

TUESDAY, MAY 27, 2008

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

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

**COUNTY ADMINISTRATION OFFICE
MANTORVILLE, MN**

2008-10

The Dodge County Board of Commissioners met in regular session May 27, 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 County Attorney arrived to the meeting at 9:31 a.m. CDT.

County Attorney
Arrived

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:	David McKnight	County Administrator
	Becky Lubahn	Deputy County Clerk
	Paul Kiltinen	County Attorney

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

Agenda Approved

Renewable Energy Systems developer David Savage provided the Board with an update on the Pleasant Valley Wind Energy Project that is being proposed for Dodge County.

Wind Project Update

Planning Director Duane Johnson was available to comment on the proposal and clarified Dodge County's setback requirements for the turbines.

Commissioner Alberts wanted to know why there was a setback requirement of one tower per quarter mile. It was his opinion that the turbines could be placed closer together.

Mr. Savage reported that the setback requirements are all about energy capture. Other reasons listed for the setback requirements included wake affect, the fact that placing the towers too close together causes undue vibration resulting in additional maintenance to the turbines and the desire to get the most out of the wind energy available.

The Board discussed with Mr. Savage and Mr. Johnson lease terms. It was noted that the lease agreement with the landowners are effective for seven years.

Wind Project Update
- Continued

The Board ran out of time to discuss this item and thanked Mr. Savage for the update.

Environmental Quality Director Mark Gamm met with the Board to discuss his request for two feedlot project grants. Assistant Feedlot Officer/Zoning Administrator Ken Folie was available to comment.

Feedlot Project
Grants Approved

Mr. Gamm reported that Jason French, who operates a dairy farm, has applied for two separate grant programs currently available:

1. Dodge County Environmental Trust Fund may award grants up to \$1,500 for feedlot improvements that reduce impacts to surface or groundwater.
2. Hiawatha Valley RC&D may award grants up to \$5,000 for feedlot improvements that reduce impacts to surface or groundwater.

Both grant programs are administered by Dodge County Environmental Quality. Both grants are issued on a cost reimbursement basis.

The Environmental Quality Director informed the Board that Jason French has been working with contracted feedlot specialist Larry Berg and Feedlot Officer Ken Folie to design and install a treatment system for feedlot runoff. The project consists of a curbed concrete lane with grass filter strip for runoff treatment. The estimated cost of construction is \$12,100. The project is scheduled to be completed by the end of June this year. Mr. French's grant application was provided for the Board's review.

Commissioner Alberts noted that he is familiar with this dairy farm and believes this would be money well spent.

Commissioner Hanson commended Ken Folie and Larry Berg for the work that was done on this request.

Motion by Erickson seconded by Tjosaas to approve and authorize a \$1,500 grant from the Environmental Trust Fund and a \$5,000 grant from Hiawatha Valley RC&D to Jason French for feedlot improvements that reduce impacts to surface or groundwater. *Motion adopted unanimously.*

County Engineer Guy Kohlnhofer reported that the Minnesota Department of Transportation in connection with the Concrete Paving Association has awarded the Merit Award for Outstanding Performance to the Dodge County Highway Department for their work in the concrete pavement rehabilitation of CSAH 17. This project consisted of a joint effort between Dodge and Olmsted counties to retrofit dowel bars, diamond grind the surface and install paved shoulders along the east county line road. The total cost of the project was approximately \$2.3 million with Dodge County covering a little over \$700,000. Staff from both counties worked together to design and complete this project creating a smooth surface of increased strength and service life.

Dodge County Highway Department Recognized for Concrete Pavement Rehabilitation of CSAH 17

The County Administrator and County Board commended the joint efforts of the Dodge County Highway Department and the Olmsted County Highway Department on the concrete pavement rehabilitation of CSAH 17.

Mr. Kohlnhofer informed the Board that bids were opened on May 20, 2008 at 11:00 a.m. for SAP 20-599-096. This project is for the construction of Bridge No. 20J32 and the approach grading located on 575th Street approximately one mile east of County Road 7 in Concord Township.

Contract for SAP 20-599-096 Awarded

The following bids were received:

- | | |
|-----------------------------|--------------|
| 1. Swenke Company | \$112,558.00 |
| 2. Kimball Excavating, Inc. | \$128,914.50 |
| 3. Mathiowetz Construction | \$129,499.87 |

Motion by Gray seconded by Hanson to award the contract for SAP 20-599-096 to low bidder, Swenke Company for \$112,558.00 with change order and supplemental agreement approval up to 10% of the contract amount. *Motion adopted unanimously.*

Interim Human Services Director Gary Trelstad and Collection Services Supervisor Greta Vomhof shared with the Board a Dodge County Child Support Compliance Report.

Dodge County Child Support Compliance Report

The Board commended the work of the Dodge County Child Support staff and thanked Ms. Vomhof and Mr. Trelstad for the report.

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

Personnel Actions Approved

A. Public Health

A.1 Crystal Bock – Health Educator
Regular status and step increase from C41 step 8 \$17.68 to C41 step 7 \$18.34.

Effective Date: 5/29/08

A.2 Kyla DeLeon – Account Technician
Resignation.

Effective Date: 6/6/08

- A.3 Account Technician - .80 FTE
Authorization to post and fill vacancy created by resignation.
Effective Date: 5/27/08
- A.4 Kyla DeLeon – Account Technician
Regular status and step increase from B23 step 8 \$14.25 to B23 step 7 \$14.72.
Effective Date: 6/4/08
- B. Human Services**
- B.1 Annette Schneckloth – Child Support Officer
Annual review.
Effective Date: 5/29/08
- B.2 Ursula Olson-Hernandez – Financial Worker
Resignation.
Effective Date: 5/16/08
- B.3 Financial Worker – 1.0 FTE
Authorization to post and fill position created by resignation.
Effective Date: 5/16/08
- B.4 Becky Eifert – Financial Worker 1.0 FTE
Authorization to employ at B22 step 9 \$12.99 to fill approved vacancy.
Effective Date: 6/2/08
- B.5 Jodi Schutz – Financial Worker – On-Call
Authorization to employ on-call at B22 step 1 \$16.78 due to workload and staff training needs.
Effective Date: 6/2/08
- C. Sheriff's Department**
- C.1 Jean Valere – Deputy Sheriff
Step increase from C41 36 month step \$21.51 to C41 48 month step \$22.26.
Effective Date: 4/27/08
- C.2 Scott Prins – Deputy Sheriff
Step increase from C41 12 month step \$18.77 to C41 24 month step \$20.10.
Effective Date: 5/8/08
- D. Assessor's Office**
- D.1 Mike Stupka – Property Appraiser
Step increase from B23 step 3 \$16.72 to B23 step 2 \$17.27.
Effective Date: 5/16/08
- E. Environmental Quality**
- E.1 Seasonal Sorter/Processor
Authorization to post and fill one position not to exceed 6 months.
Effective Date: 5/9/08
- E.2 Dominic Dahlen – Seasonal Sorter/Processor
Authorization to employ at A11 step 11 \$9.73 not to exceed 6 months.
Effective Date: 5/27/08
- E.3 Duane Johnson – Planning Director
Annual review.
Effective Date: 5/2/08

Personnel Actions
Approved -
Continued

F. Recorder’s Office

- F.1 Amy Kunkel – Data Entry
 Authorization to employ at A12 step 11 \$10.70 to fill approved vacancy not to exceed 6 months.
 Effective Date: 5/20/08

Personnel Actions
Approved -
Continued

G. Highway Department

- G.1 Guy Kohlnhofer – County Engineer
 Annual review.
 Effective Date: 4/30/08
- G.2 Jacob Cray – Engineering Technician II
 Authorization to employ at B22 90% of hire \$19.61 (\$16.61 + \$3 R/R) to fill approved vacancy.
 Effective Date: 5/27/08

H. Extension

- H.1 Adrienne Hodgman – Administrative Assistant - .75 FTE
 Step increase from A13 step 7 \$11.72 to A13 step 6 \$12.07.
 Effective Date: 4/24/08
- H.2 James Speer - 4H Summer Assistant
 Authorization to employ at \$10.00 to fill approved vacancy.
 Effective Date: 5/27/08 – 8/15/08

Motion adopted unanimously.

Taxpayer Services Director Rose Culbertson reviewed bills with the Board. Motion by Gray 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	\$ 62,652.28
11	Human Services Fund	\$ 221.44
13	Road and Bridge Fund	\$ 55,437.79
16	Environmental Quality Fund	\$ 71,900.25
64	Environmental Grant & Loan Fund	<u>\$ 746.33</u>
	Total	<u>\$190,958.09</u>

Motion adopted unanimously.

County Attorney Paul Kiltinen informed the Board that he had no new legal news to update them on.

Legal Update

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

Public Safety
Committee Report

The Board reviewed the Sheriff’s request to purchase an ATV trailer.

Sheriff’s Office ATV
Trailer Purchase
Approved

Last fall the Sheriff’s Office applied for and received a grant from the Department of Natural Resources in the amount of \$8,400. \$4,200 of this is designated for the current fiscal year and \$4,200 for the next fiscal year. This is an ATV safety training grant. Allowable expenditures include reimbursement for the purchase of equipment and supplies, reimbursement for officer time spent for safety training, and any other expenses related to ATV safety training. This grant is similar to the Sheriff’s Office snowmobile safety training grant.

The Sheriff would like to purchase a trailer and asked that the Board authorize the purchase. Two price quotes were provided for the Board's review, one from Ferguson Trailer Sales in Rochester and one from Johnson Trailer Sales in Colfax, Wisconsin. Both trailers are similar and would meet the Sheriff's Office needs.

Sheriff's Office ATV Trailer Purchase Approved - Continued

The Sheriff recommends purchasing an ATV trailer from Ferguson Trailer Sales because of their close proximity. In addition to the purchase price, the Sheriff's Office will be responsible for tax and registration. Also noted was the fact that the Sheriff's Office will need a tool box and brake controller for the tow vehicles. The funds for these expenses will also be covered by the grant.

Motion by Tjosaas seconded by Hanson to approve and authorize the Sheriff's Office to purchase a 77x14 tandem axle ATV trailer from Ferguson Trailer Sales of Rochester at a cost of \$2,250 plus tax and registration. Also included in the motion was authorization for the Sheriff's Office to purchase a tool box and brake controller for the tow vehicles. *Motion adopted unanimously.*

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

Public Health Committee Report

The Board reviewed Public Health's request to accept a donation from Saint John's Lutheran Church, Kasson, MN and Erdman's County Market, Kasson, MN. Saint John's has donated baby items valued at \$329.00 and Erdman's County Market has donated \$250.00 to the Public Health Nest program.

Public Health Nest Program Donations Accepted by Resolution #2008-25

Motion by Erickson seconded by Gray to approve and authorize the Chair and Deputy Clerk to sign resolution #2008-25 authorizing Public Health to accept donations to the Public Health Nest Program:

WHEREAS, the Dodge County Public Health Department has received a donation from Saint Johns Lutheran Church, Kasson, MN and Erdman's County Market, Kasson, MN; and

WHEREAS, the Dodge County Public Health Department wishes to accept these donations and utilize them for the purpose of the Nest Program; 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 Program:

Saint John's Lutheran Church, Kasson	\$ 329.00 (baby items)
Erdman's County Market, Kasson	\$ 250.00 (cash)

Resolution adopted unanimously.

The County Attorney left the meeting at 10:42 a.m. CDT.

County Attorney Left Meeting

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

Administration Committee Report

Motion by Tjosaas seconded by Gray to approve and authorize the May 13, 2008 Committee of the Whole meeting minutes as presented. *Motion adopted unanimously.*

05/13/08 Committee of the Whole Meeting Minutes Approved

Motion by Erickson seconded by Hanson to approve and authorize the May 13, 2008 meeting minutes as presented. *Motion adopted unanimously.*

05/13/08 Meeting Minutes Approved

Commissioners provided their agency reports. Commissioner Hanson attended a Fairview Care Center meeting and a County Trails meeting. Commissioner Alberts attended a Fairview Care Center meeting. Commissioner Gray attended a Fairview Care Center meeting. Commissioner Erickson attended a Southeast Minnesota Toward Zero Deaths Workshop meeting, a Fairview Care Center meeting, a SE Regional Board Joint Powers meeting, a Southern Minnesota Initiative Foundation workshop on Growing Bio and a Southern Minnesota Initiative Foundation meeting. Commissioner Tjosaas attended a Fairview Care Center meeting.

Agency Reports

Motion by Gray seconded by Hanson to adjourn the meeting at 10:55 a.m. CDT. *Motion adopted unanimously.*

Meeting Adjourned

The next regular meeting of the Dodge County Board of Commissioners will be held on June 10, 2008 at 9:30 a.m. CDT.

Next Regular Meeting

ATTEST:

KLAUS ALBERTS
CHAIR, COUNTY BOARD

BECKY LUBAHN
DEPUTY CLERK

DATED: