

COVID-19

Dodge County Board of Commissioners at a special board meeting on Friday, March 20, 2020 declared a State of Emergency in response to the rapidly spreading COVID-19 virus.

Dodge County wants to ensure the safety of its employees and communities by limiting the spread of this infectious disease.

At the end of business today (3/19/20) all Dodge County facilities were closed to the public during this state of emergency.

All Dodge County employees continue to work and perform essential functions and have every intention on continuing to provide services to the people of our communities. Please be aware that some county offices may be short staffed due to the current situation with the coronavirus. Phone calls and e-mails will be handled by staff based on availability and as time permits, expect delays. Your cooperation and patience is be greatly appreciated.

We encourage anyone needing to conduct business with Dodge County to call in to arrange services.

Please go to the Dodge County website www.co.dodge.mn.us for additional information on conducting business with each department.

Updated: March 23, 2020, 1:30 p.m.

Services impacted are listed below:

Building Closures

Federal, state and county emergency declarations, and guidelines set forth by the Minnesota Department of Health (MDH) limiting interactions, has lead the county to change the way it delivers services to the public. Public entry to the buildings listed below have been suspended until further notice. County leaders will determine when buildings can be re-opened to the public. Many county services remain available, but staff will deliver these services through phone-based and online outlets.

The following buildings are restricted for public entry:

- Courthouse (Mantorville) - open to court customers that have **essential** business with the court.
- Government Services Building (Mantorville)
- Highway Department (Dodge Center)
- Public Health/Service Center (Dodge Center)
- Transfer Station (Kasson)

Service Impacted

Administration

Offices closed to public, still providing services. Not doing passports.

Administration: 507-635-6239
dodge.admin@co.dodge.mn.us

Employee Relations: 507-635-6239
lisa.hager@co.dodge.mn.us

Finance: 507-635-6240
dodge.admin@co.dodge.mn.us

Information Systems: 507-635-6239
dodge.admin@co.dodge.mn.us

Maintenance/Building Operations: 507-635-6239
dodge.admin@co.dodge.mn.us
Fax: 507-635-6265

Courts

While some Dodge County offices and buildings are closed to the public, the Dodge County Courthouse is open to court customers that have **essential** business with the court.

- The Dodge County Courthouse will remain open for scheduled super high and high priority hearings, and for other persons with **prior approval** of the court. For approval, please call **(507) 635-6260**.
- Visitors to the courthouse will come in the Courthouse/public safety doors and pick up the phone for a direct call to dispatch, and persons must identify the purpose of their visit to the courthouse, such as providing the name of the case or case number. Once verified, visitors will be given access to the court administration.
- Those customers who need to file paperwork **MUST** call **(507) 635-6260** for direction on filing their paperwork.
- Efforts will be made to accommodate remote appearances for every scheduled hearing.
- For persons who have business with the court other than Super High or High Priority hearings, eFiling, U.S. Mail, and telephone access will be available.

Court Administration: 507-635-6260

Court Services/Probation

Offices closed to public. Probation Office will be staffed.

Court Services: 507-635-6198
dodge.courtservices@co.dodge.mn.us

Drug Court

Working from home.

Drug Court: 507-635-6180
dodge.admin@co.dodge.mn.us

EDA

Offices closed, staff working from home, services still available.

EDA: 507-635-6304

nicholas.ouellette@cedausa.com

Environmental Services GSB Office & Transfer Station

Offices closed to public, still providing services.

1. Waste Disposal and Recycling:
 - a. The Transfer Station will be open only for License Garbage Haulers and Contractors with charge account at this time.
 - b. The Transfer Station will not be open for public self-haulers unless they sign-up to use the “Self-Service Depot”. This service is for bagged garbage only and requires pre-registration. To request use of the Self-Service Depot, call either 507-634-7875 or 507-635-6273.
 - c. The existing recycling drop-off locations located throughout the county will remain open for delivery of clean and acceptable recyclable materials (not garbage).
 - d. Instructions will be posted on the Web site to help the self-haulers management their garbage including options to hire a licensed hauler and self-manage at home.
https://www.co.dodge.mn.us/departments/environmental_services/index.php
2. Permits: Land Use, Zoning, Septics, Wetland:

Environmental Services will continue to accept all permit applications. Applications can be mailed to ES Department 391, 721 Main Street North, Mantorville, MN, or sent digitally by contacting county employee e-mails found on county department Web site. Instructions for submitting applications is available on the county web page along with e-mail contacts.
3. Drinking Water Testing:

We will continue to provide well testing services. Requests for County employees to collect the water sample can be arranged by calling 218-6907, or e-mail: dean.schrandt@co.dodge.mn.us. Well test kits can also be purchased by calling 635-6273.
4. Other Services: The Environmental Services Department will make every attempt to continue all current services. Public is encouraged to review the county web site/Environmental Services page https://www.co.dodge.mn.us/departments/environmental_services/index.php or call 507-635-6273.

Environmental Services: 507-635-6273

Zoning: 507-635-6272

Transfer Station: 507-634-7875

dodge.landuse@co.dodge.mn.us

Extension/4-H

Offices closed to public, Administrative Assistant in the office, U of M staff working from home.

Extension: 507-635-6325

mnext-dodge@umn.edu

Highway Department

Offices closed to public, still providing services.

Highway Department: 507-374-6694

dodge.highway@co.dodge.mn.us

Land Records

Offices closed to public.

1. Driver License Services: Suspended. No appointments.
2. Assessment Services: please call and we will help you. No physical inspections at this time.
3. Marriage: please call and we will instruct you how to apply for marriage and schedule an appointment to process your application.
4. Birth and Death: please call and we will help you.
5. GIS and Surveyor: please call and we will help you.
6. Record viewing: by appointment only. Must have known experience in our Real Estate Record area.
7. Genealogy: Suspended. No appointments.
8. Notary Registration: please call for appointment.
9. Abstracting and title work: please call and we will help you.

Recorder/Driver License/Vitals: 507-635-6250

dodge.recorder@co.dodge.mn.us

Assessor: 507-635-6245

dodge.assessor@co.dodge.mn.us

GIS and Surveyor: 651-385-3197

MNPrairie

MNPrairie and the counties in which MNPrairie serves are taking active measures to slow the rate of transmission of COVID-19.

If you have items that need to be turned in that cannot be emailed or submitted electronically, please put them in the MNPrairie drop box at any one of our sites. In Dodge, it is to the left of the flagpole near the entrance to the Sheriff's department. In Steele it is at the base of the flag pole. In Waseca it is in our vestibule.

Income & Health Care Assistance

Bank Team
(adults without minor children)

Dodge 507-923-2945

Steele 507-431-5680

Waseca 507-837-6650

bankteam@mnprairie.org

Family Team

(minor children in the home)

Dodge 507-923-2930

Child & Family Social Services

During business hours

507-431-5725

Or call your local front desk and they can transfer you to the child & family intake line.

After business hours contact local law enforcement.

Email

childprotection@mnprairie.org

Steele 507-431-5650
Waseca 507-837-6630
familycash@mnprairie.org

Healthcare Team
(healthcare only cases)
Dodge 507-923-2936
Steele 507-431-5660
Waseca 507-837-6640
healthcare@mnprairie.org

Child Care Assistance Providers
507-431-5615
CCAPproviders@mnprairie.org

Child Support
Please contact your child support worker directly.
If your worker is unavailable, please call the front desk at any of the MNPrarie locations.
childsupport@MNPrarie.org

Adult & Disability Social Services
Adult & Disability Intake
Dodge – 507-923-2949
Steele – 507-431-5740
Waseca – 507-837-6660
adultservices@mnprairie.org

MnCHOICES
507-431-5745
Or call your local front desk and they can transfer you to the MnCHOICES line.

Public Health

Offices closed to public. WIC continues to operate for our Dodge County residents, but face-to-face meetings are suspended until further notice. All services will be conducted over the phone. Please call the WIC office at (507) 635-6150 if you need an appointment or have questions.

Public Health: 507-635-6150

Sheriff's Office

Closed to public. Not doing civil prints, but still providing services.

- Alcohol/Drug UA Testing – We will still be doing testing here for Drug Court, Conditions of Release, and MN Prairie cases. If you are on a schedule for testing, that schedule has not changed. You will need to come to the building into the vestibule, call dispatch, and let them know you are here for testing as usual.

Fax
507-837-5330

Front desk contact information

Dodge Site
22 6th Street East, Dept. 401
Mantorville, MN 55955
Phone 507-923-2900
Fax 507-635-6186

Steele Site
630 Florence Avenue
Owatonna, MN 55060
Phone 507-431-5600
Fax 507-451-5947

Waseca Site
1000 West Elm Avenue
Waseca, MN 56093
Phone 507-837-6600
Fax 507-835-0566

To find more information on the programs we offer, emergency assistance, housing resources, and how to apply for public assistance, please visit www.mnprairie.org.

- Court Security – We will still be handling security for all necessary court hearings and screening anyone that is necessary for these hearings. During times where there isn't court scheduled, the gate will be down
- Civil Process – All civil process can still be mailed or dropped off along with a check for payment and we will process as usual.
- Permit to Purchase – Citizens will now need to go to our website link for Permit to Purchase form. They can either mail or drop this off at the drop box. https://www.co.dodge.mn.us/departments/records_unit.php
- Permit to Carry – No longer available until the shutdown is done.
- Burn Permits – We will not be issuing these during the shutdown. Citizens will need to sign up for burn permits online until we open back up at this link: <https://webapps15.dnr.state.mn.us/burning-permits/>
- Reports/Complaints – If citizens wish to report a complaint or crime, they will need to call 507-635-6200 and we will have a deputy either call or respond to take their report. We will not be taking in-person reports at our office until the shutdown is done.
- Civil Calls/Ordinance Violations/Non-Priority Calls – At this time we will be responding to all calls as normal. This may change if more restrictions are required – that could result in delayed response to these calls or calls handled by phone.
- Our 911 Dispatch Center and Patrol staff will be working as usual. While we are concerned about the health and safety of our staff and their families, the oath we took does not stop thru rough times like our current Covid-19 crisis. We will continue to do our very best keep our communities and families safe, and provide the quality law enforcement services that you have come to expect from us.

Sheriff's Office Non-Emergency: 507-635-6200
 911 Emergency
scott.rose@co.dodge.mn.us

Veteran Services

Offices closed to public. Veterans Services are providing services via phone.

Our veteran transport to Minneapolis VAMC continues on a very limited basis. They are asking health questions to all rider and will not provide rides to veterans with known COVID 19 or similar cold or Influenza symptomology.

The VA has cut back on many routine appointments and all elective surgeries. Many vets have elected to postpone needed appointments due to current COVID 19 recommendations.

Veteran Services: 507-635-6140
todd.nelson@co.dodge.mn.us

Dodge County employees will continue to work and perform essential functions and we have every intention on continuing to provide services to the people of our communities.

To find more information please visit www.co.dodge.mn.us.