

TUESDAY, JUNE 10, 2008

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

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

**COUNTY ADMINISTRATION OFFICE
MANTORVILLE, MN**

2008-11

The Dodge County Board of Commissioners met in regular session June 10, 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:

David McKnight	County Administrator
Becky Lubahn	Deputy County Clerk

Motion by Erickson seconded by Hanson approve and adopt the agenda as presented with an addition to the Human Services Agenda items. *Motion adopted unanimously.*

Agenda Approved

Financial Assistance Supervisor Cathy Skogen introduced Becky Eifert who is a new Financial Worker in the Human Services Department. The Board welcomed Ms. Eifert.

New Employee
Introduction

Deputy Sheriff Richard Allee met with the Board to discuss his proposal for an ATV/snowmobile training area. Mr. Allee informed the Board that he has been conducting ATV/snowmobile classes for youth over the past few years. The problem he has encountered is finding a suitable location to conduct the classes and obtaining the obstacles for the ATV driving class. Mr. Allee stated that he has talked to both the County Administrator David McKnight and the Environmental Quality Director Mark Gamm about making a permanent course for the ATV and snowmobile training.

ATV/Snowmobile
Training Area at
Transfer Station
Approved

Mr. Allee reported that he was told that there might be land out at the Transfer Station that would be suitable for a training course. The Environmental Quality Director and Deputy Allee looked at the land in question and found it suitable for a driving course. Mr. Allee provided the Board with two maps of the proposed site.

The County Administrator asked Deputy Allee to find out if there would be liability coverage for the training area and determine who would be responsible for accidents. Mr. Allee informed the Board that he did check with the Department of Natural Resources (DNR) and was given a copy of the insurance policy that would cover any accident during training, a copy of the insurance policy was provided for the Board's review.

ATV/Snowmobile
Training Area at
Transfer Station
Approved -
Continued

Motion by Erickson seconded by Hanson to approve and authorize the Sheriff's Office to utilize land at the Transfer Station for ATV/snowmobile training as requested. *Motion adopted unanimously.*

Commissioners suggested that Mr. Allee work with the County Attorney's Office to develop a liability waiver for ATV/snowmobile training participants.

County Engineer Guy Kohlnhofer discussed with the Board his request to schedule a local safety meeting.

Local Safety Meeting
Date Set

Mr. Kohlnhofer reported that Comprehensive Highway Safety Program (CHSP) funds are being used for curve improvements on CSAH's 3, 5 and 24. One of the conditions of using these grant funds is that the county must hold a local safety meeting involving safety partners and other community leaders such as law enforcement, emergency responders, MnDOT, school representatives, and township officials. The goal of the meeting would be to develop a dialog among local safety advocates to explain safety goals in Minnesota.

The County Engineer stated that meeting notices will be sent out to safety partners and community leaders as well as advertised in the newspaper. Mr. Kohlnhofer is hopeful that they can have an informative meeting that will lead to meaningful safety improvements throughout Dodge County.

Motion by Erickson seconded by Tjosaas to schedule a local safety meeting involving safety partners and other community leaders Wednesday, June 25, 2008 at 7:00 p.m. to develop a dialog among local safety advocates to discuss safety goals in Minnesota. *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. Public Health

- A.1 Amber Showalter – Health Educator .60 FTE
Authorization to employ at C41 step 8 \$17.68 to fill approved vacancy.
Effective Date: 6/10/08
- A.2 Christie Agerter – Public Health Nurse I – 1.0 FTE
Authorization to employ at C41 step 7 \$18.34 (+\$3R/R) to fill approved vacancy.
Effective Date: 7/1/08

Personnel Actions

Approved -
Continued

B. Human Services

- B.1 Amanda Smith – Social Worker – 1.0 FTE
 Authorization to change status from Family Support Worker – On-Call (Public Health) to Social Worker at C42 step 9 \$17.87 to fill approved vacancy.
 Effective Date: 6/23/08

C. Sheriff’s Department

- C.1 Scott Rose – Deputy Sheriff
 Annual review.
 Effective Date: 5/28/08
- C.2 Jeremy Gunderson – Investigator
 Step increase from C43 48 month step \$26.74 to C43 60 month step \$27.16.
 Effective Date: 4/28/08
- C.3 Onawa Dostal – 911 Dispatcher .8 FTE
 Step increase from B22 step 2 \$15.28 to B22 step 3 \$15.74.
 Effective Date: 5/9/08

D. Four Seasons Arena

- D.1 Jeremy Gustafson – Zamboni Driver/Custodian – On-Call
 Authorization to employ at A13 step 11 \$11.69 to fill vacancy.
 Effective Date 6/5/08

E. Environmental Quality

- E.1 County Nitrate Monitoring Field Agent – On-Call
 Authorization to post and fill grant funded position.
 Effective Date: 6/10/08
- E.2 Rita Cole - County Nitrate Monitoring Field Agent – On-Call (.2 FTE)
 Authorization to employ at A13 step 6 \$12.07 to fill approved vacancy.
 Effective Date: 6/11/08
- E.3 David Fitzgerald – Assistant Operator
 Annual review.
 Effective Date: 6/1/08

Motion adopted unanimously.

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

Bills Approved

01	Revenue Fund	\$266,357.01
11	Human Services Fund	\$ 58.00
13	Road and Bridge Fund	\$ 40,750.10
16	Environmental Quality Fund	<u>\$ 4,783.95</u>
	Total	<u>\$311,949.06</u>

Motion adopted unanimously.

Compliance Officer Melissa DeVetter presented the June 4, 2008 Planning Commission Recommendations. Motion by Erickson seconded by Gray to approve the following action of the Planning and Zoning Commission as reviewed on June 4, 2008 with the reasons, recommendations and conditions as found in the individual permit:

Planning Commission
Recommendation
CUP #08-13
Approved

Eric Frederickson – CUP #8-13

The request is to consider an application for a Conditional Use Permit to establish a home occupation in an accessory building. The property is 39.7 acres located in the SW ¼ of the SE ¼ of Section 16, Westfield Township. Eric Frederickson is the applicant and James Frederickson 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. The Home Occupation Agreement is signed and recorded with the CUP permitting will comply with Home Occupation agreement.
2. The permit will be reviewed by the Planning Commission before any expansion of outside activity area or any new accessory buildings are proposed.
3. Agricultural Covenant be signed and recorded.
4. Business operation conforms to all State and Federal Rules.
5. Nuisance coming from business practices must comply with standards set forth in Section 16, 1611 Nuisance Standards 1-6.
6. Conform to the Dodge County Sewage and Wastewater requirements, if applicable.
7. The outbuilding that is currently not in compliance be brought into compliance by July 10, 2008.

Motion adopted unanimously.

The Board reviewed Cassoundra Roe – CUP #08-15. Motion by Erickson seconded by Tjosaas to approve the following action of the Planning and Zoning Commission as reviewed on June 4, 2008 with the reasons, recommendations and conditions as found in the individual permit:

Planning Commission
Recommendation
CUP #08-15
Approved

Cassoundra Roe – CUP #08-15

The request is to consider an application for a Conditional Use Permit to establish a non-farm dwelling in the Agricultural District. The property is 22.06 acres located in the NE ¼ of the SE ¼ of Section 2, Vernon Township. Cassoundra Roe is the applicant and Darrel Roe 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. 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. Address be obtained from the Dodge County Highway Department.
5. Access easement be recorded.

Motion adopted unanimously.

The Board reviewed High Country Energy – CUP #08-17. Questions regarding notification, the height of the tower and the location of the tower were answered.

Planning Commission
Recommendation
CUP #08-17
Approved

The Planning Commission recommended the following conditions:

1. Dodge County Zoning Permit be obtained before construction.
2. Driveway access and permits be obtained from the Township.
3. Meteorological Tower be decommissioned within 60 days following the discontinuing of use.
4. Proof of FAA approval before zoning permit is issued.
5. High Country Energy look into moving the tower location further to the west, away from the farmstead.

Commissioners discussed adding another condition, condition number six, and removing condition number five.

Motion by Erickson seconded by Tjosaas to approve the following action of the Planning and Zoning Commission as reviewed on June 4, 2008 with the reasons, recommendations and conditions as found in the individual permit:

High Country Energy – CUP #08-17

The request is to consider an application for a Conditional Use Permit to establish a Meteorological Tower in the Agricultural District. The property is 80 acres located in the S ½ of the SE ¼ of Section 35, Ashland Township. High Country Energy, LLC is the applicant and Wayne Diekrager 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. Dodge County Zoning Permit be obtained before construction.
2. Driveway access and permits be obtained from the Township.
3. Meteorological Tower be decommissioned within 60 days following the discontinuing of use.
4. Proof of FAA approval before zoning permit is issued.
5. Property owner must consent to the new location, if not, tower must be located at original proposed location.

Motion adopted unanimously.

The Board reviewed Chris Ebnet – CUP #08-18. A question regarding condition number six was addressed. Motion by Gray seconded by Tjosaas to approve the following action of the Planning and Zoning Commission as reviewed on June 4, 2008 with the reasons, recommendations and conditions as found in the individual permit:

Planning Commission
Recommendation
CUP #08-18
Approved

Chris Ebnet – CUP #08-18

The request is to consider an application for a Conditional Use Permit to establish a non-farm dwelling in the Agricultural District. The property is 39.02 acres located in the SE ¼ of the NE ¼ of Section 20, Milton Township. Chris Ebnet is the applicant and property owner.

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.

The Board reviewed Daley Farms – CUP #08-19. Commissioner discussed concerns regarding dust, noise and safety. Motion by Gray seconded by Erickson to approve the following action of the Planning and Zoning Commission as reviewed on June 4, 2008 with the reasons, recommendations and conditions as found in the individual permit:

Planning Commission
Recommendation
CUP #08-19
Approved

Daley Farms – CUP #08-19

The request is to consider an application for a Conditional Use Permit to establish a manure digester to an existing dairy operation with no increase in animal units. The property is located in the W ¾ of the NW ¼ of Section 36, Milton Township. Daley Farms in the applicants and property owners.

The Planning Commission recommends approval of the Findings of Facts and Recommendations of the agenda report with the following conditions:

1. The Feedlot Advisory Report dated May 21, 2008.
2. Dodge County Zoning Permit obtained before construction.
3. The noise from the proposed generator be addressed.
4. Dust control be added on gravel roads.

The Feedlot Advisory Report reads as follows:

1. MPCA 7020.2100 be followed for the design, construction and operation of the liquid manure holding areas.
2. If a drainage tile system is needed to control the elevation of the water table, the tile system shall be a dedicated drain tile with a dedicated inspection tee, and placed around the perimeter of the liquid manure storage areas. The existing field tile needs to be cut and separately routed around the manure storage areas so they do not interfere with the dedicated perimeter tile.

3. Accurate Manure Application Plans be established and maintained that meet the MPCA 7020.2225 requirements.
4. Sufficient acres be maintained for agronomic rate nutrient plans.
5. Manure shall be applied at agronomic rates and application records kept. MPCA 7020.2225 shall be followed for land application of manure.
6. Manure composting shall follow MPCA 7020.2150.
7. All MPCA and NPDES permits in place.
8. Pre construction meeting to include owner, concrete contractor, professional engineer, MPCA feedlot representative and Dodge County Officials.
9. A photographic record needs to be submitted through the design engineer documenting the excavation and construction steps. The photographic record shall meet the MPCA 'Photographic Inspection of Concrete Manure Storage Pits' fact sheet.

Planning Commission
Recommendation
CUP #08-19
Approved -
Continued

Motion adopted unanimously.

County Assessor Wendell Engelstad reviewed with the Board his request to approve local option abatements.

2008 Property Tax
Abatements
Approved

Mr. Engelstad informed the Board that Minnesota Statutes 375.192 provides that the County Board may grant the reduction or abatement of a property taxpayer's estimated market valuation and the resulting taxes, costs, penalties, or interest which have been erroneously or unjustly paid. This is different than the reductions and abatements in sections 469.1812 and 469.1815 which may be granted as an incentive for economic development and redevelopment. All applications must be written and approved by the County Assessor and the County Auditor before consideration by the County Board. The County Board may consider and grant reductions and abatements for applications as they relate to taxes payable in the current year and the two prior years. However, abatements for the two prior years shall be considered and granted only for clerical errors and when the taxpayer fails to file for a reduction or an adjustment due to a hardship, as determined by the County Board.

Motion by Gray seconded by Erickson to approve the following assessment year 2007 changes for taxes payable in and 2008:

Parcel ID	Owner	Street	City	Reason	Tax Reduction
10.100.2030	Elizabeth Schrafel	20192 555 th St.	West Concord	No timely homestead application.	\$259
11.032.0300	Wayne Scholljegerdes	57986 110 th Ave.	Claremont	No timely homestead application.	\$246
12.034.1000	Linn Thoen	33097 550 th Ave.	Blooming Prairie	Mower County didn't apply homestead.	\$779
13.143.2003	Michael Koebele	60900 254 th Ave.	Mantorville	Status changed to non-homestead by mistake.	\$93
14.007.0400	Wade Bolster	22258 County Hwy 24	West Concord	No timely homestead application.	\$488
18.034.0200	Jeremy Steffens	13763 750 th St.	Blooming Prairie	No timely homestead application.	\$245
18.011.0100	Kenneth Grever	204 California NW	Brownsdale	No timely Special Ag Homestead application.	\$395

18.011.0200	Kenneth Grever	204 California NW	Brownsdale	No timely Special Ag Homestead application.	\$2,771
22.260.1006	Albert Ciffra	27 6 th Ave SE	Dodge Center	No timely homestead application.	\$250
22.530.1002	Sara Jane Ogren	405 2 nd St. NE	Dodge Center	No timely homestead application.	\$293
24.380.0033	Anthony Heaser	301 10 th Ave SE	Kasson	No timely homestead application.	\$191
25.100.0184	Richard Swenke	421 Clay St.	Mantorville	Building destroyed by fire 3/25/07.	\$2,209
26.678.0490	Carl Martin	615 Front St.	West Concord	Wife qualified for disabled homestead.	\$349

2008 Property Tax Abatements
Approved - Continued

Motion adopted unanimously.

The County Assessor presented for the Board’s consideration 2008 Assessment Agreement Log for the eighteen jurisdictions in Dodge County. Mr. Engelstad reported that each of the townships and cities has now returned their signed agreement and all have forwarded payment, except for one that is waiting for County Board approval before they send their check. The total amount which will ultimately be collected for the assessment fees in 2008 is \$92,965 or about a 11.0% increase over 2007.

2008 Assessment Agreements
Approved

Motion by Erickson seconded by Tjosaas to approve the authorize the Chair and County Administrator to sign the 2008 Assessment Agreements and fees for assessment services rendered as presented:

CTV	TOWNSHIP/CITY	RETURNED AGREEMENT	TOTAL ASSESSMENT FEE	RECEIVED PAYMENT
7	Ashland Township	02-12-08	2,679	02-12-08
8	Canisteo Township	02-12-08	3,462	02-12-08
9	Claremont Township	02-14-08	3,147	02-14-08
10	Concord Township	03-03-08	3,728	03-03-08
11	Ellington Township	05-23-08	2,356	03-06-08
12	Hayfield Township	02-12-08	2,760	02-12-08
13	Mantorville Township	03-05-08	7,239	03-05-08
14	Milton Township	02-15-08	4,342	02-15-08
15	Ripley Township	02-19-08	2,090	02-19-08
16	Vernon Township	02-15-08	3,688	02-15-08
17	Wasioja Township	03-12-08	5,286	03-12-08
18	Westfield Township	02-14-08	3,091	02-14-08
21	Claremont City	02-15-08	2,695	02-15-08
22	Dodge Center	03-05-08	9,910	
23	Hayfield City	02-14-08	5,560	02-21-08
24	Kasson City	03-05-08	23,290	03-03-08
25	Mantorville City	02-13-08	4,301	02-28-08
26	West Concord	02-25-08	3,341	02-20-08
27	Blooming Prairie City		8	
	Grand Totals		92,973	

Motion adopted unanimously.

County Attorney Paul Kiltinen reported that he had no new legal information for the Board.

Legal Update

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

Human Services
Committee Report

Motion by Hanson seconded by Tjosaas to approve Human Services Action Item 1.1, payment of the bills as found on the bill payment list pursuant to resolution #95-10, to approve all Financial Assistance case actions as presented, all Social Services case actions with the reasons and actions as found in the individual case files, and to approve the destruction of the closed case files as found on the monthly closed case destruction list. *Motion adopted unanimously.*

Human Services
Action Item 1.1

The Board reviewed Human Services request to approve telecommuting for one Human Services Financial Worker.

Financial Worker
Telecommuting
Agreement Approved

It was reported that past Human Services Director Brian Hartung and the County Board agreed that if another Human Services worker was going to telecommute that the Board would have to approve the request. Since 2006 Human Services has utilized telecommuting which has worked very well and they have not had any problems. The employee that was telecommuting has since resigned and relocated.

The caseloads in the Financial Unit have increased substantially over the past two years. The Financial Unit has also hired two new workers in the last 60 days to fill vacant positions.

The Board approved on May 27, 2008, the hiring of an on-call employee to assist with the caseloads and training of staff as necessary. The Interim Human Services Director is requesting that the on-call employee be allowed to telecommute from her residence. Mr. Trelstad also requested approval to execute the necessary workplace agreement.

Motion by Tjosaas seconded by Hanson to approve and authorize on-call Financial Worker Jodi Schutz to telecommute from her residence as requested. Also included in the motion was authorization for the Ms. Schutz, the Department Head and County Administrator to execute the necessary workplace agreement. *Motion adopted unanimously.*

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

Public Safety
Committee Report

The Board reviewed Drug Courts request to approve a State of Minnesota DVS Business Partner Records Access Agreement. Provided that the agreement is approved by the DVS, the Drug Court Case Managers will be able to access participant driver's license information.

State of MN DVS
Business Partner
Records Access
Agreement Approved

Motion by Tjosaas seconded by Hanson to approve and authorize the Drug Court Case Managers signature to State of Minnesota DVS Business Partner Records Access Agreement as presented. *Motion adopted unanimously.*

The Board reviewed Public Health's request to approve the South Country Health Alliance (SCHA) Proposed Delegation Agreement and Health Insurance Portability and Accountability (HIPAA) Business Associate Agreement.

SCHA Delegation Agreement & HIPAA Business Associate Agreement Approved

It was reported that SCHA presented these documents at a meeting earlier this week at a Public Health and Social Service SCHA meeting. These documents reflect the compliance with HIPPA and describe the delegated services Dodge County Public Health agrees to provide. SCHA is requesting that these documents be executed and returned to their office by June 1, 2008. Public Health and Social Services are continuing to review and discuss these documents.

Motion by Erickson seconded by Gray to approve and authorize the Chair to sign a Delegation Agreement with South Country Health Alliance and a HIPAA Business Associate Agreement as presented and discussed. *Motion adopted unanimously.*

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

Administration Committee Report

Motion by Erickson seconded by Gray to approve and authorize the May 27, 2008 Committee of the Whole meeting minutes as presented. *Motion adopted unanimously.*

05/27/08 Committee of the Whole Meeting Minutes Approved

Motion by Tjosaas seconded by Hanson to approve and authorize the May 27, 2008 meeting minutes as presented. *Motion adopted unanimously.*

05/27/08 Meeting Minutes Approved

Motion by Gray seconded by Erickson to approve and authorize the May 27, 2008 work session meeting minutes as presented. *Motion adopted unanimously.*

05/27/08 Work Session Meeting Minutes Approved

Commissioners provided their agency reports. Commissioner Hanson attended a SEAAA Joint Powers meeting, a District IX AMC meeting, a Planning and Zoning meeting, a W.D.I. Joint Powers meeting and a HRC Joint Powers meeting. Commissioner Alberts attended a Semcac meeting and an AMC District IX meeting. Commissioner Gray attended a Planning meeting, a SCHRC meeting and an AMC District meeting. Commissioner Erickson attended an AMC District IX meeting, a Planning and Zoning meeting, a SCHA Joint Powers Board meeting and a meeting at the courthouse to report on SCHA. Commissioner Tjosaas attended an Extension Committee meeting, an AMC meeting, a Four Seasons meeting, a Planning and Zoning meeting and a Semcac meeting.

Agency Reports

The Chair recessed the meeting at 11:40 a.m. CDT until Thursday, June 19, 2008 at 1:30 p.m. CDT at the courthouse to consider the bids for the abatement on the courthouse roof project.

Meeting Recessed

Chair Klaus Alberts reconvened the Dodge County Board of Commissioners meeting June 19, 2008, in the Commissioner's Room at the Courthouse Annex, Mantorville, MN, at 1:30 p.m. CDT.

Meeting Reconvened

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
Members absent:	David Hanson	District #5
Also present:	Lisa Kramer	Finance Director
	Roger Friedt	Building Operations Supervisor

Commissioner Hanson arrived to the meeting at 1:34 a.m. CDT.

Commissioner Hanson Arrives

The meeting was reconvened so the Board could review and award the bid for the asbestos abatement and industrial air monitoring on the courthouse roof project. Bids were opened Tuesday, June 17, 2008.

Asbestos Abatement on Courthouse Roof Project Awarded

Building Operations Supervisor Roger Friedt presented the bid results, explained the project and answered questions.

Bid results are as follows:

Rank	BIDDER	BID BOND	BASE BID
1	Dennis Environmental Operations	√	\$32,000.00
2	Mavo Systems	√	\$39,440.00
3	Twell Environmental	√	\$49,622.00
4	EnviroTech Remediation Services	√	\$62,770.00
5	EnviroBate Metro	√	\$76,900.00
	Consultants Estimate		\$53,000.00

BIDDER	BASE BID
Angstrom Analytical, Inc.	\$13,980.00
Consultants Estimate	\$10,800.00

** Note: this estimate was based on the project lasting three weeks (120 hours) (see KJA proposal dated April 29, 2008). Actual bidding documents stated a 3.5 week project (140 hours).

Motion by Gray seconded by Erickson to award the bid for the asbestos abatement on the courthouse roof project to Dennis Environmental Operations at a cost of \$32,000. *Motion adopted unanimously.*

Motion by Hanson seconded by Tjosaas to award the bid for the air monitoring on courthouse roof project/asbestos abatement to Anstrom Analytical, Inc. at a cost of \$13,980. *Motion adopted unanimously.*

Air Monitoring on Courthouse Roof Project Awarded

Scaffolding Proposal
for Courthouse Roof
Project Awarded

Mr. Friedt presented proposals for scaffolding to be installed at the courthouse during the asbestos abatement and re-roof project. The Building Operations Supervisor received quotes for the phase one scaffolding required for the asbestos abatement project. The project consists of two scaffold towers, one on the east side and one on the west side of the courthouse for temporary access to the roof and attic for asbestos abatement equipment and workers. Two temporary dormers will be constructed as access into the attic. The access will be constructed by a carpenter that will be hired by Dodge County.

The Building Operations Supervisor informed the Board that when the asbestos abatement project is completed, the scaffold towers will remain on site for use by the roofing contractor. This will save the county some money by not paying twice for installation and dismantling of the scaffolding the roofer will need. Scaffolding phase two will be additional scaffolding the roofer will require.

The following proposal information was shared with the Board and Mr. Friedt answered questions.

INFINITY SCAFFOLD	WACO SCAFFOLDING AND EQUIPMENT
Put up two stair towers to access roof.	Put up two stair towers to access roof.
Rent Per Week \$2,650.50/mo or \$662.50/wk	Rent Per Week \$2,140.00/mo or \$535.00/wk
Labor Set Up and Takedown \$7,450.00	Labor Set Up and Takedown \$9,120.00
Freight Delivery To/From \$745.00	Freight Delivery To/From \$1,000.00
Security – Plywood Enclosures Equipment Rent \$ 882.50 Labor-Up/Down <u>\$1,750.00</u> \$2,632.50	Security – Plywood Enclosures Equipment Rent \$ 420.00 Labor-Up/Down <u>\$ 320.00</u> \$ 740.00
* On-Site for 3.5 Months	* On-Site for 3.5 Months
3.5 @ \$2,650.50 = \$ 9,276.75 Labor \$ 7,450.00 Freight \$ 765.00 Security <u>\$ 2,632.50</u> \$20,124.25	3.5 @ \$2,140.00 = \$ 7,490.00 Labor \$ 9,120.00 Freight \$ 1,000.00 Security <u>\$ 740.00</u> \$18,350.00
* Scaffolding towers will be on-site through the completion of the roofing project, approximately three and a half months. Additional scaffolding will be required and added at a later date for the roofer.	

Motion by Erickson seconded by Gray to accept the proposal from Waco Scaffolding and Equipment of New Brighton, MN at a cost not to exceed \$18,350 for scaffolding phase one. *Motion adopted unanimously.*

Mr. Friedt discussed with the Board the need for temporary cooling for the second floor of the old courthouse to be used during the asbestos removal project. Window air conditioning units were suggested.

Temporary Cooling
for Old Courthouse
Approved

Motion by Erickson seconded by Tjosaas to approve and authorize the Building Operations Supervisor to purchase temporary cooling units for the second floor of the old courthouse to be used during the asbestos abatement project. *Motion adopted unanimously.*

Temporary Cooling for Old Courthouse Approved - Continued

Also reviewed were the June 11, 2008 EDA meeting minutes that recommended the County Board approve two loan requests, 1) the Zumbro Valley Recreation Club (ZVRC) and 2) the Oaks Country Club which is an additional request from an original loan.

Oaks Country Club Loan Agreement Amendment Approved

The Planning Office anticipates this will be the final loan activity from this program as it wraps up June 30, 2008.

It was noted that with this contract amendment, the county EDA/HRA and Dodge County will have approved loans to local business flood recovery efforts of \$257,000.

The loan amendment request for the Oaks golf course was further discussion with Steve Gronseth from SEMDC. An amendment is for the loan agreement between Dodge County and the State of Minnesota Department of Employment and Economic Development. This program was approved earlier this year. The amendment is needed because there are additional dollars available and there are two Dodge County businesses that have applied for these additional dollars.

Motion by Erickson seconded by Hanson to approve an amendment to the Oaks Country Club loan agreement from \$41,000 to \$85,000. *Motion adopted unanimously.*

Motion by Tjosaas seconded by Gray approve the addition of an amendment to the loan agreement between Dodge County and the State of Minnesota Department of Employment and Economic Development. *Motion adopted unanimously.*

Agenda Amendment Approved

Motion by Tjosaas seconded by Hanson to approve a loan agreement with Zumbro Valley Recreation Club in the amount of \$140,352. Loan 35088 is to be paid back with 1% interest, no payments and 0% interest for the first year. *Motion adopted unanimously.*

ZVRC Loan Agreement Approved

Motion by Hanson seconded by Gray to adjourn the meeting at 2:13 p.m. CDT. *Motion adopted unanimously.*

Meeting Adjourned

The next regular meeting of the Dodge County Board of Commissioners will be held on June 24, 2008 at 9:30 a.m. CDT.

Next Regular Meeting

ATTEST:

KLAUS ALBERTS
CHAIR, COUNTY BOARD

DAVID MCKNIGHT
CLERK

DATED: