

TUESDAY, FEBRUARY 26, 2008

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

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

**COUNTY ADMINISTRATION OFFICE
MANTORVILLE, MN**

2008-04

The Dodge County Board of Commissioners met in regular session February 26, 2008, in the Commissioner's Room at the Courthouse Annex, Mantorville, MN, at 9:30 a.m. CST. Klaus Alberts, 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 |
| Paul Kiltinen | County Attorney |

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

Agenda Approved

County Attorney Paul Kiltinen introduced Tabatha Durand who is the new Legal Secretary in the Attorney's Office.

New Employee
Introduced

The Board welcomed Ms. Durand.

State Auditors Office representative Carla Blahnik provided the Board with a 2006 State Auditor report.

2006 State Auditor
Report

Ms. Blahnik reported that the 2006 audit is complete and that she was there on behalf of the State Auditors Office to meet with the County Board to review the information presented in the 2006 audited financial statements. Ms. Blahnik stated that the State Auditors Office has changed the way they hold the exit meetings to a more open meeting allowing for more questions and public attendance. This is the second year the State Auditors has decided to meet with County Boards at their regular public meetings. A brief discussion covering the main points of the audit took place.

The Board thanked the Ms. Blahnik for the update.

Information Systems Director Paul Wiltgen provided the Board with a demonstration of the new county web site.

New County Web Site Demonstration

Mr. Wiltgen informed the Board that the re-design of the Dodge County web site is complete and currently on-line.

The Information Systems Director navigated through some of the new menus for the Board and answered questions.

The Board thanked Mr. Wiltgen for the demonstration.

Septic System Coordinator/Account Technician Sandra Schaefer met with the Board to discuss a proposed septic system permit fee increase.

Septic Permit Fee Increase Approved by Resolution #2008-11

Ms. Schaefer discussed with the Board the new MPCA rule. Ms. Schaefer reported that the Minnesota Pollution Control Agency adopted new Septic System rules on February 4, 2008. The new rules require counties to verify the subsurface soil conditions prior to issuing a “notice of compliance” for each new or repaired septic system.

The Septic System Coordinator shared with the Board how the Environmental Quality Department plans to meet this rule requirement. Ms. Schaefer noted that this requirement essentially doubles the field work for each system. To meet this requirement, Environmental Quality plans to hire independent contractors to perform the subsurface soil inspection. It will cost approximately \$150 per site for this service. The Environmental Quality Office proposes to cover this cost by raising permit fees for individual septic systems by \$150.

| Type of System | Existing Permit Fee | Proposed Permit Fee |
|------------------|---------------------|---------------------|
| In-ground Trench | \$180 | \$330 |
| Mound | \$230 | \$380 |
| Other Systems | \$350 | \$500 |

| Comparison With Other Counties | |
|--------------------------------|-------------|
| Jurisdiction | Permit Fee |
| Olmsted County | \$440 |
| Olmsted TCPA | \$400 |
| Steele County | \$200-\$300 |
| Mower County | \$500 |

Environmental Quality recommends voting in favor of the proposed resolution to raise the permit fees by \$150 for individual sewage treatment systems.

Commissioner Erickson commented that this is an example of a state requirement where there is no funding to support the mandate and the cost is being passing onto the customer.

Motion by Gray seconded by Erickson to approve and authorize the Chair and Deputy Clerk to sign resolution #2008-11 in support of raising the permit fees for individual sewage treatment systems:

Septic Permit Fee Increase Approved by Resolution #2008-11 - Continued

WHEREAS, Dodge County requires a permit to install or modify an individual sewage treatment system; and

WHEREAS, the Dodge County Sewage and Wastewater Treatment Ordinance No. 3 authorizes the Board of Commissioners to establish fees for permits; and

WHEREAS, the permit fee reflects some of the county's cost to review the permit application, perform site inspections, submit required reports, and perform other related duties.

NOW THEREFORE BE IT RESOLVED, that the Dodge County Board of Commissioners hereby sets the permit fees to be effective March 1, 2008, as follows:

| | |
|--|-----------------------|
| Tank Only Permit | \$80.00 |
| Standard Individual Sewage Treatment System (Trench) | \$330.00 |
| Pressurized Individual Sewage Treatment System | \$380.00 |
| Other Individual System | \$500.00 |
| Annual Renewal Fee | \$30.00 |
| Shared & Commercial Systems | \$0.35/gpd permit fee |
| Annual Renewal Fee | \$0.03/gpd |

Resolution adopted unanimously.

County Engineer Guy Kohlnhofer met with the Board to discuss a CSAH 11 revocation request.

CSAH 11 Revocation Approved by Resolution #2008-12

Mr. Kohlnhofer reported that during the 2007 construction season, the Dodge County Highway Department removed the intersection of CSAH 11 and TH 57 just north of Mantorville. This resulted in CSAH 11 becoming a cul-de-sac off of CSAH 16. Due to this change, the section of road south of CSAH 16 is no longer eligible for designation as a County State Aid Highway. The Highway Department is required to re-assign this segment of road from a County State Aid Highway to a County Aid Highway. Once this segment is designated as a County Aid Highway, the Highway Department will rename this segment to CAR E.

Mr. Kohlnhofer noted that two resolutions are needed to perform these two actions.

Motion by Gray seconded by Tjosaas to approve and authorize the Chair and Deputy Clerk to sign resolution #2008-12 authorizing the change of CSAH 11 from CSAH 16 to the south cul-de-sac to a county-aid road:

WHEREAS, it appears to the Dodge County Board that the road hereinafter described as a County State Aid Highway under the provisions of Minnesota Laws;

NOW THEREFORE BE IT RESOLVED, by the Dodge County Board that the road described as follows, to-wit:

CSAH 11 Revocation
Approved by
Resolution #2008-12
- Continued

C.S.A.H. 11 – Beginning at a point on Trunk Highway No. 57 approximately 750 feet north and 690 feet east of the west quarter corner of Section 16, T107N, R16W; thence northerly through the northwest quarter of Section 16, T107N, R16W to a point on County State Aid Highway No. 16 approximately 664 feet east of the southwest corner of Section 9, T107N, R16W and there terminating.

be, and hereby is, revoked as a County State Aid Highway of said county subject to the approval of the Commissioner of Transportation of the State of Minnesota.

BE IT FURTHER RESOLVED, that the County Finance Director is hereby authorized and directed to forward two certified copies of this resolution to the Commissioner of Transportation for his consideration.

Resolution adopted unanimously.

Motion by Tjosaas seconded by Gray to approve and authorize the Chair and Deputy Clerk to sign resolution #2008-13 to rename the CSAH 11 segment to CAR E:

CSAH 11 Segment
Renamed CAR E by
Resolution #2008-13

WHEREAS, it appears to the County Board of Dodge County that the Road hereinafter described should be designated a County Aid Road under the provisions of Minnesota Law.

NOW THEREFORE BE IT RESOLVED, by the Dodge County Board that the road described as follows, to wit:

Beginning at a point approximately 956 feet north and 704 feet east of the west quarter corner of Section 16, T107N, R16W; thence northerly through the northwest quarter of Section 16, T107N, R16W to a point on County State Aid Highway No. 16 approximately 664 feet east of the southwest corner of Section 9, T107N, R16W and there terminating

be, and hereby is established, located, and designated County Aid Road E of Dodge County.

Resolution adopted unanimously.

The County Engineer presented for the Board's consideration a railroad crossing signal agreement.

Railroad Crossing
Signal Agreement
Approved by
Resolution #2008-14

Mr. Kohlhofer reported that the Minnesota Department of Transportation (MnDOT) will be installing signals and gates for the railroad crossing on CSAH 25 by the Highway Shop. The combination of train traffic and vehicle traffic has warranted the installation of control arms by MnDOT standards. This is a year earlier than planned however MnDOT has requested to move the project up due to funding and scheduling.

The County Engineer informed the Board that the signals are expected to be installed this summer in a contract let by the railroad company. The signals will be owned and operated by the rail company. The cost of installation is to be paid by federal and local funds.

Railroad Crossing
Signal Agreement
Approved by
Resolution #2008-14
- Continued

Mr. Kohlhofer stated that the estimated cost of the project is \$166,075 with the state providing the federal funds, through their rail office, to cover 90% of the total. Dodge County is expected to provide 10% of the cost (\$16,607). The Highway Department currently has \$30,000 of municipal funds budgeted for 2009. It was the County Engineer's opinion that moving the project up one year should not be a problem.

The Board reviewed a copy of the project agreement between the three agencies regarding construction and maintenance of the crossing gates and related appurtenances.

Motion by Hanson seconded by Erickson to approve and authorize the Chair and Deputy Clerk to sign resolution #2008-14 in support of a CSAH 25 rail crossing agreement:

NOW THEREFORE BE IT RESOLVED, that Dodge County enter into an agreement with Dakota, Minnesota & Eastern Railroad, Inc. and the Commissioner of Transportation for the installation and maintenance of railroad crossing signals at the intersection of Airport Dr. S. (CSAH 25) with the tracks of the Dakota, Minnesota & Eastern Railroad, Inc. in Dodge Center, Minnesota, and appointing the Commissioner of Transportation agent for the county to supervise said project and administer available Federal Funds in accordance with Minnesota Statute, Section 161.36. The county's share of the cost shall be ten percent of the total signal cost.

BE IT FURTHER RESOLVED, that the County Board Chair and County Administrator are hereby authorized to execute said agreement and any amendments thereto for and on behalf of the county.
Resolution adopted unanimously.

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

Personnel Actions
Approved

A. Sheriff's Department

A.1 Steve Breza – Transport Officer – On-Call
Accept resignation.

Effective Date: 2/16/08

A.2 Transport Officer – On-Call
Authorization to post and fill vacancy created by resignation.
Effective Date: 2/26/08

A.3 Bruce Frondal – 911 Dispatcher
Step increase from B22 step 8 \$18.45 to B22 step 9 \$18.99.
Effective Date: 3/1/08

- A.4 Kevin Krause – Deputy - On-Call
Authorization change status from temporary FT to On-Call.
Effective Date: 2/18/08
- A.5 Part-time Sheriff Department Staff review of FTE status. The following changes need to be made according to average hours worked. The next audit will be 7/2008.
Donald Flicek – Courtroom Security Officer
Decrease FTE from .60 FTE to .50 FTE.
William Weber – Transport Officer
Decrease FTE from .55 FTE to .50 FTE.
David Elliot – Transport Officer
Decrease FTE from .55 FTE to .50 FTE.
Effective Date: 1/1/08
- B. Human Services**
- B.1 Kelly Madsen – Information Systems Specialist
Step increase from B21 step 2 \$15.23 to B21 step 1 \$15.73.
Effective Date: 2/8/08
- B.2 Todd Nelson – Veteran’s Services Officer - .8 FTE
Six-month review.
Effective Date: 12/29/07
- B.3 Korina Osborn – Financial Worker - .65 FTE
Accept resignation.
Effective Date: TBD (as soon as replaced but no later than 4/15/08)
- B.4 Financial Worker – 1.0 FTE
Authorization to post and fill vacancy created by resignation.
Effective Date: 2/26/08
- C. Recorder’s Office**
- C.1 Pamela Haugh-Holzer – Deputy Recorder
Step increase from B22 step 8 \$13.41 to B22 step 7 \$13.85.
Effective Date: 2/26/08
- D. Administration**
- D.1 Nichole Farnsworth – Account Technician
Step increase from B23 step 6 \$15.72 to B23 step 5 \$16.05.
Effective Date: 2/6/08
- D.2 Sara Marquardt – Accounting Services Director
Step increase from C41 step 11 \$19.02 to C41 step 10 \$19.59.
Effective Date: 12/4/07
- E. Environmental Quality**
- E.1 Mary Greening – Planning Administrative Assistant
Step increase from B23 step 7 \$14.72 to B23 step 6 \$15.20.
Effective Date: 2/28/08
- F. Public Health**
- F.1 Sanjuanita Ochoa – Language Interpreter – On-Call
Authorization to employ at B22 step 9 \$12.99 to fill approved vacancy.
Effective Date: 2/26/08
- F.2 Teresa Bugarin - Language Interpreter – On-Call
Authorization to employ at B22 step 9 \$12.99 to fill approved vacancy.
Effective Date: 2/26/08

Personnel Actions
Approved –
Continued

Motion adopted unanimously.

Chief Deputy Sheriff Jim Trihey and Tim Heroff, a Lieutenant with the Rochester Police Department, met with the Board to discuss a request to approve a joint powers agreement with the Southeast Minnesota Regional Radio Board.

Joint Powers
Agreement with
Southeast Minnesota
Regional Radio
Board Approved

Mr. Heroff informed the Board that the purpose of the agreement is to establish interoperable communications governance within the Southeast Minnesota Region as provided for in Minnesota Statutes § 403.39 and § 471.59 for the purposes of creating the highest level of interoperability between the state's ARMER System and independent, legacy public safety communication systems within our region and those immediately adjacent to our region.

The Lieutenant reported that there are currently eleven counties and one city that are engaged in the planning process at a staff level. Parties involved in the planning process include: Dodge County, Fillmore County, Freeborn County, Goodhue County, Houston County, Mower County, Olmsted County, Rice County, Steele County, Wabasha County, Winona County, and the City of Rochester.

Mr. Heroff discussed the duties of the Regional Radio Board. The Regional Radio Board will have the responsibility for planning, financing, development, design, construction, operation, management, control and administration of regional enhancements as provided in state statute. Included is the responsibility to establish policy, procedures, apply for grants and licenses, develop and implement interoperability plans and coordinate with the statewide ARMER Radio Board. The Board will also have the ability to contract with state agencies and local subdivisions for management and operation of local sub-systems (where appropriate) and to establish regional and sub-regional user fees to offset the cost of operations.

Requirements for participation are as follows:

1. A county within or immediately adjacent to the southeast region of development that has committed to participation in regional communications planning activities to achieve interoperability.
2. A city within or immediately adjacent to the southeast region of development that has committed to participation in regional communications planning activities to achieve interoperability and contributes at least 50% of the annual operational costs of the radio infrastructure within their respective county.

The Lieutenant reported that each county party to the agreement will appoint one commissioner to the Board. Each city party to agreement will appoint one council member to the Board. In addition, each of the three required committees will select one member to serve as a non-voting member.

Mr. Heroff noted that the proposed agreement specifies three required committees and provides that the Board may establish such other committees as it deems appropriate. The required committees include:

Regional Advisory Committee (RAC). This committee is intended to provide specialized staff participation from each party to the agreement highlighting technical, administrative and operational responsibilities. Each agency party to the agreement will appoint one (1) person to this committee.

Joint Powers
Agreement with
Southeast Minnesota
Regional Radio
Board Approved -
Continued

Regional User Committee. This committee is intended to provide specialized user participation and advice. Each agency will appoint up to five (5) representatives from law enforcement, fire and rescue services, EMS, public works and other radio system users within their area.

Owners and Operators Committee. This committee is intended to provide specialized participation from each party that actually owns and operates a local sub-system to provide perspective and coordination on management and operational issues.

The Lieutenant stated that the Board will have the authority to authorize joint purchases, enter into contracts for goods and services, and establish policies and procedures for its administration.

Mr. Heroff shared the following budget/finances information with the Board:

The agreement provides for three categories of expenses: administrative, operational and capital. It further provides that the Board must adopt a proposed budget by June 1 for the ensuing year.

Administrative expenses account for all expenses associated with the administration of the Board. It is the intent of the proposed agreement that all administrative expenses will be shared among the parties to the extent that they participate in the system. Final action adopting this portion of the proposed budget for the ensuing calendar year shall be taken by the Board on or before August 1 of each year. The State of Minnesota may decide to use a portion of the federal, Homeland Security Grant to fund the first two years of administrative expenses for all Regional Radio Boards.

Operational expenses account for all expenses associated with the maintenance and operation of regional or sub-regional enhancements to the system (other than local sub systems). It is the intent of the proposed agreement that operational expenses be assessed to each participating agency based on participation and benefit from operational activity.

Capital expenses account for expenses associated with equipment and services related to regional and sub-regional enhancements to provide additional coverage or capacity. Capital expenses are intended to be assessed only to those agencies benefiting directly from the expenditure. All capital expenses must be approved by each individual party responsible for those expenses before they are included in a budget document.

Each party to the agreement will have the opportunity to approve or object to the budget prior to adoption. The parties to this agreement shall approve or object to the Operational and Capital expense portion of the proposed budget by December 1st. The final budget adoption is scheduled to be completed by December 31st of each year.

Joint Powers
Agreement with
Southeast Minnesota
Regional Radio
Board Approved -
Continued

The proposed agreement is perpetual in nature unless terminated by the parties or state law.

The proposed agreement may be terminated by adoption of resolutions of termination by 75% of the counties and cities party to the agreement.

No withdrawal is permitted until the withdrawing party has made provision for the full repayment of any obligations financing portions of the system they have previously approved.

Withdrawal is permitted with at least one years notice. Withdrawal does not remove the obligation for user fees and operational expenses for services.

Modifications to the agreement following adoption require approval by all parties to the agreement. Only members to the agreement may propose modifications or amendments.

The County Attorney noted that the state will be requiring some type of coordination of the radio systems in the future anyway. His concern with the proposed joint powers agreement was that it appears that the county does not have an opportunity to get out once they are in. Mr. Kiltinen also mentioned that the county may not have an option either way if the state decides to implement a statewide public safety communication system.

Mr. Heroff reported that a county could get out of the joint powers agreement with one years notice. The county would however still be liable for user fees and operational expenses for services since the system would still benefit their county.

County Engineer Guy Kohlnhofer noted that the joint powers agreement would extend to not only the Sheriff's Office but also the Highway Department, fire departments, EMS services, pubic works departments and all other entities that use radios.

Mr. Trihey informed the Board that the request for commissioner appointment to this Board would come at a later date.

Motion by Hanson seconded by Erickson to approve and authorize the Chair and County Clerk to sign a Joint Powers Agreement with the Southeast Minnesota Regional Radio Board for the purpose of establishing an interoperable communications governance within the Southeast Minnesota Region. *Motion adopted unanimously.*

Building Operations Supervisor Roger Friedt introduced Jake Hiebeler who is the new Custodian/Maintenance person in his department.

New Employee Introduced

The Board welcomed Mr. Hiebeler.

Mr. Friedt informed the Board that he has requested and received proposals for the demolition and disposal of the former Highway Department satellite garage in Concord Township. The Building Operations Supervisor reported that area demolition contractors were contacted and three responded.

Demolition of County Owned Building in Concord Township Approved

The following three proposals were received:

| | |
|---|------------|
| C&C Excavating Inc., of Kasson, MN | \$5,213.13 |
| Kelner Services of Rochester, MN | \$1,980.00 |
| Olive Bros. Excavating of Mantorville, MN | \$3,750.00 |

Mr. Friedt pointed out that each contractor is experienced in building demolition and responded to the building demolition proposal requirements provided by the county.

Motion by Erickson seconded by Tjosaas to approve and authorize Kelner Services of Rochester, MN to perform the demolition and disposal of the metal building in Concord Township, at a cost of \$1,980.00. *Motion adopted unanimously.*

The Building Operations Supervisor provided the Board with an update on the courthouse roof system continued analysis request.

Courthouse Roof System Continued Analysis by Kane and Johnson Approved

Mr. Friedt noted that at a previous board meeting, the County Board requested the architects to further investigate three options for repair and reinforcement of the Courthouse roof system and provide comparison costs. The following three options were discussed:

- Reinforce the existing roof in place.
- Lift the existing roof framing to a more plumb condition and reinforce the roof framing.
- Replace the existing roof in its entirety with a new pre-engineered wood truss framing system.

The Building Operations Supervisor reported that to assist the county in determining the best repair of the courthouse roof system, Kane and Johnson Architects, Inc. has submitted a proposal of services to perform further analysis and investigation of the above options at a cost of \$6,800.

Discussion took place on the Board’s desire to have the necessary information available to them to make an informed decision on the best option for repairing the courthouse roof system. It was the Board’s consensus that they needed additional information from Kane and Johnson in order to make a decision on repairing the courthouse roof.

Courthouse Roof System Continued Analysis by Kane and Johnson Approved - Continued

Motion by Hanson seconded by Tjosaas to approve and authorize Kane and Johnson Architects, Inc., to continue the courthouse roof system analysis as proposed at a cost of \$6,800 and authorize the Building Operations Supervisor to sign the continued roof analysis proposal as presented. *Motion adopted unanimously.*

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

Bills Approved

| | | |
|----|----------------------------|---------------------|
| 01 | Revenue Fund | \$ 57,114.95 |
| 11 | Human Services Fund | \$ 2,795.44 |
| 13 | Road and Bridge Fund | \$ 51,786.03 |
| 16 | Environmental Quality Fund | <u>\$ 45,017.11</u> |
| | Total | \$156,713.53 |

A payment to Diversity Services, LLC for \$95.00 on page eight was pulled. The Sheriff’s Office was unaware that the presenter required payment on the date of the presentation. A deputy paid the expense on behalf of the county on the day of the presentation. The deputy will be reimbursed for this expense. *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 land purchase from Don Huntington, the status of the County Road 16 litigation and the impact the recent murder in Claremont will have on the Attorney’s Office and the Dodge County court system.

The Board stated that they appreciated the update.

The County Attorney left the meeting at 11:25 a.m. CST.

County Attorney Left Meeting

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

Human Services Committee Report

The Board discussed Human Services request to purchase computer upgrades and printer/copiers for the Financial Unit. Dodge County received \$5,624 from the Minnesota Department of Human Services as its share of the Federal Food Support Program performance bonus. The money must be used to maintain or improve the administration of the Food Support Program or MFIP. The remaining dollars will be used for usual administrative costs.

Human Services Computer Upgrades and Printer/Copier Purchases Approved

Motion by Hanson seconded by Tjosaas to approve and authorize Human Services to purchase computer upgrades and printer/copiers for the Financial Unit at a cost of approximately \$3,800. A bonus from the Minnesota Department of Human Services will be used to pay for these expenses. *Motion adopted unanimously.*

Human Services
Computer Upgrades
and Printer/Copier
Purchases Approved
- Continued

Commissioner Erickson presented a summary of the Public Health Committee report and action items.

Public Health
Committee Report

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

Administration
Committee Report

Motion by Erickson seconded by Hanson to approve and authorize the February 12, 2008 Committee of the Whole meeting minutes as presented. *Motion adopted unanimously.*

02/12/08 Committee
of the Whole Meeting
Minutes Approved

Motion by Tjosaas seconded by Erickson to approve and authorize the February 12, 2008 meeting minutes as corrected on page 32. *Motion adopted unanimously.*

02/12/08 Meeting
Minutes Approved

The Board reviewed the Finance Director's 2007 audit engagement letter request.

2007 Audit
Engagement Letter
Approved

Every year the State Auditors require a signed engagement letter describing the services the auditors will provide and the responsibility of the county. It was noted that a separate engagement letter will be sent to the Four Seasons Ice Arena.

Motion by Gray seconded by Erickson to approve and authorize the Chair, County Administrator and Finance Director to sign the 2007 Audit Engagement letter as presented. *Motion adopted unanimously.*

Mr. McKnight discussed with the Board a request to approve a passenger elevator annual service agreement.

Annual Elevator
Service with MEI
Approved

Minnesota Elevator, Inc. (MEI) currently provides monthly maintenance service of two elevators in the courthouse/annex facility. MEI has invoiced us for continuing this monthly service in 2008 at an annual cost of \$3,965.79. This price reflects a savings of \$122.65 when the county pays this invoice in full for the year. In addition, there is a fuel surcharge cost this year of \$27.

It was noted that in 2007 there was no increase from 2006, the fee was \$3,706.34 per year.

Motion by Hanson seconded by Tjosaas to approve and authorize the full payment of \$3,992.79 to Minnesota Elevator, Inc., for 2008 annual elevator services as presented. *Motion adopted unanimously.*

The County Administrator reviewed with the Board a request to appoint Robert Holtan to the Environmental Regulation Board of Adjustment (ERBOA).

ERBOA Appointment Discussed

After a short discussion it was determined that Mr. Holtan had informed Commissioner Erickson that he would like to be removed from the ERBOA. Commissioner Gray then found Jeff Wirth to replace Mr. Holtan.

The Environmental Quality Office was unaware of Mr. Holtan’s desire to be replaced on the ERBOA Board.

No changes will be made to the appointment of the ERBOA Board. Jeff Wirth will remain on the ERBOA Board in place of Robert Holtan.

Commissioners provided their agency reports. Commissioner Hanson attended a Fairview Care Center meeting and an employee recognition banquet at the courthouse. Commissioner Alberts attended a Fairview Care Center meeting and a DFO Corrections meeting. Commissioner Gray attended a Care Center meeting. Commissioner Erickson attended an EDA/HRA meeting, a Fairview Care Center meeting, an employee recognition banquet, a DFO Advisory Board meeting and a Dodge County Corrections Task Force meeting. Commissioner Tjosaas attended a Care Center meeting and an employee recognition banquet.

Agency Reports

Motion by Tjosaas seconded by Gray to adjourn the meeting at 11:54 a.m. CST. *Motion adopted unanimously.*

Meeting Adjourned

The next regular meeting of the Dodge County Board of Commissioners will be held on March 11, 2008 at 9:30 a.m. CST.

Next Regular Meeting

ATTEST:

KLAUS ALBERTS
CHAIR, COUNTY BOARD

BECKY LUBAHN
DEPUTY CLERK

DATED: