

**TUESDAY, MAY 25, 2010**

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

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

**COUNTY ADMINISTRATION OFFICE  
MANTORVILLE, MN**

**2010-10**

The Dodge County Board of Commissioners met in regular session May 25, 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 9:30 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:	Jim Elmquist	County Administrator
	Becky Lubahn	Deputy County Clerk

Motion by Erickson seconded by Gray to approve and adopt the agenda as presented. *Motion adopted unanimously.*

Agenda Approved

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

Human Services  
Committee Report

Emergency Management Director Matthew Maas requested authorization to accept a 2010 Emergency Management Performance Grant (EMPG) award.

2010 Emergency  
Management  
Performance Grant  
Agreement  
Approved

Mr. Maas informed the Board that Dodge County has been awarded a 2010 Emergency Management Performance Grant in the amount of \$21,220.00. The purpose of the EMPG is to assist Dodge County in maintaining a full time Emergency Management Director and to pay a portion of this positions salary and benefits. These funds are allocated to Emergency Management Planning, maintenance, salary and benefits.

Motion by Hanson seconded by Erickson to approve and authorize the acceptance of the 2010 Emergency Management Performance Grant and authorize the Chair and Emergency Management Director to sign the grant agreement as requested. *Motion adopted unanimously.*

County Recorder Sue Alberts provided for the Board's review the government corner surveyor quotes.

Government Corner  
Surveyor Contract  
Approved

The following quote information was shared:

Company	Quote Amount
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Government Corner

Bolton & Menk, Inc. Mankato, MN	\$77,750.00
Bonestroo St. Cloud, MN	\$149,140.00
Massey Land Surveying & Eng. Kasson, MN	\$69,240.00
WSB & Associates, Inc. Minneapolis, MN	\$110,050.00
Widseth, Smith, Nolting Rochester, MN	\$118,450.00
Yaggy Colby Associates Rochester, MN	\$92,750.00

Surveyor Contract  
Approved -  
Continued

Ms. Alberts recommended that the Board approve a Government Corners Surveyor Contract to locate and establish all government corners in the county.

The County Recorder stated that the Surveyor awarded the contract would start with eight to nine townships to begin with and establish coordinates for the corners that have been located which do not have GPS coordinates on file.

Ms. Alberts reported that the plan is to establish 90 corners by December 2010. The County Recorder also pointed out that 170 GPS coordinates need to be established for corners that have already been located.

Commissioner Gray wanted to know if the County Recorder felt the quotes received were a good price.

Ms. Alberts stated that she felt the lowest quote received was an excellent price.

County Engineer Guy Kohlhofer was available to answer questions on locating government corners, correction sections and section corners.

Motion by Alberts seconded by Gray to approve and authorize the County Recorder and County Engineer to work with the County Attorney to draft a contract to award the government corner surveyor project to Massey Land Surveying & Engineering of Kasson, MN at a cost of \$69,240 and authorize the Chair and County Administrator to sign the contract. The money for the project will come from the County Recorder's fund. *Motion adopted unanimously.*

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

Personnel Actions  
Approved

**A. Environmental Services**

- A.1 Dean Schrandt – Water Program Manager  
Step increase from B31 step 4 \$19.47 to B31 step 3 \$20.09.  
Effective Date: 5/30/10

**B. Recorder's Office**

- B.1 Ramona McAndrew – Deputy Recorder/Abstracter  
Step increase from B22 step 2 \$17.87 to B22 step 1 \$18.40.  
Effective Date: 6/5/10

Personnel ActionsApproved -  
Continued**C. Sheriff's Office**

- C.1 Scott Prins – Deputy Sheriff  
Step increase from C41 36 month step \$22.76 to C41 48 month step  
\$23.56.  
Effective Date: 5/8/10
- C.2 Onawa Dostal – 911 Dispatcher .8 FTE  
Step increase from B22 step 4 \$17.27 to B22 step 5 \$17.79.  
Effective Date: 5/9/10

**D. Human Services**

- D.1 Becky Eifert – Financial Worker  
Step increase from B23 step 8 \$15.67 to B23 step 7 \$16.18.  
Effective Date: 6/2/10
- D.2 Office Support Specialist – 1.0 FTE  
Authorization to post and fill vacancy created by resignation.  
Effective Date: 5/25/10

**E. Attorney's Office**

- E.1 Mary Lewison – Legal Secretary .5 FTE  
Regular status and step increase from B22 step 10 \$14.10 to B22 step 9  
\$14.43.  
Effective Date: 5/11/10

**F. Administration**

- F.1 Custodian/Maintenance – 1.0 FTE  
Authorization to post and fill vacancy created by resignation.  
Effective Date: 5/25/10

*Motion adopted unanimously.*

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

Bills Approved

01	Revenue Fund	\$ 79,593.25
11	Human Services Fund	\$ 118.07
13	Road and Bridge Fund	\$ 26,331.54
16	Environmental Quality Fund	<u>\$ 68,792.13</u>
	Total	\$174,834.99

*Motion adopted unanimously.*

The County Attorney was not available to provide the Board with a legal update.

Legal Update

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

Public Safety  
Committee Report

The Board reviewed the Drug Court Coordinator's request to approve a \$100.00 donation from the Third Judicial District Judges in recognition of Judge Agerter's retirement.

Adult Drug Court  
Donation Approved  
by Resolution  
#2010-32

Eric Thompson requested that the commissioner's approve the \$100.00 donation to the Dodge County Drug Court in Judge Agerter's name.

Motion by Hanson seconded by Erickson to approve and authorize the Chair and Deputy Clerk to sign resolution #2010-32 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 adopt 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 accept the following donation to be used for future graduates of the Dodge County Drug Court Program:

Third Judicial District Judges - \$100.00 Donation in Recognition of Judge  
Lawrence E. Agerter's Retirement

**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.*

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

Public Works  
Committee Report

The Board reviewed the Waste Management Specialist's request to approve a 2010 MPCA Environmental Assistance Time-Sensitive Grant Agreement.

2010 MPCA  
Environmental  
Assistance Time-  
Sensitive Grant  
Agreement  
Approved by  
Resolution  
#2010-33

The grant application is similar to the grant that was applied for in October 2009. The grant application is for a Source Separated Organics Collection and Onsite Compost Bins for interested schools, businesses and residents. Dodge County is eligible to receive \$9,999.00.

Motion by Gray seconded by Alberts to approve and authorize the Chair and Deputy Clerk to sign resolution #2010-33 in support of Environmental Services pursuing a 2010 MPCA Environmental Assistance Time-Sensitive Grant Agreement with the Minnesota Pollution Control Agency:

**WHEREAS**, Dodge County Environmental Services has applied for a grant from the Minnesota Pollution Control Agency (MPCA), under its Environmental Assistance Time-Sensitive Grant Program; and

2010 MPCA  
Environmental  
Assistance Time-  
Sensitive Grant  
Agreement  
Approved by  
Resolution  
#2010-33 -  
Continued

**WHEREAS**, if MPCA funding is received, Dodge County Environmental Services is committed to implementing the proposed project as described in the grant application; and

**WHEREAS**, MPCA requires that Dodge County Environmental Services enter into a grant agreement with MPCA that identifies the terms and conditions of the funding award.

**THEREFORE BE IT RESOLVED**, that the Dodge County Board of Commissioners hereby agree to enter into and sign a grant agreement with the MPCA to carry out the project specified therein and to comply with all of the terms, conditions, and matching provisions of the grant agreement and authorizes and directs the Dodge County Environmental Services Director to sign the grant agreement on its behalf.

*Resolution adopted unanimously.*

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

Administration  
Committee Report

The Board discussed the Executive Assistant's request to appoint a replacement for the Dodge County SELCO/SELS Representative.

Dodge County  
SELCO/SELS  
Representative  
Appointed

On July 31, 2010 Frances Johnson will be completing her term as Dodge County Representative to the SELCO/SELS Library Board of Directors.

A letter from Ms. Johnson indicated that she felt it was a privilege for her to serve as Dodge County's SELCO/SELS Representative for the last nine years. Ms. Johnson also enjoyed working on behalf of Dodge County residents to help ensure the availability and the continuing quality of library service.

Frances Johnson's letter to the Board stated that the person in the Dodge County SELCO/SELS Representative position needs to understand library service and its funding and be able to work with a diverse group of library representatives from the eleven county SE Minnesota region.

Ms. Johnson recommended that her replacement be Reverend Clint Patterson who is currently the Pastor of the First Presbyterian Church in Kasson. Frances Johnson feels that Mr. Patterson would be an excellent representative for Dodge County. Pastor Patterson is currently chairman of the Friends of the Kasson Library Association, has been an active participant in all of the activities of the Kasson Public Library and has a very good understanding of public libraries, their function and their funding. It was Ms. Johnson's opinion that Pastor Patterson has an excellent quality of being able to see both sides of an issue and the ability to draw others to a consensus.

Motion by Hanson seconded by Gray to appoint Clinton Patterson as the Dodge County SELCO/SELS Representative effective August 1, 2010 as recommended. *Motion adopted unanimously.*

Dodge County  
SELCO/SELS  
Representative  
Appointed -  
Continued

Motion by Erickson seconded by Gray to approve and authorize the May 11, 2010 Committee of the Whole meeting minutes as presented. *Motion adopted unanimously.*

05/11/10 Committee  
of the Whole  
Meeting Minutes  
Approved

Motion by Alberts seconded by Hanson to approve and authorize the May 11, 2010 meeting minutes as corrected on page 102. *Motion adopted unanimously.*

05/11/10 Meeting  
Minutes Approved

Commissioners provided their agency reports. Commissioner Hanson attended a WDI Joint Powers meeting, a Fairview Care Center meeting, a work session and an AMC meeting. Commissioner Alberts attended a Fairview Care Center meeting, a work session, an AMC meeting and a Township Officers meeting. Commissioner Gray attended a Care Center meeting and an AMC District meeting. Commissioner Erickson attended a SCHA Executive Committee meeting, a Fairview Care Center meeting, a work session, a DFO Advisory Board meeting, an EDA meeting, a SE MN Toward Zero Death workshop, an AMC District IX meeting and a regular County Board meeting. Commissioner Tjosaas attended an AMC meeting and a Care Center meeting.

Agency Reports

Motion by Hanson seconded by Gray to adjourn the meeting at 10:33 a.m. CDT. *Motion adopted unanimously.*

Meeting Adjourned

The next regular meeting of the Dodge County Board of Commissioners will be held on June 8, 2010 at 9:30 a.m. CDT.

Next Regular  
Meeting

**ATTEST:**

\_\_\_\_\_  
LYLE TJOSAAS  
CHAIR, COUNTY BOARD

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

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