

TUESDAY, NOVEMBER 24, 2009

**APPROVED MINUTES OF THE
COMMITTEE OF THE WHOLE MEETING HELD**

**STATE OF MINNESOTA)
DODGE COUNTY)**

**COUNTY ADMINISTRATION OFFICE
MANTORVILLE, MN**

2009-22 C.O.W.

The Dodge County Commissioners met in Committee of the Whole November 24, 2009, in the Commissioner's Room at the Dodge County Courthouse Annex, Mantorville, MN, at 9:00 a.m. CDT. David Hanson, Chair opened the meeting at 9:00 a.m. CDT.

Meeting Convened

The Chair acknowledged those present:

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:	Becky Lubahn	Deputy Clerk
	Matthew Maas	Emergency Management Director

Emergency Management Director Matthew Maas met with the Board to discuss the Emergency Management Program.

Emergency
Management
Program Update

Mr. Maas informed the Board that the Emergency Management Programs are progressing quite rapidly and provided the following program updates:

SKYWARN Program

- ✓ Formal SKYWARN program has proven very successful during its first year. There were only two severe weather incidents over the summer months, but Dodge County was very well prepared for them and knew how to respond.

Emergency Operations Plan

- ✓ 65% completed.
- ✓ All SARA Title III items (hazardous materials) information has been completed.
- ✓ Regional Review Committee Review successfully completed on 11/13/09.

Hazard Mitigation Plan

- Completed the following:
 - Phase 1 Start Up
 - Phase 2 Hazard Identification, Hazardous Events Profile, and Inventory Assets
 - Phase 3 Risks and Vulnerabilities
 - Phase 4 Review of Existing Plans & Procedures and Status of the Plans
 - Phase 5 Identify Vulnerable Areas
 - Phase 6 County Alternatives and Draft Goals
- Currently in Phase 7 Planning and development of Mitigation Action Plan.
- Expected to complete Phase 9 and entire project including final Board approval in January.

Emergency
Management
Program Update -
Continued

ARMER

- Commitment to join ARMER network completed, now in beginning phases of completing the Participation Plan.

HAZCollect (All Hazards Collection)

- 75% complete with implementing an Emergency Alert System (EAS) for Dodge County utilizing the National Weather Service (NWS) existing systems. This is being done at no cost to the county.

ICE (Information Collection Engine) **Program**

- In the process of gathering all of the information on our county's resources in responding to a disaster.
- Next step will to upload this information to a web based database accessible anywhere by internet.

Training

- NIMS
 - Completed baseline NIMS training compliance for all county personnel.
 - Maintain training with new personnel and higher level training for those in positions that require it.
 - Assisting local Emergency Response Agencies in becoming NIMS compliant.
 - 6/7 required personnel in the Sheriff's Department have completed advance NIMS training for Incident Commanders.
- Emergency Management Certification
 - Completed 11/30 training courses towards certification.

Relationships

- ✓ Developed positive working relationships with the following:
 - Township Officers
 - City Officials
 - Emergency Services
 - Public Schools
- ✓ Starting to develop relationships with the following:
 - Large Employers
 - Non Public Schools
 - Special Populations (Day Care Facilities, Assisted Living, Group Homes, and Nursing Homes)

The Board thanked Mr. Maas for the update.

County Attorney Paul Kiltinen met with the Board to discuss the proposed Ice Arena Management Agreement.

Proposed Ice Arena
Management
Agreement
Discussion

Kasson City Administrator Randy Lenth informed the County Attorney that Joe Guzinski reviewed and generally approved the proposed agreement. Mr. Guzinski believes the agreement should include some language that elaborates on the expenditures a little more, Mr. Lenth is working on coming up with this additional language. It was noted that the City Administrator sent the proposed management agreement to C.O. Brown to review the insurance language which was copied from the Olmsted County/Rochester Ice Arena Agreement.

Once the agreement is in final form it will be presented to the City of Kasson for approval and then Dodge County.

Proposed Ice Arena
Management
Agreement
Discussion -
Continued

The County Attorney wanted to know if the Board had any suggestions for the proposed management agreement.

Commissioner Hanson questioned whether or not the county should be responsible for insuring the Ice Arena building, machinery, contents, improvements, and adjacent parking lot as listed on item number three of the agreement.

Mr. Kiltinen indicated that since the county owns the property that it is responsible for providing insurance coverage as indicated in the agreement.

Commissioners suggested that language be added to the agreement that allows the Fair Board to use the Ice Arena building for the 2010 fair.

The Chair adjourned the meeting at 9:28 a.m. CDT.

Meeting Adjourned

ATTEST:

DAVID HANSON
CHAIR, COUNTY BOARD

BECKY LUBAHN
DEPUTY CLERK

DATED: