

TUESDAY, JUNE 22, 2010

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

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

**COUNTY ADMINISTRATION OFFICE
MANTORVILLE, MN**

2010-12

The Dodge County Board of Commissioners met in regular session June 22, 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 9:32 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
Members absent:	David Hanson	District #5
Also present:	Jim Elmquist	County Administrator
	Becky Lubahn	Deputy County Clerk
	Paul Kiltinen	County Attorney

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

Building Operations Supervisor Roger Friedt met with the Board to discuss fog seal for the courthouse parking lots. Courthouse Parking
Lot Fog Sealing
Project Approved

Mr. Friedt reported that the blacktop parking lots at the courthouse/annex location are in need of being resealed. The process is called fog sealing. Fog sealing involves applying a hot rejuvenating sealer and binder emulsion to the blacktop surface. This serves as a rejuvenating and resurfacing sealer for the blacktop surface. This is a 2010 capital improvement project.

Three contractors who provide this type of sealing were contacted to provide quotations for fog sealing the courthouse/annex parking lots.

Allied Blacktop Company	Pearson Brothers, Inc.	Fahrner Asphalt Sealers
\$ 4,500.00	\$5,375.00	No quote

Fahrner Asphalt Sealers were in contact with the Building Operations Supervisor and indicated they were interested in providing a quote, and then contacted him on Tuesday, June 15, and said they would not be providing a quote. In Mr. Friedt's conversation with them he believes their cost would have been more than Allied and possibly been higher than Pearson Brothers. It was the Building Operations Supervisor's opinion that the quote from Allied Blacktop is a good price for this work.

The County Engineer was available to comment on the request. Mr. Kohlhofer was supportive of using fog sealing to reseal the courthouse/annex parking lots.

Courthouse Parking
Lot Fog Sealing
Project Approved -
Continued

Motion by Alberts seconded by Gray to authorize Allied Blacktop Company from Maple Grove, MN to provide fog sealing of the courthouse/annex parking lots at a cost of \$4,500.00. Also included in the motion was authorization for the Chair to sign a Fog Seal Proposal with Allied Blacktop Company. *Motion adopted unanimously.*

Mr. Friedt discussed retaining wall repairs with the Board.

Courthouse/Annex
Retaining Wall
Repairs Approved

The Building Operations Supervisor informed the Board that there are four areas of landscape retaining walls that need to be repaired on the south side of the courthouse/annex. This is a 2010 capital improvement project.

Mr. Friedt reported that the landscape retaining block walls at the south entrance to the annex are leaning and need to be reset to vertical. This work will involve removing the existing block, removing the landscape rock and dirt behind them, resetting the block, replacing the dirt and landscape rock. The existing block will be reused and there will only be a few blocks that will be replaced with new.

The retaining wall at the southeast corner of the annex will need the top three blocks on three of the walls reset. There will be some excavating of the area near the top of the wall to divert water away from the top of the wall.

The retaining wall at the south side of the link between the two buildings is leaning away from the building and will need the top retaining wall section removed and reset back against the building.

The retaining wall at the south end of the old limestone stairs at 6th Street has corners at the steps landing that will need to be reset.

Landscape retaining wall contractors were contacted to provide proposals to do the work to correct the retaining wall problems. The following proposals were received:

Premier Hardscapes	Custom Retaining Walls	Rochester Landscaping	Distinctive Lawn and Landscape
\$22,251.00	\$11,300.00	\$10,715.28	\$9,669.95

Motion by Erickson seconded by Gray to approve and authorize Distinctive Lawn and Landscape of Chatfield, MN to repair the retaining walls at a cost of \$9,669.95. Also included in the motion was authorization for the Chair to sign an agreement with Distinctive Lawn and Landscape Inc. *Motion adopted unanimously.*

The Board reviewed a courthouse/annex building evaluation change order.

Courthouse/Annex
Building Evaluation
Change Order
Approved

Costs associated with the project are listed as follows:

\$17,250	Total Cost of Project Including Change Order
<u>\$ 8,575</u>	Projected Grant Amount County will Receive from Excel Energy
\$ 8,675	Anticipated Total Cost to County for Project

Motion by Erickson seconded by Gray to approve and authorize a courthouse/annex building evaluation change order in the amount of \$3,250.00 to cover extra work performed by Yaggy Colby Associates, which is an additional cost to the current contract amount of \$14,000.00. *Motion adopted unanimously.*

County Engineer Guy Kohlhofer met with the Board to discuss a request to purchase a Ford F550 utility truck.

Highway
Department Utility
Truck Purchase
Approved

Mr. Kohlhofer informed the Board that the Highway Department has and utilizes a one ton utility truck. The truck is used for hauling heavy parts and supplies for the various construction and maintenance jobs performed throughout the year. This truck is also utilized for towing the heavier equipment not loaded on the semi trailer such as the skid loader and roller.

The County Engineer noted that the existing unit is a 1987 Ford F350 with 147,000+ miles on it. Maintenance costs have increased as the intervals between transmission replacements have gotten shorter and various body parts wear out.

The Highway Department requests authorization to purchase a new one ton dump truck off of the state contract. The truck they have priced out is a Ford F550 with essentially the same set-up as the unit to be replaced with slightly more load and towing capacity. The proposed truck includes a dump box with fold down sides for easy access to cargo.

The contract price calculated is approximately \$ 62,000. This is a budgeted item utilizing 2009 and 2010 funding of \$89,000. In 2009 the Highway Department discovered they had not budgeted enough to purchase a new truck and elected to wait and combine those funds with the 2010 pickup budget.

Mr. Kohlhofer noted that similar Chevy and Dodge trucks were not available in this work class.

The old unit will be sold at county auction. The Highway Department would expect to get \$4,000 to \$9,000 for this vehicle at auction.

Commissioners questioned whether or not additional quotes were received when pricing the truck.

The County Engineer clarified that when purchasing through the state contract, the state has already done the work of comparing prices to determine where they can get the best price on vehicles.

Commissioners wanted to know if other makes were considered.

Mr. Kohlnhofer reiterated that similar Chevy and Dodge trucks were not available in this work class.

Highway
Department Utility
Truck Purchase
Approved -
Continued

Motion by Gray seconded by Erickson to approve and authorize Highway Department to purchase an equipped Ford F550 pickup from State contract for approximately \$62,000. *Motion adopted unanimously.*

Brian Weber of Weber and Leth PLC presented for the Board's consideration a request to vacate the right of way near the intersection of Highway 56 and County Road 34.

Request to Vacate
CSAH 34 Right
Away in Dodge
Center Tabled

McNeilus Properties, LLC owns the property upon which the Subway restaurant sits in Dodge Center, this property borders the right of way in question.

Mr. Weber provided the Board with the following background on the request:

McNeilus Properties and the county entered into an agreement last year to allow Subway to place a business sign as well a parking area within the right of way. The Encroachment Agreement and First Addendum are on record in the Dodge County Recorder's Office.

Mr. Weber provided the Board with the following additional information:

- 1) Petition of McNeilus Properties, LLC for vacation of part of right of way south of C.S.A.H. No. 34.
- 2) Proposed Resolution vacating that portion of right of way south of C.S.A.H. No. 34.

Mr. Weber informed the Board that §163.11, subs. 4. McNeilus Properties, LLC is the only land owner adjacent to the subject premises. Once the resolution is passed, it must be served upon each occupant of the land and also posted for at least ten days. Thereafter, a copy of the resolution with proof of service and Affidavit of Posting are filed with the County Auditor's Office and, Mr. Weber would suggest, recorded in the office of the County Recorder.

McNeilus Properties Representative Paul Blaisdell was available to comment on the request.

Commissioner Alberts wanted to know if the proposed resolution was approved if it would have any adverse affect on the county.

It was the County Engineer's opinion that vacating this right of way would have an adverse affect on the county and traffic safety. There are county utilities under the property that they may someday need to repair and there would be sight line issues. The County Engineer presented a diagram showing the existing four sight corners at this intersection and explained their purpose for traffic safety.

Mr. Weber informed the Board that the reason they want the right of way vacation approved is to clean up the title and get the property back on the tax rolls.

Commissioner Erickson asked for the County Attorney's input on the request.

[Request to Vacate
CSAH 34 Right
Away in Dodge
Center Tabled -
Continued](#)

County Attorney Paul Kiltinen commented that if the county doesn't need the property and McNeilus can benefit from it, he sees it as beneficial for them to take this piece of property over; however, he also sees the County Engineers concerns with the request.

Discussion took place on whether or not the county was using the property and needed to retain ownership of the property.

Mr. Kohlhofer stated that the county is using this right of way; it is needed for sight corners and is being used for utilities. The County Engineer added that if they did not have this sight corner when they rebuilt the road in 2007 the county would have purchased it.

The County Engineer briefly discussed with the Board whether this would be considered a vacation issue or a sale because the land is actually owned by the county rather than land on which the county has an easement.

Brian Weber commented that the vacation can be subject to a utilities easement and noted that language can be added back into the proposed resolution to address this concern.

The County Engineer informed the Board that another concern he has with the request is that if sometime in the future a median needs to be put in near this intersection to control the traffic, the location of the current sidewalk would need to be moved south six to eight feet.

Commissioner Gray voiced his opinion that since this is Commissioner Hanson's district and because he wasn't in attendance at the meeting that he'd like to table further discussion on the request until Commissioner Hanson is available to comment.

It was noted that tabling this item would allow the county time to determine whether this was a vacation issue or a sale issue and would also give Mr. Weber time to correct the proposed resolution and provide the Board with a photo of the area in question.

Motion by Gray seconded by Erickson to table further discussion on the request to vacate the CSAH 34 right of way near Subway in Dodge Center until the County Board meeting July 13th, 2010. *Motion adopted unanimously.*

Environmental Services Director Mark Gamm and Septic System Coordinator Sandy Schaefer discussed with the Board sewage treatment concerns at the Fairgrounds.

[Sewage Treatment
at Fairgrounds
Discussion](#)

Mr. Gamm reported that it appears that part of the sewage treatment system at the Fairgrounds does not meet current standards. Environmental Services has reviewed existing conditions and possible solutions.

The Environmental Services Director provided the Board with a photo (Figure 1) that illustrated the existing conditions at the Fairgrounds.

Sewage Treatment
at Fairgrounds
Discussion -
Continued

Mr. Gamm shared the following existing conditions information with the Board: The buildings near the entrance of Fair Grounds are connected to Kasson City Sewer. The women's grandstand bathroom and Fair Board Office Building are served by storage tanks that are pumped regularly by a Leth Sewer Service. Sewage from the men's grandstand bathroom flows to an old home-made tank that discharges to a drain field located somewhere north of the grandstand. No person that Environmental Services staff has talked to can recall the location, dimension, or construction of the drain field.

The Fair Board paid \$3,800 in 2008 and \$4,200 in 2009 for septic tank pumping. The Fair Board has also incurred costs to maintain and repair the septic tank system.

The Environmental Services Director shared the following proposed solution: After consultation with Larry Schaefer and staff at City of Kasson, Environmental Services believes the best long term solution is to pipe all sewage to the city sewer. Another photograph (Figure 2) illustrated the proposed layout. A preliminary engineer's estimate for the upgrade is \$30,000. This estimate includes sewer pipe, pump station, engineering and city connection fee.

By avoiding the existing sewage tank pumping fee, the Fair Board will save about \$4,000 to \$5,000 per year. Therefore, the payback period for the capital cost to connect to city sewer is about six to seven years.

Mr. Gamm informed the Board that he feels that the county has a real issue at the fairgrounds with the men's bathroom drainage problem and determining what needs to be done to correct it.

The Environmental Services Director recommended that the county hook up to city water and sewer.

Discussion took place regarding whether or not there is enough gravity to have the sewage drain to the north or if a pump would be needed if they decide to go that route.

Mr. Gamm informed the Board that he was willing to look at other options but the Kasson City Engineer recommended the alignment that would have the sewer draining to the west side of the fairgrounds property where it would be connected to the city's system at Highway 57.

Kasson City Administrator Randy Lenth reported that the west option is the least expensive option. The south option is already overloaded and the city doesn't want to add any additional stress to this system. Mr. Lenth stated that there are less problems going to the west and noted that all of the tile lines in the fairgrounds go north so that isn't the best option either.

The Board thanked Mr. Lenth for the information.

Motion by Erickson seconded by Gray to direct the Environmental Services Director and Septic System Coordinator to proceed with determining the best solution to resolve the sewage drainage issue at the fairgrounds. Also included in the motion was authorization for Environmental Services to obtain detailed estimates to resolve the drainage issue and report back to the Board on what it will cost to correct this problem. *Motion adopted unanimously.*

Environmental Services Authorized to Obtain Estimates for Fairgrounds Drainage Project

Mr. Gamm discussed with the Board setting a meeting date to discuss residential growth in the Ag District.

Meeting Date Set to Discuss Residential Growth in the Ag District

The following background information was shared:

The County Board requested a meeting to hear and discuss staff findings regarding residential growth. The goal of the meeting is to answer these questions: *“Should the county, at this time, provide more opportunity for residential growth in the agricultural district? If so, what is the preferred method to manage orderly residential growth?”*

Motion by Gray seconded by Erickson to set a meeting date of Tuesday, July 27th, 2010 at 1:30 p.m. at the Dodge County Courthouse, Mantorville, MN to discuss residential growth in the Ag District. *Motion adopted unanimously.*

The Environmental Services Director provided the Board with the proposed draft agenda for the residential growth in the ag district meeting:

1. Briefly review Comprehensive Land Use Plan.
2. Briefly review current zoning standards, growth patterns, and remaining capacity for residential growth.
3. Briefly review Land Use Task Force Recommendations.
4. Discuss the following options as presented by Dodge County Zoning Staff:
 - A. Keep the same zoning districts but eliminate the distinction between “farm dwelling” and “non-farm dwelling”.
 - B. Keep the same zoning districts but allow more residential development on non-prime farmland in current Agricultural District (LUTF Preferred).
 - C. Create a new “2nd Agricultural District” and regulations that apply to the district (LUTF Alternative).
 - D. Keep the same zoning districts but ease the standards for rezoning land to Rural Residential.

Mr. Gamm anticipated that the meeting would last two hours.

Kasson City Administrator Randy Lenth presented for the Board's consideration Ice Arena parking lot bids.

*Additional Ice Arena
Parking Lot Funding
Approved for 2011*

Mr. Lenth informed the Board that bids were opened by WSN Engineers for the drainage and hard surfacing at the Dodge County Fairgrounds. Of the six contractor bids, four elected to participate in the City's Best Value Contract interviews to be held Thursday, June 17th beginning at 1:00 p.m. Due to the swampy nature of the area, WSN Engineers are recommending that the underground work and outdoor rink be completed in 2010 with hard surfacing to occur, (pending funds) in 2011. WSN will have a breakdown of 2010 costs so that both the city and county can determine a course of action for 2011 completion.

Name of Contractor	Base Bid	Alternate A
Swenke	\$444,827.40	\$517,435.10
Heselton	\$457,165.15	\$530,019.86
Elcor	\$488,046.85	\$532,619.59
Pember	\$441,359.96	\$536,953.72
Rochester Sand & Gravel	\$439,402.68	None
ICI	None	\$551,305.12

The City Administrator reiterated that the plan is to complete the underground work and outdoor rink this summer and the hard surfacing in 2011. This would allow the underground work done this year time to settle over the winter.

Mr. Lenth reported that the city needs a commitment from Dodge County to contribute \$120,000 more to this project.

County Administrator Jim Elmquist informed the Board that the \$120,000 in additional money that the city is asking for is not money that the county has in an account, the county would have to go out and find the money for this project.

Commissioners questioned why the city is recommending asphalt rather than concrete.

The City Administrator stated that concrete is not affordable at this time and that is why they didn't recommend that option.

Motion by Alberts seconded by Gray to commit to spending an additional \$120,000 for the Ice Arena parking lot project in 2011. *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	\$153,192.90
11	Human Services Fund	\$ 116.28
13	Road and Bridge Fund	\$ 84,437.02
16	Environmental Quality Fund	\$ 91,031.39
32	County Capital Projects	\$ 667.81
	Total	\$329,445.40

Motion adopted unanimously.

Finance Director Lisa Kramer met with the Board to discuss Dodge County's share of the Minnesota Counties Information Systems (MCIS) building project.

Payment for Dodge County's Share of the MCIS Building Project Approved

Mr. Kramer informed the Board that Dodge County is a member of MCIS. MCIS provides support for Dodge County's financial general ledger system (IFS), payroll and receipting system.

The Joint Powers Board approved the construction of a new facility to serve as offices for MCIS staff. Based on the architect's design estimates, the total cost of the new facility is \$738,000. Dodge County's share of this expense is \$7,735. Dodge County has the choice of financing this for 15 years at 3% interest resulting in \$1,985 additional interest payments or paying our full share up front at this time. The Finance Director requested that Dodge County pays its full share, \$7,735, to avoid paying the finance costs over the next 15 years.

Mr. Kramer noted that this is an unbudgeted expenditure for 2010 and recommended using the Commissioner's Contingency account line to pay for this expense. Commissioner's Contingency is money set aside each year for unbudgeted expenses that are unusual or extraordinary. The Finance Director feels this payment meets the criteria since it is a one-time payment.

Motion by Gray seconded by Alberts to approve and authorize the Finance Director to make a one-time payment of \$7,735 to Minnesota Counties Information Systems for Dodge County's share of the building project. *Motion adopted unanimously.*

Employee Relations Director Lisa Hager discussed with the Board her request to approve an Expense Reimbursement, Transportation and Travel Policy revision.

Expense Reimbursement, Transportation and Travel Policy Revision Approved

Ms. Hager noted that all of the changes being recommended are on page 4. After conferring with Department Heads and the Finance Department, it is her recommendation that the county change the meal reimbursement schedule to break it down by meal and better define when a meal is eligible for reimbursement and what documentation is required. It does increase the total daily meal reimbursement amount by \$3.00, but Ms. Hager does not anticipate that this will increase reimbursements.

The Employee Relations Director anticipates fewer meals will be eligible for reimbursement and since it has been broken down by meal, the county will no longer have the previous \$30 per day allowance being spent on the one meal for which employees were eligible to be reimbursed. Even though the county attempted to anticipate every scenario when revising this policy, Ms. Hager anticipates with a change like this she may need to make adjustment to the policy after the county has operated under it for a period of time.

Expense
Reimbursement,
Transportation and
Travel Policy
Revision Approved -
Continued

Motion by Erickson seconded by Gray to approve and authorize the Expense Reimbursement, Transportation and Travel Policy revision as presented. *Motion adopted unanimously.*

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

Personnel Actions
Approved

A. Highway Department

- A.1 Kirk Rolfson – Assistant Engineer
Step increase from C43 step 5 \$28.49 to C43 step 4 \$29.59.
Effective Date: 6/5/10
- A.2 Jessica Brennan – Administrative Assistant - .8 FTE
Step increase from B23 step 4 \$17.80 to B23 step 3 \$18.38.
Effective Date: 6/23/10
- A.3 Loren Otterbein – Equipment Operator II
Resignation.
Effective Date: 8/31/10

B. Public Health

- B.1 Christine Agerter – PHN II
Step increase from C41 step 7 \$20.25 to C41 step 6 \$21.01 (+\$3 R/R).
Effective Date: 7/1/10
- B.2 Patricia Busse – PHN II - .6 FTE
Step increase from C41 step 6 \$21.01 to C41 step 5 \$21.81 (+\$3 R/R).
Effective Date: 7/1/10
- B.3 Kelly Corbin – Health Educator – 1.0 FTE
Request change in status from 1.0 FTE to On-Call.
Effective Date: 6/25/10
- B.4 Health Educator – 1.0 FTE
Authorization to post and fill vacancy created by status change.
Effective Date: 6/22/10
- B.5 Heather Angell – PHN I - .6 FTE
Change in status from .6 FTE to On-Call.
Effective Date: 7/2/10
- B.6 Public Health Nurse I - .6 FTE
Authorization to post and fill vacancy created by status change.
Effective Date: 6/22/10
- B.7 Public Health Nurse II/Dietitian - .3 FTE (On-call)
Authorization to post and fill vacancy created by resignation of employee on 5/7/10.
Effective Date: 6/22/10

C. Administration

- C.1 Dennis Nawrocki – Fleet Maintenance Mechanic
Step increase from B22 step 2 \$17.87 to B22 step 1 \$18.40.
Effective Date: 6/5/10
- C.2 Sara Marquardt – Accounting Services Director
Step increase from C41 step 6 \$22.55 to C41 step 5 \$23.20.
Effective Date: 6/4/10

D. Sheriff's Office

- D.1 David Crable – Deputy Sheriff
Step increase from C41 60 month step \$24.35 to C41 72 month step
\$24.93.
Effective Date: 4/27/10

E. Human Services

- E.1 Shelley Koen – Fiscal Officer
Step increase from C41 step 8 \$21.24 to C41 step 7 \$21.90.
Effective Date: 6/15/10
- E.2 Kelly Madsen – Support Services Supervisor
Step increase from C42 step 7 \$22.91 to C42 step 6 \$23.61.
Effective Date: 6/23/10

Motion adopted unanimously.

Zoning Administrator Melissa DeVetter met with the Board to discuss a Feedlot V Grant Agreement.

Personnel Actions
Approved -
Continued

Feedlot V Grant
Agreement
Approved

Ms. DeVetter informed the Board that the SE MN Water Resources Board has secured grant funding for the completion of the feedlot assistance project. Grant funding is to be utilized for technical assistance and implementation of low-cost fixes on feedlots signed up for the Open Lot Agreement. Under the terms of the Open Lot Agreement, feedlot owners are required to be in compliance by October 1, 2010. The current grant (Feedlot V) is titled - Southeast Regional Feedlot Grant for Water Quality (Project).

As a member of the SE MN Water Resources Board, Dodge County is eligible to receive up to \$20,498 for expenses incurred during the project. To receive the money, the county must sign a cooperative agreement with SEMNWRB. The project starts March 1, 2010 and ends August 29, 2014. Currently, Dodge County has an agreement with the Dodge County Soil and Water Conservation District (SWCD) to continue this type of work contract until the end of the project.

Motion by Alberts seconded by Gray to approve and authorize the Chair to sign an Agreement Between the Southeast Minnesota Water Resources Board and Dodge County for the grant titled - Southeast Regional Feedlot Grant for Water Quality (Project). *Motion adopted unanimously.*

Sheriff Jim Trihey presented for the Board's consideration a request to approve a 2010 Public Safety Interoperable Communications (PSIC) Grant.

2010 PSIC Grant
Approved

Motion by Erickson seconded by Alberts to approve and authorize the Chair and County Administrator to sign a Grant Contract with the State of Minnesota for a 2010 Public Safety Interoperable Communications Grant. *Motion adopted unanimously.*

The County Attorney provided the Board with a legal update.

Legal Update

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

Human Services
Committee Report

The Board reviewed the Human Services Director's request to extend the MinnesotaCare eligibility processing agreement to June 30, 2011. In 2006, Dodge County Human Services entered into an agreement with the Minnesota Department of Human Services to administer eligibility for the MinnesotaCare Program. Dodge County has since extended the agreement each year. Under the agreement, Dodge County received \$30 for each application processed. Human Services currently has approximately 210 cases open and they receive approximately \$2,000-3,000 each year under this agreement. The amendment under consideration at this time is effective July 1, 2010 to June 30, 2011.

MinnesotaCare
Eligibility Process
Agreement
Extension Approved

Motion by Erickson seconded by Gray to approve and authorize extending the MinnesotaCare eligibility processing agreement with the State through June 30, 2011 as requested. *Motion adopted unanimously.*

The County Attorney left the meeting at 11:24 a.m. CDT.

County Attorney Left
Meeting

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

Public Works
Committee Report

The Board reviewed the Highway Department's request to award SP 20-599-95.

Project SP 20-599-
95 Bid Awarded

Bids were opened on June 1, 2010 for the construction of Bridge No. 20558 and approach grading on 260th Avenue in Canisteo Township. Below is a summary of the bids received:

Minnowa Construction	\$459,332.00
Duinink	\$522,966.50
Structural Specialties	\$679,470.20

This is a planned project for this year with the majority of the funds being Federal Aid dollars.

Motion by Gray seconded by Alberts to award project SP 20-599-95 to low bidder Minnowa Construction in the amount of \$459,332.00 with the County Engineer authorized to approve change orders and supplemental agreements up to 10% of the contract amount. *Motion adopted unanimously.*

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

Administration
Committee Report

Motion by Erickson seconded by Alberts to approve and authorize the June 8, 2010 Committee of the Whole meeting minutes as presented. *Motion adopted unanimously.*

06/08/10 Committee
of the Whole
Meeting Minutes
Approved

Motion by Gray seconded by Erickson to approve and authorize the June 8, 2010 meeting minutes as corrected on pages 114 and 115. *Motion adopted unanimously.*

06/08/10 Meeting Minutes Approved

Motion by Erickson seconded by Alberts to approve and authorize the June 15, 2010 work session meeting minutes as corrected on page 1. *Motion adopted unanimously.*

06/15/10 Work Session Meeting Minutes Approved

The Board discussed the Accounting Service Director's request to establish a County Absentee Ballot Board.

Establishment of Absentee Ballot Board Approved

State statute 194.09 states the governing body of each county with responsibility to accept and reject absentee ballots must, by ordinance or resolution, establish a ballot board. The board must consist of a sufficient number (two at least) of election judges trained in the handling of absentee ballots and that are appointed. The board may include staff trained as election judges.

The governor signed the Absentee bill which is effective June 25, 2010. The absentee period for the State Primary is June 25 - August 9, 2010. The absentee period for the State General is September 17 - November 1, 2010. This board can also serve as the UOCAVA Absentee Ballot Board.

Motion by Gray seconded by Erickson to approve and authorize establishment of an Absentee Ballot Board as requested by the Accounting Services Director. Also included in the motion was the appointment of staff trained election judges as the County Absentee Ballot Board. *Motion adopted unanimously.*

Commissioners provided their agency reports. Commissioner Hanson was not available to report his meeting attendance. Commissioner Alberts attended a Fairview Care Center meeting, a Semcac meeting, a Soil & Water meeting and a Board of Appeal and Equalization meeting. Commissioner Gray did not have any meetings to report. Commissioner Erickson attended a PSAP Community Finance Committee & Regional Radio Board meeting, a Fairview Care Center meeting, a 2011 budget work session, a building evaluation work session, a Board of Equalization & Adjustment meeting, a Human Services Strategic Planning meeting, an EDA/HRA meeting, a Dodge County Township Officers banquet, a bid opening process on Four Seasons parking lot at the Kasson City Hall and a SEMREX Joint Powers meeting on Solid Waste. Commissioner Tjosaas attended a Semcac meeting, an EDA meeting, a Township Officers meeting and a Care Center work session.

Agency Reports

County Administrator Jim Elmquist discussed with the Board setting a Dodge County Regional Railroad Authority meeting date.

Dodge County Regional Railroad Authority Meeting Date Set

Mr. Elmquist informed the Board that he talked to Dave Christianson at MnDOT today and asked him about the railroad study and authorization Olmsted County has received from MnDOT to coordinate and lead a process that could include a bypass. Mr. Christianson said MnDOT may be willing to attend a Dodge County Regional Railroad Authority Meeting and have a discussion with the Commissioners for how this process came to be.

The County Administrator wanted to see if the Board was amenable to the schedule but his plan would be to set the Dodge County Regional Railroad Authority Meeting for the next Dodge County Board Meeting on July 13th, 2010. This should give ample time to advertise and coordinate schedules for interested parties.

Dodge County
Regional Railroad
Authority Meeting
Date Set -
Continued

It was the consensus of the Board to set the Dodge County Regional Rail Authority meeting for Tuesday, July 13th, 2010 at 1:30 p.m. at the Dodge County Courthouse, Mantorville, MN.

Motion by Alberts seconded by Gray to adjourn the meeting at 11:45 a.m. CDT.
Motion adopted unanimously.

Meeting Adjourned

The next regular meeting of the Dodge County Board of Commissioners will be held on July 13, 2010 at 9:30 a.m. CDT.

Next Regular
Meeting

ATTEST:

LYLE TJOSAAS
CHAIR, COUNTY BOARD

BECKY LUBAHN
DEPUTY CLERK

DATED: