

DODGE COUNTY EXECUTIVE COMMITTEE

May 4, 2015, 8:30 A.M.

FOURTH FLOOR CONFERENCE 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.

Members absent: None.

Others present: County Administrator Jim Mielke, County Clerk Karen Gibson, Deputy County Clerk Christine Kjornes, Corporation Counsel John F. Corey, Emergency Management Director Amy Nehls, Dodge County Chief Deputy Sheriff Scott Smith, Daily Citizen Reporter Terri Pederson, and WBEV Radio Station Reporter John Muir.

Motion by Miller, 2nd by Frohling to approve the April 6, 2015 draft minutes as presented. Supervisor Maly requested an amendment to the April 6, 2015 draft minutes, as follows: The 6th line up from the bottom of the 1st paragraph on Page 4 of 7 of the April 6, 2015 draft minutes, that states: "Supervisor Maly asked whether the \$30,000 investment that will be spent on future reviews will be beneficial to the County, or not" to be replaced with the following language: "Supervisor Maly asked whether Dodge County ought to make a cost/benefit analysis, also known as a Case Review, of these proposed Operational Reviews of Dodge County departments before Dodge County proceeds with these proposed Operational Reviews of Dodge County departments, or not. Supervisor Maly also asked whether other Wisconsin counties, for which Baker Tilly has conducted annual Operational Reviews of their county departments, have information about the cost/benefit analyses that these other Wisconsin counties have made, regarding the Operational Reviews that Baker Tilly has conducted of their county departments, available for review by Dodge County, or not." It is the consensus of the Committee to amend the April 6, 2015 draft minutes as requested by Supervisor Maly. Motion by Miller, 2nd by Maly to approve the April 6, 2015 draft minutes as amended. Motion carried.

Motion by Miller, 2nd by Marsik to authorize out-of-state travel for two Dodge County Correctional Officers to attend PREA (Prison Rape Elimination Act) training in Mason, Michigan, from May 19, 2015 through May 21, 2015. Dodge County Chief Deputy Scott Smith reported that this specialized training will be beneficial for conducting sexual abuse investigations in a confined setting. Motion carried.

County Clerk Karen Gibson reviewed agenda items for the Tuesday, May 19, 2015 County Board meeting. Ms. Gibson reported that the meeting will include Resolutions from the Highway Committee, the Human Services and Health Board, the Taxation Committee, and a Resolution to confirm the appointment of a new Veteran Service Officer. Ms. Gibson further reported that the agenda will include an Ordinance to adopt the Comprehensive Plan from the Planning, Development, and Parks Committee, a Report and Ordinance from the Planning, Development, and Parks Committee, and an Ordinance from the Law Enforcement Committee.

Ms. Gibson reported that any resolutions to be considered by the Wisconsin Counties Association at its Annual Conference to be held on September 20-22, 2015, in La Crosse, Wisconsin, must be submitted to the Wisconsin Counties Association by June 22, 2015. Supervisor Frohling stated that he has accepted a request to serve on the Resolution Committee of the Wisconsin Counties Association.

DODGE COUNTY EXECUTIVE COMMITTEE

May 4, 2015, 8:30 A.M.

FOURTH FLOOR CONFERENCE ROOM 4C

DODGE COUNTY ADMINISTRATION BUILDING, JUNEAU, WI 53039

Page 2 of 4

Ms. Gibson reported that she has reserved eight rooms at the Holiday Inn in La Crosse, Wisconsin, for use by members of the Committee who will attend the Wisconsin Counties Association Annual Conference to be held in La Crosse, Wisconsin, on September 20-22, 2015.

Administrator Mielke provided an oral update to the Committee regarding county projects. Mr. Mielke reported that the air barrier remediation project in the Administration Building and the water heater replacement project in the Detention Facility are progressing very well.

Mr. Mielke requested approval from the Executive Committee for his attendance at the Wisconsin Counties Association Annual Conference to be held in La Crosse, Wisconsin, on September 20-22, 2015. Motion by Frohling, 2nd by Maly to approve the request by Mr. Mielke to attend the Wisconsin Counties Association Annual Conference to be held in La Crosse, Wisconsin, on September 20-22, 2015. Motion carried.

Mr. Mielke reported that he will be a member of a committee that will interview Veterans Service Officer candidates on May 5, 2015, this committee will consist of two members of the Dodge County Veterans Service Commission, the Fond du Lac County Veterans Service Officer, Human Resources Director Joe Rains, and him, a resolution to confirm his appointment of the Veterans Service Officer will be presented to the County Board at its meeting to be held on May 19, 2015, and State grant recruiting guidelines have been met.

Mr. Mielke provided an oral update to the Committee regarding the Baker Tilly Operational Review Project. Mr. Mielke reported that two kick-off meetings will be held on May 29, 2015, to discuss the Operational Review Project, and Heather S. Acker, a certified public accountant employed by Baker Tilly, Finance Director Julie Kolp, Chairman Kottke, Supervisor Maly, Supervisor Frohling, another member of the Finance Committee, a representative from the Human Services and Health Department, and he, will attend these meetings. Mr. Mielke further reported that Heather S. Acker will also meet with Dodge County departments on May 29, 2015, regarding implementation of the Uniform Grant Guidelines.

Mr. Mielke provided a brief oral report to the Committee regarding an incident that involved a Dodge County Sheriff's Department squad vehicle and a vehicle owned by a private party. Mr. Mielke reported that a claim arising from this incident, in the amount of \$2,800, has been paid.

Administrator Mielke provided an oral update to the Committee regarding the Miller Street parking lot resurfacing project. Administrator Mielke reported that the project is tentatively scheduled to begin during the week of June 22, 2015, three or four days will be required to complete the project, and the parking lot will be closed while the project is taking place.

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 recommended that an inventory of contracts be provided to him and Administrator Mielke by Dodge County departments. Mr. Corey stated that he will work with Administrator Mielke and County

DODGE COUNTY EXECUTIVE COMMITTEE

May 4, 2015, 8:30 A.M.

FOURTH FLOOR CONFERENCE ROOM 4C

DODGE COUNTY ADMINISTRATION BUILDING, JUNEAU, WI 53039

Page 3 of 4

departments to make an inventory of contracts, he and Administrator Mielke will review the inventory of contracts to be provided to them by Dodge County departments, will develop proposed standards for review of contracts, and will report to the Committee the results of his efforts and those of Administrator Mielke.

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 that he listed this property on the Wisconsin Surplus Online Auction website on April 7, 2015, and that it will continue to be listed there until 10:00 a.m., on May 7, 2015. Mr. Corey further reported that he has received telephone calls from individuals who are interested in purchasing the former MetalFab property, three separate individuals who are interested in purchasing the former MetalFab property have requested to tour the building on site, and he referred these three individuals to Physical Facilities Director Russell Freber, to give them a tour of the vacant former MetalFab building. Chairman Kottke stated that final bidding information will be provided to the Taxation Committee at its meeting scheduled for May 11, 2015, and the Taxation Committee will forward to the County Board for its consideration at its meeting scheduled for May 19, 2015, a Resolution regarding sale of the former MetalFab property. Mr. Corey stated that the Taxation Committee has discretion to provide a favorable report or an unfavorable report to the County Board regarding sale of the former MetalFab property.

Mr. Corey provided a brief oral report to the Committee regarding an invoice dated April 15, 2015, issued by Veolia Environmental Services. Mr. Corey reported that an invoice in the amount of \$13,645.10 was received from Veolia Environmental Services for costs to remove and lawfully dispose of hazardous substances that were located in the interior of the former MetalFab building located at 401 Madison Street, in the City of Beaver Dam.

Mr. Corey provided an oral report to the Committee regarding the vacant land offer to purchase that was made by the City of Beaver Dam to Dodge County. Mr. Corey reported that the vacant land offer to purchase Lot 7 of the Plat of Monarch Development, is for the purchase price of one dollar, contains a provision that the City of Beaver Dam will pay a maximum of \$70,000 towards environmental clean-up costs associated with the property, and that Dodge County be responsible for clean-up costs over and above the \$70,000. Mr. Corey further reported that the deadline for Dodge County to respond to the offer to purchase is July 6, 2015. It is the consensus of the Committee that the June, 2015 meeting of the Executive Committee will include a joint closed session with the Taxation Committee regarding the vacant land offer to purchase that was made by the City of Beaver Dam to Dodge County.

Emergency Management Director Amy Nehls asked the Executive Committee to excuse her and Emergency Management Deputy Director Joe Meagher from attendance at the June, 2015, meeting of the Executive Committee because they will be attending training sessions.

Amy Nehls provided an oral update to the Committee regarding the Dodge County Administration Building Emergency Planning Committee. Ms. Nehls reported that emergency training for employees was held in the Administration Building on April 13-14, 2015. Ms. Nehls further reported that the emergency training for employees that was held on April 14, 2015, was video recorded, this video recording can be viewed on the Dodge County Intranet, on the shared drive, and CDs are available from

DODGE COUNTY EXECUTIVE COMMITTEE

May 4, 2015, 8:30 A.M.

FOURTH FLOOR CONFERENCE ROOM 4C

DODGE COUNTY ADMINISTRATION BUILDING, JUNEAU, WI 53039

Page 4 of 4

the Emergency Management Department. Ms. Nehls further reported that she has begun discussions with the Highway Department regarding Emergency Planning.

Ms. Nehls reported that she and Mr. Meagher made a presentation regarding emergency management on April 20, 2015, in Stevens Point, Wisconsin, as part of the Wisconsin Counties Association Educational Seminar program. Ms. Nehls further reported that she and Mr. Meagher received positive feedback from attendees at their presentation, and that she and Mr. Meagher would like to make this same presentation to the Executive Committee in the future.

Ms. Nehls reported that simulcasting for Law 1 and Law 3 was not completed by the end of April, 2015, due to the back order of equipment.

Ms. Nehls provided a brief oral report to the Committee regarding the local cancellation of the statewide tornado drill. Ms. Nehls reported that the statewide tornado drill that had been scheduled to occur on April 16, 2015, had been cancelled locally, on April 16, 2015, due to the simultaneous occurrence of several local law enforcement events. Ms. Nehls further reported that the Emergency Management Department and Dodge County Central Communications sent out email messages, telephone calls, and pages, and Facebook posts to notify Dodge County schools and local agencies of this cancellation.

Supervisor Miller reported that on April 8, 2015, she attended a meeting of the CAP Team of the Wisconsin Counties Association in Madison, Wisconsin.

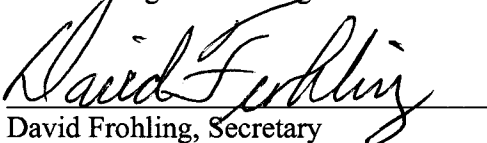
Supervisor Miller reported that on May 1, 2015, she attended a meeting of the Judicial and Public Safety Steering Committee of the Wisconsin Counties Association in Madison, Wisconsin.

Mr. Mielke reported that it is possible that changes will be made to the structure of the Mid-Wisconsin Federated Library System.

Mr. Mielke reported that the topic of buffer strips in Dodge County may be placed on the agenda of a future meeting of the Executive Committee. Mr. Mielke further reported that buffer strips, also known as filter strips, were discussed at the April 27, 2015, meeting of the Land Conservation Committee.

Meeting adjourned at 9:35 a.m. by the order of the Chairman.

The next regular meeting is scheduled for Monday, June 1, 2015 at 8:30 a.m.


David Frohling, Secretary

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