

**TUESDAY, JANUARY 13, 2009**

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

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

**COUNTY ADMINISTRATION OFFICE  
MANTORVILLE, MN**

**2009-02**

The Dodge County Board of Commissioners met in regular session January 13, 2009, in the Commissioner's Room at the Courthouse Annex, Mantorville, MN, at 9:30 a.m. CST. David Hanson, Chair called the County Board of Commissioners meeting to order at 9:30 a.m. CST.

Meeting Convened

The pledge of allegiance was recited.

Pledge of Allegiance

The Chair 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:

David McKnight	County Administrator
Becky Lubahn	Deputy County Clerk

Motion by Erickson seconded by Tjosaas to approve and adopt the agenda as amended to include the addition of an appointment to the Planning and Zoning Commission under the Administration committee report. *Motion adopted unanimously.*

Agenda Approved

The County Attorney arrived to the meeting at 9:37 a.m. CST.

County Attorney  
Arrived

Southeast Minnesota Multi-County Housing and Redevelopment Authority (SEMMCHRA) Community Development Director Jack Noll provided the board with an update on the Small Cities Development Program grant application.

Updated SCDP Grant  
Application Approved  
by Resolution  
#2009-02

The Cooperative Agreement that was previously approved by the County Board on August 26, 2008 has been revised by SEMMCHRA and resubmitted for the Board's review.

SEMMCHRA representatives received notice from the Department of Employment and Economic Development on October 23, 2008 that they were invited to submit a full application.

An updated cooperative agreement for all participating communities in Dodge County has been developed. SEMMCHRA is asking for approval of this document from the Dodge County Board so that those who live outside city limits may also participate.

Commissioner Erickson stated that approving this request could be construed as Dodge County wants the benefit of the organization but doesn't want to pay for the services or become a member of SEMMCHRA. The County Attorney concurred with that statement.

Updated SCDP Grant  
Application Approved  
by Resolution  
#2009-02 -  
Continued

Commissioners briefly discussed the possibility of finding another organization to administer Section 8. SEMMCHRA is currently providing these services to Dodge County residents but is receiving payment for these services from other sources.

Commissioner Erickson noted that the City of Hayfield has benefited from the programs offered by SEMMCHRA.

Motion by Alberts seconded by Erickson to approve and authorize the Chair and Deputy Clerk's signatures to resolution #2009-02 designating a grant Applicant for the 2009 Dodge Center Joint City Small Cities Development Program Application with Claremont, Hayfield, Kasson, Mantorville, and West Concord and approving a Cooperative Agreement Policy:

**WHEREAS;** the Cities of Claremont, Dodge Center, Hayfield, Kasson, Mantorville, and West Concord and Dodge County have recognized a common problem in providing safe and sanitary housing, and providing for commercial building stabilization to the residents of these six cities, and

**WHEREAS;** the Cities of Claremont, Dodge Center, Hayfield, Kasson, Mantorville, and West Concord and Dodge County have reviewed and endorse the Southeastern Minnesota Multi-County HRA comprehensive Plan, and

**WHEREAS;** a significant waiting list for housing and commercial rehabilitation has been developed by the Southeastern Minnesota Multi-County HRA, and this waiting list is distributed among the cities as follows; and

City	Housing Waiting List	Commercial Waiting List
Claremont	8	0
Dodge Center	3	4
Hayfield	10	3
Kasson	2	1
Mantorville	4	5
West Concord	8	3
Rural	4	---
<b>TOTAL</b>	<b>39</b>	<b>16</b>

**WHEREAS;** the Cities of Claremont Dodge Center, Hayfield, Kasson, Mantorville, and West Concord, Dodge County, and the SEMMCHRA have agreed to utilize recaptured Revolving Loan Funds for housing and commercial rehabilitation activities and private lenders have committed funds to assist in housing and commercial rehabilitation; and

Updated SCDP Grant Application Approved by Resolution #2009-02 - Continued

**WHEREAS;** the City of Dodge Center has been invited by the Department of Employment & Economic Development to submit a full application on behalf of the Cities of Claremont, Dodge Center, Hayfield, Kasson, Mantorville, and West Concord and Dodge County to provide housing, rental, and commercial rehabilitation as defined in the Small Cities Development Program Full Application, and such activities are to be completed within thirty (30) months of project award.

**NOW THEREFORE BE IT RESOLVED,** that all of the undersigned cities agree that the City of Dodge Center is hereby designated as the official applicant/recipient for the 2009 Dodge Center Joint City Small Cities Development Program Application with the Cities of Claremont, Hayfield, Kasson Mantorville, and West Concord to be submitted on or before January 15, 2009.

**BE IT FURTHER RESOLVED;** that the undersigned cities recognize the need to deliver these funds on an equitable basis to the residents within the participating cities and also in a timely manner to comply with the grant delivery requirements. To assure availability to residents in all participating communities a preliminary unit goal has been developed and consists of the following goals by city:

City	City Unit Goal Owner Rehab	Unit Goal Commercial Rehab
Claremont	2	1
Dodge Center	3	1
Hayfield	2	1
Kasson	2	1
Mantorville	2	2
West Concord	2	1
Rural	2	---
<b>TOTAL</b>	<b>15</b>	<b>7</b>

*Resolution adopted Alberts, Erickson, Tjosaas, Hanson aye, Gray nay.*

County Assessor Wendell Engelstad met with the Board to discuss his request to set a date and time for the 2009 County Board of Appeal and Equalization (CBAE).

2009 County Board of Appeal and Equalization Date Set

Current law (M.S. 274.14) provides that the County Board of Appeal and Equalization “may meet on any ten consecutive meeting dates in June, after the second Friday in June. The actual meeting dates must be contained on the valuation notices mailed to each property owner in the county.” In no case can the CBAE exceed the maximum length of session of ten consecutive meeting days. If a County Board of Appeal and Equalization completes its work in less than ten days, it may adjourn at that time. Any meetings outside of the statutorily outlined dates or beyond the ten meeting days, as allowed by law, will have no force or effect.

Motion by Tjosaas seconded by Gray to set the 2009 Dodge County Board of Appeal and Equalization Hearing for 7:00 p.m. on Tuesday, June 16, 2009.  
*Motion adopted unanimously.*

Employee Relations Director Lisa Hager presented the Personnel Agenda for the Boards consideration. Motion by Erickson seconded by Alberts to approve the following personnel actions:

Personnel Actions  
Approved

**A. Sheriff's Office**

- A.1 Jamie Clark – 911 Dispatcher – PT  
Resignation.  
Effective Date: 12/26/08
- A.2 911 Dispatcher – PT  
Authorization to fill vacancy created by resignation.  
Effective Date: 1/13/09
- A.3 James Lee – 911 Dispatcher – PT  
Authorization to employ at B22 step 11 \$13.80 to fill previously approved vacancy.  
Effective Date: 1/3/09
- A.4 David Elliott – Transport Officer  
Step increase from B21 step 9 \$12.21 to B21 step 8 \$12.57.  
Effective Date: 1/1/08
- A.5 David Elliott – Transport Officer  
Step increase from B21 step 8 \$12.57 to B21 step 7 \$12.98.  
Effective Date: 7/1/08
- A.6 Deb Morgan – Processor – Civil/Criminal  
Step increase from B21 step 4 \$14.29 to B21 step 3 \$14.75.  
Effective Date: 11/12/08

**B. Human Services**

- B.1 Kelly Madsen – Support Services Supervisor  
Authorization to change status from Information Systems Specialist B21 step 1 \$15.73 to Support Services Supervisor C42 step 9 \$21.50 as part of the Department restructure.  
Effective Date: 12/23/08
- B.2 Shelley Koen – Fiscal Officer  
Authorization to place on the union pay scale at C41 step 6 \$19.02.  
Effective Date: 12/15/08
- B.3 Jessica Bradford - Account Technician – 1.0 FTE  
Authorization to change status from Office Support Specialist A13 step 4 \$13.23 to Account Technician B23 step 9 \$14.26 to fill approved vacancy.  
Effective Date: 1/14/09
- B.4 Office Support Specialist – 1.0 FTE  
Authorization to post and fill vacancy created by change of status.  
Effective Date: 1/14/09
- B.5 Angie DeGrote – Social Worker  
Step increase from C42 step 9 \$18.45 to C42 step 8 \$19.14.  
Effective Date: 1/14/09

**C. Public Health**

- C.1 Jeff Mieras – GIS Specialist  
Step increase from C41 step 8 \$21.24 to C41 step 7 \$21.90.  
Effective Date: 1/7/09
- C.2 Lisa Kramer – Finance Director  
Annual review.  
Effective Date: 12/12/08

Personnel Actions  
Approved -  
Continued

C.3 Rose Culbertson – Taxpayer Services Director  
Step increase from C41 step 8 \$21.24 to C41 step 7 \$21.90.  
Effective Date: 12/26/08

C.4 Amanda Linderman – Drug Court Case Manager  
Step increase from C41 step 8 \$17.68 to C41 step 7 \$18.34.  
Effective Date: 12/26/08

**D. Environmental Quality**

D.1 Terrance Selthun – Solid Waste Facility Manager  
Step increase from B32 step 3 \$20.65 to B32 step 2 \$21.06.  
Effective Date: 1/2/09

D.2 Rita Cole – Waste Management Specialist  
Authorization to place on the union pay scale at B22 step 9 \$13.41.  
Effective Date: 1/1/09

**E. Highway Department**

E.1 Jamie Finne - Highway Accountant  
Step increase from C41 step 7 \$21.90 to C41 step 6 \$22.55.  
Effective Date: 1/12/09

E.2 Russell Lucas – Operator III  
Successful completion of trial work period.  
Effective Date: 12/10/08

E.3 Michael Johnson – Highway Maintenance – On-Call  
End of on-call position.  
Effective Date: 12/26/08

**F. Band and Grade Review Due to Restructure**

F.1 Approval of recommended changes in Band and Grade assignment.  
Band and Grade review completed by Dale Ignatius.

	<u>From</u>	<u>To</u>
Fiscal Officer	New	C41
Support Services Supervisor	New	C42
Waste Management Specialist	New	B22
Effective Date: 12/15/08		

*Motion adopted unanimously.*

Tax Services Director Rose Culbertson reviewed bills with the Board. Motion by Gray seconded by Tjosaas to approve the bills as discussed in the following amounts from the appropriate funds as determined by Finance:

Bills Approved

01	Revenue Fund	\$301,530.33
11	Human Services Fund	\$ 13,401.00
13	Road and Bridge Fund	\$ 97,047.93
16	Environmental Quality Fund	\$ 73,906.73
30	County Building Fund	\$314,083.69
32	County Capital Projects	\$ 37,790.87
65	General Obligation Solid Waste Rev Bonds	<u>\$ 22,097.50</u>
	Total	\$859,858.05

*Motion adopted unanimously.*

Environmental Quality Director Mark Gamm met with the Board to discuss a proposed amendment the Transfer Station tipping fee.

Tipping Fee  
Amendment  
Discussion

Mr. Gamm reported that our last fee increase was two years ago when fees were set at \$86.38/ton for licensed haulers and \$125.30/ton for self-haulers. Based on our 2009 budget and fee calculation, Environmental Quality is proposing a fee of \$95/ton for licensed haulers and a fee of \$140/ton for self-haulers. Much of the Transfer Stations additional expense is due to a \$10.40 increase in their processing fee at the Olmsted Waste to Energy Facility as determined by the Joint Agreement.

The Environmental Quality Director discussed the impact to residents and business. The proposed 2009 tipping fee is a 10% increase over the 2007 Tipping Fee, or about 5% per year. For households and businesses with curbside collection service, this 10% increase in the county's fee will not automatically lead to a 10% increase in the hauler's bill because the county fee is only a part of the hauler's total cost of operation. A typical household generates about one ton of garbage a year, so the proposed tipping fee would add about \$0.72 per month for households with curbside collection service and \$1.23/month for households that haul their own waste.

The Chair opened the public hearing at 10:00 a.m. CST. The purpose of the public hearing was to discuss the proposed Transfer Station tipping fee amendment.

Tipping Fee Public  
Hearing Called to  
Order

Troy Andrist of Allied Roll-Off informed the Board that he has concerns about dealing with Olmsted County for waste removal services. It was Mr. Andrist's opinion that Olmsted County is irresponsible and he would like to see Dodge County look into other waste disposal options. Mr. Andrist commented that he feels Olmsted County's fees are continually going up and Dodge County residents are the ones paying for it. Mr. Andrist informed the Board that Olmsted County charges the highest waste to energy fee in the state of Minnesota.

Tipping Fee  
Discussion

The Board thanked Mr. Andrist for his input.

Chris Skjeveland of Skjeveland Enterprises stated that he agreed with Mr. Andrist's comments. Mr. Skjeveland would like to see the county look at other alternatives other than Olmsted County for waste disposal. Mr. Skjeveland commented that he understands the county is under contract with Olmsted County but believes other counties can provide the same service at a cheaper rate.

The Board thanked Mr. Skjeveland for the information.

Commissioner Erickson reported that Dodge County is still tied into the contract with Olmsted County and would still have to pay Olmsted even if we chose not to take our waste to Olmsted County.

The Environmental Quality Director agreed that the county needs to find ways to pay less in taxes for our waste disposal. Mr. Gamm informed the Board that his office is currently working on the task and that it is a very cumbersome process.

Mr. Gamm commented that the cost of landfilling vs. incineration is considerably less but wondered if it is the right thing to do because of the karst features that are present in Dodge County. Mr. Gamm informed the Board that the county could move our waste to other states but also felt that this was not the right option for Dodge County.

Tipping Fee Discussion - Continued

It was Commissioner Alberts' opinion that burning waste is the safest and most environmentally friendly option.

The Environmental Quality Director stated that his office will be working on ways to help lower taxes and determine the future of the waste disposal program.

Motion by Erickson seconded by Tjosaas to close the public hearing at 10:28 a.m. CST. *Motion adopted unanimously.*

Tipping Fee Public Hearing Closed

Motion by Alberts seconded by Gray to approve and authorize the Chair and Deputy Clerk to sign resolution #2009-03 to amend the Transfer Station tipping fee:

Transfer Station Tipping Fee Amendment Approved by Resolution #2009-03

**WHEREAS**, Section 5 of the Dodge County Solid Waste Designation Ordinance authorizes the Dodge County Board of Commissioners to amend the tip fee for waste received at the Transfer Station and ancillary facilities; and

**WHEREAS**, the notice of intent to raise the tipping fee was duly published on December 17, 2008 in the county legal newspaper and other local newspapers; and

**WHEREAS**, an official public hearing was held on January 13, 2009, 10:00 AM in the County Commissioner's Meeting Room, Dodge County Courthouse, Mantorville, MN.

**NOW THEREFORE, BE IT RESOLVED**, that the amended tipping fee for licensed haulers will be \$0.0475/lb (\$95/ton) and the tipping fee for public drop-off will be \$0.07/lb (\$140/ton). When loads are impractical to weigh, volume-based fees will be charged.

**BE IT THEREFORE FURTHER RESOLVED**, that these fees will be effective February 1, 2009.  
*Resolution adopted unanimously.*

Mr. Gamm presented for the Board's consideration a request to extend the feedlot grant services contract.

Feedlot Grant Services Contract Extension Approved

The Environmental Quality Director informed the Board that for the past two years Larry Berg has been providing technical assistance as defined in their Feedlot II and Feedlot III grants. The grants pay for Mr. Berg's work as outlined in their services agreement. Mr. Berg has performed well and has provided assistance to 25 feedlot operators in the past two years. These services have helped feedlot operators get into compliance with open lot rules.

Mr. Gamm noted that the Feedlot III grant ends on August 31, 2010. Our current agreement with Larry Berg expired December 31, 2008.

Feedlot Grant  
Services Contract  
Extension Approved -  
Continued

Motion by Erickson seconded by Tjosaas to approve and authorize extending Larry Berg's service agreement for one year and increase compensation from \$28/hour to \$29/hour. Compensation includes Mr. Berg's labor, personal vehicle use and expenses. *Motion adopted unanimously.*

The Environmental Quality Director presented a request to approve a feedlot project grant request.

Feedlot Project Grant  
Approved

Mike White has applied for a \$1,800 grant for improvements to his dairy feedlot. The improvements are required for his feedlot to be in compliance with open lot regulations. The project includes clean water diversion berms, waterways, and fencing. The total cost of all improvements is about \$25,000. The grant is eligible to be paid from Environmental Quality's Feedlot III grant which is provided by the SE Minnesota Water Resources Board.

Motion by Alberts seconded by Erickson to approve and authorize a \$1,800 feedlot improvement grant to Mike White. The funds will come from the Environmental Quality Feedlot III Grant provided by SE Minnesota Water Resources Board. *Motion adopted unanimously.*

Mr. Gamm discussed with the Board a request to approve a grant for the Soil and Water Conservation District (SWCD) newsletter.

SWCD Newsletter  
Grant Approved

For many years the SWCD/NRCS published a newsletter for agricultural producers, however, due to reductions in budgets, the newsletter was dropped. Therefore, the SWCD/NRCS is seeking other funding sources. Last year, Dodge County awarded the SWCD a \$2,000 grant from its Environmental Trust Fund to publish and distribute the two newsletters.

The SWCD is requesting another \$2,000 grant from the Environmental Trust Fund for the printing and distribution of two newsletters in 2009.

The Environmental Quality Director stated that the newsletter will promote soil and water conservation which is a priority issue identified in the county's Water Management Plan.

Motion by Alberts seconded by Gray to approve and authorize awarding the Soil and Water Conservation District a \$2,000 grant from the Environmental Trust Fund for the printing and distribution of two newsletters in 2009. *Motion adopted unanimously.*

Mr. Gamm noted that the newsletter provides regular education to agriculture producers. For this reason, paying for the newsletter from the Environmental Trust Fund is not a sustainable funding method. The County Board may wish to recommend that the SWCD and NRCS/FSA include the cost of the newsletter in their annual budgets because the county may not be able to continue to pay for the newsletter from its Environmental Trust Fund.

Compliance Officer Melissa DeVetter presented the January 7, 2009 Planning Commission Recommendation for the Board’s consideration.

Planning  
Commission  
Recommendation  
CUP #06-32  
Discussion

Considerable discussion took place regarding the definition of home occupation, the number of employees and parking concerns.

Motion by Erickson to approve Planning and Zoning Commission recommendation CUP #06-32 for Rodney French as presented. The motion failed due to the lack of a second.

Commissioners were not comfortable approving condition number eight which reads as follows:

- 8. Any further expansion, exceeding a maximum of 11 employees, outside storage or parts or outside work (other than loading/unloading parts trucks) shall be prohibited.

Motion by Gray seconded by Alberts to approve the following action of the Planning and Zoning Commission as reviewed on January 7, 2009 with the reasons, recommendations and conditions as found in the individual permit:

Planning  
Commission  
Recommendation  
CUP #06-32  
Approved

**Rodney French – CUP #06-32 (amend)**

The public hearing is to consider a request to amend a Home Occupation Conditional Use Permit #06-32 to allow an addition to an existing building in the Agricultural District. The property is 3.69 acres located in the NW 1/4 of the NE 1/4 of Section 20, Ashland Township. Rodney French is the applicant and Rodney and Elaine French are the property owners.

The Planning Staff recommends approval of amending Conditional Use Permit #06-32 for the expansion of the building. However, Planning Staff recommends denial of the request for an expansion to a maximum of 12 employees, outside storage of parts and an outside work area due to the belief the above would violate the performance standards of a “home occupation.” The following conditions are recommended/modified by the County Board:

- 1. A Zoning Permit shall be obtained prior to construction of the addition.
- 2. Zoning permits shall be obtained for the on-site storage lockers.
- 3. The “storage lockers” shall be fully screened in accordance with Section 1609 (Fences and Screening) as viewed from adjacent properties and the road.
- 4. The revised Home Occupation Agreement shall be signed and recorded with the CUP. However, the operation shall conform to the conditions of the CUP where the terms may deviate from what was proposed in the Home Occupation Agreement.
- 5. The Holding Tank installed by the permittee is considered an “other” system. The permittee shall maintain a contract with a licensed pumper or maintenance/service provider and shall submit annual pumping records to the Dodge County Environmental Quality Department by March 1st of each year.
- 6. The sign permitted with this home occupation shall be limited to 9 square feet.

7. The applicant shall obtain the required state and federal permits, licenses and approvals required for the business, activities, and waste generated on site as determined by the MPCA’s Small Business Association. Dodge County shall be notified of the required state and federal permits, licenses and approval and copies of such permits, licenses and approvals shall be submitted to the Planning Department when they are obtained by the applicant.
8. Any further expansion of employees over nine, outside storage or parts or outside work (other than loading/unloading parts trucks) shall be prohibited.
9. Trucks shall not be parked or stored in the area adjacent to the road. Trucks shall meet the Exterior Storage Regulations (Section 1608) and shall be adequately screened from view utilizing existing buildings or fences and vegetation conformation with Section 1609 of the Dodge County Zoning Ordinance.
10. The site shall conform to Section 1610 (Home Occupations) and the conditions of this permit.
11. Nuisance complaints shall result in review of the permit by the Planning Commission.

Planning Commission Recommendation CUP #06-32 Approved - Continued

*Motion adopted unanimously.*

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

Legal Update

Mr. Kiltinen updated the Board on the status of the South Central Narcotics Task Force shooting in Dodge Center.

Commissioner Erickson provided a summary of the Human Services Committee report and action items.

Human Services Committee Report

Motion by Erickson seconded by Tjosaas to approve Human Services actions for December 2008, consistent with Human Services resolution #95-10:

Human Services Resolution #95-10 for December 2008 Approved

- Authorize payment of all claims and bills received in the prior month.
- Approve all Financial Assistance case actions taken in the prior month.
- Approve all Social Services case actions taken in the prior month.
- Approve destruction of closed cases listed for destruction in the prior.

*Motion adopted unanimously.*

Commissioner Alberts provided a summary of the Public Health Committee report and action items.

Public Health Committee Report

The Board reviewed the Public Health Director’s request to approve a 2009 tobacco license application effective January 1, 2009 through December 31, 2009.

2009 Tobacco License Application Approved

Tiegen’s Shopping Center, Inc. has applied for a tobacco license for calendar year 2009. The individual application is on file in the Public Health Department. The application was reviewed according to county policy and procedure. It is recommended that this tobacco license application be approved for calendar year 2009.

Motion by Alberts seconded by Gray to approve and authorize the Chairman of the Board to sign a 2009 tobacco licenses application for Tiegen’s Shopping Center, Inc. as requested. *Motion adopted unanimously.*

2009 Tobacco License Application Approved - Continued

The Board discussed Public Health’s request to accept donations for the WIC Program and Public Health Nest Program.

Nest & WIC Program Donations Accepted by Resolution #2009-04

Baby items have been donated by Trinity Church Ladies, West Concord, valued at \$80.00 for the WIC Program. Public Health has also received \$3.50 cash from private citizens, \$12.50 cash from the KM Homemakers, Kasson and baby items from private citizens valued at \$96.00 for the Public Health Nest Program.

Motion by Alberts seconded by Gray to approve and authorize the Chair and Clerk to sign resolution #2009-04 in support of accepting donations for the Public Health WIC Program and the Public Health Nest Program:

**WHEREAS**, the Dodge County Public Health Department has received a donations from Trinity Church Ladies, West Concord; KM Homemakers, Kasson and private citizens; and

**WHEREAS**, the Dodge County Public Health Department wishes to accept these donations and utilize them for the purpose of the Nest and WIC Programs; 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 accepts the following donations to be used for the Nest and WIC Programs:

Trinity Church Ladies, West Concord	\$ 80.00 (baby items)
KM Homemakers, Kasson	\$ 12.50 (cash)
Private Citizens	\$ 96.00 (baby items)
Private Citizens	\$ 3.50 (cash)

*Resolution adopted unanimously.*

Commissioner Gray provided a summary of the Public Works Committee report and action items.

Public Works Committee Report

The Board reviewed the County Engineer’s request to award the fuel bid.

Highway Department Fuel Bid Awarded

On December 22, 2008, bids were opened to supply the Highway Department with gasoline and diesel fuel for the 2009 calendar year. The following is a summary of the submitted bids:

Item Description	Quantity	Unit	Farm County Co-Op		Central Valley Co-Op	
			Unit Price	Amount	Unit Price	Amount
Gasoline	20,000	Gallon	\$1.679	<b>\$33,580.00</b>	\$1.71	<b>\$34,200.00</b>
Diesel	50,000	Gallon	\$1.89	<b>\$94,500.00</b>	\$1.98	<b>\$99,000.00</b>
Winter Blend 1 add on:		Gallon	\$ 0.15		\$ 0.25	
Winter Blend 2 add on:		Gallon	\$ 0.18		\$ 0.30	
Winter Blend 3 add on:		Gallon	\$ 0.21		\$ 0.35	

Highway Department  
Fuel Bid Awarded -  
Continued

Motion by Gray seconded by Alberts to award the Highway Department fuel bid to the low bidder, Farm County Co-Op. *Motion adopted unanimously.*

The Board reviewed the Highway Department’s request to advertise 2009 bituminous projects.

2009 Bituminous  
Projects  
Advertisement  
Approved

This project is for bituminous pavement reclamation, bituminous surfacing, and aggregate shouldering on CSAH 5 and CAR T.

The 2009 Bituminous project includes:

1. SAP 20-605-023      CSAH 5 – Between TH 30 and CSAH 6
2. CP 20-0902        CAR T – Between CAR N and TH 30 in Hayfield

The project will be done using State Aid funds. Costs have been estimated for this project; however, in order to preserve the bidding process, they are not available for public release at this time.

Motion by Gray seconded by Alberts to approve and authorize the Highway Department to advertise for bids with a bid opening on February 25, 2009 at 11:00 a.m. *Motion adopted unanimously.*

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

Administration  
Committee Report

Motion by Alberts seconded by Gray to approve and authorize the January 6, 2009 organizational meeting minutes as corrected on page two. *Motion adopted unanimously.*

01/06/09  
Organizational  
Meeting Minutes  
Approved

The Board discussed the Employee Relations Director’s request to set a date for the employee recognition banquet.

Employee  
Recognition Banquet  
Date Set

Motion by Erickson seconded by Tjosaas to set the employee recognition banquet date for Tuesday, February 17, 2009 at 12:00 p.m. CST. *Motion adopted unanimously.*

The Board reviewed the Accounting Services Director’s request to approve a 2009 liquor license renewal request for the Zumbro Valley Recreation Club.

ZVRC Liquor License  
Renewal Approved

The Zumbro Valley Recreation Club in Mantorville is requesting a renewal of their liquor license and Sunday sale license. This renewal will cover the time period of January 1, 2009 through December 31, 2009.

Motion by Alberts seconded by Erickson to approve a liquor and Sunday Sale license for the Zumbro Valley Recreation Club for calendar year 2009, pending the approval of the County Attorney and County Sheriff and the submission of all required insurance documentation. *Motion adopted unanimously.*

The County Administrator informed the Board that David Kennedy from Milton Township has given him the following two names to be considered for Planning Commission member at large: Walt Wytttenbach and Ken Olson.

Planning  
Commission  
Appointment  
Approved

Motion by Gray seconded by Tjosaas to appoint Walt Wytttenbach as the Planning Commission member at large. *Motion adopted unanimously.*

Commissioners provided their agency reports. Commissioner Hanson attended an organizational meeting, a work session, a Planning and Zoning meeting, a WDI meeting, a Township Officers meeting and a Southeast Water Resources meeting. Commissioner Alberts attended a Planning meeting, a Township Officers meeting and an organizational meeting. Commissioner Gray attended a Township Officers meeting and an organizational meeting. Commissioner Erickson attended an organizational meeting, a work session, an Ag Center tour, a Dodge County Planning and Zoning meeting, a Dodge County EDA/HRA meeting and a Dodge County Township Officers meeting. Commissioner Tjosaas attended an organizational meeting, an Extension meeting, and EDA meeting, a Township Officers meeting and a Semcac meeting.

Agency Reports

Motion by Alberts seconded by Tjosaas to adjourn the meeting at 11:41 a.m. CST. *Motion adopted unanimously.*

Meeting Adjourned

The next regular meeting of the Dodge County Board of Commissioners will be held on January 27, 2009 at 9:30 a.m. CST.

Next Regular  
Meeting

**ATTEST:**

\_\_\_\_\_  
DAVID HANSON  
CHAIR, COUNTY BOARD

\_\_\_\_\_  
BECKY LUBAHN  
DEPUTY CLERK

\_\_\_\_\_  
DATED: