

**DODGE COUNTY PLANNING, DEVELOPMENT AND PARKS COMMITTEE
MINUTES
February 5, 2018**

The Dodge County Planning, Development and Parks Committee met on February 5, 2018 at 7:00 p.m. on the 1st Floor of the Administration Building, Juneau, Wisconsin.

Chairman Schaefer called the meeting to order. Roll Call was taken. Members present were Tom Schaefer, Allen Behl, William Muche and Joseph Marsik. Member excused Janice Bobholz. The staff present at the request of the Chairman were Bill Ehlenbeck, Terry Ochs, and Joseph Giebel. Kimberly Nass and Julie Wilhelm from the Dodge County Corporation Counsel and County Board Chairman Russel Kottke were also present.

The Chairman asked the staff to confirm compliance with the open meeting laws and the public hearing notice requirements. Mr. Giebel noted that the meeting was properly noticed in accord with the open meeting law.

The agenda was reviewed.

Motion by Allen Behl to approve the agenda and allow the Chairperson to go out of order as needed to efficiently conduct the meeting. Second: Joseph Marsik, Motion carried.

Motion by Allen Behl to convene in closed session for the purpose of conferring with legal counsel for Dodge County, who will render oral or written advice concerning strategy to be adopted by Dodge County with respect to the enforcement of a judgement entered against Ronald and Kristine Seeber, Defendant, in which it is involved, namely, Dodge County, Plaintiff v. Ronald and Kristine Seeber, Defendant, Dodge County, Wisconsin, Circuit Court Case No. 15 CV 188.

The meeting is closed pursuant to Section 19.85(1)(g) of the Wisconsin Statutes.

Second by Joseph Marsik, Vote 4-0 Motion carried to convene in closed session pursuant to Section 19.85(1)(e)

The Committee met in closed session. 7:03 PM

Motion by Joseph Marsik to reconvene in open session.

Second by William Muche Vote 4-0 Motion carried.

At 7:52 PM the Committee reconvened in open session to consider the following matters:

ADMINISTRATIVE BUSINESS

1. Discuss, consider and take action regarding resolution to County Board to carry forward funds from 2017 to 2018 for same purpose.

Bill Ehlenbeck reviewed a proposed resolution with the Committee regarding the proposed request to carry over specific funds from the 2017 Budget to the 2018 Budget. The request includes the following:

\$40,422 for LiDar data acquisition and processing from 2017 aerial flight to cover the final data processing and quality control by USGS.

\$34,860 for GCS software implementation for Land Information Management system. Funds in the 2017 budget have not been released due to several promised fixes to the system that have not yet been implemented successfully.

\$7,000 for GCS software implementation for the permit tracking module. Funds for this project are being withheld until a fully functioning Permit Tracking system is implemented. We continue to work with GCS toward that end.

\$33,000 from remaining insurance funds at Astico Park for storm clean up / restoration. Fencing replacements, tree plantings and some clean up and grounds rehab remain.

\$20,000 for repurposing of the storm damaged shelter area at Astico Park.

Total amount of funds to be carried over to the 2018 budget: \$135,282.

Motion by Allen Behl to send the resolution to the Finance Committee for consideration.

Second by Joseph Marsik Vote 4-0 Motion carried.

2. Discuss, consider and take action regarding resolution to County Board to carry forward funds from 2017 to 2018 for different purpose.

Bill Ehlenbeck reviewed a proposed resolution with the Committee regarding a request to carryover unused 2017 Department funds as a result of personnel cost savings from retirements, position consolidation and unfilled vacant positions. The requests include the following:

\$28,000 to cover the cost to convert CAD parcel data to ArcGIS Parcel fabric to improve parcel maintenance efficiency and real time parcel information to the public. This item was approved by the Land Information Committee.

\$6,100 to cover the cost of replacement shelving in the Department. The Department has limited space for expansion of permit and land records. Current shelving is not sufficient in size to properly accommodate the files and a portion of the unit recently collapsed, adding urgency to this project.

\$2,500 to cover additional training for Department staff due to recent personnel changes, new hires and staff workload adjustments.

\$12,000 to cover development of a Master Plan for Nitschke Mounds Park. Due to staffing changes, the plan will be difficult to finish without consultant assistance.

Total amount of funds to be carried over to the 2018 budget: \$48,600.

Motion by Joseph Marsik to support the resolution

Second by Allen Behl Vote 4-0 Motion carried.

3. Discuss, consider and take action on Budget amendment to transfer Non-Metallic Mining funds for ortho-imagery expenses.

Bill Ehlenbeck reviewed a request for a proposed fund balance transfer of \$15,000.00 to cost share with Land Information for the acquisition of orthophotography and LiDar used for administration of the Non-Metallic Mining program.

Motion by Allen Behl to approve the fund balance transfer.

Second by William Muche Vote 4-0 Motion carried.

Parks

1. Discuss, consider and take action regarding resolution to County Board to approve Gold Star Memorial Trail construction contract and authorize use of Sales Tax funds for construction.

Bill Ehlenbeck provided the Committee with an update on the status of the Gold Star Memorial Trail construction contract and the status of the current funding for the project. Bill informed the Committee that the contractor agreed to honor the contract bid through the date of the next County Board meeting to allow the County Board to review the funding and contract status for the project. Bill indicated that the trail project funding is still short by approximately \$94,000.

Instead of proposing the use of Sales Tax Funds to bridge the funding gap, Bill suggested the use of available 2017 Department budget funds could be used instead. \$80,000 of the unexpended fund would come from business unit 7801 which were personnel cost savings due to retirements, position consolidation and open positions throughout the year. An additional \$14,000 would come from business unit 7865 which is available due to unanticipated revenue receipts from record camping activity at Astico Park in 2017.

Motion by Joseph Marsik to support the resolution to County Board for approval to appropriate \$94,000 in unexpended funds from the Department's 2017 budget for the Gold Star Memorial Trail construction and to approve the contract and award the project to Woleske Construction of Beaver Dam with a total contract amount not to exceed \$666,657.

Second by Allen Behl Vote 4-0 Motion carried.

2. Discuss and consider memo to County Board regarding Gold Star Trail resolution.

Bill Ehlenbeck reviewed a draft memo that will be sent to the County Board members regarding the request by the Department to use excess funds from the unexpended funds and unanticipated revenue received by the Department in 2017 to cover the funding gap for the Gold Star Memorial Trail construction project.

OTHER BUSINESS

1. The minutes from the January 15, 2018 meeting were reviewed by the Committee.

Motion by Joseph Marsik to approve the minutes as written.

Second by William Muche Vote: 4-0 Motion carried.


2. No Committee Member Reports

3. No additional Per Diems

Motion by order of the Chair to adjourn the meeting.

Meeting adjourned at 8:25 p.m.

Respectfully Submitted,



Allen Behl, Secretary

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