

**TUESDAY, JUNE 24, 2008**

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

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

**COUNTY ADMINISTRATION OFFICE  
MANTORVILLE, MN**

**2008-12**

The Dodge County Board of Commissioners met in regular session June 24, 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
	Paul Kiltinen	County Attorney

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

Agenda Approved

Dodge County Soil and Water Conservation District Supervisor Glenn Hahn presented a request to increase the Soil and Water 2009 contribution to \$195,130. Mr. Hahn briefly discussed the changes in several line items, run-off concerns, watershed districts and introduced the following Soil and Water district representatives: Muriel French, Darrel Faulkner, Dave Livingston and Larry Scherger.

Soil & Water 2009  
Budget Request  
Discussion

Mr. Hahn and Larry Scherger discussed with the Board tiling systems, the use of filters on tiling systems and the possibility of developing rain gardens in Dodge County to help decrease drainage issues.

Commissioner Hanson wanted to know why the majority of the increase in the Soil and Water budget was for salary and benefits.

Commissioner Alberts clarified that the Soil and Water office is requesting another employee.

It was Commissioner Hanson's opinion that there should be some revenue generated if a new employee is hired using grant funds.

Glenn Hahn stated that they need an experienced person in this position. Mr. Hahn also noted that it is hard to judge how much money this new individual can bring in during their first year of employment.

Soil & Water 2009 Budget Request Discussion - Continued

Mr. Scherger informed the Board that they will not make money with a new person the first year, however, after that first year they may. Mower County Soil and Water Conservation District Manager Bev Nordby was contacted to obtain a rough idea of how much money it would take to hire a new employee and when to expect some revenue in return from this position.

The Chair informed Mr. Hahn that no decision would be made at this time regarding his request as the Board will be meeting later today to work on the 2009 budget.

The Board thanked the Soil and Water representatives for the update and stated that they feel they have been well informed of what is going on with the Dodge County Soil and Water office.

Environmental Quality Director Mark Gamm and Solid Waste Facility Manager Terry Selthun met with the Board to discuss their request to sell Transfer Station equipment.

Sale of Transfer Station Equipment Approved

Mr. Gamm informed the Board that in order to improve their waste transfer operation they plan to replace their existing roll-off trailer with a larger transfer trailer. This will increase their payload from about thirteen tons per trip to twenty tons per trip. The Environmental Quality Director noted that the first step in this plan is to sell equipment that they will not need.

The following proposals were received to purchase and salvage various pieces of equipment:

Summary of Proposal to Purchase, Salvage or Demolish Surplus Equipment and Building, at Dodge County Transfer Station

	Manders Diesel	Mudek Truck/JJ Recycling	Waseca County	Kellner Services	Mark Brannan	Chris Bieder	Crysteel Truck	County Staff Recommendation
<b>Purchase Equipment</b>								
2005 Clements Bridger Roll Off Trailer	5,000.00			18,321.00				Do Not Sell (1)
2005 Nedland 20' Open top roll off container/40 yd	3,000.00	2,200.00	2,500.00	2,654.00		2,750.00	2,100.00	Sell
2005 Nedland 30' open top roll off/60yd	4,000.00			4,321.00		4,550.00		Sell (2)
2005 Nedland 34' open top roll off container/73 yd	4,000.00			4,987.00		5,550.00		Sell
2004 Nedland Compactor	500.00			456.00				Do Not Sell (3)
2005 Nedland 50 yd rolloff receiver container	1,000.00			4,897.00				Sell (4)
1997 Mack Tractor	6,500.00			8,787.00				Do Not Sell (5)
1990 Mack W stellar hook	1,500.00			5,649.00	1,111.11		6,300.00	Sell
1993 Magnetic Head Pully	100.00			264.00				Do Not Sell (6)
2 16x20 OH doors	200.00			20.00	111.11	600.00		Sell
1993 Trommel Screen	500.00			654.00				Do Not Sell (7)
Hallico Live Floor				789.00				Do Not Sell (7)
Excel Bed Conveyor								
1993 Morton Building					111.11			Do Not Sell (7)
Sale, salvage, demo of conveyor, live floor, trommel and building				2,651.00				Sell

(1) Estimated Minimum Value is \$27,500  
 (2) Sell after trailer is sold  
 (3) Estimated Minimum Value is \$8,500  
 (4) Sell after demolition of old sorting equipment and building  
 (5) Estimated Minimum Value is \$15,500  
 (6) Estimated Minimum Value is \$1000  
 (7) Salvage Proposal is better than selling individual equipment - See Salvage/Demolition Proposal in last row of this table

Motion by Erickson seconded by Hanson to approve and authorize the Environmental Quality office to sell/not sell/salvage/demo the equipment as recommended. *Motion adopted unanimously.*

Sale of Transfer  
Station Equipment  
Approved -  
Continued

Mr. Gamm informed the Board that the next step is to request quotes from vendors to purchase a new trailer with a trade-in of the existing trailer.

Virgil Andrist was not available to discuss his request to open a Dodge Board and Lodge sober house.

Dodge Board and  
Lodge Sober House

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

Personnel Actions  
Approved

**A. Public Health**

A.1 Amanda Smith – Family Support Worker  
Resignation from Public Health to accept Social Worker position in Human Services.

Effective Date: 6/20/08

A.2 Family Support Worker – On-Call  
Authorization to post and fill vacancy created by resignation.

Effective Date: 6/24/08

A.3 Kelly Fennell – Public Health Nurse I - .6 FTE  
Resignation.

Effective Date: 6/25/08

A.4 Public Health Nurse I - .6 FTE  
Authorization to post and fill vacancy created by resignation.

Effective Date: 6/17/08

A.5 Melissa McLaurin – Health Educator  
Change status from terminated to on-call.

Effective Date: 5/29/08

**B. Human Services**

B.1 Angie DeGrote – Social Worker – 1.0 FTE  
Authorization to employ at C42 step 9 \$17.87 to fill approved vacancy.

Effective Date: 7/14/08

**C. Sheriff's Department**

C.1 Anthony Heaser – 911 Dispatcher  
Authorization to change status from 1.0 FTE B22 step 1 \$14.84 (union) to On-Call B22 step 11 \$13.15 (non-union).

Effective Date: 6/26/08

C.2 911 Dispatcher – FT  
Authorization to post and fill position created by resignation.

Effective Date: 6/24/08

C.3 Mike Burton – 911 Dispatcher - 1.0 FTE  
Authorization to change status from On-Call Dispatcher B22 step 11 \$13.15 (non-union) to 1.0 FTE B22 step 1 \$14.84 (union) to fill vacancy created by status change.

Effective Date: 6/24/08

Personnel Actions

Approved -  
Continued

**D. Veteran Services**

D.1 Todd Nelson – Veteran’s Services Officer - .8 FTE  
Step increase from B23 step 3 \$16.72 to B23 step 2 \$17.27.  
Effective Date: 6/29/08

**E. Highway**

E.1 Jessica Brennan – Administrative Assistant - .85 FTE  
Step increase from B23 step 5 \$15.69 to B23 step 4 \$16.21.  
Effective Date: 6/23/08

**F. Administration**

F.1 Jeff Mieras – GIS Specialist  
Step increase from C41 step 10 \$19.59 to C41 step 9 \$20.15.  
Effective Date: 7/7/08

*Motion adopted unanimously.*

County Attorney Paul Kiltinen provided the Board with a status report for his office.

Legal Status Report

The following information was shared with the Board:

FILES OPENED:			
2005	2006	2007	2008 YTD
732	737	707	230

FILES CLOSED:			
2005	2006	2007	2008 YTD
759	595	724	207

BILLABLE HOURS THROUGH TITLE IV-D:			
2005	2006	2007	2008 YTD
343	487	535	191

Approximate number of Child Support Court days per year: 12  
Approximate number of Magistrate Court days per year: 12  
Approximate number of Drug Court Appearances per year: 51

The Board stated that they appreciated the information that was provided by the County Attorney.

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

Bills Approved

01	Revenue Fund	\$ 96,609.44
11	Human Services Fund	\$ 40.34
13	Road and Bridge Fund	\$ 70,223.15
16	Environmental Quality Fund	\$ 65,983.24
	Total	\$232,856.17

A payment to Peggy Espey for \$40.91 on Page 12 was pulled because it was older than 90 days and no longer eligible for reimbursement. *Motion adopted unanimously.*

*Bills Approved -  
Continued*

The County Attorney left the meeting at 10:20 a.m. CDT.

*County Attorney Left  
Meeting*

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

*Administration  
Committee Report*

Motion by Erickson seconded by Hanson to approve and authorize the June 10, 2008 Committee of the Whole meeting minutes as presented. *Motion adopted unanimously.*

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

The Board reviewed the Accounting Services Director's request to approve a 3.2 malt liquor license for the Dodge County Mechanical and Agricultural Society.

*Dodge County  
Mechanical and  
Agricultural Society  
3.2 Malt Liquor  
License Approved*

The Dodge County Mechanical and Agricultural Society is requesting a 3.2 malt liquor license effective July 1, 2008 through December 31, 2008. They will be using the license for the Dodge County Fair and the Big Iron Truck Show. These events will be held at the Dodge County Fair Grounds, located in Kasson, MN.

Motion by Tjosaas seconded by Gray to approve and authorize the Chair and County Administrator to sign a 3.2 malt liquor license for the Dodge County Mechanical and Agricultural Society effective July 1, 2008 through December 31, 2008 pending the approval of the County Attorney and County Sheriff and the submission of all required insurance documentation. *Motion adopted unanimously.*

Commissioners provided their agency reports. Commissioner Hanson attended a SEMREX meeting, a Fairview Care Center meeting, a HRC Joint Powers meeting, a Township Overlay meeting, a Township Officers meeting, an EMS Joint Powers meeting, a W.D.I. Joint Powers meeting and a roof abatement meeting. Commissioner Alberts attended a Board of Equalization meeting, a Fairview Care Center meeting, a Corrections meeting, a Township banquet and a Township Public Hearing on Township Overlay. Commissioner Gray attended a Planning and Zoning meeting, a Township Overlay meeting, a Township Officers annual banquet, a courthouse roof abatement meeting, a County Board of Equalization meeting and an H.R.C. special meeting. Commissioner Erickson attended a Truancy meeting, a County Board of Appeals and Equalization meeting, an EDA meeting, a Law Library meeting, a SCHA Quality Assurance Committee meeting, a Fairview Care Center meeting, a public hearing on County/Township Planning and Zoning agreements, a DFO Advisory Board meeting, a Dodge County and Township Officers banquet, a continuation of Commissioner's meeting and a Dodge County Corrections Task Force meeting. Commissioner Tjosaas attended a Board of Appeals meeting, an EDA meeting, a Planning and Zoning hearing, a Township banquet, an EDA meeting and a Fairview meeting.

*Agency Reports*

Motion by Gray seconded by Tjosaas to adjourn the meeting at 10:47 a.m. CDT.  
*Motion adopted unanimously.*

Meeting Adjourned

The next regular meeting of the Dodge County Board of Commissioners will be held on July 8, 2008 at 9:30 a.m. CDT.

Next Regular Meeting

**ATTEST:**

---

KLAUS ALBERTS  
CHAIR, COUNTY BOARD

---

BECKY LUBAHN  
DEPUTY CLERK

---

DATED: