

DODGE COUNTY EXECUTIVE COMMITTEE

November 2, 2015, 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.

Members 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, Information Technology Director Ruth Otto, Dodge County Sheriff Dale Schmidt, Daily Citizen Reporter Terri Pederson, and WBEV Radio Station Reporter John Muir.

Motion by Maly, seconded by Miller to approve the October 5, 2015, minutes as presented. Motion carried.

The Committee briefly considered and discussed a Resolution from Outagamie County which is in opposition to proposed legislation, specifically, 2015 Senate Bill 218, which, among other things, prohibits any employer, including state and local governments, from demoting, suspending, discharging, or otherwise discriminating against an employee or contractor, intern, or volunteer, for refusing to be vaccinated against seasonal influenza.

County Clerk Karen Gibson reviewed agenda items for the Tuesday, November 10, 2015, County Board meeting. Ms. Gibson reported that the meeting will include a presentation by Senior Planner, Land Resources and Parks Department, Nathan Olson, regarding the Dodge County Employee Wellness Program, and the confirmation of a re-appointment made by the County Administrator to the Veterans Service Commission. Ms. Gibson further reported to the Committee that the agenda will include Resolutions from the Highway Committee, the Information Technology Committee, and the Law Enforcement Committee.

Sheriff Dale Schmidt provided an oral report to the Committee regarding the purchase of a records management system and a computer aided dispatch system in the Dodge County Sheriff's Office. Sheriff Schmidt reported to the Committee that a business case will be included in the November 10, 2015, County Board packet materials, and this business case will include information about the benefits of switching from New World to Spillman Technologies for records management and computer aided dispatch. Sheriff Schmidt further reported that the payment terms are zero percent financing, and a payment in the amount of \$150,000, due on October 1, 2016, and a payment in the amount of \$454,643, due on January 15, 2017, and a payment in the amount of \$454,644, due on January 15, 2018. Sheriff Schmidt further reported that there will be no cost to the municipalities in Dodge County, which will become shared agency participants in the records management system, except for maintenance costs and training costs. Information Technology Director Ruth Otto reported that the annual maintenance fee is \$122,000, and that this annual maintenance fee will not change during the period of time in which Dodge County will use Spillman Technologies for records management and computer aided dispatch.

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Administrator Mielke provided an oral update to the Committee regarding county projects. Mr. Mielke reported that the Dodge County Highway Department is in the process of removing and replacing the retaining wall on the east side of the Administration Building. Mr. Mielke further reported that the retaining wall was bowing outwards, and, therefore, it was necessary to remove and replace it. Mr. Mielke further reported that in the spring of 2016, the handicapped parking lot, adjacent to the retaining wall, will be resealed and striped.

Mr. Mielke reported that there are no new claims against Dodge County, and that there are no new reports of incidents that may give rise to claims against Dodge County.

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 contract from Spillman Technologies, Inc., regarding the purchase of computer hardware, computer software, maintenance services, and support services, for the purposes of records management and computer aided dispatch in the Dodge County Sheriff's Office, a contract from Tyler Technologies, Inc., for the purchase of a new enterprise resource planning system, consisting of computer software, maintenance services, and support services, at a purchase price of \$577,339, and a contract from De Lage Landen Financial Services, Inc., for the purchase of computer hardware, computer software, maintenance services, and support services, for the purpose of storing surveillance video that will be generated in the Dodge County Detention Facility, and in the Dodge County Justice Facility.

Mr. Corey reported that he is scheduled to meet this week with the City of Beaver Dam Attorney, Mary Ann Schacht, to discuss 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.

Emergency Management Director Amy Nehls provided an oral update to the Committee regarding the sale of a small radio communications equipment building owned by Dodge County and located at the Leroy water tower site. Ms. Nehls reported that after the October 5, 2015, meeting of the Executive Committee, she sent an email message to Dale Klueger, Chairman of Leroy Sanitary District #1, wherein she informed Dale Klueger that Dodge County is willing to sell the small radio communications equipment building to Leroy Sanitary District #1. Ms. Nehls further reported that on October 23, 2015, she received a responsive email message from Chairman Klueger, wherein Chairman Klueger made an offer to purchase the small radio communications equipment building from Dodge County for \$50. Motion by Johnson, seconded by Berres to authorize the sale of a small radio communications equipment building owned by Dodge County and located at the Leroy water tower site, to Leroy Sanitary District #1, at a purchase price of \$50. Motion carried.

Ms. Nehls provided an oral update to the Committee regarding safety training in reference to the Dodge County Emergency Plan. Ms. Nehls reported that safety training for employees took place in the Administration Building on April 13-14, 2015, and that Ms. Nehls is currently working with employees at the Henry Dodge Office Building regarding safety planning and training for the Henry Dodge Office Building. Ms. Nehls further reported that on October 1, 2015, she sent a letter to Jim Mielke, Dodge

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County Administrator, Janet Wimmer, Director of the Dodge County Human Services and Health Department, Jeff Hoffman, Co-Department Head, UW-Extension Department, and Marie Witzel, Co-Department Head, UW-Extension Department, and that the letter set forth the details of the Emergency Plan, and a request to Jeff Hoffman and Marie Witzel to cause a copy of the letter to be sent to individuals or groups that will reserve public rooms at the Dodge County Administration Building, and a request to Janet Wimmer to cause a copy of the letter to be sent to individual or groups that will reserve public rooms at the Henry Dodge Office Building.

Ms. Nehls reported to the Committee that a Continuity of Operations Plan tabletop exercise, involving department heads, will take place on December 16, 2015, from 9:00 a.m. to 12:00 p.m., and the purpose of this tabletop exercise will be to discuss the activation of the Continuity of Operations Plan in the event of an emergency.

Ms. Nehls reported to the Committee that on October 30, 2015, she received an email from Fox Lake Fire Chief, Aaron Paul, stating that Dodge County did not receive the 2014 Assistance to Firefighters Grant, for which Dodge County had previously applied.

Ms. Gibson reported that she recently received an email from a municipal clerk inquiring about whether or not Dodge County has a plan to ensure that everyone in Dodge County will have access to internet service. Emergency Management Deputy Director Joe Meagher stated that this topic has been discussed, numerous times, at meetings of the East Central Region Interoperability Council. Mr. Meagher further stated that it will take years of planning and the expenditure of millions of dollars before the State of Wisconsin will be able to provide free internet service to the citizens of the State of Wisconsin. Mr. Meagher further stated that he recommends that Dodge County citizens contact either private cell phone companies or private internet service provider companies regarding provision of internet service.

Mr. Mielke provided an oral update to the Committee regarding proposed changes to the Mid-Wisconsin Federated Library System. Mr. Mielke reported that he will participate in a webinar that will take place today at 1:00 p.m., that during the week of November 9, 2015, library site visits will take place at Eastern Shores Library System and South Central Library System, and that on November 19, 2015, a meeting will be held at the Mid-Wisconsin Federated Library System office in Horicon, Wisconsin, to discuss merger recommendations. Mr. Mielke further reported that he will be the Dodge County Representative on the Merger Planning Study Committee.

Chairman Kottke reported that it has been recommended to him that shared sales tax funds should be used to help reduce the cost of funding new voting equipment for municipalities in Dodge County.

Supervisor Frohling provided an oral report to the Committee regarding the upcoming County Ambassador Program of the Wisconsin Counties Association to be held on November 4, 2015. Mr. Frohling reported that the agenda includes discussions on state buyout of federal funds for the local highway and bridge program, local option sales tax, changes to state shoreland zoning policy, transferring jurisdiction over 17-year-old offenders back to juvenile court, and reimbursement for probation and parole holds.

A motion was made at 9:10 a.m., by Marsik, seconded by Johnson to convene in closed session.

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Before voting on the motion, Chairman Kottke announced to all present that the purpose of the closed session will be to consider performance evaluation data and compensation of a public employee over which the Committee has jurisdiction and exercises responsibility, namely, James E. Mielke, Dodge County Administrator, and that Section 19.85(1)(c), of the *Wisconsin Statutes*, authorizes the closed session.

A roll call was taken. Motion carried by unanimous vote of all members present, at 9:11 a.m.

There was consideration, deliberation, and discussion concerning performance evaluation data and compensation of a public employee over which the Committee has jurisdiction and exercises responsibility, namely, James E. Mielke, Dodge County Administrator.

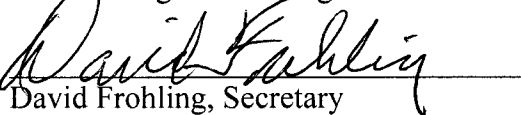
Motion by Johnson, seconded by Frohling to reconvene in open session.

A roll call was taken. Motion carried by unanimous vote of all members present, at 9:31 a.m.

Motion by Johnson, seconded by Marsik to recommend to the Human Resources Department that a Job Description Questionnaire (JDQ) for the County Administrator position should be submitted to Carlson Dettman Consulting, LLC. Motion carried.

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

The next regular meeting is scheduled for **Monday, December 7, 2015 at 8:30 a.m.**


David Frohling, Secretary

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