

## **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

## **DODGE COUNTY EXECUTIVE COMMITTEE**

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

FOURTH FLOOR – ROOM 4C

DODGE COUNTY ADMINISTRATION BUILDING, JUNEAU, WI 53039

Page 2 of 5

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.

## **DODGE COUNTY EXECUTIVE COMMITTEE**

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

FOURTH FLOOR – ROOM 4C

DODGE COUNTY ADMINISTRATION BUILDING, JUNEAU, WI 53039

Page 3 of 5

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.

## **DODGE COUNTY EXECUTIVE COMMITTEE**

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

FOURTH FLOOR – ROOM 4C

DODGE COUNTY ADMINISTRATION BUILDING, JUNEAU, WI 53039

Page 4 of 5

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.

## DODGE COUNTY EXECUTIVE COMMITTEE

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

FOURTH FLOOR – ROOM 4C

DODGE COUNTY ADMINISTRATION BUILDING, JUNEAU, WI 53039

Page 5 of 5

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.**



**Resolution No. 28 (2015)**  
**RESOLUTION SUPPORTING NEW SOCIAL SECURITY**  
**SUPPLEMENTAL SECURITY INCOME (SSI) ASSET LIMITS**  
**AND IMPLEMENTATION OF THE ACHIEVING A BETTER**  
**LIFE EXPERIENCE ACT**

RECEIVED  
IN THE OFFICE OF  
COUNTY CLERK

SEP 10 2015

DODGE COUNTY, WIS.

1           WHEREAS, Supplemental Security Income (SSI) is a Federal and State income  
2 supplement program funded by general tax revenues (*not* Social Security taxes); and

3  
4           WHEREAS, the SSI program is designed to help aged, blind, and disabled people, who  
5 have little or no income; and

6  
7           WHEREAS, the SSI program provides cash to meet basic needs for food, clothing and  
8 shelter; and

9  
10          WHEREAS, the SSI program eligibility requirements are as follows:

- 11  
12           • Anyone who is 65 and over, blind or disabled.  
13           • Has limited income, resources, and is a US citizen or national; and

14  
15          WHEREAS, the SSI program asset limits are as follows:

- 16  
17           • Individual/Child is \$2,000/month.  
18           • Couple is \$3,000/month; and

19  
20          WHEREAS, the SSI asset limit was set in 1989 and has never been adjusted; and

21  
22          WHEREAS, the asset level limits employment and savings options for recipients due to  
23 risk of losing Medicaid for health care coverage; and

24  
25          WHEREAS, the SSI asset limits can prevent SSI recipients from saving for post-  
26 secondary education, homeownership, and retirement; and

27  
28          WHEREAS, per 2013 data collected by the Social Security Administration, there are 680  
29 SSI recipients in St. Croix County; and

30  
31          WHEREAS, in December of 2014, the Achieving a Better Life Experience (ABLE) Act  
32 was passed at the Federal level; and

33  
34          WHEREAS, the ABLE Act allows individuals whose disability manifest before the age  
35 of 26 would be eligible to set up ABLE accounts that are tax-advantaged savings accounts where  
36 they can save \$14,000 per year and \$100,000 in total which will not affect eligibility for  
37 Medicaid, Wisconsin Long Term Programs and other public benefits; and

38  
39          WHEREAS, each state is responsible for establishing and operating an ABLE program;  
40 and



RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION TO CREATE A  
CRIME PREVENTION FUNDING BOARD**

TO THE HONORABLE BOARD OF SUPERVISORS OF DODGE COUNTY, WISCONSIN  
MEMBERS,

**WHEREAS**, individuals who commit crimes in Dodge County cost the taxpayers of Dodge County money because the prosecution of those crimes requires the use of Dodge County resources that are funded by taxes paid to Dodge County by the taxpayers of Dodge County; and,

**WHEREAS**, it is beneficial for communities to prevent crime because crime prevention improves the quality of life for community members, and because crime prevention saves community members money because it eliminates the need to use those community resources that would otherwise be required to be used to prosecute those crimes; and,

**WHEREAS**, pursuant to the provisions of Section 59.54(28)(b), of the *Wisconsin Statutes*, Dodge County may create a Crime Prevention Funding Board to assist with crime prevention in Dodge County; and,

**WHEREAS**, pursuant to the provisions of Section 59.54(28)(c), of the *Wisconsin Statutes*, the Crime Prevention Funding Board shall consist of seven members, as follows: the presiding judge of the circuit court, or his or her designee, the district attorney, or his or her designee, the sheriff, or his or her designee, the county administrator, or his or her designee, the chief elected official of the largest municipality in the county, as determined by population, or his or her designee, a person chosen by a majority vote of the sheriff and all of the chiefs of police departments that are located wholly or partly within the county, and a person chosen by the county's public defender's office; and,

**WHEREAS**, the Crime Prevention Funding Board is required to meet, its members may receive no compensation, other than reimbursement for actual and reasonable expenses incurred in the performance of their duties, and members shall serve for the terms that are determined by the Crime Prevention Funding Board; and,

**WHEREAS**, the funds to be used by the Crime Prevention Funding Board to make grants of funds to those entities which are allowed to receive them will be obtained by the action of the Dodge County Circuit Court in imposing a Crime Prevention Funding Board surcharge on each misdemeanor or felony count on which a conviction occurs, which Crime Prevention Funding Board surcharge shall be paid by the misdemeanants and felons who are convicted; and,

**WHEREAS**, pursuant to the provisions of Section 973.0455(1), of the *Wisconsin Statutes*, the Crime Prevention Funding Board surcharge is the total amount calculated by adding up, for each misdemeanor or felony count on which a conviction occurred, \$20; and,

**WHEREAS**, pursuant to the provisions of Section 973.0455(2), of the *Wisconsin Statutes*, for each misdemeanor or felony count on which a conviction occurs, the Dodge County Clerk of Courts shall determine the amount due, collect the amount due on each count, and transmit all amounts collected to the Dodge County Treasurer for distribution as directed by the Crime Prevention Funding Board; and,



**WHEREAS**, pursuant to the provisions of Section 59.54(28)(d)(1), of the *Wisconsin Statutes*, the Crime Prevention Funding Board will serve the community by making grants of funds to those entities allowed to receive them, for the purpose of funding crime prevention programs; and,

**WHEREAS**, pursuant to the provisions of Section 59.54(28)(e), of the *Wisconsin Statutes*, annually, the Crime Prevention Funding Board is required to submit a report on its activities to the Dodge County Clerk of Courts, the Dodge County Board of Supervisors, and the legislative bodies of each municipality that is located wholly or partly within Dodge County; and,

**WHEREAS**, pursuant to the provisions of Section 59.54(28)(f), of the *Wisconsin Statutes*, annually, each recipient of a grant of funds from the Crime Prevention Funding Board is required to submit a report on its activities to the Dodge County Clerk of Courts, the Dodge County Board of Supervisors, and the legislative bodies of each municipality that is located wholly or partly within Dodge County;

**SO, NOW, THEREFORE, BE IT RESOLVED**, that, pursuant to the provisions of Section 59.54(28)(b), of the *Wisconsin Statutes*, the Dodge County Board of Supervisors hereby creates a Crime Prevention Funding Board, effective immediately; and,

**BE IT FURTHER RESOLVED**, that, pursuant to the provisions of Section 973.0455(1), of the *Wisconsin Statutes*, the Dodge County Circuit Court shall impose a crime prevention funding board surcharge on each misdemeanor or felony count on which a conviction occurred in the amount of \$20 or as allowed pursuant to the provisions of Section 973.0455(1), of the *Wisconsin Statutes*, as amended from time to time; and,

**BE IT FURTHER RESOLVED**, pursuant to the provisions of Section 973.0455(2), of the *Wisconsin Statutes*, that for each misdemeanor or felony count on which a conviction occurs, the Dodge County Clerk of Courts shall determine the amount due and collect the amount due on each count, and shall transmit all amounts collected to the Dodge County Treasurer for distribution as directed by the Crime Prevention Funding Board; and,

**BE IT FURTHER RESOLVED**, that, pursuant to the provisions of Section 59.54(28)(e), of the *Wisconsin Statutes*, annually, the Crime Prevention Funding Board shall submit a report on its activities to the Dodge County Clerk of Courts, the Dodge County Board of Supervisors, and to the legislative bodies of each municipality that is located wholly or partly within Dodge County; and,

**BE IT FINALLY RESOLVED**, that, pursuant to the provisions of Section 59.54(28)(f), of the *Wisconsin Statutes*, annually, each recipient of a grant of funds from the Crime Prevention Funding Board shall submit a report on its activities to the Dodge County Clerk of Courts, the Dodge County Board of Supervisors, and to the legislative bodies of each municipality that is located wholly or partly within Dodge County.

RESOLUTION NO. \_\_\_\_\_

**A Resolution to Alter the Boundaries of Dodge County Supervisory District No. 19 and Dodge County Supervisory District No. 23, Based on an Annexation**

TO THE HONORABLE BOARD OF SUPERVISORS OF DODGE COUNTY, WISCONSIN MEMBERS,

**WHEREAS**, on March 20, 2012, the Dodge County Board of Supervisors adopted a 10-year supervisory district plan entitled the *Dodge County – Final Supervisory District Plan As Amended The Second Time Pursuant To 2011 Wisconsin Act 39*, creating county supervisory districts, municipal aldermanic districts, and election wards following the 2010 Census; and,

**WHEREAS**, Section 59.10(3)(c), of the *Wisconsin Statutes*, allows a county board, in the exercise of its sole discretion, to alter the boundaries of supervisory districts based on annexations which occur after the adoption of the 10-year supervisory district plan, so long as the number of supervisory districts is not changed; and,

**WHEREAS**, on July 27, 2015, the City of Watertown completed an annexation of 85,691 square feet, more or less, located in the Town of Emmet; and,

**WHEREAS**, a map of the annexed parcel, and a copy of the annexation ordinance are on file in the Office of the Dodge County Clerk; and,

**WHEREAS**, this parcel annexed by the City of Watertown is part of Dodge County Supervisory District No. 19, which consists of Wards 1 and 2 of the Town of Lebanon, and Ward 2 of the Town of Emmet; and,

**WHEREAS**, it is appropriate to move the annexed parcel into Dodge County Supervisory District No. 23 in the City of Watertown because Dodge County Supervisory District No. 23 consists of Wards 1 and 2 of the City of Watertown; and,

**WHEREAS**, the population of the annexed parcels is zero (0) residents which, therefore, maintains the original population numbers of Dodge County Supervisory District No. 19 and Dodge County Supervisory District No. 23; and,

**WHEREAS**, this Resolution does not change the number of Dodge County Supervisory Districts;

**SO, NOW, THEREFORE, BE IT RESOLVED**, that the Dodge County Board of Supervisors hereby amends the *Dodge County – Final Supervisory District Plan As Amended The Second Time Pursuant To 2011 Wisconsin Act 39*, by moving the annexed parcel of land from Dodge County Supervisory District No. 19 to Dodge County Supervisory District No. 23, as shown on the attached document, entitled *City of Watertown Annexations and Alterations of the*

*Boundaries of Dodge County Supervisory District No. 19 and Dodge County Supervisory District No. 23, which has been marked for identification as Exhibit "A"; and,*

**BE IT FINALLY RESOLVED,** that the Chairman of the Dodge County Board of Supervisors shall file a certified copy of this Resolution and attachments, including Exhibit "A", with the Secretary of State of the State of Wisconsin in accordance with the provisions of Section 59.10(3)(c)4., of the *Wisconsin Statutes*.

All of which is respectfully submitted this 22nd day of October, 2015.

**Dodge County Executive Committee:**

\_\_\_\_\_  
Russell Kottke

\_\_\_\_\_  
Harold Johnson

\_\_\_\_\_  
Donna Maly

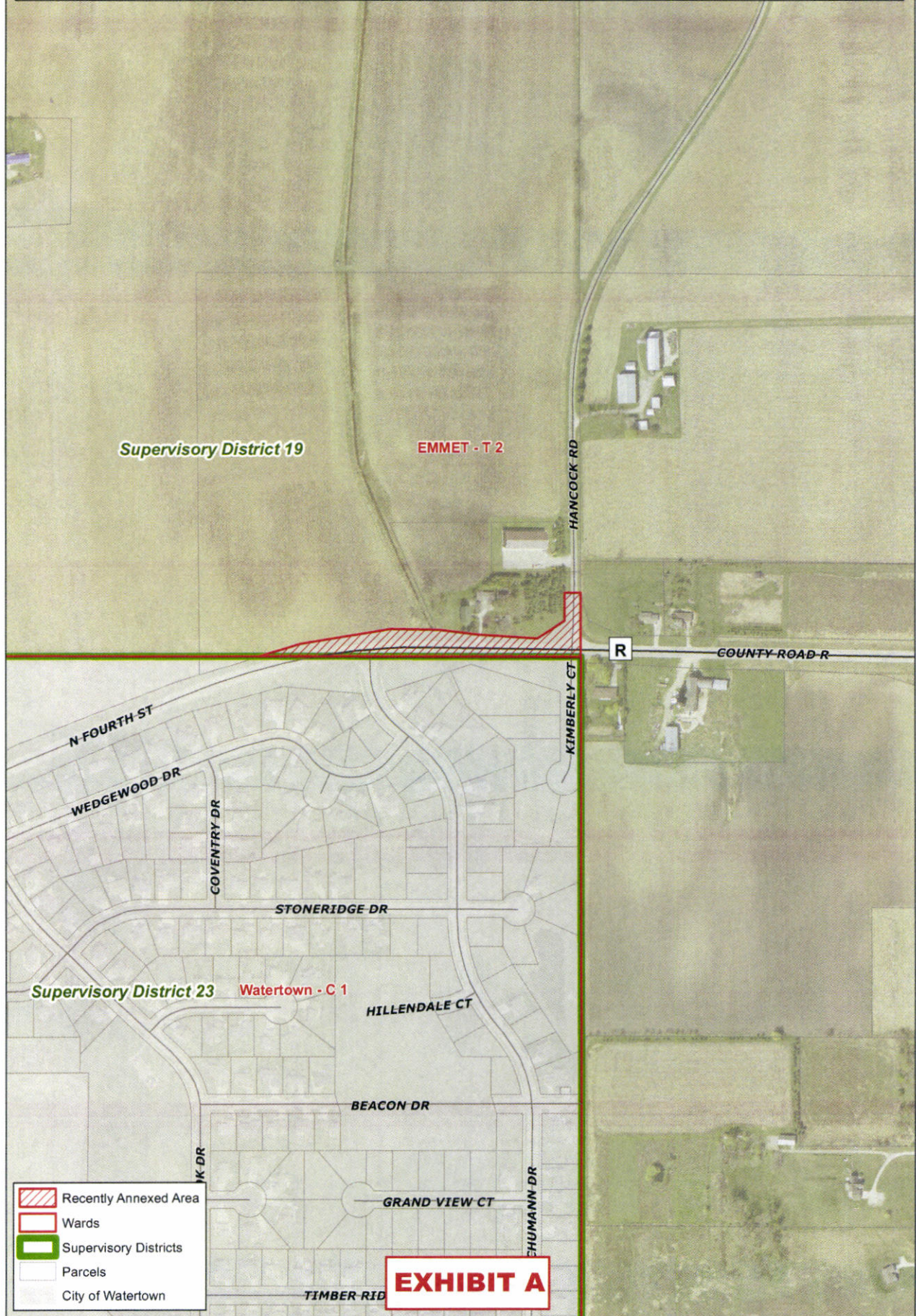
\_\_\_\_\_  
Joseph M. Marsik

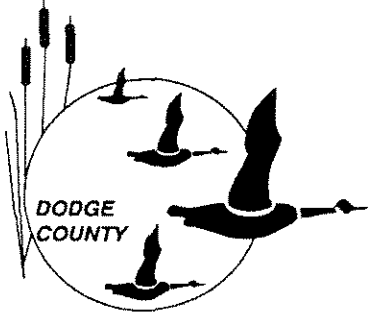
\_\_\_\_\_  
MaryAnn Miller

\_\_\_\_\_  
Jeff Berres

\_\_\_\_\_  
David Frohling

**City of Watertown Annexation and Alterations of the Boundaries of Dodge County Supervisory District No. 19 and Dodge County Supervisory District No. 23**





**ADMINISTRATION DEPARTMENT**

---

**JAMES MIELKE, COUNTY ADMINISTRATOR**

---

127 East Oak Street, Juneau, Wisconsin, 53039 (920) 386-4251

To: Dodge County Finance Committee  
From: Jim Mielke  
Date: September 23, 2015

**Re: September 28 – October 1<sup>st</sup> Special Committee Meeting Regarding Proposed 2016 Budget**

A mini-budget book has been created to assist in reviewing the proposed 2016 Dodge County Budget. The mini-budget book does not contain the narratives of the individual departments. The narratives are currently a work in progress with the departments and the Finance Department. A number of departments have included a brief one or two page summary of 2016 changes.

Budget at Glance:

Proposed 2016 Appropriation including Debt Service: ..... \$110,955,259  
2015 Adopted Appropriations including Debt Service: ..... \$106,823,962

Total Revenues 2016..... \$66,184,014  
Adopted 2015 Revenues ..... \$60,592,413

Proposed Levy ..... \$32,984,798  
2015 Adopted Levy..... \$32,726,321

Proposed 2016 County Mill Rate .... \$5.673  
Adopted 2015 County Mill Rate .... \$5.677

Applied Fund Balance ..... \$1,266,573  
Authorized use of Applied Fund Balance ..... \$1,443,000

RESOLUTION NO. \_\_\_\_\_

TO THE HONORABLE BOARD OF SUPERVISORS OF DODGE COUNTY, WISCONSIN MEMBERS,

**WHEREAS**, on April 23, 2015, Dodge County engaged Baker Tilly Virchow Krause, LLP, 10 Terrace Court, Madison, Wisconsin (Baker Tilly), to provide consulting services to perform an Operational Review of the Dodge County Human Services and Health Department during calendar year 2015; and,

**WHEREAS**, Baker Tilly performed the Operational Review of the Human Services and Health Department and on September 28, 2015, issued a Final Report of its Operational Review of the Human Services and Health Department; and,

**WHEREAS**, on October 22, 2015, Baker Tilly presented to the Dodge County Board of Supervisors the Final Report of its Operational Review of the Human Services and Health Department; and,

**WHEREAS**, it is the expectation that Baker Tilly will conduct operational reviews of various other county departments in future years, and, therefore, the Dodge County Executive Committee recommends to the Dodge County Board of Supervisors, that the Dodge County Board of Supervisors create an External Audit Review Oversight Committee, effective immediately;

**SO, NOW, THEREFORE, BE IT RESOLVED**, that:

1. The Dodge County Board of Supervisors hereby creates an External Audit Review Oversight Committee (Oversight Committee), effective immediately;
2. The duties of the Oversight Committee are to:
  - A. Review and become familiar with the Operational Review Report Recommendations (Report Recommendations);
  - B. Schedule Meetings with appropriate Department Heads and administrative-level employees to establish goals and timelines for addressing Report Recommendations; and,
  - C. Provide an oral or written annual report to the County Board regarding the status of the implementation of the Report Recommendations;
3. The members of the Oversight Committee shall be:
  - A. The Dodge County Board Chairman;
  - B. The Dodge County Board First Vice Chairman;
  - C. The Chairman of the Dodge County Finance Committee;

- D. The Chairman of the Dodge County Committee of jurisdiction of the department being reviewed; and,
- E. The Vice Chairman of the Dodge County Committee of jurisdiction of the department being reviewed;
- 4. Officers of the Oversight Committee shall be Chairman, Vice Chairman, and Secretary;
- 5. Meetings of the Oversight Committee shall be called by the Chairman of the Oversight Committee;
- 6. The Oversight Committee shall cause minutes of its meeting to be recorded and filed with the County Clerk;
- 7. Dodge County shall pay per diem meeting payments and reimbursement for mileage to any members of the Oversight Committee who will attend meetings of the Oversight Committee; and,
- 8. The Oversight Committee shall continue in existence until abolished by a Resolution of the County Board.

All of which is respectfully submitted this 22<sup>nd</sup> day of October, 2015.

**Dodge County Executive Committee:**

\_\_\_\_\_  
Russell Kottke

\_\_\_\_\_  
Harold Johnson

\_\_\_\_\_  
Donna Maly

\_\_\_\_\_  
Joseph M. Marsik

\_\_\_\_\_  
MaryAnn Miller

\_\_\_\_\_  
Jeff Berres

\_\_\_\_\_  
David Frohling

**PROPOSED 2016 CORPORATION COUNSEL DEPARTMENT BUDGET  
EXPLANATION OF LEVY CHANGES FROM 2015 BUDGET**

**Business Unit 1701 – Corporation Counsel**

- Overall change to levy = **\$101,322**
- Reduction in revenue = **\$ 2,428**
- Increase in expenses for new Assistant corporation counsel position = **\$ 86,547**
- Increases in wages and fringe benefits for other employees in Corporation Counsel office = **\$ 9,432**
- Increase in operational expenses = **\$ 2,915**

**Business Unit 1711 – Special Legal Counsel**

- Overall change to levy = **(-\$10,000)**
- For many years, \$35,000 was budgeted in this Business Unit. For many years, expenditures in this Business Unit were substantially less than the \$35,000 budgeted amount. For 2016, the budgeted amount has been reduced by \$10,000, to more closely reflect the expenditure experience of prior years.

**Business Unit 1719 – County Ordinance Codification**

- Overall change to levy = **(\$0)**
- This is a non-lapsing Business Unit. Fund balance was available in 2015 and will also be available in 2016.



83410  
 ABUDGET  
 B17BUDANAL

DODGE COUNTY, WISCONSIN  
 2016 Department Budget Report Analysis  
 Detailed Rev & Expend By Business Unit  
 FOR CORPORATION COUNSEL - EXECUTIVE COM

1  
 09/15/15  
 11:06:45

Description	ACTUALS 2014	ADOPTED 2015	6 MO. ACT. 2015	ESTIMATED 2015	PRELIMINRY 2016	ADMINISTR 2016	ADMINISTR CHANGES
00100 GENERAL FUND							
1701 CORPORATION COUNSEL							
R REVENUE							
4511.171 Corp Cnsl Fees	19,201-	15,000-	6,904-	14,000-	13,000-	13,000-	0
4521.171 Tax Intercept F	14-	28-	0	0	0	0	0
4542 Record Copying	141-	125-	62-	125-	125-	125-	0
4731.171 Corporation Cou	5,466-	5,200-	0	5,200-	4,800-	4,800-	0
4781.04 Co. Legal Servi	0	0	0	0	0	0	0
4895.142 US Bank-Rebate	0	0	15-	25-	25-	25-	0
4929 Contingent Approp Transf	0	0	0	0	0	0	0
R REVENUE	24,822-	20,353-	6,981-	19,350-	17,950-	17,950-	0
X EXPENSE							
5111 Salaries-Permanent-Regul	0	0	0	0	0	0	0
5115 Salaries-Supplement	0	0	0	0	0	0	0
5119 Wages-Temporary	0	0	0	0	0	0	0
5121 Wages-Permanent-Regular	298,909	315,484	139,045	316,576	390,935	379,210	11,725-
5122 Wages-Permanent-Over-tim	108	0	0	0	0	0	0
5131 Non-Productive Pay	3,542	0	19,433	0	0	0	0
5132 Vacation Pay	0	0	0	0	0	0	0
5133 Longevity Pay	1,092	1,092	0	0	0	0	0
5134 Holiday Pay	0	0	0	0	0	0	0
5135 Bereavement Pay	0	0	0	0	0	0	0
5137 Compensatory Pay	0	0	0	0	0	0	0
5141 Social Security/Medicare	22,520	24,233	11,529	24,233	29,922	29,025	897-
5142 WI Retirement-Employer S	21,244	21,527	10,755	21,527	25,802	25,028	774-
5143 WI Retirement-Employee S	0	0	0	0	0	0	0
5144 Hospital\Health Insuranc	52,235	57,964	22,772	57,964	76,057	73,240	2,817-
5145 Life Insurance	137	141	82	141	151	150	1-
5146 Worker's Compensation In	3,072	3,211	1,617	3,211	4,335	4,150	185-
5148 Unemployment Comp Benefi	0	158	0	0	0	0	0
5149 Dental Insurance	5,215	5,651	2,826	5,651	6,678	6,507	171-
5192.01 Drug/Alcohol Te	0	0	0	45	45	45	0
5197 License & Certifications	0	0	0	0	0	0	0
5214 Data Processing Services	0	0	0	0	0	0	0
5216.032 Transcriber	50	400	44	400	400	400	0
5242 Machinery & Eq Maint & R	0	300	0	300	300	300	0
5278 Computer Time Share	1,562	1,800	727	1,800	1,860	1,860	0
5279.00 Shredding	73	100	32	100	105	105	0
5292 Paper Serving Service	515	400	90	400	400	400	0
5299 Sundry Contractual Servi	0	250	0	250	250	250	0
5311 Postage/Parcel Delivery	95	100	79	100	100	100	0
5312 Office Supls & Small Equ	2,306	2,900	1,820	2,900	2,900	2,900	0
5313 Printing & Duplication	52	25	0	25	25	25	0
5314 Mobile Components	0	0	0	0	0	0	0
5322 Newspapers & Periodicals	0	1,000	250	1,000	1,000	1,000	0
5323 Books, Films, Tapes, Disks	720	1,300	674	1,300	1,300	1,300	0
5324 Membership Dues	105	105	105	105	140	140	0
5325 Registration Fees & Tuit	376	1,000	75	1,000	1,000	1,000	0
5327 Maps and Plat Books	0	0	0	0	0	0	0
5332 Automobile Allowance	1,120	1,200	457	1,200	1,200	1,200	0
5335 Meals	20	200	30	200	200	200	0
5336 Lodging	70	70	0	70	70	70	0

83410  
 ABUDGET  
 B17BUDANAL

DODGE COUNTY, WISCONSIN  
 2016 Department Budget Report Analysis  
 Detailed Rev & Expend By Business Unit  
 FOR CORPORATION COUNSEL - EXECUTIVE COM

2  
 09/15/15  
 11:06:45

Description	ACTUALS 2014	ADOPTED 2015	6 MO. ACT. 2015	ESTIMATED 2015	PRELIMINRY 2016	ADMINISTR 2016	ADMINISTR CHANGES
00100 GENERAL FUND							
1701 CORPORATION COUNSEL							
X EXPENSE							
5381 Court Filing Fee	3	150	3	150	150	150	0
5383 Recording Fee	20	200	15	200	200	200	0
5389 Tax Intercept Fee	14	28	0	28	28	28	0
5399 Sundry Supplies & Expens	5	100	0	100	100	100	0
5411 Co. Surveying Services	0	500	0	500	500	500	0
5413 Co. Flex Spending Alloc	164	0	110	220	0	0	0
5422 Co. Paper Serving Servic	313	1,000	1,000	2,000	2,000	2,000	0
5471 Co. Mail Services	7,768	7,600	4,144	8,288	8,500	8,500	0
5472 Co. Parcel Delivery Serv	0	0	0	0	0	0	0
5473 Co. Reproduction Service	2,739	2,700	1,450	2,900	3,100	3,100	0
5475 Co. Telephone Services	1,275	1,500	1,158	3,000	2,100	2,100	0
5476 Co. Fax Machine Services	0	0	0	0	0	0	0
5478 Co. LIO Copier/Scanner	5	50	0	0	0	0	0
5484.01 Clrv-Photo I.D.	0	0	0	0	0	0	0
5812 Furniture & Furnishings	0	0	0	0	6,600	6,600	0
5813 Office Equipment	0	0	0	0	0	0	0
5818 Computer Equipment	0	0	0	0	1,450	1,450	0
5819 Other Capital Equipment	0	0	0	0	0	0	0
X EXPENSE	427,444	454,439	220,322	457,884	569,903	553,333	16,570-
1701 CORPORATION COUNSEL	402,622	434,086	213,341	438,534	551,953	535,383	16,570-
1711 SPECIAL LEGAL COUNSEL							
R REVENUE							
4929 Contingent Approp Transf	0	0	0	0	0	0	0
R REVENUE	0	0	0	0	0	0	0
X EXPENSE							
5212 Legal Services	8,951	35,000	294	5,742	35,000	25,000	10,000-
X EXPENSE	8,951	35,000	294	5,742	35,000	25,000	10,000-
1711 SPECIAL LEGAL COUNSEL	8,951	35,000	294	5,742	35,000	25,000	10,000-
1719 COUNTY ORDINANCE CODIFICAT							
R REVENUE							
4931 Fund Balance Applied	0	3,000-	0	0	3,000-	3,000-	0
4932 Fund Balance Forwarded	0	0	0	0	0	0	0
R REVENUE	0	3,000-	0	0	3,000-	3,000-	0
X EXPENSE							
5219 Other Professional Servi	1,088	3,000	0	0	3,000	3,000	0
X EXPENSE	1,088	3,000	0	0	3,000	3,000	0
1719 COUNTY ORDINANCE CODIFICAT	1,088	0	0	0	0	0	0

83410  
ABUDGET  
B17BUDANAL

DODGE COUNTY, WISCONSIN  
2016 Department Budget Report Analysis  
Detailed Rev & Expend By Business Unit  
FOR CORPORATION COUNSEL - EXECUTIVE COM

3  
09/15/15  
11:06:45

Description	ACTUALS 2014	ADOPTED 2015	6 MO. ACT. 2015	ESTIMATED 2015	PRELIMINRY 2016	ADMINISTR 2016	ADMINISTR CHANGES
00100 GENERAL FUND	412,661	469,086	213,635	444,276	586,953	560,383	26,570-



# **MID-WISCONSIN FEDERATED LIBRARY SYSTEM**

112 Clinton St., Horicon, WI 53032 Phone: (920) 485-0833 1-800-660-6899 FAX: (920) 485-0899 Website: www.mwfls.org

## **Dodge \* Jefferson \* Washington Counties**

Merger Study Committee Meeting

Tuesday, September 22, 2015

Mid-Wisconsin Federated Library System, 112 Clinton St., Horicon, WI 53032

**Present:** Steev Baker, Amy Becker, Patrick Busch, Sue Cantrell, Jane Colwin, Mark Hanson, Alex Harvancik, Bret Jaeger, Margaret McFadden, James Mielke, Doug Rakowski, Bruce Smith

**Absent:** Geri Feucht, Mary Ann Miller

**Guest:** Ralph Clements, Elizabeth Daniels, Polly Edgar, Jennifer Einwalter, Candy Graulich, Bobbye Pyke, Sue Smith, Ruth Spielmann, Paula Torgeson

1. **Called to Order:** Meeting was called to order by Bruce Smith, at 1:00 p.m. The meeting was posted in accordance with open meetings law.
2. **Public Comment:** none
3. **Approval of Agenda:** It was moved by Rakowski and seconded by Becker to approve the agenda as presented. All in favor.
4. **New Business:**

### **a. Review timeline and activities, including scheduling Merger Study Committee meetings**

- Smith reviewed the timeline.
- By end of the week of September 21 letters to potential partners will be sent.
- Committee meetings will take place approximately every other week.
- Potential systems will have about 3 weeks to reply to initial questionnaire.
- An all library webinar will take place on October 22 to discuss results of replies from systems.
- In person meetings with systems will take place the week of November 9.
- Mielke asked if there could be a draft report. That would happen by November 17 so libraries could meet before the MWFLS board meeting on November 24.
- GoToMeetings will be open so those interested can attend.
- At the end of the process a recommendation will be made, but potential system merger partners will need 1-3 months to make their own decision.

### **b. Determine which systems will be approached and approve letter to systems to inquire about their interest in exploring a merger or adding counties**

- Smith mentioned that since 1995 there no longer is a law indicating counties need to be contiguous to merge.
- Smith spoke with a few directors as potential system merger partners: Eastern Shores Library System (would be interested); Winnefox Library System (declined; looking into working with

Outagamie Waupaca Library System as a merger or ILS collaboration; maybe at a later date); South Central Library System (would be interested); Waukesha County Federated Library System (would do due diligence, but may be difficult with currently being in the process of adding Jefferson Co.); Lakeshores Library System (would do due diligence, but potential ILS collaboration with Kenosha County Library System).

- Four system directors Smith spoke with asked if MWFLS has considered handling the provision of services through contracting through 2017. It was mentioned because some wondered about the potential changes to systems happening at the state level and Winnefox Library System & Waukesha County Federated Library System stating they would be in a better position to consider a merger for 2018.
- Travel & meetings could be a problem with Lakeshores Library System or even Arrowhead Library System because of the distance, so it was suggested not to approach them. The discussion then led to having MWFLS doing due diligence to compare services.
- Consensus was to approach Winnefox Library System, Eastern Shores Library System, South Central Library System, Waukesha County Federated Library System, Lakeshores Library System, Arrowhead Library System & Kenosha County Library System.
- In the initial letter to the systems ask; if they are not interested in merging now, what would be an alternative?
- There will be a link to the MWFLS website sharing all the information regarding this process.
- Smith asked the committee for more information about MWFLS they would like to include in the letter. The committee responded with; patron focused; share resources; what their service philosophy is (look at top priorities from library survey).
- The discussion turned to whether the focus should be on the on the system or the libraries. Hanson thought both could be included. Colwin said systems already know about systems.
- The final determination was to include a link to the MWFLS website in the letter so the potential merging systems can see our vision, and philosophy of services to give an idea of what MWFLS is all about.

**c. Approve questionnaire & survey to be sent to potential system merger partners**

- Initially in phase 1, a basic questionnaire will be sent out first. After the questionnaires are returned, then the committee will determine who to explore further for a merger. Then a survey will be sent to the potential systems' member libraries and systems in phase 2, along with meeting in person with the systems.
- Questionnaire is based on Jefferson County's as all the systems that were approached by Jefferson Co. said the questionnaire and process was very thorough.
- Annual cost of ILS is important to ask including what costs the libraries pay into the ILS.
- Smith asked if there would be any other questions to ask such as; current library agreements with their system. However question 12 addresses that in governance. Supporting documentation can be included if it's relevant.
- The committee agreed that all of the questions were relevant to ask.
- Baker asked about question 5; is the social media part redundant; ask instead what type of assistance needed to maintain websites or is system promoting libraries using social media. Decided to rephrase the question to read; What assistance do you provide for local libraries' web presence (website, social media, etc.).

**d. Approve project communication plan**

- Patrick will create a dedicated web page so all stakeholders can find information. A listserv has already been created for the committee to use for information sharing.



## **MID-WISCONSIN FEDERATED LIBRARY SYSTEM**

112 Clinton St., Horicon, WI 53032 Phone: (920) 485-0833 1-800-660-6899 FAX: (920) 485-0899 Website: www.mwfls.org

### **Dodge \* Jefferson \* Washington Counties**

#### **e. Discuss criteria for consideration of potential merger partners**

- Besides the top 4 desired services from the MWFLS survey, what else would be important? Affordability; DPI annual report leadership response; compare strategic plan to what they're actually doing (definitive projects for technology & technology vision); how decisions are made (are they weighted such as with money); larger catalog and support staff to maintain catalog; do all members participate in ILS; CE opportunities (who they partner with in the area); non-competitive grants; frequency of delivery, and either based on volume or not.

#### **f. Identify MWFLS & member library information to share with interested systems**

- As part of the 2nd phase of the process, the potential systems wanting to merge will want to know; MWFLS's philosophy, our service data, our cost formula, assets & liabilities, what is the level of reimbursement on the county & local level for support so that they match the support that the potential merging systems' libraries have. Potentially the amount of appropriated money would be at the same level as their own libraries; what is the counties' level of decision making.
- What should MWFLS share with potential systems; update MWFLS brochure to show services and financial help to member libraries; Smith will check with John DeBacher about how system aid is broken down by Dodge and Washington Counties.

#### **g. Discuss decision making process for determining any next steps and actions during the process**

- There was discussion at what level are the decisions made; committee or library. It was determined the committee will determine which systems to engage with further after initial information gathering, though the libraries will be surveyed for their input. At the all-library meeting on Nov. 19<sup>th</sup>, there will be discussion and a vote of all the libraries to provide the committee with a recommendation of, first, if there is a system that MWFLS should formally ask to consider merging with, and, if so and there are more than one system that is viable and compatible, which system is the top choice. The committee will then decide on a recommendation to forward to the MWFLS Board. Any recommendation approved by the board will be to ask the preferred system to engage in a formal merger process with MWFLS. That system will then need to determine and approve if they will do so. A final decision to merge will require approval from county boards in both systems and approval from both system boards.

5. **Adjourn:** It was moved by Hanson and seconded by Harvancik to adjourn the meeting at 2:40 p.m. All in favor.

Respectfully Submitted,

Sue Cantrell

**MWFLS Merger Exploration Activities Timeline**  
**Updated 9/23/2015**

- Sept. 22 1:00 p.m.
  - Merger Study Committee Meeting – in-person at MWFLS office
- Sept. 23
  - Letters sent to systems along with questionnaire
- Week of Oct. 5 date and time TBD
  - Merger Study Committee Meeting - GoToWebinar
- Oct. 12 through Oct. 23.
  - Importance and satisfaction of system services survey administered to interested systems to have results ready for draft of final merger study report on Nov. 17.
- Oct. 16
  - Questionnaire and other documents due from interested systems.
- Week of Oct. 19 date and time TBD
  - Merger Study Committee Meeting - GoToWebinar
- Oct. 22 – 9:30 a.m.
  - All-system library GoToWebinar to discuss results of information gathered from questionnaires and other documents from potential merger partners.
- Week of Oct. 26
  - All-member library survey to gather input to determine which systems to meet with in-person to further explore merger viability.
- Nov. 2 time TBD
  - Merger Study Committee Meeting - GoToWebinar
- Week of Nov. 9
  - In-person meetings with viable system merger partners.
- November 17
  - Draft of Final Merger Study Report completed.
- November 19, 9:30 a.m at MWFLS office
  - All-system and Merger Study Committee meeting to determine merger recommendation to MWFLS Board.
- Nov. 23
  - Final Merger Study Report completed.
- Nov. 24
  - MWFLS Board meeting

All GoToWebinars will be recorded.