

**TUESDAY, MARCH 24, 2009**

**APPROVED MINUTES OF THE  
COMMITTEE OF THE WHOLE MEETING HELD**

**STATE OF MINNESOTA)  
DODGE COUNTY)**

**COUNTY ADMINISTRATION OFFICE  
MANTORVILLE, MN**

**2009-06 C.O.W.**

The Dodge County Commissioners met in Committee of the Whole March 24, 2009, in the Commissioner's Room at the Dodge County Courthouse Annex, Mantorville, MN, at 9:00 a.m. CDT. David Hanson opened the meeting at 9:00 a.m. CDT.

Meeting Convened

The Chair acknowledged those present:

Those Present

|                  |                |                      |
|------------------|----------------|----------------------|
| Members present: | Klaus Alberts  | District #1          |
|                  | Lyle Tjosaas   | District #2          |
|                  | David Erickson | District #3          |
|                  | David Hanson   | District #5          |
| Members absent:  | Don Gray       | District #4          |
| Also present:    | David McKnight | County Administrator |
|                  | Becky Lubahn   | Deputy County Clerk  |

County Engineer Guy Kohlhofer met with the Board to discuss his request to hire seasonal maintenance workers.

Highway Department  
Seasonal  
Maintenance Workers  
Discussion

Mr. Kohlhofer informed the Board that the time of year has come when the Highway Department gears up for many projects. These projects consist of mowing, patching, sealing, filling, digging and repairing many bridges and roads throughout the county. Many of these projects require a large number of people at one time to control traffic, run equipment and perform manual labor. With the number of projects the maintenance department needs to complete during the summer they cannot get them done without the assistance of a couple extra workers.

The County Engineer reported that typically the Highway Department hires two seasonal workers to do survey work and three to four to help in maintenance. With the number of projects that they are doing this year they will not need as many extra workers as in previous years. Mr. Kohlhofer reported that the Highway Department currently has a need for two seasonal employees in the maintenance department to assist Dallas Ness with his projects. This is fewer than the number of seasonal employees budgeted and should help the current budget situation.

The County Engineer recommended that the County Board authorize him to work with Employee Relations to fill two seasonal employee positions at the Highway Department.

County Administrator David McKnight commented that he appreciated the fact that the Highway Department was only asking for authorization to fill two seasonal maintenance positions.

Mr. Kohlhofer clarified the type of work the two seasonal maintenance employees will be doing.

Highway Department  
Seasonal  
Maintenance Workers  
Discussion -  
Continued

It was the consensus of the Board that the Highway Department be allowed to hire two seasonal maintenance workers.

Human Services Director Jane Hardwick and Social Services Supervisor Julie Holgate discussed with the Board their request to hire a temporary Social Worker. It was noted that the Employee Relations Director will be submitting to the Board a request to approve hiring a temporary employee, an Adult Services Social Worker, for the period April 30 to August 1, 2009.

Request to Hire  
Temporary Adult  
Services Social  
Worker Discussed

Ms. Hardwick reported that the Adult Social Services unit will experience a 40% reduction in social worker capacity with overlapping maternity leaves from April to August. Even with additional supports such as having a part-time adult social worker work additional hours, and having social workers in the Children and Family Social Services assist with the adult caseload and reducing the comprehensiveness of their services to the minimum required by law for such things as case management of people with developmental disabilities, they will be unable to meet statutory standards for timeliness of vulnerable adult investigations and other activities. In addition, the reduced staffing will result in reduced case management revenues that have been assumed in the department's 2009 budget.

The Human Services Director requested that the Board authorize the hiring of a temporary employee for this time period. This will enable their department to meet statutory timelines and provide better customer service during this period. The salary expense should be offset by the case management revenue that they would otherwise lose.

The Board discussed with Ms. Hardwick and Ms. Holgate the possibility of finding a temporary person to fill the position. The Social Services Supervisor reported that she has been given names of qualified people that may be interested in helping out temporarily.

The Board thanked the Human Services Director and Social Services Supervisor for the information.

The Board was in agreement that they supported the request to hire a temporary Adult Services Social Worker and asked that the request be added to the personnel agenda at the next meeting.

David McKnight presented the Board with a County Administrator update.

County Administrator  
Update

The Chair adjourned the meeting at 9:25 a.m. CDT.

Meeting Adjourned

**ATTEST:**

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**DAVID HANSON**  
**CHAIR, COUNTY BOARD**

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**BECKY LUBAHN**  
**DEPUTY CLERK**

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**DATED:**