

**TUESDAY, FEBRUARY 9, 2010**

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

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

**COUNTY ADMINISTRATION OFFICE  
MANTORVILLE, MN**

**2010-04**

The Dodge County Board of Commissioners met in regular session February 9, 2010, in the Commissioner's Room at the Courthouse Annex, Mantorville, MN, at 9:30 a.m. CST. Lyle Tjosaas, 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
	David Hanson	District #5
Members absent:	Don Gray	District #4
Also present:	Jim Elmquist	County Administrator
	Becky Lubahn	Deputy County Clerk

Motion by Hanson seconded by Erickson to approve and adopt the agenda as amended to include the addition of a Planning Commission member appointment under the Zoning Administrator's agenda items. *Motion adopted unanimously.*

Agenda Approved

Commissioner Tjosaas introduced Jim Elmquist who is the new County Administrator for Dodge County.

New Employee  
Introduced

Kasson City Administrator Randy Lenth met with the Board to discuss the Dodge County Four Seasons Ice Arena.

Dodge County Four  
Seasons Ice Arena  
Maintenance/Repairs  
Discussed

Mr. Lenth informed the Board that there are several deferred maintenance items and safety issues that need attention at the Ice Arena. The City Administrator briefly discussed the maintenance/repair list that City Public Works and Ice Arena employees are working on together. Mr. Lenth noted that it will take the city two years to get through the maintenance/repair list.

The City Administrator discussed preliminary plans for the parking lot area of the Ice Arena. Parking lot plans have been completed and the city is requesting comments from the Commissioners before proceeding.

Four Seasons Arena  
Parking Lot Plans  
Discussed

Discussion took place regarding drainage concerns and soil issues.

The Board was supportive of paving the Ice Arena parking lot as proposed.

Mr. Lenth reported that the City of Kasson has been approached by the Dodge County Wildcat Hockey Team with a request to rename the ice rink (not the building) the Axel Johnson Memorial Rink in memory of their departed friend and hockey player. The city requested comments from the County Board before making a decision.

Request to Rename Dodge County Four Seasons Arena Discussed

Discussion took place on how the request should be handled, whether it would be sufficient to put a small plaque up inside the building and what would happen if there was another similar request in the future.

Commissioner Alberts reported that the county has never allowed names on the buildings at the fairgrounds and recommended against it.

Commissioner Erickson questioned the fairness of renaming the ice rink in case there would be another request sometime in the future.

Commissioner Alberts suggested that the Board remain consistent with past practices and not allow the ice rink to be renamed.

Commissioner Hanson informed the Board that he was at the ice arena when the Dodge County Youth Hockey Association held a ceremony for Axel Johnson and shared with the Board the impact Axel had on the youth hockey association.

It was the consensus of the Board that they needed more discussion on this request.

The Kasson City Administrator informed the Board that the city will slowly be transitioning from the name of the Four Seasons Ice Arena to the Dodge County Ice Arena. Mr. Lenth noted that the reason for the name change is that the Dodge County Four Seasons Ice Arena is often mistaken with other Four Seasons Arenas in the area.

County Recorder Sue Alberts and GIS Specialist Jeff Mieras presented for the Board's consideration a request to award a proposal for the creation of coordinate geometry (COGO) parcel mapping.

Request to Proceed with Obtaining Additional Parcel Mapping Information & Contract with Local Surveying Companies Approved

Mr. Mieras reviewed with the Board the following COGO parcel map cost/bid analysis information:

VENDOR	HOME CITY	COST/BID
Cadsys Technologies	Chantilly, VA	\$18,443 (Not what we asked for.)
Sidwell	St. Charles, IL	\$86,500
The Schneider Corporation	Ames, AI	\$94,376
Pro-West & Association	Walker, MN	\$122,850
EFN, Inc.	Minneapolis, MN	\$152,130
Applied Data Consultants	Eau Claire, WI	\$178,499
Massey Land Surveying	Kasson, MN	\$210,000
Community GIS	Duluth, MN	\$232,791
MFRA	Plymouth, MN	\$267,100
Massey Land Surveying	Kasson, MN	\$381,000

Motion by Hanson seconded by Alberts to approve and authorize the Development Committee to move forward with obtaining additional information on coordinate geometry parcel mapping from the following four companies: EFN, Inc., The Schneider Corporation, Pro-West & Associates and Sidwell. Also included in the motion was authorization for the Development Committee to contract with local surveying companies to locate the remainder of the Public Land Survey System (PLSS) corners at an estimated cost of \$100,000 - \$120,000. The funds for the project will be taken from two of the Recorder's Office funds, the Equipment Fund and the Compliance Fund. *Motion adopted unanimously.*

*Request to Proceed with Obtaining Additional Parcel Mapping Information & Contract with Local Surveying Companies Approved - Continued*

Once the committee has had a chance to meet with the four companies to further discuss the parcel mapping project they will make a recommendation to the County Board announcing which company they would like to work with and the total cost of the project.

Ms. Alberts informed the Board that once the corrected coordinate geometry parcel mapping has been completed, they can expect the parcel boundaries to be 98% correct.

Commissioner Erickson noted that some of the errors in the system may have been due to errors made in the legal descriptions years ago.

The Board thanked the committee for their work.

Environmental Services Director Mark Gamm met with the Board to review living snow fence cost estimates.

*Native Buffer Cost-Share Program Application for Living Snow Fence Approved*

On November 17, 2009 the County Board approved construction of a living snow fence on county property located west of the landfill, along County Road 21. At the time, the Soil and Water Conservation District (SWCD) recommended applying for cost-share from the federal Conservation Reserve Program (CRP). However, Environmental Services have recently learned that governments are not eligible for CRP, therefore, the SWCD is recommending the county pursue the Native Buffer Cost-Share Program.

Comparison of cost-share program:

	<b>Conservation Reserve Program (CRP)</b>	<b>Native Buffer Cost Share Program</b>
<b>County's Net Cost for Planting Trees and Grass</b>	\$2,000	\$2,500
<b>Annual Payments to County</b>	\$1,800	\$2,000 (*)

\* Maximum term for receiving annual payment = 3 years.

Mr. Gamm informed the Board that the primary purpose of the project is to increase public safety on County Road 21, therefore his office is recommending that the Board vote in favor of continuing the project and applying for the Native Buffer Cost-Share Program.

Lease obligations and cancelation options were discussed.

The Environmental Services Director informed the Board that the ten year lease obligations with Sterling Larson and Leona Blatti have been met and that there is a 60-day cancelation option written into the lease agreements.

Motion by Alberts seconded by Erickson to approve and authorize the Environmental Services Department to apply for the Native Buffer Cost-Share Program as requested to help reduce the expenses associated with planting a living snow fence along County Road 21. *Motion adopted unanimously.*

The Environmental Services Director presented for the Board's consideration the Recycling Services Agreement.

Mr. Gamm reported that the single-stream recycling is very popular because businesses and residents can mix all recyclable items together in one cart. Most licensed trash haulers offer their customers curbside collection of single-sorted recyclables.

The county's recycling center offers a convenient location for haulers to drop-off their single-stream recyclables. The county does not sort the material at the Recycling Center, they haul it to WM Recycle America, LLC. in Minneapolis where it is sorted and sold. Recycle America's current price is about \$3 per ton but the price fluctuates with market conditions. When market conditions are good, Recycle America pays for the materials. Haulers pay the county a fee that equals our cost of transportation and Recycle America's fee/payment.

To continue this arrangement, Recycle America is requesting the county enter into a short-term Recycling Services Agreement. The agreement defines material delivery, quality and pricing. It provides either party the right to terminate the agreement with a 30 day notice. Fuel surcharge and environmental fees have been waived for one year.

The Environmental Services Director noted that this agreement does not affect how the county collects material from county operated recycling drop off locations. Environmental Services will continue to collect materials that are sorted into three categories: mixed paper, cardboard and bottles/cans. This method gives them the greatest flexibility to lessen processing costs and to gain from sales.

Motion by Hanson seconded by Erickson to approve and authorize Environmental Services to enter into a Recycling Services Agreement with WM Recycle America, LLC. as requested and authorize the Environmental Services Director to sign the agreement on behalf of the county. *Motion adopted unanimously.*

Mr. Gamm discussed with the Board his request to approve the 2010 waste hauler's license.

Motion by Alberts seconded by Erickson to approve and authorize the Chair and Deputy Clerk to sign resolution #2010-07 to issue 2010 license to waste haulers:

Native Buffer Cost-Share Program Application for Living Snow Fence Approved - Continued

Recycling Services Agreement Approved

2010 Waste Hauler's License Approved by Resolution # 2010-07

**WHEREAS**, the following waste hauler has applied for a license to collect and transport solid waste in Dodge County:

Waste Management of Minnesota, Inc., Veit Container Corp., Veolia Environmental Services, Alli Rolloff Inc., Ron Grose Refuse, Skjeveland Enterprises and Green Planet Disposal Inc.

2010 Waste Hauler's License Approved by Resolution # 2010-07 - Continued

**WHEREAS**, the Dodge County Solid Waste Officer has reviewed the hauler's application and supplemental information and finds that it meets requirements set forth in Dodge County Solid Waste Ordinance.

**THEREFORE, BE IT RESOLVED**, that the Dodge County Board of Commissioners grants a license to collect and transport solid waste in Dodge County for a period from February 15, 2010 through February 15, 2011 to the following haulers:

Waste Management of Minnesota, Inc., Veit Container Corp., Veolia Environmental Services, Alli Rolloff Inc., Ron Grose Refuse, Skjeveland Enterprises and Green Planet Disposal Inc.

**BE IT FURTHER RESOLVED**, that the enforceable conditions of each license is as follows:

1. The licensee will comply with all provisions of Dodge County Ordinance and state law.
2. The licensee will pay Transfer Station Tipping Fee and Waste-to-Energy Service Charge as determined by Dodge County.

*Resolution adopted unanimously.*

The Environmental Services Director presented for the Board's consideration a vehicle purchase request.

Environmental Services Vehicle Purchase Approved

Mr. Gamm noted that the 2010 Environmental Services budget includes \$22,000 to purchase a vehicle. The vehicle will be used primarily for field work including septic inspections, zoning inspections and water testing. After careful consideration of their needs, the Environmental Services Department has selected a 2010 Chevy Equinox AWD available on State Contract for \$20,721.

Motion by Hanson seconded by Erickson to approve and authorize the Environmental Services Department to purchase a 2010 Chevy Equinox in the amount of \$20,721 from Thane Hawkins Polar Chevrolet in White Bear Lake as requested. *Motion adopted unanimously.*

Septic System Coordinator/Account Technician Sandra Schaefer discussed with the Board a request to adopt Subsurface Sewage Treatment System Ordinance No. 4.

Subsurface Sewage Treatment System Ordinance No. 4 Approved

Ms. Schaefer reported that a public hearing was held January 28, 2010 to present the Subsurface Sewage Treatment System Ordinance No. 4 for discussion. No changes or additions were recommended at the public hearing.

Subsurface Sewage  
Treatment System  
Ordinance No. 4  
Approved –  
Continued

MPCA requires counties to adopt new legislation by March 1, 2010.

Motion by Alberts seconded by Hanson to adopt the Subsurface Sewage Treatment System Ordinance No. 4 effective March 1, 2010 as presented.  
*Motion adopted unanimously.*

Zoning Administrator Melissa DeVetter met with the Board to discuss a request for an extension of the wind moratorium and provide an update on the status of the Public Utilities Commission (PUC) white paper review on the health impact of wind turbines.

Wind Moratorium  
Extension Approved  
by Resolution  
#2010-08

In response to the Minnesota Department of Health's white paper on the Health Impacts of Wind, the PUC has published a staff briefing paper on January 25th, 2010 (PUC Docket No. CI-09-845).

Staff Recommends implementing the following:

- 1) Increase setbacks from non-participating landowner residences
  - a) Continue to use the existing 500 foot or noise standard residential setback (whichever is greater) to allow participating landowners to maximize their land use.
  - b) Increase the setback required from non-participating landowner residences to 1,000 feet or the state noise standard (whichever is greater) or some other number deemed appropriate by the Commission.
- 2) Require additional information from developers during the siting process to provide accurate and specific information to the Commission on the impacts of the project.
  - a) During the application process:
    - i. Noise modeling report (at different frequencies and at various distances from the turbines at various wind directions and speeds) throughout the project area.
    - ii. If flicker is to occur on non-participating residences, a shadow flicker modeling report is required, indicating the anticipated maximum of shadow flicker.
  - b) Preconstruction (submitted at the time of the final site layout)
    - i. Final noise modeling report of final layout and noise monitoring proposal (both at different frequencies and at various distances from the turbines at various wind directions and speeds) throughout the project area.

- ii. Final shadow flicker modeling report
- c) Post construction
  - i. Noise monitoring reports of the development (at different frequencies and at various distances from the turbines at various wind directions and speeds) throughout the project area.

Wind Moratorium  
Extension Approved  
by Resolution  
#2010-08 -  
Continued

According to an e-mail from Deb Pile, the Wind Turbine Setback/MDH White Paper and the staff recommendations resulting from their investigations went before the Commission on February 1, 2010 at 9:30 a.m.

In a public hearing on February 1, 2010, the PUC heard four hours of testimony from twenty-five individuals on the health impacts of wind. At the meeting, no decision was made on whether the setbacks should change. The PUC met to discuss the issue at their regular Commissioner's meeting on February 4, 2010.

Currently the county's proposed draft Wind Energy Conversion Systems (WECS) Ordinance does not differentiate between participating and non-participating residences. For Commercial WECS (40kW to less than 5mW), the proposed setback from an Occupied Structure is a minimum of 750 feet or enough to meet the minimum noise standard, whichever is greater.

If the county chooses to adopt the changes, the draft WEC ordinance will need minor revisions and will have to go back to public hearing on the March meeting, prior to Board approval. The six month Wind Energy Conversion Systems Moratorium will expire on February 25, 2010, but may be extended an additional six months if the County Board chooses to extend it.

Motion by Alberts seconded by Erickson to approve and authorize the Chair and Deputy Clerk to sign resolution #2010-08 in support of a Wind Moratorium Extension:

**WHEREAS**, the Dodge County Board of Commissioners adopted Section 21 of the Dodge County Zoning Ordinance, with an effective date of May 13<sup>th</sup>, 2003 to set forth a process for permitting wind energy conversions systems with a rated capacity of 250kW or more; and

**WHEREAS**, Dodge County does not have the authority to permit or regulate wind energy conversion system with a rated capacity of 5mW or more without assuming delegation; and

**WHEREAS**, the Dodge County Zoning Ordinance currently does not regulate or have performance standards for Wind Energy Conversion Systems less than 250kW; and

**WHEREAS**, since the Dodge County Zoning Ordinance became effective, a number of issues in the ordinance have been identified by staff, the public and the Dodge County Board of Commissioners which require further study and refinement; and

**WHEREAS**, the Dodge County Board of Commissioners is concerned that the current language of the Dodge County Zoning Ordinance as it relates to Wind Energy Conversion Systems may not adequately address concerns over public health, safety and welfare or provide adequate setbacks from adjoining land uses; and

Wind Moratorium  
Extension Approved  
by Resolution  
#2010-08 -  
Continued

**WHEREAS**, Dodge County has already held a public hearing on a proposed draft ordinance amendment addressing Wind Energy Conversion Systems; and

**WHEREAS**, Dodge County is in the process of finalizing a draft ordinance amendment pertaining to Wind Energy Conversion Systems with the intent on adopting such revisions as soon as possible; and

**WHEREAS**, the Public Utilities Commission (PUC) is currently reviewing public comments regarding the health impacts of wind to determine if a revision in current setbacks should be made; and

**WHEREAS**, Dodge County's proposed standards for proposed Commercial WECS are consistent with or more restrictive than PUC's standards; and

**WHEREAS**, changes to setbacks made by the PUC will require revisions to the proposed draft ordinance and require that Dodge County conduct a new public hearing on the proposed ordinance amendment pertaining to Wind Energy Conversion Systems; and

**WHEREAS**, the existing moratorium will expire on February 25, 2010; and

**WHEREAS**, the proposed ordinance amendment will not be adopted by February 25, 2010; and

**WHEREAS**, Minnesota Statutes, Section 394.34 enables a county to adopt a temporary moratorium for the purpose of protecting the public health, safety and general welfare when the county is, in good faith, conducting studies and has held or is holding a hearing for the purpose of considering an amendment.

**NOW THEREFORE BE IT RESOLVED**, that the Dodge County Board of Commissioners hereby adopts an extension of the existing moratorium on the review and permitting of all Wind Energy Conversion Systems. This moratorium shall be effective for a period of six months from the date the existing moratorium would expire, or until the Dodge County Board of Commissioners adopts language changes to the sections of the Dodge County Zoning Ordinance pertaining to Wind Energy Conversion systems, whichever occurs first.

*Resolution adopted unanimously.*

Ms. DeVetter presented for the Board's consideration the February 3, 2010 Planning Commission recommendations. Motion by Hanson seconded by Alberts to approve of the following action of the Planning and Zoning Commission recommendation as reviewed on February 3, 2010 with the reasons, recommendations and conditions as found in the individual permit:

Planning  
Commission  
Recommendation  
CUP #10-01  
Approved

**Niall McNeilus – CUP #10-01**

The first public hearing is to consider an application for a Conditional Use Permit to establish a non-farm dwelling in the Urban Expansion District. The property is 45 acres located in the NW ¼ of the SW ¼ of Section 26, Wasioja Township. Niall McNeilus is the applicant and Leland McNeilus is the property owner.

Planning  
Commission  
Recommendation  
CUP #10-01  
Approved - Approved

The Planning Commission recommends approval of the Findings of Facts and Recommendations of the agenda report with the following conditions:

1. Dodge County Zoning Permit shall be obtained before construction.
2. The Agricultural Covenant shall be signed and recorded.
3. The septic system must meet the Dodge County's septic ordinance.
4. Address shall be obtained from the Dodge County Highway Department.

*Motion adopted unanimously.*

Commissioner Alberts left the meeting at 10:20 a.m. CST.

Commissioner  
Alberts Left Meeting

The Zoning Administrator discussed with the Board a request to approve a grant agreement for a feedlot project.

Grant Agreement  
with SE MN Water  
Resources Board  
Approved

The SE MN Water Resources Board has secured grant funding for the completion of the feedlot assistance project. Grant funding is to be utilized for technical assistance and implementation of low-cost fixes on feedlots signed up for the Open Lot Agreement. Under the terms of the Open Lot Agreement, feedlot owners are required to be in compliance by October 1, 2010. The current grant (Feedlot IV) is titled Sustaining Progress Toward Reducing Runoff from Open Lot Feedlots.

As a member of the SE MN Water Resources Board, Dodge County is eligible to receive up to \$16,415 for expenses incurred during the project. To receive the money, the county must sign a cooperative agreement with SEMNWRB. The project starts January 1, 2010 and ends August 30, 2013. In the past, the county has used this money to hire a private contractor to provide assistance to feedlot operators. Currently, the county has an agreement with the Dodge County Soil and Water Conservation District (SWCD) to continue this type of work until the end of the project.

Motion by Hanson seconded by Erickson to approve and authorize the Chair to sign an Agreement with the SE MN Water Resources Board for the grant titled Sustaining Progress Toward Reducing Runoff from Open Lot Feedlots. *Motion adopted unanimously.*

Commissioner Alberts returned to the meeting at 10:22 a.m. CST.

Commissioner  
Alberts Returned to  
Meeting

Ms. DeVetter presented for the Board's consideration the Natural Resources Block Grant Feedlot Delegation Agreement.

2010-2010 County  
Feedlot Program  
Delegation  
Agreement and Work  
Plan Approved

The Zoning Administrator noted that the agreement and work plan are for the term of January 1, 2010 to December 31, 2011. Dodge County will receive a 2010 Base Grant Award in the amount of \$29,295 requiring a county match of \$20,507 for administration of the Minnesota Pollution Control Agency's Feedlot Program. This funding is awarded as part of the Board of Water and Soil Resources Natural Resources Block Grant Agreement.

In order to receive the funding for the Feedlot Program, Dodge County is required to sign the delegation agreement and submit a copy to the Minnesota Pollution Control Agency.

Motion by Erickson seconded by Hanson to approve and authorize the Chair to sign the 2010 - 2011 County Feedlot Program Delegation Agreement, Work Plan and necessary paperwork as presented. *Motion adopted unanimously.*

The Board discussed appointing a Planning Commission member to a vacant position representing Ripley/Westfield townships.

Planning  
Commission Member  
Appointment  
Approved

Commissioner Erickson was asked to find a Planning Commission member to fill the vacancy.

Motion by Erickson seconded by Hanson to approve and authorize the following appointment to the Planning Commission for 2010:

**Planning Commission**

Ripley/Westfield – Gene Hallaway      Term                      1/1/2010 – 12/31/2013

*Motion adopted unanimously.*

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

Legal Update

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

Bills Approved

01	Revenue Fund	\$250,081.28
13	Road and Bridge Fund	\$ 32,852.59
16	Environmental Quality Fund	<u>\$ 8,685.52</u>
	Total	\$291,619.39

A payment on page 7 to MCIT in the amount of \$8,551 was pulled in order to verify that the correct amount of building insurance is being paid on the Four Seasons Ice Arena. It was noted that this payment will be made through the Auditor's Warrant process to ensure timely payment of the bill. *Motion adopted unanimously.*

Ms. Culbertson discussed with the Board a property tax penalty abatement request.

Property Tax Penalty  
Abatement  
Requested Denied

The Taxpayer Services Director informed the Board that Chad and Andrea Gossard have submitted a request to abate the penalty for their 2009 second half taxes. The Gossard's explained that they discontinued their escrow account mid 2009 and did not receive a tax statement for taxes payable in October 2009 from their bank. They went on to explain that they have had an escrow account for the eleven years of the mortgage and were simply not aware of when taxes were due because they were paid directly from the bank. The Gossard's also stated that they paid the taxes promptly when Finance notified them they were late. At the time of the payment, it was explained to them that they would have received the property tax statement from the county each April of their home ownership even though they were having taxes escrowed. The dates that taxes are due are clearly stated on the statement.

Motion by Alberts seconded by Erickson to deny Chad and Andrea Gossard's 2009 second half property tax penalty abatement request in order to remain consistent with past decisions. *Motion adopted unanimously.*

Finance Director Lisa Kramer presented for the Board's consideration a request to set a public hearing date for the proposed Kasson 2010 tax abatement project.

Kasson 2010 Tax  
Abatement Project  
Public Hearing Date  
Set

The City of Kasson is working with David Drown Associates on their 2010 Tax Abatement Project. The first step is to set a public hearing date with the county, city and School District. The schedule supplied by Mike Bubany, David Drown Associates, indicates that the county public hearing should be set for March 23, 2010.

Motion by Erickson seconded by Hanson to set a public hearing date of Tuesday, March 23, 2010 at 10:00 a.m. for the proposed Kasson 2010 Tax Abatement Project. *Motion adopted unanimously.*

Ms. Kramer discussed with the Board the Dodge County Mechanical and Agricultural Society's 2010 contribution request.

2010 Fair Board  
Contribution Payment  
Approved

The Finance Director reported that the Dodge County 2010 budget includes a contribution for the Dodge County Mechanical and Agricultural Society in the amount of \$3,350. Normally these contributions are paid out after the legislative session has concluded to allow the county flexibility in dealing with state unallotments. The Fair Board would like to receive their contribution this month, so they can pay their insurance premiums for 2010. Ms. Kramer reported that the fair contribution was paid in February last year also, so this would appear consistent for this entity.

Motion by Alberts seconded by Erickson to approve and authorize the Finance Office to pay the 2010 Fair Board contribution in full this month as requested. *Motion adopted unanimously.*

State Auditor Regional Representative Carla Blahnik was not available to conduct the 2008 audit exit meeting due to weather complications.

2008 Audit Exit  
Meeting Postponed

Sheriff Jim Trihey reviewed with the Board a request to change to the current Sheriff's Office Verizon Cell Phone Texting Plan.

Sheriff's Office Cell  
Phone Texting Plan  
Change Approved

Mr. Trihey reminded the Board that when their cell phone plan was switched to Verizon the Text Option was to stay the same. When the switch to the \$2.99/100 messages plan was completed the two investigators were the only Sheriff's Office employees included on the plan.

Approval is requested for the following plans:

\$10.00 Plan - Unlimited:

Add - Sgt. Nash  
Deputy Rose  
Deputy Skadson (SRO Officer)  
Rick Eggert (Dispatch Supervisor)

Investigator Gunderson and Brumfield are currently on the \$2.99 plan and need to be placed on the \$10.00 plan.

\$2.99 Plan - 100 Messages Total

Add - Jim Trihey – Sheriff  
Mike Leonhardt - Chief Deputy  
Loring Guenther – Captain

Motion by Hanson seconded by Erickson to approve and authorize the Sheriff's Department to change their current Verizon cell phone texting plan as requested.  
*Motion adopted unanimously.*

The Sheriff discussed with the Board Public Safety Answering Point (PSAP) Consolidation.

Public Safety  
Answering Point  
Consolidation  
Discussed

Mr. Trihey shared with the Board information he received from a meeting regarding the Governor's Work Group for Public Safety Answering Point Consolidation.

The Sheriff stated that he was providing this information to the Board in order to assist them with making future decisions regarding whether or not to participate in the consolidation process.

It was noted that Commissioner Dave Hanson, County Administrator Jim Elmquist and Sheriff Jim Trihey will be attending PSAP Consolidation kickoff meeting in Winona on Monday, February 22, 2010 at 10:30 a.m.

Emergency Management Director Matt Maas was not available to provide the Board with an ARMER update.

ARMER Update  
Postponed

Employee Relations Director Lisa Hager presented the Personnel Agenda for the Board's consideration. Motion by Erickson seconded by Hanson to approve the following personnel actions:

Personnel Actions  
Approved

**A. Public Health**

- A.1 Kelly Corbin – Health Educator  
Regular status and step increase from C41 step 9 \$18.82 to C41 step 8 \$19.53.  
Effective Date: 1/26/10

**B. Human Services**

- B.1 Elizabeth Dreier – Financial Worker  
Authorization to employ at B23 step 9 \$15.17 to fill approved vacancy.  
Effective Date: 2/16/10

**C. Administration**

- C.1 Amanda Linderman – Drug Court Case Manager  
Step increase from step C41 7 \$18.94 to C41 step 6 \$19.64.  
Effective Date: 12/26/09
- C.2 Nichole Farnsworth – Account Technician  
Step increase from B23 step 5 \$16.78 to B23 step 4 \$17.13.  
Effective Date: 2/6/10

**D. Sheriff's Office**

- D.1 Mike Leonhardt – Chief Deputy  
Step increase from D61 step 6 \$33.42 to D61 step 5 \$35.29.  
Effective Date: 1/1/10

**E. Recorder's Office**

- E.1 Pamela Haugh-Holzer – Deputy Recorder  
Step increase from B22 step 7 \$15.22 to B22 step 6 \$15.72.  
Effective Date: 2/26/10

**F. Environmental Services**

- F.1 Mary Greening – Administrative Assistant  
Step increase from B23 step 6 \$16.70 to B23 step 5 \$17.26.  
Effective Date: 2/28/10

**G. Assessor's Office**

- G.1 Wendell Engelstad – County Assessor  
Step increase from D61 step 7 \$31.54 to D61 step 6 \$33.42.  
Effective Date: 1/2/10

*Motion adopted unanimously.*

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

Human Services  
Committee Report

Motion by Erickson seconded by Hanson to approve Human Services actions consistent with Human Services resolution #95-10:

Human Services  
Resolution #95-10  
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 month.

*Motion adopted unanimously.*

Commissioner Hanson provided a summary of the Public Safety Committee report and action items.

Public Safety  
Committee Report

The Board reviewed the Sheriff's request to purchase a 2005 transport van from Wabasha County in the amount of \$11,000.

Sheriff's Office  
Transport Van  
Purchase Approved

The Sheriff's Office 2010 Capital Outlay Budget that was previously approved included \$19,500 for the purchase of a transport van.

The Sheriff's Office inspected a 2005 transport van that Wabasha County was interested in selling and found it to be in excellent condition. The current mileage on the transport van is 21,000.

It was noted that a cage is included with the purchase of the van. A new cage would cost approximately \$9,000.

Motion by Hanson seconded by Erickson to approve and authorize the Sheriff's Office to purchase a 2005 transport van from Wabasha County in the amount of \$11,000. *Motion adopted unanimously.*

Commissioners discussed what will be done with the existing 2003 Chevy transport van. It is the Sheriff's intention to replace the Entry Team bus with the current transport van and sell the bus.

Commissioner Alberts stated that he would like to see the Sheriff's Office get rid of the existing transport van if they don't have a good use for it.

The Board discussed the Sheriff's request to approve out of state travel for Deputy Shannon Boerner June 14-18, 2010.

Out of State Travel  
Approved for Deputy  
Boerner

Mr. Boerner would like to attend Interview and Interrogation Training at Camp Dodge in Johnston, Iowa. The training will last five days. The only cost associated with training will be for use of a county vehicle and fuel. All other expenditures are furnished by the training organization.

Motion by Hanson seconded by Erickson to approve and authorize out of state travel for Deputy Shannon Boerner June 14-18, 2010 for Interrogation Training at Camp Dodge in Johnston, Iowa as requested. *Motion adopted unanimously.*

The Board reviewed Drug Court's request to approve a donation from Erdman's County Market to the Adult Drug Court Program.

Adult Drug Court  
Donation Approved  
by Resolution  
#2010-09

Erdman's County Market recently donated ten \$15 gift certificates to the Dodge County Adult Drug Court to be given to future program graduates.

Motion by Hanson seconded by Erickson to approve and authorize the Chair and Deputy Clerk to sign resolution #2010-09 in support of accepting a donation to the Dodge County Adult Drug Court program:

**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 graduation incentives for future Dodge County Adult Drug Court participants; and

Adult Drug Court  
Donation Approved  
by Resolution  
#2010-09 -  
Continued

**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 future graduates of the Dodge County Adult Drug Court Program:

Erdman's County Market - \$15 gift certificates (ten)

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

*Resolution 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 accept a donation from St. John's Quilting Club, Kasson, MN and South Zumbro Church (W.E.L.C.A.), Kasson, MN.

Public Health Family  
Health Program &  
Public Health Nest  
Program Donations  
Approved by  
Resolution #2010-10

St. John's Quilting Club, Kasson, MN has donated adult and baby quilts to Public Health Family Health Program valued at \$1,140 and South Zumbro Church (W.E.L.C.A.), Kasson, MN has donated \$250 to Family Health Nest Program.

Motion by Alberts seconded by Erickson to approve and authorize the Chair and Deputy Clerk to sign resolution #2010-10 accepting donations to the Public Health Family Health Program and the Family Health Nest Program:

**WHEREAS**, the Dodge County Public Health Department has received donations from St. John's Quilting Club, Kasson, MN and South Zumbro Church (W.E.L.C.A.), Kasson, MN; and

**WHEREAS**, the Dodge County Public Health Department wishes to accept these donations and utilize them for the purpose of the Public Health Family Health Program and Family Health Nest Program; and

**WHEREAS**, pursuant to Minnesota Statute 465.03, the county shall by resolution of the governing body adopt 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 Public Health Family Health Program and Family Health Nest Program:

St. John's Quilting Club, Kasson, MN \$1,140 (adult & baby quilts)  
 South Zumbro Church (W.E.L.C.A.), \$ 250 (check)  
 Kasson, MN

Public Health Family Health Program & Public Health Nest Program Donations  
Approved by Resolution #2010-10

*Resolution adopted unanimously.*

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

Public Works Committee Report

The Board discussed the County Engineer's request to advertise for CP 20-0910.

Advertising for CP 20-0910 Approved

This project is along County Road 10 between County Road 3 and County Road 5. The work being performed will be salvaging, re-installing and extending culverts in preparation for the bituminous project later in the year.

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 Alberts seconded by Hanson to approve and authorize the Highway Department to advertise for bids with a bid opening date of March 31, 2010 at 11:00 a.m. *Motion adopted unanimously.*

The Board reviewed the Highway Department's request to award 2010 seasonal supply bids.

2010 Seasonal Supply Bids Awarded

On Thursday, January 28, 2010 the Highway Department opened bids for the 2010 seasonal supplies.

Motion by Alberts seconded by Erickson to approve the following 2010 seasonal supply bids:

**Aggregate Material, Cl. 2** – The county typically accepts all bids for this product. The Highway Department hauls primarily from the Stussy pit in Mantorville, however there are occasions when it becomes more economical to haul from other pits. By hauling from the nearest quarry, the Highway Department can significantly reduce travel costs, saving the county money. Bid information is as follows:

		<u>Unit Price</u>	<u>Est. Quantity</u>	<u>Total</u>
Kielmeyer Construction, Inc.	Rosco	\$ 6.75/ton	10,000	\$ 67,500.00
Milestone Materials	Concord	\$ 6.75/ton	10,000	\$ 67,500.00
Stussy Construction	Mantorville	\$ 6.94/ton	10,000	\$ 69,400.00
Commercial	Mantorville	\$ 6.63/ton	10,000	\$ 66,300.00
	Rockdell	\$ 6.88/ton	10,000	\$ 68,800.00

**Bituminous Mixture** – Accept the low bid from Rochester Sand and Gravel at \$52.00/ton for Type SP 12.5 and \$53.25/ton for Type SP 9.5. The bids this year are similar to last year's prices and are within industry expectation. Bid information is as follows:

2010 Seasonal  
Supply Bids Awarded  
- Continued

		Unit Price	Est. Quantity	Total
Rochester Sand & Gravel	SP 12.5	\$52.00/ton	600	\$ 31,200.00
	SP 9.5	\$53.25/ton	600	\$ 31,950.00
Total				<b>\$ 63,150.00</b>
Shamrock Enterprises	SP 12.5	\$75.00/ton	600	\$ 45,000.00
	SP 9.5	\$75.00/ton	600	\$ 45,000.00
Total				<b>\$ 90,000.00</b>

**Chloride Solution** – Accept the bid from Freeborn Co. Co-OP for Magnesium Chloride at \$0.759/gal. Bid information is as follows:

		Unit Price	Est. Quantity	Total
Freeborn Co. Co-op	CaCl	\$ /gal	110,000	\$ -
	MgCl	\$ 0.759/gal	110,000	\$ 83,490.00
Dustcoating	CaCl	\$ /gal	110,000	\$ -
	MgCl	\$ 0.76/gal	110,000	\$ 83,600.00
Univar USA	CaCl	\$ 1.028/gal	110,000	\$113,080.00
	MgCl	\$ /gal	110,000	\$ -

**Pavement Marking** – Accept the low bid from Traffic Marking with a total of \$47,430.00. Bid information is as follows:

		Unit Price	Est. Quantity	Total
Traffic Marking	Yellow	\$ 9.50/gal	1,500	\$ 14,250.00
	White	\$ 9.20/gal	3,000	\$ 27,600.00
	Beads	\$ 0.31/lb	18,000	\$ 5,580.00
Total				<b>\$ 47,430.00</b>

**Seal Coating** – Like last year, the Highway Department will not be accepting bids for seal coating products (FA-2 Seal Coat Chips and CRS-2). Maintenance Supervisor Dallas Ness has done a great job of seal coating over the last several years and is sufficiently caught up to allow the Highway Department to use this year's seal coating funds for overlay patching. *Motion adopted unanimously.*

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

Administration  
Committee Report

- Motion by Hanson seconded by Erickson to approve and authorize the August 25, 2009 Regional Rail Authority meeting minutes as presented. *Motion adopted unanimously.* [08/25/09 Regional Rail Meeting Minutes Approved](#)
- Motion by Erickson seconded by Hanson to approve and authorize the September 22, 2009 Regional Rail Authority meeting minutes as presented. *Motion adopted unanimously.* [09/22/09 Regional Rail Meeting Minutes Approved](#)
- Motion by Alberts seconded by Hanson to approve and authorize the January 26, 2010 Committee of the Whole meeting minutes as presented. *Motion adopted unanimously.* [01/26/10 Committee of the Whole Meeting Minutes Approved](#)
- Motion by Erickson seconded by Alberts to approve and authorize the January 26, 2010 meeting minutes as presented. *Motion adopted unanimously.* [01/26/10 Meeting Minutes Approved](#)
- Motion by Alberts seconded by Erickson to approve and authorize the January 28, 2010 Highway Department Capital Improvement Plan public hearing meeting minutes as presented. *Motion adopted unanimously.* [01/28/10 Highway CIP Public Hearing Meeting Minutes Approved](#)
- Motion by Erickson seconded by Hanson to approve and authorize the January 28, 2010 Subsurface Sewage Treatment System Ordinance No. 4 public hearing meeting minutes as presented. *Motion adopted unanimously.* [01/28/10 Subsurface Sewage Treatment System Ordinance No. 4 Public Hearing Meeting Minutes Approved](#)
- The Board reviewed the Finance Director's request to approve a 2010 Hildi, Inc. OPEB Liability Study Agreement. [2010 OPEB Liability Study Agreement with Hildi, Inc. Approved](#)
- To comply with GASB 45, Post Employment Benefits Liability Disclosure, Dodge County contracted Hildi, Inc. to complete its first actuarial study in 2007. This information was reported on the county's 2008 audit. This actuarial study should be repeated every three years to remain accurate, so a new study is required for 2010. A copy of the Agreement for Consulting Services for Hildi, Inc. was provided for the Board's review. The estimated cost for the study is \$5,600 - \$5,900. This compares favorably to the cost of \$6,777 for the original study.
- Motion by Erickson seconded by Alberts to approve and authorize the Chair to sign an Agreement for Consulting Services with Hildi, Inc. for the 2010 OPEB Liability Actuarial Study at an estimated cost of \$5,600 - \$5,900. *Motion adopted unanimously.*

Commissioners provided their agency reports. Commissioner Hanson attended a House Bonding meeting at the State Capital, a Septic Ordinance meeting, a State Capital High Speed Rail meeting, a meeting with the County Administrator, a WDI Joint Powers meeting and a Planning & Zoning meeting. Commissioner Alberts attended a Rail Bonding session of the Senate, a Rail Bonding meeting for the House, a Planning meeting, a Semcac meeting, a Highway Department CIP public hearing and a Subsurface Sewage Treatment System Ordinance No. 4 public hearing. Commissioner Gray was not available to report his meeting attendance. Commissioner Erickson attended a job performance review for the County Assessor, a MN House of Representatives hearing on Bonding Bill – Rail Study's, a Highway Department CIP public hearing, a Subsurface Sewage Treatment System Ordinance No. 4 public hearing, a meeting with the Emergency Management Director, two meetings with the County Administrator, a Regional Radio Board Joint Powers Board meeting, a Dodge County Planning Commission meeting and an Ashland Township public meeting on rail issues. Commissioner Tjosaas attended a Highway Department CIP meeting, a Subsurface Sewage Treatment System Ordinance No. 4 public hearing, a meeting with the County Administrator, a meeting with the County Assessor and an Extension meeting.

Agency Reports

Motion by Hanson seconded by Alberts to adjourn the meeting at 12:03 p.m. CST. *Motion adopted unanimously.*

Meeting Adjourned

The next regular meeting of the Dodge County Board of Commissioners will be held on February 23, 2010 at 9:30 a.m. CST.

Next Regular Meeting**ATTEST:**

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LYLE TJOSAAS  
CHAIR, COUNTY BOARD

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BECKY LUBAHN  
DEPUTY CLERK

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DATED: