

**TUESDAY, APRIL 14, 2009**

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

**STATE OF MINNESOTA)  
DODGE COUNTY)**

**COUNTY ADMINISTRATION OFFICE  
MANTORVILLE, MN**

**2009-07 C.O.W.**

The Dodge County Commissioners met in Committee of the Whole April 14, 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

Environmental Quality Director Mark Gamm met with the Board to discuss his plans for the Environmental Quality/Planning department reorganization.

Environmental  
Quality/Planning  
Department  
Reorganization  
Discussion

Mr. Gamm informed the Board that the first step in the reorganization process will be to rename the two offices, he suggested renaming the department to the Environmental Services Department. It was noted that this departmental name is also used by other smaller counties. Commissioners were in favor of the counties having similarly named departments, they felt it would make it easier for customers to find the offices they are looking for.

The Environmental Quality Director shared with the Board the mission for this department.

Mr. Gamm discussed conflicts between EDA services and Planning services.

The Environmental Quality Director commented that he also sees a need for his department to work with the Soil and Water Conservation District office.

Mr. Gamm discussed the possibility of utilizing Bruce Schwartau's skills and knowledge to assist the county with setting up a county EDA program. Mr. Schwartau is very knowledgeable in this area and would be a great resource in developing a county EDA.

Commissioner Hanson wanted to know what other counties are doing with EDA.

The Environmental Quality Director stated that what other counties are doing with EDA is all over the board. Most cities rely on a facilitator. Mr. Gamm noted that economic development is not promoted outside the city limits and that the county does have some administrative responsibilities to these programs.

County Administrator David McKnight commented that he and the Environmental Quality Director need to hear EDA’s input from their meeting and that once they have this information it needs to be shared with the County Board.

Commissioner Erickson informed the Board that the feedback he is hearing regarding the EDA meetings the county has had is that the communities like the information they are receiving from these meetings.

Mr. McKnight stated that they need more time to discuss the whole reorganization plan. The County Administrator indicated that the Environmental Quality Director needs to elaborate on what will happen with the reassignment of planning duties.

Mr. Gamm talked about the proposed organizational structure. The plan is to have the department head take on more of the planning duties including township zoning issues. Other duties would be distributed to various people within the department. FTE’s will be changed within the department but they do not intent to add any new employees at this time. The Environmental Quality Director hopes to stay within the budget by not replacing the Planning Director, redistributing the work load and increasing pay if it is warranted.

Mr. Gamm commented that his office needs to coordinate with the Soil and Water Conservation District. The Soil and Water office needs a manager to help them move to the next step and do the necessary paperwork to help find them more grants. The office is also in need of administrative help.

Commissioner Hanson expressed concern with the Environmental Quality/Planning office not being involved in offering EDA services in the county since he feels that this is a big part of the work that is handled by the current Planning Director.

It was clarified that the EDA references crossed off on the reorganization sheet were only crossed off for the time being and would be dealt with at a later date.

The County Administrator informed the Board that this discussion item will be continued to the work session next Tuesday.

The Environmental Quality Director was thanked for the information.

The Chair adjourned the meeting at 9:28 a.m. CDT.

Meeting Adjourned

**ATTEST:**

\_\_\_\_\_  
DAVID HANSON  
CHAIR, COUNTY BOARD

\_\_\_\_\_  
BECKY LUBAHN  
DEPUTY CLERK

\_\_\_\_\_  
DATED: