

**TUESDAY, APRIL 11, 2006**

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

**STATE OF MINNESOTA)  
DODGE COUNTY)**

**COUNTY ADMINISTRATION OFFICE  
MANTORVILLE, MN**

**2006-07 C.O.W.**

The Dodge County Commissioners met in Committee of the Whole April 11, 2006, in the Commissioner's Room at the Dodge County Courthouse Annex, Mantorville, MN, at 9:00 a.m. CDT. David Erickson 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  
David Erickson District #3  
Don Gray District #4  
David Hanson District #5

Members absent: None

Also present: David McKnight County Administrator  
Becky Lubahn Deputy Clerk  
Guy Kohlhofer County Engineer  
Jamie Finne Highway Accountant

County Engineer Guy Kohlhofer and Highway Accountant Jamie Finne provided the Board with a 2005 annual report for the Highway Department.

2005 Annual Report

Commissioner Erickson asked for clarification on page 4 of the Accounts Receivable where Triton School District and Log Cabin Antiques are listed.

Jamie Finne reported this information refers to supplies that the townships, cities, other departments and individuals purchased from the Highway Department as of the end of 2005.

Bridge construction amounts were discussed. The County Engineer informed the Board that there is only \$14,000-\$16,000 in contention on township bridge construction.

Commissioner Gray wanted to know where the Highway Department would list payments for bridges that would be worked on in the future.

Ms. Finne stated that future bridge information would be listed on this same list in the appropriate year. If the project started in 2006 the bridge information would be listed on the 2006 annual report.

The Board discussed the allocation of Special Use Fuel Tax. The Highway Accountant clarified how fuel is billed out.

Commissioner Erickson asked if the dollar amount listed under Regular Construction on page 4 of the Accounts Receivable indicated that we were ahead.

2005 Annual Report -  
Continued

Ms. Finne reported that this amount is actually a negative and that allotments they receive will be applied towards this amount.

Commissioner Erickson wanted to know if the dollar figures listed under State Aid on page 4 is what we would potentially have coming in.

The Highway Accountant confirmed that it was potentially the amount the Highway Department would have coming in.

Commissioner Erickson wanted clarification that this would be for work that has already been done.

Ms. Finne and Mr. Kohlhofer verified that it would be for work that has already been done.

The Board discussed with the Highway Accountant and County Engineer where charges for approaches would be listed in the report.

Commissioner Erickson asked for clarification on who Log Cabin Antiques was.

Ms. Finne informed the Board that this is an individual that has purchased one of the blue signs that denotes where the business is located.

Commissioner Erickson asked that Ms. Finne or Mr. Kohlhofer explain the Compensatory Time Payable information as listed on page 7a.

The Highway Accountant reported that they need to keep track of comp time for all employees.

Mr. Kohlhofer further explained that the employees cannot carry over comp time from one year to the next.

Ms. Finne stated that the comp balances need to be zeroed out by the end of the year or paid out to the employee.

The Board discussed with Ms. Finne and Mr. Kohlhofer the Contracts Payable information as listed on page 7.

The Allocation of Special Use Fuel Tax information on page 5 was reviewed. The Board was informed that the Highway Department receives a block grant from the state and they are responsible for allocating the block grant to all townships in Dodge County.

Mr. Kohlhofer briefly commented on the letter which was included with the 2005 annual report.

Commissioner Erickson asked for clarification on how it is determined what percentage each department gets on page 10.

The County Engineer reported that he and Ms. Finne determine which department gets what percent based on past history.

Commissioner Erickson noted that there is \$18,270.19 listed under gravel tax.

County Administrator David McKnight wanted to know if the \$18,270.19 is our share.

The Highway Accountant confirmed that it was.

Commissioner Alberts wondered if we were spending too much on capital outlay and if the state had ever commented on this.

Mr. Kohlhofer stated that the state has not made any comments on the Highway Department capital outlay. The County Engineer reminded the Board that capital outlay is not just equipment, it includes buildings.

Commissioner Tjosaas directed the County Engineer to page 11 and wanted to know what their capital outlay normally is.

Mr. Kohlhofer reported that their capital outlay is normally \$250,000-\$300,000.

Commissioner Erickson asked for clarification on the numbering system used on page 16 of the Summary of Road Maintenance Costs by Road.

Ms. Finne informed the Board that the system used for entering this information does not accept alphabetic characters and that she devised a numbering system for this report. County Road A was assigned 101, County Road B is 102, etc. The Highway Accountant noted that the bike path is 127.

Commissioner Erickson thanked Ms. Finne and Mr. Kohlhofer for their presentation.

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

Meeting Adjourned

**ATTEST:**

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DAVID ERICKSON  
CHAIR, COUNTY BOARD

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BECKY LUBAHN  
DEPUTY CLERK

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DATED: