

DODGE COUNTY EXECUTIVE COMMITTEE

December 2, 2013, 8:00 A.M.

FIRST FLOOR, AUDITORIUM – ROOMS H and I

DODGE COUNTY ADMINISTRATION BUILDING, JUNEAU, WI 53039

The meeting was called to order by Chairman Kottke at 8:00 a.m.

Members present: Bischoff, Borchardt, Frohling, Kottke, and Miller.

Members absent: David and Johnson.

Others present: County Clerk Karen Gibson, County Administrator Jim Mielke, Deputy County Clerk Christine Kjornes, Corporation Counsel John Corey, Treasurer Patti Hilker, Finance Director Julie Kolp, Account Executive M3 Insurance Solutions Pam Queoff, Executive Vice President M3 Insurance Solutions Dale Van Dam, and Alliant Insurance Services, Inc., Representative Martin Heflin.

Motion by Borchardt, 2nd by Miller to approve the October 7, 2013 and the November 12, 2013 minutes as presented. Motion carried.

Dodge County Treasurer Hilker provided an oral report regarding the current policy of Dodge County of settling in full with taxing jurisdictions for special assessments and special charges. Treasurer Hilker reported that this policy is being reviewed at this time as a result of payments made by Dodge County in settling in full with Rubicon Sanitary District #1 for special assessments that Rubicon Sanitary District #1 levied on a 33-acre parcel of undeveloped land located in the Town of Rubicon, during the period of time beginning in 2010 and ending in 2012, Dodge County paid a total of \$132,032 to Rubicon Sanitary District #1, and Dodge County will pay an additional amount of \$41,821.30 to Rubicon Sanitary District #1 in 2013. The Committee discussed the option to change the current policy of settling in full with taxing jurisdictions for special assessments and special charges, to not settling in full with taxing jurisdictions for special assessments and special charges. It was the consensus of the Committee to direct John Corey, Corporation Counsel, to draft a Resolution to change the current policy of settling in full with taxing jurisdictions for special assessments and special charges, to not settling in full with taxing jurisdictions for special assessments and special charges, for presentation to the Executive Committee and the Finance Committee at their respective meetings in January of 2014.

Pam Queoff, Account Executive of M3 Insurance Solutions and Dale Van Dam, Executive Vice President of M3 Insurance Solutions and Martin Heflin, Service Representative of Alliant Insurance Services, Inc., provided a PowerPoint presentation regarding M3 Insurance Solutions, Alliant Insurance Services, Inc., the Public Entity Property Insurance Program sponsored by Alliant Insurance Services, Inc., and the benefits that will accrue to Dodge County in the event that Dodge County were to insure its property with Alliant Insurance Services, Inc., in the Public Entity Property Insurance Program, rather than with the entity with which Dodge County currently insures its property, namely, the Local Government Property Insurance Fund.

Motion by Frohling, 2nd by Miller to approve and forward to the County Board for consideration at its December 17, 2013 meeting, a Resolution to withdraw from the Local Government Property Insurance Fund and to insure Dodge County's property with Alliant Insurance Services, Inc., in the Public Entity Property Insurance Program. Motion carried.

Dodge County Clerk Gibson reviewed agenda items for the Tuesday, December 17, 2013 County Board meeting. Ms. Gibson reported that the agenda will include Resolutions from the Executive Committee and the Finance Committee, the confirmation of appointments, and a Report from the Planning, Development and Parks Committee. Ms. Gibson further reported that at the December 17, 2013 County

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Board meeting, she will read a letter that she received from concerned citizens regarding the intersection of State Road 33 and County Road P, enclosed with the letter was a petition that has been signed by over 600 individuals, requesting that Dodge County erect flashing stop signs and/or overhead stop signs at that intersection, and that she has sent a copy of the letter and enclosure to Sheriff Ninmann and Traffic Safety Commissioner Bob Sell.

Administrator Mielke reported that all employees of the Human Services and Health Department have moved into the Henry Dodge Office Building and that he is in the process of reviewing the budget for the Henry Dodge Office Building renovation project for the purposes of verifying outstanding expenses yet to be paid, and to reconfirm the total cost of the project.

Administrator Mielke briefly discussed two claims against Dodge County for money damages arising from the Highway Department pavement painting operations. He reported that the two claims will be placed on the agenda for the meeting of the Executive Committee to be held on January 6, 2014, for further discussion and for action by the Committee.

The Committee briefly discussed parcels of undeveloped land that are owned by Archie Monuments and that are located north of the Henry Dodge Office Building.

Mr. Corey provided an oral report to the Committee regarding the proposed sale of the vacant Office Building located at 143 E. Center Street, in the City of Juneau. Mr. Corey reported that in April of 2013 he had been contacted by two individuals who expressed an interest in purchasing the Office Building, but that he has not been contacted recently, by either one of these two individuals, he has sent letters to the Wisconsin & Southern Railroad, WDS Construction, and Horicon Bank, wherein he invited representatives of these entities to view and inspect the building, but he has never received a response from any of these entities, recently, another individual who had previously expressed an interest in purchasing the Office Building, toured and inspected the Office Building, and asked questions of the Dodge County Physical Facilities Department about the presence of asbestos-containing materials in the Office Building.

The Committee discussed a proposal received by Russ Freber, Physical Facilities Director, and issued by Environmental Management Consulting, Inc., for Environmental Management Consulting, Inc., to conduct an inspection of the Office Building for the presence of asbestos-containing materials, and for Environmental Management Consulting, Inc., to make a written report of its inspection of the Office Building at a cost of \$4,272.00.

Motion by Miller, 2nd by Bischoff to accept the proposal submitted by Environmental Management Consulting, Inc., to conduct an inspection of the Office Building for the presence of asbestos-containing materials, and for Environmental Management Consulting, Inc., to make a written report of its inspection of the Office Building at a cost of \$4,272.00. Motion carried.

Mr. Corey reported that a reporter from the Milwaukee Journal Sentinel has made a request to the Clerk of the Dodge County Circuit Court for copies of records pertaining to Dodge County Circuit Court Case No. 2013JD06, a John Doe proceeding.

Administrator Mielke provided an oral report to the Committee regarding the status of contract negotiations by and between Dodge County and Bertram Wireless for use by Bertram Wireless of the

Ashippun Communications Tower. Mr. Mielke reported that an agreement has been reached and that Joe Meagher, Emergency Management Director, and Zev Kianovsky, Assistant Corporation Counsel, will meet later this week to draft a written contract setting forth the terms and conditions of the agreement that has been reached.

Supervisor Miller requested a short recess of the meeting at 10:04 a.m. Chairman Kottke ordered that the meeting stand recessed until he calls the meeting to order.

Chairman Kottke called the meeting to order at 10:07 a.m.

Motion by Bischoff, 2nd by Miller to convene in closed session.

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 vote was taken. Motion carried by unanimous vote of all members present, at 10:08 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 Borchardt, 2nd by Miller to reconvene in open session.

A roll call vote was taken. Motion carried by unanimous vote of all members present, at 10:17 a.m.

Motion by Frohling, 2nd by Miller to approve and forward to the County Board for consideration at its December 17, 2013 meeting, a Resolution to approve the *Fifth Amendment To County Administrator Employment Agreement, Dated August 26, 2008*. Motion carried.

Motion by Borchardt, 2nd by Bischoff to adjourn the meeting at 10:20 a.m. Motion carried.

The next regular meeting is scheduled for Monday, January 6, 2014 at 8:00 a.m.



Mary Ann Miller, Secretary

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