

DODGE COUNTY EXECUTIVE COMMITTEE

January 8, 2019, 8:00 A.M.

FIRST FLOOR – ROOMS H & I AUDITORIUM

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, Maly, Marsik, Sheahan-Malloy, and Schmidt.

Member(s) absent: None.

Others present: Dodge County Administrator Jim Mielke; Deputy County Clerk Christine M. Kjornes; Corporation Counsel Kimberly Nass; Dodge County Clerk Karen Gibson; Emergency Management Director Amy Nehls; ERP Project Director Ross Winklbauer; Dodge County Conservationist John Bohonek; Land Resources and Parks Director Bill Ehlenbeck; Planning and Economic Development Administrator Nate Olson; Dodge County Highway Commissioner Brian Field; County Board Supervisor Jeff Schmitt; citizen member Gene Schmidt; citizen member Ken Berg; citizen member Bradley Williams; citizen member Peter Von Rueden; and WBEV Radio Station Reporter Kevin Haugen.

The following Non-Committee Member County Board Supervisor requested payment for attending the meeting: Jeff Schmitt.

There was no public comment.

Motion by Schmidt, seconded by Sheahan-Malloy to approve the December 4, 2018 minutes and the December 11, 2018 minutes as presented. Motion carried.

ERP Project Director Ross Winklbauer provided an oral report to the Committee regarding the ERP Project. Mr. Winklbauer reported the following:

- The Go Live date for Financials Phase I will be on July 1, 2019;
- Additional time was needed for the integration and testing of Kronos;
- Blackout dates will be scheduled to allow ERP Project Team members to complete their county office work, including 2018 year end closing;
- The ERP Project Team is currently working on rebuilding the tables;
- There will be additional training for the County using actual Dodge County data.

Citizen member Gene Schmidt appeared before the Committee to discuss the Soloman Building located at 112 E. Oak Street, in the City of Juneau. Mr. Gene Schmidt distributed a handout to the Committee entitled *Why the need for a Dodge County Performing Arts Center*. Mr. Gene Schmidt provided a brief background on himself, and then proceeded with reviewing the handout. Mr. Gene Schmidt and Citizen member Ken Berg voiced their concerns regarding the adverse image the Soloman Building has on Dodge County, and they encouraged Dodge County to consider purchasing the building.

The Committee had a brief discussion on Resolutions from other counties.

Dodge County Conservationist John Bohonek provided an oral report to the Committee regarding an out-of-state travel request. Mr. Bohonek reported that he is requesting that Land and Water Conservation Technician Jared Winter attend the 2019 Soil Health Conference in Ames, Iowa, on February 4-5, 2019. Mr. Bohonek reported that Mr. Winter will be traveling with UW Extension

DODGE COUNTY EXECUTIVE COMMITTEE

January 8, 2019, 8:00 A.M.

FIRST FLOOR – ROOMS H & I AUDITORIUM

DODGE COUNTY ADMINISTRATION BUILDING, JUNEAU, WI 53039

Page 2 of 4

Jefferson County Natural Resources Educator Michelle Scarpace. Motion by Frohling, seconded by Maly to approve the out of-state travel request. Mr. Bohonek further reported that monies are included in the Land and Water Conservation 2019 budget. Motion carried.

Dodge County Highway Commissioner Brian Field provided an oral report to the Committee regarding an out-of-state travel request. Mr. Field reported that he is requesting that he and Supervisor Frohling attend the Transportation Development Authority (TDA) Legislative Fly-In in Washington D.C., from April 4-5, 2019. Mr. Field reported that attending the TDA is beneficial in rallying for transportation funds. Motion by Schmidt, seconded by Marsik to approve the out-of-state travel request. Motion carried 6-1. Frohling abstained.

Emergency Management Director Amy Nehls reported that there was an article from the Watertown Daily Times in the packet materials regarding how busy 2018 was for the Dodge County Emergency Management Office.

Dodge County Clerk Karen Gibson provided an oral report to the Committee regarding the February 19, 2019 County Board meeting. Ms. Gibson reported that there will not be a County Board meeting in January, and the February meeting will be held on February 19, 2019. Ms. Gibson further reported that the February 19, 2019 County Board agenda will include carry over requests, budget amendment requests, and a possible ordinance from the Judicial and Public Protection Committee. County Administrator Jim Mielke reported that the Judicial and Public Protection Committee will be meeting on January 28, 2019, at 10:00 a.m., in the Administration Building, and this meeting will be a working session on a proposed ordinance.

Ms. Gibson provided a brief oral report to the Committee regarding the Wisconsin Counties Association Legislative Exchange. Ms. Gibson reported that the Legislative Exchange will be held on February 5-6, 2019, and typically the County Board Chair and Vice Chair attend. Ms. Gibson further reported that she will send in the registration forms and fees.

County Board Supervisor Jeff Schmitt informed the Executive Committee that the Drainage Board had a new committee member. He also commented about a possible presentation at the February County Board meeting.

Mr. Mielke reported that there are no new claim for damages.

Mr. Mielke reported that the January 2019 Management Council meeting will include Fraud Awareness Training, with presentations by Johnson Block, US Bank, and the Dodge County Sheriff's Office.

Mr. Mielke provided an oral update to the Committee regarding changes to the Dodge County incoming mail pickup and delivery. Mr. Mielke reported that starting January 2, 2019, incoming mail is sorted in the Administration Building, and each County office is responsible for picking up the mail at the Administration Building. Mr. Mielke further reported that he has been in contact with the Horicon Postmaster, and cluster boxes are an option for mail delivery to the Administration Building, the Detention Facility, the Courts, the Sheriff's Office, the Highway Office, and the

DODGE COUNTY EXECUTIVE COMMITTEE

January 8, 2019, 8:00 A.M.

FIRST FLOOR – ROOMS H & I AUDITORIUM

DODGE COUNTY ADMINISTRATION BUILDING, JUNEAU, WI 53039

Page 3 of 4

Henry Dodge Office Building. Mr. Mielke commented that the cluster boxes could be installed outside of the county buildings, and then the post office mail carriers would place mail in the boxes. Corporation Counsel Kimberly Nass reported on the status of contracts being reviewed and/or completed by the Corporation Counsel office.

Ms. Nass reported on activities from the Taxation Committee. Ms. Nass reported that the Taxation Committee did not meet in December of 2018. Ms. Nass further reported that as of January 3, 2019, there were seventeen (17) unredeemed parcels, and the last day for redemption is January 11, 2019.

Ms. Nass provided an oral report to the Committee regarding the Dodge County Contract with Matrix Consulting for the Sheriff Office Operational and Financial Review. Ms. Nass reported that the week of January 2, 2019, she had a conference call with Matrix Consulting Lead Richard Brady, and she provided him with the contact information for the following: Sheriff, Chief Deputy Sheriff, Human Resources Director, County Administrator, County Board Chair, and the members of the Executive and Finance Committee's. Ms. Nass further reported that she has reviewed the contract, has recommended changes, and the changes have been accepted by Mr. Brady. Some of the changes recommended were: reference of RFP, provide monthly itemized invoices, and a confidentiality clause. It was a consensus of the Committee to allow Ms. Nass to proceed with making the accepted changes to the contract.

Planning and Economic Development Administrator Nate Olson provided an oral report to the Committee regarding the proposed changes to the Community Development Block Grant – Revolving Loan Program. Mr. Olson distributed to the Committee a document entitled *CDBG – Closeout Summary, Executive and Land Resources & Parks Committees, January 7th & 8th, 2019*. Mr. Olson reported that the Revolving Loan Fund (RLF) program will cease to exist due to changes made by the U.S. Department of Housing and Urban Development (HUD), and the Wisconsin Department of Administration (DOA). Mr. Olson further reported that two (2) options have been developed, and have been approved by HUD. Mr. Olson reported the following:

- As of December 28, 2018, RLF Cash on Hand = \$585,276.15; and the Principle Loan Balances = \$989,556.58;
- Option #1 – Buy Out. Dodge County sends to the DOA the Cash on Hand and buys out existing loans (principle only). This option will result in the loss of federal status. Dodge County keeps the principle and interest on repaid loan funds going forward.
- Option #2 – Unwilling to Buy Out. Dodge County only sends Cash on Hand to the DOA. This option will not allow Dodge County to collect administration fees after funds are sent to the DOA. Dodge County would assume risk on unpaid loans.
- The options are available February 1, 2019 – February 1, 2021, and once the decision is made, Dodge County would have an additional two (2) years after the money is submitted to the DOA to complete a project.

Mr. Kottke commented that this will be a topic for discussion on future Executive Committee meeting agendas.

Mr. Kottke reported that there will be a Property Assessed Clean Energy (PACE) Program presentation by the Wisconsin Counties Association on February 7, 2019.

DODGE COUNTY EXECUTIVE COMMITTEE

January 8, 2019, 8:00 A.M.

FIRST FLOOR – ROOMS H & I AUDITORIUM

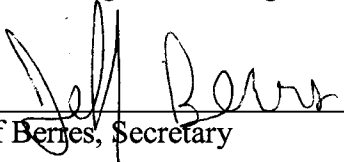
DODGE COUNTY ADMINISTRATION BUILDING, JUNEAU, WI 53039

Page 4 of 4

Supervisor Frohling reported that he attended a Wisconsin Counties Association Board of Directors meeting on December 14, 2018 in Madison, Wisconsin. Supervisor Frohling reported some of the topics discussed by Governor Tony Evers were dark store loopholes, flexibility in funding the levy limit, and the child welfare priority. Supervisor Frohling further reported that the Wisconsin Counties Association County Ambassador Program (CAP) Team will meet on January 16, 2019.

Meeting adjourned at 9:58 .m. by the order of the Chairman.

The next regular meeting is scheduled for **Thursday, February 7, 2019, at 8:00 a.m.**



Jeff Berres, Secretary

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