy Sheriff .70 FTE  
Step increase from C41 72 month step \$28.59 to C41 84 month step \$29.30.  
Effective Date: 8/20/17

**B. Highway Department**

- B.1 Jon Hulst – Equipment Operator  
Authorization to employ at B22 hire step \$20.06 to fill approve vacancy.  
Effective Date: 11/1/17

*Motion adopted unanimously.*

Ms. Hager presented for the Board’s consideration the Highway Department Labor Agreement.

Highway  
Department  
Labor Agreement  
for 2018-2020  
Approved

Included in the Board packet was a tentative agreement with the AFLCIO Local 49 – Highway Union for 2018-2020. The Highway Union approved this agreement.

A summary of significant issues includes the following:

- 1. Article XXII Wages and Employment – Increase by 2.75% in 2018 and 3% in 2019 and 3% in 2020 and compressed steps from 10 years to maximum to 8 years to maximum with the top step being 2% instead of \$.10.

Motion by Allen seconded by Peterson to approve and authorize the Chair, County Administrator and Employee Relations Director to sign the proposed Labor Agreement between Dodge County and the AFLCIO Local 49 – Highway Union as presented for 2018-2020. *Motion adopted unanimously.*

Ms. Hager presented for the Board’s consideration the Transfer Station Labor Agreement.

Transfer Station  
Labor Agreement  
for 2018-2020  
Approved

Included in the Board packet was a tentative agreement with the AFLCIO Local 49 – Transfer Station Union for 2018-2020. The Transfer Station Union approved this agreement.

A summary of significant issues includes the following:

- 1. Article XXII Wages and Employment – Increase by 2.75% in 2018 and 3% in 2019 and 3% in 2020 and add a 2% 10 year step in 2020.

Motion by Peterson seconded by Kenworthy to approve and authorize the Chair, County Administrator and Employee Relations Director to sign the proposed Labor Agreement between Dodge County and the AFLCIO Local 49 – Transfer Station Union as presented for 2018-2020. *Motion adopted unanimously.*

Taxpayer Services Director Rose Culbertson reviewed bills with the Board.

Bills Approved

Ms. Culbertson reported a payment of \$5,475.22 to Wells Fargo Bank is being added to the bills in order to avoid late charges for items purchased by various departments using county credit cards.

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

01	Revenue Fund	\$ 125,679.37
13	Road and Bridge Fund	\$ 50,583.24
16	Environmental Quality Fund	\$ 21,245.89
17	Eq Revolving Equip Fund	\$ 1,220.56
32	County Capital Projects	\$ 44,740.00
80	Agency Fund	\$ 465.00
	Total	\$ 243,934.06

*Motion adopted unanimously.*

Zoning Administrator Melissa DeVetter met with the Board to discuss the possible designation of a Wasioja Hamlet.

Zoning  
Amendment –  
Hamlet  
Designation for  
Wasioja  
Township  
Approved by  
Resolution  
#2017-39

In 1995, the Wasioja area was initially designated as Rural Residential which created numerous nonconformities and other issues due to small lot sizes, large setbacks and wide, unvacated platted streets. The designation of the Hamlet would have the effect of reducing the number of nonconformities and allowing more use of the property under allowed setbacks. Over the past couple of years, the County has been working with Wasioja Township to address these issues in portions of the historic community. This process has included a joint effort by the Assessor, Recorder, Surveyor, Highway, Zoning and the Wasioja Township Board.

Provisions of Chapter 7, “Hamlet District”, allow for the County Board to designate a Hamlet, upon request of the affected community, in this case Wasioja. The Wasioja Township Board held a public meeting on October 9, 2017 to address street vacation and the resolution for a Hamlet designation, both of which passed unanimously.

Commissioners wanted to know if anyone attended the public meeting.

Ms. DeVetter reported there was a good turn-out at the public hearing with a majority of those present in favor of the designation. It was noted some of the attendants were present because they had questions, not because they opposed to the designation.

Commissioner Peterson wanted to know who maintains the hamlet.

Ms. DeVetter stated Wasioja Township will maintain the hamlet.

Commissioner Allen offered the following resolution (#2017-39), seconded by Commissioner Toquam:

**Zoning Amendment – Hamlet Designation**

Zoning  
Amendment –  
Hamlet  
Designation for  
Wasioja  
Township  
Approved by  
Resolution  
#2017-39-  
Continued

**WHEREAS**, portions of the unincorporated historic community of Wasioja was platted with small lots and streets in the mid 1800’s prior to the adoption of zoning in Dodge County; and

**WHEREAS**, this community was rezoned to Rural Residential in 1995 under the Dodge County Zoning Ordinance; and

**WHEREAS**, the Rural Residential Zoning District performance standards adopted in 1995 did not consider the unique existing circumstances of the established historic community of Wasioja; and

**WHEREAS**, rezoning this historic community to Rural Residential resulted in the majority of properties becoming legal nonconformities due to the inability to comply with criteria that could not be met; and

**WHEREAS**, nonconformities are regulated under Chapter 6 of the Dodge County Zoning Ordinance and Minnesota Statutes 394.36 which limit and restrict the improvement of nonconforming properties; and

**WHEREAS**, the performance standards applied substantially increased the need for variances due to nonconforming status of the properties; and

**WHEREAS**, the variance process is costly and indeterminate which further limits the maintenance and improvement of properties in these areas; and

**WHEREAS**, the Hamlet Zoning District performance standards will result in a reduction of the number of nonconformities and a reduction in the need for variances while adequately protect health, safety and welfare and preserving the character of the established historic communities; and

**WHEREAS**, the Dodge County Board of Commissioners adopted the Hamlet Zoning District on February 14, 2017; and

**WHEREAS**, Section 7.1 of the ordinance provides for the Dodge County Board of Commissioners to designate an eligible community to a Hamlet District upon request of the affected historic Community; and

**WHEREAS**, Wasioja Township held a public meeting and passed a resolution requesting the Commissioners to designate portions of the community of Wasioja described in Exhibit A to a Hamlet District on October 9, 2017; and

**WHEREAS**, the Dodge County Board of Commissioners reviewed and accepted the Township resolution dated October 9, 2017 at the October 24, 2017 meeting.

**THEREFORE BE IT RESOLVED**, the Dodge County Board designates the portions of the community of Wasioja identified in Exhibit A as a Hamlet District.

*Resolution adopted unanimously.*

Ms. DeVetter discussed with the Board assuming authority to enforce Minnesota Statutes 272.162.

Assuming Authority to Enforce Parcel Transfer and Division Restrictions of Minnesota Statutes 272.162 Approved by Resolution #2017-40

Counties and other local governments are responsible for planning and zoning activities to promote the health, safety, and general welfare of their communities. Until recently, a county’s ability to assume this responsibility was limited by state statute. The state permitted other local governments (cities and townships) to review land transfers and divisions, but did not give the same authority to counties.

This restriction on counties was removed in the 2017 legislative session with a law that amended Minnesota Statutes 272.162. Included in the Board packet was a copy of the statutory language. The new law specifically states counties have the same authority already afforded municipalities and townships to review land transfers and divisions before they are recorded. This provision has been sought by counties for years.

With this authority, counties can protect land owners from land transfer and division missteps which block property owners from using their land as they intended. County oversight will prevent future boundary disputes and ensure that land owners are compliant with other land use rules and regulations.

In order to assume this authority, a county must pass a resolution stating it assumes the authority to review land divisions and transfers. Included in the Board packet was a proposed resolution created from a template produced by the Association of Minnesota Counties for use by counties assuming enforcement of the statute.

Commissioner Peterson offered the following resolution (#2017-40), seconded by Commissioner Allen:

**Assuming Authority to Enforce Parcel Transfer and Division Restrictions of Minnesota Statutes 272.162**

**WHEREAS**, Minnesota Statute § 272.162 specifies the conditions when a local government may restrict parcel transfers or land divisions; and

**WHEREAS**, the 90<sup>th</sup> Legislature adopted Chapter 1 in the 2017 First Special Session, amending Minn. Stat. § 272.162; and

**WHEREAS**, the amended Minn. Stat. § 272.162 authorizes a county to review a deed or other instrument conveying a parcel of land for transfer or division before its recorded, ensuring conformity with the county’s land and use regulations; and

**WHEREAS**, a county’s review of a proposed land transfer or division will protect land owners from problems arising from property splits not compliant with zoning regulations or inaccurate parcel descriptions; and

**WHEREAS**, a county must choose to assume the authority to review deeds or other instruments conveying parcels of land for transfer or division;

**NOW, THEREFORE BE IT RESOLVED**, the restrictions of Minn. Stat. § 272.162 shall apply to property within Dodge County’s boundaries, specifically, the County Auditor shall not transfer or divide the land in the official records and shall not certify the deed or other instrument of conveyance as provided in Minn. Stat. § 272.12, if:

- a. The land conveyed is less than a whole parcel of land as charged in the tax lists;
- b. The part of land conveyed appears within the area of application of municipal or county subdivision regulations adopted and filed under Minn. Stat. § 394.35 or 462.36: and
- c. The part conveyed is part of or constitutes a subdivision as define in Minn. Stat. § 462.352, Subdivision 12; and

Assuming Authority to Enforce Parcel Transfer and Division Restrictions of Minnesota Statutes 272.162 Approved by Resolution #2017-40 - Continued

**BE IT FURTHER RESOLVED**, the County Auditor may transfer or divide the land if its deed or instrument contains a certification by the clerk of the municipality or designated county planning official:

- a. that the municipality’s or county’s subdivision regulations do not apply;
- b. that the subdivision has been approved by the governing body of the municipality or county; or
- c. that the restrictions on the division of taxes and filing and recording have been waived by resolution of the governing body of the municipality or county in the particular case because compliance would create an unnecessary hardship and failure to comply would not interfere with the purpose of the regulations.

*Resolution adopted unanimously.*

The County Attorney was not available to provide the Board with a legal update.

Legal Update

Facilities and Fleet Manager Duke Harbaugh presented for the Board’s consideration a 2017-2018 snow removal proposal.

Snow Removal Contracts for 2017-2018 Approved

Mr. Harbaugh reported snow removal services agreements are up for renewal. With the poor service the county received last year he met with County Engineer Guy Kohlnhofer and they discussed the option of having the Highway Department haul snow out of county lots once they have the roads cleared. This will save Dodge County some funds and open it up for other contractors to bid the snow plowing at the Government Services Building, Courthouse/Annex and Maintenance Garage. The Facilities and Fleet Manager called five snow plow contractors. Out of those calls Gibbs Lawn Care, JMC Property Services, Mike’s Lawn Care, and Swenke IMS were all sent Request For Proposals for plowing and parking lot salting with proposals due back on October 16, 2017. Dodge County received proposals from JMC Property Services and Mike’s Lawn Care.

	<b>JMC Property Services</b>	<b>Mike’s Lawn Care</b>
Government Services Building	\$185.00	\$260.00
Courthouse/Annex	\$145.00	\$260.00
Maintenance Garage	\$40.00	\$120.00
Total Per 2” of Snow	\$370.00	\$640.00
Salt/Salt Sand All Areas	\$400/\$265	\$720/\$820

Motion by Allen seconded by Kenworthy to accept the proposal of JMC for 2017-2018 snow removal services for the Government Services Building, Courthouse/Annex and the Maintenance Garage and the proposal from Wirth Septic for 2017-2018 snow removal services at the Public Health Building and authorize the Chair to sign the proposed Independent Contractor Agreements. *Motion adopted unanimously.*

[Snow Removal Contracts for 2017-2018 Approved - Continued](#)

Mr. Harbaugh discussed with the Board vending services for Dodge County facilities.

[Vending Services Agreement for Government Services Building and Courthouse Annex Approved](#)

The Facilities and Fleet Manager reported the county’s current vending service is getting more and more attention by supplying product that is not selling, expired, flat or overpriced. This was a result of D & R Star selling their vending service to C & S Vending. Ever since the sale Mr. Harbaugh has been receiving complaints on a regular basis and turning them over to C & S Vending with little to no change in services. The Facilities and Fleet Manager contacted C & S Vending one last time to see if Dodge County had a contract with them in which he was told we do not. This sparked the interest to see what other local vending options there were if any. Mr. Harbaugh found Twin Vending which is a vending company located in Rochester, MN. Twin Vending came out to meet with Mr. Harbaugh, viewed what we currently have and were asked if they could offer the county a service people will use which benefits the Dodge County Social Club with 10% commission off all sales.

Twin Vending offers a “real time” service which allows them to view the inventory from their phone/tablet and see what needs to be filled and also run reports for Dodge County to see what is really selling to maximize the sale of their products. With a proposed 10% commission their product price is raised by roughly 15 cents at the machine and they also will be providing a cashless option which allows the buyer to use a credit/debit card.

With the proposed options Twin Vending is asking the county to sign a two year contract to ensure they will be our sole vending provider in the Government Services Building and Annex. The Facilities and Fleet Manger is proposing the Board accept their proposal and sign the vending contract.

Motion by Allen seconded by Tjosaas to approve and authorize the Chair to sign a Location Agreement with Twin Vending for two years for vending services in the Government Services Building and Courthouse Annex. *Motion adopted unanimously.*

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

[Public Works Committee Report](#)

The Board reviewed the County Engineer’s request to approve a Limited Use Permit with MnDOT for a trail.

[Limited Use Permit with MnDOT for the Trail Along TH 57 Approved by Resolution #2017-41](#)

The county trail running along TH 57, south of Mantorville, is located within the TH 57 right-of-way. The trail was built in 1999 with permission from MnDOT to locate it within their right-of-way. This was done by permit stating the county is responsible for any trail costs and maintenance as well as a few other stipulations of what we can and can’t do such as with signing.

MnDOT is going through some of their long standing permits and updating them with today’s “here to, fore withs”. Included in the Board packet was the updated Limited Use Permit which MnDOT would like the county to execute and return. Mr. Kohlnhofer’s memo to the Board indicated there is nothing out of the ordinary that the county is not already doing.

Limited Use Permit with MnDOT for the Trail Along TH 57 Approved by Resolution #2017-41 - Continued

Commissioner Allen offered the following resolution (#2017-41), seconded by Commissioner Kenworthy:

**Limited Use Permit #2007-016 for the Trail Along TH 57**

**BE IT RESOLVED**, by the County Board of the County of Dodge, Minnesota, that the County enter into a permit with the Commissioner of Transportation of the State of Minnesota providing for the limited use, under the terms and conditions set forth therein, of certain right of way of Trunk Highway 57 within the County.

The limited use of the right of way will be for purpose of constructing and maintaining a Non-Motorized Recreational Trail within the right of way of Trunk Highway 57 at the locations designated and shown on the attached exhibits.

The Board Chair and County Administer are authorized to execute said permit on behalf of the County.

*Resolution adopted unanimously.*

The Board reviewed Mr. Kohlnhofer’s request for out-of-state travel.

Out-of-State Travel for County Engineer to 2018 TRB Annual Meeting Approved

MnDOT has requested that Guy Kohlnhofer as the Dodge County Engineer attend the January 2018 Transportation Research Board (TRB) annual meeting and workshop in Washington DC. At this conference transportation related research is presented and discussed. Subjects range from snow and ice control to pavement preservation and traffic safety.

The TRB is the national side of our own Local Roads Research Board (LRRB) that the County Engineer has been involved with for several years. Mr. Kohlnhofer’s involvement has included pavement reclaiming, equipment management, traffic and worker safety and vehicle lane guidance.

As a guest of MnDOT all of the airfare, lodging and meals are paid for by the LRRB.

Discussion took place on how many out-of-state travel requests the County Engineer has had in 2017. The Board noted other employees are limited in the number of out-of-state training requests they are allowed per year. It was the consensus of the Board to approve this request for 2018 and inform the County Engineer that this will be the only out-of-state training request they will approve for him in 2018.

Motion by Kenworthy seconded by Peterson to approve and authorize out-of-state travel for the County Engineer to the January 2018 Transportation Research Board annual meeting at no cost to the county. *Motion adopted Tjosaas, Peterson, Kenworthy aye, Allen and Toquam nay.*

The Board discussed the County Engineer’s request to support a City of Kasson grant application.

Support of the City of Kasson’s Local Road Improvement Program Solicitation Approved by Resolution #2017-42

The City of Kasson is submitting an application for approximately \$750,000 of state funding to assist in the improvement of 16th Street heading east of Kasson. This is a Local Road Improvement Program application and is well suited for this road.

The City is requesting a letter and resolution from the County indicating the county’s support as well as the improvements fit in the County Transportation Plan. The County Engineer is hopeful that a letter and resolution from the county will better the City of Kasson’s chances of being awarded the grant. It was noted this support does not include any financial assistance.

Motion by Allen seconded by Peterson to approve and authorize the County Administrator to send the City of Kasson a letter of support indicating the county supports the city’s Local Road Improvement Program grant application and indicate the improvements fit in the County Transportation Plan. Also included in the motion was authorization to approve resolution #2017-42:

**Resolution in Support of the City of Kasson’s Local Road Improvement Program Solicitation**

**WHEREAS**, the City of Kasson intends to apply to the Commissioner of Transportation for a grant from the Minnesota State Transportation Fund for Local Road Improvement (LRIP); and

**WHEREAS**, the project includes reconstruction of 16th Street NE from 700-feet east of 16th Avenue NE to CSAH 15. The proposed reconstruction will upgrade 16th Street NE from an aggregate surface to a bituminous paved surface; and

**WHEREAS**, the project route is considered a route of regional significance; and

**WHEREAS**, the proposed project includes an acceleration lane on south bound CSAH 15 due to limited sight distance; and

**WHEREAS**, all costs of engineering and construction will be covered by the grant and the City of Kasson with no cost to Dodge County.

**THEREFORE, BE IT RESOLVED**, that Dodge County supports the City of Kasson’s application to the Local Road Improvement Program (LRIP) for reconstruction of 16th Street NE.

*Resolution adopted unanimously.*

The Board reviewed Mr. Kohlnhofer’s request to approve a MnDOT/Dodge County shared salt shed.

Easement Encroachment Agreement with MnDOT for New Salt Shed Approved by Resolution #2017-43

It was noted that anyone traveling past Dodge Center recently may have noticed the fabric hoop shed that the Highway Department and MnDOT keep their salt in is missing its cover. During a recent wind storm the cover was ripped off and the frame was bent. Ideally they would have simply replaced the fabric however the bending of the steel structure does not allow them to continue using it.

Also pointed out was replacement of the existing structure would take considerable time and the structure would not be available for use this winter. As an alternative MnDOT has a completed design on a slightly larger structure with the materials ready to go. The plans are to install the footing this month and place the structure soon after.

Easement  
Encroachment  
Agreement with  
MnDOT for New  
Salt Shed  
Approved by  
Resolution  
#2017-43 -  
Continued

The catch to using this structure is its size. It is slightly longer and will therefore extend a few feet further north. This places it into the access easement Dodge County holds over MnDOT’s property. This easement was retained for the current access drive when the county turned the land over to MnDOT. The encroachment is minimal and still stays some distance from the existing south curb. No problems are expected with this additional footage however the county will have to sign an agreement authorizing the encroachment.

Due to the short time of planning for this project MnDOT had not completed the encroachment documents in time to be included in the Board packet. The agreement documents were provided at the Board meeting.

Motion by Allen seconded by Peterson to approve and authorize the Chair and County Administrator to sign an easement encroachment agreement with MnDOT for the new salt hoop shed as requested. Also included in the motion was authorization to approve resolution #2017-43:

**MnDOT Dodge Encroachment Agreement**

**WHEREAS**, in 2002, the Minnesota Department of Transportation (“State”) and Dodge County (“County”) entered into MnDOT Agreement Number 83054P, approved by this Board of Commissioners and documented as Dodge County Board of Commissioners Resolution 2002-22; and

**WHEREAS**, consistent with the terms of MnDOT Agreement Number 83054P, State and County executed Quit Claim Deed 136717, conveying 5.7 acres of real property from County to State and reserving to the County an easement for ingress and egress across the northern 40 feet of the property described in the deed (“County Easement”); and

**WHEREAS**, the salt/sand storage facility constructed under MnDOT Agreement Number 83054P sustained irreparable storm damage on September 16, 2017 and State intends to construct a replacement salt/sand storage facility that may encroach over, in, and onto the property containing the County Easement; and

**WHEREAS**, the State and County wish to continue sharing facilities consistent with MnDOT Agreement Number 83054P in order to maximize efficient delivery of services at all levels of government to the benefit of the traveling public.

**THEREFORE, BE IT RESOLVED:**

1. That the County Commissioners of Dodge County do hereby authorize entry into an Encroachment Agreement with the Minnesota Department of Transportation, identified as MnDOT Agreement Number 1029689, a copy of which was before the Council.

- 2. That the proper County officers are authorized to execute such contract, and any amendments thereto.

MnDOT Dodge Encroachment Agreement Approved by Resolution #2017-43 - Continued

*Resolution adopted unanimously.*

Drug Court Coordinator Eric Thompson presented for the Board’s consideration a request to approve out-of-state travel for Drug Court Judicial training.

Out-of-State Travel and Training for Judge Pamela A.W. King Approved

Mr. Thompson is requesting that the Dodge County Board review and approve an out-of-state training request for the Honorable Pamela A.W. King to attend the Judicial Training sponsored by the National Drug Court Institute (NDCI).

The NDCI offers a weeklong, intensive training program for various disciplines designed to educate new or transitioning Drug Court team members. The NDCI is considered the preeminent source of cutting-edge training and technical assistance to the Drug Court field. The NDCI Judicial Training is scheduled for March 12-15, 2018 in Reno, Nevada. The training will cover constitutional issues, ethics and federal confidentiality laws, judicial styles, incentives and sanctions, and leadership and the role of the Drug Court Judge.

Judge King presides over Drug Court the third Thursday of each month due to Judge Williamson’s unavailability related to her duties as the Chief Judge of the Third Judicial District. Because the judge is the leader of the Drug Court team, it is critical that Judge King have an opportunity to be trained in the Drug Court model. The best training available in this regard is the Judicial Training offered by the NDCI.

The registration fee for the NDCI Judicial Training is \$975.00. This fee covers training materials, certificate of completion, lunch, and ground transportation. Airfare, hotel accommodations, dinners, and mileage are not included in the fee. The total estimated cost of the Judicial Training is approximately \$2,195.00.

Mr. Thompson informed the Board the training will be paid for out of the Drug Court budget.

Commissioner Peterson wanted to know why the County Board is being asked to approve this request when Judge King is not a county employee.

The Drug Court Coordinator stated because he is asking to use Drug Court funds to pay for this expense the request needs to be brought before the Dodge County Board for approval.

Motion by Peterson seconded by Allen to approve and authorize out-of-state Judicial Training and travel for Judge Pamela A.W. King to Reno, Nevada March 12-15, 2018 at an estimated cost of \$2,195.00. *Motion adopted unanimously.*

The Chair recessed the meeting at 5:48 p.m. CDT.

Meeting Recessed

The Chair reconvened the meeting at 5:54 p.m. CDT.

Meeting  
Reconvened

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 Fairview Care Center meeting. Commissioner Kenworthy attended a Triton COG meeting, a Fairview Care Center meeting and a Zumbro River Water Trail meeting. Commissioner Peterson attended a SWCD Joint meeting, a Triton COG meeting, a MNPrairie Joint Powers Board meeting, a Fairview Care Center meeting, a Courthouse Security meeting and a SCHA meeting. Commissioner Tjosaas attended a Fairview Care Center meeting, a MNPrairie meeting, a MNPrairie Policy Committee meeting and a SCHRC meeting. Commissioner Toquam attended a Triton COG meeting, a Fairview Care Center meeting and a SCHRC meeting.

Agency Reports

Commissioner Allen reported Bill Sanborn is retiring from the Dodge County EDA. Mr. Allen is nominating Troy Stafford to serve the remainder of the EDA term; which is two meetings.

EDA  
Appointment  
Approved

Motion by Allen seconded by Peterson to appoint Troy Stafford to fill out the remainder of Bill Sanborn's term on the Dodge County EDA Board for 2017. *Motion adopted unanimously.*

Triton School Superintendent Brett Joyce discussed with the Board the proposed operating levy for Triton Schools.

Triton Operating  
Levy Reviewed

The Board thanked Mr. Joyce for the information.

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

County  
Administrator  
Update

Mr. Elmquist reviewed the 2018 budget and the county's Strategic Plan.

Motion by Peterson seconded by Kenworthy to adjourn the meeting at 6:21 p.m. CDT. *Motion adopted unanimously.*

Meeting  
Adjourned

The next regular meeting of the Dodge County Board of Commissioners will be held on November 14, 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:**