

DODGE COUNTY EXECUTIVE COMMITTEE

September 8, 2015, 8:00 A.M.

FOURTH FLOOR – ROOM 4C

DODGE COUNTY ADMINISTRATION BUILDING, JUNEAU, WI 53039

The meeting was called to order at 8:00 a.m. by Dodge County Executive Committee Chairman, Russell Kottke.

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

Supervisor Johnson arrived at 8:15 a.m.

Member absent and excused: Maly.

Others present: County Administrator Jim Mielke, County Clerk Karen Gibson, Corporation Counsel John Corey, Deputy County Clerk Christine Kjornes, Emergency Management Director Amy Nehls, Information Technology Director Ruth Otto, Human Resources Director Sarah Eske, Clearview Administrator Jane Hooper, Dodge County Land Conservationist Marc Bethke, Daily Citizen Reporter Bobbye Pyke, and WBEV Radio Station Reporter John Muir.

Motion by Miller, seconded by Marsik to approve the August 3, 2015, minutes as presented. Motion carried.

Motion by Frohling, seconded by Miller to authorize out-of-state travel for Clearview Administrator Jane Hooper to attend the Leading Age National Conference in Boston, Massachusetts, from November 1-4, 2015. Ms. Hooper stated that this will be the first time that she will attend a Leading Age National Conference, and she has the monies in the Clearview budget to cover the costs for her to attend this conference. Ms. Hooper also stated that Leading Age is an association that offers information regarding aging, and it is a resource which is used by not-for-profit organizations and governmental agencies. Motion carried.

Motion by Miller, seconded by Marsik to authorize out-of-state travel for UW-Extension Education Family Living Agent Pattie Carroll to attend the National Extension Association of Family & Consumer Sciences Conference in White Sulphur Springs, West Virginia, from November 2-5, 2015. Chairman Kottke reported that Ms. Carroll received an award for a program that she created in Dodge County, and this program has become successful nationwide. Chairman Kottke also reported that the out-of-state travel will be at no expense to the county. Motion carried.

Motion by Marsik, seconded by Berres to authorize out-of-state travel for Emergency Management Deputy Director Joe Meagher to attend the International Emergency Managers Conference in Clark County, Nevada, from November 14-18, 2015. Emergency Management Director Amy Nehls reported that the out-of-state travel will be at no expense to the county. Motion carried.

Motion by Miller, seconded by Frohling to authorize out-of-state travel for Human Resources Director Sarah Eske to attend the Kronos Annual Conference in Las Vegas, Nevada, from November 15-18, 2015. Motion carried.

Ms. Nehls provided an oral update to the Committee regarding the 2016 Emergency Management budget. Ms. Nehls reported that there has been a reduction in budgeted revenue because AT&T did not co-locate its equipment on the Juneau communications tower, and, therefore, did not pay rent to the Emergency Management Department. Ms. Nehls further reported that there are increases in the equipment maintenance business unit and in the Hazmat business unit, that the increase in the Hazmat

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business unit is due to an increase in wages, and payments of stipends to members to compensate them for training, and that the 2016 Emergency Management budget also includes the Simulcast project and the Dodge County Continuity of Operations Plan (COOP).

Ms. Nehls reported that the costs incurred by the Emergency Management Department in connection with the roll over of a semi truck and semi tank trailer filled with ethanol on Highway 33 have been paid in full by Klemm Tank Lines.

Ms. Nehls provided an oral report to the Committee regarding a request for an appropriation to the 2015 Budget of the Emergency Management Department of unbudgeted redistribution revenue in the amount of \$12,675.89, and a request for an appropriation to the 2015 Budget of the Emergency Management Department from the Contingent Fund in the amount of \$10,924. Ms. Nehls reported that AT&T did not co-locate its equipment on the Juneau communications tower, which thereby reduced budgeted revenue from tower rental in Business Unit 2801 – Central Communications. Ms. Nehls further reported that in 2015, the Emergency Management Department received a redistribution check in the amount of \$12,675.89 for the Emergency Management Planning Grant in connection with the 2014 Plan of Work, and that this revenue has not yet been appropriated to the 2015 Emergency Management Department Budget. Ms. Nehls requested that the Executive Committee recommend to the Finance Committee, that the Finance Committee appropriate unbudgeted redistribution revenue in the amount of \$12,675.89 from Business Unit 2811 – Emergency Management, to Business Unit 2801 – Central Communications, and that the Finance Committee make a transfer of \$10,924 from the Contingent Fund and appropriate it to Business Unit 2801 – Central Communications.

Motion by Marsik, seconded by Johnson to recommend to the Finance Committee, that the Finance Committee appropriate unbudgeted redistribution revenue in the amount of \$12,675.89 from Business Unit 2811 – Emergency Management, to Business Unit 2801 – Central Communications, and that the Finance Committee make a transfer of \$10,924 from the Contingent Fund and appropriate it to Business Unit 2801 – Central Communications. Motion carried.

County Clerk Karen Gibson reviewed agenda items for the Tuesday, September 15, 2015, County Board meeting. Ms. Gibson reported that the meeting will include a presentation by the Dodge County City Leaders Consortium, Resolutions from the Executive Committee, the Finance Committee, the Human Resources and Labor Negotiations Committee, the Law Enforcement Committee, and the UW-Extension Education Committee. Ms. Gibson further reported that the agenda will also include a Claim for Damages from the Executive Committee.

Administrator Mielke provided a brief overview of 2016 rate changes to the health insurance program administered by the Wisconsin Department of Employee Trust Funds.

Ms. Gibson distributed materials to the Committee members for the Wisconsin Counties Association Annual Conference to be held in La Crosse, Wisconsin, on September 20-22, 2015.

Ms. Gibson reported to the Committee that Roll Call Pro, a County Board voting equipment supplier, will be in attendance at the Wisconsin Counties Association Annual Conference. Ms. Gibson encouraged Committee members to visit this vendor during the Conference.

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Mr. Mielke provided an oral update to the Committee regarding county projects. Mr. Mielke reported that work has begun on the Miller Street parking lot repaving project, but the project has been delayed by a late request from the City of Juneau to connect downspouts located on the City Hall building to the storm sewer system. Mr. Mielke further reported that the paving of the parking lot is tentatively scheduled to occur on Thursday, September 10, 2015.

Mr. Mielke provided an oral update to the Committee regarding the Baker Tilly Operational Review Project. Mr. Mielke reported that Baker Tilly has submitted a draft report of its findings to Dodge County, and the Oversight Committee will meet at 9:00 a.m., on Thursday, September 10, 2015, to discuss the draft report. Mr. Mielke further reported that Heather S. Acker, a certified public accountant employed by Baker Tilly, will present Baker Tilly's findings at the October 22, 2015 County Board meeting.

Mr. Mielke provided a brief oral report to the Committee regarding the 2016 County Board budget. Mr. Mielke asked the Committee whether or not the purchase of new County Board voting equipment and personal services to install it, should be included in the 2016 County Board budget. The Committee briefly discussed the current County Board voting equipment. Information Technology Director Ruth Otto stated that the County Board voting equipment computer is old and if it fails, the entire County Board voting equipment system will not work. Motion by Miller, seconded by Johnson to include the purchase of new County Board voting equipment and personal services to install it, in the 2016 County Board budget. Motion carried.

Mr. Mielke provided an oral report to the Committee regarding a claim for money damages to repair a vehicle that was submitted by Christopher C. Danielewicz. Motion by Marsik, seconded by Miller to recommend to the County Board that it disallow the claim for damages submitted by Christopher C. Danielewicz. Motion carried.

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 has been notified that the Human Services and Health Department has 52 contracts, Clearview has 57 contracts, the Sheriff's Department has 24 contracts, the Highway Department has 15 contracts, and the Human Resources Department has 1 contract, for a total of 149 contracts.

Mr. Corey provided an oral update 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 on June 15, 2015, he rejected the Offer to Purchase and presented a counter offer to the City of Beaver Dam, that the counteroffer includes the addition of Lots 3, 4, 5, and 8, of the Plat of Monarch Development, in the City of Beaver Dam, and that the purchase price for Lots 3, 4, 5, 7, and 8 of the Plat of Monarch Development is a total of one dollar. Mr. Corey further reported that on August 24, 2015, he was notified by a letter addressed to him by the City Attorney for the City of Beaver Dam that the City of Beaver Dam's Operations Committee had decided to allow the counter offer that Dodge County had made to the City of Beaver Dam, to lapse. Mr. Corey further reported that the counter offer will lapse on September 15, 2015.

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Mr. Corey explained to the Committee that the City of Beaver Dam owns the building that is currently used as the Senior Center and the lot on which the building is located, and that the City of Beaver Dam will demolish the building, construct a storm water retention pond on a part of the lot, and use a part of the lot for additional parking for the Beaver Dam Community Library. Mr. Corey further stated that, in summary, the City of Beaver Dam will use part of the Senior Center lot to construct a storm water retention pond, rather than use Lot 7 of the Plat of Monarch Development to construct a storm water retention pond.

Mr. Corey provided an oral report to the Committee regarding Section 19.59, of the *Wisconsin Statutes*, entitled “Code of Ethics for Local Government Officials, Employees and Candidates” and Section 305, of the Dodge County Personnel Policies And Procedures, entitled “Ethics”, in relation to the legality of Dodge County department heads or other employees accepting reimbursement of expenses for attendance at a conference to be paid by an entity with which Dodge County has an existing contractual relationship, and in relation to the legality of an entity which has an existing contractual relationship with Dodge County, either offering to pay, or paying, reimbursement of expenses for the attendance of Dodge County department heads or other employees, at a conference. The Committee briefly discussed an offer by Kronos to pay for expenses for Dodge County Information Technology staff members to attend the Kronos Annual Conference to be held in Las Vegas, Nevada, from November 15-18, 2015, at which Conference these Dodge County Information Technology staff members will make a presentation as a public sector customer and will be part of a question and answer panel which will entertain questions about the Kronos system. Motion by Frohling, seconded by Johnson to accept reimbursement from Kronos for expenses incurred by Dodge County Information Technology staff members in attending the Kronos Annual Conference to be held in Las Vegas, Nevada, from November 15-18, 2015. Motion carried.

Mr. Corey requested that the Committee review the preliminary 2016 Corporation Counsel Budget at its next meeting.

Mr. Kottke provided an oral report to the Committee regarding the Resolution to Join the South Central Wisconsin Chief Elected Officials Workforce Development Board Consortium. Mr. Kottke reported that: pursuant to the provisions of the Workforce Investment Act, the South Central Wisconsin Local Elected Officials Consortium and the Workforce Development Board of South Central Wisconsin were created; the Workforce Innovation and Opportunity Act has been enacted by Congress in replacement of the Workforce Investment Act; pursuant to the provisions of the Workforce Innovation and Opportunity Act, the South Central Wisconsin Chief Elected Officials Workforce Development Board Consortium will be created, and the South Central Wisconsin Chief Elected Officials Workforce Development Board Consortium will replace the South Central Wisconsin Local Elected Officials Consortium; and, the Workforce Development Board of South Central Wisconsin will continue to exist. Mr. Kottke further reported that pursuant to the provisions of the Workforce Innovation and Opportunity Act, local governments are allowed to form a Consortium to create a Local Workforce Investment Area, and each county in the Consortium must designate a “chief elected official” to represent the County as a member of the Consortium Board. Motion by Frohling, seconded by Miller to approve and forward to the County Board for consideration at its September 15, 2015 meeting, a Resolution to Join the South Central Wisconsin Chief Elected Officials Workforce Development Board Consortium. Motion carried.

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Mr. Mielke provided an oral update to the Committee regarding the changes to the Mid-Wisconsin Federated Library System. Mr. Mielke reported that the Mid-Wisconsin Federated Library System sent a letter to the Washington County Library Services Board and the Dodge County Library Planning Committee which included information regarding the exploration of potential mergers. Mr. Mielke further reported that the Dodge County Library Planning Committee will hold a meeting today and will discuss this letter from the Mid-Wisconsin Federated Library System.

Dodge County Land Conservationist Marc Bethke provided an oral report to the Committee regarding buffer strips in Dodge County. Mr. Bethke distributed to the Committee a letter from a Dodge County citizen, dated December 21, 2014, wherein the citizen requested the Dodge County Land Conservation Committee to create a county-wide buffer strip ordinance, and a document which he authored, entitled *Recommendation on Request for County-Wide Buffer Ordinance* dated August 19, 2015. Mr. Bethke reported that in the spring of 2014 he received a request from a Dodge County citizen to create a County-wide buffer strip ordinance, subsequent to that request, the Dodge County Land Conservation Committee formed a task force to discuss and make recommendations regarding the request to create a county-wide buffer strip ordinance, the task force was comprised of landowners, farmers, environmental leaders, and community leaders, the task force held meetings which were facilitated by UW-Extension Director Jeff Hoffman, however, the task force was unable to reach a consensus recommendation to forward to the Land Conservation Committee, the Land Conservation Committee held a meeting on August 19, 2015, to consider and discuss the creation of a county-wide buffer strip ordinance, and, a motion and second were made at that meeting to create a county-wide buffer strip ordinance, however, the motion failed due to a vote of three “ayes” and three “noes”, and one member of the Land Conservation Committee was absent from that meeting. Mr. Bethke stated to the Committee that he believes the request for the creation of a county-wide buffer strip ordinance was prompted by valid concerns about soil erosion and non-point source water pollution, but he does not believe that a county-wide buffer strip ordinance, by itself, will be an effective solution to soil erosion and non-point source water pollution.

Supervisor Marsik commented on the need to address compensation for those employees who are not eligible under the Dodge County employee compensation plan, to receive any increases in compensation.

The Committee designated the following as items for agendas of future meetings: Meeting per diem payments for citizen committee members and review of the preliminary 2016 Corporation Counsel Budget.

Meeting adjourned at 9:15 a.m. by the order of the Chairman.

The next regular meeting is scheduled for **Monday, October 5, 2015 at 8:30 a.m.**


David Frohling, Secretary

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