

**TUESDAY, JULY 13, 2010**

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

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

**COUNTY ADMINISTRATION OFFICE  
MANTORVILLE, MN**

**2010-13**

The Dodge County Board of Commissioners met in regular session July 13, 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          |
|                  | Don Gray       | District #4          |
|                  | David Hanson   | District #5          |
| Members absent:  | David Erickson | District #3          |
| Also present:    | Jim Elmquist   | County Administrator |
|                  | Becky Lubahn   | Deputy County Clerk  |
|                  | Paul Kiltinen  | County Attorney      |

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

Agenda Approved

Emergency Management Director Matthew Maas provided the Board with an update on the severe storms from June 17, 2010 and June 26, 2010.

Severe Storm  
Update

Mr. Maas informed the Board that the storms were expected and the cities and county were prepared.

There were two tornados that touched down in Dodge County on June 17, 2010; they were both south of Claremont.

The Emergency Management Director noted that he had good reports from the spotters that were out, storm warnings went out in time, and that Dodge County fared pretty well considering the damage some of the surrounding counties sustained.

One home and three pole barns in Dodge County were destroyed. One barn and one turkey barn also sustained damage from the storms.

Mr. Maas reported that the spotters conducted damage assessments once the storm passed and were instrumental in determining where resources were needed.

The Emergency Management Director informed the Board that a Damage Impact Assessment form has been completed and sent to the state. Dodge County did not have enough damage to be included in the Presidential Declaration which does not include individual assistance.

Severe Storm  
Update - Continued

National Weather Service staff came to Dodge County to verify the accuracy of the information reported and confirmed that tornados were present in Dodge County.

Commissioner Gray wanted to know if Dodge County shared resources with other counties on the night of the storms.

Mr. Maas stated that city and county resources stayed in Dodge County until the storms passed to ensure that the cities and county had the resources they needed to respond to storm damage. Although it was apparent after the storms that it wasn't necessary for the county to share resources, they did share information.

Commissioner Hanson wanted to know how the weather information is communicated.

The Emergency Management Director reported that the storm spotters contact him with what is happening in their areas. This information is then relayed to the National Weather Service using the ARMER System so the Sheriff's Office radio system isn't tied up. Storm information is also shared with Olmsted County so they know what to expect in their county. Mr. Maas noted that all communication is done via the radio and telephone. Storm information is relayed to the National Weather Service and they confirm the information with what they see on the Doppler System.

The Board thanked Mr. Maas for the update.

Finance Director Lisa Kramer provided for the Board's consideration a list of proposed 2010 agency appropriations.

2010 Agency  
Appropriations  
Approved

Ms. Kramer reported that the Commissioner's budget details a list of agency appropriations that the Board funds to benefit the community. These payments are normally paid in July. Based on this past timing, the Finance Director requests that the Dodge County Board authorize payment of the agency appropriations.

Motion by Hanson seconded by Gray to approve an authorize the following 2010 agency appropriations:

- |  |              |
|--|--------------|
| - SE Minnesota Initiative Fund -         | \$ 1,320.00  |
| - Southern MN Tourism -                  | \$ 330.00    |
| - SE MN Area Agency on Aging -           | \$ 300.00    |
| - SEMCAC -                               | \$ 3,685.00  |
| - Dodge County Historical Society -      | \$ 7,370.00  |
| - Soil and Water Conservation District - | \$16,667.00* |
| *Remaining balance of 2010 appropriation |              |

*Motion adopted unanimously.*

Brian Weber of Weber and Leth PLC discussed with the Board McNeilus Properties request to vacate a portion of the right of way near the intersection of CSAH 7 and County Road 34.

Request to Vacate  
CSAH 34 Right  
Away in Dodge  
Center Approved

Mr. Weber shared numerous photos with different viewpoints and angles of the area in question.

Brian Weber stated that the main reason for requesting the vacation of the CSAH 34 right of way was to end uncertainty since Subway is using the right of way and he feels their use doesn't interfere with sight lines. Another reason would be to clear up the title. Mr. Weber indicated that the deed could be made subject to utility easements.

It was County Attorney Paul Kiltinen's opinion that the county could release a portion of the property but reserve the utility easement.

County Engineer Guy Kohlnhofer shared the following comments regarding CSAH 34/CSAH 7 sight corner issues. In June of 2009 the county agreed to allow McNeilus Properties limited utilization of the sight corner right of way in the south east corner of CSAH 34 and CSAH 7. At that time it was agreed that the existing sight corner would not be obstructed with any objects larger than automobiles.

Later that some year McNeilus Properties returned with the First Addendum requesting permission to place an advertising sign within the sight corner right of way and near the corner of the intersection. Although the County Engineer recommended against the obstruction in the corner, the First Addendum was approved by the Board and a sign erected.

Currently McNeilus Properties has returned with a request to assume ownership and control of the existing sight corner right of way, leaving sight corners only on the remaining three corners. As County Engineer, Mr. Kohlnhofer argued that due to public safety and fiscal responsibility this is not in the best interest of the public to vacate this right of way. The County Engineer recommend against the sale of the sight corner right of way based on the following points:

1. First and foremost is the need for public safety. Right of way was purchased in two of the four corners by the State when the current alignment was established prior to the 1960's when traffic was lower than it is today. The right of way in this corner was already owned by the State and the forth corner was purchased in the 1980's. The purpose of these corner right of ways is to allow vehicles traveling the through road to see approaching traffic and determine their intent. The need for clear sight lines is magnified by the proliferation of accesses in this area and the attention they require.
2. This section of CSAH 34 was recently rebuilt in 2007 and designed with the idea that this sight corner was in place. Had the county not held control of this parcel it is likely we would have purchased it at that time.

3. A storm sewer and sanitary sewer are currently located within the area of the right of way. Any agreement to access these utilities in the event that the property is sold only lessens the county's authority over it. If access to the sewers is needed the burden of proof of need and cost of repair will fall on the county.
4. This intersection currently has over 8,300 cross traffic vehicle conflicts per day. It is such that it would be foreseeable that in the not so distant future the county would need to construct a median in CSAH 34 approaching the intersection. This would require moving the existing side walk and curb approximately six feet to the south.

Request to Vacate  
CSAH 34 Right  
Away in Dodge  
Center Approved –  
Continued

Commissioner Hanson commented that he believes the sight corner in question is just as good, if not better, than the other sight corners. Mr. Hanson stated that he understands that safety is key when considering this request.

Commissioner Alberts stated that although this corner is not being used, he doesn't think the county should vacate it if the County Engineer thinks he may need it in the future.

Brian Weber assured the Commissioners that the owners of the Subway restaurant aren't going to put anything in the sight corners that would interfere with the sight lines. Mr. Weber stated that he was willing to put restrictive language in the deed to address these concerns.

It was Commissioner Hanson's opinion that since the safety issues have been addressed, utility easements will be allowed to the county and approving the vacation will allow the property to be put back on the tax rolls, the request should be allowed. Mr. Hanson did not feel vacating this right of way was a safety factor.

The city/county signage ordinance was discussed.

Sanitary and storm sewers were discussed. A question was raised regarding who is responsible to repair sanitary and storm sewers.

County Attorney Paul Kiltinen clarified that the city is responsible for the sanitary sewer while the city and county are both responsible for the storm sewer. Mr. Kiltinen suggested drafting something to address the county's utility concerns.

Mr. Weber indicated that he was agreeable to putting language in the proposed resolution to address the county's utility concerns.

Commissioner Tjosaas suggested talking to the County Assessor in order to put a value on the parcel of land in order to sell it.

The County Engineer informed the Board that he spoke with Wendell Engelstad and the County Assessor stated that if McNeilus Properties purchased this land, it would add an additional value of \$10,000 to the property.

Mr. Kohlhofer reiterated to the Board that sight corners are his concern with this request.

Commissioner Hanson stated that he believes the county should allow the vacation since he feels the sight corners are no different than the other corners. Mr. Hanson felt that the vacation request should be approved with the stipulation that the county will have access to utilities through an easement, the property owner understanding that any replacement of the surface over of the utilities will be at their expense and the owner being made aware that the vacation will be subject to a restrictive covenant stating that they are not allowed to place any signs in the easement.

Request to Vacate  
CSAH 34 Right  
Away in Dodge  
Center Approved –  
Continued

The County Engineer suggested that as an alternative the Board consider releasing/selling only as far as one foot off the backup curb on the north side of the Subway parking lot. Then extending until one foot from the sidewalk and paralleling the side walk to the current property line.

Motion by Gray seconded by Hanson to approve and authorize McNeilus Properties request to purchase that portion of the right of way south from the parking lot curb as described by the County Engineer's alternative and in the southeast corner of the intersection of CSAH 7 and CSAH 34 with the recommended utilities easements. The easement shall include that any replacement/repair of the utilities will be at the utility owner's expense and surface replacement would be at the property owner's expense. There shall also be a restrictive covenant stating that the property owner is not allowed to place any additional signs in the easement. *Motion adopted unanimously.*

Mr. Weber stated that he will take this information back to McNeilus Properties for their approval of the different property line and proposed sale price. They will also have a surveyor create a new parcel description as described.

County Recorder Sue Alberts provided for the Board's review a UCC Satellite Office Agreement.

UCC Satellite Office  
Agreement  
Approved

Ms. Alberts informed the Board that the proposed agreement is between the State of Minnesota, Secretary of State Office and Dodge County on behalf of the County Recorder.

The Secretary of State is implementing a new computer program which will possibly become effective in August of this year or soon thereafter. This program deals with the filing of all Uniform Commercial Code instruments and state and federal tax liens. It is also the program through which the Farm Service Agency and other commercial entities request statewide searches for individuals applying to those businesses for loans against crops, machinery, etc.

The County Recorder noted that Dodge County has been involved in this program for several years and this is the second time an actual agreement has needed to be processed between the county and the state. It is a convenient and much appreciated service to the customers using the system, especially since Olmsted County does not participate in the program.

Motion by Alberts seconded by Gray to approve and authorize the Chair and County Administrator to sign a UCC Satellite Office Agreement between the State of Minnesota, Secretary of State Office and Dodge County on behalf of the County Recorder. *Motion adopted unanimously.*

UCC Satellite Office Agreement Approved - Continued

Sue Alberts and GIS Specialist Jeff Mieras discussed with the Board COGO parcel mapping.

COGO Parcel Mapping Project Awarded

The County Recorder reported that they have received final offers from the two finalists and would like to award the COGO parcel project to the Schneider Corporation in the amount of \$84,935.00. The other competitive bid was from the Sidwell Corporation in the amount of \$76,050.00. In addition to Sidwell's final bid amount there would be an additional yearly cost of \$350 for web hosting, \$897 for map viewing, and \$1,197 for editing software. Ms. Alberts estimates that this would make the break-even time approximately two years.

Motion by Alberts seconded by Hanson to award the COGO parcel project to the Schneider Corporation in the amount of \$84,935.00 as requested. *Motion adopted unanimously.*

The Board thanked the County Recorder and GIS Specialist for their work on this project.

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                             | \$ 70,523.40        |
| 11 | Human Services Fund                      | \$ 163.72           |
| 13 | Road and Bridge Fund                     | \$146,992.64        |
| 16 | Environmental Quality Fund               | \$ 16,851.68        |
| 30 | County Building Fund                     | \$ 25,665.00        |
| 65 | General Obligation Solid Waste Rev Bonds | <u>\$ 1,187.50</u>  |
|    | Total                                    | <u>\$261,383.94</u> |

*Motion adopted unanimously.*

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

Personnel Actions Approved

**A. Human Services**

- A.1 Angie DeGrote – Social Worker  
Step increase from C42 step 8 \$20.49 to C42 step 7 \$21.25.  
Effective Date: 7/14/10
- A.2 Sandra Halvorson - Office Support Specialist  
Authorization to employ at A13 step 7 \$12.85 to fill vacancy created by resignation.  
Effective Date: 7/15/10

**B. Administration**

- B.1 Greg Thoe – Custodian/Maintenance - .8 FTE  
Authorization to employ at A13 step 5 \$13.64 to fill vacancy created by resignation and status change.  
Effective Date: 7/13/10

- B.2 Becky Lubahn – Executive Assistant - .9 FTE  
Annual review.  
Effective Date: 7/10/10

**C. Sheriff's Office**

- C.1 Natasha Foss – 911 Dispatcher – On-Call  
Accept resignation.  
Effective Date: 7/2/10
- C.2 911 Dispatcher – On-Call  
Authorization to fill vacancy created by resignation.  
Effective Date: 7/13/10

**D. Extension**

- D.1 Part-time Extension staff review of FTE status. The following changes need to be made according to average hours worked. The next audit will be 1/2011.

Adrienne Hodgman – Administrative Assistant  
Increase FTE from .75 to .80.  
Effective Date: 7/1/10

**E. Environmental Services**

- E.1 Rita Cole – Waste Management Specialist/Secretary Clerk  
Step increase from B22 step 8 \$14.74 to B22 step 7 \$15.22.  
Effective Date: 7/1/10

*Motion adopted unanimously.*

Friends of Wasioja Chair John Kvasnicka discussed with the Board his request to waive a permit fee to construct a small scale replica of a house.

The Friends of Wasioja (501(c)3), non-profit organization which is the host for the Wasioja Civil War Days, June 24-26, 2011, is requesting a permit or the authority to waive of the permit to construct a small scale replica of a house. The structure will be twelve feet wide by twenty-four feet long, with a porch to the front. The house will only be an outer shell with nothing in the inside. The house will be utilized in the reenactment of Battle of Bull Run and The Battle of Appomattox. This represents the beginning and end of the Civil War. Both houses were owned by Wilbur Mclean (Virginian). The house will be built in the battle field across the road (north) from John & Rita Carroll's in the pasture area. The Friends of Wasioja would like to start construction on July 16, 2010, utilizing volunteer construction workers. The project will be overseen by Tom Jensch, Dodge County Citizen, K/M History Teacher and owner of his own construction business. Structure will be insured through Stevenson's Insurance, Kasson, MN. The structure needs to be constructed as soon as possible to allow the building to weather and look period correct by the time of the reenactment in 2011. In the past these types of structures are constructed to exhibit/display period correctness and have the potential of a photographic moment/memory. This structure will be utilized during the battles on Saturday and Sunday, June 25 & 26, 2011. The Battle of Appomattox is when General Grant and General Lee, meet on the porch to signify the end of the Civil War.

Personnel Actions

Approved -  
Continued

Friends of Wasioja  
Request to Waive  
Permit Fee  
Approved

Mr. Kvasnicka informed the Board that after the 2011 event the structure will be disassembled with the materials possibility going to a local charity for construction of a real house.

Friends of Wasioja  
Request to Waive  
Permit Fee  
Approved -  
Continued

Motion by Alberts seconded by Hanson to approve and authorize the waiving of fees to construct the small scale replica house as requested by the Friends of Wasioja for the 2011 Civil War reenactment. *Motion adopted unanimously.*

Zoning Administrator Melissa DeVetter presented for the Board's consideration the July 7, 2010 Planning Commission recommendations. Motion by Hanson seconded by Alberts to approve of the following action of the Planning and Zoning Commission as reviewed on July 7, 2010 with the reasons, recommendations and conditions as found in the individual permit:

Planning  
Commission  
CUP #10-06  
Approved

### **Brian & Cassi Garness – CUP #10-06**

The public hearing is to consider an application for a Conditional Use Permit to establish a non-farm dwelling in the Agricultural District. The proposed property will be a five acres parcel split from twenty-one acres. The property is located in the W ½ of the NE ¼ of Section 21, Wasioja Township. Brian and Cassi Garness are the applicants and Steven and Shari Garness are the property owners.

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 shall be obtained before construction.
2. The Agricultural Use Covenant shall be signed and recorded in the Dodge County Recorder's Office prior to construction. A copy of the recorded document is required to be submitted to the Dodge County Environmental Services Department to file with the CUP.
3. The septic system must meet the requirements of Dodge County's sewage and wastewater treatment ordinance.
4. Address shall be obtained from Dodge County Highway Department.

*Motion adopted unanimously.*

Ms. DeVetter discussed with the Board the proposed Zoning Amendment – Wind Energy Conversion Systems (WECS).

Zoning Amendment  
- Wind Energy  
Conservation  
Systems Request  
Tabled

Discussion took place regarding met towers under two hundred feet, setting a timeframe for removing towers, the Interim Use permit process, performance standards, the fact that met towers are intended to be temporary structures that should be removed at some point and whether or not the met tower issue can/should be addressed through the zoning permit process.

Motion by Hanson seconded by Alberts to approve the Zoning Amendment – Wind Energy Conversion Systems request with the following additions: permitted use up to five years, language in the Zoning Ordinance being updated to reflect these additional changes and the fact that the towers are intended to be temporary structures. No vote was taken.

Motion by Hanson seconded by Alberts to rescind the previous motion to further discuss the request. *Motion adopted unanimously.*

Zoning Amendment  
- Wind Energy  
Conservation  
Systems Request  
Tabled - Continued

Commissioners discussed permitting met towers for five years and then requiring anything over the five years to be dealt with as an interim use.

The Chair tabled the zoning amendment request until July 27, 2010 to allow the Zoning Administrator to make the requested changes and bring it back for review.

Dodge County EDA Representative Chris Giesen presented for the Board's consideration a request to establish a Dodge County EDA revolving loan fund.

Establishment of  
Dodge County EDA  
Revolving Loan  
Fund Approved by  
Resolution #2010-38

Mr. Giesen provided the following background information:

On September 12, 2007 the Minnesota Legislature adopted and the Governor signed into law legislation providing \$147,809,000 of state resources to the seven southeastern counties designated under Presidential Declaration of Major Disaster, DR-1717, of which Dodge County was included.

On January 17, 2008, Dodge County was awarded a grant for the sum of \$95,000 for the purpose of providing financial assistance to businesses directly and adversely affected by the 2007 floods in the area designated under Presidential Declaration of Major Disaster, DR-1717, of which Dodge County was included.

On June 11, 2008, the state amended this grant agreement in order for the county to adequately address the needs of the businesses that were using assistance from this grant program. This amendment increased Dodge County's grant amount by \$162,000 bringing the total grant amount to \$257,000.

Per the grant agreement, Dodge County made assistance loans to businesses that were directly and adversely affected by the 2007 floods. In all, five such businesses located throughout the county received loans. 75% of the principal loan amount was forgiven. Payment on the remaining principal amount was deferred for one year, after which the interest rate was 1% annually.

Mr. Giesen noted that special conditions were agreed to by Dodge County upon acceptance of these grant funds. One of the special conditions that applies to this case is the condition that principal and interest payments received by the Grantee from the disaster loans must be used to establish and maintain a revolving loan fund that must be used to further economic development in Dodge County.

On June 16, 2010, the Dodge County Economic Development Authority adopted a resolution (Exhibit A) recommending that the County Board of Commissioners establish, and allow the EDA to administer, a Dodge County economic revolving loan fund to further economic development in Dodge County.

The following findings were shared:

To date, there is \$41,095.08 dedicated to establish the revolving loan fund.

In total, and when all loans have been repaid to the county, the county will have \$60,494 to use as seed capital for a revolving loan fund (RLF) to provide further assistance to private businesses within Dodge County. As previously mentioned, the establishment of this revolving loan fund is a requirement of the grant accepted by Dodge County on January 17, 2008, as amended June 11, 2008.

*Establishment of  
Dodge County EDA  
Revolving Loan  
Fund Approved by  
Resolution #2010-38  
- Continued*

The Economic Development Authority has begun the process of establishing a county-wide RLF with the purpose of assisting businesses for growth and success. The fund will enhance the ability of conventional lenders to make available adequate and affordable credit to businesses through a public/private partnership. Through the establishment of a RLF, Dodge County will receive dividends of a healthier business community, more jobs for its residents, and an expanded, diverse tax base.

Upon repayment of future loans from the proposed RLF, both the repaid principal and interest will circulate back into fund pool to be made available to other businesses in the county.

At the March 17, 2010 Dodge County EDA meeting, the EDA board established a loan review committee comprised of EDA board members Bill Sanborn, Eric Habberstad, and Executive Director Chris Giesen.

The loan committee, among other things, was charged with drafting guidelines and other necessary forms for the issuance of future loans. They have since completed this task.

A copy of draft guidelines (Exhibit B) and a draft application form (Exhibit C) were submitted to the County Attorney for review. At this time Mr. Kiltinen is comfortable with the language and believes they should work well for Dodge County. (Exhibit D).

Per the original grant agreement, a draft copy of the guidelines and other necessary forms must be reviewed by the Grantor. The Minnesota Department of Employment and Economic Development (DEED) has since reviewed and accepted the proposed guidelines.

The basic loan process is as follows:

- Applicant talks with EDA staff about their eligibility for the RLF program.
- If eligible, EDA staff assists applicant completing all necessary paperwork and forms, if requested.
- EDA Loan Review Committee conducts a preliminary review of the application.
- If approved by the Review Committee, the applicant with EDA staff presents the application to the full EDA board.
- The full EDA makes a recommendation to the County Board of Commissioners whether to approve or deny the application. Final approval of all loans will be at the discretion of the County Board, upon recommendation of the EDA.

- Upon approval by the County Board, necessary mortgage/recording documents are drafted with the assistance of the County Attorney's Office.
- Funds are issued to the applicant.
- Applicant starts the repayment process starts per the terms of the loan agreement.
- When funds are repaid back into our account with interest, those funds are then available for future loans/projects.

Establishment of  
Dodge County EDA  
Revolving Loan  
Fund Approved by  
Resolution #2010-38  
- Continued

Arrangements have been made with EDA staff, the Dodge County Attorney's Office and county Finance Office to record, process, and otherwise handle all aspects of disbursement of funds and collection of payments.

It is the recommendation of the Dodge County EDA that the County Board adopt a resolution to establish the Dodge County Economic Development revolving loan fund.

The passage of this resolution would establish a revolving loan fund in Dodge County, and allow the EDA to administer the fund.

In addition, this resolution states that final approval of future loans under this program would be at the discretion of the County Board, upon the recommendation of the EDA.

Motion by Alberts seconded by Hanson to approve and authorize the Chair and Deputy Clerk to sign resolution #2010-38 in support of the establishment of a Dodge County Economic Development revolving loan fund:

**WHEREAS**, on September 12, 2007 the Minnesota Legislature adopted and the Governor signed into law legislation providing \$147,809,000 of state resources to the seven southeastern counties designated under Presidential Declaration of Major Disaster, DR-1717, of which Dodge County was included; and

**WHEREAS**, on January 17, 2008, Dodge County was awarded a grant for the sum of \$95,000 for the purpose of providing financial assistance to businesses "directly and adversely affected by the 2007 floods" in the area designated under Presidential Declaration of Major Disaster, DR-1717, of which Dodge County was included; and

**WHEREAS**, on June 8, 2008 said grant was amended by the State of Minnesota and agreed to by Dodge County, increasing the total grant amount received by the county to \$257,000; and

**WHEREAS**, five businesses that were "directly and adversely affected by the 2007 floods" received assistance loans through said grant and to date, those businesses have since made principal and interest payments totaling \$41,095.08 to Dodge County; and

**WHEREAS**, per said grant Dodge County agreed that “principal and interest payments received by the Grantee from the disaster loans must be used to establish and maintain a revolving loan fund that must be used to further economic development in Dodge County”; and

*Establishment of  
Dodge County EDA  
Revolving Loan  
Fund Approved by  
Resolution #2010-38  
- Continued*

**WHEREAS**, the Dodge County Board of Commissioners established the Dodge County Economic Development Authority because the “encouragement and financial support of economic development and redevelopment in the county is vital to the orderly development and financing of the county and in the best interests of the health, safety, prosperity and general welfare of the citizens of Dodge County”; and

**WHEREAS**, a loan committee comprised of Dodge County EDA members have drafted guidelines and application forms, which are in compliance with said grant that will allow the EDA to create and administer an economic development revolving loan fund in Dodge County to further economic development in the county; and

**WHEREAS**, on June 16, 2010, the Dodge County EDA adopted a resolution recommending that the Dodge County Board of Commissioners establish, and allow the Dodge County EDA to administer, a Dodge County Economic revolving loan fund to further economic development in Dodge County.

**BE IT RESOLVED**, that the Dodge County Board of Commissioners hereby establishes, and will allow the Dodge County EDA to administer, the Dodge County Economic Revolving Loan Fund to further economic development in Dodge County; and

**BE IT FURTHER RESOLVED**, that final approval of all loans is to be at the discretion of the Dodge County Board of Commissioners, upon recommendation of the Dodge County Economic Development Authority.

*Resolution adopted unanimously.*

The County Attorney provided the Board with a legal update.

*Legal Update*

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

*Human Services  
Committee Report*

Motion by Hanson seconded by Gray 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.*

The Board reviewed the Human Service Director's request to approve a South Country Health Alliance (SCHA) delegation agreement for 2010-2012.

South Country  
Health Alliance  
Delegation  
Agreement for 2010-  
2012 Approved

SCHA recently completed the agreement delegating certain responsibilities to county Human Services and Public Health agencies. Such responsibilities include enabling access to Dodge County's elderly waiver provider network; and provision of community care connector services, long-term care consultation, care coordination (for AbilityCare enrollees, non-elderly waiver Community Well enrollees, and nursing facility residents), elderly waiver case management, and relocation service coordination. The agreement also enables the county to sub-delegate to entities such as South Central Human Relations Center for care coordination for Ability Care enrollees with mental illness.

Motion by Hanson seconded by Alberts to adopt a South Country Health Alliance delegation agreement for January 1, 2010 to December 31, 2012 as recommended. *Motion adopted unanimously.*

County Administrator Jim Elmquist informed the Board that the Dodge County Regional Rail agenda for the July 15, 2010 meeting at 9:30 a.m. CDT will need to be amended. The Board will be asked at this meeting to elect a Chair and Vice Chair for 2010.

Dodge County  
Regional Rail  
Meeting Update

Mark Moenning provided for the Board's review a list of questions to consider for the Regional Rail meeting.

The County Attorney left the meeting at 11:16 a.m. CDT.

County Attorney Left  
Meeting

Commissioners provided their agency reports. Commissioner Hanson attended a Water Joint Powers meeting and a Southeast Human Relations Joint Powers meeting. Commissioner Alberts attended a Board of Equalization meeting and a Fair Board meeting. Commissioner Gray attended a HRC meeting. Commissioner Erickson was not available to report his meeting attendance. Commissioner Tjosaas attended a meeting with the city, school and county, a Planning and Zoning meeting and a Semcac meeting.

Agency Reports

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

Administration  
Committee Report

Motion by Hanson seconded by Alberts to approve and authorize the June 15, 2010 Board of Appeal and Equalization meeting minutes as presented. *Motion adopted unanimously.*

06/15/10 Board of  
Adjustments  
Meeting Minutes  
Approved

Motion by Gray seconded by Alberts to approve and authorize the June 22, 2010 Committee of the Whole meeting minutes as corrected on page 2. *Motion adopted unanimously.*

06/22/10 Committee  
of the Whole  
Meeting Minutes  
Approved

Motion by Alberts seconded by Gray to approve and authorize the June 22, 2010 meeting minutes as presented. *Motion adopted unanimously.*

06/22/10 Meeting  
Minutes Approved

Motion by Gray seconded by Hanson to adjourn the meeting at 11:28 a.m. CDT.  
*Motion adopted unanimously.*

Meeting Adjourned

The next regular meeting of the Dodge County Board of Commissioners will be held on July 27, 2010 at 9:30 a.m. CDT.

Next Regular Meeting

**ATTEST:**

---

LYLE TJOSAAS  
CHAIR, COUNTY BOARD

---

BECKY LUBAHN  
DEPUTY CLERK

---

DATED: