

DODGE COUNTY EXECUTIVE COMMITTEE

January 5, 2015, 9:00 A.M.

FOURTH FLOOR CONFERENCE ROOM 4C

DODGE COUNTY ADMINISTRATION BUILDING, JUNEAU, WI 53039

The meeting was called to order at 9:00 a.m. by Dodge County Executive Committee Chairman, Russell Kottke.

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

Members absent: None.

Others present: County Administrator Jim Mielke, Emergency Management Director Amy B. Nehls, Deputy Emergency Management Director Joe Meagher, County Clerk Karen Gibson, Deputy County Clerk Christine Kjornes, Corporation Counsel John F. Corey, Judge John Storck, Human Services and Health Director Janet Wimmer, UW-Extension Director Jeff Hoffman, and Daily Citizen Reporter Terri Pederson.

Motion by Maly, 2nd by Miller to approve the December 1, 2014 minutes as presented. Motion carried.

Motion by Miller, 2nd by Frohling to authorize out-of-state travel for Finance Director Julie Kolp, to attend the Government Finance Officers Annual Conference in Philadelphia, Pennsylvania, on May 31-June 3, 2015. Motion carried.

Administrator Mielke provided an oral report on his planned vacation schedule for 2015. Supervisor Maly asked Administrator Mielke who is in charge when he is absent. Administrator Mielke responded that the individual who is in charge when he is absent is Director of Human Resources, Joe Rains.

Motion by Johnson, 2nd by Miller to approve and forward to the County Board for consideration at its January 20, 2015 meeting a Report regarding the bonds, and sufficiency of the sureties thereto, of the County Clerk, Sheriff, Clerk of Courts, Register of Deeds, Treasurer, and Medical Examiner. Motion carried.

Administrator Mielke reported that there are no new claims or incident reports.

Judge John Storck and Human Services and Health Director Janet Wimmer provided an oral report to the Committee regarding the Dodge County Alcohol Court. They reported that the grant funding in the amount of \$80,000 has been awarded to Dodge County, and the Human Services and Health Department will be working with the court system using matrix model treatment, walk-in intake, outpatient treatment, and the TAD program to assist in the treatment of individuals with drug addictions.

County Clerk Karen Gibson reviewed agenda items for the Tuesday, January 20, 2015 County Board meeting. Ms. Gibson reported that the agenda will include Resolutions from the Executive Committee, Highway Committee, Law Enforcement Committee, and the Planning, Development and Parks Committee. Ms. Gibson further reported that Special Orders of Business will include a presentation of the 4-H Key Award, and a presentation by Supervisor Jeff Berres, Chairman of the Taxation Committee, about the sale of In Rem Properties.

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Motion by Johnson, 2nd by Maly to approve payment of an invoice from the Wisconsin Counties Association in the amount of \$11,512 for Annual Dues and Subscriptions for calendar year 2015. Motion carried.

There was consideration of and discussion about the Wisconsin Counties Association Legislative Exchange scheduled for February 3-4, 2015, at the Concourse Hotel in Madison, Wisconsin. Chairman Kottke stated that there is money in the 2015 budget to allow two County Board Supervisors to attend the Legislative Exchange. Chairman Kottke further stated that he will not be able to attend the Legislative Exchange this year. Supervisors Frohling, Maly, and Miller stated that they would like to attend. Supervisor Miller suggested that the Committee allow Supervisor Frohling to attend in her place if Supervisor Frohling's registration is not paid for by the Wisconsin Counties Association. Administrator Mielke stated that he would also like to attend because the County Executive/Administrator group usually meets in conjunction with the Legislative Exchange. Administrator Mielke further stated that funds are available in his budget to cover the registration fee. County Clerk Gibson stated that she will send the registration materials to the Wisconsin Counties Association by January 19, 2015.

Ms. Gibson provided an oral report to the Committee regarding the Resolution to Alter the Boundaries of Dodge County Supervisory District No. 3, and Dodge County Supervisory District No. 31, based on annexations. The City of Beaver Dam has annexed parcels of land located in the Town of Beaver Dam. Motion by Maly, 2nd by Miller to approve and forward to the County Board for consideration at its January 20, 2015 meeting a Resolution to amend the *Dodge County – Final Supervisory District Plan As Amended The Second Time Pursuant To 2011 Wisconsin Act 39*, by moving the annexed parcels of land from Dodge County Supervisory District No. 3 to Dodge County Supervisory District No. 31. Motion carried.

Corporation Counsel John Corey provided an oral update to the Committee regarding records retention policies and a proposed records retention/disposition ordinance. Mr. Corey reported that the proposed records retention/disposition schedule will be reviewed by the Public Records Board in February of 2015.

Mr. Corey provided an oral update to the Committee regarding the former MetalFab property located at 401 Madison Street, in the City of Beaver Dam. Mr. Corey reported on December 16, 2014, he and Administrator Mielke attended an auction sale of manufacturing equipment located at the site. Mr. Corey further reported that the tenant has paid rent through January 31, 2015, and that he received a letter dated December 22, 2014 from the tenant regarding tenant's termination of the lease of the property and tenant's intention to vacate the building on or before January 31, 2015. Administrator Mielke reported that Maintenance Director Russ Freber will determine whether or not Dodge County will be required to keep the sprinkler system in that building operational, and will also determine how to properly secure the building after the tenant has vacated the building and site.

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Mr. Corey provided an oral update to the Committee regarding four county-owned vacant lots located in the City of Fox Lake. Mr. Corey reported that he is in the process of preparing a bid form and a form for solicitation of bids, and has received a written report on the title to the four vacant lots. Mr. Corey further reported that the City of Fox Lake Redevelopment Authority and an adjacent landowner have expressed interest in purchasing these vacant lots.

Emergency Management Director Amy Nehls provided an oral update to the Committee regarding the Dodge County Administration Building Emergency Planning Committee. Ms. Nehls reported that the Committee has met twice, has discussed fire safety and medical emergencies, and that the Committee's next meeting is scheduled for January 7, 2015.

Ms. Nehls reported to the Committee that Emergency Management no longer needs a Contingent Appropriation of funds to pay for emergency repairs to the Fox Lake communication tower because the contractors were unable to repair the affected equipment in 2014 due to inclement weather. Emergency Management Deputy Director Joe Meagher reported that water in the transmission lines caused the damage. Ms. Nehls further reported that the cost of repairs will be paid for by funds in the 2015 budget.

Ms. Nehls provided an oral update to the Committee regarding the Simulcast Project-Phase II. Ms. Nehls reported that Communications Service Wisconsin LLC, of Portage, Wisconsin, provided a written proposal to her in the amount of \$329,789 for the costs to purchase new radio communications equipment and to install and optimize the radio communications equipment at the tower sites, the Emergency Department did not receive Assistance to Firefighters Grant funds in 2014, but \$237,225 of County Sales and Use Tax Proceeds were appropriated to Business Unit 2823, Homeland Security, Account No. .5819, Other Capital Equipment, in the 2015 Budget of the Emergency Management Department, and \$94,775 of County Sales and Use Tax Proceeds were appropriated to Business Unit 2823, Homeland Security, Account No. .5799, Contributions to Local Municipality, in the 2015 Budget of the Emergency Management Department. Motion by Marsik, 2nd by Frohling to approve and forward to the County Board for consideration at its January 20, 2015 meeting, a Resolution to approve and accept the price quotation for the purchase of new radio communications equipment and its installation and optimization, from Communications Service Wisconsin LLC, of Portage, Wisconsin, in the amount of \$329,789, and to reappropriate funds in the amount of \$237,225 from Business Unit 2823, Homeland Security, Account No. .5819, Other Capital Equipment, in the 2015 Budget of the Emergency Management Department, plus funds in the amount of \$94,775 from Business Unit 2823, Homeland Security, Account No. .5799, Contributions to Local Municipality, in the 2015 Budget of the Emergency Management Department, to Business Unit 2801, Central Communications, Account No. .5819, Other Capital Equipment, in the 2015 Budget of the Emergency Management Department. Motion carried.

Supervisor Marsik reported that a Sheriff's Sworn Union mediation session has been scheduled to occur on January 7, 2015, but it may be cancelled because it appears likely that a mediator will not be available to attend the mediation session.

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Supervisor Frohling reported that he and Chairman Kottke recently met with Senator Scott Fitzgerald and with staff members of the office of Senator Scott Fitzgerald to discuss the State of Wisconsin 2015-2017 biennial budget.

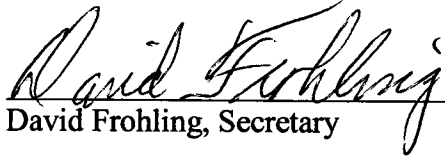
Supervisor Frohling reported that on January 21, 2015, he will attend a meeting of the Taxation and Finance Steering Committee of the Wisconsin Counties Association in Stevens Point, Wisconsin.

Administrator Mielke reported that a document entitled *Dodge County, Wisconsin County Sales Tax Remittances* will be distributed to the County Board members with the February 2015 County Board meeting materials.

The Committee discussed Strategic Planning. It was a consensus of the Committee that Dodge County should create and implement a strategic plan and that UW-Extension Director Jeff Hoffman shall assist Dodge County in the creation and implementation of a strategic plan.

Meeting adjourned at 10:43 a.m. by the order of the Chairman.

The next regular meeting is scheduled for Monday, **February 2, 2015 at 8:30 a.m.**



David Frohling, Secretary

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