

TUESDAY, MARCH 24, 2009

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

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

**COUNTY ADMINISTRATION OFFICE
MANTORVILLE, MN**

2009-06

The Dodge County Board of Commissioners met in regular session March 24, 2009, in the Commissioner's Room at the Courthouse Annex, Mantorville, MN, at 9:30 a.m. CDT. David Hanson, Chair called the County Board of Commissioners meeting to order at 9:30 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
	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

Motion by Erickson seconded by Tjosaas to approve and adopt the agenda as amended to include a Public Safety committee report by Commissioner Tjosaas after the Public Works committee report. *Motion adopted unanimously.*

Agenda Approved

County Attorney Paul Kiltinen arrived at the meeting at 9:32 a.m. CDT.

County Attorney
Arrived

Employee Relations Director Lisa Hager met with the Board to discuss Recruitment Practice Policy and Procedures.

Dodge County
Recruitment
Practices Policy and
Procedure Plan
Approved

The Dodge County Recruitment Practices Policy and Procedure details the steps to recruit for and fill a vacancy at Dodge County. This policy formalizes many of the procedures the county already has in place. It further gives the County Administrator the authority to approve hiring of a candidate at the conclusion of the interview process under certain circumstances.

Motion by Alberts seconded by Erickson to approve and authorize the Dodge County Recruitment Practices Policy and Procedure plan as presented. *Motion adopted unanimously.*

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

Personnel Actions
Approved

A. Sheriff's Office

- A.1 Bruce Frondal – 911 Dispatcher
Step increase from B22 step 9 \$19.61 to B22 step 10 \$20.11.
Effective Date: 3/1/09

B. Human Services

- B.1 Rebecca Erding - Office Support Specialist
Authorization to hire at A13 step 9 \$11.41 to fill approved vacancy.
Effective Date: 4/6/09

C. Administration

- C.1 Roger Friedt – Building Maintenance Supervisor
Annual review.
Effective Date: 1/13/09

D. Public Health

- D.1 Iva Kietzmann – PHN II - .65 FTE
Step increase from C41 step 2 \$22.76 to C41 step 1 \$23.61 (Plus \$3 R/R).
Effective Date: 4/1/09

E. Highway

- E.1 Operator IV – FT
Authorization to internally post and fill Operator IV position.
Effective Date: 3/24/09
- E.2 Seasonal Highway Maintenance - (2)
Authorization to post and fill two positions not to exceed 6 months.
Effective Date: 3/24/09

F. Environmental Quality

- F.1 Melissa DeVetter – Compliance Officer/Assistant Zoning Administrator
Step increase from C41 step 7 \$18.94 to C41 step 6 \$19.64.
Effective Date: 3/26/09
- F.2 Mary Greening – Planning Administrative Assistant
Step increase from B23 step 6 \$15.69 to B23 step 5 \$16.20.
Effective Date: 2/28/09
- F.3 Mark Brannan – SW Facility Operator
Annual review.
Effective Date: 3/1/09

G. Planning

- G.1 Duane Johnson – Planning Director
Accept resignation and approve separation agreement.
Effective Date: 05/21/09

Motion adopted unanimously.

Semcac Family Homeless Prevention and Assistance Program Approved by Resolution #2009-24

County Administrator David McKnight discussed with the Board a request to approve a SEMCAC Family Homeless Prevention and Assistance Program.

Semcac has administered the Family Homeless Prevention and Assistance Program (FHP) in Dodge, Fillmore, Houston, Mower, Steele and Winona counties since 1994. They began serving Freeborn County with FHP services in 2004. The FHP Grant was designed to provide short-term housing assistance to eligible households. Needs are assessed, referrals made and the consumer must have resources to make housing payments once the financial assistance ends. Last year, \$4,773 in FHP funds were spent directly on housing assistance for eighteen Dodge County individuals in four households.

Semcac outreach staff facilitate County Family Homeless Prevention Teams. Relationships are established with other local service providers to avoid any duplication.

Motion by Tjosaas seconded by Alberts to approve and authorize the Chair and Deputy Clerk to sign resolution #2009-24 authorizing application for Family Homeless Prevention and Assistance Program:

WHEREAS, the Minnesota Housing Finance Agency, State of Minnesota, has been authorized to undertake a program to provide funds for Family Homeless Prevention & Assistance Projects; and

WHEREAS, the Southeastern Minnesota Housing Network working through: 1) Olmsted Community Action, 2) Semcac, 3) Y-Link and 4) Three Rivers Community Action, has developed a renewal application for the Minnesota Housing Finance Agency Family Homeless Prevention & Assistance Program; and

WHEREAS, the Southeastern Minnesota Housing Network through Olmsted Community Action, Semcac, Y-Link and Three Rivers Community Action has demonstrated the ability to perform the required activities of the Minnesota Housing Finance Agency Family Homeless Prevention & Assistance Program;

NOW THEREFORE BE IT RESOLVED, that the Southeastern Minnesota Housing Network is hereby authorized as an entity to be charged with the administration of funds made available through the Minnesota Housing Finance Agency Family Homeless Prevention & Assistance Program in the county of Dodge, in Minnesota.

Resolution adopted unanimously.

Mr. McKnight shared with the Board aggregate materials tax options.

Aggregate Material Tax Rescinded

During the March 10, 2009 County Board meeting the Board discussed the aggregate materials tax changes made by the 2008 legislature. At that meeting the Board asked the County Administrator to provide them with additional information on this topic. The packet information from the March 10 meeting was included in the Board packet as attachment A along with a memo.

The County Administrator was asked to find out the status of this type of ordinance in our four neighboring counties. Mr. McKnight inquired with all four of them and provided the Board with the following information:

Aggregate Material
Tax Rescinded -
Continued

Olmsted – They have an ordinance in place and will be holding a public hearing on March 24 to consider implementing the increased tax rate and new distribution. The proposed ordinance changes have the new rates retroactive to January 1, 2009. The proposed revised Olmsted County ordinance was provided to the Board in their packet at attachment B.

Goodhue – They have an ordinance in place and have discussed the new tax rates. They are not in favor of the increased amounts and there has been no talk of eliminating the tax. They have asked their County Attorney to look into keeping the old rates with the new allocation requirements.

Steele - They have an ordinance in place and will soon hold a public hearing to amend the ordinance with the new tax rates and distribution.

Mower - They do not have an ordinance in place but may consider this to assist in the state budget cuts.

Mr. McKnight talked with Joe Matthews at AMC about any additional information he might be aware of for the changes in this area. The brief summary is that some of the host communities (townships and cities) were saying the tax was not sufficient and the producers wanted to be good corporate citizens. The County Administrator provided the Board with the legislative talking points put together by the Aggregate and Ready Mix Association of Minnesota who lobbied in support of the law changes. These were included in the Board packet as attachment C.

The County Administrator noted that at this point the Board has two options to consider in regards to the aggregate tax.

1. Continue the tax by scheduling a public hearing to update our ordinance with the new taxes and distribution set by the legislature.
2. Drop the tax as of December 31, 2008 and reduce the budget for 2009 and not count on any additional revenue from this source in future budgets.

Commissioner Erickson noted that Commissioner Gray was not present at the meeting and that he had strong opinions on this item.

Jim Paulson from Stussy Quarry voiced his opinion that he felt the tax seemed unfair since nobody else around Dodge is being taxed. He feels the tax is unfair to the county and townships. Mr. Paulson believes that if they did not have to charge the aggregate tax that product prices would be lowered.

Commissioner Alberts stated that he preferred to do away with the tax because he feels it is unfair.

Commissioner Erickson commented that he is uncomfortable with voting on the issue since Commissioner Gray was absent. Mr. McKnight commented that he appreciated this concern. The issue that the county faces now is that between this meeting and the next board meeting is that we cross a quarter point in the year and these taxes will be due.

Commissioner Tjosaas reported that he is concerned with coming up with this money elsewhere and the fact that other townships will not be receiving this money if the Board decides to quit collecting aggregate tax.

Aggregate Material
Tax Rescinded -
Continued

Commissioner Hanson clarified why taxes were being directed to the townships and which quarries the gravel is coming out of in Dodge County.

Motion by Alberts seconded by Tjosaas to rescind the aggregate tax as of December 31, 2008. *Motion adopted unanimously.*

State Auditor's office CPA Carla Blahnick and Finance Director Lisa Kramer met with the Board to provide a 2007 audit exit presentation.

2007 Exit Audit
Presentation

With the 2007 audit being complete Ms. Blahnick was able to review the information presented in the 2007 audited financial statements. It was noted that the Auditors have changed the way they hold the exit meetings to a more open meeting allowing for more questions and public attendance. This is the third year the State Auditors have decided to meet with County Boards at their regular public meetings.

A summary of the Auditor's results and the Schedule of Findings for the year ended December 31, 2007 were provided for the Board's review.

No action was needed on this item, the presentation was for informational purposes only.

Ms. Blahnick provided the Board with a 2008 audit entrance presentation.

2008 Audit Letter of
Engagement
Approved

The Board was provided with a copy of a county audit engagement letter for the audit of 2008. Every year the State Auditors require a signed engagement letter describing the services the auditors will provide and the responsibility of the county. A separate engagement letter has been sent to the Four Seasons Ice Arena and presented to that board.

Motion by Erickson seconded by Alberts to approve and authorize the County Board Chairman, Finance Director and County Administrator to sign the audit letter of engagement for agreement for the 2008 audit. *Motion adopted unanimously.*

Ms. Kramer and Ms. Blahnick were thanked for the update.

Four Seasons Arena Manager Steve Howarth met with the Board to discuss a Four Seasons Arena energy efficient lighting proposal.

Four Seasons Arena
Energy Efficient
Lighting Proposal
Approved

Mr. Howarth informed the Board that the Four Seasons Arena Joint Powers Board recommends that the Four Seasons Arena take advantage of the Conservation Improvement Program (CIP) offered by the City of Kasson by changing the lights in the arena from 400watt metal halide to an energy efficient fluorescent fixture and bulbs.

The cost of this project is estimated to be \$13,827.00.

Four Seasons Arena
Energy Efficient
Lighting Proposal
Approved -
Continued

The City of Kasson is going to supply 30% (\$4,148.10) of the funds through the CIP.

By doing this the Four Seasons Arena could save almost \$2,000 per year on electricity used for lighting. This also shows that the arena and its members are helping to promote environmental quality upgrades.

The project can be funded by using \$6,000 from the 2008 capital improvement fund.

Dodge County Youth Hockey has \$1,000 for capital improvements to the building.

The difference that needs to be funded is \$2,678.90. The City of Kasson has already passed a grant to give the Four Seasons Arena \$3,000.00 to cover the shortage.

Motion by Tjosaas seconded by Alberts to approve and authorize the Four Seasons Arena to proceed with the proposed Four Seasons energy efficient lighting proposal as presented contingent upon the three cities approving payment of their portion of the funding. *Motion adopted unanimously.*

Mr. Howarth was thanked for his work on the proposal.

Finance Director Lisa Kramer reviewed bills with the Board. Motion by Alberts 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	\$ 75,106.27
11	Human Services Fund	\$ 177.97
13	Road and Bridge Fund	\$ 36,739.22
16	Environmental Quality Fund	\$ 52,307.68
32	County Capital Projects	\$144,588.42
41	Ditch Fund	<u>\$ 27.00</u>
	Total	\$308,946.56

Motion adopted unanimously.

Sheriff Gary Thompson provided the Board with a cost comparison of shared squads vs. take-home squads. Chief Deputy Jim Trihey was available to comment.

Shared Squad Vs.
Take-Home Squad
Cost Comparison

The Sheriff commented that he compiled the dollar figures in an attempt to accurately compare the actual cost to Dodge County when it comes to their squad cars.

Mr. Thompson noted that that the mileage figures are an average of all the patrol cars. The insurance figure is based on the Sheriff's Office annual payment of \$15,062 for 34 vehicles and the initial value of the cars is based upon an estimate by Auction Associates.

The breakdown provided by the Sheriff's Office is as follows:

**Cost Comparison
Take Home vs. Shared Squads**

Shared Squad Vs.
Take-Home Squad
Cost Comparison -
Continued

Take home program:

Cost estimates based on –

- anticipated useful life of five years
- average annual mileage of 25,000
- average shift mileage of 120 miles
- 2009 price of an Impala Police car @ \$18,933

Sheriff's Office needs nineteen marked patrol cars.

Sheriff's Office would need to purchase 3.8 cars per year.

3.8 X \$18,933	\$71,945
3.8 X \$ 1,850 (tear down, install, and parts)	\$ 7,030
3.8 X \$ 450 (graphics)	<u>\$ 1,710</u>
	\$80,685

Shared squads:

Cost estimates based on –

- anticipated useful life of 1.5 years of doubles, and three years for singles
- average annual mileage of 87,600 (shared units)
- average mileage of 43,800 (single unit)
- 2009 price of an Impala Police car @ \$18,933

Sheriff's Office would need ten patrol cars, purchasing five cars yearly

5 X \$18,933	\$ 94,665
5 X \$ 1,850 (tear down, install, and parts)	\$ 9,250
5 X \$ 450 (Graphics)	<u>\$ 2,250</u>
	\$106,165

Other considerations:

- annual insurance per vehicle is approximately \$443
- 2-year old police car with approximately 140,000 miles has a value of approximately \$1,500-\$2,000 more than a similar five year old car
- fewer maintenance issues with take home cars

Shared Squad Annual Outlay	\$ 106,165
Take Home Squad Annual Outlay	<u>\$ 80,685</u>
	\$ 25,480

Insurance Savings	\$ 3,987
Trade-In Advantage	<u>\$ 2,400</u>
	\$ 6,387

Annual Savings w/Take Home Program	\$ 19,093
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The Sheriff and Chief Deputy were thanked for the information.

Mr. Thompson discussed with the Board his request for squad car replacements.

Squad Car
Replacements
Approved

The Sheriff reported that in his 2009 budget, he had anticipated replacing two patrol cars and the Chevrolet prisoner transport van. However, after re-visiting this plan, Mr. Thompson feels that there is no reason to replace the transport van this year. The van has 130,000 miles on it and is a good solid vehicle with no issues. The Sheriff recommended using this vehicle for another year.

Mr. Thompson recommended replacing one 2002 Ford and one 2003 Ford, both have 120,000+ miles on them. Both cars are fairly solid and could be used for another year if they put some money into them.

The Sheriff indicated that by replacing the two Fords this year they will only need to replace one patrol car and the transport next year.

It was noted that the deadline for ordering the patrol cars is April 3, 2009.

Motion by Erickson seconded by Tjosaas to approve and authorize the Sheriff's Office to replace a 2002 Ford and a 2003 Ford with two new 2009 Chevrolet Impala Police cars off the state contract at a cost of \$18,933.40 each. *Motion adopted unanimously.*

Sheriff Thompson presented for the Board's consideration a Tow and Impound Policy revision.

Tow and Impound
Policy Revision
Approved

Motion by Tjosaas seconded by Alberts to approve and authorize the Sheriff's Department revised Tow & Impound Policy. Also included in the motion was authorization for the Finance Office to set up a reserve account for the money collected and that it will be used to maintain the impound lot and for the purpose of purchasing and maintaining special equipment for the Dodge County Sheriff's office. *Motion adopted unanimously.*

Human Services Director Jane Hardwick provided the Board with an update on Multi-County Collaboration among Human Services agencies in Region 10.

Human Services
Region 10 Multi-
County Collaboration
Update

Ms. Hardwick shared with the Board information on the Governor's proposal, MACSSA proposal, AMC's position and a Region 10 Collaboration draft document.

The Human Services Director indicated that she is looking for feedback from the Commissioners on the Region 10 Collaboration draft.

Ms. Hardwick was thanked for her efforts and the update.

Planning Director Duane Johnson met with the Board to discuss the proposed Wind Energy Conservation Systems (WECS) Ordinance.

Wind Energy
Conservation System
Ordinance
Discussion

Two unresolved issues remain from the last meeting, county inspection and decommissioning.

Commissioner Erickson wanted to know if a letter of credit would be required. It was determined that a letter of credit could be required.

Commissioner Alberts stated that he believes the county should not be involved in the decommissioning, it should be between the developer and the property owner.

The Board discussed decommissioning as referred to on pages 7 and 8 of the proposed ordinance. The language reads as follows:

Page 7, item #2, tower configuration:

- h. Discontinuation and Decommissioning – A WECS shall be considered a discontinued use after one (1) year without energy production, unless a plan is developed and submitted to the Dodge County Zoning Administrator outlining the steps and schedule for returning the WECS to services. All WECS and accessory facilities shall be removed to four (4) feet below ground level within six (6) months of the discontinuation of use.

Page 8, under item i:

- The applicant shall pay a decommissioning and restoration fee that is non-refundable. The fee shall be based on the size of the project and established by the County Board. The fee shall be paid after the PUC or County has issued all permits for a WECS/LWECS and before construction begins. The fee shall be held in escrow by Dodge County and used to remove a discontinued WECS/LWECS if the land owner or WECS/LWECS owner fails to do so.

The Board discussed the Murray County ordinance and state ordinance and the possibility of adding language that states the county may ask that they set up an escrow account.

Commissioner Alberts commented that he would like to see the cost of decommissioning expenses assessed back to property owners.

The Planning Director stated that he did not want to over regulate smaller operations.

Discussion took place on inspections.

Road regulations were discussed. The County Engineer informed the Board that the regulation of roads is easy for vehicles that over length, over width and over-weight.

The Board discussed charging a fee for road monitoring and road damage.

Mr. Kohlhofer informed the Board that he is responsible for making sure county roads are taken care of even if the ordinance does not come into play.

County Attorney Paul Kiltinen commented that we could put language in the ordinance to address road conditions but may not be able to enforce it because of state requirements and rules.

The County Administrator clarified that it appears that there is still no answer to PUC authority.

Wind Energy Conservation System Ordinance Discussion - Continued

Commissioner Erickson commented that the state has authority over the large operations, the county is setting up an ordinance to deal with the ones the state does not.

It was the consensus of the group that they still have decisions to make regarding the ordinance and that they were not ready for a public hearing on this subject yet.

No decision was reached on the Wind Energy Conversion Systems Ordinance, it needs further discussion.

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

Legal Update

The County Attorney left the meeting at 12:04 p.m. CDT.

County Attorney Left Meeting

Public Health Director Peggy Espey presented for the Board's consideration a tobacco license application.

Tobacco License Approved

Carrazco's Mexican Store located in Dodge Center has applied for a tobacco license for calendar year 2009. The individual application is on file in the Public Health Department. The application was reviewed according to county policy and procedure.

Motion by Alberts seconded by Erickson to approve and authorize the Chairman of the Board to sign the following 2009 tobacco licenses application:

Carrazco's Mexican Store, Dodge Center

Motion adopted unanimously.

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

Human Services Committee Report

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

Public Works Committee Report

The Board discussed the County Engineer's request to approve CR T stop signs in Hayfield.

CR T Stop Sign Installation Approved by Resolution #2009-25

As the new Signman travels around the county he has noticed items that need changing or upgrading. The Signman has located two more uncontrolled intersections requiring stop signs. The streets are located on the west side of the CR T between CR N and Main Street as shown on a map of the City of Hayfield.

These streets were part of two separate developments constructed over the last couple years. They currently do not have signs in place.

CR T Stop Sign
Installation Approved
by Resolution
#2009-25 -
Continued

These intersections access CR T and therefore fall under county jurisdiction and responsibility for sign placement and maintenance. Stop signs are an enforcement sign and therefore require authorization by resolution of the governing road authority.

Motion by Alberts seconded by Erickson to approve and authorize the Chair and Deputy Clerk to sign resolution #2009-25 authorizing the placement of stop signs at two intersections to stop traffic prior to entering CR T in Hayfield:

WHEREAS, the State of Minnesota Statute No. 169.06, Subd. 3 authorizes local authorities with reference to streets and highways under their jurisdiction, to place and maintain traffic-control devices upon highways under their jurisdiction; and

WHEREAS, it is considered necessary for the protection of lives and property that certain streets or highways be designated as through highways and that certain intersections be designated as stop intersections.

NOW THEREFORE BE IT RESOLVED, that the Board of County Commissioners in and for Dodge County, Minnesota does hereby authorize and direct the County Engineer to cause to be placed stop sign as follows:

- Intersection of CSAH T and 3rd Street SE, stopping eastbound 3rd Street SE traffic.
- Intersection of CSAH T and 10th Street SE, stopping eastbound 10th Street SE traffic.

Resolution 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 request to correct an ATV grant purchase request.

Sheriff's Office ATV
Purchase Correction
Approved

At the February 24, 2009 Board meeting, the Board approved the purchase of an ATV from Al's Specialty under the DRN grant. The cover letter indicated the price on the ATV was \$5,366 when it was actually \$5,633 as reflected in the bid from Al's. The Sheriff requested that the Board approve the \$5,633 so that the minutes will reflect the correct purchase price of the ATV.

Motion by Tjosaas seconded by Erickson to approve and authorize the Sheriff's Office to purchase a 2009 400 Can Am from Al's Specialty in the amount of \$5,633 plus tax and registration fees. Also included in the motion was authorization for the Sheriff's Office to purchase a winch for this vehicle at a price of approximately \$370 installed. *Motion adopted unanimously.*

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

Administration
Committee Report

Motion by Erickson seconded by Tjosaas to approve and authorize the March 10, 2009 Committee of the Whole meeting minutes as presented. *Motion adopted unanimously.*

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

Motion by Erickson seconded by Tjosaas to approve and authorize the March 10, 2009 meeting minutes as corrected on pages 45 and 50. *Motion adopted unanimously.*

03/10/09 Meeting Minutes Approved

The Board discussed the Accounting Services Director's request to approve a 3.2 malt liquor license.

3.2 Malt Liquor License Approved for Dodge County Agricultural and Mechanical Society

The Dodge County Agricultural and Mechanical Society is requesting a 3.2 malt liquor license effective April 1, 2009 through December 31, 2009. They will be using the license for the weekly races, the Dodge County Fair and the Big Iron Truck Show. These events will be held at the Dodge County Fair Grounds, located in Kasson, MN.

Motion by Tjosaas seconded by Alberts to approve and authorize a 3.2 malt liquor license for the Dodge County Agricultural and Mechanical Society effective April 1, 2009 through December 31, 2009 pending the approval of the County Attorney and County Sheriff, and the submission of all required insurance documentation. *Motion adopted unanimously.*

The Board reviewed the Building Operations Supervisors request to approve a new communications/911 equipment room and Human Services interview room construction.

New Communications/911 Equipment Room Construction Approved

In the lower level of the annex there are two small private restrooms just outside the Human Services Department which will be changed into the new communications and 911 equipment room. The common wall between the restrooms and the alcove area, including the doors that provide access to the restrooms, will be removed to create one room for the new equipment room. One door will be reused for the new room. The plumbing fixtures and piping will be removed and floor drains plugged. The floor tile and wall tile will remain and new tile will fill in where wall and alcove are removed. The plaster ceiling will be removed and replaced with new ceiling grid and tile. The new room will require its own ductless A/C unit for a controlled environment for the equipment. Existing light fixtures will be reused. All electrical wiring for the room and the A/C unit will be put on emergency power circuits.

The Human Services Department has a room that was originally a small conference room. Office partitions were then added to create three work stations. This room will be changed into two interview rooms for clients. A new wall will be constructed to split the room in half. The wall will extend above the existing ceiling grid and the wall will be insulated for sound proofing between the two rooms. Electrical outlets will be added to the new wall and existing lighting fixtures will be used and adjusted for the new rooms. The existing heating and cooling will be altered. This will require installing a new VAV with pneumatic controls to include reset controller, room thermostat, return grille for one of the new rooms and modification to the existing ductwork. The existing VAV will be adjusted and used for one of the new rooms.

Dodge County has received construction proposals to do the work.

The following bid information was shared with the Board:

New
Communications/911
Equipment Room
Construction
Approved

	New Communication Room	Interview Rooms
Scott Berg Construction		
Carpentry including demolition, wall construction, tile work and finish work	\$ 2,875.00	\$ 1,350.00
Scott Binner Electrical		
All required electrical	\$ 1,903.50	\$ 963.00
Harty Mechanical, Inc.		
All required plumbing	\$ 720.00	0
Deckleaver Mechanical. Inc.		
VAV and related components and ductwork modifications		\$ 3,178.00
*A/C unit and installation	\$10,821.00	0
	\$16,319.50	\$ 5,491.00

*Contractor provided numerous options for ductless A/C unit selection. The unit selected, Sanyo is a brand that has a proven track record, higher efficiency rating (16 SEER) and is 0.5 ton larger than required. A 2.5 ton unit is required for the equipment that will be in the new room and may not meet the future cooling needs if additional equipment is added to the room. A cheaper unit is a Fujitsu brand. It is a good unit with good SEER rating however it is newer on the market of ductless units.

Estimated costs for the communication room construction was \$ 15,000.00
 Estimated costs for the new interview rooms construction was \$ 10,500.00
 \$ 25,000.00

Motion by Erickson seconded by Alberts to approve the construction costs and contractors proposals for constructing the new communication and 911 equipment room and two interview rooms for the Human Serves department for a combined cost of \$21,810.50. *Motion adopted unanimously.*

Commissioners provided their agency reports. Commissioner Hanson attended a Township meeting, a Workforce Development meeting, a Fairview Care Center meeting and a Public Health Joint Powers meeting. Commissioner Alberts attended two Corrections meetings, two Health Joint Powers meetings, a Fair Board meeting and a Fairview Care Center meeting. Commissioner Gray was not available to report his meeting attendance. Commissioner Erickson attended five Annual Township meetings and a SCHA Joint Powers meeting. Commissioner Tjosaas attended a Semcac meeting, a Fairview Care Center meeting and a Canisteo Township meeting.

Agency Reports

Motion by Tjosaas seconded by Alberts to adjourn the meeting at 12:28 p.m. CDT. *Motion adopted unanimously.*

Meeting Adjourned

The next regular meeting of the Dodge County Board of Commissioners will be held on April 14, 2009 at 9:30 a.m. CDT.

Next Regular Meeting

ATTEST:

DAVID HANSON
CHAIR, COUNTY BOARD

BECKY LUBAHN
DEPUTY CLERK

DATED: