

TUESDAY, FEBRUARY 10, 2009

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

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

**COUNTY ADMINISTRATION OFFICE
MANTORVILLE, MN**

2009-04

The Dodge County Board of Commissioners met in regular session February 10, 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 Gray seconded by Tjosaas to approve and adopt the agenda as amended to include the addition of National Incident Management System (NIMS) training for the commissioners after the regular meeting. *Motion adopted unanimously.*

Agenda Approved

The County Attorney arrived to the meeting at 9:32 a.m. CST.

County Attorney
Arrives

Finance Director Lisa Kramer met with the Board to discuss a request to approve the designation of depositories.

2009 Depositories
Authorized

Motion by Erickson seconded by Tjosaas to approve and authorize the following banks as depositories for Dodge County for 2009:

Citizens State Bank, Hayfield
Eastwood Bank, Kasson
Farmers State Bank, West Concord
Kasson State Bank, Kasson
Pine Island Bank, Pine Island
Wells Fargo Bank, Dodge Center
Equity Bank, Dodge Center

All banks have pledged collateral and completed the certification which is on file. *Motion adopted unanimously.*

County Assessor Wendell Engelstad discussed with the Board a request to approve regular and local option abatements.

Regular and Local
Option Abatements
for 2007 & 2008
Approved

Minnesota Statutes 375.192 provides that the County Board may grant the reduction or abatement of a property taxpayer's estimated market valuation and the resulting taxes, costs, penalties, or interest which have been erroneously or unjustly paid. This is different than the reductions and abatements in sections 469.1812 and 469.1815 which may be granted as an incentive for economic development and redevelopment. All applications must be written and approved by the County Assessor and the County Auditor before consideration by the County Board. The County Board may consider and grant reductions and abatements for applications as they relate to taxes payable in the current year and the two prior years. However, abatements for the two prior years shall be considered and granted only for clerical errors and when the taxpayer fails to file for a reduction or an adjustment due to a hardship, as determined by the County Board.

Motion by Alberts seconded by Erickson to approve the following 2007 assessment changes for taxes payable in and 2008 and 2008 assessment changes for taxes payable in 2009:

Parcel ID	Owner	Street	City	Reason	Tax Reduction
18.620.0103 (2007 pay 08)	Lee & Mary Morem	75116 118th Avenue	Blooming Prairie	Home destroyed by fire on 7/12/08.	\$963
18.620.0103 (2008 pay 09)	Lee & Mary Morem	75116 118th Avenue	Blooming Prairie	Home destroyed by fire on 7/12/08.	\$892
21.100.0100 (2007 pay 08)	Lynn Landers	133 2nd Street	Claremont	Home destroyed by fire on 6/28/08.	\$653
21.100.0100 (2008 pay 09)	Lynn Landers	133 2nd Street	Claremont	Home destroyed by fire on 6/28/08.	\$634
22.105.0340 (2007 pay 08)	Harold & Viv Stoeckel	1073 3rd Street SE	Dodge Center	Home destroyed by fire on 3/5/08.	\$499
22.105.0340 (2008 pay 09)	Harold & Viv Stoeckel	1073 3rd Street SE	Dodge Center	Home destroyed by fire on 3/5/08.	\$543
23.952.0019 (2008 pay 08)	Kent Dougherty	811 Center Ave. S, Lot 19	Hayfield	Mfg. home destroyed by fire in January 2008.	\$81

Motion adopted unanimously.

Chief Deputy Jim Trihey and Sheriff Gary Thompson met with the Board to request authorization to purchase a speed trailer.

Sheriff's Office
Speed Trailer
Purchase Approved

The Sheriff's Office has received bids from four companies:

1. Tactical Solutions \$7,295.25
2. Kustom Signals, Inc. \$8,179.00
3. Decatur Electronics \$7,570.00
4. MPH Industries \$7,866.00

The Speed Trailer that the Sheriff's Office would like to purchase is the unit from Tactical Solutions in the amount of \$7,295.25. The Sheriff's Office would pay for this purchase from their DWI Forfeiture account which carries a balance of \$20,054.50.

The Chief Deputy reported that a portable Speed Trailer visually displays driver's real-time speeds compared to the speed limit. These devices are effective in reducing speeds and increasing awareness of local speed limits. Portable speed trailers are most effective when the trailer flashes SLOW DOWN or flashes a bright white light that mimics a photo speed camera when drivers are moving too fast. An optional data software package to collect traffic and speed data throughout its deployment can be used to identify the most dangerous traffic times when more enforcement is needed. It can also be placed in areas where citizen complaints are received.

Sheriff's Office
Speed Trailer
Purchase Approved -
Continued

Speed trailers are best used in residential areas and can be used in conjunction with neighborhood speed watch programs or other safety education programs such as Safe & Sober.

This trailer will be used in school areas where children will be walking and pedaling on their way to and from school to assist the Sheriff's Office in slowing traffic and making drivers more aware of the speed they are traveling in these areas.

It was the Sheriff's opinion that from a public relation standpoint as well as the contract towns this project would be valuable. Mr. Thompson informed the Board that if the request is approved, a press release will be sent to the papers explaining that the Speed Trailer was paid for by the traffic violators and not taxpayers. The press release will also point out the benefits of the unit.

Speed Trailers are generally placed in a problem area out of the lane of traffic and should have a see-through design. Most are graffiti resistant and the tongue is removable and the axles lock to prevent thefts. The display lenses are also shatter resistant.

Most models use deep cycle marine style batteries that are recharged with a built in charger. A unit, especially with LED displays, can be run for several days.

Motion by Alberts seconded by Gray to approve and authorize the Sheriff's Office to purchase a Speed Trailer in the amount of \$7,295.25 from Tactical Solutions. The funds will come from the DWI Forfeiture account. *Motion adopted unanimously.*

Tax Services Director Rose Culbertson reviewed bills with the Board. Motion by Erickson 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	\$251,211.99
11	Human Services Fund	\$ 180.00
13	Road and Bridge Fund	\$ 38,314.89
16	Environmental Quality Fund	\$ 77,285.92
32	County Capital Projects	\$ 34,787.42
41	Ditch Fund	\$ 3,080.19
	Total	<u>\$404,860.41</u>

It was noted that a payment to Scott Berg Construction in the amount of \$1,835.00 on page 5 will be paid out of the county capital projects budget rather than the building maintenance budget. *Motion adopted unanimously.*

*Bills Approved –
Continued*

Discussion took place on the Fair Board's request for the County Board to allocate \$5,000 to them so they could make their insurance payment.

*Fair Board Allocation
Discussion*

Commissioners wanted to know exactly how much the Fair Board's insurance payment was before they determined whether or not they should approve the requested allocation.

County Attorney Paul Kiltinen commented that the Fair Board is responsible for the maintenance and upkeep of the buildings, however, the county who owns the property and would potentially have liability issues if the buildings weren't covered by insurance since a number of buildings are rented out.

Commissioner Gray commented that he did not agree with paying the Fair Board any money when everyone else that requested money is being cut.

It was the consensus of the Board that they needed more information in order to make an informed decision on the request.

It was determined that the County Board meeting will be recessed today until Tuesday, February 17, 2009 to address the Fair Board insurance payment issue further.

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

*Personnel Actions
Approved*

A. Sheriff's Office

- A.1 Loring Guenther – Patrol Training Sergeant
Step increase from C43 36 month step \$27.75 to C43 48 month step \$28.74.
Effective Date: 1/11/09

B. Administration

- B.1 Nichole Farnsworth – Account Technician
Step increase from B23 step 6 \$16.45 to B23 step 5 \$16.78.
Effective Date: 2/6/09

C. Recorder's Office

- C.1 Ann Bradford – Deputy Recorder/Tracter
Annual review.
Effective Date: 2/13/09
- C.2 Pam Holzer – Deputy Recorder
Step increase from B22 step 7 \$14.30 to B22 step 6 \$14.76.
Effective Date: 2/26/09

D. Assessor's Office

- D.1 Wendell Engelstad – County Assessor
Step increase from D61 step 6 \$30.21 to D61 step 5 \$31.11.
Effective Date: 1/2/09

Motion adopted unanimously.

IT Director Paul Wiltgen presented for the Board's consideration a request to approve a lease renewal for multi-function printers/copiers.

Copier/Printer Lease
Renewal Approved

Mr. Wiltgen reported that the county's five-year lease with IKON expires in June of this year. The existing lease includes eighteen machines located in various office buildings in the county, this does not include desktop ink-jet or desktop laser-jet printers.

The IT Director informed the Board that the proposed contract with IKON is about 5% less than the current contract. IKON will replace sixteen machines with new, up-to-date models. It was noted that two printers will be eliminated. The new contract cost will be \$7,389/quarter. The old contract is \$7,770/quarter. The original, 2004 contract was for \$7,059, but since then, printers and functions have been added. The new contract also has slightly lower costs per additional image: \$0.070 for color instead of \$0.079; and \$0.0070 for black/white instead of \$0.0095.

Mr. Wiltgen commented that a major consideration in renewing the contract with IKON is the service, the service from IKON has been excellent.

A copy of the proposed printer/copier contract was provided with the board packet for commissioners to review.

Mr. Wiltgen noted that the quote from Metro Sales came in a little lower than the IKON quote, but he did not recommend using this company due to previous experience with the company.

Motion by Erickson seconded by Gray to approve and authorize the Chair to sign a new lease with IKON Office Solutions, Inc. for sixteen printers/copiers at a cost of \$7,389/quarter. *Motion adopted unanimously.*

Environmental Quality Director Mark Gamm discussed with the Board his request to approve the 2009 waste haulers license request.

2009 Hauler's
License Approved by
Resolution #2009-07

Motion by Alberts seconded by Erickson to approve and authorize the Chair and Deputy Clerk to sign resolution #2009-07 approving 2009 waste hauler's license:

WHEREAS, the following waste haulers have applied for a license to collect and transport solid waste in Dodge County:

A – Z Sanitation, Triple J Disposal, Waste Management Inc., Veit Container Corp, Veolia Environmental Services, Alli Rolloff Inc., Ron Grose Refuse, Skjevaland Enterprises.

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

2009 Hauler's License Approved by Resolution #2009-07 - Continued

THEREFORE BE IT RESOLVED; that the Dodge County Board of Commissioners grant a license to collect and transport solid waste in Dodge County for a period from February 14, 2009 to February 15, 2010 to the following haulers:

A – Z Sanitation, Triple J Disposal, Waste Management Inc., Veit Container Corp, Veolia Environmental Services, Alli Rolloff Inc., Ron Grose Refuse, Skjevaland Enterprises.

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 fees as determined by Dodge County.

Resolution adopted unanimously.

The Environmental Quality Director shared with the Board a revised credit security policy.

Revised Credit Security Policy Approved

County Solid Waste Ordinance #2 defines how licensed haulers are to be charged for services at the Transfer Station and when the haulers are required to pay. However as some accounts grew very large, the Board wanted more protection. In 1998 the Board approved a credit policy that required haulers to provide the county additional financial assurance. The primary purpose of this policy is to protect the county from financing large accounts that are past due.

Mr. Gamm informed the Board that several haulers charge small amounts of money and therefore pose less risk to the county. These low risk accounts can be effectively managed by the existing ordinance. Therefore, the Environmental Quality Director is recommending that the county revise its current policy to exempt haulers who charge less than \$2,000/month.

Motion by Gray seconded by Alberts to approve and authorize the revised Dodge County Credit Security Policy for Licensed Haulers of Municipal Solid Waste as presented. *Motion adopted unanimously.*

Mr. Gamm discussed with the Board the budget reduction plan for Environmental Quality. Solid Waste Facility Manager Terry Selthun was available to comment.

Environmental Quality Budget Reduction Plan for 2009 Approved

Due to the dramatic dip in the economy, the Environmental Quality Department is facing an estimated \$80,000 budget deficit for 2009. Over the next several months his office will propose ideas to account for this deficit.

Reduction Plan – Part 1:

Postpone mobile collections of household hazardous waste until 2010.

This step will save approximately \$7,200.

Households will continue to receive free hazardous waste drop-off services provided at two locations:

1. The Olmsted County Hazardous Waste Facility in Rochester is open six days a week and will accept all hazardous waste from households at no charge. There is a fee for businesses to use this drop-off service.
2. A one day pesticide collection event sponsored by the MN Department of Agriculture at a location in Dodge County yet to be determined. Households and Ag Producers may drop-off pesticides at no charge.

Environmental
Quality Budget
Reduction Plan for
2009 Approved -
Continued

Motion by Tjosaas seconded by Gray to approve and authorize the suspension of mobile collections of household hazardous waste for one year. *Motion adopted unanimously.*

Planning Director Duane Johnson presented for the Board's consideration the February 4, 2009 Planning Commission Recommendations. Motion by Tjosaas seconded by Alberts to approve of the following action of the Planning and Zoning Commission recommendation as reviewed on February 4, 2009 with the reasons, recommendations and conditions as found in the individual permit:

Planning
Commission
Recommendation
CUP #09-01
Approved

Peoples Cooperative Service – CUP #09-01

The public hearing is to consider a request to allow the relocation of a 69 kV transmission line in the Agricultural District. The transmission line will run along the north side of 700th Street or County Road K of Sections 33, 34, 35, and 36 in Canisteo Township. Peoples Cooperative Services is the applicant and the utility easement holder.

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

1. People's Cooperative Service shall provide a copy of the Insurance Certificate for Contractors General Liability and Property Damage (as per section 17.1709) to Dodge County Planning staff prior to the installation of the transmission line.
2. People's Cooperative Service shall obtain a Dodge County Highway Department ROW permit and provide a copy of the permit to Dodge County Planning staff prior to the installation of the transmission line.
3. Construction activities shall be conducted in such a manner as to minimize impacts on livestock movements and access to agricultural fields.
4. All tile lines or other drainage systems which are cut or disturbed by People's Cooperative Services (or contractor's acting on its behalf) in the exercise of any rights acquired through easement shall be restored and repaired to the previous condition and operable state without cost to the landowner.
5. Soil disturbed during the installation of the power poles shall be restored to preconstruction productivity.
6. The overhead power and distribution lines shall be no less than 20 feet above the grade of the agricultural land on which it is installed.

- 7. As the project was started without permits in place, an After-The-Fact fee of \$300 shall be submitted to Dodge County Planning before installation of the transmission line.
- 8. Review CUP in one year from the date of February 10, 2009.
- 9. Written approval from Canisteo Township must be received by Dodge County before installation of the transmission line.

Planning Commission Recommendation CUP #09-01 Approved - Continued

Motion adopted unanimously.

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

Legal Update

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 January 2009, consistent with Human Services resolution #95-10:

Human Services Resolution #95-10 for January 2009 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 Tjosaas provided a summary of the Public Safety Committee report and action items.

Public Safety Committee Report

The Board reviewed the Sheriff’s discussion item requesting authorization to replace a part-time on-call deputy and add another part-time on-call deputy.

Part-Time On-Call Deputy Request Discussion

On December 9, 2008 Board approval was granted to replace a part-time on-call Deputy position created by the resignation of Ryan Wright, but due to the financial climate the replacement was put on hold.

The Sheriff’s intention was to replace this position and then after this subject was fully trained to approach the Board for yet another part-time on-call deputy sheriff position.

Mr. Thompson’s intention would be to utilize this position as not only on patrol but also to assist with courtroom security.

The two current part-time deputies working court room security are frequently working in excess of allowable hours. The addition of two part-time on-call deputies would help reduce the likelihood that the two part-time court room security deputies would accrue prorated benefits.

The other benefit of adding two part-time on-call deputies would be to utilize them in filling PTO requests which would result in decreasing the chances of premium pay situations by using full-time staff which the Sheriff’s Office only does now when absolutely necessary. The only cost for maintaining a part-time on-call deputy is the initial training of ten weeks and uniforms, otherwise if they do not use them they do not pay them.

Part-Time On-Call
Deputy Request
Discussion -
Continued

As the Sheriff's Office prepares the 2009 patrol schedule there appears to be some area of concern as far as providing future law enforcement services while working within their financial limitations.

As Mr. Thompson looks for areas to reduce costs of the services his office provides, they are somewhat bound by a minimum manpower that will not affect the safety of the citizens or the officers themselves. With that in mind, the Sheriff's Office provide a certain level of law enforcement coverage based on numerous factors like call volume, type of call, time of call, city contract hours, etc.

This requires a certain amount of full-time and part-time staff to reasonably know they can at least provide the minimum protection expected. Here is where they struggle. The Sheriff's Office recently and significantly modified their authorization of PTO to largely reduce their overtime budget. Currently, the use of overtime is not allowed to cover standard time off requests. Prior to approving a standard PTO request, the Sheriff encouraged staff to switch shifts between themselves. Next, they would determine if there is enough on duty staff to allow for someone to take time off. The Sheriff's Office has done this by either moving someone from one shift to another or simply by working with less personnel on the shift when possible. Lastly, they would attempt to cover the shift with a part-time employee. The Sheriff's Office is also encouraging employees to switch with a fellow employee within the same time period.

With the PTO requests at least staying the same and without the previous use of overtime to cover the requests, the part-time staff will be asked to cover much more time than they can possibly handle.

Using the 2008 numbers, here is what the Sheriff's Office anticipates finding:

There were approximately 378 full days of PTO approved. There are 100 more scheduled shifts throughout the year also covering several contract town festivals and county fair. Although the majority of their mandatory training is while on duty, some training is done outside of our area accounting for about fourteen shifts yearly. This brings their number to 492 shifts. If you subtract the 152 shifts covered by existing scheduled staff, the Sheriff's Office would have roughly 340 shifts expected to be covered by part-time employees.

Since the office is currently allowed five part-time officers, each person would work 68 shifts or thirteen hours every week.

All the previous numbers are calculated assuming everything works out perfect and functions on a minimum manpower basis. As we all know, things rarely work out as perfectly. Many of the shifts mentioned are short notice issues. It also assumes each employee works exactly the same. Any deviation upward in hours may involve providing a benefit package and/or change in pension or union status. There are also many factors not even included such as a school dance or game, DARE class, Safe & Sober shift or special request for officer presence or a large scale case like the two murder cases last year.

It was noted that these numbers are a fairly regular, reoccurring issues year after year. Then add the burden of an injury or medical leave or resignations that the Sheriff's Office has had each of the last several years and it becomes clear that the office potentially has an unmanageable situation given the current number of part-time deputies.

Part-Time On-Call
Deputy Request
Discussion -
Continued

The Board was reminded that at least part of the serious burden put on their part-time staff is the large reduction in overtime, the Sheriff believes it is easily cost effective to add part-time staff to assist.

Additional information shared with the Board was that since roughly 230 shifts were filled by part-time deputies, this leaves 110 shifts to be either denied or filled with overtime. At a mid range deputy pay that would equal at least \$37,500. Mr. Thompson believes his office can uniform, train and pay a part-time person far less than the projected mid range deputy salary.

Commissioner Gray commented that it doesn't make sense to not allow the Sheriff's Office to hire two part-time deputies. If you don't use them, you don't pay for them.

It was the consensus of the Board that the Sheriff's Office would have to either use full-time deputies to cover the necessary shifts and pay overtime or agree to hire two additional part-time on-call deputies to help reduce the amount of overtime the deputies are needed to work. The Board felt it was basically a decision that came down to either deciding to pay deputies overtime from one pot or pay part-time on-call deputies from another pot.

The County Administrator noted that the Sheriff's Office has been working to reduce the amount of overtime the deputies are putting in and noted that their budget will need to be cut further next year.

The direction the Board gave Mr. McKnight was to work with the Sheriff's Office to hire two on-call part-time deputies and encourage the office to continue reducing the amount of overtime within the department as much as possible.

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

Public Health
Committee Report

The Board discussed Public Health's request to accept donations for the Public Health Nest Program.

Nest Program
Donation Approved
by Resolution
#2009-08

Public Health received gift cards to Panera Bread from McNeilus, Dodge Center, MN valued at \$45.00 for the Public Health Nest Program.

Motion by Alberts seconded by Gray to approve and authorize the Chair and Clerk to sign resolution #2009-08 in support of accepting donations for the Public Health Nest Program:

WHEREAS, the Dodge County Public Health Department has received a donation from McNeilus, Dodge Center, MN; and

Bituminous Mixture – Accept the low bid from Rochester Sand and Gravel at \$52.00/ton for MV3 and \$53.00/ton for MV4. The bids this year are substantially above those in the past but are within industry expectation. This increased cost will impact the amount of bituminous work the Highway Department crews will be able to do this year. Bid information is as follows:

2009 Seasonal
Supply Bids Awarded
- Continued

		Unit Price	Est. Quantity	Total
Rochester Sand & Gravel	MV3	\$52.00/ton	600	\$ 31,200.00
	MV4	\$53.00/ton	600	\$ 31,800.00
Total				\$ 63,000.00
Shamrock Enterprises	MV3	\$57.00/ton	600	\$ 34,200.00
	MV4	\$58.00/ton	600	\$ 34,800.00
Total				\$ 69,000.00

Chloride Solution – Accept the bid from Dustcoating for Magnesium Chloride, MgCl, at \$0.78/gal. Calcium Chloride and Magnesium Chloride are both effective at controlling dust, however, the Magnesium Chloride must be applied at a greater rate than the Calcium Chloride. The applied cost per square yard for Magnesium Chloride from Dustcoating is \$.2340 and Calcium Chloride is \$.2775. The two bidders submitted equal bids for MgCl however the Highway Department has experience with Dustcoating and are confident they will perform adequately. Bid information is as follows:

		Unit Price	Est. Quantity	Total
Dustcoating	CaCl	\$ 1.11/gal	110,000	\$122,100.00
	MgCl	\$ 0.78/gal	110,000	\$ 85,800.00
Freeborn Co. Co-Op	CaCl	\$ - /gal	110,000	\$ -
	MgCl	\$ 0.78/gal	110,000	\$ 85,800.00

Pavement Marking – Accept the low bid from Traffic Marking with a total of \$29,280.00. Bid information is as follows:

		Unit Price	Est. Quantity	Total
Traffic Marking	Yellow	\$ 8.80/gal	1,000	\$ 8,800.00
	White	\$ 8.50/gal	2,000	\$ 17,000.00
	Beads	\$ 0.29/lb	12,000	\$ 3,480.00
Total				\$ 29,280.00
AAA Striping	Yellow	\$ 9.00/gal	1,000	\$ 9,000.00
	White	\$ 9.00/gal	2,000	\$ 18,000.00
	Beads	\$ 0.24/lb	12,000	\$ 2,880.00
Total				\$ 29,880.00

Seal Coating – The Highway Department will not be accepting bids for seal coating products. The Maintenance Superintendent 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.*

2009 Seasonal
Supply Bids Awarded
- Continued

The Board reviewed the Highway Department’s request to approve advertising for projects SAP 20-996-01, SAP 20-996-02, SAP 20-996-03 and SAP 20-599-097.

Advertising for SAP
20-996-01, SAP 20-
996-02 & SAP 20-
599-097 Approved

Three of these projects are for repairs and enhancements to roadways damaged by the fall 2007 flooding. Two are township roads and one is CSAH 24 as indicated on the provided map. With hard work and aggressive tactics the County Engineer acquired funds from the state’s 2007 emergency bonding program. These funds will be used to stabilize and armor road slopes from future flooding as well as install an additional culvert in CSAH 24 to reduce future flooding.

These projects will be awarded under two separate contracts to allow for the different construction needs.

Emergency funds approved for each project are:

SAP 20-996-01 (Vernon)	\$ 60,000
SAP 20-996-02 (CSAH 24)	\$ 51,366
SAP 20-996-03 (Ellington)	\$ 28,115

Any project expenses exceeding the approved emergency funding will be the responsibility of the road authority.

SAP 20-599-097 is the Ashland bridge that was delayed due to right-of-way issues. This is a set of two ten foot wide box culverts located on 660th Street as shown on the provided map.

Motion by Gray seconded by Alberts to approve and authorize the Highway Department to set dates to advertise and open bids for SAP 20-996-01, SAP 20-996-02, SAP 20-996-03 and SAP 20-599-097 at the discretion of the County Engineer and County Administrator due to the complexity of working with Emergency Funds and project scheduling. *Motion adopted unanimously.*

The Board discussed the Highway Department’s request to approve final payment of road projects, SAP 20-634-011, SAP 20-634-012 and SAP 20-634-013.

Final Payment for
SAP 20-634-011,
SAP 20-634-012 and
SAP 20-634-013
Approved

CSAH 34 from Kasson to TH 56 was resurfaced in 2007-2008 with the section in Dodge Center being reconstructed. Due to the different funding and designs this contract consists of three separate project numbers for the entire section of road resurfaced.

The project was constructed primarily with \$3,871,595.79 of State Highway turn back funds. Local construction funds consisted of \$647,409.61 from the City of Dodge Center and \$316,222.05 of County State Aid funds. The project is now complete with all work certified and paperwork submitted. Total contracted construction costs were \$4,835,227.45

Final Payment for
SAP 20-634-011,
SAP 20-634-012 and
SAP 20-634-013
Approved -
Continued

Motion by Gray seconded by Alberts to approve and authorize final payment of \$264,424.50 for completion of projects SAP 20-634-011, SAP 20-634-012 and SAP 20-634-013. *Motion adopted unanimously.*

The Board reviewed the Assistant County Engineers request to approve a resolution for sponsorship of 2007 flood project repairs.

2007 Ellington
Township Flood
Project Repairs
Sponsorship
Approved by
Resolution #2009-09

Ellington, Vernon and Milton Townships were awarded State Emergency Bond funds for the repair and mitigation for flood damage. These funds were obtained by application from the Highway Department on the premise that Dodge County would be the sponsoring agency for disbursement.

The Highway Department has designed and will manage the contract work needed for the repairs and mitigation. The projects will be conducted much like any township bridge project.

A resolution stating our support and responsibilities for completion of the projects is required to be submitted with the construction plans.

Motion by Gray seconded by Alberts to approve and authorize the Chair and Deputy Clerk to sign resolution #2009-09 in support of Dodge County becoming the sponsoring agency for the Ellington Township 2007 floor project repairs:

WHEREAS, Dodge County has applied to the Commissioner of Transportation for a grant from the Minnesota State Transportation Fund for bridge or roadway repairs associated with Southeast Minnesota Flood located on 540th Street in Ellington Township; and

WHEREAS, the Commissioner of Transportation has given notice that funding for this reconstruction project is available; and

WHEREAS, the amount of the grant has been determined to be \$35,687 by reason of the detail damage cost estimated prepared by the agency and approved by Minnesota Department of Transportation, District State Aid Engineer;

NOW THEREFORE BE IT RESOLVED, that Dodge County does hereby agree to the terms and conditions of the grant consistent with Minnesota Statutes, section 174.50, subdivision 5, clause (3), and will pay any additional amount by which the cost exceeds the estimate, and will return to the Minnesota State Transportation Fund any amount appropriated for the bridge and road but not required.

Resolution adopted unanimously.

Motion by Gray seconded by Alberts to approve and authorize the Chair and Deputy Clerk to sign resolution #2009-10 in support of Dodge County becoming the sponsoring agency for the Vernon Township 2007 floor project repairs:

2007 Vernon Township Flood Project Repairs Sponsorship Approved by Resolution #2009-10

WHEREAS, Dodge County has applied to the Commissioner of Transportation for a grant from the Minnesota State Transportation Fund for bridge or roadway repairs associated with Southeast Minnesota Flood located on 720th Street in Vernon Township; and

WHEREAS, the Commissioner of Transportation has given notice that funding for this reconstruction project is available; and

WHEREAS, the amount of the grant has been determined to be \$60,000 by reason of the detail damage cost estimated prepared by the agency and approved by Minnesota Department of Transportation, District State Aid Engineer;

NOW THEREFORE, BE IT RESOLVED, that Dodge County does hereby agree to the terms and conditions of the grant consistent with Minnesota Statutes, section 174.50, subdivision 5, clause (3), and will pay any additional amount by which the cost exceeds the estimate, and will return to the Minnesota State Transportation Fund any amount appropriated for the bridge and road but not required.

Resolution adopted unanimously.

Motion by Gray seconded by Alberts to approve and authorize the Chair and Deputy Clerk to sign resolution #2009-11 in support of Dodge County becoming the sponsoring agency for the Milton Township 2007 floor project repairs:

2007 Milton Township Flood Project Repairs Sponsorship Approved by Resolution #2009-11

WHEREAS, Dodge County has applied to the Commissioner of Transportation for a grant from the Minnesota State Transportation Fund for bridge or roadway repairs associated with Southeast Minnesota Flood located on CSAH 24 in Milton Township; and

WHEREAS, the Commissioner of Transportation has given notice that funding for this reconstruction project is available; and

WHEREAS, the amount of the grant has been determined to be \$51,366 by reason of the detail damage cost estimated prepared by the agency and approved by Minnesota Department of Transportation, District State Aid Engineer;

NOW THEREFORE, BE IT RESOLVED, that Dodge County does hereby agree to the terms and conditions of the grant consistent with Minnesota Statutes, section 174.50, subdivision 5, clause (3), and will pay any additional amount by which the cost exceeds the estimate, and will return to the Minnesota State Transportation Fund any amount appropriated for the bridge and road but not required.

Resolution adopted unanimously.

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

Administration Committee Report

Motion by Erickson seconded by Gray to approve and authorize the January 27, 2009 Committee of the Whole meeting minutes as presented. *Motion adopted unanimously.*

01/27/09 Committee of the Whole Meeting Minutes Approved

Motion by Tjosaas seconded by Alberts to approve and authorize the January 27, 2009 meeting minutes as presented. *Motion adopted unanimously.*

01/27/09 Meeting Minutes Approved

The Board reviewed the County Administrator's request to approve cellular telephone allowance agreements.

Cellular Telephone Allowance Agreements Approved

The county is making an effort to reduce the number of county cellular telephones that are provided to certain employees. Administration is trying to replace a number of these telephones with cellular telephone allowances. The reason for this effort is to both reduce the cost to the county in providing this equipment and to reduce the administrative time that is committed to the billing and review of each individual telephone.

At this point the County Administrator has four employees who would like to take advantage of the cellular telephone allowance program that the county is offering. These employees are:

Matt Mass - Emergency Management
Dennis Nawrocki - Maintenance
Gail Hester - Public Health
Peggy Espey - Public Health

Motion by Erickson seconded by Tjosaas to approve and authorize the signature of the County Board Chair and County Administrator on the cellular telephone allowance agreements as presented and discussed. *Motion adopted unanimously.*

Commissioners provided their agency reports. Commissioner Hanson attended a NIMS training session and a HRC meeting. Commissioner Alberts attended a NIMS training session, a Planning meeting and a Semcac meeting. Commissioner Gray attended a NIMS training session and a SCHRC meeting. Commissioner Erickson attended two NIMS training sessions and a Doge County Planning and Zoning meeting. Commissioner Tjosaas attended two NIMS training sessions, a Planning and Zoning meeting and a Semcac meeting.

Agency Reports

The Chair recessed the meeting at 11:32 a.m. until Tuesday, February 17, 2009 at 9:30 a.m. at the Fairview Care Center in Dodge Center, MN to continue discussion on the Fair Board allocation issue.

Meeting Recessed

The Chair reconvened the meeting on February 17, 2009, at the Fairview Care Center, Dodge Center, MN, at 9:40 a.m. CST.

Meeting Reconvened

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

The County Administrator discussed agency funding with the County Board.

2009 County Fair
Board Appropriation
Approved

Mr. McKnight reviewed financial information supplied by the County Fair Board, cash balance information and the Minnesota Counties Insurance Trust (MCIT) bill that is due.

Motion by Alberts seconded by Tjosaas to pay the 2009 County Fair Board appropriation in the amount of \$3,350. Commissioner Gray requested that the past due amounts on loans be repaid. *Motion adopted, Erickson, Tjosaas, Alberts, Hanson aye, Gray nay.*

The Board reviewed Public Health’s request to approve a tobacco license application.

2009 Tobacco
License Applications
Approved for Casey
General Stores

Casey General Stores #2832 located in West Concord and #2831 located in Mantorville has applied for tobacco licenses for calendar year 2009. The individual applications are on file in the Public Health Department. The applications were reviewed according to county policy and procedure. Motion by Erickson seconded by Gray to approve tobacco license applications for Casey General Stores #2832 located in West Concord and #2831 located in Mantorville, effective January 1, 2009 – December 31, 2009. *Motion adopted unanimously.*

Motion by Gray seconded by Alberts to adjourn the meeting at 9:57 a.m. CST. *Motion adopted unanimously.*

Meeting Adjourned

The next regular meeting of the Dodge County Board of Commissioners will be held on February 24, 2009 at 9:30 a.m. CST.

Next Regular
Meeting

ATTEST:

DAVID HANSON
CHAIR, COUNTY BOARD

BECKY LUBAHN
DEPUTY CLERK

DATED: