

TUESDAY, MARCH 25, 2008

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

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

**COUNTY ADMINISTRATION OFFICE
MANTORVILLE, MN**

2008-06

The Dodge County Board of Commissioners met in regular session March 25, 2008, in the Commissioner's Room at the Courthouse Annex, Mantorville, MN, at 9:30 a.m. CDT. Klaus Alberts, 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
	Don Gray	District #4
	David Hanson	District #5

Members absent: None

Also present:	Becky Lubahn	Deputy County Clerk
	Paul Kiltinen	County Attorney

Motion by Gray seconded by Tjosaas to approve and adopt the agenda as amended to include an addition to the bills and an amendment to the personnel agenda. *Motion adopted unanimously.*

Agenda Approved

Executive Assistant Becky Lubahn was asked to provide an update on the County Administrator who was recently hospitalized. Ms. Lubahn reported that Mr. McKnight is not expected to be released from the hospital until later this week and will not be back to work this week.

County Administrator Update

County Engineer Guy Kohlnhofer met with the Board to discuss a vehicle replacement request.

Highway Department
Vehicle Replacement
Approved

Mr. Kohlnhofer reported that included in the 2008 budget is \$27,000 for the replacement of a Highway Department vehicle. The County Engineer informed the Board that his vehicle is scheduled for replacement this year. The vehicle being replaced is a 2002 Dodge Durango with 70,000+ miles. Mr. Kohlnhofer shared with the Board the following quotes received from two dealers based on state contract prices, tax and licensing not included:

Dealer	Approximate Price with Trade-In
Boe Chrysler Center	\$23,000
Elk River Ford Dodge Jeep	\$20,000

Highway Department
Vehicle Replacement
Approved -
Continued

The County Engineer reported that a 2008 Dodge Durango was considered as well as a Jeep Grand Cherokee. Highway Department staff recommends purchasing a Jeep Grand Cherokee, it is smaller, less expensive and gets better gas mileage.

Motion by Gray seconded by Hanson to approve and authorize the Highway Department to purchase a 2008 Jeep Grand Cherokee for an approximate cost of \$20,000 off the state contract from Elk River Ford. *Motion adopted unanimously.*

Human Services Director Brian Hartung and Veteran Services Officer Todd Nelson met with the Board to discuss veteran services issues.

Veteran Services
Office Update

The first issue discussed was the status of the VA volunteer van drivers. Mr. Nelson reported that currently our drivers are considered volunteers and are paid \$40 per trip. This arrangement poses two concerns. The first concern is the insurance liability to the volunteer driver and the second concern is the IRS definition of a volunteer. One possible solution is to have the van drivers become on-call county employees.

The Veteran Services Officer commented that the Dodge County Veteran Transportation program is vital to Dodge County veterans who depend on our transportation capabilities to enable them to attend scheduled appointments at the Minneapolis VA Medical Center. Dodge County volunteer drivers provide transportation on Tuesdays and Thursdays every week unless there is a holiday on those days. Dodge County also provides special transportation on an as needed basis for appointments that cannot be scheduled on Tuesday or Thursday.

Mr. Nelson noted that due to some recent incidents related to other county veteran's transportation programs, he decided to do a review of Dodge County's program. Overall, the program operates quite well with a couple exceptions:

1. Because our drivers are contract employees, Minnesota Counties Insurance Trust (MCIT) does not cover the driver if they are specifically named in a claim/lawsuit. They also would not receive workers compensation via no-fault benefits if they were injured in an accident. This puts a lot of liability on our drivers. What are the options?
 - Leave as is.
 - Drivers are liable for claims, lawsuits and workers comp.
 - Could become a tax issue with penalties - Olmsted County was required to make contract drivers county employees by the IRS because they, like us, direct the drivers activities and provide the vehicle.
 - Two of six counties polled operate this way.

- Make them on-call Dodge County employees.
 - MCIT will cover our veteran drivers liability and workers compensation.
 - A per trip or hourly schedule would have to be implemented = added administrative costs.
 - Legal by IRS requirements.
 - Three of six counties polled operate this way.
- Use volunteer drivers.
 - They would be covered by MCIT.
 - Program would be much more time consuming to manage.
 - May not get volunteer/non-paid drivers.
 - If we pay them mileage or a stipend they are considered contract drivers unless they use their own vehicles.
 - One of six counties polled operate this way/with drivers using their own vehicles.

Veteran Services
Office Update -
Continued

The Veteran Services Officer recommends that Dodge County convert drivers to on-call county employee status. This option protects their liability, makes Dodge County legal under IRS rules and maintains a very positive veteran's transportation program for Dodge County veterans.

The second issue discussed was the fee donation amount for veterans who ride in the county VA van to medical appointments. Currently riders are asked to donate \$5 to \$10 dollars per round trip or reimburse the county the amount they receive from the VA for transportation costs; however, the VA deducts some of reimbursement costs up front which reduces the amount the veteran actually receives. Due to this practice, Mr. Nelson suggested that it may be reasonable to increase our fee to be able to receive a full and practical amount for the service provided.

The Veteran Services Officer reported that that VA recently increased mileage reimbursement rate to \$.285 and changed their deductible charge to \$7.77 one way and \$15.54 round drip. Because Dodge County's recommended rider donation is \$10.00, the VA provides that amount minus the deductible. This leaves the eligible veterans reimbursement at a negative \$5.54. Our eligible veterans (not all are eligible for transportation costs) will not receive transportation reimbursement if we leave our recommended donation rate at \$10.00. Mr. Nelson polled other counties and discovered that most have a much higher recommended rate and one does not ask for donations. If Dodge County would like to have donations offset some of our transportation costs we need to raise the recommended fee to a level where the deductible does not negate the return.

Mr. Nelson recommended that Dodge County raise our donation rate to the VA paid rate (the Minneapolis VAMC must be notified of this change by letter.) If they are reimbursed from the VA, veterans may subtract any mileage (@ \$.285) round-trip from their home to where the van picked them up. This is not a required payment for non-reimbursed veterans. They can donate to the program or not as their situation warrants.

Veteran Services
Office Update -
Continued

The Veteran Services Officer noted that upon approval/disapproval of these recommendations, action will be taken to update Dodge County's current transportation guidelines to address current and proposed operations. The updated transportation guideline will be provided to the Board at a later date for approval.

It was the consensus of the Board that they would like Mr. Hartung and Mr. Nelson to bring back a proposal for a recommended veteran's transportation fee. It was also recommended that at that time the volunteer drivers also be added to the Personnel Agenda and become on-call employees in order to ensure that they are properly covered by the county's insurance policy.

The Human Services Director and Veteran Services Officer were thanked for the update.

The Human Services Director informed the Board that Phoenix Group Homes is once again requesting that Dodge County enter into a host county contract with them so that they can utilize the home they have south of Claremont and access funds from county out-of-home placement dollars and the Consolidated Chemical Dependency Treatment Fund. Representatives of Phoenix Group Homes would like to give a presentation to the Board and/or the community residents on the merits of their proposal.

Phoenix Group
Homes Request
Reviewed

Phoenix Group Homes is currently working with the Department of Corrections (DOC) to get a Group Residential Housing (GRH) license for their home in New Richland. They are in the process of what they hope to be the final rewrite. Once this new license is granted, they would have the option of transferring New Richland's original license to a new facility. That is the license they would use to operate the Claremont group home. As part of the requirements to operate under that license they would need to have a letter of intent to contract from Dodge County, as well as an inspection of the Claremont home by the DOC and by the Fire Marshall. Once the contracting process and licensing process is complete they would be able to operate. It was noted that Phoenix Group Homes is looking into the option of providing their services to adolescent girls rather than boys as they had originally planned back in 2005.

Mr. Hartung informed the Board that he was looking for some direction from them on how they would like him to proceed with this request.

Commissioner discussed with the Human Services Director the need for this type of group home in Dodge County.

It was Mr. Hartung's opinion that there is not a need in Dodge County for this group home. The Human Services Director informed the Board that his office uses other sources for the type of treatment.

Phoenix Group
Homes Request
Reviewed -
Continued

Commissioner Erickson clarified that the house will house adolescent girls from other counties.

It was the consensus of the Board that the logistics and location of the proposed group home in Claremont just do not make sense and are not reasonable.

The Board decided that they would allow Phoenix Group Homes to make a presentation but noted that they intend to make it clear that they are not interested in their services.

Septic System Coordinator Sandra Schafer met with the Board to discuss a proposed service agreement for inspections.

Service Agreement
for Septic Inspections
Approved

Ms. Schafer reminded the Board that about a month ago they discussed the fact that the state has changed the septic system rules. As a result, the county is required to conduct additional inspections. Therefore, the Environmental Quality Office intends to hire an independent private contractor to conduct the inspections when county staff cannot.

The Septic System Coordinator reviewed with the Board the proposed Contractual Service Agreement for Septic Assistance. Ms. Schaefer noted that the cost of the service is included in the budget and subsequent permit fees.

Motion by Tjosaas seconded by Erickson to approve and authorize the Chairman of the Board to sign an agreement between Dodge County and Septic Evaluation Services Inc. to provide septic system inspection services. *Motion adopted unanimously.*

Solid Waste Facility Manager Terry Selthun met with the Board to discuss an amendment to the SE Minnesota Recyclers Exchange (SEMREX) Joint Powers Board agreement.

Amendment to
SEMREX Joint
Powers Board
Agreement Approved
by Resolution
#2008-16

Mr. Selthun informed the Board that Dodge County is one of eight counties that make up a Joint Powers Board named SEMREX. On December 12, 2007, SEMREX recommended amendments to the Joint Powers Agreement.

Motion by Hanson seconded by Gray to approve and authorize the Chair and Deputy clerk to sign resolution #2008-16 in support of the proposed amendments to the SEMREX Joint Powers Board Agreement:

WHEREAS, changes to the Southeastern Minnesota Recyclers Exchange (SEMREX) Joint Powers Board Agreement were recommended by staff based on information provided by the Minnesota Counties Insurance Trust; and

WHEREAS, the SEMREX Joint Powers Board reviewed and recommended approval of the proposed changes to the SEMREX Joint Powers Board Agreement at their December 12, 2007 meeting pending review by the respective County Attorney’s offices; and

Amendment to SEMREX Joint Powers Board Agreement Approved by Resolution #2008-16 - Continued

WHEREAS, the respective County Attorney’s offices have had the opportunity to review and comment.

NOW, BE IT THEREFORE RESOLVED, that the Dodge County Board approves the amendments to the SEMREX Joint Powers Board Agreement, and authorizes the Chairperson to sign the amended Agreement.

Resolution adopted unanimously.

Environmental Quality Director Mark Gamm presented for the Board’s consideration a request to purchase land next to the Transfer Station.

Purchase of Land Next to Transfer Station Approved

Mr. Gamm informed the Board that the demands on the Transfer Station and Recycling Center continue to grow. The Environmental Quality Director also noted that waste hauling vehicles and transport trailers are getting larger. As a result, congestion and random traffic patterns are creating additional safety and security risks. Mr. Gamm reported that on busy days vehicles are backed-up on County Road 21. Once customers are in the yard, there are no traffic controls and little order. Another issue is the short turn radius between the current entrance and the scale which creates a sway on the scale that increases wear and maintenance cost.

The Environmental Quality Director commented that over the past two years they have been studying options to remedy these problems. Environmental Quality believes that the best option is to expand their access and yard to the north. To make this happen they need to purchase about 2.24 acres of land currently owned by Jim Paulson.

Mr. Gamm noted that he and Commissioner Alberts have had regular meetings with Mr. Paulson to discuss the purchase of this land. Mr. Paulson has agreed to sell the 2.24 acre parcel to the county for \$30,000. The cost to purchase this land was included in the 2008 budget.

Motion by Tjosaas seconded by Erickson to approve and authorize the purchase of 2.24 acres of land north of the Transfer Station from Jim Paulson at a cost of \$30,000. The land will be used to expand the Transfer Station access and yard to the north. Also included in the motion was authorization for the Chair and County Administrator to sign a shared driveway access agreement with Stussy Construction Inc. and any paperwork associated with the purchase. *Motion adopted unanimously.*

The Environmental Quality Director discussed with the Board his request to renew lease agreements for landfill buffer property.

Property Leases on
Landfill Buffer Land
Approved

Mr. Gamm reminded the Board that Sterling Larson and Leona Blatti are our neighbors to the west of the landfill. About eleven years ago Dodge County purchased 16 acres (12 tillable) of land from Mr. Larson and Ms. Blatti as a buffer. During this time, they have continued to cultivate the land. Last year, the county leased the buffer land to Mr. Larson and Ms. Blatti at no cost other than tax payments.

The Environmental Quality Director stated that his office does not have any plans to use this property within the next year, therefore, he recommends that the county renew the lease agreement with same conditions and responsibilities.

Motion by Gray seconded by Hanson to approve and authorize the Chairman of the Board to sign property lease agreements with Sterling Larson and Leona Blatti for one year. The amount of rent is \$0.0 but the tenant must agree to pay the taxes. *Motion adopted unanimously.*

Sheriff Gary Thompson and Chief Deputy Jim Trihey met with the Board to review a request to replace the Dodge Intrepid transport vehicle.

Transport Vehicle
Replacement
Approved

Mr. Thompson informed the Board that the Sheriff's Office 2004 Dodge Intrepid transport car has 140,000 plus miles on it, and is scheduled for replacement. The Sheriff's Office would like to replace the Intrepid with a mini van simply because of the extra room.

The Sheriff noted that there are two options to consider:

1. purchase new under state contract
2. purchase late model used

Mr. Thompson reported that a new Chevrolet Uplander can be purchased at a state bid price of \$17,950.38. The Sheriff has received quotes from Clements Chevrolet and from Boe Chrysler regarding late model used. Clements has both vehicles sitting on their lot. Boe can provide the Sheriff's Office with a vehicle similar to the one proposed, however, they do not have one on their lot at this time. In Mr. Thompson's conversation with Steve Boe, Mr. Boe stated that they have access to a well equipped late model van with less than 20,000 miles at a cost of about \$13,000.

Commissioner discussed their desire to purchase from businesses in Dodge County and the benefits of purchase a new vehicle with a warranty.

Motion by Tjosaas seconded by Hanson to approve and authorize the Sheriff's Office to purchase a used vehicle from Boe Chrysler at a cost not to exceed \$13,900. This vehicle will replace the 2004 Dodge Intrepid transport car. *Motion adopted unanimously.*

Executive Assistant Becky Lubahn presented for the Board's consideration a disaster declaration amendment request.

Disaster Declaration
Amendment
Approved

Amendment 1 to sub-grant agreement 2000-12067 relates to Disaster Declaration DR-1717. This amendment revises Clause 2, "Sub-Grantee's Duties", Section 2.12, of the original sub-grant agreement and previous amendments.

Motion by Gray seconded by Erickson to approve and authorize the Chair and Deputy Clerk to sign the Amendment No. 1 to Sub-Grant Agreement 2000-12067 as presented. *Motion adopted unanimously.*

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

Personnel Actions
Approved

A. Human Services

A.1 Nancy Reuvers – Social Services Supervisor Child/Family Unit
Annual review.

Effective Date: 3/16/08

A.2 Karen Smith – Case Aide .8 FTE

Step increase from B22 step 4 \$15.25 to B22 step 3 \$15.74.

Effective Date: 4/8/08

A.3 Jodie Marsh – Social Worker – On-Call

Annual review.

Effective Date: 3/3/08

B. Environmental Quality

B.1 Melissa DeVetter – Compliance Officer/Assistant Zoning Administrator

Step increase from B31 step 5 \$17.15 to B31 step 4 \$17.72.

Effective Date: 3/26/08

C. Public Health

C.1 Deborah Harlow – Public Health Nurse I - .80 FTE

Annual review.

Effective Date: 3/23/08

C.2 Iva Kietzmann – Public Health Nurse II - .55 FTE

Step increase from C41 step 3 \$24.24 to C41 step 2 \$25.05.

Effective Date: 4/1/08

C.3 Amy Ewing – Administrative Secretary .60 FTE

Authorization to employ at A13 step 7 \$11.72 to fill approved vacancy.

Effective Date: 3/26/08

D. Sheriff's Department

D.1 Ryer Anderson – Deputy Sheriff

Step increase from C41 48 month step \$22.26 to C41 60 month step \$23.01.

Effective Date: 3/16/08

E. Administration

E.1 Eric Thompson – Drug Court Case Manager

Step increase from C41 step 3 \$21.24 to C41 step 2 \$22.05.

Effective Date: 3/12/08

Motion adopted unanimously.

Ms. Hager requested authorization to update the Employee Relations Manual.

Employee Relations
Manual Update
Approved

Motion by Erickson seconded by Gray to approve and authorize the Employee Relations Manual changes to Section 4 – Classification and Compensation as presented and discussed. *Motion adopted unanimously.*

Taxpayer Services Director Rose Culbertson reviewed bills with the Board. Motion by Gray 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	\$ 48,310.63
11	Human Services Fund	\$ 221.15
13	Road and Bridge Fund	\$584,390.51
16	Environmental Quality Fund	<u>\$ 50,167.91</u>
	Total	\$683,090.20

A payment in the amount of \$550,385.35 to Olmsted County was added to the bills. This was a joint project with Olmsted County to reconstruct our County Road 17/Olmsted County CSAH 5. Funds will be taken from the Highway Department fund. *Motion adopted unanimously.*

County Assessor Wendell Engelstad met with the Board to discuss his request to set a date and time for the County Board of Appeal and Equalization.

Dodge County Board
of Appeal and
Equalization Meeting
Date Set

Motion by Erickson seconded by Gray to set the Dodge County Board of Appeal and Equalization hearing for Tuesday, June 10, 2008 at 7:00 p.m. *Motion adopted unanimously.*

Mr. Engelstad reviewed with the Board the 2008 estimated market value market adjustment and appeal process.

2008 Estimated
Market Value Market
Adjustment and
Appeal Process
Reviewed

The County Assessor reported that besides those properties that were valued individually because of new construction, platting, splitting, combining, quintile inspections, appeals, and special requests, all property values are adjusted annually to reflect market conditions for their particular locale and property type, based on sales that have occurred during the preceding ratio period. This is accomplished by adjusting or factoring the land, cost, depreciation, manual level, or map area tables in the Vanguard CAMA program. The intended changes between the 2007 and 2008 assessment levels are reflected in the following table:

TOWNSHIP/CITY	CLASS	FEATURE	% CHANGE	2008 Estimated
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All Townships	Agricultural	Land	6.00%	<u>Market Value Market Adjustment and Appeal Process Reviewed - Continued</u>
All Townships	Agricultural	HGA	-7.50%	
All Townships	Residential	Land/Dwelling	-5.50%	
Claremont City	Residential	Lot/Dwelling	-8.00%	
Dodge Center	Residential	Lot/Dwelling	-5.50%	
Hayfield City	Residential	Lot/Dwelling	-8.00%	
Kasson	Residential	Lot/Dwelling	-8.00%	
Mantorville City	Residential	Lot/Dwelling	-5.50%	
West Concord	Residential	Lot/Dwelling	-8.00%	
All Townships	Commercial	Lot/Improvements	10.50%	
Claremont City	Commercial	Lot/Improvements	10.50%	
Dodge Center	Commercial	Lot/Improvements	11.50%	
Hayfield City	Commercial	Lot/Improvements	12.00%	
Kasson	Commercial	Lot/Improvements	11.00%	
Mantorville City	Commercial	Lot/Improvements	9.5%	
West Concord	Commercial	Lot/Improvements	-7.00%	
All Cities	Industrial	Lot/Improvements	10.50%	

Mr. Engelstad informed the Board that his focus for the upcoming Local Boards of Appeal and Equalization, open book meetings, and County Board of Appeal and Equalization is: 1) to improve taxpayer awareness of the assessment process in general and the appeal process in particular and 2) to provide a meaningful forum for addressing classification and valuation concerns. The County Assessor believes that the Board has also expressed these same goals in the past.

The County Assessor shared the following specific steps that his staff intends to implement this year:

1. Insert a colorful reminder in the Valuation Notices to review their property's valuation and classification and what steps to take if they have questions or concerns.
2. Initiate an "Appeals Application" this year with check boxes for the three reasons a taxpayer might want to appeal. It would also have a short explanation of the Assessor's duties and the appeal process.
3. Provide the taxpayers, city councils, town boards, and County Board with more information on what has happened over the course of the year in the real estate market in general.
 - a. The scope, level, and diversity of new construction.
 - b. The scope, level, and diversity of property sales throughout the county.
4. Provide the taxpayers and the elected officials with more information on what has occurred with the property assessments generally and specifically between last year and the current year. The best indicator would be the amount of "local effort" or market adjustment between the Fall Mini Abstract from last year to the Spring Mini Abstract of this year. Excluded from the "local effort" calculations are new improvements, class shifts, and increases due to platting.

- 5. Besides the aforementioned information, the Assessor’s Office wants to provide the appellants and LBAE members with copies of their CAMA Property Record Cards and a list of comparable sales with pictures.

2008 Estimated Market Value Market Adjustment and Appeal Process Reviewed - Continued

The Assessor’s Office mission has always been to assess all properties in Dodge County equitably, fairly and transparently, as defined by the Minnesota Statutes.

The Board expressed concern with the percentage of increase for commercial properties. Most of the classifications experienced a decrease while nearly all of the commercial properties appeared to have increased significantly.

Mr. Engelstad informed the Board that the increases were warranted due to commercial property sales in these areas last year.

The Board indicated that they appreciate the update but asked that the Assessor be prepared to show specific examples of sales in each of the cities and townships for the past year and that he be able to explain and/or justify to the taxpayers any increases, especially for commercial property.

County Attorney Paul Kiltinen informed the Board that there were no new legal issues to report since the last update.

Legal Update

The County Attorney left the meeting at 11:22 a.m. CDT.

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 contribute money to the Sage Enrichment Center. The Center will provide Human Services clients with mental health problems a place to meet for peer support, socialization, and Adult Rehabilitative Mental Health Services (ARMHS) counseling services. It is the Human Services Director’s belief that the center will be able to be self-sustaining on a yearly basis through case management reimbursements and United Way grants. It was noted that this amount was included in the South Country Health Alliance (SCHA) Equity Distribution plan proposal as a possible funding source. If that option is not selected the Human Services Director recommends that the funds come from the Human Services fund balance.

Sage Enrichment Center Contribution Approved

Motion by Hanson seconded by Tjosaas to approve and authorize Human Services to send the South Central Human Relations Center \$7,500 for Dodge County’s share of the start-up costs of the new Sage Enrichment Center developed and opened in Owatonna. Funds will come from the South Country Health Alliance Equity Distribution funding source. If SCHA funding is not available, funds will come from the Human Services fund balance. *Motion adopted unanimously.*

The Board acknowledged that the Dodge County Human Services Child Support and Recovery Unit was one of 25 counties selected to be part of the Child Support self-assessment process. Their review was conducted on the 27th and 28th of February. The results were excellent. The Dodge County Human Services Child Support and Recovery Unit met federal compliance requirements on nine of the nine audit areas and exceeded the state average in nine of the nine areas. The Board commended the Child Support and Recovery Unit for their work.

Human Services
Child Support and
Recovery Unit
Recognized

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

Public Health
Committee Report

Commissioner Erickson reported that baby items have been donated by “KM Homemaker’s Club”, Kasson, MN valued at \$60.12, Faith Lutheran Church Quilters Group, Dodge Center valued at \$14.00, private citizen valued at \$6.00 and Zumbro Willing Workers Homemakers, Kasson, MN and a cash donation of \$25.00. The Public Health Director is requesting authorization to accept these donations for the Public Health Nest program. Public Health has also received baby item donations from Faith Lutheran Church, Dodge Center valued at \$150.00 designated for the Family Connections Program.

Donations to Public
Health Nest Program
and Family
Connections
Programs Approved
by Resolution
#2008-17

Motion by Erickson seconded by Gray to approve and authorize the Chair and Deputy Clerk to sign resolution #2008-17 authorize the Public Health Department to accept donations for the Nest and Family Connections programs:

WHEREAS, the Dodge County Public Health Department has received a donation from “KM Homemaker’s Club, Kasson, MN., Faith Lutheran Church Quitters Group, Dodge Center, MN, Zumbro Willing Workers Homemakers, Kasson, MN, and private citizen; and

WHEREAS, the Dodge County Public Health Department wishes to accept these donations and utilize them for the purpose of the Nest and Family Connections Programs; 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.

NOW THEREFORE BE IT RESOLVED, that the Dodge County Board of Commissioners hereby accepts the following donations to be used for the Nest and Family Connections Programs:

KM Homemaker’s Club, Kasson	\$ 60.12 (baby items)
Faith Lutheran Church Quitters Group, Dodge Center	\$164.00 (baby items)
Zumbro Willing Workers Homemakers, Kasson	\$ 25.00 (cash)
Private Citizens	\$ 6.00 (baby items)

Resolution adopted unanimously.

The Board reviewed the Public Health Director’s request to approve the 2008-2011 Dodge County’s South Country Health Alliance (SCHA) Equity Disbursement Plan.

2008-2011 Dodge County South Country Heal Alliance Equity Disbursement Plan Approved

Over the past several months the Human Services Director and Public Health Director have had numerous discussions/meetings regarding the SCHA disbursement plan for Dodge County. They have been able to visit with Public Health Directors as well as Human Service Directors from each of the participating counties of SCHA and review their plans. To date many counties have implemented a plan. Most recently Dodge County’s Community Health Services sister, Steele County, was able to present their plan to their County Board and receive approval to move forward.

It was reported that Ms. Espey and Mr. Hartung have met with Commissioner Erickson, the County Administrator and Finance Director to review the details of the equity disbursement. All persons involved with the process have had an opportunity to review and provide feedback on the proposed plan.

Motion by Erickson seconded by Gray to approve and authorize the 2008-2011 Dodge County South Country Health Alliance Equity Disbursement Plan proposal as presented. *Motion adopted unanimously.*

The Board reviewed the Local Public Health/Maternal Child Health Services 2007 Statistical/Expenditure Report and 2008 Local Public Health Budget information provided by the Public Health Director.

Local Public Health/ Maternal Child Health Services 2007 Statistical/ Expenditure Report and 2008 Local Public Health Budget Approved

The data was compiled and analyzed. The Minnesota Department of Health Reporting Forms for 2007 were completed for Dodge Community Health Services, Maternal Child Health Statistical/Expenditures and the 2008 Local Public Health Budget. The reports were presented, reviewed/discussed and supported by the Dodge-Steele Joint Boards of Health on March 14th.

Motion by Erickson seconded by Gray to approve the Local Public Health/Maternal Child Health Services 2007 Statistical/Expenditure Report and 2008 Local Public Health Budget as presented. *Motion adopted unanimously.*

Commissioner Gray presented a summary of the Public Works Committee report and action items.

Public Works Committee Report

The Board discussed the Environmental Educator’s request to approve and sign a Grant Agreement with Triton Schools for an educational field trip to Eagle Bluff Learning Center.

Grant Agreement with Triton Schools for Educational Field Trip Approved

Eagle Bluff Environmental Learning Center, near Lanesboro, provides extended-stay environmental learning experiences for school groups. Triton School sixth graders are planning a three day trip there in May, with a focus on classes dealing with the water quality of ponds and streams, as well as the karst environment of southeast Minnesota.

The Environmental Quality Department reviewed the curriculum taught at Eagle Bluff and recommended to Triton classes which would teach students a better understanding of how their actions impact both our water quality and geology systems. Environmental Quality staff feels that this type of educational opportunity fits well with the goals of their Comprehensive Water Plan.

Grant Agreement with Triton Schools for Educational Field Trip Approved - Continued

Motion by Gray seconded by Erickson to approve and authorize the Chairman of the Board and Deputy Clerk to sign a grant agreement with Triton Schools to use \$1,000 from the Environmental Grant & Loan Fund to defray costs of attending an educational field trip to Eagle Bluff Learning Center. *Motion adopted unanimously.*

The Board reviewed the County Engineer’s request to advertise for project SP 20-030-01. This project is for the re-alignment at three intersections within the county using federal safety funds. These intersections involve roads intersecting with high-speed curves. The re-alignment of these intersections will improve the safety of the traveling public. The three intersections are located at:

Advertising for SP 20-030-01 Approved

1. CSAH 3 and CAR ‘O’ in Ripley Township.
2. CSAH 5 and Dodge/Mower Road in Westfield Township.
3. CSAH 22 and 560th Street in Concord Township.

It is not expected that the safety funds will be exceeded. 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 Erickson to approve and the Highway Department to set dates to advertise and open bids for SP 20-030-01 at the discretion of the County Engineer and County Administrator due to the complexity of working with federal funds. *Motion adopted unanimously.*

The Board discussed the County Engineer’s request to advertise for 2008 bituminous projects.

2008 Bituminous Projects Bid Date Set

The project is for the overlaying of bituminous on several roads within the county as well as road projects in the City of Mantorville. The county is including the city’s project with theirs in order to receive a better price on the bituminous. Adding the additional roads makes the project more cost effective for the contractor.

The 2008 bituminous projects included are as follows:

- | | |
|--|--|
| <ol style="list-style-type: none"> 1. SAP 20-609-024 2. SAP 20-635-005 3. CP 20-0803 4. City of Mantorville Projects | <p>CSAH 9 – Between CSAH 34 and CSAH 16
 CSAH 35 (Clay St. and 9th St. in the City of Mantorville
 CAR H – Between CSAH 5 and CSAH 7</p> |
|--|--|

The project will be done using state aid 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.

2008 Bituminous
Projects Bid Date Set
- Continued

Motion by Gray seconded by Erickson to approve and authorize the Highway Department to advertise for bituminous bids with a bid opening on April 30, 2008 at 11:00 a.m. *Motion adopted unanimously.*

Commissioner Alberts 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 11, 2008 Committee of the Whole meeting minutes as presented. *Motion adopted unanimously.*

03/11/08 Committee
of the Whole Meeting
Minutes Approved

Motion by Erickson seconded by Hanson to approve and authorize the March 11, 2008 meeting minutes as corrected on page 78. *Motion adopted unanimously.*

03/11/08 Meeting
Minutes Approved

The Board reviewed the Building Operations Supervisor’s request to approve 2008 lawn care services.

2008 Lawn Care
Services Approved

Dodge County received proposals for 2008 lawn care services for the Courthouse/Annex, Sheriff’s Maintenance Garage and Historical Society locations.

The Building Operations Supervisor requested proposal information for weed control and fertilizer at four applications for combination spray and granular or all granular per year, fall aeration and seeding, and hard surface spraying of weeds along sidewalks, curbs, planting beds and rock bed at the courthouse location only.

Mr. Friedt received the following proposal information:

VENDOR	(1) WEED CONTROL & FERTILIZER	(2) AERATION & SEEDING	(3) HARDSURFACE & BEDS WEED CONTROL
Bzoskie Lawn Care, Inc. Kasson, MN	\$421 .74/yr (all granular)	\$500.00	included
Scanlon Mow ‘N Snow Hayfield, MN	\$372.24/yr (spray and granular)	\$450.00	\$ 50.00/time
MN Outdoor Maintenance Rochester, MN	\$464.40/yr (spray and granular)	\$499.00	\$ 99.00/time
Wintergreen Lawn Rochester, MN	no price submitted	no price submitted	no price submitted

Proposals for mowing and trimming at the Courthouse/Annex, Sheriff's Maintenance Garage and Historical Society are as follows:

2008 Lawn Care Services Approved - Continued

	(4) MOWING/TRIMMING Approximately 20 times per year*
Bzoskie Lawn Care	\$ 100.00/time or \$2,000.00
Scanlon Lawn Care	\$ 170.00/time or \$3,400.00
MN Outdoor Maintenance	\$ 99.00/time or \$1,980.00
Wintergreen Lawn & Snow	\$ 125.00/time or \$2,500.00

*Mowing times are approximate based on moisture throughout the growing season from April through October.

Tabulation:

Bzoskie Lawn Care	Scanlon Lawn/Snow	MN Outdoor Maintenance	Wintergreen
(1) \$ 421.74	\$ 372.24	\$ 464.40	no price
(2) \$ 500.00	\$ 450.00	\$ 499.00	no price
(3) \$ FREE	\$ 50.00	\$ 99.00	no price
(4) \$ 2,000.00	\$3,400.00	\$1,980.00	\$2,500.00
Total \$ 2,921.74	\$4,272.24	\$3,051.40	**\$2,500.00

** Price is lawn mowing and trimming only.

Motion by Gray seconded by Tjosaas to approve and authorize Bzoskie Professional Lawn Service, Inc. of Kasson, MN to provide 2008 lawn care services to the county at the prices quoted. *Motion adopted unanimously.*

Commissioners provided their agency reports. Commissioner Hanson attended a Wasioja Township meeting, a Dodge-Steele Public Health Joint Powers meeting, a Fairview Care Center meeting, a meeting at the capital with townships and a Wind Energy meeting. Commissioner Alberts attended a Public Health Joint Powers meeting, a Care Center meeting and a Township meeting. Commissioner Gray went to four township locations on March 11th, attended an RC&D meeting and a Fairview Care Center meeting. Commissioner Erickson attended annual Township meetings for Vernon, Hayfield, Westfield, Ripley and Ashland. Commissioner Tjosaas attended a Public Health meeting, a Care Center meeting, a Semcac meeting and a Wind Energy meeting.

Agency Reports

Motion by Gray seconded by Hanson to adjourn the meeting at 12:10 p.m. CDT. *Motion adopted unanimously.*

Meeting Adjourned

The next regular meeting of the Dodge County Board of Commissioners will be held on April 8, 2008 at 9:30 a.m. CST.

Next Regular Meeting

ATTEST:

KLAUS ALBERTS
CHAIR, COUNTY BOARD

BECKY LUBAHN
DEPUTY CLERK

DATED: