

**TUESDAY, JANUARY 3, 2006**

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

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

**COUNTY ADMINISTRATION OFFICE  
MANTORVILLE, MN**

**2006-01**

The Dodge County Board of Commissioners met in organizational session January 3, 2006, in the Commissioner's Room at the Courthouse Annex, Mantorville, MN, at 9:30 a.m. CST. David McKnight, County Administrator called the County Board of Commissioners meeting to order at 9:31 a.m. CST.

Meeting Convened

The Clerk acknowledged those present and established that there was a quorum:

Those Present

Members present:	Klaus Alberts	District #1
	Lyle Tjosaas	District #2
	David Erickson	District #3
	Don Gray	District #4
	David Hanson	District #5
Members absent:	none	
Also present:	David McKnight	County Administrator
	Becky Lubahn	Deputy County Clerk
	Paul Kiltinen	County Attorney

Motion by Erickson seconded by Gray to approve and adopt the agenda as amended to include appointments to the Regional Flood Reduction Committee under the 2006 County Board Committee Assignments agenda item. *Motion adopted unanimously.*

Agenda Approved

The Clerk took nominations for the position of Chair of the Dodge County Board of Commissioners. Commissioner Tjosaas nominated Commissioner Erickson. The Clerk called three times for further nominations. Hearing none, the Clerk closed nominations. Motion by Gray seconded by Hanson to cease nominations and direct the Clerk to cast a unanimous ballot for David Erickson as Chair of the Dodge County Board of Commissioners for 2006. *Motion adopted unanimously.*

Commissioner  
Erickson Elected  
Chair for 2006

The Clerk took nominations for the position of Vice Chair of the Dodge County Board of Commissioners. Commissioner Alberts nominated Commissioner Gray. The Clerk called three times for further nominations. Hearing none, the Clerk closed nominations. Motion by Tjosaas seconded by Erickson to cease nominations and direct the Clerk to cast a unanimous ballot for Don Gray as Vice Chair of the Dodge County Board of Commissioners for 2006. *Motion adopted unanimously.*

Commissioner Gray  
Elected Vice Chair for  
2006

The gavel was transferred to the new 2006 Chairman of the Board, David Erickson.

Gavel Transferred to  
New Chair

Commissioner Tjosaas thanked the County Administrator, Administration staff, Department Heads and employees for their work over the past year. Mr. Tjosaas felt that the hard work of the employees reflects favorably on the Board and noted that he enjoys working with this Board.

Comments from  
Commissioner  
Tjosaas

Commissioner Hanson voiced his opinion that 2005 was a successful year. Mr. Hanson indicated that he believed the budgeting process was more effective in 2005 than it had been in the past. Commissioner Hanson credits last year's success to the County Administrator's organization of the budget and his ability to work with the departments in order to come up with a satisfactory budget. Mr. Hanson briefly discussed Planning and Zoning concerns for 2006.

Comments from  
Commissioner  
Hanson

Commissioner Alberts stated that he appreciates the camaraderie of the Board and feels that the past year has been successful.

Comments from  
Commissioner  
Alberts

It was Commissioner Gray's opinion that this Board has been more proactive than past Boards. Mr. Gray reported that he appreciates that the County Administrator and his staff have come together in order to get the budget done. Commissioner Gray commented that he feels the courthouse staff responds very well to the public.

Comments from  
Commissioner Gray

Commissioner Erickson thanked Commissioner Tjosaas for his leadership over the past year.

Comments from  
Commissioner  
Erickson

Mr. Erickson provided the Board with a handout detailing the goals the commissioners had set for 2005 and the goals accomplished in the past year.

Commissioner Erickson briefly discussed areas of importance for 2006 which include:

- continued reliance on property taxes as the main source of revenue
- county road systems in need of upgrading
- the administration of the County Planning and Zoning Ordinances and the working relationship with the townships that have their own land use policies
- Family Services Collaborative federal funding issues
- Human Services programs that will experience continued funding pressure
- the upcoming facilities study
- water issues
- growth in Dodge County

It was Mr. Erickson belief that the commissioners will have a very interesting year facing them in 2006.

The County Administrator discussed a request to set the 2006 County Board and Fairview Nursing Home Board meeting dates. Motion by Alberts seconded by Tjosaas to set the regular County Board meetings on the second and fourth Tuesday of each month with the Fairview Nursing Home Board meeting being held the third Tuesday of the month. County Board committee meetings will continue to start at 8:00 a.m. with the Committee of the Whole meeting at 9:00 a.m. and the regular County Board meeting starting at 9:30 a.m. on meeting days. Fairview Nursing Home Board meetings will continue to start at 9:00 a.m. *Motion adopted unanimously.*

2006 Meeting  
Schedule Set

Mr. McKnight presented for the Board's review a resolution appointing the County Board as a standing committee of the whole. Motion by Hanson seconded by Tjosaas to approve and authorize signatures to resolution #2006-01 appointing the County Board as a standing committee to be able to meet as a committee of the whole throughout the year at the first meeting of the year:

Standing Committee  
Resolution #2006-01  
Approved

**WHEREAS**, on a regular basis throughout the year the Dodge County Board of Commissioners meet as a body in separate session to discuss business as the Committee of the Whole; and

**WHEREAS**, these meetings take place outside the regular meeting of the County Board but still meet the requirements of the open meeting law.

**THEREFORE BE IT RESOLVED**, that the Dodge County Board of Commissioners are appointed as a standing committee for the purpose of meeting as the Committee of the Whole at times required by the business of the county and this meeting is eligible for reimbursement if the meeting takes place on a day not scheduled as a normal County Board meeting day. *Resolution adopted unanimously.*

The Board reviewed the proposed 2006 committee assignments. Motion by Gray seconded by Alberts to approve and authorize designating the committee assignments as follows:

2006 Committee  
Assignments  
Approved

	<b>COMMITTEE</b>	<b>FIRST MEMBER (S)</b>	<b>ALTERNATE (S)</b>
<b>1</b>	Administration	David Erickson David McKnight	Don Gray
<b>2</b>	Human Services	Lyle Tjosaas David Hanson	Klaus Alberts
<b>3</b>	Public Health	Klaus Alberts Don Gray	Lyle Tjosaas
<b>4</b>	Public Safety	David Hanson Lyle Tjosaas	Don Gray
<b>5</b>	Public Works	Don Gray Klaus Alberts	David Erickson
<b>6</b>	Committee of the Whole	County Board	
<b>7</b>	Fairview Nursing Home Board	County Board	
<b>8</b>	Extension Committee	Klaus Alberts Lyle Tjosaas	David Erickson

<b>9</b>	Investment Committee	David Erickson (C) Don Gray (VC)	Klaus Alberts	<u>2006 Committee Assignments</u> <u>Approved - Continued</u>	
<b>10</b>	Safety Committee	Klaus Alberts	David Hanson		
<b>11</b>	Building Committee	David Erickson (C)	Don Gray (VC)		
<b>12</b>	Law Library Board	David Erickson	Klaus Alberts		
<b>13</b>	Judicial District Courts	David Erickson (C)	Don Gray (VC)		
<b>14</b>	AMC General Government	Don Gray David Hanson			
<b>15</b>	AMC Environment and Natural Resources	None			
<b>16</b>	AMC Health and Human Services	David Erickson			
<b>17</b>	AMC Transportation	Klaus Alberts Lyle Tjosaas			
<b>18</b>	AMC Agriculture Sub Committee	David Erickson			
<b>19</b>	MCIT Voting Delegates	David Hanson	David McKnight		
<b>20</b>	Four Seasons Arena Board	Lyle Tjosaas Larry Schaefer	Klaus Alberts		
<b>21</b>	Workforce Development	David Hanson	Klaus Alberts		
<b>22</b>	South County Health Alliance	David Erickson	Lyle Tjosaas		
<b>23</b>	SELCO	David Erickson	David Hanson		
<b>24</b>	Area Agency on Aging	David Hanson	Lyle Tjosaas		
<b>25</b>	SEMCAC	Lyle Tjosaas Klaus Alberts	David Erickson		
<b>26</b>	Dodge/Steele Community Health Joint Powers Board	David Hanson Klaus Alberts	Lyle Tjosaas Don Gray		
<b>27</b>	Community Health Services	Klaus Alberts	Don Gray		
<b>28</b>	South Central Human Relations Center	Don Gray David Hanson	Lyle Tjosaas		
<b>29</b>	SWCD	Klaus Alberts	Lyle Tjosaas		
<b>30</b>	Southeast Water Resources Development Joint Powers Board	David Hanson	Don Gray Mark Gamm		
<b>31</b>	Dodge/Olmsted Solid Waste Joint Powers Board	Klaus Alberts Don Gray	David Erickson		
<b>32</b>	Dodge and Joint Ditch Board	Don Gray David Erickson David Hanson	Lyle Tjosaas		
<b>33</b>	Resource Conservation and Development Board	Don Gray	David Erickson		
<b>34</b>	Southeastern Minnesota Recycling Exchange Joint Powers Board	David Hanson	David Erickson Mark Gamm		
<b>35</b>	EDA/HRA	David Erickson Lyle Tjosaas	Don Gray David Hanson Klaus Alberts		
<b>36</b>	DFO Joint Powers Board	David Erickson Klaus Alberts	Lyle Tjosaas		<u>2006 Committee Assignments</u>

<b>37</b>	Emergency Medical Services Joint Powers Board (EMS)	David Hanson	Klaus Alberts
<b>38</b>	Many Rivers Juvenile Detention Facility	Jerry Davis	David Erickson
<b>39</b>	Board of Health	County Board	
<b>40</b>	Drug Court Executive Committee	David Erickson Lyle Tjosaas	
<b>41</b>	Regional Flood Reduction Committee	David Erickson	Don Gray

Approved - Continued*Motion adopted unanimously.*

The Board discussed the appointment of boards, commissions and committees for 2006. Motion by Alberts seconded by Hanson to approve and authorize the appointment of the following boards, commissions and committees for 2006:

Appointments of  
Boards, Commissions  
and Committees for  
2006 Approved**County Board**

District One – Klaus Alberts	Term	1/1/2003 – 12/31/2006
District Two – Lyle Tjosaas	Term	1/1/2005 – 12/31/2008
District One – David Erickson	Term	1/1/2003 – 12/31/2006
District Two – Don Gray	Term	1/1/2005 – 12/31/2008
District One – David Hanson	Term	1/1/2003 – 12/31/2006

**Planning Commission**

Claremont/Ellington – Richard Wolf	Term	1/1/2006 – 12/31/2008
Wasioja/Concord – Jon Balzum	Term	1/1/2006 – 12/31/2008
Ripley/Westfield – Larry Schmeling	Term	1/1/2004 – 12/31/2006
Ashland/Canisteo – Galen Johnson	Term	1/1/2004 – 12/31/2006
Milton/Mantorville – John Allen	Term	1/1/2005 – 12/31/2007
Hayfield/Vernon – Harlan Buck	Term	1/1/2005 – 12/31/2007
At Large – Rhonda Toquam	Term	1/1/2006 – 12/31/2008

**Personnel Board of Appeals**

Patricia Dibble	Term	1/1/2006 – 12/31/2006
Sandra Hillesheim	Term	1/1/2006 – 12/31/2006
Betty Jacobson	Term	1/1/2006 – 12/31/2006

**Board of Adjustments**

Jim Masching	Term	1/1/2006 – 12/31/2008
Dan Ebenhoh	Term	1/1/2004 – 12/31/2006
Bruce Schmoll	Term	1/1/2005 – 12/31/2007
Vacant (Alternate)	Term	1/1/2006 – 12/31/2006

**Feedlot Advisory Board**

Mark Kanable	Term	1/1/2006 – 12/31/2006
Galen Johnson	Term	1/1/2006 – 12/31/2006
Jim Masching	Term	1/1/2006 – 12/31/2006
Myron Reber	Term	1/1/2006 – 12/31/2006

**EDA/HRA**

Bill Sanborn	Term	1/1/2006 – 12/31/2006
Phil Greene	Term	1/1/2006 – 12/31/2006
Duane Bartel	Term	1/1/2006 – 12/31/2006
Ron Durst	Term	1/1/2006 – 12/31/2006
Mark Schultz	Term	1/1/2006 – 12/31/2006

Appointments of  
Boards, Commissions  
and Committees for  
2006 Approved -  
Continued

**Environmental Regulations Board**

Tim Johnson	Term	1/1/2006 – 12/31/2006
Rob Holtan	Term	1/1/2006 – 12/31/2006
Bob More	Term	1/1/2006 – 12/31/2006
Jim Hruska	Term	1/1/2006 – 12/31/2006
David Peterson	Term	1/1/2006 – 12/31/2006

**Extension Committee**

Luis Marin	Term	1/1/2006 – 12/31/2008
Diane Eipers	Term	1/1/2006 – 12/31/2008
Susie Thoe	Term	1/1/2004 – 12/31/2006
Vacancy	Term	1/1/2004 – 12/31/2006
Kathy Lea	Term	1/1/2005 – 12/31/2007
Terry Lorch	Term	1/1/2005 – 12/31/2007
Klaus Alberts	Term	1/1/2006 – 12/31/2006
Lyle Tjosaas	Term	1/1/2006 – 12/31/2006
County Auditor	Term	1/1/2006 – 12/31/2006

*Motion adopted unanimously.*

The Board discussed setting the mileage reimbursement rate. Motion by Gray seconded by Tjosaas to set the 2006 mileage reimbursement rate at the Internal Revenue Service reimbursement rate. *Motion adopted unanimously.*

2006 Mileage  
Reimbursement  
Rates Set

The County Administrator presented the legal newspaper bid information for the Board's review.

2006 Legal  
Newspaper Bids  
Awarded

<b>Newspaper</b>	<b>Bid Per Column Inch</b>	<b>2005 Circulation</b>
Hayfield Herald	\$2.00	1125
New Enterprise	\$3.90	700
Dodge County Independent	\$4.00	2070

Motion by Hanson seconded by Alberts to award the first legal newspaper for Dodge County for 2006 to the Hayfield Herald and the second legal newspaper for Dodge County to the Claremont/West Concord News Enterprise. *Motion adopted unanimously.*

The County Administrator reported that pursuant to multiple state statutes the County Board at the January meeting prior to the first date on which applicants may file for the office of County Recorder, County Sheriff and County Attorney shall set by resolution the minimum salary to be paid the office holder of these three positions for the term next following.

Minimum Salaries for Elected Officials Set by Resolution #2006-02

Dodge County has traditionally used the minimum salary allowed by state law for these positions as the minimum salary when it comes to adopting this resolution.

Motion by Gray seconded by Tjosaas to approve and authorize the Chairman of the Board and Deputy Clerk to sign resolution #2006-02 setting the minimum salaries for the County Recorder, County Sheriff and County Attorney for the term starting in 2007:

**WHEREAS**, Minnesota Statutes 386.015, 387.20 and 388.18 require that the minimum salary for the County Recorder, County Sheriff and County Attorney be set by resolution at the January meeting prior to the first date on which applicants may file for office for the term following next.

**THEREFORE BE IT RESOLVED**, that the following minimum salaries are set for the elected officials for the term starting in 2007:

County Recorder	\$6,500
County Sheriff	\$6,500
County Attorney	\$5,000

**BE IT FURTHER RESOLVED**, that the position of County Auditor/Treasurer will become an appointed position starting in 2007 based on the results of November 2004 election where voters approved the County Board's request to make the Auditor/Treasurer position an appointed position.

*Resolution adopted unanimously.*

Mr. McKnight reviewed his request to authorize the Chair to act on behalf of the County Board in case of emergency. Motion by Alberts seconded by Hanson to approve and authorize the Chairman of the Board to act on behalf of the County Board in case of emergency. This authority to act would be determined by consulting with the County Administrator if possible. *Motion adopted unanimously.*

Chair Authorized to Act on Behalf of County Board in Case of Emergency

The County Administrator reviewed with the Board a request to set a date for a Septic Ordinance Public Hearing. Mr. McKnight reminded the Board that at their December 27, 2005 meeting the County Board discussed possible changes to the septic ordinance with staff. At that meeting the Board expressed their desire to hold a public hearing on this issue and asked the County Administrator to coordinate a date and time for this meeting.

Public Hearing Date Set for Septic Ordinance Amendment Discussion

At that time Mr. McKnight indicated that Thursday, February 16, 2006 looked liked a date that would work for this hearing. In talking with staff they have indicated that a 6:30 p.m. start time would work better than 7:00 p.m. due to a Land Use Task Force meeting that is scheduled for 7:30 p.m. that night. A secondary date for the meeting would be Thursday, February 9, 2006 at 7:00 p.m. This date works for Environmental Quality staff, but the County Administrator will be out of state on that date.

Public Hearing Date Set for Septic Ordinance Amendment Discussion - Continued

Motion by Gray seconded by Alberts to set Thursday, February 23, 2006 at 7:00 p.m. CST as the date for the Septic Ordinance Public Hearing to discuss possible changes to the septic ordinance. *Motion adopted unanimously.*

Motion by Tjosaas seconded by Hanson to approve and authorize the December 27, 2005 Committee of the Whole meeting minutes as presented. *Motion adopted unanimously.*

12/27/05 Committee of the Whole Meeting Minutes Approved

Motion by Gray seconded by Alberts to approve and authorize the December 27, 2005 meeting minutes as corrected on page 292. *Motion adopted unanimously.*

12/27/05 Meeting Minutes Approved

The County Attorney left the meeting at 10:23 a.m. CST.

County Attorney Left Meeting

Motion by Gray seconded by Alberts to adjourn the meeting at 10:30 a.m. CST. *Motion adopted unanimously.*

Meeting Adjourned

The next meeting of the Dodge County Board of Commissioners will be held on January 10, 2006 at 9:30 a.m. CST.

Next Regular Meeting

**ATTEST:**

\_\_\_\_\_  
DAVID ERICKSON  
CHAIR, COUNTY BOARD

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

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