

**TUESDAY, JANUARY 2, 2007**

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

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

**COUNTY ADMINISTRATION OFFICE  
MANTORVILLE, MN**

**2007-01**

The Dodge County Board of Commissioners met in organizational session January 2, 2007, 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 9:30 a.m. CST.

Meeting Convened

Judge Agerter administered the Oath of Office to the following elected officials:

Swearing In  
Ceremony

County Commissioner Klaus Alberts  
County Commissioner David Erickson  
County Commissioner David Hanson  
County Attorney Paul Kiltinen  
County Recorder Sue Alberts  
County Sheriff Gary Thompson

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

Agenda Approved

The Clerk took nominations for the position of Chair of the Dodge County Board of Commissioners. Commissioner Erickson nominated Commissioner Gray. The Clerk called three times for further nominations. Hearing none, the Clerk closed nominations. Motion by Alberts seconded by Hanson to cease nominations and direct the Clerk to cast a unanimous ballot for Don Gray as Chair of the Dodge County Board of Commissioners for 2007. *Motion adopted unanimously.*

Commissioner Gray  
Elected Chair for  
2007

The Clerk took nominations for the position of Vice Chair of the Dodge County Board of Commissioners. Commissioner Hanson nominated Commissioner Alberts. 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 Klaus Alberts as Vice Chair of the Dodge County Board of Commissioners for 2007. *Motion adopted unanimously.*

Commissioner  
Alberts Elected Vice  
Chair for 2007

The gavel was transferred to the new 2007 Chairman of the Board, Don Gray.

Gavel Transferred to  
New Chair

Commissioner Erickson thanked the County Administrator for his work in 2006. Mr. Erickson commended Mr. McKnight for conducting business in a professional manner, his ability to deal with controversial issues and his work on the budget.

Comments from  
Commissioner  
Erickson

Mr. Erickson acknowledged the work of Deputy County Clerk Becky Lubahn and noted that she does a great job with the meeting minutes.

Commissioner Erickson stated that he feels the county has a lot of good people working for them and that the employees of Dodge County have done a good job and are doing a good job.

Mr. Erickson thanked the Board for their work over the past year. Commissioner Erickson noted that although the Board did not always agree they were able to put their differences aside for the betterment of the county.

Commissioner Tjosaas stated that he feels that the individuals in leadership roles in the county have done a good job.

Comments from  
Commissioner  
Tjosaas

Mr. Tjosaas thanked Commissioner Erickson for his work over the past year and commented that he thinks Mr. Erickson did a good job as Chairman of the Board.

Commissioner Tjosaas acknowledged the work of all other employees in the courthouse and stated that he thinks that leadership has influenced the work of the employees.

Commissioner Hanson commented that he appreciates the fact that the agendas are set up in a way that allows them to continue to move the meetings along.

Comments from  
Commissioner  
Hanson

Mr. Hanson noted that he feels that things are done in a good and accurate fashion at the county level.

Commissioner Hanson stated that it is his opinion that goals for the future are carefully observed and that employees strive to achieve these goals.

Mr. Hanson commented that although the Board does not always agree, they are able to work together.

Commissioner Alberts commended David McKnight and David Erickson for their good leadership over the past year.

Comments from  
Commissioner  
Alberts

Mr. Alberts stated that he appreciates the fact that the Board members did not hold grudges when they did not agree on issues and that they were able to go on with business.

Commissioner Alberts noted that it has been a pleasure to sit on a Board like this.

Commissioner Gray commended the good leadership of Commissioner Erickson.

Comments from  
Commissioner Gray

Mr. Gray acknowledged the work of County Attorney Paul Kiltinen over the past year.

Commissioner Gray commended the County Administrator on being forthcoming and accurate with the information he has shared with the Board.

The County Administrator discussed a request to set the 2007 County Board and Fairview Care Center Board meeting dates. Motion by Erickson seconded by Hanson to set the regular County Board meetings on the second and fourth Tuesday of each month with the Fairview Care Center 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 Care Center Board meetings will continue to start at 9:00 a.m. *Motion adopted unanimously.*

2007 Meeting  
Schedule Set

It was noted that since December 25<sup>th</sup> is a holiday, the second meeting in December will be held on December 26<sup>th</sup>.

Mr. McKnight presented for the Board's review a resolution appointing the County Board as a standing committee of the whole. Motion by Alberts seconded by Tjosaas to approve and authorize signatures to resolution #2007-01 appointing the County Board as a standing committee to be able to meet as a committee of the whole throughout the year:

Standing Committee  
Resolution #2007-01  
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.

**NOW THEREFORE BE IT RESOLVED**, that the Dodge County Board of Commissioners are appointed as a standing Committee of the Whole to be able to meet throughout the year at times required by the business of the county and this meeting is eligible for a per diem 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 2007 committee assignments. Motion by Erickson seconded by Hanson to approve and authorize designating the committee assignments as follows:

2007 Committee Assignments Approved

	<b>COMMITTEE</b>	<b>FIRST MEMBER (S)</b>	<b>ALTERNATE (S)</b>
<b>1</b>	Administration	Don Gray David McKnight	Klaus Alberts
<b>2</b>	Human Services	David Hanson Lyle Tjosaas	David Erickson
<b>3</b>	Public Health	Klaus Alberts David Erickson	Lyle Tjosaas
<b>4</b>	Public Safety	Lyle Tjosaas David Hanson	Klaus Alberts
<b>5</b>	Public Works	David Erickson Klaus Alberts	David Hanson
<b>6</b>	Committee of the Whole	County Board	
<b>7</b>	Fairview Care Center Board	County Board	
<b>8</b>	Extension Committee	Klaus Alberts Lyle Tjosaas	David Erickson
<b>9</b>	Investment Committee	Don Gray (C) Klaus Alberts (VC)	David Hanson
<b>10</b>	Safety Committee	Klaus Alberts	David Hanson
<b>11</b>	Building Committee	Don Gray (C)	Klaus Alberts (VC)
<b>12</b>	Law Library Board	David Erickson	Klaus Alberts
<b>13</b>	Judicial District Courts	Don Gray (C)	Klaus Alberts (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

2007 Committee Assignments

<b>29</b>	SWCD	Klaus Alberts	Don Gray	<u>Approved - Continued</u>
<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>	County & Judicial 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	
<b>37</b>	Emergency Medical Services Joint Powers Board (EMS)	David Hanson	Klaus Alberts	
<b>38</b>	Board of Health	County Board		
<b>39</b>	Drug Court Executive Committee	David Erickson Lyle Tjosaas	Don Gray	
<b>40</b>	Regional Flood Reduction Committee	David Erickson	Don Gray	

*Motion adopted unanimously.*

The Board discussed the appointment of boards, commissions and committees for 2007. Motion by Tjosaas seconded by Alberts to approve and authorize the appointment of the following boards, commissions and committees for 2007:

Appointments of  
Boards, Commissions  
and Committees for  
2007 Approved

**County Board**

District One – Klaus Alberts	Term	1/1/2007 – 12/31/2010
District Two – Lyle Tjosaas	Term	1/1/2005 – 12/31/2008
District Three – David Erickson	Term	1/1/2007 – 12/31/2010
District Four – Don Gray	Term	1/1/2005 – 12/31/2008
District Five – David Hanson	Term	1/1/2007 – 12/31/2010

**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	1/1/2007 – 12/31/2009
Ashland/Canisteo – Galen Johnson	Term	1/1/2007 – 12/31/2009
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

*Appointments of  
Boards, Commissions  
and Committees for  
2007 Approved -  
Continued*

**Personnel Board of Appeals**

Patricia Dibble	Term	1/1/2007 – 12/31/2007
Sandra Hillesheim	Term	1/1/2007 – 12/31/2007
Betty Jacobson	Term	1/1/2007 – 12/31/2007

**Board of Adjustments**

Jim Masching	Term	1/1/2006 – 12/31/2008
Dan Ebenhoh	Term	1/1/2007 – 12/31/2009
Vacant	Term	1/1/2005 – 12/31/2007
Vacant (Alternate)	Term	1/1/2006 – 12/31/2006

**Feedlot Advisory Board**

Brian Devetter	Term	1/1/2007 – 12/31/2007
Galen Johnson	Term	1/1/2007 – 12/31/2007
Jim Masching	Term	1/1/2007 – 12/31/2007
Myron Reber	Term	1/1/2007 – 12/31/2007

**EDA/HRA**

Bill Sanborn	Term	1/1/2007 – 12/31/2008
Phil Greene	Term	1/1/2007 – 12/31/2008
Duane Bartel	Term	1/1/2007 – 12/31/2007
Ron Durst	Term	1/1/2007 – 12/31/2009
Mark Schultz	Term	1/1/2007 – 12/31/2007

**Environmental Regulations Board**

Kyle Skov	Term	1/1/2007 – 12/31/2007
Rob Holtan	Term	1/1/2007 – 12/31/2007
Scott Lampland	Term	1/1/2007 – 12/31/2007
Jim Hruska	Term	1/1/2007 – 12/31/2007
Dennis Midthun	Term	1/1/2007 – 12/31/2007

**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

**Appointments of  
Boards, Commissions  
and Committees for  
2007 Approved -  
Continued**

*Motion adopted unanimously.*

The Board discussed setting the mileage reimbursement rate. Motion by Hanson seconded by Alberts to set the 2007 mileage reimbursement rate at the Internal Revenue Service reimbursement rate, effective January 1, 2007. *Motion adopted unanimously.*

**2007 Mileage  
Reimbursement  
Rates Set**

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

**2007 Legal  
Newspaper Bids  
Awarded**

<b>Newspaper</b>	<b>Bid Per Column Inch</b>
New/Enterprise	\$2.49
Hayfield Herald	\$2.00

Motion by Erickson seconded by Hanson to award the first legal newspaper for Dodge County for 2007 to the Hayfield Herald and the second legal newspaper for Dodge County to the Claremont/West Concord News Enterprise. *Motion 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 Tjosaas 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 the Out of State Travel Policy for Elected Officials. Pursuant to Minnesota Statute 471.661, each county must have a policy that controls travel outside of the state of Minnesota for elected officials of the county. The Dodge County Board approved the Out of State Travel Policy for Elected Officials at their meeting on October 25, 2005.

**Out of State Travel  
Policy for Elected  
Officials Reviewed**

Mr. McKnight stated that an additional requirement of the statute is that this policy must be reviewed annually and any subsequent changes to the policy must be approved by a recorded vote.

After reviewing the policy the Board agreed that it does not appear that there is a need to adjust the Out of State Travel Policy for Elected Officials at this time.

Motion by Hanson seconded by Alberts to approve and authorize the December 26, 2006 Committee of the Whole meeting minutes as presented. *Motion adopted unanimously.*

12/26/06 Committee of the Whole Meeting Minutes Approved

Motion by Tjosaas seconded by Alberts to approve and authorize the December 26, 2006 meeting minutes as presented. *Motion adopted unanimously.*

12/26/06 Meeting Minutes Approved

Motion by Alberts seconded by Hanson to adjourn the meeting at 10:01 a.m. CST. *Motion adopted unanimously.*

Meeting Adjourned

The next meeting of the Dodge County Board of Commissioners will be held on January 9, 2007 at 9:30 a.m. CST.

Next Regular Meeting

**ATTEST:**

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DON GRAY  
CHAIR, COUNTY BOARD

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BECKY LUBAHN  
DEPUTY COUNTY CLERK

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DATED: