

TUESDAY, JULY 27, 2010

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

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

**COUNTY ADMINISTRATION OFFICE
MANTORVILLE, MN**

2010-14

The Dodge County Board of Commissioners met in regular session July 27, 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
	David Hanson	District #5
Members absent:	None	
Also present:	Jim Elmquist	County Administrator
	Becky Lubahn	Deputy County Clerk
	Paul Kiltinen	County Attorney

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

Agenda Approved

Support Services Supervisor Kelly Madsen introduced Sandra Halverson who is the new Office Support Specialist in the Human Services Department. The Board welcomed Ms. Halverson.

New Employee
Introduced

Finance Director Lisa Kramer met with the Board to discuss her request to reopen fund 37 and close fund 30.

Request to Reopen
Fund 37 & Close
Fund 30 Approved

At the February 23, 2010 meeting the Board approved closing fund 37 to the revenue fund and distributing the remaining cash and future delinquent property taxes to the revenue fund. The amount of the closing cash transfer was \$7,509.97.

In conjunction with the county's 2009 audit the State Auditor staff has suggested that Dodge County reopen fund 37 and instead close fund 30. As with fund 37 the remaining cash (\$401,805.07) in fund 30 will be cleared into the revenue fund.

As part of this reopening of fund 37, Ms. Kramer requests changing the name of the fund to G.O. Debt Service. This is a more generic name which will be better suited to the function of this fund. The 2008 Capital Improvement Bonds will be repaid from this fund.

The Finance Director also requests that the amount settled to the revenue fund from fund 30, (\$401,805.07) be transferred out of the revenue fund into the reopened fund 37. The cash balance in fund 30 was used in the levy computation for the 2008 Capital Improvement Bonds, and should remain as debt service.

Request to Reopen
Fund 37 & Close
Fund 30 Approved –
Continued

For ease in processing tax settlements, Ms. Kramer requests distributing the delinquent tax collections from fund 37 CHIB Debt Services to fund 37 G.O. Debt Service instead of the revenue fund. Delinquent tax collections from fund 30 will be settled to the revenue fund going forward.

Motion by Erickson seconded by Hanson to approve the following fund changes effective December 31, 2009 for audit purposes:

- Reopen fund 37 CHIB Debt Service.
- Rename fund 37 as G.O. Debt Service.
- Close fund 30 Building and transfer \$401,805.07 to the revenue fund (01).
- Post an operating transfer out of the revenue fund and transfer into the new fund 37 for the 12/31/09 balance from fund 30, \$401,805.07.
- Settle future delinquent tax collections from the former fund 37 to the new fund 37.
- Settle future delinquent tax collections from fund 30 to the revenue fund.

Motion adopted unanimously.

Accounting Services Director Sara Marquardt discussed with the Board a request to appoint members to the County Canvassing Board.

County Canvassing
Board Members
Appointed

Ms. Marquardt informed the Board that state statute 204C.31 requires that two members of the County Board not up for re-election be on the County Canvassing Board. The County Canvassing Board canvasses the results of the primary and general elections. Ms. Marquardt suggested that canvassing take place August 13, 2010 for the primary election and November 10, 2010 for the general election.

Motion by Gray seconded by Hanson to appoint Commissioner Alberts and Commissioner Tjosaas to the County Canvassing Board. *Motion adopted unanimously.*

Taxpayer Services Director Rose Culbertson reviewed bills with the Board. Motion by Alberts 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	\$ 74,407.09
11	Human Services Fund	\$ 744.01
13	Road and Bridge Fund	\$ 93,189.00
16	Environmental Quality Fund	\$ 89,439.93
80	Agency Fund	\$ 160.00
	Total	\$257,940.03

Motion adopted unanimously.

Emergency Management Director Matthew Maas presented for the Board's consideration an out-of-state training request.

Out-of-State
Training Approved
for Emergency
Management
Director

Mr. Maas stated that as the Board is aware, in June 2011 there will be a Civil War reenactment in Wasioja. This is being done in a very similar manner to the one that is being held in Boscobel, Wisconsin in August.

As the event in Boscobel has been done many times, Mr. Maas believes that it is important to visit this event and meet with the Sheriff and Emergency Management personnel there to learn from them how they organize the public safety sector for this event. This will significantly assist Dodge County in ensuring that our event is as safe as possible for the participants and spectators.

Motion by Hanson seconded by Erickson to approve and authorize the Emergency Management Director to attend the Boscobel Civil War Reenactment in Boscobel, Wisconsin August 6-8, 2010 at a cost of \$500.00 for hotel, meals and gas as requested. *Motion adopted unanimously.*

Mr. Maas discussed with the Board his request to approve a video conferencing grant resolution.

HSEM Grant
Accepted by
Resolution #2010-39

The Emergency Management Director informed the Board that Homeland Security and Emergency Management (HSEM) Region One has been awarded a grant to be used for video conferencing equipment for the Emergency Operations Centers. This is a regional grant divided to all of the counties within the region. Dodge County's portion of that will be \$19,062.50.

The cost of the video conferencing equipment will be \$20,651.71 which is \$1,589.21 over the grant funds.

It was Mr. Maas' opinion that it is necessary to have a maintenance agreement for this equipment at a cost of \$860.00 annually. The Emergency Management Director noted that there is also an initial set up fee of \$250.00.

Mr. Maas informed the Board that the equipment overage, set up fees, and the maintenance agreement fit within the parameters of public safety funds that the county received from the state and will be paid for out of those funds.

The possibility of using the video conferencing equipment for other training was discussed.

Motion by Hanson seconded by Gray to approve and authorize the Chair and Deputy Clerk to sign resolution # 2010-39 authorizing participation in the 2008 Homeland Security and Emergency Management Grant (HSEM):

WHEREAS, Dodge County will enter into an Agreement with the State of Minnesota, SE MN Region One Emergency Managers Board, and Olmsted County, fiscal agent for the SE MN Region One Emergency Managers Board for the 2008 HSEM grant effective from date grant is signed through March 31, 2011, in which each county within the SE MN Region One Emergency Managers Board is required to utilize \$19,062.50 for Video Conferencing Equipment.

BE IT RESOLVED that Dodge County enters into an agreement with the State of Minnesota, SE MN Region One Emergency Managers, and Olmsted County, fiscal agent for the SE MN Region One Emergency Managers Board for the 2008 Homeland Security and Emergency Management Grant.

HSEM Grant
Accepted by
Resolution #2010-39
- Continued

Commissioner Alberts commented that he hopes the equipment works when it is needed since a large sum of money is being spent on it. Mr. Alberts noted that he wasn't in favor of the purchasing the equipment but would vote in favor of it.

Resolution adopted unanimously.

Sheriff Jim Trihey met with the Board to present three Life Saving Awards.

Presentation of Life
Saving Awards

Mr. Trihey informed the Board that Dr. Ross Bailey was out on one of his routine runs Sunday, June 13, 2010 when his heart encountered an interrupted rhythm and he collapsed on the road. Mantorville resident Kim Thomas was driving by when she saw Mr. Ross collapse on the gravel road. She immediately stopped, dialed 911 and then initiated CPR. Ms. Thomas performed CPR for eight minutes before help arrived. Ms. Thomas is a trained Surgical Tech at Olmsted Community Hospital and knowledgeable of the CPR technique.

Deputy Scott Prins was the next person to arrive. Mr. Prins used the Automatic Electro Cardiac Defibrillator (AED) to deliver four shocks to Mr. Bailey while CPR was continued with assistance from the Dodge Center Ambulance Service. Mr. Bailey was then transported to St. Mary's Hospital.

Deputy Prins has been trained to use the AED, but has never had to use it prior to this. This was Mr. Prins' first time administering CPR and using the AED in an emergency situation.

Onawa Dostal was the Dispatcher that took the 911 call.

Sheriff Trihey presented Kim Thomas with a Citizen's Life Saving Award, Deputy Scott Prins and 911 Dispatch Onawa Dostal with Life Saving Awards.

Dr. Bailey was on hand for the presentation.

The Chairman of the Board thanked everyone involved for the work they did which saved Mr. Bailey's life.

Sheriff Trihey discussed with the Board his request to establish a reserve account for the LoJack Safety Net Program. Safety Net is a program for Autism and Alzheimer citizens living in Dodge County.

Establishment of
Reserve Account for
LoJack Safety Net
Program Approved
by Resolution
#2010-40

Mr. Trihey informed the Board that the Sheriff's Office has received an initial check in the amount of \$64.00 for the LoJack Safety Net Program and noted that there will be future checks and grants to be put in this account.

The Sheriff reported that routine checks are done on a monthly basis for people currently enrolled in the program to make sure that their equipment is working.

The Sheriff's Office is requesting that a reserve account be established to allow the funds to be held for this program. It was pointed out that this account will also have some expenditures for equipment, etc.

Establishment of Reserve Account for LoJack Safety Net Program Approved by Resolution #2010-40 - Continued

Motion by Alberts seconded by Erickson to approve and authorize the Chair and Deputy Clerk to sign resolution #2010-40 in support of the Sheriff's Office establishing a reserve account for the LoJack Safety Net Program:

WHEREAS, the Dodge County Sheriff's Office has received a check in the amount of \$64.00 from LoJack Safety Net, Inc. for routine visits to check equipment, etc. for Autism and Alzheimer citizens enrolled in the Safety Net Program; and

WHEREAS, the Dodge County Sheriff's Office wishes to establish a reserve account for the \$64.00 and future monies or grants that become available; and

WHEREAS, pursuant to Minnesota Statute 465.03, the county shall by resolution of the governing body adopt by a two-thirds majority of its members accept a donation or devise of real or personal property and maintain such property for the benefit of its citizens in accordance with the terms prescribed by the grantor.

NOW THEREFORE BE IT RESOLVED, that the Dodge County Board of Commissioners hereby accepts the amount of \$64.00 from LoJack Safety Net, Inc. and authorizes the Sheriff's Office to establish a reserve account to include any further monies or grants to assist Autism and Alzheimer citizens enrolled in the program.

Resolution adopted unanimously.

Jim Trihey presented for the Board's consideration the proposed memorandum of agreements with the Triton School District and the Hayfield School District for the School Resource Officer (SRO) Program starting September 1, 2010 and ending June 15, 2011.

SRO Program Approved for 2010/2011 School Year

The Sheriff pointed out that each school district agrees to pay 20% of the cost of the School Resource Officer in the amount of \$11,742.00 for the term of the agreement.

Motion by Erickson seconded by Hanson to approve and authorize the signature of the County Board Chair on the memorandum of agreement between Dodge County and the Triton School District and the Hayfield School District for the SRO program for the 2010/2011 school year. *Motion adopted unanimously.*

911 Supervisor Rick Eggert provided the Board with an update on the backup 911 Dispatch Center in Dodge Center.

Backup 911 Dispatch Center Update

Sheriff's Office Administrative Assistant Kathy Claassen was also available to comment on the creation of the backup 911 Dispatch Center.

Mr. Eggert informed the Board that the backup dispatch center is functional, all of the equipment is working and training will take place on the equipment at the Dodge Center location.

Backup 911
Dispatch Center
Update - Continued

Discussion took place on whether or not Emergency Management Director Matthew Maas was using the new backup Dispatch Center during severe weather.

Mr. Eggert reported that Mr. Maas is not currently using the backup Dispatch Center, however, the backup Dispatch Center is set up so dispatch and the Emergency Management Director can operate out of both places. The Dispatch Center facility will be used three to four times a year to make sure everything is operating properly which will also give maintenance a chance to access the Dispatch area in the Sheriff's Office for cleaning and maintenance. The 911 Supervisor stated the intent is to shut down Dispatch here at the courthouse three to four times a year and go over to Dodge Center Dispatch Center to ensure that everything is working properly and there aren't issues when they need to use that facility.

Discussion took place on mobile units, upkeep of the new system, maintenance and utilization.

The Board thanked Mr. Eggert and Ms. Claassen for the update.

Sheriff Trihey informed the Board that an immense amount of work went into getting the backup Dispatch Center functional and commended the work of Rick Eggert and Kathy Claassen in spearheading this project.

Commissioner Hanson provided a summary of the Public Safety Committee report.

Public Safety
Committee Report

The Board reviewed the Sheriff's request to accept a Safe & Sober Grant from the State of Minnesota in the amount of \$14,596.

2009 Safe & Sober
Grant Approved by
Resolution #2010-41

The grant is effective from October 1, 2010 through September 30, 2011.

It was noted that when the Kasson Police Department or West Concord Police Department participate, statements will be submitted to the Sheriff's Office and they will be reimbursed as they have been in the past.

Motion by Hanson seconded by Erickson to approve and authorize the Chair and Deputy Clerk to sign resolution #2010-41 in support of a Safe & Sober Grant Agreement with the Dodge County Sheriff's Office and Minnesota Department of Public Safety:

BE IT RESOLVED, that the Dodge County Sheriff's Office enter into a grant agreement(s) with the Minnesota Department of Public Safety, Office of Traffic Safety Enforcement Projects during the period from October 1, 2010 through September 30, 2011.

The Sheriff of Dodge County is hereby authorized to execute such agreements and amendments as are necessary to implement the project on behalf of the Dodge County Sheriff's Office and to be the fiscal agent and administer the grant. *Resolution adopted unanimously.*

2009 Safe & Sober Grant Approved by Resolution #2010-41 - Continued

The Board reviewed the Sheriff's request to accept a \$2,000 donation from the United Way of Dodge County for the DARE Program.

DARE Program Donation Accepted by Resolution #2010-42

It was noted that the donation is for the second half of 2010.

Motion by Hanson seconded by Erickson to approve and authorize the Chair and Deputy Clerk to sign resolution #2010-42 in support of the Sheriff's Office accepting a donation from the Dodge County United Way for the DARE Program:

WHEREAS, the Dodge County Sheriff's Office receives donations from time to time from individuals and/or organizations; and

WHEREAS, the Dodge County Sheriff's Office wishes to accept these donations and utilize them for the purpose of the DARE Program; and

WHEREAS, pursuant to Minnesota Statute 465.03, the county shall by resolution of the governing body adopt by a two-thirds majority of its members accept a grant or devise of real or personal property and maintain such property for the benefit of its citizens in accordance with the terms prescribed by the donor.

NOW THEREFORE BE IT RESOLVED, that the Dodge County Board of Commissioners hereby accept the following donation to be used for the Dodge County DARE Program:

Dodge County United Way - \$2,000

Resolution adopted unanimously.

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

Personnel Actions Approved

A. Highway

- A.1 Jamie Finne – Highway Accountant
Step increase from C41 step 5 \$23.20 to C41 step 4 \$23.86.
Effective Date: 7/12/10

B. Administration

- B.1 Kathi Sweet – Custodian/Maintenance – 1.0 FTE
Authorization to change status from .8 FTE to 1.0 FTE due to resignation.
Effective Date: 3/24/10

C. Human Services

- C.1 Jessica Bradford – Account Technician
Step increase from B23 step 8 \$15.67 to B23 step 7 \$16.18.
Effective Date: 7/14/10

- C.2 Kelly Madsen – Office Support Supervisor
Status change from Support Services Supervisor to Office Support Supervisor and approval of new job description.
Effective Date: 8/2/10
- C.3 Shelley Koen – Fiscal Supervisor
Status change from Fiscal Officer to Fiscal Supervisor and approval of new job description.
Effective Date: 8/2/10
- C.4 Support Enforcement Aide - .8 FTE
Authorization to post and fill new temporary position.
Effective Date: 9/1/10
- C.5 Part-time Human Services staff review of FTE status. The following changes need to be made according to average hours worked. The next audit will be 1/2011.
Sandy Gilbertson – Support Enforcement Aide
Increase FTE from .40 to .45
Effective Date: 7/1/10
- D. Sheriff's Office**
- D.1 Dawn Frieberg – 911 Dispatcher – .85 FTE
Step increase from B22 step 4 \$17.27 to B22 step 5 \$17.79.
Effective Date: 6/28/10
- D.2 Mike Burton - 911 Dispatcher – 1.0 FTE
Step increase from B22 step 2 \$16.27 to B22 step 3 \$16.76.
Effective Date: 6/24/10
- D.3 Part-time Sheriff's Office staff review of FTE status. The following changes need to be made according to average hours worked. The next audit will be 1/2011.
Benton Bohle – Deputy Sheriff
Increase FTE from On-Call to .50.
David Elliott – Transport Officer
Decrease FTE from .45 to .40.
Tanya Wunderlich – 911 Dispatcher
Increase FTE from on-call to .5 FTE.
Matthew Wohlenhaus - Deputy Sheriff
Increase FTE from On-Call to .50 FTE.
Scott Umsted – 911 Dispatcher
Decrease FTE from .45 to On-Call.
Effective Date: 7/1/10
- E. Environmental Services**
- E.1 David Fitzgerald – SW Facility Operator
Annual review.
Effective Date: 6/15/10
- E.2 Sandra Schaefer – Septic System Coordinator/Account Technician
Step increase from B31 step 2 \$20.74 to B31 step 1 \$21.37.
Effective Date: 8/8/10
- Motion adopted unanimously.*

Personnel Actions
Approved -
Continued

Ms. Hager presented for the Board's consideration Life and Long-Term Disability Insurance bids.

Continuation of Life and Long-Term Disability Coverage for County Approved

The Employee Relations Director reviewed a spreadsheet comparing the bids the county received for both Life and Long-Term Disability insurance coverage.

Ms. Hager shared the following information with the Board:

Life Insurance: Four (4) companies bid on our insurance coverage. Our current carrier (Minnesota Life) has quoted a 33% decrease in rates with enhancements to the plan and a three (3) year rate guarantee.

Long-Term Disability: Five (5) companies bid on our Long-Term Disability Insurance coverage. Our current carrier (Assurant) has quoted 0% change in premiums with a two (2) year guarantee. The two other companies that quoted modest decreases in premiums cannot match the current companies plan design.

Motion by Erickson seconded by Gray to approve continuing Life and Long-Term Disability coverage for the county with Minnesota Life and Assurant as recommended by the Employee Relations Director. *Motion adopted unanimously.*

The Employee Relations Director discussed with the Board a request to approve a Phased Retirement Option Agreement extension.

Phased Retirement Option Agreement Extension Approved

The Human Services Director is requesting that the Board approve a renewal of a phased retirement agreement for Sandy Gilbertson for the period of August 1, 2010 to July 31, 2011. The agreement may be renewed for periods of up to one year, not to exceed a total of five years. This renewal covers the second of five potential years for this agreement.

Ms. Hardwick notes in a memo to the Board that the agreement enables the Human Services Department to retain an experienced employee part-time as she phases into retirement, and to do so at a lower cost because her wages are not subject to Public Employees Retirement Association withholding.

Motion by Erickson seconded by Hanson to approve an extension of the Phased Retirement Option Agreement with Sandy Gilbertson from August 1, 2010 to July 31, 2011 as requested. *Motion adopted unanimously.*

Zoning Administrator Melissa DeVetter presented for the Board's review the proposed Wind Energy Conversion Systems (WECS) Zoning Amendment. It was noted that adopting the proposed resolution would lift the moratorium.

Wind Energy Conversion Systems Zoning Amendment Approved by Resolution #2010-43

Motion by Alberts seconded by Gray to approve and authorize the Chair and Deputy Clerk to sign resolution #2010-43 in support of the Wind Energy Conversion Systems (WECS) Zoning Amendment:

WHEREAS, the Dodge County Board of Commissioners adopted Chapter 21 of the Dodge County Zoning Ordinance, with an effective date of May 13, 2003 to set forth a process for permitting wind energy conversions systems with a rated capacity of 250 kW or more; and

WHEREAS, Dodge County does not have the authority to permit or regulate wind energy conversion system with a rated capacity of 5 MW or more without assuming delegation; and

Wind Energy
Conversion Systems
Zoning Amendment
Approved by
Resolution #2010-43
- Continued

WHEREAS, the Dodge County Zoning Ordinance currently does not regulate or have performance standards for Wind Energy Conversion Systems less than 250 kW; and

WHEREAS, since the Dodge County Zoning Ordinance became effective, a number of issues in the ordinance have been identified by staff, the public and the Dodge County Board of Commissioners which require further study and refinement; and

WHEREAS, the Dodge County Board of Commissioners is concerned that the current language of the Dodge County Zoning Ordinance as it relates to Wind Energy Conversion Systems may not adequately address concerns over public health, safety and welfare or provide adequate setbacks from adjoining land uses; and

WHEREAS, a summary of the proposed repealed and amended Chapters regarding Wind Energy Conversion Systems have been published in the legal newspaper on September 23, 2009 and posted upon the county website; and

WHEREAS, a public hearing on the proposed repeal and amendments was held by the Dodge County Planning Commission on October 7, 2009; and

WHEREAS, the Planning Commission recommended approval of the repealed and amended Chapters to the Dodge County Board of Commissioners; and

WHEREAS, the Dodge County Board of Commissioners adopted the proposed repealed and amended Chapters at its July 27, 2010 meeting.

THEREFORE BE IT RESOLVED, that the County Board of Dodge County hereby repeals the 1995 language of Sections 21 (Windpower Development/250 kW or greater) and Section 22 (Windpower Development/Less than 250 kW) and replaces it with the new Chapter 21 (Wind Energy Conversion Systems (WECS)) as adopted on July 27, 2010. Chapter 22 will be reserved for future use. In addition, the County Board of Commissioners adopts the amendments to Sections 4, 8, 10, 11, 12, 13, and 26 of the Dodge County Zoning Ordinance which resulted from the adoption of the new language of Chapter 21 regarding Wind Energy Conversion Systems.

Resolution adopted unanimously.

Water Program Manager Dean Schrandt met with the Board to discuss a request to authorize payment for the replacement of one of five septic systems utilizing Clean Water Amendment Grant funds.

Payment for SSTS
Construction Grant
Approved

Dodge County received a Clean Water Amendment Grant for replacement of septic systems that are considered an imminent Public Health threat. Five systems were approved and received funding from BWSR. Money for this payment is in the water quality budget.

Payment for SSTS
Construction Grant
Approved -
Continued

The following existing conditions were shared:

The first of five systems that were to be replaced by the grant has been completed and issued a "Certificate of Compliance" and is ready for payment.

Date of Service	Vendor	Explanation	Cost
09/18/2009	G-Cubed	Septic Design	\$ 575.00
06/28/2010	Brooks Excavating	Install & Abandon Septic System	\$14,000.00
06/09/2010	Schimek Septic	Pump Old Tank	\$ 175.00
		Total Cost of System	\$14,750.00

Motion by Erickson seconded by Alberts to approve and authorize payment of \$14,750.00 for the installation of a new septic system at 70124 220th Avenue, Kasson, Minnesota. *Motion adopted unanimously.*

Mr. Schrandt shared with the Board the Dodge County SWCD financial projections. District 5 Supervisor Glenn Hahn was available to comment.

Dodge County
SWCD Financial
Projections
Discussed

The Water Program Manager reported that the Dodge SWCD faces an impending budget crisis. If 2010 levels of funding are maintained into the future, the SWCD will deplete its undesignated fund balance in May 2012.

Mr. Schrandt stated that the goal is to maintain the two-person SWCD services indefinitely, at the current level of service. The following options two options were suggested to resolve the SWCD financial issues:

- 1) Obtain 2011 county funding in the amount needed to balance expenditures: \$122,939

or

- 2) Pursue a course of a) Incremental annual increases in the county allocation and b) Obtaining additional grant funding through outside sources.

The Water Program Manager provided the following illustration for the Board's consideration:

Moderate Funding Increase Scenario for Maintenance of Two-Person SWCD

Dodge County
SWCD Financial
Projections
Discussed -
Continued

YEAR	2008	2009	2010	2011	2012	2013	2014	2015
Budget Expenditures (3% annual increase projected after 2011)	188,999	200,779	190,529	190,439	196,152	202,036	208,097	214,340
SWCD Revenue	62,901	66,054	67,500*	67,500*	67,500*	67,500*	67,500*	67,500*
County Allocation	100,000	87,000	66,667	80,000	90,000	105,000	120,000	130,000
Additional Grant Funding/Contribution Agreement		17,000	1,500	7,500	10,000	12,500	15,000	17,500
Contribution from Undesignated Funds			54,862	35,439	28,652	17,036	5,597	(660)
Remaining Undesignated Balance			88,001	52,652	24,000	6,964	1,367	2,027

*Includes \$19,000, in relatively "stable" funding, first obtained in 2010 through Environmental Services, for carrying out portions of the feedlot, wetland and Farm Assist programs.

Other Scenarios

County Allocation Funding Sequence	Result for the SWCD
1. Maintain \$67,500 county allocation	1. Funds depleted in May 2012
2. Maintain \$80,000 county allocation	2. Funds depleted in September 2013
3. Start at 80K, increase by 10K annually	3. Funds depleted in February 2014

Discussion took place on whether or not the SWCD office would have to reduce the workforce to one person.

Glenn Hahn informed the Board that there is too much work for a one person office, it was his opinion that two people are needed to run the SWCD office.

Mr. Hahn reported that they are trying to find ways to minimize expenses at the SWCD office.

Commissioner Erickson commented that he appreciated the information and noted that they are hearing this same request for additional money from the other agencies.

It was Commissioner Alberts' opinion that the SWCD office has always made good use of their funds therefore he feels that they should receive additional funding of money is available.

Mr. Schrandt discussed the possibility of partnering with other agencies and districts.

Commissioner Gray questioned what other districts in the same position as the Dodge County SWCD office are doing.

Glenn Hahn stated that the other struggling SWCD offices are partnering where possible.

Mr. Schrandt informed the Board that he has been in contact with a few SWCD offices in southern Minnesota that are in the same position to see what they are doing in order to get some ideas on possible solutions to their funding issues.

Dodge County
SWCD Financial
Projections
Discussed -
Continued

The Water Program Manager reported that he will continue talking to other agencies to find out what has and has not been working for them.

The Board thanked Mr. Schrandt and Mr. Hahn for the information.

The County Attorney provided the Board with a legal update.

Legal Update

County Assessor Wendell Engelstad presented for the Board's consideration five regular abatement requests.

Assessment and
Homestead
Classifications
Discussed

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.

Minnesota Statutes 273.1233 also provides for a Local Option Abatement of taxes payable in the year of and the year after a natural disaster such as a fire, flood, or tornado. These are different than the reductions and abatements in sections MS 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.

The County Assessor reviewed the Dennis and Leslie Iverson abatement request for parcel R.14.028.1100.

Iverson Abatement
Request Approved

Motion by Gray seconded by Alberts to approve the following assessment and homestead classification changes for taxes payable in the year indicated:

Parcel ID	Owner	Street	City	Reason	Tax Reduction
R14.028.1100 (2009 pay 10)	Dennis & Leslie Iverson	56883 245 th Avenue	Mantorville	Nephew occupied relative homestead.	\$2,774

Motion adopted unanimously.

Mr. Engelstad reviewed the Charles Johnson abatement request for parcels R.17.016.1000, R017.016.0902 and R 17.016.0700.

Johnson
Assessment and
Homestead
Classification
Change Approved

The Board was informed that the parcels were changed from ag homestead to residential homestead due to law changes and the fact that the Assessor's Office wasn't aware that Mr. Johnson had ten acres of productive land.

Mr. Engelstad noted the changes took place because it appeared that the applicant no longer qualified for the ag classification because there was no evidence that 10+ acres were in agricultural production and because the residential homestead could not be linked to an agricultural parcel.

Johnson
Assessment and
Homestead
Classification
Change Approved -
Continued

Mr. Johnson pointed out that all three parcels were acquired separately and that two of the parcels co-join and one does not but can be linked to the other two parcels.

Discussion took place on what the correct process is to correct the classification for these three parcels.

The County Attorney indicated that it is a correctable error and that the proposed changes would put the parcels back to the way they were previously classified.

Motion by Alberts seconded by Hanson to approve the following assessment and homestead classification changes for taxes payable in the years indicated:

Parcel ID	Owner	Street	City	Reason	Tax Reduction
R17.016.1000 (2009 pay 10)	Charles L. Johnson	60637 185 th Avenue	Dodge Center	No longer qualifies for ag class (<10 acres ag)	\$153
R017.016.0902 (2009 pay 10)	Charles L. Johnson		Dodge Center	Can't link residential homestead to ag parcel.	\$408
R17.016.0700 (2009 pay 10)	Charles L. Johnson		Dodge Center	Can't link residential homestead to ag parcel.	\$293

Motion adopted unanimously.

The County Assessor reviewed the Craig VanOort abatement request for parcel R26.019.1000.

VanOort Abatement
Request Denied

Craig VanOort was available to comment on the abatement request.

Mr. Engelstad informed the Board that the property was classified as homestead for payable 2008 for Kusick's, the previous owners. The property was then sold to VanOort's and was classified as a mid-year relative homestead for payable 2009 for VanOort's relative occupants. The property was classified as non-homestead for payable 2010 because the Assessor's Office did not receive the required annual Homestead Application. The County Assessor noted that this PID is still on the relative list they maintain on the Access Program which means two letters were sent in January for both payable 2010 and payable 2011. Mr. Engelstad pointed out that neither of the Homestead Applications that were mailed were returned by the due date. After Mr. VanOort discovered the error, a relative Homestead Application was sent and received by the Assessor's Office on May 27, 2010. The Assessor's Office has since changed the payable 2011 classification to mid-year relative homestead.

Mr. VanOort informed the Board that his daughter occupied the house for the whole year of 2009 and stated that he doesn't recall seeing the Homestead Application for the year and believes that he didn't receive this paperwork in the mail.

Mr. VanOort commented that he would have taken care of this paperwork had he received it in the mail. Mr. VanOort pointed out that he did not discover the error until he began comparing tax statements and realized that this property was classified as Non-Homestead. Mr. VanOort believes it was someone's responsibility to inform him that Dodge County requires that a Homestead Application be filled out each year for a relative homestead.

VanOort Abatement
Request Denied -
Continued

Commissioner Tjosaas informed Mr. VanOort that it is the real estate companies or closing company's responsibility to inform him of the homestead classification requirements, not the county's responsibility.

Commissioner Alberts stated that he believes Mr. VanOort didn't receive the paperwork and made a motion to approve the abatement as requested. The motion failed due to the lack of a second.

Mr. VanOort reiterated that had he received the paperwork in the mail, he would have returned it and noted that once he realized the error he took immediate steps to correct it.

Discussion took place on the fact that the Commissioners have no way of knowing if the notices were mailed, whether the owner misplaced them or chose not to fill them out, or if they got lost in the mail.

Commissioners expressed concern with making an exception for this request when they have denied similar requests in the past. It was also pointed out that others will expect the same consideration if this abatement request is approved.

Commissioner's wanted to know the process the Assessor's Office uses for sending out letter.

Mr. Engelstad stated that letters are sent out to property owners, if they don't respond another letter is sent out. If a letter comes back to the Assessor's Office as undeliverable, they then try to contact the property owner by phone.

Mr. VanOort informed the Board that he was not familiar with the way Dodge County handles their homestead application process but knows that Olmsted County handles theirs differently which added to the confusion.

Motion by Gray seconded by Hanson to deny the following assessment and homestead classification changes based on past practices:

Parcel ID	Owner	Street	City	Reason	Tax Reduction
R26.019.1000 (2009 pay 10)	Craig VanOort	620 Main Street West	West Concord	Did not timely file res. relative hmstd. Appl.	\$196

Motion adopted, Hanson, Gray, Erickson, Tjosaas aye, Alberts nay.

Mr. VanOort voiced his dissatisfaction with the Board's decision.

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

Public Health
Committee Report

County Administrator Jim Elmquist presented for the Board's consideration a request to set a date for the next Dodge County Regional Railroad Authority meeting.

Dodge County
Regional Railroad
Meeting Date
Discussion

Commissioners discussed meeting with Mn/DOT representatives to talk about passenger rails.

Commissioner Hanson suggested that the Board postpone setting a Dodge County Regional Railroad Authority meeting date until he can obtain more information on high speed rails from his August 2, 2010 meeting.

It was the consensus of the Board that they wait until the next meeting to set a Dodge County Regional Railroad Authority meeting date.

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

Administration
Committee Report

Motion by Gray seconded by Alberts to approve and authorize the July 13, 2010 Committee of the Whole meeting minutes as presented. *Motion adopted unanimously.*

07/13/10 Committee
of the Whole
Meeting Minutes
Approved

Motion by Gray seconded by Hanson to approve and authorize the July 13, 2010 meeting minutes as corrected on pages 137 and 144. *Motion adopted unanimously.*

07/13/10 Meeting
Minutes Approved

Motion by Hanson seconded by Gray to approve and authorize the July 15, 2010 Dodge County Regional Railroad Authority minutes as corrected on page 1. *Motion adopted unanimously.*

07/15/10 Regional
Rail Meeting
Minutes Approved

Commissioners provided their agency reports. Commissioner Hanson attended a Railroad Authority meeting, a Fairview Care Center meeting, a Civil War meeting and HRC Joint Powers Special meeting. Commissioner Alberts attended a Soil & Water meeting and a pre-fair picnic. Commissioner Gray attended a RC&D meeting, a SCHRC meeting and a Regional Rail Authority meeting. Commissioner Erickson attended a SCHA retreat, a Pleasant Valley Wind LLC meeting, a Cedar River Watershed Rules Advisory Committee meeting, a PSAP Committee meeting, Fair Board Hall of Fame Program, a Fairview Care Center Board meeting, an Insurance Committee meeting, a Wasioja Seminary Veterans Memorial groundbreaking and a SCHA Executive Committee meeting. Commissioner Tjosaas attended a Care Center meeting, a Rail Authority meeting, an Insurance meeting and a Fair Board meeting.

Agency Reports

Motion by Gray seconded by Alberts to adjourn the meeting at 12:18 p.m. CDT. *Motion adopted unanimously.*

Meeting Adjourned

The next regular meeting of the Dodge County Board of Commissioners will be held on August 10, 2010 at 9:30 a.m. CDT.

Next Regular
Meeting

ATTEST:

LYLE TJOSAAS
CHAIR, COUNTY BOARD

BECKY LUBAHN
DEPUTY CLERK

DATED: