

TUESDAY, JANUARY 5, 2010

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

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

**COUNTY ADMINISTRATION OFFICE
MANTORVILLE, MN**

2010-01

The Dodge County Board of Commissioners met in organizational session January 5, 2010, in the Commissioner's Room at the Courthouse Annex, Mantorville, MN, at 9:30 a.m. CST. Becky Lubahn, Deputy County Clerk called the County Board of Commissioners meeting to order at 9:30 a.m. CST.

Meeting Convened

The Deputy County Clerk acknowledged those present and established that there was a quorum:

Those Present

Members present:	Klaus Alberts	District #1
	Lyle Tjosaas	District #2
	David Erickson	District #3
	Don Gray	District #4
	David Hanson	District #5
Members absent:	None	
Also present:	Becky Lubahn	Deputy County Clerk
	Paul Kiltinen	County Attorney

Motion by Alberts seconded by Erickson to approve and adopt the agenda as presented. *Motion adopted unanimously.*

Agenda Approved

The Deputy County Clerk took nominations for the position of Chair of the Dodge County Board of Commissioners. Commissioner Erickson nominated Commissioner Tjosaas. The Deputy Clerk called three times for further nominations. Hearing none, the Deputy Clerk closed nominations. Motion by Gray seconded by Hanson to cease nominations and direct the Deputy Clerk to cast a unanimous ballot for Lyle Tjosaas as Chair of the Dodge County Board of Commissioners for 2010. *Motion adopted unanimously.*

Commissioner
Tjosaas Elected
Chair for 2010

The Deputy Clerk took nominations for the position of Vice Chair of the Dodge County Board of Commissioners. Commissioner Gray nominated Commissioner Erickson. The Deputy Clerk called three times for further nominations. Hearing none, the Deputy Clerk closed nominations. Motion by Hanson seconded by Alberts to cease nominations and direct the Deputy Clerk to cast a unanimous ballot for David Erickson as Vice Chair of the Dodge County Board of Commissioners for 2010. *Motion adopted unanimously.*

Commissioner
Erickson Elected Vice
Chair for 2010

The gavel was transferred to the new 2010 Chairman of the Board, Lyle Tjosaas.

Gavel Transferred to
New Chair

Commissioner Hanson thanked the Board for the way they conducted business in 2009.

Comments from
Commissioner
Hanson

It was Commissioner Hanson's opinion that commissioners handled things very well in 2009.

Mr. Hanson felt that the Board did a good job of allowing the public to comment during the meetings.

Commissioner Hanson commended the Board for getting things done and how smoothly things went in 2009.

Mr. Hanson acknowledged the work of the former County Administrator and the work he did before he resigned from Dodge County.

Commissioner Hanson reported that he appreciated the staff working with the Board to reach the 2010 levy limits and accepting a 0% increase for 2010.

Mr. Hanson noted that there was a smooth transition of Public Health to the new Service Center in Dodge Center as well as the relocation of the Extension Office to Kasson.

Commissioner Hanson stated that the courthouse roof project came in under budget and went well.

Mr. Hanson indicated that parking at the courthouse is still an issue.

Commissioner Hanson commended staff members for their efforts to pick up additional duties when the County Administrator resigned in October.

Mr. Hanson also commended Mark Gamm for the smooth transition of his department to Environmental Services.

Commissioner Hanson noted that in 2010 the county will be asked to do more with less.

Commissioner Alberts commended Dave Hanson for his leadership in 2009.

Comments from
Commissioner
Alberts

Mr. Alberts concurred with Commissioner Hanson's comments and expressed his appreciation to the employees for agreeing to a 0% increase for 2010.

Commissioner Gray congratulated Dave Hanson on getting the Board through 2009.

Comments from
Commissioner Gray

Mr. Gray commented that he believes the county has wonderful staff and employees.

It was Commissioner Gray's opinion that the Highway Department continues to do a wonderful job and continually offers valuable input to the County Board.

Mr. Gray noted that he also appreciates working with the other commissioners.

Comments from
Commissioner Gray

Commissioner Erickson thanked Dave Hanson for his leadership and his work in 2009.

Comments from
Commissioner
Erickson

Mr. Erickson discuss things that were accomplished in 2009 which included the completion of the facility in Dodge Center, work that was done to move forward with a Four Seasons Arena Management Agreement between the City of Kasson and Dodge County. Mr. Erickson is hopeful that the new Management Agreement will be a good move and ultimately prove to be a better run facility under the city's management.

Commissioner Erickson briefly discussed the railroad issues covered in 2009, the ongoing discussion on EDA/HRA, the transition in Environmental Services and Planning and Zoning, the work of the staff and the Board on the A.R.M.E.R. radio plan, watershed district participation, the retirement of the Planning and Zoning Director and Sheriff and the resignation of the County Administrator.

Mr. Erickson thanked the staff for their work in 2009 and the work of staff that took over County Administrator duties when David McKnight resigned.

Commissioner Erickson expressed his appreciation of the flowers he received on behalf of the County Board when he had his accident and thanked the commissioners for their work and filling in for him when he was out of commission.

Mr. Erickson congratulated Commissioner Tjosaas on his appointment as the Chair for 2010.

Commissioner Erickson stated that next year's budget will be challenging and noted that the Board will need to work more with the new County Administrator to get him up to speed.

Mr. Erickson noted that the work of the Land Use Task Force will be coming to and end.

Commissioner Erickson commented that he hopes to see county road improvements in 2010.

Mr. Erickson reported that the county worked well with other cities and townships in 2009 and that he hopes to continue finding other ways for local units of government to continue their working relationships in ways such as the School Resource Officer Program and Four Seasons Arena Management Agreement.

Commissioner Tjosaas thanked Commissioner Hanson for his work in 2009.

Comments from
Commissioner
Tjosaas

Mr. Tjosaas briefly discussed the challenges the Board faced over the last year.

Commissioner Tjosaas acknowledged the work of Employee Relations Director Lisa Hager and Executive Assistant Becky Lubahn in the County Administrator's absence and thanked the employees for their work in 2009.

Comments from
Commissioner
Tjosaas - Continued

Commissioner Tjosaas commented that he appreciates the way the Board works together to resolve issues and noted that while they do not always agree, they all work in harmony.

Mr. Tjosaas stated that he is looking forward to working with the new County Administrator.

The Deputy Clerk discussed a request to set the 2010 County Board and Fairview Care Center Board meeting dates. Motion by Alberts seconded by Gray to set the 2010 County Board meeting dates as the second and fourth Tuesday of each month and the Fairview Care Center Board meeting date as the third Tuesday of the month. County Board committee meetings will continue to start at 8:00 a.m., the Committee of the Whole at a time determined by the County Administrator and the regular County Board meeting time at 9:30 a.m. The Fairview Care Center Board meeting will begin at 9:00 a.m. *Motion adopted unanimously.*

2010 Meeting
Schedule Set

Ms. Lubahn presented for the Board's review a resolution appointing the County Board as a standing Committee of the Whole. Motion by Gray seconded by Erickson to approve and authorize signatures to resolution #2010-01 appointing the County Board as a standing committee to be able to meet as a Committee of the Whole throughout the year:

Standing Committee
Resolution #2010-01
Approved

WHEREAS, on a regular basis throughout the year the Dodge County Board of Commissioners meet as a body in separate session to discuss business as the Committee of the Whole; and

WHEREAS, these meetings take place outside the regular meeting of the County Board but still meet the requirements of the Open Meeting Law.

NOW THEREFORE BE IT RESOLVED, that the Dodge County Board of Commissioners are appointed as a standing Committee of the Whole to be able to meet throughout the year at times required by the business of the county and this meeting is eligible for a per diem if the meeting takes place on a day not scheduled as a normal County Board meeting day.

Resolution adopted unanimously.

The Board reviewed the proposed 2010 committee assignments. Motion by Hanson seconded by Erickson to approve and authorize designating the committee assignments as follows:

2010 Committee
Assignments
Approved

	COMMITTEE	FIRST MEMBER (S)	ALTERNATE (S)
1	Administration	Lyle Tjosaas County Administrator	David Erickson
2	Human Services	David Erickson David Hanson	Klaus Alberts

3	Public Health	Klaus Alberts Don Gray	David Erickson
4	Public Safety	David Hanson David Erickson	Don Gray
5	Public Works	Don Gray Klaus Alberts	Lyle Tjosaas
6	Committee of the Whole	County Board	
7	Fairview Care Center Board	County Board	
8	Extension Committee	Klaus Alberts Lyle Tjosaas	David Erickson
9	Investment Committee	Lyle Tjosaas (C) David Erickson (VC)	Don Gray
10	Safety Committee	Klaus Alberts	David Hanson
11	Building Committee	Lyle Tjosaas (C)	David Erickson (VC)
12	Law Library Board	David Erickson	Klaus Alberts
13	Judicial District Courts	Lyle Tjosaas (C)	David Erickson (VC)
14	AMC General Government	Don Gray	
15	AMC Environment and Natural Resources	Klaus Alberts	
16	AMC Health and Human Services	David Hanson	
17	AMC Transportation	Lyle Tjosaas	
18	AMC Public Safety	David Erickson	
19	AMC Agriculture Sub Committee	David Erickson	
20	MCIT Voting Delegates	Lyle Tjosaas	County Administrator
21	Four Seasons Arena Board	Lyle Tjosaas Larry Schaefer	Klaus Alberts
22	Workforce Development	David Hanson	Klaus Alberts
23	South County Health Alliance	David Erickson	Lyle Tjosaas
24	SELCO	David Erickson	David Hanson
25	Area Agency on Aging	David Hanson	Lyle Tjosaas
26	SEMCAC	Lyle Tjosaas Klaus Alberts	David Erickson
27	Dodge/Steele Community Health Joint Powers Board	David Hanson Klaus Alberts Lyle Tjosaas	Don Gray
28	Community Health Services	Klaus Alberts	Don Gray
29	South Central Human Relations Center	Don Gray David Hanson	Lyle Tjosaas
30	SWCD	Klaus Alberts	Don Gray
31	Southeast Water Resources Joint Powers Board*	David Hanson Don Gray	Mark Gamm
32	Dodge/Olmsted Solid Waste Joint Powers Board	Klaus Alberts Don Gray	David Erickson
33	County and Judicial Ditch Board*	Don Gray David Erickson David Hanson	Lyle Tjosaas

2010 Committee Assignments
Approved - Continued

34	Resource Conservation and Development Board	Don Gray	David Erickson
35	Southeastern Minnesota Recycling Exchange Joint Powers Board	David Hanson	David Erickson Terry Selthun Mark Gamm
36	EDA/HRA	David Erickson Lyle Tjosaas	Don Gray David Hanson Klaus Alberts
37	DFO Joint Powers Board	David Erickson Klaus Alberts	Lyle Tjosaas
38	Emergency Medical Services Joint Powers Board (EMS)	David Hanson	Klaus Alberts
39	Board of Health	County Board	
40	Drug Court Executive Committee	David Erickson Lyle Tjosaas	Don Gray
41	Regional Flood Reduction Committee	David Erickson	Don Gray
42	Dodge County Trail Association	David Hanson	Guy Kohlnhofer
43	Hiawatha Valley RC&D	Russ Lucas (3 year Term 08-10)	
44	Regional Radio Board	David Erickson	David Hanson
45	Veteran Services	Don Gray	David Hanson

2010 Committee Assignments
Approved - Continued

Motion adopted unanimously.

The Board discussed the appointment of boards, commissions and committees for 2010. Motion by Erickson seconded by Gray to approve and authorize the appointment of the following boards, commissions and committees for 2010:

Appointments of Boards, Commissions and Committees for 2010 Approved

County Board

District One – Klaus Alberts	Term	1/1/2007 – 12/31/2010
District Two – Lyle Tjosaas	Term	1/1/2009 – 12/31/2012
District Three – David Erickson	Term	1/1/2007 – 12/31/2010
District Four – Don Gray	Term	1/1/2009 – 12/31/2012
District Five – David Hanson	Term	1/1/2007 – 12/31/2010

Planning Commission

Claremont/Ellington – Richard Wolf	Term	1/1/2009 – 12/31/2011
Wasioja/Concord – Jon Balzum	Term	1/1/2009 – 12/31/2011
Ripley/Westfield – _____	Term	1/1/2010 – 12/31/2013
Ashland/Canisteo – Galen Johnson	Term	1/1/2010 – 12/31/2013
Milton/Mantorville – John Allen	Term	1/1/2008 – 12/31/2010
Hayfield/Vernon – Harlan Buck	Term	1/1/2008 – 12/31/2010
Walter Wyttenbach	Term	1/1/2009 – 12/31/2011

Personnel Board of Appeals

Patricia Dibble	Term	1/1/2010 – 12/31/2010
Sandra Hillesheim	Term	1/1/2010 – 12/31/2010
Betty Jacobson	Term	1/1/2010 – 12/31/2010

Board of Adjustments

Jim Masching	Term	1/1/2009 – 12/31/2011
Dan Ebenhoh	Term	1/1/2010 – 12/31/2012
Donald Leth	Term	1/1/2008 – 12/31/2010
Harlan Buck (Alternate)	Term	1/1/2010 – 12/31/2010

Appointments of
Boards, Commissions
and Committees for
2010 Approved -
Continued

Feedlot Advisory Board

Glenn Hahn	Term	1/1/2010 – 12/31/2010
Galen Johnson	Term	1/1/2010 – 12/31/2010
Mark Moenning	Term	1/1/2010 – 12/31/2010
Mike White	Term	1/1/2010 – 12/31/2010

EDA/HRA

Bill Sanborn	Term	1/1/2009 – 12/31/2011
Phil Greene	Term	1/1/2009 – 12/31/2011
Ginny Busch	Term	1/1/2008 – 12/31/2010
Linda Noble	Term	1/1/2010 – 12/31/2012
Eric Habberstad	Term	1/1/2008 – 12/31/2010

Environmental Regulations Board

Kyle Skov	Term	1/1/2010 – 12/31/2010
Jeff Wirth	Term	1/1/2010 – 12/31/2010
Madge Alberts	Term	1/1/2010 – 12/31/2010
Jim Hruska	Term	1/1/2010 – 12/31/2010
Dennis Midthun	Term	1/1/2010 – 12/31/2010

Motion adopted unanimously.

The Board discussed setting the 2010 mileage reimbursement rate. Each year the county is required to set the mileage reimbursement rate for elected and appointed officials who qualify for this benefit as a part of their position. Traditionally Dodge County has used the Internal Revenue Service standard mileage reimbursement rate. Currently the IRS reimbursement rate is \$0.50 per mile for all business miles driven.

2010 Mileage
Reimbursement
Rates Set

Motion by Hanson seconded by Gray to set the 2010 mileage reimbursement rate at the Internal Revenue Service mile reimbursement rate, effective January 1, 2010. *Motion adopted unanimously.*

The Executive Assistant presented the legal newspaper bid information for the Board's review.

2010 Legal
Newspaper Bids
Awarded

Newspaper	Bid Per Column Inch
Star Herald	\$3.00
New/Enterprise	\$5.00

Motion by Erickson seconded by Alberts to award the first legal newspaper for Dodge County for 2010 to the Star Herald and the second legal newspaper for Dodge County to the News/Enterprise. *Motion adopted Alberts, Gray, Erickson, Tjosaas aye, Hanson abstained.*

Ms. Lubahn reviewed a request to authorize the Chair to act on behalf of the County Board in case of an emergency. Motion by Alberts seconded by Gray to approve and authorize the Chairman of the Board to act on behalf of the County Board in case of an emergency. This authority to act would be determined by consulting with the County Administrator if possible. *Motion adopted unanimously.*

Chair Authorized to Act on Behalf of County Board in Case of Emergency

The Executive Assistant reviewed with the Board the Out of State Travel Policy for Elected Officials. Pursuant to Minnesota Statute 471.661, each county must have a policy that controls travel outside of the state of Minnesota for elected officials of the county. The policy must specify:

Out of State Travel Policy for Elected Officials Reviewed

1. When travel outside the state is appropriate.
2. Applicable expense limits.
3. Procedures for approval of the travel.

The Dodge County Board approved the Out of State Travel Policy for Elected Officials at their meeting on October 25, 2005 as required by law.

Ms. Lubahn stated that an additional requirement of the statute is that this policy must be reviewed annually and any subsequent changes to the policy must be approved by a recorded vote.

After reviewing the policy the Board agreed that it does not appear at this time that there is a need to adjust the Out of State Travel Policy for Elected Officials.

Commissioner David Erickson presented for the Board's consideration a South Country Health Alliance (SCHA) Joint Powers Agreement amendment.

South Country Health Alliance Joint Powers Agreement Amendment Approved by Resolution #2010-02

Mr. Erickson discussed SCHA staffing levels, 2010 budget, enrollment numbers, risk scores, program costs, provider's costs, pharmacy costs, dental costs and county payments.

Commissioner Erickson shared with the Board information on the contributing factors that put SCHA over budget in 2009 and what is being done to help address this issue.

Mr. Erickson informed the Board that the SCHA Board voted to add a third amendment to the Joint Powers Agreement. This language change would allow member counties until April 30, 2010 to give written notice of intent to withdraw from SCHA by year end 2010. The third amendment to the Joint Powers Agreements requires that two thirds of the Joint Powers county's approve the proposed language changes, therefore ten of the fourteen counties must agree to the changes. Commissioner Erickson noted that if ten counties approve the change that the new Joint Powers Agreement will be sent to the state for their review.

County Attorney Paul Kiltinen was available to comment on the proposed amendment.

Motion by Alberts seconded by Gray to approve and authorize the Chair and Deputy Clerk to sign resolution #2010-02 in support of the South Country Health Alliance Joint Powers Agreement amendment:

South Country Health Alliance Joint Powers Agreement Amendment Approved by Resolution #2010-02 - Continued

RESOLUTION REGARDING SOUTH COUNTRY HEALTH ALLIANCE FINANCE

WHEREAS, Dodge County is currently a member of the South Country Health Alliance ("SCHA") created to implement and operate County Based Purchasing for General Assistance Medical Care, Medical Assistance, and other health care services; and

WHEREAS, a Second Amended Joint Powers Agreement was made under the authority of Minnesota Statutes 471.59, by and between the governmental units ("Member Counties") including Dodge County; and

WHEREAS, the referenced Second Amended Joint Powers Agreement includes a method of requiring additional capital contributions from its members upon a vote of two-thirds of the SCHA member Counties (10); and

WHEREAS, the financial performance of "SCHA" has lacked predictability and therefore member counties appear at risk of additional capital call(s).

NOW THEREFORE, BE IT RESOLVED:

1. That the Dodge County Board of Commissioners will not approve an additional capital contribution to "SCHA".
2. That the Dodge County Board of Commissioners respectfully requests the "SCHA" Joint Powers Board to consider:
 - a) That borrowing including, but not limited to, cashflow operating loans will be construed as a capital call and therefore subject to the "Additional Contributions" approval process (two-thirds of the SCHA member Counties), and
 - b) That "SCHA" financial planning includes both "going forward" and "dissolution" strategies.
3. That this resolution is in effect upon its adoption.

Resolution adopted unanimously.

The County Attorney left the meeting at 10:20 a.m. CST.

County Attorney Left Meeting

Motion by Gray seconded by Alberts to adjourn the meeting at 10:33 a.m. CST. *Motion adopted unanimously.*

Meeting Adjourned

The next meeting of the Dodge County Board of Commissioners will be held on January 12, 2010 at 9:30 a.m. CST.

Next Regular Meeting

ATTEST:

LYLE TJOSAAS
CHAIR, COUNTY BOARD

BECKY LUBAHN
DEPUTY COUNTY CLERK

DATED: