DODGE COUNTY EXECUTIVE COMMITTEE
January 4, 2016, 8:30 A.M.
FOURTH FLOOR – ROOM 4C
DODGE COUNTY ADMINISTRATION BUILDING, JUNEAU, WI 53039

The meeting was called to order at 8:30 a.m. by Dodge County Executive Committee Chairman, Russell Kottke.

Members present: Berres, Frohling, Johnson, Kottke, Maly, Marsik, and Miller.

Member absent: None.

Others present: County Administrator Jim Mielke; County Clerk Karen Gibson; Corporation Counsel John Corey; Deputy County Clerk Christine Kjornes; Emergency Management Director Amy Nehls; Emergency Management Deputy Director Joe Meagher; Human Resource Director Sarah Eske; Finance Director Julie Kolp; Highway Commissioner Brian Field; State Assembly District 39 Representative Mark Born; County Board Supervisor Dennis Schmidt; and Daily Citizen Reporter Terri Pederson.

Motion by Maly, seconded by Miller to approve the December 7, 2015, minutes as presented. Motion carried by a vote of 6 yes and 1 abstention (Marsik).

State Assembly District 39 Representative Mark Born appeared before the Committee to discuss 2015 Assembly Bill 210. Representative Born stated that he supports the concept of 2015 Assembly Bill 210 that will offer electors the opportunity to vote by referendum, to allow the county to impose an additional sales and use tax at the rate of no more than 0.5 percent of the sales price of tangible personal property, goods, and services sold or used in the county, to be used solely for maintenance of streets and highways. Representative Born stated that there will need to be a collaborative effort by and between the Wisconsin Department of Transportation and the Wisconsin Department of Revenue to determine how funds will be distributed. Administrator Mielke asked Representative Born to discuss the timeline of the 2016 sessions of the State Assembly. Representative Born stated that sessions are presently scheduled for the first and second weeks of April, and any sessions after that, would be a special session because it is an election year, but these session times are subject to change. Supervisor Frohling stated that he is concerned that if an individual County opts for a referendum, economic development in that county might be adversely affected, and suggested that the state should have a statewide referendum on the additional 0.5 percent sales and use tax. Representative Born provided Mr. Mielke with a document highlighting the amendment to the original Assembly Bill 210.

Motion by Johnson, seconded by Maly to authorize out-of-state travel for Highway Commissioner Brian Field and one member of the Dodge County Highway Committee, to attend the annual Transportation Development Authority Legislative Fly-In in Washington, D.C., on April 6-7, 2016. Motion carried. Mr. Field reported that this is a great opportunity to meet with congressional representatives to discuss the need for transportation aids.

County Clerk Karen Gibson reviewed agenda items for the Wednesday, February 17, 2016, County Board meeting. Ms. Gibson reported that she has received draft Resolutions from the Information Technology Committee, and the Emergency Management Department. Ms. Gibson further reported that she anticipates Resolutions from the Executive Committee regarding the County Board Chairman's Salary, the Human Resources and Labor Negotiations Committee

regarding the salaries of the County Clerk, County Treasurer, and Register of Deeds, the Finance Committee regarding department budget adjustments, and the confirmation of an appointment to the Board of Adjustment Committee.

Ms. Gibson provided an oral report to the Committee regarding the Wisconsin Counties Association Educational Seminar on the County Board Organizational meeting. Ms. Gibson reported that the Wisconsin Counties Association Educational Seminar on the County Board Organizational meeting is scheduled for January 25, 2016, at the Holiday Inn Convention Center in Stevens Point, Wisconsin. Mr. Kottke stated that Corporation Counsel John Corey and Ms. Gibson should attend. Ms. Gibson reported that the registration fee is $65.00 per person. Motion by Frohling, seconded by Marsik to allow two individuals to attend the Wisconsin Counties Association Educational Seminar on the County Board Organizational meeting to be held on January 25, 2016, in Stevens Point, Wisconsin. Motion carried.

There was consideration and discussion about the Wisconsin Counties Association Legislative Exchange scheduled for February 2-3, 2016, at the Concourse Hotel in Madison, Wisconsin. Ms. Gibson reported that the registration fee is $150.00 per person. Supervisor Frohling stated that he would like to attend. Motion by Marsik, seconded by Miller to allow two individuals to attend the Wisconsin Counties Association Legislative Exchange to be held on February 2-3, 2016, in Madison, Wisconsin. Motion carried.

Administrator Mielke provided a brief oral update on county projects. Mr. Mielke reported that lighting is being replaced today in the Administration Building parking lot.

Mr. Mielke provided an oral report to the Committee regarding an incident that occurred on December 9, 2015, that involved a Dodge County Highway end loader and a motor vehicle owned by a private party. Mr. Mielke reported that he has not received an estimate of repairs for the privately owned motor vehicle, but he is recommending that the claim arising from this incident be paid.

Mr. Mielke reported that an item for the agenda of the February meeting of the Executive Committee will be a review of a claim regarding a drainage concern.

Mr. Mielke stated that he will not register for the Wisconsin Counties Association Legislative Exchange that is scheduled for February 2-3, 2016, in Madison, Wisconsin, but he will attend a working lunch meeting for County Executives and Administrators, on February 3, 2016.

Corporation Counsel John Corey provided an oral update to the Committee regarding a proposed Resolution to create a new county board rule, specifically Rule No. 41, to require that the Dodge County Administrator and the Dodge County Corporation Counsel review all proposed contracts for services in which Dodge County is a vendee and to negotiate the terms and conditions of those contracts. Mr. Corey reported that he is in the process of reviewing a maintenance contract for the air cooled glycol chiller unit that was installed in the Henry Dodge Office Building, a contract from Johnson Controls, for the inspection and maintenance of HVAC controls, a

contract from Tyler Technologies, Inc., for the purchase of a new enterprise resource planning systems, consisting of computer software, maintenance services, and support services, and a contract from Cisco Systems for the purchase of telephone system support services, maintenance services, and computer software. Mr. Corey further reported that he is in the process of reviewing and revising an agreement that he received from the Detective Division of the Sheriff's Office, regarding child abduction, and he was contacted by Sheriff Dale Schmidt regarding the Crime Prevention Funding Board.

Mr. Corey provided an oral update to the Committee regarding a potential agreement by and between the City of Beaver Dam and Dodge County, wherein the City of Beaver Dam will make an offer to purchase Lots 3, 4, 5, 7, and 8 of the Plat of Monarch Development, in the City of Beaver Dam, for $1.00. Mr. Corey further reported that he contacted the City of Beaver Dam Attorney MaryAnn Schacht last week, and Ms. Schacht informed him that the City of Beaver Dam has received the offer to purchase, the binding acceptance date is in July of 2016, and there is a provision in the offer to purchase that in the event that the buyer expends money for investigation of the environmental condition of the property, and a sale of the property does not occur, then, the City of Beaver Dam will reimburse the buyer for the money the buyer expended for investigation of the environmental condition of the property.

Emergency Management Director Amy Nehls provided an oral update to the Committee on the Simulcast project. Ms. Nehls reported that due to the denial of the Assistance to Firefighters Grant, there is now a lack of funding to pay for a Simulcast upgrade for DOFIRE1. Ms. Nehls further reported that, based on an opinion by Corporation Counsel John Corey, Dodge County is not required to seek bids for the Simulcast upgrade, and a written proposal was received from Communications Services Wisconsin LLC, to undertake and complete a Simulcast upgrade for DOFIRE1, at a total cost of $187,000, and she is working with Mr. Corey to draft a Resolution for the Simulcast upgrade. Ms. Nehls further reported that an issue has been discovered with the IFERN channel that is used by fire departments for MABAS (Mutual Aid Box Alarm System) calls, and the cost to repair the IFERN channel will need to be included with the upgrade for DOFIRE1. Ms. Nehls reported she does not know the cost to repair the IFERN channel at this time, therefore, she will provide further information to the Executive Committee at its February meeting.

Ms. Nehls provided an oral update to the Committee regarding the Dodge County Hazmat Team. Ms. Nehls reported that an estimated amount of approximately $5,000 will be needed in order to fund the 30 Hazmat Team Member employees, but additional funding may be needed for Kronos licensing. Human Resources Director Sarah Eske reported that due to Internal Revenue Service (IRS) requirements, it was determined that it will be necessary to classify members of the Hazmat Team as Dodge County employees, rather than as independent contractors. Ms. Nehls further reported that job descriptions have been created for the 30 new, non-benefited, occasional part-time, miscellaneous, positions of Hazardous Materials Responder, and the Resolution to create the new 30 positions of Hazardous Materials Responder will be presented to the Human Resources and Labor Negotiations Committee meeting that is scheduled for January 7, 2016, for its consideration, and the Human Resources and Labor Negotiations Committee will then

forward the Resolution to the County Board for its consideration at its February 17, 2016, meeting. Ms. Nehls further reported that on January 28, 2016, she and Ms. Eske will meet with the Hazmat Team members. Ms. Nehls further reported that a Hazmat refresher training session will be held on February 20, 2016. Mr. Mielke stated that a memo should be included with the February 17, 2016 County Board meeting materials that will provide background information about the Hazmat Team employment. Mr. Corey asked if a contingency appropriation will be required in the estimated amount of approximately $5,000, for the funding of the Hazmat Team. Ms. Nehls answered that a contingency appropriation will be required because there is an insufficiency of funds in the Hazmat budget business unit in the 2016 Budget for the Emergency Management Department.

Ms. Nehls provided a brief oral report to the Committee regarding the Continuity of Operations Plan tabletop exercise that was held on December 16, 2015. Ms. Nehls reported that the exercise involved department heads, and the tabletop exercise provided good discussions on the activation of the Continuity of Operations Plan in the event of an emergency.

Emergency Management Deputy Director Joe Meagher provided an oral report to the Committee regarding Code Red. Mr. Meagher reported that Code Red is an emergency notification system that, in the past, was funded entirely by Public Health, but, due to the depletion of funding for Public Health, funding for Code Red is currently cost shared between Emergency Management, the Sheriff's Office, and Public Health. Mr. Meagher reported that he was encouraged by Public Health Officer Jody Langfeldt to reach out to local businesses for future cost savings, and he has recently been contacted by a representative from John Deere and has had discussions on the cost sharing benefits. Mr. Meagher further reported that he is working with Mr. Corey on a Memorandum of Understanding. Ms. Nehls reported that that cost for John Deere to implement Code Red will be $5,000, that John Deere will be responsible for entering its own data, and that John Deere will contact Code Red to purchase extra minutes if they are needed.

Mr. Mielke provided a brief oral update to the Committee regarding the purchase of consulting services from Government Finance Officers Association (GFOA) for the Enterprise Resource Planning (ERP) system. Mr. Mielke reported that he will be attending a meeting tomorrow with a representative from GFOA, Finance Director Julie Kolp, County Board Supervisor Donna Maly, County Board Supervisor Dave Frohling, and Information Technology Director Ruth Otto to discuss the proposed terms of the contract with GFOA.

Mr. Mielke provided a brief oral update to the Committee regarding proposed changes to the Mid-Wisconsin Federated Library System. Mr. Mielke reported that there are no specific updates at this time, and the Mid-Wisconsin Federated Library System Board will meet on January 26, 2016, to discuss the interest of Arrowhead Library System and Eastern Shores Library System in pursuing merger negotiations.

Mr. Kottke provided a brief oral update to the Committee regarding the Dodge County Municipal Shared Tax Concept. Mr. Kottke reported that he, Mr. Mielke, and County Board Supervisor Donna Maly will attend a meeting of the Dodge County City Leaders' Consortium

today in Beaver Dam, to discuss a proposed Resolution drafted by the Leaders Consortium supporting collaboration between the Leaders Consortium and Dodge County.

Supervisor Marsik reported that he received correspondence regarding the water rescue and recovery responsibilities of the Dodge County Sheriff's Office. Mr. Corey reported that he has studied Section 59.27(11), of the *Wisconsin Statutes*, regarding the duty of the Sheriff to conduct operations within the county and, when the board so provides, in waters of which the county has jurisdiction under s.2.04 for the rescue of human beings and for the recovery of human bodies, and he will discuss this statutory section in more detail with the Executive Committee at its February meeting.

The Committee preliminary reviewed the County Board Rules of Order. Mr. Corey recommended a clarification of County Board Rule No. 37, regarding requests for newly created positions. Mr. Kottke reported that changes to the County Board Rules of Order, if any, will be presented to the County Board at its April meeting. Supervisor Berres inquired about the requirement, set forth in the paragraph pertaining to the Finance Committee that requires that a County Board Supervisor, who is a farmer, be a member of the Finance Committee. It was the consensus of the Committee to authorize and direct Mr. Corey to determine whether or not this particular requirement is required by statute or other law. Mr. Mielke reported that he was contacted by Sheriff Schmidt regarding County Board Rule No. 30, and that Mr. Mielke encouraged Sheriff Schmidt to include County Board Rule No. 30 as an item on the agenda for the next meeting of the Law Enforcement Committee.

Mr. Kottke reported that an item for the agenda of the February 2016 meeting of the Executive Committee will be the preliminary review of County Board Rules.

The closed session agenda item was postponed to the February 2016 Executive Committee meeting.

Meeting adjourned at 9:57 a.m. by the order of the Chairman.

The next regular meeting is scheduled for **Monday, February 1, 2016 at 8:30 a.m.**

David Frohling

David Frohling, Secretary

Disclaimer: The above minutes may be approved, amended or corrected at the next committee meeting.