

**TUESDAY, SEPTEMBER 14, 2010**

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

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

**COUNTY ADMINISTRATION OFFICE  
MANTORVILLE, MN**

**2010-18**

The Dodge County Board of Commissioners met in regular session September 14, 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 9:30 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:	Jim Elmquist	County Administrator
	Becky Lubahn	Deputy County Clerk
	Paul Kiltinen	County Attorney

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

Agenda Approved

Social Services Supervisor Valarie LaPorte introduced Renaux Swancutt who is a new Social Worker in the Human Services Department. The Board welcomed Ms. Swancutt.

New Employee  
Introduced

Zoning Administrator Melissa DeVetter presented for the Board's consideration the September 1, 2010 Planning Commission recommendations. Motion by Gray seconded by Hanson to approve of the following action of the Planning and Zoning Commission as reviewed on September 1, 2010 with the reasons, recommendations and conditions as found in the individual permit:

Planning  
Commission  
IUP #10-01  
Approved

**Bryon Wolf – IUP #10-01**

The first public hearing is to consider an application for an Interim Use Permit to establish a non-farm dwelling in the Agricultural District. The proposed property will be 11 acres split from 240 acres located in the NW ¼ of the NE ¼ of the SW ¼ of Section 14, Claremont Township. Bryon Wolf is the applicant and Robert Myers is the property owner.

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

1. Dodge County Zoning Permit 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 IUP.
3. The septic system must meet the requirements of Dodge County's Subsurface Sewage Treatment Ordinance No. 4.
4. Address shall be obtained from Dodge County Highway Department.
5. Driveway access shall be obtained from the Township.
6. Any other use proposed for this property, whether listed as permitted, conditional or interim, shall require review and approval by the Dodge County Environmental Services Department and shall only be approved if it is determined that the use does not pose a threat to the underlying aquifer and the wells which utilize it.

Planning  
Commission  
IUP #10-01  
Approved -  
Continued

*Motion adopted unanimously.*

Ms. DeVetter discussed with the Board the CUP #08-25 (review).

Planning  
Commission  
CUP #08-25  
(Review) Approved

The Zoning Administrator pointed out that the Planning Commission recommended a November 1<sup>st</sup> completion date; however, she was looking for some clarification from the Board on what they would like to do if the applicant does not meet the November 1<sup>st</sup> deadline listed as one of the conditions.

Discussion took place on whether or not the Board should have Ms. DeVetter come back and request that the CUP be revoked at the November 9, 2010 County Board meeting if nothing has been done by November 1<sup>st</sup>.

Mr. Skjevelend's property is currently not complying with the conditions of the CUP and the performance standards for a Home Occupations. The Zoning Administrator indicated that the primary concern was that the property was not meeting the requirements and appearance of a Home Occupation, which was what the CUP was issued for. The Planning Commission added the provision for crushed rock so that equipment could be moved to the rear yard. However, the Zoning Administrator is concerned only that he comply with the provisions of the Ordinance and his permit, not with how he chooses to comply with them.

Commissioner Gray commented that the property currently has arborvitae on the south side which acts as a screen and suggested that Mr. Skjeveland also add a natural screen like a 6-8 foot arborvitae to the west side of the property.

Motion by Erickson seconded by Hanson to approve of the following action of the Planning and Zoning Commission as reviewed on September 1, 2010 with the reasons, recommendations and conditions as found in the individual permit with the stipulation that if the applicant is not in compliance by November 1<sup>st</sup> the Zoning Administrator will report back at the November 9, 2010 County Board meeting and ask that the CUP be revoked:

**Chris Skjeveland – CUP #08-25 (review)**

The second public hearing is to review a Conditional Use Permit for a Home Occupation with exterior storage. The property is 3 acres located in the NW ¼ of the SW ¼ of Section 34, Claremont Township. Chris Skjeveland is the property owner.

Planning  
Commission  
CUP #08-25  
(Review) Approved -  
Continued

The Planning Commission recommends the following conditions be completed by November 1, 2010 or the CUP will be revoked:

1. Additional crushed rock shall be placed to complete and extend the existing parking lot on the northeast corner of the property for the purpose of truck and equipment parking.
2. The permittee shall remove of all vehicles and other business related equipment from the front yard to be stored in the rear yard of the property.

Also to amendment condition #5 of CUP #08-25 with the exception as written below:

5. At no time shall the property meet the definition of a junk yard or salvage yard. Waste or discarded or salvaged materials shall not be brought, sold, exchanged, stored, cleaned, packed, disassembled or handled on the property or within the on-site building. Materials shall be hauled directly to their final legal destination at a transfer facility and/or landfill. (An exception is granted for sorting "recyclable material" as defined in County Solid Waste Ordinance No. 4 provided that the sorting and storage takes place entirely within the buildings on-site and the materials are collected as a part of Skjeveland Enterprises services defined by County license. Recyclable materials mean materials generated and collected at residences and businesses including newspaper, office paper, paper junk mail, boxboard, glass containers, aluminum containers, plastic bottles, tin/steel cans, corrugated cardboard, and other materials designated for separate collection by the County Board of Commissioners.)

*Motion adopted unanimously.*

Ms. DeVetter presented for the Board's review Zoning Amendment – ZA #10-3.

Zoning Amendment  
– ZA #10-3  
Discussed

**Zoning Amendment – ZA #10-3**

The third public hearing is to consider an amendment to the Dodge County Zoning Ordinance. The existing language pertaining to Chapter 6 Nonconformities, Chapter 7 General Zoning District Rules of Application and Chapter 15 Floodplain Overlay District "FP" would be repealed and replaced with the new proposed language. Also part of Chapter 4 (Rules and Definitions), Chapter 14 (Shoreland Overlay District) and Chapter 18 (Administration) will be amended.

The Planning Commission tabled this agenda item until the next Planning Commission meeting.

The Zoning Administrator informed the Board that the September 1, 2010 Planning Commission meeting ran late and the Planning Commission felt that they needed to devote more time to the Zoning Amendment request and tabled further discussion until the next meeting.

Zoning Amendment  
– ZA #10-3  
Discussed -  
Continued

A brief discussion took place regarding bio-filters, enforcing bio-filter conditions and scheduling a meeting date to further discuss non-compliance issues.

Bio-Filters  
Discussed

It was the consensus of the Board that a meeting be set for Tuesday, September 21, 2010 at 10:00 a.m. after the Fairview Care Center meeting in Dodge Center to further discuss bio-filters with Melissa DeVetter and Ken Folie.

Environmental Services Director Mark Gamm discussed with the Board the fairgrounds sewage treatment plans.

Fairgrounds Sewage  
Treatment Proposal  
for Professional  
Services Approved

Mr. Gamm informed the Board that he was asking for Board authorization to sign the engineer estimate and work with the engineer to prepare a final design for the Dodge County Fairgrounds sewer service and obtain quotes.

Widseth Smith Nolting (WSN) will provide Civil Engineering services for the design of a sanitary sewer service line that will serve the grandstands, adjacent office building, 4-H building and two adjacent buildings located at the Dodge County Fairgrounds in Kasson. WSN will provide a topographic survey and prepare the plans and specifications according to the City of Kasson's standards and will develop the appropriate documents for Dodge County to obtain quotes from contractors to complete the work. WSN will assist with obtaining quotes from contractors and will provide project management during construction.

Proposed fees for Civil Engineering are as follows:

Topographic Survey and Existing Sanitary Sewer Service Investigation	\$1,175
Sanitary Sewer Service Design	\$3,425
Project Management & Administration (not including construction inspection)	\$ 800
<b>Estimated cost for the Civil Engineering Services</b>	<b>\$5,400</b>

Additional services may be provided as requested by the county. Hourly rates were submitted along with the proposal. Major changes to the layout or the scope of work are not covered in the estimate. The estimate does not include fees or attendance at any public meetings.

Motion by Alberts seconded by Hanson to approve and authorize the Chair to sign the Proposal for Sanitary Sewer Service Design – Dodge County Fairgrounds, Kasson, MN with Widseth Smith Nolting for the design of a sanitary sewer service line that will serve the grandstands, adjacent office building, 4-H building and two adjacent buildings located at the Dodge County Fairgrounds at a cost of \$5,400.  
*Motion adopted unanimously.*

SSTS Coordinator Sandra Schaefer met with the Board to request authorization to pay for the completion of two septic systems with Clean Water Amendment Grant funds.

Payment of Clean Water Amendment Grant Funds 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.

Ms. Schaefer shared the following information regarding existing conditions:

Construction has been completed for two more of the five septic systems awarded grant funds for 100% of construction. This totals three systems that have received a “Certificate of Compliance” to date. The following addresses are asking for grant reimbursement.

Date of Compliance	Vendor	Explanation	Cost
8/26/2010	19596 604th St, Dodge Center	Completed Septic System	\$13,120.00
8/25/2010	15832 585th St, Claremont MN	Completed Septic System	\$13,989.70
Total Amount From Grant Funds			\$27,109.70

Motion by Gray seconded by Alberts to approve and authorize payment of \$27,109.70 for installation of two new septic systems from the Clean Water Amendment Grant funds as presented. *Motion adopted unanimously.*

Commissioner Gray commended the work of Ms. Schaefer on the Clean Water Amendment grant project.

Taxpayer Services Director Rose Culbertson reviewed bills with the Board. Motion by Erickson 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	\$ 80,603.13
11	Human Services Fund	\$ 65.00
13	Road and Bridge Fund	\$171,156.73
16	Environmental Quality Fund	\$100,994.65
32	County Capital Projects	\$ 198.75
80	Agency Fund	\$ .93
	Total	\$353,019.19

A bill in the amount of \$121.50 on page 11 to M C Storage was pulled. Public Health is in the process of cleaning out their rented storage space and don't believe they will need the rental space after September.

*Motion adopted unanimously.*

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

Personnel Actions  
Approved

**A. Administration**

- A.1 Adrienne Hodgman – Administrative Assistant Extension - .8 FTE  
Resignation.  
Effective Date: 9/1/10
- A.2 Office Manager Extension - .8 FTE  
Authorization to approve revised job description and to post and fill vacancy created by resignation.  
Effective Date: 9/14/10
- A.3 Patricia Gangl – Administrative Assistant - .8 FTE Temporary  
Authorization to hire as temporary Administrative Assistant at Extension at A13 step 9 \$12.18.  
Effective Date: 9/8/10 – TBD
- A.4 Lisa Hager – Employee Relations Director  
Step increase from C43 step 4 \$29.59 to C43 step 3 \$30.83.  
Effective Date: 9/2/10
- A.5 Lisa Hager – Employee Relations Director  
Temporary change from .90 FTE to .94 FTE.  
Effective 9/7/10 – 12/31/10
- A.6 Nichole Farnsworth – Payroll  
Position change from Payroll Account Technician to Payroll and Employee Relations Technician and new job description.  
Effective Date: 9/14/10
- A.7 Kathi Sweet – Custodian/Maintenance  
Step increase from A13 step 6 \$13.24 to A13 step 5 \$13.64.  
Effective Date: 8/28/10

**B. Human Services**

- B.1 Katherine Schrandt – Social Worker – 1.0 FTE  
Step increase from C42 step 2 \$25.54 to C42 step 1 \$26.31.  
Effective Date: 8/27/10

**C. Sheriff's Office**

- C.1 Darryl Clements – Transport Officer  
Authorization to change status from On-Call Transport Officer to On-Call Deputy Sheriff to fill approved vacancy.  
Effective Date: 10/4/10
- C.2 Transport Officer – On-Call  
Authorization to fill vacancy created by status change.  
Effective Date: 9/14/10
- C.3 Bruce Allen - On-Call Transport Officer  
Authorization to employ at A13 step 9 \$12.18 to fill approved vacancy.  
Effective Date: TBD

*Motion adopted unanimously.*

The Board discussed the 2011 budget and a levy request from SEMMCHRA.

2011 SEMMCHRA  
Levy Request  
Denied

The County Administrator shared with the Board an e-mail from Dodge Center City Administrator Lee Mattson. The Dodge Center City Council wanted the commissioners to be aware of their support for SEMMCHRA's activities within the county and their support for county funding of SEMMCHRA.

It was noted that in December of 2009 the County Board declined SEMMCHRA's request to have a representative from the county serve on their board.

The County Board did at that time encourage SEMMCHRA to continue to work with the cities in Dodge County that are benefitting from their services.

It was the consensus of the Board that Dodge County is still not interested in participating in SEMMCHRA.

Motion by Gray seconded by Alberts to deny SEMMCHRA's 2011 levy request.  
*Motion adopted unanimously.*

County Administrator Jim Elmquist discussed the 2011 preliminary budget and tax levy with the Board.

2011 Preliminary  
Budget and Tax  
Levy Approved by  
Resolution #2010-45

Pursuant to Minnesota Statute 275.065, each taxing authority shall adopt a proposed budget and shall certify to the county auditor the proposed tax levy for tax payable in the following year by September 15<sup>th</sup> of each year. The final tax levy, which can be lower than the preliminary tax levy but not higher, must be certified by December 28<sup>th</sup>.

Motion by Alberts seconded by Gray to approve and authorize the Chair and Deputy Clerk to sign resolution #2010-45 adopting the 2011 preliminary budget and tax levy:

**WHEREAS**, Minnesota Statute 275.065 requires Dodge County to adopt a proposed budget and certify the preliminary tax levy for taxes payable in the following year by September 15th; and

**WHEREAS**, Dodge County continues to have increased demands for services due to a number of factors including growth; and

**WHEREAS**, the Dodge County Board of Commissioners considers the growth of Dodge County a key factor in delivering services and helping to spread the cost of county government to additional taxpayers.

**NOW THEREFORE BE IT RESOLVED**, that the Dodge County Board of Commissioners hereby adopts the 2011 preliminary county budget at \$22,163,324 and certifies the 2011 preliminary tax levy at \$10,115,636.

**BE IT FURTHER RESOLVED**, that under state statute the County Board must announce at the meeting where the preliminary tax levy is set the time, date and location of the County Board meeting at which the final budget/tax levy will be discussed. This meeting will be held as a part of the County Board meeting scheduled for Tuesday, December 14, 2010 at 6:00 p.m. in the County Board Room in Mantorville.

2011 Preliminary Budget and Tax Levy Approved by Resolution #2010-45 - Continued

*Resolution adopted unanimously.*

Mr. Elmquist presented for the Board's consideration the proposed Dodge County Agricultural and Mechanical Society Bus Barn Lease with the Kasson-Mantorville School District.

Bus Barn Lease with K-M School District Approved

Motion by Alberts seconded by Hanson to approve and authorize the Chair and County Administrator to sign the Dodge County Agricultural and Mechanical Society Bus Barn Lease with the Kasson-Mantorville School District as presented.  
*Motion adopted unanimously.*

Emergency Management Director Matthew Maas discussed with the Board the 2009 Citizen Corps Grant award.

2009 Citizen Corps Grant Award Approved

Mr. Maas reminded the Board that previously he applied for the 2009 Citizen Corp Grant to support the implementation of a Community Emergency Response Team (C.E.R.T).

The Emergency Management Director noted that Dodge County has been awarded \$7,809.80 with this grant. This supports the basics of the CERT program. Some of the requested equipment was denied, however none of the essential items were denied.

Motion by Gray seconded by Erickson to approve and authorize the Emergency Management Director to accept the 2009 Citizen Corps Grant award as discussed.  
*Motion adopted unanimously.*

Commissioner Hanson commended Mr. Maas for his work on the Citizens Corps Grant project.

Mr. Maas provided the Board with an ARMER Program update.

ARMER Program Update

The Board thanked Mr. Maas for the update.

SEMMCHRA Executive Director Joe Wheeler arrived at the meeting and asked that the Board reconsider their denial of SEMMCHRA's 2011 levy request.

SEMMCHRA 2011 Levy Request Discussion

Mr. Wheeler outlined the projects SEMMCHRA has assisted with in Dodge County and provided a breakdown by city of funds distributed.

The Executive Director briefly discussed Section 8 and summarized SEMMCHRA's comp plan.

SEMMCHRA's 2011 levy budget request is as follows:

Total Request:\$51,205

SEMMCHRA 2011  
Levy Request  
Discussion -  
Continued

Uses of Funds:

- \$36,205 for Agency Operating Expenditures
  - This represents approximately 20 percent of the total levy needed to fund SEMMCHRA at an operational level equivalent to Goodhue, Wabasha, and Winona Counties.
  
- \$5,000 for Community Development
  - SEMMCHRA plans to pursue in 2011 and 2012 implementation, a “continued application” for a Dodge County-Wide Small Cities grant through the state.
  - Funding covers the costs to develop, write and submit the application.
  
- \$10,000 for Housing Developments and Infrastructure
  - Housing Development for Claremont
  - Sewer and water for Hayfield
  - Sewer and water for Mantorville

Commissioner Alberts commented that he recognizes the benefit of SEMMCHRA in the county but doesn't believe the county needs to put money into the program.

Mr. Wheeler informed the Board that SEMMCHRA needs funding and staff in order to go after grants and additional funding for the programs they offer.

County Attorney Paul Kiltinen left the meeting at 11:01 a.m. CDT.

County Attorney Left  
Meeting

SEMMCHRA's Executive Director encouraged the Board to appoint a member to their Board.

SEMMCHRA 2011  
Levy Request  
Discussion -  
Continued

Commissioner Erickson questioned why SEMMCHRA wasn't interested in appointing one of the city council members from Dodge County to serve on their Board.

It was Mr. Wheeler's opinion that it would be more economical for a County Board member to sit on their Board, it would also be more efficient and beneficial. The Executive Director stated that the county would receive a good return on their investment if they approved the levy request and felt the contribution would be beneficial to the communities.

Commissioner Tjosaas stated that he feels the cities are the ones that are benefitting from the use of SEMMCHRA.

Mr. Wheeler commented that it's more efficient to do it this way and appoint a County Board member to serve on SEMMCHRA.

Discussion took place regarding the possibility of having the cities that benefit from working with SEMMCHRA levy money instead of the county.

SEMMCHRA 2011  
Levy Request  
Discussion -  
Continued

The Chair thanked Mr. Wheeler for the presentation and noted that the County Board will take the information under advisement.

The County Attorney was not available to provide the Board with a legal update.

Legal Update

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

Human Services  
Committee Report

Motion by Erickson seconded by Hanson 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 discussed the Human Services Director's request to authorize the execution of a contract with Steele County for Child Support Supervision.

Child Support  
Supervision  
Contract with Steele  
County Approved

Ms. Hardwick provided for the Board's review a six-month contract with Steele County to provide supervision of Dodge County's child support enforcement staff and activities. This will be for an average of 14 hours per week (or 0.35 full-time equivalent). The costs under the contract are projected to be approximately \$20,400 for supervision (salary plus appropriate overhead) and about \$1,600 for mileage. This expenditure will be federally matched at a rate of 66%, leaving an estimated county cost of \$7,480. Dodge County will have an opportunity to extend the contract if that is the desire of both counties as they near the end of the initial term.

As stated in the contract, the reasons for executing this agreement include:

- Human Services is obligated under statutes to administer state and federal child support laws, and they do not currently have on staff a supervisor of child support enforcement activities with child support expertise.
- The provision of supervision by a subject-matter expert will aid them in managing day-to-day activities, training of new staff, and addressing complex program issues and changes.
- Steele County has on staff a supervisor of child support enforcement activities with extensive knowledge and experience in supervising and administering child support enforcement activities.
- Sharing a supervisor between two counties will help inform how best to manage further inter-county integration of Human Services including child support enforcement.
- It is less costly for two counties to share a supervisor than for each county to hire a supervisor independently.

Motion by Erickson seconded by Hanson to authorize the execution of a contract with Steele County for the supervision of child support enforcement staff and activities for the period September 15, 2010 to March 11, 2011, at a rate of \$56 per hour and the standard IRS rate for mileage. *Motion adopted unanimously.*

*Child Support  
Supervision  
Contract with Steele  
County Approved -  
Continued*

The Board discussed Ms. Hardwick's request to contract to implement the Chemical Dependency Pilot Project. On August 24, 2010, the Board authorized execution of a cooperative agreement to enable Olmsted County to operate as the fiscal agent for the region for a time-limited pilot project. The Human Services Director provided the Board with a copy of the contract with the Minnesota Department of Human Services to implement this project (referred to in the contract as Chemical Health Care Home Pilot Services).

*Implementation of  
Chemical Health  
Care Home Pilot  
Services Contract  
with the Minnesota  
Department of  
Human Services  
Approved*

The contract is effective from execution to June 30, 2011, and enables participants (expected to be three to five for Dodge County) with chronic chemical dependency to gain access to navigator (intensive case management) services and an array of other intensive services intended to reduce chemical use, in addition to or in lieu of traditional substance abuse treatment. The funding available under the contract is the equivalent of the state share of what traditional treatment services would have cost.

The contract enables the county to redirect the savings under this project to pay for alternative services and puts the county at risk for payment if the costs exceed what the state would have otherwise paid. The financial risk to Dodge County is very small, given the small number of potential participants and the short time frame for the pilot. Ms. Hardwick believes this risk can be addressed within the existing chemical dependency treatment budget.

Motion by Erickson seconded by Hanson to authorize execution of a contract with the Minnesota Department of Human Services to implement the Chemical Health Care Home Pilot Services until June 30, 2011. *Motion adopted unanimously.*

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

*Public Safety  
Committee Report*

The Board reviewed the Emergency Management Director's request to amend resolution #2010-22.

*Interoperability  
Emergency  
Communications  
Grant Program  
Resolution  
#2010-22  
Amendment  
Approved*

During the April 13, 2010 Board meeting, resolution # 2010-22 was approved. This resolution is for the 2009 IECGP. This was a grant for the purchasing of P25 interoperable radio equipment.

When developing the resolution Mr. Maas inadvertently missed replacing Olmsted County with Dodge County in the final paragraph.

Motion by Hanson seconded by Erickson to approve and authorize the Chair and Deputy Clerk to sign resolution #2010-22 as amended in support of Dodge County participating in the Interoperable Emergency Communications Grant Program Grant. *Motion adopted unanimously.*

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

Public Health  
Committee Report

The Board reviewed the Public Health Director's request to set the 2010 fee for flu shots.

2010 Flu Shot Fee  
Set

It was reported that the 2009 flu clinic program activities and fees were reviewed. A cost analysis was completed. Based on this data, Ms. Espey is recommending that the 2010 flu shot be set at \$25.00 per shot. The approved flu shot fee for 2009 and 2008 was \$24.00 per shot.

It was noted that for the past eight years Public Health has paid for all part time employees that have received their shots through the Dodge County Public Health clinics. This past flu season it was a cost to the Public Health Department of approximately \$480.00. Public Health highly encourages all employees to receive their annual flu shot and is very happy to see the trend of employees receiving their shot increasing. In 2009 Public Health was able to vaccinate 106 Dodge County employees. The Public Health Director has concerns that if this continues to rise (of which they hope it will), the cost that her department has to cover directly impacts their budget. For the full time employees Public Health is able to bill insurance and recover their costs but for part time employees they have no where to bill. Public Health will continue to absorb the costs for the part time employees unless directed by the County Board to do differently.

Motion by Alberts seconded by Gray to set the 2010 flu shot fee at \$25.00 per shot as recommended. *Motion adopted unanimously.*

The Board discussed Ms. Espey's request to approve amendment #2010-1 to the current UCare Minnesota Agreement.

Amendment #2010-  
1 to UCare  
Minnesota  
Agreement  
Approved

Amendment #2010-1 has been sent to Public Health for consideration. This amendment replaces the Exhibit B3 to reflect the current reimbursement rate. All other terms of the current agreement with UCare Minnesota will remain in full force and effect.

Motion by Alberts seconded by Gray to approve and authorize the Chair to sign amendment #2010-1 to the current UCare Minnesota Agreement as presented. *Motion adopted unanimously.*

Commissioner Gray presented a summary of the Public Works Committee report and action items.

Public Works  
Committee Report

The Board reviewed the Environmental Services Director's feedlot registration fee update information.

Feedlot Registration  
Fee Update

On September 1, 2010, Environmental Services discussed the proposed Feedlot Registration Fee with the members of the Planning Commission.

The Planning Commission did not make a formal recommendation; however, they did provide feedback. Mr. Gamm's memo to the Board summarized the Planning Commission's general sentiment as follows:

No fee is welcome and it's frustrating that counties are forced to charge fees for services that are mandated (i.e. registration). That being said, they understand the value of having the county involved in feedlot assistance and regulation. Therefore, it may be O.K. to pay a fee for a portion of the county's "administrative services".

Feedlot Registration  
Fee Update -  
Continued

Environmental Services sensed that it was not the \$25 cost that concerned them but the principal of a fee in lieu of taxes; the feeling that it is one more way to "nickel & dime" producers.

Motion by Gray seconded by Alberts to approve and authorize the Environmental Services Department to set the Administrative Fee for Feedlot Registration at \$25.00. *Motion adopted unanimously.*

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

Administration  
Committee Report

Motion by Erickson seconded by Gray to approve and authorize the August 24, 2010 Committee of the Whole meeting minutes as presented. *Motion adopted unanimously.*

08/24/10 Committee  
of the Whole  
Meeting Minutes  
Approved

Motion by Hanson seconded by Gray to approve and authorize the August 24, 2010 meeting minutes as corrected on page 179. *Motion adopted unanimously.*

08/24/10 Meeting  
Minutes Approved

The Board discussed the Accounting Services Director's request to approve the Harvest Fest fireworks display.

Harvest Fest  
Fireworks Permit  
Approved

Harvest Fest is requesting a fireworks permit for September 18, 2010. The fireworks display will be at 63919 190<sup>th</sup> Avenue, Dodge Center, MN.

Motion by Hanson seconded by Gray to approve the fireworks permit for Harvest Fest for September 18, 2010 pending the approval of the County Sheriff. The \$20.00 application fee has been paid and all required insurance documentation has been presented. *Motion adopted unanimously.*

The Board reviewed the IT Director's request to approve a belated out-of-state travel request.

Out-of-State  
Training Request  
Approved for GIS  
Specialist

Jeff Mieras traveled to a GIS conference in Ames, Iowa, in August 10-11, 2010. The conference was sponsored by Schneider Corp. Mr. Mieras received an invitation to the conference only a week before the event. In Mr. Wiltgen's haste to get the GIS Specialist registered for the conference and find a hotel room, he neglected to consider that this was out-of-state travel and should have obtained prior approval from the Board.

Schneider Corp. provides the software behind the Dodge County BEACON on-line map service accessible from the county web site, and Schneider Corp. is working with Dodge County on the parcel map update project, all of which are reasons that the IT Director felt attending the conference would be beneficial.

Motion by Gray seconded by Erickson to approve and authorize out-of-state travel for GIS Specialist Jeff Mieras to Ames, Iowa August 10-11, 2010 for a GIS Users Group conference at a cost of \$190.00 for travel and \$110.00 for a hotel room. *Motion adopted unanimously.*

Out-of-State  
Training Request  
Approved for GIS  
Specialist -  
Continued

Commissioners provided their agency reports. Commissioner Hanson attended a SEAAA meeting, a budget meeting, a Planning and Zoning meeting, a Southeast Water Joint Powers meeting and an HRC Joint Powers meeting. Commissioner Alberts attended a budget meeting and a Semcac meeting. Commissioner Gray attended a Planning and Zoning meeting, a SCHRC meeting and a budget meeting. Commissioner Erickson attended a SCHA Quality Assurance Committee meeting, a Cedar River Watershed District Rules Advisory Committee meeting and a PSAP meeting. Commissioner Tjosaas attended an Extension meeting, a Planning and Zoning meeting, a Semcac meeting and an Extension Committee meeting.

Agency Reports

Commissioner Gray left the meeting at 11:48 a.m. CDT.

Commissioner Gray  
Left Meeting

Motion by Alberts seconded by Hanson to adjourn the meeting at 11:51 a.m. CDT. *Motion adopted unanimously.*

Meeting Adjourned

The next regular meeting of the Dodge County Board of Commissioners will be held on September 28, 2010 at 9:30 a.m. CDT.

Next Regular  
Meeting

**ATTEST:**

\_\_\_\_\_  
LYLE TJOSAAS  
CHAIR, COUNTY BOARD

\_\_\_\_\_  
BECKY LUBAHN  
DEPUTY CLERK

\_\_\_\_\_  
DATED: