

**TUESDAY, MARCH 23, 2010**

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

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

**COUNTY ADMINISTRATION OFFICE  
MANTORVILLE, MN**

**2010-06**

The Dodge County Board of Commissioners met in regular session March 23, 2010, in the Commissioner's Room at the Courthouse Annex, Mantorville, MN, at 9:30 a.m. CDT. Lyle Tjosaas, Chair called the County Board of Commissioners meeting to order at 9:32 a.m. CDT.

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
	Don Gray	District #4
	David Hanson	District #5
Members absent:	David Erickson	District #3
Also present:	Jim Elmquist	County Administrator
	Becky Lubahn	Deputy County Clerk
	Paul Kiltinen	County Attorney

Motion by Hanson seconded by Gray to approve and adopt the agenda as amended to include two additions to the Personnel Agenda. *Motion adopted unanimously.*

Agenda Approved

County Engineer Guy Kohlhofer met with the Board to discuss the disposition of a tax forfeited lot in Wasioja Township.

Removal of Tax  
Forfeited Property  
from Public Sale  
Approved

The County Engineer reported that there is currently a non-buildable tax forfeited parcel in Wasioja just south of the recruiting station that was recently approved for public auction. The Highway Department requests consideration of the county maintaining ownership of the parcel for use as a future trail head or resting area.

Mr. Kohlhofer noted that there are currently efforts to construct a trail through Wasioja. Although there is a good chance of the trails success it is unlikely that it would be built in the next couple years. The trails association has expressed interest in the parcel but is logistically unable to purchase it.

As a county owned parcel, the Highway Department would convert the area to a suitable parking area for use during the 2011 Civil War Reenactment and, trail head for the planned bike trail. Minimal costs are expected for fill, when available, and a gravel surface.

Mr. Kohlhofer recommended that the Board consider removing this tax forfeited property from the public auction.

The County Attorney was available to comment on the request.

Motion by Gray seconded by Hanson to authorize the removal of the tax forfeited property in Wasioja Township from the public auction and direct the County Attorney to move forward with processing the necessary paperwork at the state level to remove the parcel from the public auction. *Motion adopted unanimously.*

Removal of Tax Forfeited Property from Public Sale Approved - Continued

IT Director Paul Wiltgen met with the Board to discuss his request to replace the phone system at the Highway Department.

Highway Department Phone System Discussed

Mr. Wiltgen reported that the existing Highway Department phone system is about ten or fifteen years old and should be replaced with a more modern system that has more functions and usability.

It was noted that the Highway Department received approval, in 2009, to budget \$25,000 for this project.

The IT Director informed the Board that he has discussed this project with three vendors in order to get competitive prices. The three vendors Mr. Wiltgen spoke with are Cisco, ShoreTel and Mitel.

The IT Director pointed out that the pricing from all three companies is very similar.

Mr. Wiltgen stated that he and the County Engineer prefer the system from ShoreTel. The ShoreTel system is provided by a Rochester company, MARCO, that the IT Director already does business with. Mr. Wiltgen noted that he is happy with ShoreTel's support on things like server and network problems and expects the same high quality support with this phone system. The IT Director commented that most importantly, they all liked the ShoreTel desk phones the best.

The following is a list of approximate costs for the various components of the new phone system:

<u>Description</u>	<u>Cost</u>	
Call Manager and Server	\$ 4,000	
Desk phones (12)	\$ 2,800	
Network Switch (2)	\$ 2,300	
UPS Battery Backup	\$ 1,000	
Installation, Training	\$ 4,200	
Mounting Rack	<u>\$ 500</u>	(a rack is not part of the MARCO quote)
Total	\$14,800	

Also include in the Board packet for review was a copy of the quote from MARCO.

The IT Director informed the Board that the final cost of the phone system update will depend on things like the exact model desk phones they choose as different models vary in price.

Mr. Wiltgen noted that the system as quoted by MARCO is very close to what the Highway Department wants and that he doesn't expect the final cost of the update to change more than a few hundred dollars.

Highway Department  
Phone System  
Update Discussed -  
Continued

The County Engineer was available to comment on the request.

Discussion took place regarding why the IT Director and County Engineer were recommending a system that was \$2,000 higher than the lowest bid.

Mr. Wiltgen stated that they liked the system from MARCO better because the features were more user friendly.

Motion by Alberts to approve and authorize an agreement with MARCO for the purchase and installation of a ShoreTel phone system at a cost not to exceed \$25,000. The motion died for a lack of a second.

It was the consensus of the Board that they would like further clarification on the difference between the low bid and the MARCO bid and a compelling reason from staff as to why they feel the MARCO system will work better for them.

The IT Director was directed to request that vendors provide him with a more specific breakdown of the phone system quotes and report back at a later date.

Kasson City Administrator Randy Lenth presented for the Board's consideration an Ice Arena Master Plan.

Ice Arena Drainage  
Plan Approved

Mr. Lenth reported that Kasson City Staff, City Engineer Neil Britton, Dodge County Fair Board and Dodge County Ice Arena Committee members have reviewed and agreed on the parking lot, outdoor ice rink, equestrian area and fair grounds enhancements.

Drainage issues were discussed along with the placement of the concrete slab for the outdoor rink and skate park. It was noted that the placement of the concrete slab was not set in stone at this time.

Commissioner Alberts commented that there was still considerable concern from the equestrian group regarding the plan.

The City Administrator informed the Board that the City of Kasson would like to obtain bids at this time in order to move forward with the drainage plan.

Motion by Hanson seconded by Gray to approve moving forward with the Ice Arena drainage plan as requested. *Motion adopted Hanson, Gray, Tjosaas aye, Alberts nay.*

Commissioner Alberts stated that he would only agree to the tiling at this time since he believes that all of the entities involved were not in support of the proposed plan.

Mr. Lenth informed the Board that he will come to terms with the Fair Board and equestrian people.

Commissioner Alberts reiterated that he doesn't believe the Fair Board was supportive of the concept plan.

Ice Arena Drainage  
Plan Approved

The City Administrator indicated that he did not come to the same conclusion as Commissioner Alberts. Mr. Lenth believed the Fair Board was supportive of moving forward with the plan after discussing the plan at their last meeting.

Finance Director Lisa Kramer informed the Board that they needed to open the public hearing on the Kurt's Auto Body & Repair, Inc. – Kasson Cooperative Property Tax Abatement Plan.

Kurt's Auto Body &  
Repair, Inc. – Kasson  
Cooperative Property  
Tax Abatement Plan  
Public Hearing  
Opened to the Public

Mike Bubany of David Drown Associates was available to comment on the request.

The Chair opened the Kurt's Auto Body & Repair, Inc. – Kasson Cooperative Property Tax Abatement Plan public hearing at 10:10 a.m. CDT.

There were no members of the audience that wanted to speak on the Kurt's Auto Body & Repair, Inc. – Kasson Cooperative Property Tax Abatement Plan.

Motion by Gray seconded by Hanson to close the public hearing at 10:15 a.m. CDT. *Motion adopted unanimously.*

Public Hearing  
Closed

Motion by Alberts seconded by Hanson to approve and authorize the Chair and Deputy Clerk to sign resolution #2010-19 in support of the property tax abatement related to Kurt's Auto Body & Repair, Inc. Project 2010:

Kurt's Auto Body &  
Repair, Inc. Project  
2010 Property Tax  
Abatement Approved  
by Resolution  
#2010-19

**BE IT RESOLVED** by the Board of Commissioners (the "Board") of Dodge County, Minnesota (the "County") as follows:

Section 1. Recitals.

1.01. The County has contemplated granting a property tax abatement in order to assist with the construction of a commercial facility (Kurt's Auto Body & Repair) to be located in the City of Kasson, Minnesota, pursuant to Minnesota Statutes Sections 469.1812 through 469.1815 (the "Act").

1.02. Pursuant to Section 469.18 13, subd. 2(a) of the Act, the County may identify particular parcels and provide, by resolution, that the County will transfer to another political subdivision all or a portion of the County's share of taxes from the tax parcel in question to reduce all or part of the property tax amount for the political subdivision of the parcel.

1.03. The County has identified a certain parcel, specifically tax parcel no. 24.620.1003 (the "Abatement Property"), located in Kasson, Minnesota from which the County proposes to collect a portion of the County's share of taxes and transfer those dollars to the City to help assist the project, subject to all the terms and conditions of this resolution.

1.04. The County understands that the City intends to annually reimburse Kurt's Auto Body & Repair, Inc. the property tax abatements received by the School District, Dodge County and the City for a period of at least five years, and potentially up to seven years, commencing with taxes payable 2012.

Kurt's Auto Body & Repair, Inc. Project 2010 Property Tax Abatement Approved by Resolution #2010-19 - Continued

1.05. On March 23, 2010, the Board conducted a duly noticed public hearing on the Abatement at which the views of all interested persons were heard.

Section 2. Findings.

2.01. It is hereby found and determined that the benefits to the County from the abatement will be at least equal to the costs to the County of the Abatement, because the project could not happen without public assistance. The present value of future taxes with the project is greater than the present value of future taxes with bare land. Further, the project shall increase employment opportunities within the County.

2.02. It is hereby found and determined that the abatement is in the public interest for the following reasons:

- (a) the abatement will increase tax base by assisting in the construction of a commercial facility.
- (b) the abatement shall increase employment opportunities within the County.

Section 3. Actions Ratified; Abatement Approved.

301. The Board hereby ratifies all actions of the County's staff and consultants in arranging for approval of this resolution in accordance with the Act.

3.02. Subject to the provisions of the Act, the Abatement is hereby approved and adopted subject to the terms and conditions noted in the attached Cooperative Property Tax Abatement Plan, hereby incorporated into this Resolution.

3.03 In accordance with Section 469.1813, subdivision 8 of the Act, in no year shall the abatement, together with all other abatements approved by the County under the Act and paid in that year exceed the greater of 10% of the County's levy for that year or \$200,000 (the "Abatement Cap"). The County may grant any other abatements permitted under the Act after the date of this resolution, provided that to the extent the total abatements in any year exceed the Abatement Cap, the allocation of Abatement Cap to such other abatements is subordinate to the Abatements under this Resolution.

3.04. This resolution is effective and contingent upon approval of the abatement by School District on March 15, 2010 and the City of Kasson on March 24, 2010, of an abatement resolution substantially similar to this resolution.

*Resolution adopted unanimously.*

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

Bills Approved

01	Revenue Fund	\$ 44,860.86
11	Human Services Fund	\$ 53.01
13	Road and Bridge Fund	\$ 39,931.48
16	Environmental Quality Fund	\$ 51,623.54
	Total	\$136,468.89

A payment to the Farm Country Co-Op will be reduced by \$199.70, the total payment to Farm Country Co-Op will be \$4,116.44. The Finance Office discovered that Farm Country Co-Op double billed an item. *Motion adopted unanimously.*

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

Personnel Actions  
Approved

**A. Environmental Services**

- A.1 Mark Brannan – Assistant Solid Waste Operator  
Annual review.  
Effective Date: 3/1/10

**B. Human Services**

- B.1 Karen Smith – Case Aide - .8 FTE  
Step increase from B22 step 3 \$17.30 to B22 step 2 \$17.87.  
Effective Date: 4/8/10
- B.2 Diane Tlougan – Social Worker  
Step increase from step C42 9 \$19.73 to C42 step 8 \$20.49.  
Effective Date: 4/26/10

**C. Sheriff's Office**

- C.2 Stephanie French – Transport Officer  
Resignation.  
Effective Date: 3/26/10
- C.3 Transport Officer – PT  
Authorization to fill vacancy created by resignation.  
Effective Date: 3/26/10
- C.4 Loring Guenther – Captain  
Step increase from C52 step 3 \$31.92 to C52 step 2 \$33.09.  
Effective Date: 1/29/10
- C.5 Benton Bohle – Deputy Sheriff  
Authorization to extend temporary full-time status due to a leave of absence.  
Effective Date: 3/1/10 – 5/31/10

**D. Public Health**

- D.1 Sanjaunita Ochoa – On-Call Language Interpreter  
Termination, no recent record of hours worked.  
Effective Date: 3/23/10
- D.2 Amy Ewing – Administrative Secretary  
Step increase from A13 step 7 \$12.85 to A13 step 6 \$13.24.  
Effective Date: 3/26/10

D.3 Iva Kietzmann – PHN II - .65 FTE  
Step increase from step C41 2 \$24.34 to C41 step 1 \$25.07.  
Effective Date: 4/01/10

Personnel Actions  
Approved -  
Continued

D.4 Deborah Harlow – PHN I - .80 FTE  
Step increase from step C42 2 \$25.54 to C42 step 1 \$26.31.  
Effective Date: 3/23/10

**E. Administration**

E.1 Tobey Hicks – IS Specialist  
Step increase from B24 step 6 \$17.64 to B24 step 5 \$18.06.  
Effective Date: 3/17/10

E.2 Kathi Sweet – Custodian/Maintenance - .7 FTE  
Authorization to temporarily increase FTE from .7 to 1.0 to cover leave of absence.  
Effective Date: 3/24/10

E.3 Custodian/Maintenance - .8 FTE  
Authorization to fill temporary vacancy due to leave of absence.  
Effective Date: 3/24/10 – 4/30/10

**F. Extension**

F.1 Adrienne Hodgman – Administrative Assistant - .75 FTE  
Step increase from A13 step 6 \$13.24 to A13 step 5 \$13.64.  
Effective Date: 4/24/10

*Motion adopted unanimously.*

Minnesota County Intergovernmental Trust (MCIT) Loss Control Consultant Mark Casey provided the Board with a 2010 report to members.

MCIT 2010 Report to  
Members

The Board thanked Mr. Casey for his report.

Commissioner Lyle Tjosaas briefly updated the Board on ongoing discussions regarding MCIT membership for community action agencies.

Continued MCIT  
Membership for  
Community Action  
Agencies Supported  
by Resolution  
#2010-20

Motion by Gray seconded by Alberts to approve and authorize the Chair and Deputy Clerk to sign resolutions #2010-20 in support of continued MCIT coverage for community action agencies:

**BE IT RESOLVED**, that the Dodge County Board recognizes and extends it appreciation to MCIT for their current extra efforts to assure that Semcac Community Action will continue to be served by the Trust.

**BE IT RESOLVED**, that the Dodge County Board encourages the MCIT to take all necessary steps to assure continued membership in the Trust for Semcac Community Action.

**WHEREAS**, Semcac Community Action is a valued partner of Dodge County; and

**WHEREAS**, the cost and effectiveness of Semcac Community Action's insurance program has both direct and indirect impacts on Dodge County and the citizens we all serve, then

**BE IT RESOLVED**, that the Dodge County Board hereby encourages MCIT to take all steps necessary to assure that Semcac Community Action's MCIT membership is continued well into the future.

*Resolution adopted unanimously.*

Continued MCIT  
Membership for  
Community Action  
Agencies Supported  
by Resolution  
#2010-20 -  
Continued

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

Legal Update

Mr. Kiltinen presented for the Board's review expense totals for the three jury trials that have taken place in Dodge County this year.

The County Attorney reported that he worked with the Tax Services Director to compile this information for the Board.

Mr. Kiltinen answered questions regarding the expense differences for each trial.

The Board thanked the County Attorney for the information.

The County Attorney left the meeting at 11:17 a.m. CDT.

County Attorney Left  
Meeting

Environmental Services Director Mark Gamm and Environmental Technician/Educator Dean Schrandt provided for the Board's consideration the Land Use Task Force Recommendations regarding the creation of a Second Ag District.

Land Use Task Force  
Recommendations  
for Second Ag  
District Discussed

Task Force members Mark Moenning and Ken Olson were available to answer questions.

The following is a summary of common views and recommendations regarding a second ag district:

Background

The county's 1993 Comprehensive Land Use Management Plan recommends that the county adopt a second Ag Zoning District which will allow non-farm residential development to occur in a density of two homes per 40 acres, also on three acre lot sizes, to reflect current development patterns in small areas of the county. This goal has not yet been accomplished.

Review by Land Use Task Force

The County Board of Commissioners requested the Land Use Task Force (LUTF) study the issues related to adopting a second Agricultural Zoning District.

For much of 2009 the LUTF studied and debated the issues surrounding the adoption of a second Ag District. As a result of this intensive study, the LUTF provided the County Board the following Summary of Common Views and Recommendations.

Summary of Common Views and Recommendations by LUTFLand Use Task Force  
Recommendations  
for Second Ag  
District Discussed -  
Continued

This summary has three components, each detailed below.

- A Preferred Option,
- An Alternative Option, and
- Recommendations that apply to all options.

Preferred Option: Stay with one Agriculture Zoning District but adjust the allowed density of dwellings based on the characteristics of the land. This option is further defined in the following paragraphs 1 - 6.

1. Instead of defining a Second Agricultural Zoning District by drawing boundaries on a map, the county should consider simply allowing a higher density of dwellings in the existing Agriculture Zoning District if the location of a dwelling can meet a specific set of compatible and avoidance criteria.
2. More dwellings should not be located on Prime Farmland. At this point, the county should consider Prime Farmland to mean the USDA definition for Prime Farmland or other criteria that defines the inherently best conditions for raising crops. For example: a Crop Productivity Index (CPI) of 80 or more.
3. By allowing a higher density of dwellings on non-prime farmland, the county will be providing an outlet for people wanting to live in the country which should reduce the current spread of nonfarm dwellings on Prime Farmland. Furthermore, by providing an outlet for more dwellings on non-prime farmland, the county could further restrict the density of new dwellings on Prime Farmland. For example: allow one new dwelling per 80 acres if located on Prime Farmland but allow four dwellings per 80 acres if not located on Prime Farmland.
4. The LUTF recognizes that non-prime farmland is often the areas where drinking water and surface water is most sensitive to pollutants. Therefore, the LUTF recommends that when allowing a higher density of housing in sensitive areas, the county should include zoning standards that limit risks to drinking and surface water sources.
5. The LUTF recognizes that non-prime farmland is often the areas where sand and limestone are most economical to mine. Therefore, the LUTF recommends that when allowing a higher density of housing in these areas, the county should include zoning standards that limit the loss of high value aggregate mining sources.
6. The LUTF recognizes that non-prime farmland is often areas with the highest quality natural conditions (forest, grass, wetland, etc...). Therefore, the LUTF recommends that when allowing a higher density of housing in these areas, the county should include zoning standards that limit the loss of high value natural areas.

Alternative Option: Create a second Agriculture Zoning District by defining a boundary where a higher density of dwellings is allowed.

1. If the county decides to draw a boundary defining the locations of a second Ag District, the District should be located in areas where there is a high demand for rural housing and where there is already a high density of small (less than 40 acres) parcels. In addition, the avoidance criteria and zoning standards recommended in above paragraphs 1 - 6 should apply when locating and regulating a second Ag District.
2. The Comprehensive Land Use Plan accurately describes goals and purpose of the second Ag District. The LUTF believes that an A-2 District can be located away from cities where large farms, hobby farms, and non-farm dwellings so-exist. And can also be located next to Urban Expansion Districts to provide another growth ring for transition from primarily agricultural uses to residential uses.

Land Use Task Force  
Recommendations  
for Second Ag  
District Discussed -  
Continued

Recommendations that apply to all options:

1. Now is a good time to continue planning for growth. Current housing demand does not warrant immediate action. However, rapid improvements to the economy and housing market growth (example: Elk Run Planned Development near Pine Island) will put ever increasing pressure on local governments to accommodate the demand. In addition, wind power development will force housing demand to areas outside wind farms.
2. The county should remove the current distinction between a farm dwelling and a non-farm dwelling in the zoning ordinance. The LUTF believes that this distinction does little to regulate the density or use of dwellings and makes administration more difficult. For example: currently, one 80 acre farm could ultimately contain ten dwellings permitted as farm dwellings (if the 80 parcel is split nine times with a dwelling in succession).
3. Close proximity to a paved road should not be a limiting factor in defining a compatible location of more dwellings. Gravel roads are fine.

Mark Moenning stated that he doesn't feel the comp plan needs a lot of updates.

Mr. Moenning commented that moving to a second ag district would be a bold move but he could see the value of moving to this program. Mr. Moenning pointed out that it will likely be 30 or more years before the benefit of moving to this program is realized.

Mark Moenning's suggested that the county also work with the townships to determine suitability of the land when a request has been made to build a home within a township.

Mr. Moenning informed the Board that he took a number of things into consideration when making decisions as a LUTF Committee member. Things he considered included crops, livestock, wind farm development, etc.

The Board thanked Mr. Moenning for the information.

Ken Olson stated that he agreed with a lot of Mark Moenning's comments.

It was Mr. Olson's opinion that the county has a good comp plan and he agrees with its goals and objectives.

Ken Olson noted that he is in favor of keeping the best farmland productive.

Mr. Olson suggested that the comp plan be fully implemented. Mr. Olson believes implementing this plan would provide better protection for farmland.

Ken Olson commented that this is a good time to be working on this project since there is no pressure right now, although he anticipates that there will be pressure later.

Zoning Administrator Melissa DeVetter was available to comment on the plan.

Ms. DeVetter discussed with the Board her concerns with setting lines which she felt would make it harder to administer the plan. Ms. DeVetter also discussed possible changes that would need to be made to current standards in the ag district, the need to address density issues and prime vs. non-prime land.

Commissioner Alberts stated that he would like to meet with the LUTF members and come to some agreement on how these issues should be addressed. Mr. Alberts was in favor of the Commissioners working with LUTF members in order to come to an agreement on a plan to move forward.

Commissioner Gray commented that he wants to make sure that the other areas of the county, including the west portion of the county, is taken into consideration in the plan.

Mr. Gray pointed out that the definition of prime and non-prime farmland varies from person to person, what one person may consider non-prime land another may see as prime farmland.

Commissioner Gray stated that he would like to see members of the Planning Commission included in the proposed meeting.

Mr. Gamm informed the Board that the recommendations that were presented represent the ideas of Planning Commission members and LUTF members.

The Environmental Services Director reported that there are all kinds of options out there and that he isn't sure which direction to go.

Commissioner Hanson indicated that he was in favor of the Preferred Option with the three recommendations that apply to all options.

It was the consensus of the Board to move forward with the recommendations.

Mr. Gamm was asked to put a meeting together with staff and commissioners to get a better feel of where the Board wants to go.

Land Use Task Force  
Recommendations  
for Second Ag  
District Discussed -  
Continued

Commissioner Gray stated that he would like to see the Planning Commission Chair involved in the discussion.

The Environmental Services Director informed the Board that the Planning Commission did not come to a consensus so he wasn't certain that involving them in this discussion would be helpful.

Mr. Gamm was asked to put three or four scenarios together for the Board to review at a later date.

The Board thanked the Environmental Services Director, the Zoning Administrator and Environmental Technician/ Educator for the information.

The Environmental Services Director presented for the Board's consideration a request to approve a Cell Phone Allowance Agreement.

Environmental  
Services Director Cell  
Phone Allowance  
Agreement Approved

In some cases, a cell phone allowance of \$20/month is preferable for both the county and the employee.

Motion by Hanson seconded by Gray to approve and authorize the Chair and County Administrator to sign a Cell Phone Allowance Agreement with Mark Gamm, Environmental Services Director as requested. *Motion adopted unanimously.*

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

Human Services  
Committee Report

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

Public Safety  
Committee Report

The Board reviewed Drug Courts request to accept a donation for the Adult Drug Court program.

Adult Drug Court  
Donation Approved  
by Resolution  
#2010-21

The Hubbell House recently donated six \$25.00 gift certificates to the Dodge County Adult Drug Court to be distributed to future program graduates.

Motion by Hanson seconded by Alberts to approve and authorize the Chair and Deputy Clerk to sign resolution #2010-21 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

**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.

Adult Drug Court  
Donation Approved  
by Resolution  
#2010-21 -  
Continued

**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:

Hubbell House - \$25 gift certificates (six)

**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.*

The Board discussed the Drug Court Coordinator's request to approve out of state training for Judge Joseph F. Wieners.

Out of State Training  
Approved for Judge  
Wieners

Drug Court Coordinator Eric Thompson is requesting that the Dodge County Board review and approve an out-of-state training request for the Honorable Joseph F. Wieners to attend the Judicial Training sponsored by the National Drug Court Institute (NDCI).

The NDCI offers a weeklong, intensive training program for various disciplines designed to educate new or transitioning Drug Court team members. The NDCI is considered the preeminent source of cutting-edge training and technical assistance to the Drug Court field. The NDCI Judicial Training is scheduled for October 18-22, 2010 in Denver, Colorado. The training will cover constitutional issues, ethics and federal confidentiality laws, judicial styles, incentives and sanctions, and leadership and the role of the Drug Court judge.

It is anticipated that Judge Wieners will assume the bench following the retirement of Judge Lawrence Agerter in May, 2010. Because the judge is the leader of the Drug Court team, it is critical that Judge Wieners have an opportunity to be trained in the Drug Court model. The best training available in this regard is the Judicial Training offered by the NDCI.

The registration fee for the NDCI Judicial Training is \$975.00. This fee covers training materials, certificate of completion, lunch, and ground transportation. Airfare and hotel accommodations are not included in the fee. The Dodge County Drug Court has \$2,500.00 budgeted for training in 2010. It is anticipated that the budgeted amount for training will cover all costs associated with the training, including airfare and hotel accommodations.

Additional estimated costs are as follows:

Hotel Accommodations - \$725.88 (government rate including tax.)

Airfare - \$200.00 (Estimate)

Mileage - \$69.00 (Estimate)

Motion by Hanson seconded by Gray to approve and authorize out of state training for incoming Judge Joseph Wieners to attend the National Drug Institute Judicial Training in Denver, Colorado October 18-22, 2010 in an amount not to exceed \$2,500.00. *Motion adopted unanimously.*

Out of State Training  
Approved for Judge  
Wieners - Continued

The Board reviewed the Sheriff’s request for approval of a pre-approved Capital Outlay Fund expenditure for the portion of totaled Unit #14 that will not be reimbursed by the insurance company. It was noted that funds are still available in the Sheriff’s Capital Outlay budget from the money that was left over from the purchase of the transport van from Wabasha County.

Sheriff’s Office  
Expenditure of  
Capital Outlay Funds  
Approved

The following information has been received from Minnesota Counties Intergovernmental Trust (MCIT) that handled the claim for Unit #14, the 2007 Chevrolet Impala which was totaled on February 19, 2010. The vehicle has been valued at \$16,865.00 minus the \$1,000.00 deductible.

The insurance policy does not have replacement cost included.

Cost of the new squad: (+Title, License, Equipment, etc.)	\$19,840.05
Reimbursed from Insurance:	\$15,865.00
Difference:	\$ 3,975.05
Additional reimbursement from insurance company at a later date when recovery is received from State Farm.	-\$ 1,000.00
Projected Final Difference:	\$ 2,975.05

Motion by Hanson seconded by Alberts to approve and authorize the Sheriff’s Office to spend up to \$2,975.05 in additional Capital Outlay Funds to cover the excess expense of replacing Unit #14 which will not be reimbursed by the insurance company. *Motion adopted unanimously.*

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

Public Health  
Committee Report

The Board reviewed the Public Health’s Local Public Health/Maternal Child Health Services 2009 Statistical/Expenditure Report and 2010 Local Public Health Budget information.

Local Public  
Health/Maternal Child  
Health Services 2009  
Statistical/  
Expenditure Report  
and 2010 Local  
Public Health Budget  
Approved

It was reported that the data was compiled and analyzed. The Minnesota Department of Health Reporting Forms for 2009 were completed for Dodge Community Health Services, Maternal Child Health Statistical/Expenditures and the 2010 Local Public Health Budget. The reports will be presented to the Dodge-Steele Joint Board of Health on March 26<sup>th</sup> for review, discussion and approval.

Motion by Alberts seconded by Gray to approve the Local Public Health/Maternal Child Health Services 2009 Statistical/Expenditure Report and 2010 Local Public Health Budget information as presented. *Motion adopted unanimously.*

The Board discussed Public Health's request to approve out of state travel for Public Health Preparedness Training.

Out of State Travel  
Approved for Health  
Educator

Public Health is requesting authorization for Health Educator Kelly Corbin to attend the 2010 Integrated Medical, Public Health Preparedness and Response Training Summit being held in Nashville, Tennessee from May 12-16, 2010. A scholarship has been applied for and Public Health has received notification that they have been selected to receive a scholarship. The scholarship will cover the cost of the general summit registration fee, roundtrip airline ticket and hotel accommodations for up to five nights. The staff wages and incidentals will be covered by the current Medical Reserve Grant (MRC) dollars. The funds are currently available for this expenditure. This is Public Health's second year of receiving the MRC grant funds and they are encouraging Public Health to send a person from their department to participate. This is a training that will better equip Public Health with the tools that are needed to respond to future Public Health emergencies.

Motion by Alberts seconded by Gray to approve and authorize Health Educator Kelly Corbin to attend the 2010 Integrated Medical, Public Health Preparedness and Response Training Summit being held in Nashville, Tennessee May 12-16, 2010. Registration, travel and hotel expenses will be covered by a scholarship and staff wages and incidentals will be covered by grant funds. *Motion adopted unanimously.*

Commissioner Gray 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 bridge project SAP 20-599-099.

Advertising for Bridge  
Project SAP 20-599-  
099 Approved

This project is to construct Bridge No. 20J36 and the approach grading on Concord Township Road No. 80 (570th Street).

This is a planned project for the 2010 construction year and will be paid for using Township Bridge Funds. Costs have been estimated for this project; however, in order to preserve the bidding process, they are not available for public release at this time.

Motion by Gray seconded by Hanson to approve and authorize the Highway Department to advertise for bids with a bid opening on May 4, 2010 at 11:00 a.m. *Motion adopted unanimously.*

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

Administration  
Committee Report

Motion by Gray seconded by Alberts to approve and authorize the March 9, 2010 Committee of the Whole meeting minutes as presented. *Motion adopted unanimously.*

03/09/10 Committee  
of the Whole Meeting  
Minutes Approved

Motion by Alberts seconded by Gray to approve and authorize the March 9, 2010 meeting minutes as corrected on pages 42 and 55. *Motion adopted unanimously.*

03/09/10 Meeting  
Minutes Approved

The Board reviewed the Accounting Services Director's request to approve a Fair Board Liquor License request.

Fair Board Liquor License Approved for 2010

The Dodge County Mechanical & Agricultural Society (Dodge County Fair Board) is requesting a 3.2 Malt Liquor License effective April 1, 2010 through December 31, 2010. They will be using the license for the weekly races, the Dodge County Fair and the Big Iron Truck Show. The events will be held at the Dodge County Fair Grounds, located in Kasson, MN.

Motion by Gray seconded by Hanson to approve a 3.2 Malt Liquor License for the Dodge County Mechanical & Agricultural Society effective April 1, 2010 through December 31, 2010 pending the approval of the County Attorney, the County Sheriff, payment of the fee and the submission of all required insurance documentation. *Motion adopted unanimously.*

The Board discussed the County Administrator's request to approve the 2010 Dodge-Fillmore-Olmsted (DFO) Joint Powers Agreement.

2010 DFO Joint Powers Agreement Approved

Included in the Board packet was the proposed 2010 joint powers agreement between Dodge, Olmsted and Fillmore counties for the DFO Community Corrections Program. The joint powers agreement is very similar to those approved in previous years.

Motion by Alberts seconded by Gray to approve and authorize the signatures of the County Board Chair and County Administrator on the DFO Joint Powers Agreement for 2010. *Motion adopted unanimously.*

Commissioners provided their agency reports. Commissioner Hanson attended a Township meeting, a Dodge County Trails Association meeting, a WDI Joint Powers meeting, a Minnesota River Board meeting, a Fairview Care Center meeting and an ARMER Radio meeting. Commissioner Alberts attended a Soil and Water meeting, a Health meeting, a Fair Board meeting and a Care Center meeting. Commissioner Gray attended a Care Center meeting and a R.C. & D. meeting. Commissioner Erickson was not available to report his meeting attendance. Commissioner Tjosaas attended two Semcac meetings, an EDA meeting and a Public Health meeting.

Agency Reports

Motion by Gray seconded by Hanson to adjourn the meeting at 12:39 p.m. CDT. *Motion adopted unanimously.*

Meeting Adjourned

The next regular meeting of the Dodge County Board of Commissioners will be held on April 13, 2010 at 9:30 a.m. CDT.

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:**