

TUESDAY, JUNE 9, 2009

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

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

**COUNTY ADMINISTRATION OFFICE
MANTORVILLE, MN**

2009-11

The Dodge County Board of Commissioners met in regular session June 9, 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
	Don Gray	District #4
	David Hanson	District #5
Members absent:	David Erickson	District #3
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

Social Services Supervisor Nancy Reuvers introduced Dorothy Wagner who is a new part-time Children's Mental Health Case Manager in the Human Services Department. The Board welcomed Ms. Wagner.

New Employee
Introduced

Jerry Chellgren met with the Board to discuss his request to use county property for an event in July.

County Property
Utilization for 4th of
July Celebration
Approved

Mr. Chellgren is the chairperson for the Mantorville Old Fashion 4th of July Celebration. One of the events scheduled for July 4th is a shooting demonstration performed by the North Star Bandits, a cowboy fast draw club out of Claremont, MN.

Mr. Chellgren requested authorization from the County Board to use a small area located behind the Sheriff's maintenance garage for the North Star Bandits to hold their shooting demonstration.

Mr. Chellgren has talked to both Sheriff Thompson and Chief Deputy Trihey and both were supportive of the event.

Mr. Chellgren noted that liability insurance documentation has been delivered to the County Administrator.

A sample of the wax bullets that will be used during the shooting demonstration was provided for the Board to view.

County Property
Utilization for 4th of
July Celebration
Approved

The group plans to set up their display area the morning of Saturday, July 4th and tear it down that same afternoon or evening.

Mr. Chellgren informed the Board that the public will be allowed to participate in the quick draw event for a fee. Any funds raised from this event will go towards the 2011 civil war re-enactment that will take place in Wasioja.

It was the County Administrator's recommendation that the group require outside participants to sign a waiver.

Motion by Alberts seconded by Tjosaas to approve and authorize the Mantorville Old Fashion 4th of July Celebration organization to use the space located behind the Sheriff's maintenance garage during the 4th of July celebration to hold a shooting demonstration performed by the North Star Bandits contingent upon the county receiving written approval from Sheriff Trihey, proper insurance documentation submission, returning the property to its original condition and Gopher State One Call being contacted to locate gas lines before any tent stakes are placed on the property. *Motion adopted unanimously.*

County Administrator David McKnight provided for the Board's consideration a request to approve a donation from the Erdman Charitable Board.

Drug Court Program
Donation Approved
by Resolution
#2009-33

Drug Court Case Manager Eric Thompson recently discovered that the Erdman Charitable Board previously donated an unknown amount of money into an account at Erdman's County Market for the Dodge County Drug Court to utilize for the purchase of items intended for Drug Court graduations and other Drug Court events.

Because the previous donation from the Erdman Charitable Board was near depletion, Mr. Thompson applied for additional funding from them on May 12, 2009. The Drug Court Case Manager received a letter from the Erdman Charitable Board dated May 19, 2009 informing him that they deposited \$500 into the Drug Court account at Erdman's County Market.

Motion by Tjosaas seconded by Gray to approve and authorize the Chair and Deputy Clerk to sign resolution #2009-33 in support of accepting a donation to the Dodge County Adult Drug Court:

WHEREAS, the Dodge County Drug Court receives donations from time to time from individuals and/or organizations; and

WHEREAS, Drug Court wishes to accept this donation and utilize if or the purpose of graduation incentives; 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 accept the following donation to be used for Drug Court program incentives:

1. Erdman Charitable Board - \$500

Drug Court Program
Donation Approved
by Resolution
#2009-33 -
Continued

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.

Taxpayer Services Director Rose reviewed bills with the Board. Motion by Gray 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	\$ 75,136.35
11	Human Services Fund	\$ 225.06
13	Road and Bridge Fund	\$ 43,352.76
16	Environmental Quality Fund	\$ 3,114.64
32	County Capital Projects	\$ 2,769.72
64	Environmental Grant & Loan Fund	<u>\$ 1,500.00</u>
	Total	\$126,098.53

A payment to Schmidt Goodman Office Products on page 4 in the amount of \$137.76 will be paid out of the fund 32 (Service Center) rather than department 111 (Building Operations). *Motion adopted unanimously.*

Employee Relations Director Lisa Hager presented the personnel agenda for the Boards consideration. Motion by Alberts seconded by Gray to approve the following personnel actions:

Personnel Actions
Approved

A. Human Services

- A.1 Annette Schneckloth – Child Support Lead Worker
Step increase from B31 step 3 \$18.88 to B31 step 2 \$19.49.
Effective Date: 5/30/09

B. Administration

- B.1 Eric Thompson – Drug Court Case Manager
Step increase from C41 step 2 \$22.76 to C41 step 1 \$23.61.
Effective Date: 3/12/09
- B.2 Karla Volkart – Custodian/Maintenance
Step increase from A13 step 6 \$12.46 to A13 step 5 \$12.84.
Effective Date: 4/23/09
- B.3 Kathi Sweet – Custodian/Maintenance - .8 FTE
Authorization to increase from .5 FTE to .8 FTE.
Effective Date: 6/1/09

C. Sheriff's Office

- C.1 911 Dispatcher – On-Call
Authorization to post and fill two on-call vacancies created by resignation.
Effect Date: 6/9/09

D. Environmental Quality

D.1 Melissa DeVetter – Zoning Administrator
Authorization to change status from Assistant Zoning Administrator C41 step 6 \$19.64 to Zoning Administrator (B/G currently under review, TBD)
Effective Date: 6/10/09

Motion adopted unanimously.

Personnel Actions
Approved -
Continued

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

Legal Update

Mr. Kiltinen provided the Board with a regional rail authority update.

Regional Rail
Authority Public
Hearing Date Set

The County Attorney informed the Board that it would not be difficult to establish a rail authority in Dodge County. Establishing a rail authority would require a public hearing and a resolution from the County Board. Mr. Kiltinen recommended that the Board proceed with setting a public hearing date to discuss the creation of a rail authority for Dodge County.

Commissioner Alberts wanted to know what the benefit of creating a Dodge County rail authority would be.

Mr. Kiltinen commented that creating a rail authority in Dodge County does not change what the state and federal government can do but it would give the county greater standing as a rail authority than we would otherwise have.

Motion by Gray seconded by Alberts to set a public hearing date of Tuesday, July 28, 2009 at 10:00 a.m. to consider creating a Dodge County rail authority. *Motion adopted unanimously.*

Assistant Zoning Administrator Melissa DeVetter presented for the Board's consideration the June 3, 2009 Planning Commission recommendations. Motion by Gray seconded by Tjosaas to approve of the following action of the Planning and Zoning Commission recommendation as reviewed on June 3, 2009 with the reasons, recommendations and conditions as found in the individual permit:

Planning Commission
Recommendation
CUP #09-05
Approved

Jaguar Communications – CUP #09-05 (tabled)

The public hearing is to consider an application for a Conditional Use Permit for the installation of major essential service. The planned route is located within the Right of Way starting at 600th Avenue at the Mower-Dodge County line running east on the north side of the centerline to 197th Avenue turning north, and remaining west of the centerline to CR-M within the Section 34, Hayfield Township. At CR-M the line runs north of the centerline east to CR-T (200th Avenue) diverting north on the west side of the centerline to State Highway 30 in Section 27, Hayfield Township. At State Highway 30 in Section 14 and 13 the line runs north of the centerline east to CSAH 9 (220th Avenue) south on the east side of the centerline to 750th Avenue crossing section 19 and 30, Vernon Township. North of the centerline heading east on 750th Street to 260th Avenue the line crosses Section 30, 29, 28, and 27, Vernon Township. The fiber optic cable then heads south on 260th Avenue to 755th Street east of the centerline in Section 35, Vernon Township. Lastly on the 755th Street the line parallels north of the centerline heading east to the Dodge/Olmsted County line crossing Section 35 and 36, Vernon Township. Jaguar Communications, Inc. is the applicant.

The Planning Commission recommends approval of the findings of facts and recommendations of the agenda report with the following conditions:

Planning Commission
Recommendation
CUP #09-05
Approved -
Continued

1. Jaguar Communications shall provide a copy of the Insurance Certificate for Contractors General Liability and Property Damage (as per section 17.1709) to Dodge County Planning staff prior to the installation of the fiber optic cable.
2. Jaguar Communications shall obtain a Dodge County Highway Department ROW permit and provide a copy of the permit to Dodge County Planning staff prior to the installation of the fiber optic cable.
3. Jaguar Communications shall obtain a MnDot ROW permit and provide a copy of the permit to Dodge County Planning staff prior to installation of the fiber optic cable.
4. Jaguar Communications shall obtain a Utility Crossing License from the Minnesota Department of Natural Resources and provide a copy of the license prior to installation of the fiber optic cable crossing DNR protected watercourse.
5. Jaguar Communications shall notify Dodge County Planning and the Dodge County Highway Department 48 hours prior to starting the project.
6. As built plans shall be submitted to each impacted Township and to the Dodge County Highway Department within 60 days of project completion.
7. Jaguar Communications shall contact all landowners to obtain information on tile lines and crossings in the project area. All drainage facilities and patterns shall be repaired to pre-construction condition. When tile lines are cut and before repairs are made, tile openings shall be protected to prevent dirt, silt or animals from entering the tile system. All tile lines which are impacted shall be restored and repaired to the previous conditions and operable state without cost to the landowner. All repair/restoration activities shall coincide with installation of the cable.
8. Construction activities shall be conducted in such a manner as to minimize impacts on livestock movements and access to agricultural fields.
9. Fiber optic cable shall be installed no less than 3 feet below ground within the ROW and under public road surfaces.
10. Fiber optic cable shall be bored under all public and private roads (including driveways) unless the County Board approves an alternate process.
11. No installation outside of the ROW is authorized without written landowner permission submitted to Dodge County Planning staff prior to installation of the fiber optic cable.

Motion adopted unanimously.

Ms. DeVetter reviewed the Chris Ebnet – CUP #08-18 (extension) Planning Commission recommendation. Motion by Alberts seconded by Gray to approve of the following action of the Planning and Zoning Commission recommendation as reviewed on June 3, 2009 with the reasons, recommendations and conditions as found in the individual permit:

Planning Commission
Recommendation
CUP #08-18
Approved

Chris Ebnet – CUP #08-18 (extension)

The Planning Commission recommends approval for an extension of CUP #08-18 for one (1) year based on reasons stated in the letter from owner, Chris Ebnet dated May 11, 2009. C.U.P. #08-18 would be extended from June 10, 2009 to June 10, 2010 with the following conditions:

Planning Commission
Recommendation
CUP #08-18
Approved -
Continued

The Planning Commission recommends approval of the findings of facts and recommendations of the agenda report with the following conditions:

1. Dodge County Zoning Permit be obtained before construction.
2. The Agricultural Covenant shall be signed and recorded.
3. The septic system must meet the Dodge County’s septic ordinance.
4. A driveway access and permits be obtained from the Township.
5. Address be obtained from Dodge County Highway Department.
6. The well setback be no less than 50 feet from property line.

Motion adopted unanimously.

Ms. DeVetter reviewed the Milestone Materials – CUP #07-10 (Amend) Planning Commission recommendation.

Planning Commission
Recommendation
CUP #07-10 (Amend)
Approved

Milestone Materials representative Chad Kelly and County Engineer Guy Kohlnhofer were available to clarify concerns regarding possible spills and cleanup.

Motion by Gray seconded by Alberts to approve of the following action of the Planning and Zoning Commission recommendation as reviewed on June 3, 2009 with the reasons, recommendations and conditions as found in the individual permit:

Milestone Materials – CUP #07-10 (Amend)

The public hearing is to consider amending Conditional Use Permit #07-10 to allow individual hot mix asphalt plants on a temporary basis and to expand the mineral extraction and processing area located within the sand and gravel pit on 15 acres in the Agricultural District. The property is 1.71 acres located in the NE 1/4 of NE 1/4 of Section 17, and 13.29 acres located in the NW 1/4 of NW 1/4 of Section 16, Milton Township. Milestone Materials is the applicant and Leslie Kunz is the property owner.

The Planning Commission recommends approval of the findings of facts and recommendations of the agenda report with the following conditions:

1. Planning Commission findings of facts and recommendations from the May 7th, 2007 meeting.

2. Use of the sand and gravel pit for location of temporary screening and crushing plants and individual portable hot-mix asphalt plants shall be allowed under the current CUP on a project specific basis, with review and approval Milton Township and Dodge County. A Letter of Intent shall be sent to Milton Township, the Dodge County Zoning Department, and the Dodge County Highway Department 90 days prior to commencement of all operations. The Letter of Intent shall provide the following information:
 - a. Location of the road project for which the pit and plant are being used.
 - b. Proposed hours and days of operation per road contract.
 - c. Expected volume of materials that will be utilized from the pit for the project.
 - d. The number, name or other identification of the screening and crushing and portable hot-mix asphalt plant proposed for use.
 - e. Results of air emissions tests indicating that the above proposed plants are currently in compliance with MPCA's air quality standards.
 - f. Site Specific Storm Water Pollution Prevention Plan for the proposed temporary hot-mix asphalt plant.
 - g. Copy of MPCA's MNG49 indicating plant proposed for use is covered under the general stormwater permit.
3. Written approval from Dodge County is required prior to any land disturbing activities.
4. Permit is issued until May 8th, 2012 and shall be reviewed at that time for the operation.
5. A road bond in the amount of \$25,000 would be posted for 237th Avenue for the length of the term of the sand and gravel operation with the township.
6. The Amendments to Permit Application for the Extraction of Minerals and Sand be recorded.
7. The placement of the screening and crushing plants and portable hot-mix asphalt plants shall not exceed 1 year unless the applicant submits written a request to Dodge County and Milton Township 60 days prior to expiration of the initial approval date for the 1 year temporary plant. Any extension would require approval from Dodge County.
8. Signing shall be used during trucking operations. Signs that state "Trucks Hauling" shall be posted along CSAH 24 during hauling operations. Signs must also be located on each side of 237th Avenue, 800 feet from the intersection and be turned down when not hauling.

Planning Commission
Recommendation
CUP #07-10 (Amend)
Approved -
Continued

9. Trucks hauling material from the pit to the project site shall be limited to the hours of 6:00 a.m. to 8:00 p.m., Monday through Saturday, or restricted to the hours and days specified in the contract for the road project. No hauling shall be allowed on Sunday. Nuisance complaints shall result in review of the CUP by the Planning Commission and County Board.
10. On an annual basis, the permittee shall provide to Dodge County Planning staff a list of projects proposed for the year, including expected volume of material to be excavated, proposed reclamation that will take place and a reclamation bond sufficient to properly reclaim all mined areas.
11. The floodplain elevation of 1050 shall be surveyed and identified on site. No fill, stockpiles, equipment or other materials shall be placed within the regulatory floodplain.
12. On an annual basis, the permittee shall provide a contact name and phone number to Milton Township.
13. Prior to any trucking activities, the permittee shall construct a modified turning lane and acceleration lane on CSAH 24 and 237th Avenue. The lane designs and construction shall be approved by the Dodge County Highway Engineer. Copies of the approved plans for the lanes shall be submitted to the Dodge County Environmental Quality Department for the applicant's file.
14. All trucks and other equipment exiting the pit shall be required to turn north on 237th Avenue to access CSAH 24. Trucks or other equipment exiting the pit shall not be allowed to travel south on 237th Avenue for any distance. Signage shall be clearly posted at the pit exit to inform all drivers of this requirement.

Planning Commission
Recommendation
CUP #07-10 (Amend)
Approved -
Continued

Motion adopted unanimously.

Ms. DeVetter reviewed the Planning Commission recommendation to amend Dodge County Zoning Ordinance; Section 1619 Animal Feedlot Part 4, Setback for feedlots.

Environmental Quality Director Mark Gamm and the County Attorney were available to comment on the request.

Motion by Alberts seconded by Tjosaas to approve of the following action of the Planning and Zoning Commission recommendation as reviewed on June 3, 2009 with the reasons, recommendations and conditions as found in the individual permit:

Amending Dodge County Zoning Ordinance; Section 1619 Animal Feedlot Part 4, Setback for feedlots

Amendment to
Dodge County
Zoning Ordinance;
Section 1619 Animal
Feedlot Part 4,
Setback for Feedlots
Approved

A public hearing is to consider amending the Dodge County Ordinance; Section 1619: Animal Feedlots, Part 4, Setbacks for feedlots. Summary as follows:

Amendment to Dodge County Zoning Ordinance; Section 1619 Animal Feedlot Part 4, Setback for Feedlots
Approved - Continued

1. Setback distance for a new feedlot of thirty (30) animal units or more shall be a minimum of one thousand feet (1,000') from residential dwellings (except owner/operators dwelling), golf courses, churches, cemeteries, camp grounds and public buildings public assembly areas, licensed child care centers, and boundary of any subdivision within the Urban Expansion Residential and Rural Residential District.
2. Setback distance for new dwellings (except owner/operators dwelling), golf courses, churches, cemeteries, camp grounds and public buildings public assembly areas, licensed child care centers, and boundary of any subdivision within the Urban Expansion Residential and Rural Residential District shall be a minimum of one thousand feet (1,000') from an animal feedlot of thirty (30) animal units or more.
3. Existing feedlots within one thousand (1,000') of a dwelling may expand their capacity if able to meet a 91% odor annoyance free number based of the University of Minnesota OFFSET calculation.
4. Adopting the MN Rules 7020.0300 or successor rules, DEFINITIONS, into the Dodge County Zoning Ordinance.

Motion adopted unanimously.

Commissioners stated that they appreciated the efforts of the Land Use Task Force and Environmental Quality staff in coming up with the recommended Dodge County Zoning Ordinance amendments.

The County Attorney left the meeting at 10:34 a.m. CDT.

County Attorney Left Meeting

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

Human Services Committee Report

Motion by Tjosaas seconded by Alberts to approve Human Services actions consistent with Human Services resolution #95-10:

Human Services Resolution #95-10
Approved

- Authorize payment of all claims and bills received in the prior month.
- Approve all Financial Assistance case actions taken in the prior month.
- Approve all Social Services case actions taken in the prior month.
- Approve destruction of closed cases listed for destruction in this month.

Motion adopted unanimously.

Utilization of Grant
for Veteran's
Outreach Approved

The Board reviewed the Human Services Directors request to approve use of \$500 of Minnesota Department of Veterans Affairs grant designated for outreach to support Dodge County veteran attendance at the Minnesota Honors Vietnam-Era Veterans Event. The \$500 will be used for bus transportation of Dodge County veterans who will be attending the Vietnam Veterans Day activities at the State Capitol on June 13, 2009. This is a partial payment; the local veteran's service organizations will share in the cost. Dodge County Veterans Service Officer Todd Nelson will attend and provide informational briefings (outreach) during the trip to Saint Paul. A program schedule was provided for the Board's review.

The current balance of this \$1,500 grant is \$1,360 and must be expended by the end of the calendar year. The remainder will be expended on outreach at fairs and other local events.

Motion by Tjosaas seconded by Gray to approve and authorize the use of \$500 of Minnesota Department of Veterans Affairs grant designated for outreach to support Dodge County veteran attendance of the Minnesota Honors Vietnam-Era Veterans Event as requested. *Motion adopted unanimously.*

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

Public Health
Committee Report

The Board reviewed Public Health's request to accept donations to the Public Health Family Connections Program.

Public Health Family
Connections Program
Donations Approved
by Resolution #2009-
34

Motion by Alberts seconded by Gray to approve and authorize the Chair and Deputy Clerk to sign resolution #2009-34 in support of Public Health accepting donations to the Public Health Family Connections Program:

WHEREAS, the Dodge County Public Health Department has received donations from Saint John's Lutheran Church Quilters Club, Kasson, MN, Bundles of Love, Oronoco, MN; and

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

- Saint John's Lutheran Quilters Club, \$150.00 (quilts)
Dodge Center
- Bundles of Love, Oronoco \$400.00 (baby gift bags)

Resolution adopted unanimously.

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

Administration
Committee Report

Motion by Gray seconded by Tjosaas to approve and authorize the May 26, 2009 Committee of the Whole meeting minutes as presented. *Motion adopted unanimously.*

05/26/09 Committee
of the Whole Meeting
Minutes Approved

Motion by Tjosaas seconded by Gray to approve and authorize the May 26, 2009 meeting minutes as presented. *Motion adopted unanimously.*

05/26/09 Meeting
Minutes Approved

Motion by Gray seconded by Alberts to approve and authorize the May 26, 2009 work shop meeting minutes as presented. *Motion adopted unanimously.*

05/26/09 Work Shop
Meeting Minutes
Approved

Commissioners provided their agency reports. Commissioner Hanson attended a County Fair meeting, an AMC meeting, a rail meeting, a W.D.I. meeting, a Public Health Nursing meeting, a Radio Board meeting and a H.R.C. meeting. Commissioner Alberts attended a work shop, an AMC meeting and a Semcac meeting. Commissioner Gray attended an AMC meeting, a SCHRC meeting, a rail bypass meeting, a budget work session and a P.A.C. Highway 14 meeting. Commissioner Erickson was not available to report his meeting attendance. Commissioner Tjosaas attended a work session, an AMC meeting, a work session, a Planning and Zoning meeting, a railroad meeting, a Fair Board meeting and a Semcac meeting.

Agency Reports

The Chair recessed the meeting at 10:59 a.m. CDT.

Meeting Recessed

The Chair reconvened the meeting at 2:00 p.m. CDT.

Meeting Reconvened

The Board met with the following representatives from the Southern Minnesota Multi-County Housing and Redevelopment Authority (SEMMCHRA):

Discussion with
SEMMCHRA
Representatives

Goodhue County and SEMMCHRA Commissioner – Jim Bryant
Goodhue County Administrator – Scott Arneson
Wabasha County and SEMMCHRA Commissioner – David Windhorst
SEMMCHRA Commissioner – Doug Klevos
SEMMCHRA Executive Director – Joe Wheeler
SEMMCHRA Administrative Assistant – Karen DuCharme

Some of the issues that SEMMCHRA has requested to discuss include a Dodge County tax levy, levy legislation, County Board member representation on the SEMMCHRA board and programs offered in Dodge County.

SEMMCHRA proposed the following 2010 levy budget from Dodge County:

Total Request:\$46,227

Discussion with
SEMMCHRA
Representatives -
Continued

Uses of Funds:

- \$31,227 for Agency Operating Expenditures
 - This represents 21 percent of the total projected levy needed to fully fund SEMMCHRA operations.

- \$ 5,000 for Community Development
 - Candlewood Estates in Hayfield – vacant land to be developed into new rental or for-sale townhomes.
 - Funding would cover staffing and operational costs to create additional affordable housing in Hayfield.

- \$10,000 for Housing Developments
 - Revitalize and preserve Section 515 multi-family affordable housing located in West Concord.
 - Funding would cover grant development and transaction costs to complete the transaction. These costs include but are not limited to capital needs assessment, legal and closing costs, appraisal costs and filing/recording fees.

SEMMCHRA Executive Director Joe Wheeler discussed SEMMCHRA's history with Dodge County.

Mr. Wheeler informed the Board that SEMMCHRA administers the Section Eight Rental Assistance Program in Dodge County, has four rental units in Dodge County and several projects in Hayfield. SEMMCHRA is also working with the City of Dodge Center to administer the Small Cities Development Program in Dodge County.

The Executive Director reported that SEMMCHRA has made requests in the past for levy dollars from Dodge County and has been consistently denied.

Mr. Wheeler reminded the Board that they have not reappointed anyone from Dodge County to fill Bert Fullers position as a SEMMCHRA Commissioners after he passed away.

The Board was informed that Doug Klevos has been representing Dodge County on the SEMMCHRA Board since 1993 and SEMMCHRA's attorney believes that since the county has not reappointed him that he can continue to serve as Dodge County's representative until he is replaced.

The Executive Director discussed with the Board SEMMCHRA's levy request for 2010. Mr. Wheeler noted that if Dodge County participates and pays the portion that is requested of them that the cost to the other entities involved would be decreased accordingly. The Executive Director clarified with the Board what the levy funds would be used for.

Mr. Wheeler discussed several development projects that SEMMCHRA is working on.

Discussion with
SEMMCHRA
Representatives -
Continued

The Executive Director informed the Board that SEMMCHRA would like to move forward in Dodge County and noted that there is a need for programs offered by SEMMCHRA in Dodge County. Mr. Wheeler briefly discussed elderly assistance needs in the county as well as Section Eight opportunities.

SEMMCHRA Commissioner Doug Klevos stated that he has been on the SEMMCHRA board for over fifteen years and that he has been extremely impressed with what the organization is doing. Mr. Klevos believes the organization is very focused on providing affordable housing for low to middle income families. Mr. Klevos commented that he would like to see someone else from Dodge County also representing the county on the SEMMCHRA board. Mr. Klevos briefly discussed the West Concord SEMMCHRA projects that he has been involved in.

SEMMCHRA Commissioner David Windhorst discussed projects that SEMMCHRA has been involved in, who benefits from the program, who uses the program, starter homes and housing rehabilitation.

Mr. Wheeler shared with the Board information on contracts that SEMMCHRA has held with elderly individuals and how some of those contracts were then assumed by families or individuals that qualified for the program allowing elderly individuals to relocate to a smaller home and families to then occupy the homes the seniors were living in. The program has benefited a number of people and helps fulfill other housing needs in the process.

Mr. Klevos briefly discussed first time homebuyer's funds that are available.

SEMMCHRA Commissioner Jim Bryant stated that what it comes down to is what Dodge County wants to budget. Mr. Bryant noted that SEMMCHRA does not always get what they request from Goodhue County. Mr. Bryant reported that Goodhue County gives SEMMCHRA the same that they are giving other organization and that on a couple of occasions they have not given SEMMCHRA any money.

Commissioner Hanson discussed how tax payers are affected by the levy.

It was clarified that the levied amount would show up on the tax statements as a separate line item.

Mr. Bryant commented that he believes it is beneficial to have a citizen and a County Commissioner on the SEMMCHRA board since they may have a different perspective to offer the group.

Mr. Windhorst indicated that he believes it is better to have a commissioner on the board since they are aware of and can bring their County Board's concerns forward.

Discussion took place regarding asking the cities to levy money for the program. It was noted that the return on the county's investment is high.

Discussion with
SEMMCHRA
Representatives -
Continued

Commissioner Alberts expressed concern with making people too dependent on the program or too dependent on received help from outside organizations.

Doug Klevos stated that the program is intended to help people who have serious needs.

David Windhorst commented that he feels Mr. Wheeler does an excellent job of working to put people and organizations together to get much needed housing projects done.

Jim Bryant discussed with the board the types of people who benefit from the program and noted that the program is not benefitting people who are not willing to help themselves, it is benefitting people who are down and out and have no other options. Mr. Bryant reported that the individuals who receive help from the program are extremely grateful.

Assistance for 2007 flood victims was discussed. It was noted that SEMMCHRA assisted people in getting money to replace and fix property damaged by the 2007 flood.

Commissioner Tjosaas commented that he does not want to see a duplication of efforts and noted that SEMCAC and SEMMCHRA both offer some of the same programs in Dodge County.

Mr. Wheeler emphasized the importance of teamwork and discussed the differences between private non-profit organizations and for profit developers that work on SEMMCHRA projects.

The Executive Director stated that he would like to see Dodge County reappoint Doug Klevos and/or a County Commissioner on their board. It was Mr. Wheeler's opinion that the sharing of information between Dodge County and SEMMCHRA is extremely important.

Commissioner Hanson asked for clarification on the overhead fee.

Mr. Wheeler discussed with the Board the expenses listed on the proposed 2010 levy request. The Executive Director noted that they mainly assist families with moderate income and that the individuals they service are at or below the 115% state median level.

Jim Bryant informed the Board that the units they manage in Goodhue are kept clean and are well taken care of. SEMMCHRA has a 98% occupancy rate. Mr. Bryant noted that the occupancy rate has not been below 97% in the years that he has served on the SEMMCHRA Board. Mr. Bryant encouraged the Board to attend a SEMMCHRA meeting to see what takes place at these meetings.

Doug Klevos reported that HUD evaluates the properties they manage annually.

Commissioner Hanson stated that the Dodge County Board of Commissioners will discuss this issue further at a future County Board meeting.

Discussion with
SEMMCHRA
Representatives -
Continued

The Board thanked the representatives of SEMMCHRA for attending the meeting.

The Chair adjourned the meeting at 3:03 p.m. CDT. *Motion adopted unanimously.*

Meeting Adjourned

The next regular meeting of the Dodge County Board of Commissioners will be held on June 23, 2009 at 9:30 a.m. CDT.

Next Regular Meeting

ATTEST:

DAVID HANSON
CHAIR, COUNTY BOARD

BECKY LUBAHN
DEPUTY CLERK

DATED: