

TUESDAY, FEBRUARY 14, 2006

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

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

**COUNTY ADMINISTRATION OFFICE
MANTORVILLE, MN**

2006-04

The Dodge County Board of Commissioners met in regular session February 14, 2006, in the Commissioner's Room at the Courthouse Annex, Mantorville, MN, at 9:30 a.m. CST. David Erickson, Chair called the County Board of Commissioners meeting to order at 9:35 a.m. CST.

Meeting Convened

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
	David Hanson	District #5
Members absent:	Don Gray	District #4
Also present:	Becky Lubahn	Deputy County Clerk

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

Agenda Approved

County Engineer Guy Kohlhofer and Maintenance Superintendent Dallas Ness met with the Board to request authorization to award the 2006 bituminous contract.

2006 Bituminous
Contract Awarded

Mr. Kohlhofer reported that bids were opened on February 7, 2006 for aggregate base, bituminous surfacing, and aggregate shouldering on CSAH 16 between TH 57 and CSAH 17 and on CAR X from CSAH 1 to the AI-Corn Plant. The following bids were received:

1. Rochester Sand & Gravel \$1,222,363.91
2. Road Constructor's Inc. \$1,260,762.15

The Highway Department recommends that the contract be awarded to Rochester Sand & Gravel for \$1,222,363.91. Staff is requesting change order and supplemental agreement authority up to 20% of the contract amount.

Mr. Kohlhofer informed the Board that the line regarding supplemental agreement approval is being added at the state auditor's request. The County Engineer noted that we have approved minor supplemental agreements in the past, however, the auditor has indicated that it may be a problem to do so in the future.

Motion by Alberts seconded by Hanson to award the 2006 bituminous contract to Rochester Sand & Gravel for aggregate base, bituminous surfacing, and aggregate shouldering on CSAH 16 between TH 57 and CSAH 17 and on CAR X from CSAH 1 to the Al-Corn Plant in the amount of \$1,222,363.91 with change order and supplemental agreement approval up to 20% of the contract amount. *Motion adopted unanimously.*

2006 Bituminous
Contract Awarded -
Continued

The County Engineer discussed with the Board his motor vehicle sales tax constitutional amendment request.

Motor Vehicle Sales
Tax Constitutional
Amendment
Discussion Tabled

Mr. Kohlhofer reviewed with the Board a proposed amendment to the Minnesota Constitution dedicating all of the motor vehicle sales tax revenue to transportation with at least 40% of the revenue for public transit assistance and not more than 60% of the revenue for highway purposes.

The County Engineer reported that as of this date, 54% of the motor vehicle sales tax revenue is dedicated to transportation purposes. On November 7, 2006, Minnesota voters will have the opportunity to dedicate the remaining 46% of the motor vehicle sales tax revenue currently used for other purposes, to also be dedicated to the transportation system in Minnesota.

The estimated impact to Dodge County when fully phased in is an additional \$337,000 per year.

Motion by Hanson seconded by Tjosaas to table further discussion on the Motor Vehicle Sales Constitutional Amendment. It was the consensus of the Board that more discussion was needed on this item. The Board also had questions on how this amendment would affect the gas tax issue. *Motion adopted unanimously.*

Mr. Ness and Mr. Kohlhofer reviewed with the Board a request to purchase a tandem plow truck.

Highway Department
Tandem Plow Truck
Purchase Approved

The following is a cost summary for plow trucks from three different manufacturers. These prices are derived from the state bid contract as provided for political subdivisions.

	2007 Mack CV713	2006 Sterling LT9500	2006 International 7600
Base Chassis Bid	\$85,814	\$91,108	\$84,487
Below are the items that were missed on initial written bid or are not available.			
Huck spun frame bolts	Included	Included	\$1,820 (#2.4)
Anti-rust	Included	\$114 (#2.111)	\$114 (#2.18)*
Differential lock	Included	Included	\$625 (#4.9)
Dual air cleaner	Included	Included	-\$10 (#9.9)
Air horn	Included	Included	\$47 (#12.2)*
Imron & Clear Coat Paint	Included	Included	\$49 (#12.13)*
Opt. Windshield Touch	Included	Included	\$25 (#12.25)*
Windshield Fan	Included	Included	\$61 (#13.12)*
Antenna	Included	Included	\$56 (#13.31)*
Exhaust Pyrometer	Included	Included	\$46 (#13.32)*
Balanced Chassis Total	\$85,814	\$ 91,222	\$87,320
Trade-In Credit	-\$11,000	-\$ 11,000	-\$11,000
J-Craft Box & Plow	\$67,396	\$ 67,396	\$67,396
Total Contract Cost	\$142,210	\$147,618	\$143,716

Highway Department
Tandem Plow Truck
Purchase Approved -
Continued

*These items are not available under contract for the International; the prices are approximate based upon the prices for the other two models.

The Highway department recommends the purchase of the 2007 Mack CV713. The past two tandem trucks purchased by Dodge County have been CV713 Mack models. The Mack trucks seem to be well balanced and of good quality. Also noted was the fact that the Highway Department currently has Mack trucks in their fleet and that purchasing another Mack truck would allow them reduce the variety of parts needed in inventory for maintenance of the fleet.

The vehicle listed as a trade-in is a 1992 Ford LT9000. As the oldest truck in the fleet, it has 342,000 miles on it with substantial wear and rust. The offered trade value includes all mounted snow equipment.

Motion by Alberts seconded by Hanson to approve and authorize the Highway Department to purchase a 2007 Mack CV713 from Twin Cities Mack and the snow equipment from J-Draft. The total cost of the complete package is \$142,210. *Motion adopted unanimously.*

The County Attorney arrived to the meeting at 9:54 a.m. CST.

County Attorney
Arrived to Meeting

County Assessor Wendell Engelstad discussed with the Board his request to set a time and date for the 2006 County Board of Appeal & Equalization meetings.

2006 Boards of
Appeal and
Equalization
Calendar Approved

Mr. Engelstad informed the Board that a proposed calendar for the 2006 Local Boards of Appeal and Equalization was sent to each of the eighteen city and township clerks for their review and confirmation. The County Assessor noted that if there are no conflicts or objections, this will be the final calendar that he will send out on February 15, 2006.

Motion by Tjosaas seconded by Alberts to set the 2006 Dodge County Board of Equalization Hearing for Tuesday, June 13, 2006 at 7:00 p.m. *Motion adopted unanimously.*

Technology Coordinator Dave Deschene reviewed with the Board his request to purchase a document camera for the board room video system.

Board Room
Document Camera
Purchase Approved

Mr. Deschene reported that the document camera for the board room presentation system was inadvertently left off the configuration presented to and approved by the Board on January 24, 2006.

Adjusted project costs, not including wiring and millwork, are as follows:

Original base equipment total	\$15,167.20
Optional Onsite Maintenance – 1 year	\$986.00
IR Remote Control for Plasma Displays	\$523.00
Total Approved January 24, 2006	\$16,676.20
Freight	\$228.00
Cannon Document Camera	\$1,751.00
New Equipment/Freight/Installation Total	\$18,655.20
Tax (all items except maintenance)	\$1,148.50
Project Total	\$19,803.70

Motion by Hanson seconded by Tjosaas to approve and authorize the Chairman of the Board to sign the proposal from M:Space for a Cannon Digital Document Camera in the amount of \$1,751 and includes freight and tax. The total adjusted cost of the board room presentation system is \$19,803.70. *Motion adopted unanimously.*

Comptroller Lisa Kramer reviewed bills with the Board. Motion by Alberts seconded by Hanson to approve the bills as discussed in the following amounts from the appropriate funds as determined by Finance:

01	Revenue Fund	\$323,941.00
11	Human Services Fund	\$ 82.00
13	Road and Bridge Fund	\$109,558.62
16	Environmental Quality	\$125,489.82
83	Forfeit Land Fund	\$ 1,191.52
	Total	\$560,262.96

A payment in the amount of \$520.00 to Craguns for a conference will be added to the Highway Department line item. *Motion adopted unanimously.*

Ms. Kramer reviewed with the Board a request for abatement of penalty and interest on 2005 delinquent property tax.

The United Migrant Opportunity Services have submitted a request to abate the penalty and interest for their second half of 2005 property tax payments. The United Migrant Opportunity Service asserts that they received no notice of taxes due until their delinquent letter in January, so they feel that the penalty and interest should be abated. Ms. Kramer provided the Board with a copy of the United Migrant Opportunity Services first half installment payment receipt, check stub, envelope and tax statement stub. This is proof that the group did in fact receive their 2005 Property Tax Statement because the stubs are located on the bottom of the statement.

Motion by Hanson seconded by Tjosaas to deny the request of the United Migrant Opportunity Services for the abatement of penalty and interest for second half 2005 delinquent property tax. The Board's decision was based on the fact that the United Migrant Opportunity Services did receive the property tax statement and had already paid the first half of their 2005 property taxes. *Motion adopted unanimously.*

County Attorney Paul Kiltinen provided the Board with a legal update. The Board took the information under advisement.

Environmental Quality Director Mark Gamm met with the Board to discuss his request to approve the 2006 Hauler License fee.

Mr. Gamm reviewed with the Board 2006 License Fee Calculation information.

Motion by Alberts seconded by Tjosaas to approve and authorize the Chairman of the Board and Deputy Clerk to sign resolution #2006-07 setting the 2006 Hauler License Fee:

WHEREAS, the Dodge County Board of Commissioners has the authority to set appropriate fees for obtaining a license to collect and transport Mixed Municipal Solid Waste (MMSW); and

Bills Approved

Request for
Abatement of Penalty
and Interest for 2005
Delinquent Property
Tax Denied

Legal Update

2006 Hauler License
Fee Approved by
Resolution #2006-07

WHEREAS, it is the policy of the county to recuperate the cost of providing Waste Management Services through fees paid by those who generate waste in the county; and

2006 Hauler License
Fee Approved by
Resolution #2006-07
- Continued

WHEREAS, it is the policy of the county to collect fees based on the amount of waste a generator throws away; and

WHEREAS, licensed haulers determine the ultimate destination of MMSW they collect, provide a direct link to generators, and provide volume-based pricing service to their customers.

THEREFORE BE IT RESOLVED, that the Dodge County Board of Commissioners hereby establishes license fees based on the amount of waste collected and disposed of by licensed haulers.

BE IT FURTHER RESOLVED, that the license fee for 2006 will be \$.0070 per pound (\$14.00/Ton) of MMSW disposed; calculation shown on “2006 License Fee Calculation”.

BE IT FURTHER RESOLVED, that rather than collecting fees with license applications, fees shall be remitted monthly based on actual pounds disposed. If actual pounds cannot be obtained, the amount will be estimated based on the generator’s container size and frequency of collection using the following weight to volume ratio:

- 110 lbs. per uncompacted cubic yard and
- 0.54 lbs. per gallon

For example:

- a) The monthly fee for collecting one 90-gallon cart 4 times in the month would be: $0.54 \text{ lb} \times 90 \text{ gal.} \times \$.0070/\text{lb} \times 4$ (frequency) = \$1.36.
- b) The monthly fee for collecting a 1.5 yard container 10 times each month would be: $110 \text{ lb} \times 1.5 \text{ yard} \times \$.0070 \times 10$ = \$11.55.

Resolution adopted unanimously.

Mr. Gamm reviewed with the Board a request to approve a letter of support for the Feedlot III Grant.

Letter of Support for
Feedlot III Grant
Approved

The Environmental Quality Director reported that over the past five years Dodge County has been a part of the SE MN Water Resources Board project to help feedlot operators improve their operations and get into compliance with state rules. The projects have been called “Feedlot I” and “Feedlot II”. The previous grants have provided us with contract labor (Steve Crull, Larry Berg, Brian Hanson) to visit and assist feedlot operators. The Feedlot III grant will continue this effort. The first step toward receiving the grant is a letter of support from each county wishing to be involved. If awarded, the grant will not be available until January 1, 2007. Our obligation is to match the grant with in-kind services which has not been a problem with either of the first two grants.

Motion by Hanson seconded by Alberts to approve and authorize the Chairman of the Board to sign a letter of support for the Feedlot III Grant as presented. *Motion adopted unanimously.*

Letter of Support for
Feedlot III Grant
Approved -
Continued

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

Personnel Actions
Approved

A. Human Services

- A.1 Greta Vomhof – Collections Services Supervisor
Step increase from C41 step 9 \$18.64 to C41 step 8 \$19.18.
Effective Date: 2/16/06
- A.2 Gary Trelstad – Collections and Accounting Supervisor
Annual review.
Effective Date: 2/17/06

B. Public Health

- B.1 Amy Evans – Health Educator
Step increase from C41 step 8 \$16.83 to C41 step 7 \$17.46.
Effective Date: 2/05/06
- B.2 Nancy Hamm – WIC Clerk
Termination. No recent record of hours worked.
Effective Date: 2/14/06
- B.3 Stephanie Faubion – Health Educator
Termination. No recent record of hours worked.
Effective Date: 2/14/06

C. Administration

- C.1 Elizabeth Sorg – On-Call Clerical
Termination. No recent record of hours worked.
Effective Date: 2/14/06

Motion adopted unanimously.

Mr. Kiltinen discussed with the Board staffing issues. Employee Relations Director Lisa Hager was available to comment.

Full-Time Temporary
Para-Legal Position
Approved in
Attorney's Office

Motion by Alberts seconded by Tjosaas to approve and authorize Ms. Hager to advertise and fill a full-time temporary one-year Para-Legal position in the County Attorney's office as discussed. *Motion adopted unanimously.*

Mr. Kiltinen provided the Board with additional legal updates. The Board took the information under advisement.

Legal Update

The County Attorney reviewed with the Board a request for the conveyance of Dodge County's interest in the right-of-way on 5th Avenue NE to the City of Kasson. Kasson's Interim Administrator Michael Martin was available to comment.

Quit Claim Deed to
City of Kasson
Approved by
Resolution #2006-08

Motion by Alberts seconded by Tjosaas to approve and authorize the Chairman of the Board and County Administrator to sign a Quit Claim Deed conveying Dodge County's interest in the right-of-way on 5th Avenue NE to the City of Kasson. Also included in the motion was authorization for the Chairman of the Board and Deputy Clerk to sign resolution #2006-08 in support of Dodge County conveying its interest in the right-of-way on 5th Avenue NE to the City of Kasson:

Quit Claim Deed to
City of Kasson
Approved by
Resolution #2006-08
– Continued

WHEREAS, the City of Kasson, Dodge County, Minnesota, a Minnesota Municipal Corporation, has a need to acquire the lands described in the attached Exhibit "A", being a portion of the Dodge County Fairgrounds, for right-of-way purpose for 5th Avenue NE; and

WHEREAS, it is in the best interest of the residents of Dodge County, Minnesota and the City of Kasson that Dodge County convey the property described in Exhibit "A" to the City of Kasson for roadway purposes.

NOW, THEREFORE, BE IT RESOLVED, that the Dodge County Board of Commissioners, pursuant to its authority under Minn. Stat. §465.035, does agree to convey the lands described in attached Exhibit "A" for no consideration. The Board Chairperson and the County Administrator are authorized to sign such conveyancing documents as are determined to be necessary by the County Attorney.
Resolution adopted unanimously.

Exhibit "A" reads as follows:

Exhibit "A"

City of Kasson Right-of-Way Plat No. 1 – Fifth Avenue N.E., City of Kasson, Dodge County Minnesota, according to the plat thereof on file and of record in the office of the County Recorder in and for Dodge County, Minnesota.

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

Public Safety
Committee Report

The Board reviewed the Sheriff's request to reduce the Drug/Alcohol Investigation Fund. Minnesota Statute §387.213 allows the Sheriff to establish a contingency fund to be used for drug, alcohol, and DUI investigations. Sometime prior to 1991, an in-house cash contingency fund of \$1,300 was created, presumably by the County Board, to facilitate these investigations. When Mr. Thompson took office in 2003, that fund contained \$1,250. The Sheriff searched older records and discovered that \$50 was spent in a 1997 alcohol case, and the fund was never replenished.

Drug/Alcohol
Investigation Fund
Reduction Approved

Mr. Thompson spoke with the Finance Director last week. Mr. Olney feels this issue should be resolved even though this discrepancy has never been addressed by auditors or anyone else. The Finance Director's recommendation is that the fund balance be reduced, by Board action, to \$1,250, as this would be the most logical solution. The Sheriff recommended going one step further and reducing the fund to \$1,000. Mr. Thompson's reasoning is that they, as part of the SE MN Drug Task Force, have cash available to them for narcotics investigations, and seldom use monies from the contingency fund. The Sheriff did not want to eliminate this fund, but saw little reason for having \$1,250 to \$1,300 cash in this fund.

Drug/Alcohol
Investigation Fund
Reduction Approved
- Continued

Motion by Hanson seconded by Tjosaas to approve and authorize the reduction of the Sheriff's Department Drug/Alcohol Investigation Fund from \$1,250 to \$1,000 as requested by the Sheriff. *Motion adopted unanimously.*

The Board discussed the 2006 License/Maintenance Agreements with Computer Information Systems, Inc., Dynamic Imaging, and GeoComm as presented by the Sheriff's Department. All three are on-going agreements that are renewed on a yearly basis and have been included in the 2006 budget.

Sheriff's Department
2006 License/
Maintenance
Agreements
Approved

Motion by Hanson seconded by Tjosaas to approve and authorize 2006 License/ Maintenance Agreements with Computer Information Systems, Inc., Dynamic Imaging and GeoComm as presented. Also included in the motion was authorization for the Chairman of the Board to sign the Professional Services Agreement with GeoComm. It was noted that the GeoComm agreement is the only agreement that required a county signature. *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 for destruction of Public Health records.

Destruction of Public
Health Records
Approved

Motion by Alberts seconded by Hanson to approve and authorize the destruction of Public Health records according to the Minnesota Record Retention Schedule. *Motion adopted unanimously.*

Planning Director Duane Johnson met with the Board to discuss Planning Commission Recommendations from the February 1, 2006 meeting. Motion by Tjosaas seconded by Alberts to approve the following action of the Planning and Zoning Commission as reviewed on February 1, 2006 with the reasons, recommendations and conditions as found in the individual permit:

Planning
Commission
Recommendation
CUP #06-02
Approved

Ronald Marquardt – CUP #06-02

The request is to establish a second farm dwelling on 80 acres located in the E 1/2 of the SW ¼ of Section 5 of Ashland Township. Ronald Marquardt is the applicant and property owner.

The Planning Commission recommends approval with the following conditions:

1. The Ag Covenant shall be signed and recorded.
2. The septic system must meet the County's septic ordinance.
3. The home shall be located outside of floodplain and shoreland districts.

Motion adopted unanimously.

Planning
Commission
Recommendation
CUP #06-02
Approved -
Continued

Mr. Johnson discussed with the Board Planning Commission recommendation CUP #06-03 from the February 1, 2006 meeting. Motion by Alberts seconded by Hanson to approve the following action of the Planning and Zoning Commission as reviewed on February 1, 2006 with the reasons, recommendations and conditions as found in the individual permit:

Planning
Commission
Recommendation
CUP #06-03
Approved

Blooms of Love (Rex & Shari Edge) – CUP #06-03

The request is for a Conditional Use Permit for a home occupation in the Ag District. The business would be to conduct outdoor wedding ceremonies on six acres located in the NW ¼ of Section 6 of Wasioja Township. Weddings would be held primarily Friday evenings and weekends during daylight hours. No alcohol beverages will be allowed on the property. The applicants intend to provide off-street parking for up to 91 cars and seating for up to 200 guests. Rex and Shari Edge are the applicants and property owners.

The Planning Commission recommends approval with the following conditions:

1. The Home Occupation Agreement is signed and recorded with the CUP.
2. The permit will be reviewed by the Planning Commission before any permanent buildings are built for Wedding Ceremonies.

Motion adopted unanimously.

MCIT Representative Bruce Underdahl met with the Board to provide them with an MCIT annual report. The Board took the information under advisement.

Annual MCIT Report

Human Services Director Brian Hartung presented for the Board's consideration a Ramsey County proposal regarding granting Phoenix Group Home a Temporary Short Term Contract. The County Attorney was available to comment.

Phoenix Group Home
Temporary Short
Term Contract
Discussion

Mr. Hartung reported that on February 2, 2006, he received a telephone call from Dave Haley in Ramsey County regarding the continuing discussion of the plight of the Phoenix Group Home organization.

Mr. Howie Meyer, Executive Director of Phoenix Group Homes, lives in Ramsey County and has been talking with one or two of the Ramsey County Commissioners regarding Ramsey County Human Services decision to not enter into a contract with the Phoenix Group Home, which would allow them to receive public dollars for residents of their proposed group home in Dodge County.

Phoenix Group Home
Temporary Short
Term Contract
Discussion -
Continued

As a result of these discussions, the Ramsey County Human Services Department has been contacted by the Ramsey County Commissioners to inquire about the circumstances and reasons why the Phoenix Group Home was not granted a contract for the Dodge County home.

The purpose of the phone call the Human Services Director received from Dave Haley was to present to Dodge County the proposal of Ramsey County contracting with the Phoenix Group Home, allowing them to operate their group home in Dodge County on a temporary, short-term basis to assist them in maintaining their financial viability.

In exchange for this temporary, short-term contract, the Phoenix Group Home would agree to vacate the property completely at the end of the contract term which would remove their presence all together.

The Ramsey County Attorney's Office has assured Mr. Haley that this condition to vacate the property can be written into the contract in enforceable language.

In conclusion, the Ramsey County Human Services Department is being charged with trying to find some middle ground in this situation if possible; consequently, they would like to know if this proposal is of any interest to the Dodge County Board of Commissioners.

Mr. Hartung indicated that there has been no change since this issue was previously discussed. It was Mr. Hartung's opinion that there is still no need for this type of facility in Dodge County.

The Human Services Director was asked to communicate to Ramsey County that Dodge County does not have any interest in pursuing this request.

Fair Board President Larry Schaefer met with the Board to discuss fair building and other fair issues. Also available to comment was Kendall Boyum a Building Committee Representative for the Dodge County Agricultural and Mechanical Society.

Fair Board Funding
Request Approved

Mr. Schaefer shared with the Board an additional building fund proposal.

The Fair Board President discussed with the Board the history of the fairgrounds and a building plan. Mr. Schaefer reported that the log cabin fair office has been the operating office of the Dodge County Agricultural and Mechanical Society for over 50 years. This office has no heat, plumbing or advanced capability to accommodate the emerging needs of the fair. In addition, based on Minnesota State Board of Health recommendations, the kitchen and bathroom facilities in the grandstand required updating. To meet the needs of the growing Dodge County Free Fair and the expanding community a building plan was developed. The building plan not only met current needs but also provided additional opportunities for grandstand spectators with boxed seating and built in self-sufficiency in generating new revenue.

Fair Board Funding
Request Approved -
Continued

Cooperation among many Dodge County entities began the building project in August 2005. The original building loan was granted at the Kasson State Bank for \$160,000. At the time of the loan, the plan for additional funding was left open-ended to complete estimates for safety and insurance liability improvements to the grandstand and race track as well as finalizing plans for handicap accessibility for the project.

Mr. Schaefer reviewed with the Board itemized expenses for the fairgrounds. The proposed expenses for the racetrack improvements are necessary in order to obtain insurability for the 2006 racing season. As always the Dodge County Agricultural and Mechanical Society will provide the safest and most enjoyable experience for the county citizens attending events on their Dodge County Fairgrounds. Itemized expenses are as follows:

Vendor	Memo	Amount Due
A&A Electric	Remaining electrical work	\$ 11,162.00
Ryan Concrete	Sidewalk, deck footings	\$ 7,330.00
Bull Dogge Enterprises	Sheetrock & Taping	\$ 5,000.00
Swenke Enterprises	Septic Tank & Sand	\$ 12,380.00
Simpson Plumbing	Payment on Plumbing	\$ 3,913.34
K.S.W.	Heating/Air Conditioning	\$ 28,000.00
Menards	Glass Board & Labor	\$ 3,500.00
Greendoor	Stall Partitions	\$ 2,000.00
McNeilus Steel Inc.	Structural Steel for Decking	\$ 3,795.00
McNeilus Steel Inc.	Decking & Railing	\$ 3,000.00
	Cement for Deck	\$ 2,400.00
	Labor for Deck	\$ 5,800.00
	Lift for handicap access	\$ 25,000.00
TOTAL:		\$113,280.34

Race Track Expenses		
Front Grandstand Race Wall	New Concrete – 8 ft. wall (460 ft.)	\$ 24,000.00
Front Grandstand Top Wall	Steel Mesh, Poles, Cable (460 ft.)	\$ 5,000.00
Wheel Fence	Poles, Cable, Wire	\$ 9,000.00
TOTAL:		\$ 38,000.00
TOTAL ITEMIZED EXPENSES		\$151,280.34

The Fair Board President discussed the proposed repayment strategy. The Dodge County Agricultural and Mechanical Society maintains that the racetrack and building income will be able to service the loan. Proposed income to service the loan is as follows:

Fair Board Funding
Request Approved -
Continued

Race Promoter Income	\$20,000 per year 2006
4 New Box Seats	\$ 7,500 per year
3 New Deck Rental	<u>\$ 1,600 per year</u>
Total Income	\$29,100

Expenses are reduced by no longer renting winter office space a savings of \$2,400 per year. Future opportunities for income include increased revenue from promoter due to improvements and additional rental of space in the new building, estimated at approximately \$10,000 per year.

The Dodge County Agricultural and Mechanical Society is requesting a loan in the amount of \$150,000 from Dodge County in order to complete the building project and racetrack improvements as itemized. Repayment is proposed as follows: A suggested amortization schedule on a 30-year ARM at 4.5% interest with a payment of \$9,209.00. Service of the existing loan with Kasson State Bank, a 15-year ARM at 6% interest requires an annual payment of \$16,764. Total repayment of both loans as indicated would be \$25,973. Leaving a balance of \$3,127. While this budget indicates a small surplus the Fair Board is currently committed to the current racetrack promoter contract through 2007. There is definite opportunity for growth in 2008. The Fair Board hopes that the Board will give as careful consideration to the proposal as they have given in its development. Due to time constraints in completion of this project the Fair Board requested action on this proposal as soon as possible.

Mr. Erickson shared comments from the County Administrator who was not available for the meeting.

The County Administrator's letter indicated that he requested input from Jay Squires about Dodge County's legal authority to loan money to the Fair Board for this type of project. The email response from Mr. Squires was included in the board packet for the commissioner's review. Dodge County has the authority to appropriate money to support the fair. The county has done this for years. Dodge County also has the authority to appropriate money to build a building on the fairgrounds, provided that it is owned by the county.

Mr. McKnight's letter noted that the issue of using fund balance dollars, in essence tax dollars, to support this loan is one that the Board will need to decide on. Due to a number of reasons, the most prevalent being that of large reductions in state aid, Dodge County has reduced the amount of funding provided to outside agencies since 2001. Funding for organizations like the Fair Board, SWCD, SEMCAC, Senior Citizen Clubs, and the Historical Society have either been reduced or in one case eliminated from the budget.

The County Administrator's letter reported that the Board is well aware of the efforts to get the fund balance for the Revenue Fund to a level where we are all comfortable and to a level that meets the policy that was put in place a number of years ago. The commissioner's January 1st fund balance as a percentage of their budget for all Revenue Fund budgets was 53.09%. This is just over the 50% goal for this fund established by county policy.

Fair Board Funding
Request Approved -
Continued

Mr. McKnight's letter also stated that Dodge County has encountered some budgetary issues in the past few years that have impacted the fund balance in the Revenue Fund. The most prominent being the spending of dollars from this fund to complete the renovations at the Fairview Nursing Home.

It was the County Administrator's opinion that the County Board needs to consider all options at this point on this project. It was Mr. McKnight's belief that the following options exist for the Board's consideration:

1. Agree to cosign a second loan for the Fair Board with a private lending institution.
2. Agree to negotiate with the Fair Board on a county loan, as allowed by law, at terms established by the county.
3. Appropriate an additional \$150,000 to the Fair Board similar to the \$5,000 that you have provided the fair on an annual basis for the past few years. This would not be a loan and we would not receive the money back.
4. Deny the request for a county loan.

Mr. McKnight's letter indicated that he did not believe the request as it exists today meets the requirements of the law as discussed in the email that was shared with the County Board.

Motion by Alberts seconded by Tjosaas to approve and authorize a loan to the Dodge County Agricultural and Mechanical Society in the amount of \$150,000 at 4.5% on a 30 year amortization schedule with a balloon payment due in five years. *Motion adopted unanimously.*

Mr. Schaefer discussed with the Board a fencing proposal for the 5th Street NE project in Kasson.

Fencing Proposal for
5th Street NE
Discussion

The Fair Board President stated that on behalf of the entire Board of the Dodge County Agricultural and Mechanical Society he would like to provide the following recommendations for the new fence line needed on the east side of the Dodge County Fairgrounds to best accommodate all parties in the construction of 5th Street NE.

- A gray metal fence matching the height and type of the current fence along the south and west side of the racetrack area and all the way to the northeast corner of the fair property. Insuring there is not an opening between the pit area and horse arena. This type and length is imperative to insure safety for neighborhood citizens, to provide privacy and "clean" look for the area.

- A tree line sound barrier should be placed on the east side of this fence. The Fair Board believes this tree line will assist in maintaining positive relations with the new neighbors on the east side of the fairgrounds in regards to noise containment.

Fencing Proposal for
5th Street NE
Discussion -
Continued

The Dodge County Agricultural and Mechanical Society appreciates the Board's consideration of the recommendations for this project and hope this will make for a collaborative response in the final stages of this development. The Board took the information under advisement.

The County Attorney left the meeting at 12:25 p.m. CST.

County Attorney Left
Meeting

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

Human Services
Committee Report

Motion by Hanson seconded by Tjosaas to approve Human Services Action Item 1.1, payment of the bills as found on the bill payment list pursuant to resolution #95-10, to approve all Financial Assistance case actions as presented, all Social Services case actions with the reasons and actions as found in the individual case files, and to approve the destruction of the closed case files as found on the monthly closed case destruction list. *Motion adopted unanimously.*

Human Services
Action Item 1.1

The Board discussed a request to accept a donation from the American Legion Post 333, Kasson. Motion by Tjosaas seconded by Hanson to accept a donation from the American Legion Post 333, Kasson, in the amount of \$2,500 to be used for the purchase of a new van for Veteran Services to transport veterans to medical appointments. *Motion adopted unanimously.* The Board noted that an acknowledgement and thank you will be sent to Post 333 for their donation towards the Veteran Services van.

American Legion
Post 333, Kasson
Donation Approved

The Human Services vehicle purchase request was reviewed. Motion by Tjosaas seconded by Hanson to approve the purchase of three new Dodge Grand Caravans to replace the three vehicles currently assigned to Human Services. The Dodge Grand Caravans will be purchased from Owatonna Ford Chrysler at a cost of \$20,000 each. *Motion adopted unanimously.*

Human Services
Vehicle Purchases
Approved

The Board discussed a resolution from Winona County that was provided by the Human Services Director. The resolution proposes to remove HMO's from administering the programs of Medical Assistance (MA), General Assistance Medical Care (GAMC), and MinnesotaCare (MNCare) and replaces this structure with a direct payment to providers from the Minnesota Department of Human Services (MN DHS), with the expectation of improving benefits and saving tax payer dollars. It was the consensus of the Board that Winona County be contacted and informed that we are already a county based purchasing county.

Winona County
Resolution Discussed

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

Public Works
Committee Report

The Board discussed the Environmental Quality Director's request to approve 2006 waste haulers license.

2006 Waste Haulers License Approved by Resolution #2006-09

Motion by Alberts seconded by Tjosaas to approve and authorize the Chairman of the Board and Deputy Clerk to sign resolution #2006-09 issuing 2006 license to existing waste haulers:

WHEREAS, the following waste haulers have applied for a license to collect and transport solid waste in Dodge County:

A – Z Sanitation, Waste Management Inc., Onyx Waste Services, Veit Container Corp, Triple J Disposal

WHEREAS, the Dodge County Solid Waste Officer has reviewed the hauler's application and supplemental information and finds that they meet requirements set forth in Dodge County Solid Waste Ordinance.

THEREFORE BE IT RESOLVED, that the Dodge County Board of Commissioners grants a license to collect and transport solid waste in Dodge County for a period from February 16, 2006 to February 17, 2007 to the following haulers:

A – Z Sanitation, Waste Management Inc, Onyx Waste Services, Veit Container Corp, Triple J Disposal

BE IT FURTHER RESOLVED, that the enforceable conditions of each license is as follows:

1. The licensee will comply with all enforceable provisions of Dodge County Ordinance and state law.
2. The licensee, if choosing to arrange for final disposal in an out-of-state facility, can do so only if that facility meets design and operating requirements for the state in which that facility resides.
3. The licensee, if choosing to arrange for final disposal in an out-of-state facility, must provide to the County Solid Waste Officer, prior to disposal, a copy of the facility's permit, construction certification, and operating manuals required by permit. The licensee will also provide to the Dodge County Solid Waste Officer, on a monthly basis, an accurate estimate of volume or weight of waste collected from customers in Dodge County which is disposed in an out-of-state facility. If actual pounds cannot be obtained, the amount will be estimated based on the generator's container size and frequency of collection using the following weight to volume ratio:
 - 110 lbs per uncompacted cubic yard and
 - 0.54 lbs per gallon

4. License fees will be submitted in accordance with Dodge County Resolution #2006-09.
Resolution adopted unanimously.

2006 Waste Haulers License Approved by Resolution #2006-09 - Continued

The Board discussed the Environmental Quality Director's request to sell a used baler located at the Transfer Station.

Sale of Used Transfer Station Baler Approved

The fifteen year old baler was purchase for making cardboard bales for recycling. It is a 10hp vertical baler that was used hard for a few years but has been used only for textiles over the last five years. The OSHA inspector cited the baler for a safety violation. It does not have the required safety gate to prevent access to the baling chamber when the motor is running.

Environmental Quality has indicated that they do not need the baler and that it was advertised for sale in the county's legal newspaper. Neighboring counties and licensed waste haulers were notified of the balers availability. Environmental Quality received the following two proposals:

1. David Webster, Recovery Systems Co., Hopkins, MN. \$2,000
2. Kevin Hardy, Dodge Center, MN. \$ 700

Motion by Alberts seconded by Hanson to approve and authorize the sale of the used Transfer Station baler to David Webster of Recovery Systems Co. of Hopkins, Minnesota in the amount of \$2,000. *Motion adopted unanimously.*

The Board discussed the County Engineers request for final payment for CSAH 25 was reviewed.

Final Payment for CSAH 25 Approved

Motion by Alberts seconded by Hanson to approve and authorize final payment to Road Constructors, Inc. in the amount of \$52,312.77 for CSAH 25 grading, bituminous surfacing and parking lot. *Motion adopted unanimously.*

The Board reviewed the Highway Department's request for final payment of SAP 20-616-011.

Final Payment for SAP 20-616-011 Approved

Motion by Alberts seconded by Tjosaas to approve and authorize final payment to Holm Brothers Construction, Inc. in the amount of \$112,591.14. This contract is for CSAH 16 grading and aggregate base with two bridge replacements. *Motion adopted unanimously.*

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

Administration Committee Report

Motion by Hanson seconded by Tjosaas to approve and authorize the January 24, 2006 Committee of the Whole meeting minutes as corrected on page 1. *Motion adopted unanimously.*

01/24/06 Committee of the Whole Meeting Minutes Approved

Motion by Hanson seconded by Alberts to approve and authorize the January 24, 2006 meeting minutes as presented. *Motion adopted unanimously.*

01/24/06 Meeting Minutes Approved

The Board reviewed the Semcac resolution requested as presented by Administration.

Application for MHFA
Home Rental
Rehabilitation Loan
Program Approved
by Resolution
#2006-10

The proposed resolution needs to be approved by Dodge County in order for Semcac to continue being the administrator of the Minnesota Housing Finance Agency's (MHFA) HOME Rental Rehabilitation Loan Program. Semcac has been administering this loan program for MHFA for the past fourteen years. MHFA has decided that all administrators now have to apply every year to continue to be an administrator for this loan program.

Motion by Alberts seconded by Tjosaas to approve and authorize the Chairman of the Board and Deputy Clerk to sign resolution #2006-10 in support of Semcac's application to the MHFA Home Rental Rehabilitation Program:

WHEREAS, the Minnesota Housing Finance Agency, State of Minnesota, has authorized to undertake a program to provide loans to rental property owners for the purpose of housing rehabilitation; and

WHEREAS, Semcac has developed an application as an Administering Entity for the Minnesota Housing Finance Agency HOME Rental Rehabilitation Loan Program; and

WHEREAS, Semcac has demonstrated the ability to perform the required activities of the Minnesota Housing Finance Agency HOME Rental Rehabilitation Loan Program; and

NOW THEREFORE, BE IT RESOLVED, that Semcac is hereby authorized to make application to the Minnesota Housing Finance Agency for funds pursuant to the HOME Rental Rehabilitation Loan Program;

BE IT FURTHER RESOLVED, that Semcac is hereby authorized as an entity to be charged with administration of funds made available through the Minnesota Housing Finance Agency HOME Rental Rehabilitation Loan Program, in Dodge County.

Resolution adopted unanimously.

The Employee Relations VEBA Plan updates and Adoption Agreement Amendment agenda item was reviewed.

VEBA Plan Adopted
Agreement Update
Approved

Recent changes in federal law relating to VEBA plans are requiring new language in the VEBA Plan Adoption Agreement which the employer signs and files with Southeast Service Cooperative. This new requirement addresses the reimbursement of eligible expenses to non-dependent beneficiaries following the death of a participant. The language provides clarification of tax treatment if and when a VEBA participant names non-dependents as beneficiaries and those non-dependent beneficiaries are reimbursed for eligible expenses following the death of a participant.

Motion by Hanson seconded by Tjosaas to approve and authorize the Chairman of the Board to sign the updated VEBA Plan Adopted Agreement as presented. *Motion adopted unanimously.*

VEBA Plan Adopted
Agreement Update
Approved -
Continued

The Board discussed the Building Operations Supervisor's request to purchase two new Central Services vehicles.

Central Services
Vehicle Purchases
Approved

Central Services has budgeted \$28,000 for purchasing two replacement vehicles in 2006. The new vehicles will replace two 1998 Ford Contours currently in Central Services.

The new replacement vehicles will be purchased through the Minnesota Materials Management Division (state contract). The 2006 Dodge Stratus 4-door sedan was chosen to replace the two existing vehicles at the base price of \$12,592.00 each.

Motion by Alberts seconded by Hanson to approve purchase of two 2006 Dodge Stratus 4-door sedans for Central Services from Owatonna Ford Chrysler, Owatonna, Minnesota in the amount of \$25,184.00 for both vehicles. *Motion adopted unanimously.*

The Board reviewed the County Assessor's proposal to purchase a new vehicle for the Assessor's Office.

County Assessor's
Vehicle Purchase
Approved

It was reported that \$20,000 is included in the 2006 budget for a new vehicle for the Assessor's Office. Because of the pressure they are putting on the county car pool, the Assessor's Office has decided to start the procurement process early in 2006.

Motion by Hanson seconded by Alberts to approve and authorize the purchase a 2006 Chevrolet Impala 4-door Sedan LS for the Assessor's Office. The state contract price on this vehicle is \$15,643, plus \$84 in extras, for a total price of \$15,727. *Motion adopted unanimously.*

Commissioners provided their agency reports. Commissioner Hanson attended a meeting with Gil Gutknecht, an EMS meeting, a Joint Powers meeting and a South Central Human Relations Joint Powers meeting. Commissioner Alberts attended a Planning meeting, a Semcac meeting and a Health Chemical Dependency meeting. Commissioner Gray was not available to report his meeting attendance. Commissioner Erickson attended a DFO Advisory Board meeting, a Dodge County Task Force – Corrections meeting, a Zumbro Watershed meeting, Dodge County Planning and Zoning meeting, a SCHA Quality Assurance Committee meeting, a Regional Flood Reduction Committee meeting and a SCHA Joint Powers Board meeting. Commissioner Tjosaas attended a Planning and Zoning meeting and a Semcac meeting.

Agency Reports

Motion by Alberts seconded by Tjosaas to adjourn the meeting at 1:16 p.m. CST. *Motion adopted unanimously.*

Meeting Adjourned

The next meeting of the Dodge County Board of Commissioners will be held on February 28, 2006 at 9:30 a.m. CST.

Next Regular Meeting

ATTEST:

DAVID ERICKSON
CHAIR, COUNTY BOARD

BECKY LUBAHN
DEPUTY CLERK

DATED: