

Notice of Meeting of the Dodge County Board of Supervisors

There will be a meeting of the Dodge County Board of Supervisors on **Tuesday, August 16, 2016, at 7:00 P.M.** in the County Board Room located on the fourth floor of the Administration Building, located at 127 East Oak Street, Juneau, Wisconsin.

The Agenda for the Meeting is as follows:

Call to Order by Russell Kottke, County Board Chairman

Pledge of Allegiance

Roll Call

Appointment of Richard W. Fink, County Board Supervisor District Number 12, to fill a vacancy, and Oath of Office

Appoint Supervisor Fink to fill vacancies on the Finance and Land Conservation Committees

Approve Minutes from July 19, 2016, County Board Session

Communications on File

Special Orders of Business

Confirm Appointment made by County Board Chairman

1. Appoint Supervisor Greshay to fill a vacancy on the Audit Committee.

Old Business

1. Bill No. 1 - Claim for Damage to Animals – Rick Abendroth – Amount Claimed \$11,325.60 – Amount Allowed \$0.00 – Audit Committee.

Resolutions on File

- 16-35 Adjust Compensation Plan – Human Resources and Labor Negotiations Committee.
- 16-36 Direct the Planning, Development and Parks Committee and its Representatives to Negotiate the Terms and Conditions of a Loan to Beaver Dam Cold Storage, LLC – Planning, Development and Parks Committee.
- 16-37 Create One New, Part-Time, Seasonal, Benefited Position of *Parks Crew Leader* – Planning, Development and Parks Committee.
- 16-38 Amend Town of Lowell Zoning Ordinance – Kenneth and Joanne Schultz Property – Supervisor Marsik.
- 16-39 Amend Town of Lowell Zoning Ordinance – Craig and Sally Shoemaker Property – Supervisor Marsik.
- 16-40 Amend Town of Theresa Zoning Ordinance – JM Schmidt and Sons, Inc. Property – Supervisor Kottke.
- 16-41 Amend Town of Theresa Zoning Ordinance – Frank Verhunce Jr. Property – Supervisor Kottke.
- 16-42 Abolish Four Filled, Funded, Full-Time, Benefited Positions of *Cook/Food Service Worker*, Abolish One Filled, Funded, Full-Time, Benefited Position of *Cook*, Create Four New, Full-Time, Benefited Positions of *Head Cook (AM, PM, Baker Positions)* and Create One New, Full-Time, Benefited Position of *Cook/Production and Ordering Assistant* – Health Facilities Committee.
- 16-43 State Transportation Funding Request – Highway Committee.
- 16-44 Approve the Cooperative Agreement Relative To Transportation Planning Services In That Portion Of Dodge County Included In The West Bend Urbanized Area – Highway Committee and Planning, Development and Parks Committee.
- 16-45 Create One New, 0.5 Full-Time Equivalent (FTE), Benefited Position of *Receptionist II* – Law Enforcement Committee.

- 16-46 Increase One Filled, Funded, 0.7 Full-Time Equivalent (FTE), Benefited Position of *Family Court Counselor* to Full-Time (1.0 FTE) – Law Enforcement Committee.
- 16-47 Create a Dodge County Criminal Justice Collaborating Council – Law Enforcement Committee.
- 16-48 General Fund Transfer - \$60,000.00 – Courts Department – Law Enforcement Committee.
- 16-49 Create One New, Full-Time, Benefited Position of *Administrative Support Staff Coordinator* – Law Enforcement Committee.
- 16-50 Abolish One, Filled, Funded, Full-Time, Benefited Position of *Jail Programs Specialist* and Create One New, Full-Time, Benefited Position of *Programs Corporal – Jail* – Law Enforcement Committee.
- 16-51 Authorize and Direct Finance Director to Transfer the Sum of \$1,059,287 from Taxes, Taxes Interest and Penalty to Sheriff Administration, Computer Equipment for Spillman Technologies – Law Enforcement Committee.
- 16-52 Authorize Clearview Building Siding Removal and Replacement Project – Health Facilities Committee.

Ordinance on File

- 1. Ordinance No. 956 – All-Terrain Vehicle and Utility Terrain Vehicle Route Specification Ordinance – Highway Committee.

Claim on File

- 1. Claim by AT&T for money damages in the amount of \$756.57 for costs to repair a pedestal and buried cable was received in the Office of the Dodge County Clerk on July 12, 2016. The claim arises from an incident which is alleged to have occurred on or about June 30, 2016, at 3:30 p.m., in the Town of Beaver Dam, Dodge County, Wisconsin, when an employee of the Dodge County Highway Department, while operating a mower, struck a pedestal and thereby damaged the pedestal and buried cable. AT&T alleges that it cost AT&T \$756.57 for labor and material to repair the pedestal and buried cable.

Photocopies of the claim documents are on file in the Office of the County Clerk and may be viewed there during normal business hours.

Set Next Meeting Date & Time

Recess

Any person wishing to attend who, because of a disability, requires special accommodation, should contact the Dodge County Clerk's Office at (920) 386-3600, at least 24 hours before the scheduled meeting time so appropriate arrangements can be made. The building entrance which is accessible by a person with a disability is located on the east side of the building off of Miller Street.

Any invocation that may be offered before the official start of the Board meeting shall be the voluntary offering of a private citizen, to and for the benefit of the Board. The views or beliefs expressed by the invocation speaker have not been previously reviewed or approved by the Board, and the Board does not endorse the religious beliefs or views of this, or any other speaker.

COMMITTEE NAME		COUNTY BOARD						
MEETING DATE		August 16, 2016						
		Approval <u>RK</u>					Date <u>8-17-2016</u>	
		Chair <u>Russell Kottke</u>						
VENDOR	NAME	PRESENT	ABSENT	PERDIEM	MILES	AMOUNT	MEALS	AMOUNT
49452	Bartsch, Jeremy	X		50.00	26	14.04		
11994	Behl, Allen	X		50.00	32	17.28		
49450	Bennett, Richard	X		50.00	6	3.24		
49449	Benter, Ed	X		50.00	46	24.84		
19566	Berres, Jeff	X		50.00	42	22.68		
11970	Bischoff, Larry	X		50.00	20	10.80		
10583	Bobholz, Janice	X		0.00	0	0.00		
26899	Bobholz, Mary	X		50.00	28	15.12		
49453	Caine, Jeffrey	X		50.00	14	7.56		
46788	Derr, Lisa	X		50.00	21	11.34		
10195	Duchac, Jeffry	X		50.00	30	16.20		
49971	Fink, Richard W.	X		50.00	35	18.90		
28760	Frohling, David	X		50.00	29	15.66		
49455	Glewen, Becky	X		50.00	20	10.80		
41853	Greshay, Richard	X		50.00	14	7.56		
48638	Hilbert, Dan	X		50.00	20	10.80		
49454	Houchin, Cathy	X		50.00	33	17.82		
25412	Johnson, Harold	X		50.00	54	29.16		
49451	Justmann, Stephanie	X		50.00	32	17.28		
16348	Kottke, Russell	X		55.00	30	16.20		
49456	Malloy, Michael	X		50.00	32	17.28		
29374	Maly, Donna	X		50.00	20	10.80		
22503	Marsik, Joseph M.	X		50.00	40	21.60		
34243	Miller, MaryAnn		X	50.00	22	11.88		
43804	Muche, William	X		50.00	22	11.88		
36482	Nelson, Ed	X		50.00	32	17.28		
47109	Nickel, Thomas	X		50.00	34	18.36		
46789	Roesch, Mark E.	X		50.00	34	18.36		
30697	Schaefer, Thomas	X		50.00	30	16.20		
15819	Schmidt, Dennis	X		50.00	0	0.00		
37252	Schraufnagel, Larry	X		50.00	50	27.00		
26089	Stousland, Glenn	X		50.00	20	10.80		
45723	Uttke, Wayne	X		50.00	50	27.00		

**Dodge County Board of Supervisors
August 16, 2016 – 7:00 p.m.
Administration Building - Juneau, Wisconsin**

The August Session of the Dodge County Board of Supervisors was called to order by Chairman Russell Kottke at 7:00 p.m.

The Board rose to say the Pledge of Allegiance.

Roll call was taken by the Clerk with all Supervisors being in attendance with the acceptance of Supervisor Miller who had previously asked to be excused.

The Chairman appointed Richard W. Fink to the County Board to represent District Number 12 which was vacant. Chairman Kottke called upon Supervisor Frohling to escort Mr. Fink forward to be sworn in by the Clerk. The Clerk administered the Oath of Office to Supervisor Fink and welcomed him to the County Board.

Chairman Kottke then appointed Supervisor Fink to fill vacancies on the Finance and Land Conservation Committees. A motion was made by Supervisor Schaefer and seconded by Supervisor Frohling to confirm the appointments. The motion passed by acclamation with no negative votes cast, thereby confirming the appointments.

Chairman Kottke then called for approval of the minutes. A motion was made by Supervisor Muche and seconded by Supervisor Schraufnagel to approve the minutes of the July 19, 2016, session of the County Board meeting as recorded, and dispense with the reading of the minutes. The motion passed by acclamation with no negative votes cast, and was so ordered by the Chairman.

Communications on File

Karen J. Gibson, County Clerk, reported there were no communications on file.

Special Orders of Business

The Chairman called the First Special Order of Business: Confirm appointment made by County Board Chairman. Appoint Supervisor Greshay to fill a vacancy on the Audit Committee. A motion to accept the appointment was made by Supervisor Schmidt and seconded by Supervisor Maly. The motion passed by acclamation with no negative votes cast, thereby approving the appointment.

Old Business

Bill No. 1 Claim for Damage to Animals – Rick Abendroth – Amount Claimed \$11,325.60 – Amount Allowed \$0.00 – Audit Committee. A motion for approval was made by Supervisor Nickel and seconded by Supervisor Stousland. At this time, Supervisor Frohling made a motion to amend the Bill by modifying the amount claimed to \$3,500.00. The motion was seconded by Supervisor Berres. Questions by Supervisors Berres, J. Bobholz, Glewen, Hilbert, Stousland and Johnson answered by Chairman Kottke, Corporation Counsel John Corey, Supervisors Frohling and Berres. Comments by Supervisors Frohling, Maly, Berres, Nickel, Derr and Hilbert. The vote was cast on the amendment with 15 ayes and 17 noes, thereby defeating the amendment.

Ayes: Kottke, Nelson, Marsik, Bennett, Justmann, Uttke, Johnson, Schraufnagel, Caine, Behl, Berres, Houchin, Frohling, Maly, Derr. Total 15.

Noes: Benter, M. Bobholz, J. Bobholz, Greshay, Schaefer, Fink, Muche, Bartsch, Bischoff, Roesch, Schmidt, Duchac, Nickel, Malloy, Hilbert, Stousland, Glewen. Total 17.

Absent: Miller. Total 1.

The vote was then cast on the Bill as presented. Following the vote there was some apparent confusion on what a yes or no vote meant. The Chair clarified what a yes and no vote meant and asked the body to revote on the Bill.

The vote was then recast on the Bill as presented with 25 ayes and 7 noes, thereby approving the Bill and disallowing the Claim.

Ayes: Benter, Kottke, M. Bobholz, Nelson, J. Bobholz, Bennett, Greshay, Justmann, Fink, Muche, Johnson, Schraufnagel, Bischoff, Caine, Behl, Houchin, Roesch, Schmidt, Duchac, Nickel, Malloy, Hilbert, Stousland, Derr, Glewen. Total 25.

Noes: Marsik, Schaefer, Uttke, Bartsch, Berres, Frohling, Maly. Total 7.

Absent: Miller. Total 1.

The following Resolutions, Ordinance and Claim were read by the Clerk and acted upon by the Board:

Resolution No. 16-35 Adjust Compensation Plan – Human Resources and Labor Negotiations Committee. A motion for adoption was made by Supervisor Schmidt and seconded by Supervisor Marsik. The vote was cast with 31 ayes and 1 no, thereby adopting the Resolution.

Ayes: Benter, Kottke, M. Bobholz, Nelson, J. Bobholz, Marsik, Bennett, Greshay, Justmann, Schaefer, Uttke, Fink, Muche, Bartsch, Johnson, Schraufnagel, Bischoff, Caine, Behl, Berres, Houchin, Frohling, Schmidt, Duchac, Nickel, Malloy, Maly, Hilbert, Stousland, Derr, Glewen. Total 31.

No: Roesch. Total 1.

Absent: Miller. Total 1.

Resolution No. 16-36 Direct the Planning, Development and Parks Committee and its Representatives to Negotiate the Terms and Conditions of a Loan to Beaver Dam Cold Storage, LLC – Planning, Development and Parks Committee. A motion for adoption was made by Supervisor Schaefer and seconded by Supervisor Behl. Question by Supervisor Stousland answered by Dean Perlick, Manager of Planning/Economic Development and Ryan Slinger, Director of Warehousing for Beaver Dam Cold Storage. The vote was cast with 30 ayes, 1 no, and 1 abstention, thereby adopting the Resolution.

Ayes: Benter, Kottke, M. Bobholz, Nelson, J. Bobholz, Marsik, Greshay, Justmann, Schaefer, Uttke, Fink, Muche, Bartsch, Johnson, Schraufnagel, Bischoff, Behl, Berres, Houchin, Roesch, Frohling, Schmidt, Duchac, Nickel, Malloy, Maly, Hilbert, Stousland, Derr, Glewen. Total 30.

No: Bennett. Total 1.

Abstain: Caine. Total 1.

Absent: Miller. Total 1.

Resolution No. 16-37 Create One New, Part-Time, Seasonal, Benefited Position of *Parks Crew Leader* – Planning, Development and Parks Committee. A motion for adoption was made by Supervisor Marsik and seconded by Supervisor Muche. Question by Supervisor Houchin answered by Supervisors Frohling and Stousland and Sarah Eske, Human Resources Director. The vote was cast with all voting in the affirmative, thereby adopting the Resolution.

Resolution No. 16-38 Amend Town of Lowell Zoning Ordinance – Kenneth and Joanne Schultz Property – Supervisor Marsik. A motion for adoption was made by Supervisor Marsik and seconded by

Supervisor Behl. Question by Supervisor Malloy answered by Joyce Fiacco, Land Resources and Parks Director. The vote was cast with all voting in the affirmative, thereby adopting the Resolution.

Resolution No. 16-39 Amend Town of Lowell Zoning Ordinance – Craig and Sally Shoemaker Property – Supervisor Marsik. A motion for adoption was made by Supervisor Marsik and seconded by Supervisor Schaefer. Question by Supervisor Bartsch answered by Supervisor Schaefer. The vote was cast with all voting in the affirmative, thereby adopting the Resolution.

Resolution No. 16-40 Amend Town of Theresa Zoning Ordinance – JM Schmidt and Sons, Inc. Property – Supervisor Kottke. A motion for adoption was made by Supervisor Fink and seconded by Supervisor Schaefer. The vote was cast with all voting in the affirmative, thereby adopting the Resolution.

Resolution No. 16-41 Amend Town of Theresa Zoning Ordinance – Frank Verhunce Jr. Property – Supervisor Kottke. A motion for adoption was made by Supervisor Fink and seconded by Supervisor Behl. The vote was cast with all voting in the affirmative, thereby adopting the Resolution.

Resolution No. 16-42 Abolish Four Filled, Funded, Full-Time, Benefited Positions of *Cook/Food Service Worker*, Abolish One Filled, Funded, Full-Time, Benefited Position of *Cook*, Create Four New, Full-Time, Benefited Positions of *Head Cook (AM, PM, Baker Positions)* and Create One New, Full-Time, Benefited Position of *Cook/Production and Ordering Assistant* – Health Facilities Committee. A motion for adoption was made by Supervisor Duchac and seconded by Supervisor Bischoff. Questions by Supervisors Berres, J. Bobholz, Nickel, Houchin and Bartsch answered by Jane Hooper, Clearview Administrator and Sarah Eske, Human Resources Director. Comment by Supervisor Derr. The vote was cast with 30 ayes and 2 noes, thereby adopting the Resolution.

Ayes: Benter, Kottke, M. Bobholz, Nelson, J. Bobholz, Marsik, Bennett, Greshay, Justmann, Schaefer, Uttke, Fink, Muche, Bartsch, Johnson, Schraufnagel, Bischoff, Caine, Behl, Roesch, Frohling, Schmidt, Duchac, Nickel, Malloy, Maly, Hilbert, Stousland, Derr, Glewen. Total 30.

Noes: Berres, Houchin. Total 2.

Absent: Miller. Total 1.

Resolution No. 16-43 State Transportation Funding Request – Highway Committee. A motion for adoption was made by Supervisor Muche and seconded by Supervisor Johnson. Comment by Supervisor Johnson. The vote was cast with all voting in the affirmative, thereby adopting the Resolution.

Resolution No. 16-44 Approve the Cooperative Agreement Relative To Transportation Planning Services In That Portion Of Dodge County Included In The West Bend Urbanized Area – Highway Committee and Planning, Development and Parks Committee. A motion for adoption was made by Supervisor Maly and seconded by Supervisor Schaefer. Question by Supervisor Schmidt answered by Supervisor Schaefer. Comment by Supervisor Johnson. The vote was cast with all voting in the affirmative, thereby adopting the Resolution.

Resolution No. 16-45 Create One New, 0.5 Full-Time Equivalent (FTE), Benefited Position of *Receptionist II* – Law Enforcement Committee. A motion for adoption was made by Supervisor Nickel and seconded by Supervisor Maly. Question by Supervisor J. Bobholz answered by Judge Steven Bauer. Comment by Supervisor Derr. The vote was cast with all voting in the affirmative, thereby adopting the Resolution.

Resolution No. 16-46 Increase One Filled, Funded, 0.7 Full-Time Equivalent (FTE), Benefited Position of *Family Court Counselor* to Full-Time (1.0 FTE) – Law Enforcement Committee. A motion for adoption was made by Supervisor Bischoff and seconded by Supervisor Nickel. The vote was cast with all voting in the affirmative, thereby adopting the Resolution.

Resolution No. 16-47 Create a Dodge County Criminal Justice Collaborating Council – Law Enforcement Committee. A motion for adoption was made by Supervisor Schraufnagel and seconded by Supervisor Bischoff. The vote was cast with 31 ayes and 1 no, thereby adopting the Resolution.

Ayes: Benter, Kottke, M. Bobholz, Nelson, J. Bobholz, Marsik, Greshay, Justmann, Schaefer, Uttke, Fink, Muche, Bartsch, Johnson, Schraufnagel, Bischoff, Caine, Behl, Berres, Houchin, Roesch, Frohling, Schmidt, Duchac, Nickel, Malloy, Maly, Hilbert, Stousland, Derr, Glewen. Total 31.

No: Bennett. Total 1.

Absent: Miller. Total 1.

Resolution No. 16-48 General Fund Transfer - \$60,000.00 – Courts Department – Law Enforcement Committee. A motion for adoption was made by Supervisor Maly and seconded by Supervisor Bischoff. The vote was cast with all voting in the affirmative, thereby adopting the Resolution.

Resolution No. 16-49 Create One New, Full-Time, Benefited Position of *Administrative Support Staff Coordinator* – Law Enforcement Committee. A motion for adoption was made by Supervisor Nickel and seconded by Supervisor Schraufnagel. Question by Supervisor Houchin answered by Sheriff Dale Schmidt. The vote was cast with 31 ayes and 1 no, thereby adopting the Resolution.

Ayes: Benter, Kottke, M. Bobholz, Nelson, J. Bobholz, Marsik, Greshay, Justmann, Schaefer, Uttke, Fink, Muche, Bartsch, Johnson, Schraufnagel, Bischoff, Caine, Behl, Berres, Houchin, Roesch, Frohling, Schmidt, Duchac, Nickel, Malloy, Maly, Hilbert, Stousland, Derr, Glewen. Total 31.

No: Bennett. Total 1.

Absent: Miller. Total 1.

Resolution No. 16-50 Abolish One, Filled, Funded, Full-Time, Benefited Position of *Jail Programs Specialist* and Create One New, Full-Time, Benefited Position of *Programs Corporal – Jail* – Law Enforcement Committee. A motion for adoption was made by Supervisor Schraufnagel and seconded by Supervisor Nickel. The vote was cast with 31 ayes and 1 no, thereby adopting the Resolution.

Ayes: Benter, Kottke, M. Bobholz, Nelson, J. Bobholz, Marsik, Bennett, Greshay, Justmann, Schaefer, Uttke, Fink, Muche, Bartsch, Johnson, Schraufnagel, Bischoff, Caine, Behl, Berres, Roesch, Frohling, Schmidt, Duchac, Nickel, Malloy, Maly, Hilbert, Stousland, Derr, Glewen. Total 31.

No: Houchin. Total 1.

Absent: Miller. Total 1.

Resolution No. 16-51 Authorize and Direct Finance Director to Transfer the Sum of \$1,059,287 from Taxes, Taxes Interest and Penalty to Sheriff Administration, Computer Equipment for Spillman Technologies – Law Enforcement Committee. A motion for adoption was made by Supervisor Bischoff and seconded by Supervisor Nickel. Question by Supervisor Stousland answered by Supervisor Frohling. The vote was cast with all voting in the affirmative, thereby adopting the Resolution.

Resolution No. 16-52 Authorize Clearview Building Siding Removal and Replacement Project – Health Facilities Committee. A motion for adoption was made by Supervisor Schaefer and seconded by Supervisor Bischoff. Question by Supervisor Berres answered by Jane Hooper, Clearview Administrator. The vote was cast with all voting in the affirmative, thereby adopting the Resolution.

Ordinance No. 1 Ordinance No. 956 – All-Terrain Vehicle and Utility Terrain Vehicle Route Specification Ordinance – Highway Committee. A motion for adoption was made by Supervisor Muche and seconded by Supervisor Berres. Questions by Supervisors Bartsch, Houchin and Bennett answered by Brian Field, Highway Commissioner and Sheriff Dale Schmidt. Comment by Supervisor Malloy. The vote was cast with 26 ayes and 6 noes, thereby adopting the Ordinance.

Ayes: Kottke, M. Bobholz, Nelson, J. Bobholz, Marsik, Greshay, Justmann, Schaefer, Fink, Muche, Bartsch, Johnson, Schraufnagel, Bischoff, Caine, Berres, Houchin, Roesch, Frohling, Schmidt, Duchac, Nickel, Maly, Hilbert, Derr, Glewen. Total 26.

Noes: Benter, Bennett, Uttke, Behl, Malloy, Stousland. Total 6.

Absent: Miller. Total 1.

Claim No. 1 Claim by AT&T for money damages in the amount of \$756.57 for costs to repair a pedestal and buried cable was received in the Office of the Dodge County Clerk on July 12, 2016. The claim arises from an incident which is alleged to have occurred on or about June 30, 2016, at 3:30 p.m., in the Town of Beaver Dam, Dodge County, Wisconsin, when an employee of the Dodge County Highway Department, while operating a mower, struck a pedestal and thereby damaged the pedestal and buried cable. AT&T alleges that it cost AT&T \$756.57 for labor and material to repair the pedestal and buried cable. The Clerk read a report from the Executive Committee recommending the claim be disallowed. A motion to approve the disallowance was made by Supervisor Marsik and seconded by Supervisor Schaefer. The vote was cast with 31 ayes and 1 abstention, thereby disallowing the claim.

Ayes: Benter, Kottke, M. Bobholz, Nelson, J. Bobholz, Marsik, Bennett, Greshay, Justmann, Schaefer, Fink, Muche, Bartsch, Johnson, Schraufnagel, Bischoff, Caine, Behl, Berres, Houchin, Roesch, Frohling, Schmidt, Duchac, Nickel, Malloy, Maly, Hilbert, Stousland, Derr, Glewen. Total 31.

Abstain: Uttke. Total 1.

Absent: Miller. Total 1.

The Clerk noted no items had been placed on the Supervisor's desks.

At 8:40 p.m. Supervisor Frohling made a motion to recess until September 20, 2016 at 7:00 p.m. Supervisor Nickel seconded the motion. The motion passed by acclamation, with no negative votes cast, and was so ordered by the Chairman.

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

RESOLUTION NO. 16-35

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

WHEREAS, on August 28, 2012, the Dodge County Board of Supervisors (County Board) adopted Resolution No. 12-41, and thereby:

1. Adopted the written report, including recommendations made by Carlson Dettmann Consulting LLC (Carlson Dettmann) to replace the existing Dodge County employee compensation structures, except the employee compensation structure for the Sheriff's Sworn Union and except for the compensation structure for Dodge County Elected Officials, with a new employee compensation structure consisting of 16 pay grades, 6 steps, control points, and a pay-for-performance component for employees between the control points and the individual grade maximums; and,
2. Authorized and directed the implementation of the new employee compensation structure submitted by Carlson Dettmann for Dodge County employees, as described above, effective January 1, 2013 (Compensation Plan); and,
3. Authorized and directed the Dodge County Human Resources and Labor Negotiations Committee (Committee) to conduct a formal Position Classification Review Process during the month of October, 2012, for employees, including department heads, to request a review of position grading, and that the determinations regarding position grading that will be made by the Committee, after review, shall be final, but shall be subject to future modification by the Committee for good and substantial reasons; and,

WHEREAS, the Committee took formal action on December 15, 2015, to adjust the labor grade structure of the Compensation Plan by adding Labor Grade 17 and Labor Grade 18 to it, so, that, at the present time, there are a total of 18 Labor Grades in the Compensation Plan; and,

WHEREAS, a copy of the Compensation Plan, currently in effect, entitled *Dodge County Compensation Plan Effective: January 1, 2016* (current Compensation Plan), has been marked for identification as Exhibit "A", and has been attached hereto; and,

WHEREAS, on February 17, 2016, the County Board adopted Resolution No. 15-70, and thereby authorized and approved the purchase of compensation consulting services from Carlson Dettmann to conduct a market study, analyze the current Compensation Plan, and make recommendations to the Committee; and,

WHEREAS, Carlson Dettmann has conducted a market study, analyzed the current Compensation Plan, and presented its recommendations to the Committee; and,

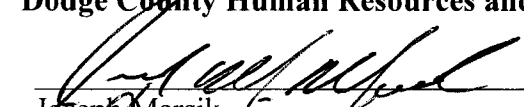
WHEREAS, the Committee has reviewed, considered, and discussed the current Compensation Plan, and the recommendations submitted to it by Carlson Dettmann, and has formed the considered conclusion that it is necessary to make a market rate adjustment of one percent to the Control Point in each Labor Grade of the current Compensation Plan, which will adjust all other steps in each Labor Grade of the current Compensation Plan, accordingly, effective January 1, 2017, followed by a one percent adjustment effective July 1, 2017; and,

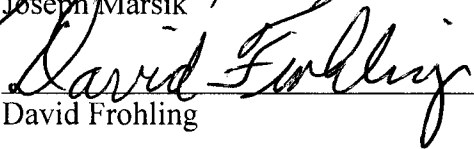
WHEREAS, annually, the Committee will review the current Compensation Plan, and make findings and recommendations regarding the need for any market rate adjustments. The Committee will present its findings and recommendations to the County Board on or before the regularly-scheduled August meeting of the County Board;

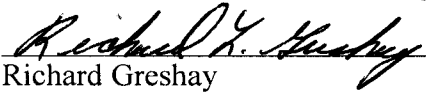
SO, NOW, THEREFORE, BE IT RESOLVED, that the Dodge County Board of Supervisors hereby makes a market adjustment of one percent to the Control Point in each Labor Grade of the *Dodge County Compensation Plan Effective: January 1, 2016* (current Compensation Plan), a photocopy of which has been marked for identification as Exhibit "A", and has been attached hereto, which will adjust all other steps in each Labor Grade of the current Compensation Plan, accordingly, effective January 1, 2017, followed by a one percent adjustment effective July 1, 2017.

All of which is respectfully submitted this 16th day of August, 2016.

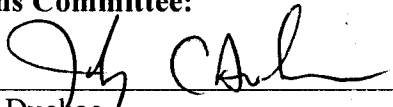
Dodge County Human Resources and Labor Negotiations Committee:

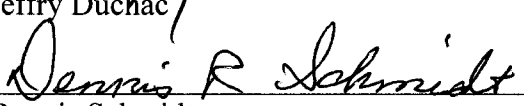


Joseph Marsik


David Frohling


Richard Greshay



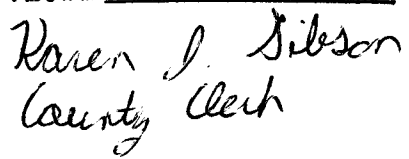
Jeffrey Duchac


Dennis Schmidt

ADOPTED
BY DODGE COUNTY BOARD

AUG 16 2016

AYES 31 NOES 1
ABSENT 0
ABSTAIN 0


Karen J. Sibson
County Clerk

DODGE COUNTY COMPENSATION PLAN
EFFECTIVE JANUARY 1, 2016

Labor Grade	Merit Pay (effective 01/01/16)														Control Point								
	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7A	Step 7B	Step 7C	Step 7D	Step 7E	Step 7F	Step 7G	Step 7H									
1	\$10.89	\$11.20	\$11.51	\$11.82	\$12.13	\$12.44	\$12.60	\$12.75	\$12.91	\$13.06	\$13.22	\$13.37	\$13.53	\$13.68	\$13.84	\$14.00	\$14.15	\$14.31	\$14.46	\$14.62	\$14.77	\$14.93	
2	\$12.81	\$13.18	\$13.54	\$13.91	\$14.27	\$14.64	\$14.82	\$15.01	\$15.19	\$15.37	\$15.56	\$15.74	\$15.92	\$16.10	\$16.29	\$16.47	\$16.65	\$16.84	\$17.02	\$17.20	\$17.39	\$17.57	\$17.75
3	\$14.74	\$15.16	\$15.58	\$16.00	\$16.42	\$16.84	\$17.05	\$17.26	\$17.47	\$17.68	\$17.89	\$18.10	\$18.31	\$18.52	\$18.73	\$18.95	\$19.16	\$19.37	\$19.58	\$19.79	\$20.00	\$20.21	\$20.42
4	\$16.66	\$17.14	\$17.61	\$18.09	\$18.56	\$19.04	\$19.28	\$19.52	\$19.75	\$19.99	\$20.23	\$20.47	\$20.71	\$20.94	\$21.18	\$21.42	\$21.66	\$21.90	\$22.13	\$22.37	\$22.61	\$22.85	\$23.09
5	\$18.59	\$19.12	\$19.65	\$20.18	\$20.71	\$21.24	\$21.51	\$21.77	\$22.04	\$22.30	\$22.57	\$22.83	\$23.09	\$23.36	\$23.63	\$23.90	\$24.16	\$24.43	\$24.69	\$24.96	\$25.22	\$25.49	\$25.75
6	\$20.51	\$21.10	\$21.68	\$22.27	\$22.85	\$23.44	\$23.73	\$24.03	\$24.32	\$24.61	\$24.91	\$25.20	\$25.49	\$25.78	\$26.08	\$26.37	\$26.66	\$26.96	\$27.25	\$27.54	\$27.84	\$28.13	\$28.43
7	\$22.44	\$23.08	\$23.72	\$24.36	\$25.00	\$25.64	\$25.96	\$26.28	\$26.60	\$26.92	\$27.24	\$27.56	\$27.88	\$28.20	\$28.52	\$28.85	\$29.17	\$29.49	\$29.81	\$30.13	\$30.45	\$30.77	\$31.09
8	\$24.36	\$25.06	\$25.75	\$26.45	\$27.14	\$27.84	\$28.19	\$28.54	\$28.88	\$29.23	\$29.58	\$29.93	\$30.28	\$30.62	\$30.97	\$31.32	\$31.67	\$32.02	\$32.36	\$32.71	\$33.06	\$33.41	\$33.76
9	\$26.29	\$27.04	\$27.79	\$28.54	\$29.29	\$30.04	\$30.42	\$30.79	\$31.17	\$31.54	\$31.92	\$32.29	\$32.67	\$33.04	\$33.42	\$33.80	\$34.17	\$34.55	\$34.92	\$35.30	\$35.67	\$36.05	\$36.43
10	\$28.21	\$29.02	\$29.82	\$30.63	\$31.43	\$32.24	\$32.64	\$33.05	\$33.45	\$33.85	\$34.26	\$34.66	\$35.06	\$35.46	\$35.87	\$36.27	\$36.67	\$37.08	\$37.48	\$37.88	\$38.29	\$38.69	\$39.09
11	\$30.14	\$31.00	\$31.86	\$32.72	\$33.58	\$34.44	\$34.87	\$35.30	\$35.73	\$36.16	\$36.59	\$37.02	\$37.45	\$37.88	\$38.31	\$38.75	\$39.18	\$39.61	\$40.04	\$40.47	\$40.90	\$41.33	\$41.76
12	\$32.06	\$32.98	\$33.89	\$34.81	\$35.72	\$36.64	\$37.10	\$37.56	\$38.01	\$38.47	\$38.93	\$39.39	\$39.85	\$40.30	\$40.76	\$41.22	\$41.68	\$42.14	\$42.59	\$43.05	\$43.51	\$43.97	\$44.43
13	\$33.99	\$34.96	\$35.93	\$36.90	\$37.87	\$38.84	\$39.33	\$39.81	\$40.30	\$40.78	\$41.27	\$41.75	\$42.24	\$42.72	\$43.21	\$43.70	\$44.18	\$44.67	\$45.15	\$45.64	\$46.12	\$46.61	\$47.09
14	\$35.87	\$37.93	\$39.98	\$42.03	\$44.09	\$46.14	\$46.67	\$47.19	\$47.72	\$48.25	\$48.77	\$49.30	\$49.83	\$50.36	\$50.89	\$51.42	\$51.95	\$52.48	\$53.01	\$53.54	\$54.07	\$54.60	\$55.13
15	\$40.72	\$41.89	\$43.05	\$44.21	\$45.38	\$46.54	\$47.12	\$47.70	\$48.29	\$48.87	\$49.45	\$50.03	\$50.61	\$51.19	\$51.78	\$52.36	\$52.94	\$53.52	\$54.10	\$54.68	\$55.27	\$55.85	\$56.43
16	\$44.57	\$45.85	\$47.12	\$48.39	\$49.67	\$50.94	\$51.58	\$52.21	\$52.85	\$53.49	\$54.12	\$54.76	\$55.40	\$56.03	\$56.67	\$57.31	\$57.94	\$58.58	\$59.22	\$59.85	\$60.49	\$61.13	\$61.76
17	\$48.42	\$49.81	\$51.19	\$52.57	\$53.96	\$55.34	\$56.03	\$56.72	\$57.42	\$58.11	\$58.80	\$59.49	\$60.18	\$60.87	\$61.57	\$62.26	\$62.95	\$63.64	\$64.33	\$65.02	\$65.72	\$66.41	\$67.10
18	\$52.27	\$53.77	\$55.26	\$56.75	\$58.25	\$59.74	\$60.49	\$61.23	\$61.98	\$62.73	\$63.47	\$64.22	\$64.97	\$65.71	\$66.46	\$67.21	\$67.95	\$68.70	\$69.45	\$70.19	\$70.94	\$71.69	\$72.43

Exhibit "A"

RESOLUTION 16-36

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

WHEREAS, the request of Beaver Dam Cold Storage, LLC for a \$400,000 loan through the Dodge County Revolving Loan Fund has been recommended by the Dodge County Revolving Loan Advisory Committee, and

WHEREAS, the proceeds of said loan would be used to help Beaver Dam Cold Storage, LLC purchase refrigeration equipment needed for a new cold storage facility within the City of Beaver Dam, and

WHEREAS, the proposed project is substantially in conformance with criteria established for the review of loan applications, and

WHEREAS, the City of Beaver Dam and Dodge County would benefit from the addition of at least 13 new full-time jobs, and

WHEREAS, the Land Resources and Parks Department and the Revolving Loan Advisory Committee have reviewed the proposal with the applicant and their financial representative;

SO, NOW, THEREFORE BE IT RESOLVED that the Planning, Development and Parks Committee and its representatives are hereby directed to negotiate the terms and conditions of a \$400,000 loan to Beaver Dam Cold Storage, LLC.

All of which is respectfully submitted this 16th day of August, 2016.

ADOPTED
BY DODGE COUNTY BOARD

AUG 16 2016

AYES	<u>30</u>	NOES	<u>1</u>
ABSENT	<u>1</u>		
ABSTAIN	<u>1</u>		

Karen J. Gibson
County Clerk

Thomas Schaefer

Allen Kehl

William T. Muehe

Janice K. Bohrer

DODGE COUNTY PLANNING
DEVELOPMENT AND PARKS COMMITTEE

**DODGE COUNTY REVOLVING LOAN ADVISORY COMMITTEE
MINUTES
July 19, 2016**

The Dodge County Revolving Loan Advisory Committee met on July 19, 2016 at 3:00 p.m. in Room 302 on the 3rd Floor of the Administration Building, Juneau, Wisconsin.

John Zanghi called the meeting to order at 3:03 p.m. Roll Call was taken. Members present were John Zanghi, Karen Coley, Robert Ballweg, Chris Connaughty and Matthew Gibbs.

Dean Perlick noted that a quorum was present.

Absent: Chuck Schranz.

Others Present: Greg and Jean Barnett, Beaver Dam Cold Storage, LLC; Ryan Slinger, Beaver Dam Cold Storage, LLC.

Staff present at the request of the Chairman: Dean Perlick.

Approval of Minutes from June 22, 2016 Meeting

The minutes of the June 22, 2016 meeting were reviewed by the Committee.

Motion by Coley to approve the minutes from the June 22, 2016 meeting as submitted;

Seconded by Gibbs.

Vote 5-0

Motion carried

Beaver Dam Cold Storage, LLC – Request for \$400,000 Loan

Ryan Slinger and Greg and Jean Barnett from Beaver Dam Cold Storage, LLC explained the business operation and the reason for the loan request. The loan proceeds would be used to help purchase the refrigeration equipment needed for the new facility. At least 13 new full-time jobs would be created. Up to 37 new jobs would be created if we calculate the number of new jobs based on the current employment at their existing facility in Beaver Dam. The new Beaver Dam Cold Storage Facility would be constructed in the 151 Business Park in Beaver Dam. The facility would be the only Safe Quality Foods warehouse in Wisconsin.

Motion by Connaughty to submit a favorable recommendation to the Planning, Development and Parks Committee on the request to make a loan from the Revolving Loan Fund to Beaver Dam Cold Storage LLC for \$400,000 subject to the following conditions:

1. Length of the loan to be 10 years, amortized on a 20 year basis.
2. Interest rate to be fixed at 3.50%.
3. Creation of at least 13 new full-time equivalent jobs over a 4 year period.
4. Collateral would be 2nd position on all real estate owned by Greg and Jean Barnett.
5. Interest only payments will begin 30 days after the closing date. Full loan payment will begin 12 months after the loan closing date.

It was noted by the Committee that the reason for allowing real estate type length of loan terms on an equipment loan is that the collateral offered is real estate.

Seconded by Ballweg

Vote 4-0 (Zanghi abstained)

Motion carried

Dodge County Land Resources and Parks Department

Administration Building
127 East Oak Street Juneau, WI 53039

DATE: August 8, 2016
 TO: Supervisors, Dodge County Board of Supervisors
 FROM: Bill Ehlenbeck, Parks & Trails Manager
 Joyce Fiacco, Director

SUBJECT: County Board Resolution 16-37
 Create seasonal Parks Crew Leader position

New seasonal park position request:

The Land Resources and Parks Department has studied and analyzed the Parks and Trails Division operational, developmental, maintenance, customer service, safety and staffing needs. It has been determined that these needs would be better met by creating a focused and skilled part-time seasonal Parks Crew Leader position to help coordinate needed maintenance, repair, construction and operational projects within the Parks system. Many important on-going and one-time projects and tasks are not very sustainable and are being deferred due to staff limitations. These deferred projects are increasing eventual costs, are leading to more unsightly facilities and adding to potential safety and liability concerns which could result in reduced park visitation and park revenues, which are currently at all-time highs.

Comparing 2015 and 1996 illustrates the success of the parks operation and highlights the current need. *1996 was the 1st year the parks were under Land Resources & Parks Dept. (Planning & Development)*

Dodge County Parks	1996	2015	% Change
# of Park Acres Managed	157	382	+ 143%
# of Campsite Rentals	3,492	6,346	+ 82%
Camping Revenues	\$31,635	\$133,079	+ 321%
Firewood Revenues	\$2,752	\$21,106	+ 667%
Watercraft Rentals	\$0	\$6061	NA
Shelter Revenues	\$1,795	\$11,130	+ 520%
# of Park Staff	10	10	0%

The Parks Crew Leader position would improve:

- **Safety and efficiency** by allowing for a 2 person crew for chain-sawing and other hazardous work
- **Responsiveness** to hazard/downed tree issues and mechanical or facility breakdowns
- **Volunteer** recruitment, training and oversight (camp hosts, inmate crews, scouts, etc.)
- **Revenues** by keeping up with firewood and watercraft rental demands
- **Support for seasonal staff** for time off needs

The annual cost of this seasonal position is estimated at about \$23,000 plus benefits. We believe the needs of the Parks system, and ultimately our customers can best be met with the creation of this position working from about mid-February to mid- December for up to 1500 hours.

If you have any questions prior to the meeting, please feel free to contact us at (920) 386-3700.

RESOLUTION NO. 16-37

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

WHEREAS, the Dodge County Planning, Development and Parks Committee has studied and analyzed staffing needs at the Dodge County Land Resources and Parks Department; and,

WHEREAS, as a result of these studies and analyses, the Planning, Development and Parks Committee recommends that the Dodge County Board of Supervisors create the following position in the Land Resources and Parks Department to better meet Department needs, effective February 15, 2017:

- 1. Create one new, part-time, seasonal, benefited position of *Parks Crew Leader*; and,

WHEREAS, a job description for the proposed position of *Parks Crew Leader* has been marked for identification as Exhibit "A", has been attached hereto; and,

WHEREAS, it is the responsibility of the Dodge County Human Resources and Labor Negotiations Committee to establish the wage rate for the proposed new, part-time, seasonal, benefited position of *Parks Crew Leader* in the Land Resources and Parks Department; and,

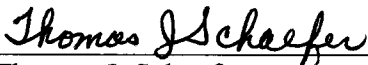
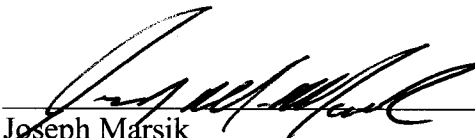
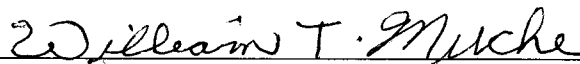
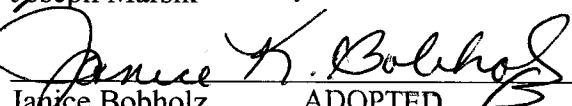


WHEREAS, it is reasonably anticipated that the Dodge County Board of Supervisors will appropriate funds in the 2017 Dodge County Budget sufficient to pay wages and fringe benefits for the proposed position of *Parks Crew Leader* during calendar year 2017;

SO, NOW, THEREFORE, BE IT RESOLVED, that the Dodge County Board of Supervisors hereby creates the following position in the Land Resources and Parks Department, effective February 15, 2017:

- 1. Creates one new, part-time, seasonal, benefited position of *Parks Crew Leader*.

All of which is respectfully submitted this 16th day of August, 2016.

Dodge County Planning, Development and Parks Committee:

 Thomas J. Schaefer	 Joseph Marsik
 William Muche	 Janice Bobholz
 Allen Behl	ADOPTED BY DODGE COUNTY BOARD 

AUG 16 2016

AYES	<u>32</u>	NOES	<u>0</u>
ABSENT	<u>0</u>		
ABSTAIN	<u>0</u>		

Raven J. Gibson, county clerk

JOB TITLE: Parks Crew Leader	FLSA STATUS: Non-exempt
DEPARTMENT: Land Resources and Parks	REPORTS TO: Manager Parks & Trails
LOCATION: Dodge County Parks	DATE: DRAFT
LABOR GRADE: TBD	REVISED:

OVERALL PURPOSE/SUMMARY

Under general direction of Manager, Parks & Trails, and in coordination with Parks Foreman, serves as lead worker and coordinator for park and trail maintenance, repair, construction and operational projects and other assigned tasks throughout park system. Also serves as assistant to Parks Foreman and fills in for park attendants or caretakers when needed.

PRINCIPAL DUTIES AND RESPONSIBILITIES

1. Plans, coordinates, directs and assists park staff, volunteers and other work crews to carry out park maintenance, repair, construction and operational projects.
2. Assists Parks Foreman with purchase and delivery of parts, supplies and equipment as needed.
3. Assists in weekly collection of park receipts, fees and reports from Park Attendants and turns into central office.
4. Assists Parks Foreman with equipment and facility troubleshooting and repairs.
5. Coordinates volunteer programs, including recruitment, training, tracking and/or supervision of camp hosts, inmate crews, Adopt-A-Trail groups, scouts, school groups, and others.
6. Monitors firewood supply and leads cutting, splitting, hauling and stacking to ensure sufficient supply for camping season.
7. Keeps Parks Manager and Parks Foreman informed of problems, incidents, needs and status of assigned projects.
8. Coordinates work and vacation schedules of attendants and caretakers and covers in their absence when needed.
9. Assists Parks Foreman and park caretakers and attendants with their duties as necessary.
10. Regular attendance and punctuality required.
11. Performs related duties as may be required or assigned.

JOB SPECIFICATION

KNOWLEDGE, SKILLS, AND ABILITIES

Considerable knowledge of and proficiency in the use and maintenance of power equipment, chain saws, machinery and tools. Considerable knowledge of electrical, plumbing and heating system and equipment. Considerable knowledge of safety related to electricity, cleaning chemicals, herbicide/pesticide application, power equipment and general maintenance work. Considerable carpentry and construction knowledge and skills. Ability to follow drawings, plans or prints to carry out a project and ability to lead work crews according to the plans. Ability to maintain a friendly disposition to the public and a good working relationship with staff, work crews and contractors. Considerable knowledge and understanding of park administration policies, procedures, rules, laws and regulations and ability to relate same to the public and other park staff. Thorough knowledge of and familiarity with all County Park facilities and resources. Ability to understand and effectively carry out instructions, follow policies and procedures and work with little supervision. Ability to maintain efficient and organized records. Working knowledge of Microsoft Office (Word/Excel/Outlook) and Internet and email software. Welding, steel fabrication and familiarity with metal work desirable. Must meet requirements of Dodge County Driver Qualification Policy.

EDUCATION AND EXPERIENCE

High school diploma or GED equivalent and minimum of two (2) years experience in general grounds, building and equipment maintenance and custodial work and/or public service and camping. Some related post high school course work in recreation, natural resources, conservation or land management, preferred, as well as Foreman and/or lead position experience. Equivalent combination of education and experience which provides necessary knowledge, skills and abilities will be considered. Satisfactory completion of Chain Saw safety certification course preferred.

WORKING CONDITIONS

Works primarily outdoors; may be subject to hot and cold temperature extremes, windy and wet weather. Works in varied terrain and vegetation, including wooded areas, fields, steep topography, wet areas. Inclement weather work may be done under shelters or in shop with slight protection from the weather. May be exposed to periodic intense noise and hazards such as mechanical, electrical, chemical and heights. May have necessity to deal with upset or hostile individuals. Flexible work hours but needs to be available for occasional weekend and night work as necessary or assigned.

PHYSICAL DEMANDS

The County of Dodge is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

ACKNOWLEDGEMENTS	FOR HUMAN RESOURCE USE
EMPLOYEE SIGNATURE:	ANALYST(S):
DATE:	DATE:
FOREMAN SIGNATURE:	
DATE:	

The principal duties and responsibilities shown are all essential job functions except for those indicated with an asterisk (*).

THIS POSITION DESCRIPTION SUPERSEDES ALL PRIOR DESCRIPTIONS.

RESOLUTION # 16-38

TO THE HONORABLE BOARD OF SUPERVISORS
OF DODGE COUNTY, WISCONSIN

WHEREAS, Dodge County, a corporate body under the laws of the State of Wisconsin, has adopted a Comprehensive Zoning Code which is full force and effect; and

WHEREAS, the Town Board of the Town of Lowell has amended the Town of Lowell Zoning Code, the power to adopt and amend the Zoning Code having been granted pursuant to Section 60.62, Wisconsin Statutes, which grants Towns authorized to exercise village powers the ability to adopt and amend a Zoning Code under Section 61.35 and Section 62.23, Wisconsin Statutes; and

WHEREAS, pursuant to Section 60.62(3), Wisconsin Statutes, the amendment of a Town Zoning Code by a Town Board is subject to approval of the County Board in counties having a Comprehensive Zoning Code in full force and effect; and

WHEREAS, a public hearing of a proposed amendment to the Town of Lowell Zoning Code official Zoning District Map was held before the Lowell Town Board on June 14, 2016; and

WHEREAS, the proposed Zoning district map amendment to the Town of Lowell Zoning Code was adopted by Ordinance by the Lowell Town Board on June 14, 2016, as set forth and attached hereto as "Exhibit A";

THEREFORE, BE IT RESOLVED, that the amendment to the Town of Lowell Zoning Code as represented by "Exhibit A" attached hereto and made a part of this Resolution be and hereby are APPROVED, by the Board of Supervisors of Dodge County, Wisconsin.

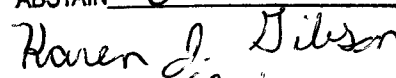
All of which is respectfully submitted this 16th day of August, 2016.


Joseph Marsik, County Supervisor

ADOPTED
BY DODGE COUNTY BOARD

AUG 16 2016

AYES 32 NOES 0
ABSENT _____
ABSTAIN 0


Karen J. Gibson
County Clerk


REPORT to Res. 16-38


TO THE HONORABLE DODGE COUNTY BOARD OF SUPERVISORS

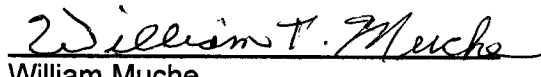
We the Dodge County Planning, Development and Parks Committee, hereby report favorably on the petition of Kenneth and Joanne Schultz requesting amendment of the Zoning Ordinance, Town of Lowell, Dodge County, Wisconsin, to rezone approximately 3-acres of land from an AG General Agricultural Zoning District to an RC1 Rural Cluster Residential Overlay Zoning District in part of the NW ¼, SW ¼, Section 1, T10N, R14E, Town of Lowell to allow for the creation of a non-farm residential lot at this location and recommend approval of the resolution submitted by the Town of Lowell for this rezoning petition.

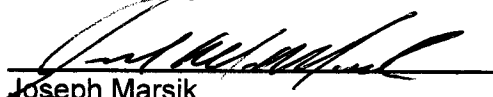
The committee has reviewed the rezoning petition in accord with s. 60.62(3) Wisconsin Statutes and finds the proposed rezoning petition is consistent with the County's Comprehensive Plan as the site is designated as general agriculture which may allow for limited residential development.

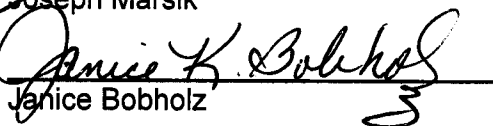
Respectfully submitted this 16th day of August, 2016


Tom Schaefer


Allen Behl


William Muche


Joseph Marsik


Janice Bobholz

Planning, Development and Parks
Committee

Kenneth & Joanne Schultz Town of Lowell, Sec. 1 (1014)

The data used to create this map is a compilation of records, information, and data from various city, county and state offices, and other sources. This map is only for informational purposes and does not replace a survey. It may not be used for any legal purpose. Dodge County assumes no liability for any use or misuse of this information.

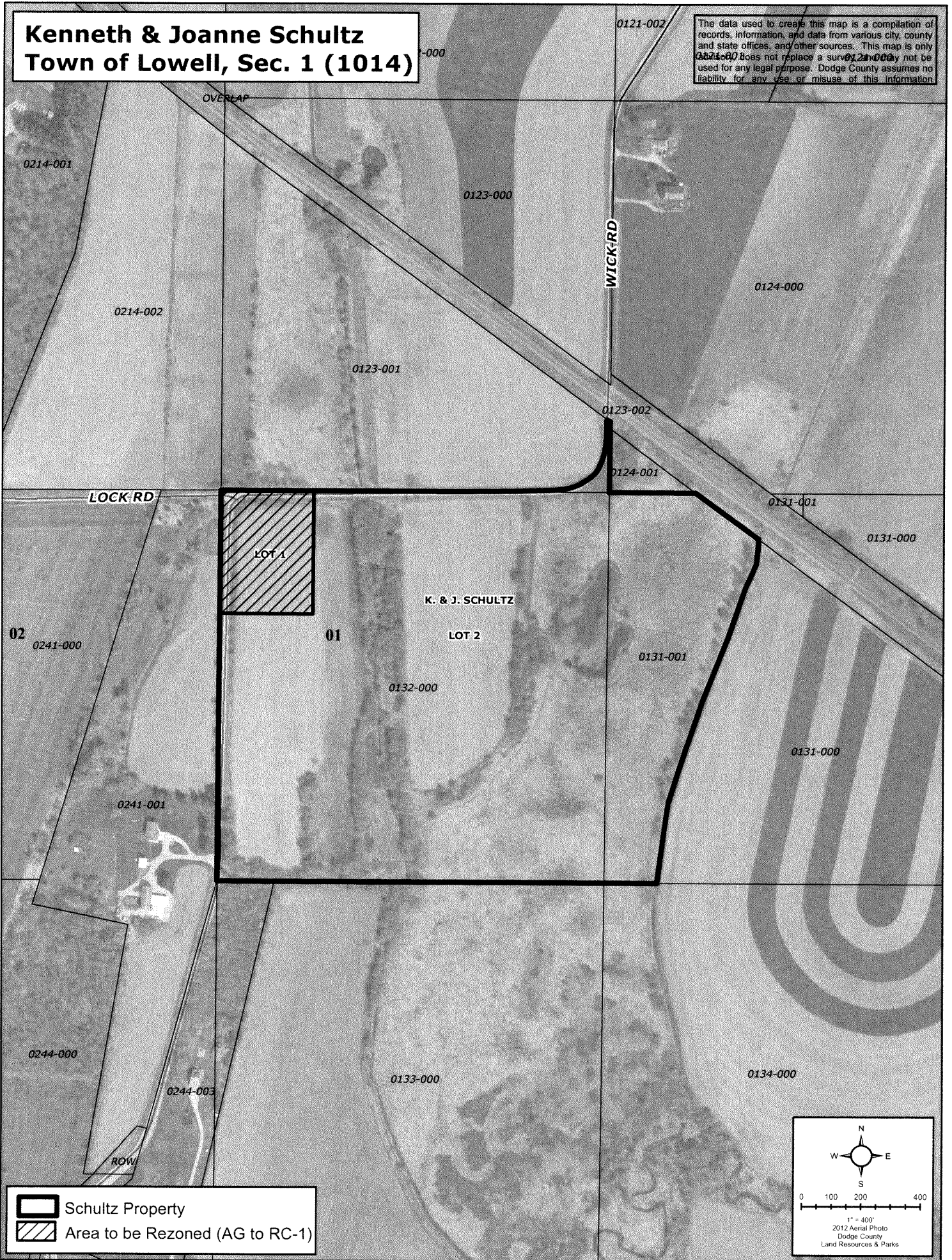


Exhibit "A"

RESOLUTION # 16-39

TO THE HONORABLE BOARD OF SUPERVISORS
OF DODGE COUNTY, WISCONSIN

WHEREAS, Dodge County, a corporate body under the laws of the State of Wisconsin, has adopted a Comprehensive Zoning Code which is full force and effect; and

WHEREAS, the Town Board of the Town of Lowell has amended the Town of Lowell Zoning Code, the power to adopt and amend the Zoning Code having been granted pursuant to Section 60.62, Wisconsin Statutes, which grants Towns authorized to exercise village powers the ability to adopt and amend a Zoning Code under Section 61.35 and Section 62.23, Wisconsin Statutes; and

WHEREAS, pursuant to Section 60.62(3), Wisconsin Statutes, the amendment of a Town Zoning Code by a Town Board is subject to approval of the County Board in counties having a Comprehensive Zoning Code in full force and effect; and

WHEREAS, a public hearing of a proposed amendment to the Town of Lowell Zoning Code official Zoning District Map was held before the Lowell Town Board on July 5, 2016; and

WHEREAS, the proposed Zoning district map amendment to the Town of Lowell Zoning Code was adopted by Ordinance by the Lowell Town Board on July 12, 2016, as set forth and attached hereto as "Exhibit A";

THEREFORE, BE IT RESOLVED, that the amendment to the Town of Lowell Zoning Code as represented by "Exhibit A" attached hereto and made a part of this Resolution be and hereby are APPROVED, by the Board of Supervisors of Dodge County, Wisconsin.

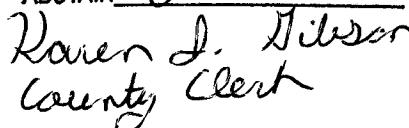
All of which is respectfully submitted this 16th day of August, 2016.


Joseph Marsik, County Supervisor

ADOPTED
BY DODGE COUNTY BOARD

AUG 16 2016

AYES 32 NOES 0
ABSENT 0
ABSTAIN 0


Karen J. Gibson
County Clerk

REPORT to Res. 16-39


TO THE HONORABLE DODGE COUNTY BOARD OF SUPERVISORS

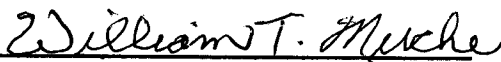
We the Dodge County Planning, Development and Parks Committee, hereby report favorably on the petition of Craig and Sally Shoemaker requesting amendment of the Zoning Ordinance, Town of Lowell, Dodge County, Wisconsin, to rezone approximately 25-acres of land from an AG General Agricultural Zoning District to an RC1 Rural Cluster Residential Zoning District in part of the SE ¼, SE ¼, Section 27, T11N, R14E, Town of Lowell, to allow for the creation of a non-farm residential lot at this location and recommend approval of the resolution submitted by the Town of Lowell for this rezoning petition.

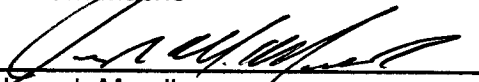
The committee has reviewed the rezoning petition in accord with s. 60.62(3) Wisconsin Statutes and finds the proposed rezoning petition is consistent with both the Town's and the County's Comprehensive Plan as the site is designated as general agriculture which may allow for limited residential development.

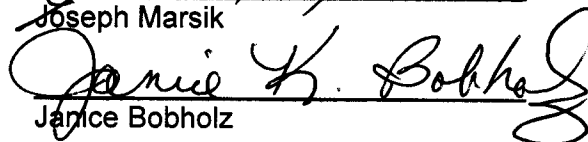
Respectfully submitted this 16th day of August, 2016


Tom Schaefer


Allen Behl


William Muehe


Joseph Marsik


Janice Bobholz

Planning, Development and Parks
Committee

EXHIBIT "A"

Legal Description
Craig & Sally Shoemaker

Craig A. Shoemaker and Sally A. Shoemaker parent parcel owned in Sections 26 and 27, T11N-R14E, Town of Lowell, Dodge County, Wisconsin:
NW1/4-SW1/4 Section 26 (PIN 032-1114-2632-000);
SW1/4-SW1/4 Section 26 (PIN 032-1114-2633-000);
SE1/4-SE1/4 Section 27 (PIN 032-1114-2744-000) ; and the
East 26-2/3 Acres of the NE1/4-SE1/4 Section 27 (PIN 032-1114-2741-000).

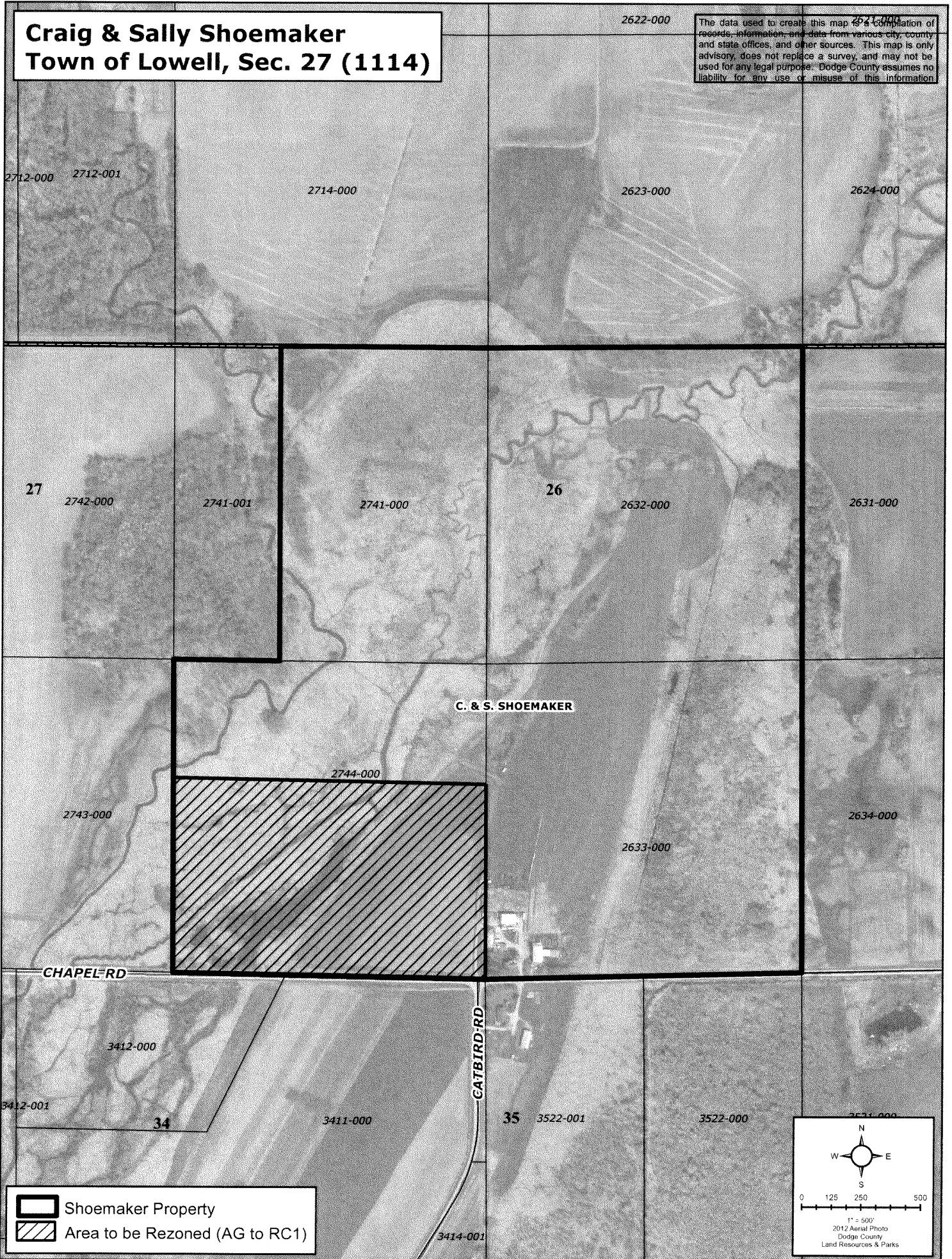
Description of the 25.02 Acres of the RC-1 Rural Cluster Overlay District



The south 862.32 feet of the SE1/4-SE1/4 of Section 27, T11N-R14E, Town of Lowell, Dodge County, Wisconsin, more particularly described as the following:


Commencing at the SE Corner of Section 27,
thence N88°50'14"W, 1319.02 feet to the SW Corner of this SE1/4-SE1/4;
thence N0°00'41"W, 826.32 feet along the west line of the East 1/2 of the SE1/4 of Section 27;
thence S88°50'14"E, 1319.43 feet to the east line of this SE1/4;
thence S0°01'02"W, 826.32 feet along the east line of this SE1/4 to the point of beginning, containing 25.02 acres.
¼ of the SW ¼ of Section 1, T.10N, R.14E. Town of Lowell, Dodge County, Wisconsin.

Craig & Sally Shoemaker Town of Lowell, Sec. 27 (1114)

The data used to create this map is a compilation of records, information, and data from various city, county and state offices, and other sources. This map is only advisory, does not replace a survey, and may not be used for any legal purpose. Dodge County assumes no liability for any use or misuse of this information.



 Shoemaker Property
 Area to be Rezoned (AG to RC1)


 0 125 250 500
 1" = 500'
 2012 Aerial Photo
 Dodge County
 Land Resources & Parks

RESOLUTION # 16-40

TO THE HONORABLE BOARD OF SUPERVISORS OF DODGE COUNTY, WISCONSIN

MEMBERS:

WHEREAS, Dodge County, a Body Corporate under the laws of the State of Wisconsin, had adopted a comprehensive zoning ordinance which is in full force and effect, and

WHEREAS, the Town Board of the Town of Theresa has adopted a Town Zoning Ordinance for said town, the power to adopt a Town Zoning Ordinance having been granted by a referendum vote of the electors of the Town of Theresa held at the time of a regular annual town meeting, and

WHEREAS, pursuant to Section 60.62(3) of the Wisconsin Statutes adoption and amendment of a town zoning ordinance by a town board is subject to approval of the county board in counties having a zoning ordinance in force and effect, and

WHEREAS, a public hearing as to the proposed amendment to the Town Zoning Ordinance of the Town of Theresa was held by the Town Plan Commission of the Town of Theresa on June 15th, 2016, the proposed amendment to the zoning ordinance of the Town of Theresa having been adopted by the Town Board of the Town of Theresa on July 5th, 2016.

THEREFORE BE IT RESOLVED, that the amendment to the Town Zoning Ordinance of the Town of Theresa as represented by "the site map" attached to and made a part of this resolution be and hereby is approved, by the Board of Supervisors of Dodge County, Wisconsin.

All of which is respectfully submitted this 16th day of August, 2016.

ADOPTED
BY DODGE COUNTY BOARD

Russell Kathe
Dodge County Board Supervisor

AUG 16 2016

AYES 32 NOES 0
ABSENT 0
ABSTAIN 0

Raven J. Wilson
County Clerk


REPORT to Res. 16-40

TO THE HONORABLE DODGE COUNTY BOARD OF SUPERVISORS

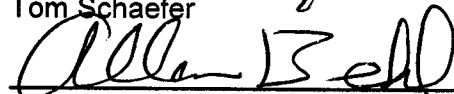
We the Dodge County Planning, Development and Parks Committee, hereby report favorably on the petition of JM Schmidt and Sons Inc. requesting amendment of the Zoning Ordinance, Town of Theresa, Dodge County, Wisconsin, to rezone approximately 1.67-acres of land from an A-2 General Agricultural Zoning District to an A-1 Farmland Preservation Zoning District in part of the SE ¼, SW ¼, Section 34, T12N, R17E, Town of Theresa for the purpose of agricultural use and recommend approval of the resolution submitted by the Town of Theresa for this rezoning petition.

The committee has reviewed the rezoning petition in accord with s. 60.62(3) Wisconsin Statutes and finds the proposed rezoning petition is consistent with the County's Comprehensive Plan as the site is designated as general agriculture which allows for agricultural use.


Respectfully submitted this 16th day of August, 2016




Tom Schaefer



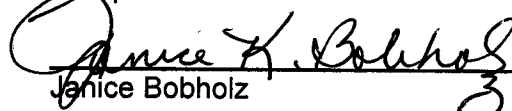
Allen Behl



William Muehe



Joseph Marsik





Janice Bobholz

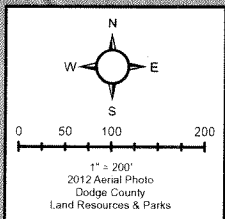
Planning, Development and Parks
Committee

**JM Schmidt & Sons
Town of Theresa, Sec. 34**

The data used to create this map is a compilation of records, information, and data from various city, county and state offices, and other sources. This map is only advisory, does not replace a survey, and may not be used for any legal purpose. Dodge County assumes no liability for any use or misuse of this information.



 JM Schmidt & Sons Property
 Area to be Rezoned (A2 - A1)



RESOLUTION # 16-41

TO THE HONORABLE BOARD OF SUPERVISORS OF DODGE COUNTY, WISCONSIN

MEMBERS:

WHEREAS, Dodge County, a Body Corporate under the laws of the State of Wisconsin, had adopted a comprehensive zoning ordinance which is in full force and effect, and

WHEREAS, the Town Board of the Town of Theresa has adopted a Town Zoning Ordinance for said town, the power to adopt a Town Zoning Ordinance having been granted by a referendum vote of the electors of the Town of Theresa held at the time of a regular annual town meeting, and

WHEREAS, pursuant to Section 60.62(3) of the Wisconsin Statutes adoption and amendment of a town zoning ordinance by a town board is subject to approval of the county board in counties having a zoning ordinance in force and effect, and

WHEREAS, a public hearing as to the proposed amendment to the Town Zoning Ordinance of the Town of Theresa was held by the Town Plan Commission of the Town of Theresa on June 15th, 2016, the proposed amendment to the zoning ordinance of the Town of Theresa having been adopted by the Town Board of the Town of Theresa on July 5th, 2016.

THEREFORE BE IT RESOLVED, that the amendment to the Town Zoning Ordinance of the Town of Theresa as represented by "the site map" attached to and made a part of this resolution be and hereby is approved, by the Board of Supervisors of Dodge County, Wisconsin.

All of which is respectfully submitted this 16th day of August, 2016.

ADOPTED
BY DODGE COUNTY BOARD

Russell Kathe
Dodge County Board Supervisor

AUG 16 2016

AYES 32 NOES 0
ABSENT 0
ABSTAIN 0

Raren J. Gibson
County Clerk

REPORT to Res. 16-41

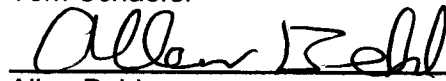
TO THE HONORABLE DODGE COUNTY BOARD OF SUPERVISORS

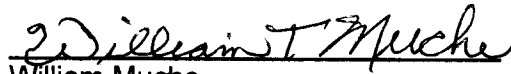
We the Dodge County Planning, Development and Parks Committee, hereby report favorably on the petition of Frank Verhunce Jr. requesting amendment of the Zoning Ordinance, Town of Theresa, Dodge County, Wisconsin, to rezone approximately 5-acres of land from an A-1 Farmland Preservation Zoning District to an A-2 General Agricultural Zoning District in part of the SE ¼, SW ¼, Section 34, T12N, R17E, Town of Theresa to allow for the creation of a non-farm residential lot and recommend approval of the resolution submitted by the Town of Theresa for this rezoning petition.

The committee has reviewed the rezoning petition in accord with s. 60.62(3) Wisconsin Statutes and finds the proposed rezoning petition is consistent with the County's Comprehensive Plan as the site is designated as general agriculture which may allow for limited residential development.

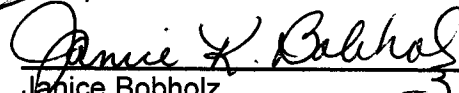
Respectfully submitted this 16th day of August, 2016


Tom Schaefer


Allen Behl


William Muche

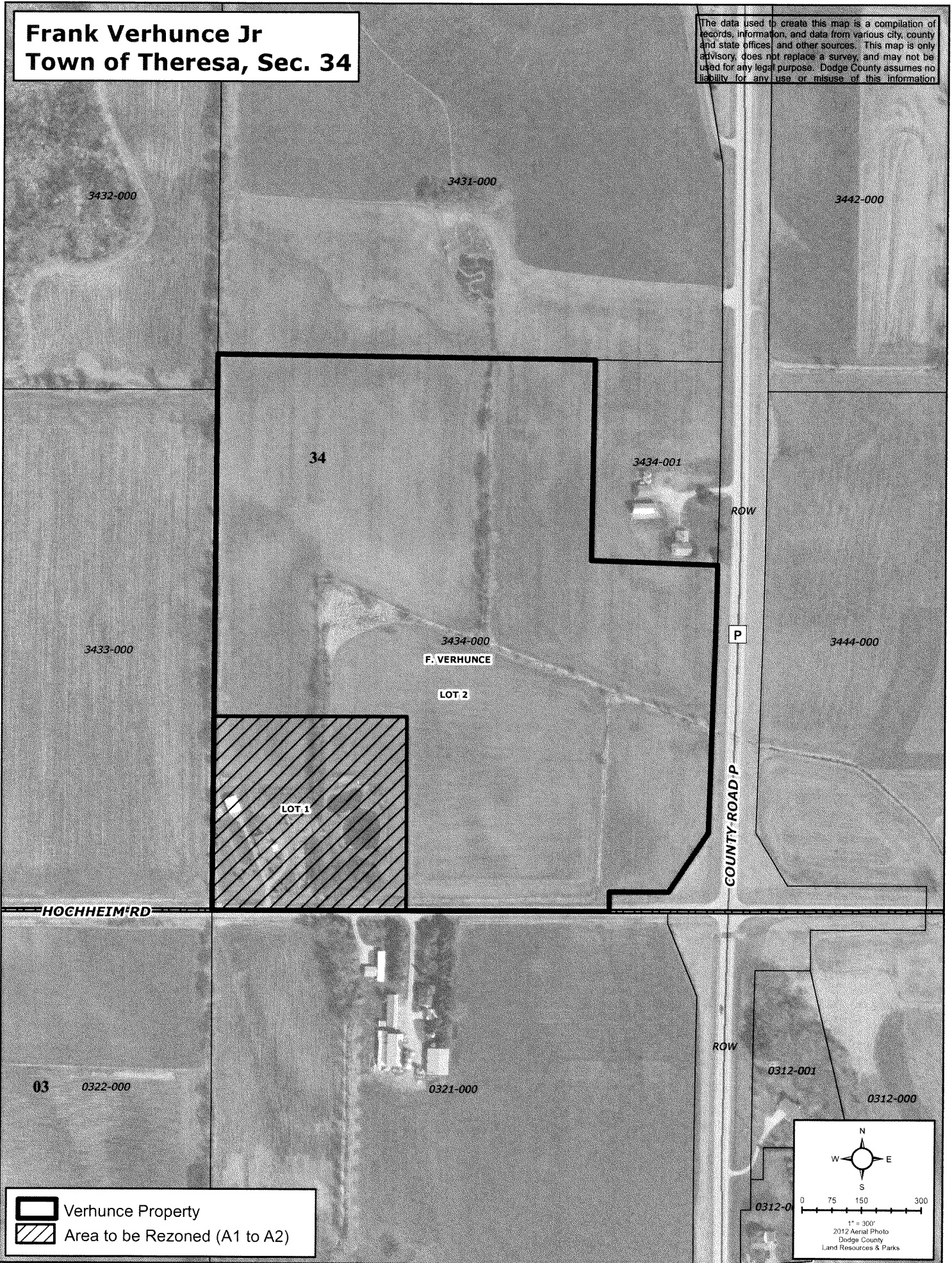

Joseph Marsik




Janice Bobholz

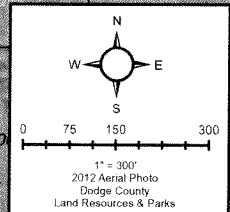
Planning, Development and Parks
Committee

**Frank Verhunce Jr
Town of Theresa, Sec. 34**

The data used to create this map is a compilation of records, information, and data from various city, county and state offices, and other sources. This map is only advisory, does not replace a survey, and may not be used for any legal purpose. Dodge County assumes no liability for any use or misuse of this information.



 Verhunce Property
 Area to be Rezoned (A1 to A2)



RESOLUTION NO. 16-42

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

WHEREAS, the Dodge County Health Facilities Committee (Committee) has studied and analyzed staffing needs at Clearview; and,

WHEREAS, as a result of these studies and analyses, the Committee recommends that the Dodge County Board of Supervisors abolish the following positions at Clearview, effective January 1, 2017:

1. Abolish four filled, funded, full-time, benefited positions of *Cook/Food Service Worker*; and,
2. Abolish one filled, funded, full-time, benefited position of *Cook*; and,

WHEREAS, as a result of these studies and analyses, the Committee also recommends that the Dodge County Board of Supervisors create the following positions at Clearview, effective January 1, 2017:

1. Create four new, full-time, benefited positions of *Head Cook (AM, PM, Baker positions)*; and,
2. Create one new, full-time, benefited position of *Cook/Production and Ordering Assistant*; and,

WHEREAS, a job description for the position of *Cook/Food Service Worker* has been marked for identification as Exhibit "A", and has been attached hereto; and,

WHEREAS, a job description for the position of *Cook* has been marked for identification as Exhibit "B", and has been attached hereto; and,

WHEREAS, a job description for the proposed position of *Head Cook (AM, PM, Baker positions)* has been marked for identification as Exhibit "C", and has been attached hereto; and,

WHEREAS, a job description for the proposed position of *Cook/Production and Ordering Assistant* has been marked for identification as Exhibit "D", and has been attached hereto; and,

WHEREAS, it is reasonably anticipated that the Dodge County Board of Supervisors will appropriate funds in the 2017 Dodge County Budget sufficient to pay wages and fringe benefits for the proposed positions of *Head Cook (AM, PM, Baker positions)*, and *Cook/Production and Ordering Assistant* during calendar year 2017;

SO, NOW, THEREFORE, BE IT RESOLVED, that the Dodge County Board of Supervisors hereby abolishes the following positions at Clearview, effective January 1, 2017:

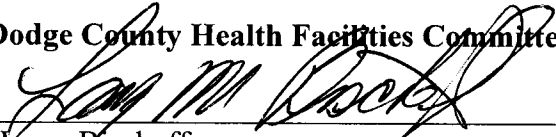
1. Abolishes four filled, funded, full-time, benefited positions of *Cook/Food Service Worker*; and,
2. Abolishes one filled, funded, full-time, benefited position of *Cook*; and,

BE IT FURTHER RESOLVED, that the Dodge County Board of Supervisors hereby creates the following positions at Clearview, effective January 1, 2017:

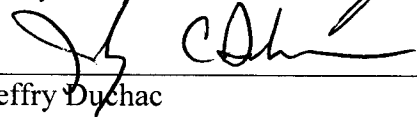
1. Creates four new, full-time, benefited positions of *Head Cook (AM, PM, Baker positions)*; and,
2. Creates one new, full-time, benefited position of *Cook/Production and Ordering Assistant*.

All of which is respectfully submitted this 16th day of August, 2016.

Dodge County Health Facilities Committee:



 Larry Bischoff



 Jeffrey Duchac



 Thomas J. Schaefer



 Dan Hilbert

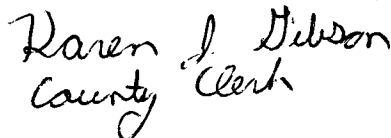


 Lisa Derr

ADOPTED
BY DODGE COUNTY BOARD

AUG 16 2016

AYES	30	NOES	2
ABSENT	1		
ABSTAIN	0		


County Clerk

DODGE COUNTY JOB DESCRIPTION

August 2016

Wage Range: \$12.81 - \$17.57

JOB TITLE:	Cook/Food Service Worker	FLSA STATUS:	Non Exempt
DEPARTMENT:	Dietary	REPORTS TO:	Director of Dietary Services
LOCATION:	Clearview	DATE:	November 18, 1998
LABOR GRADE:	Dodge County Two (2)	REVISED:	1/31/11; 6/3/11, 1/1/13

OVERALL PURPOSE/SUMMARY

Under the general direction of Director of Dietary Services, prepares food for residents, staff and visitors. Maintains high standards of quality food production using standardized recipes and assures modified diets are followed, performs routine work incidental to food preparation and serving on resident households, including assisting in resident feeding. Provides training to new staff.

PRINCIPAL DUTIES AND RESPONSIBILITIES

1. Prepares and portions food on menu in appropriate quantities and according to resident diets and preferences.
2. Maintains high standards of food production and sanitation.
3. Keeps work areas and equipment clean, and in compliance with regulatory codes.
4. Communicates concerns regarding equipment, menus, recipes, etc.
5. Moves food product in and out of storerooms, coolers and freezers, and to resident households.
6. Directly responsible for dishwashing operation and sanitation in Household support spaces
7. Portioning of food and serving in accordance with diet and preferences
8. Participate in meal service in dining rooms, including set –up of meals and feeding residents, as needed
9. Daily cleaning of food service equipment and the dietary environment in Households and the main kitchen
10. Bakes food items on the Household as necessary
11. Functions as a member of the team and participates in routine Household meetings
12. Participates in resident and facility emergencies
13. Reports change of resident condition and tracks/updates resident diet changes.
14. Attends all mandatory in-service.
15. Represents Clearview in a positive and professional manner at all times at work
16. Regular attendance and punctuality required.
17. Performs other related duties as required or assigned

JOB SPECIFICATION

KNOWLEDGE, SKILLS, AND ABILITIES

- Knowledge of and respect for residents rights
- Knowledge of and ability to comply with policies and procedures
- Knowledge of state and applicable federal codes
- Ability to demonstrate techniques of prevention and management of physical crisis
- Ability to read and comprehend printed words (i.e. production sheets, recipes, etc.)
- Ability to perform simple math and comprehend military time
- Knowledge of quantity food preparation.
- Ability to understand and follow written and verbal instructions.
- Ability to communicate effectively with co-workers and work as cooperative team member.
- Knowledge of modified diets preferred.
- Ability to recognize change in residents condition
- Must have flexibility to adjust work schedule to meet resident, staffing of facility need.

EDUCATION AND EXPERIENCE

High school diploma or GED equivalent and one (1) year experience in quantity food production in an institutional setting or acceptable equivalent. Must be certified as a feeding assistant or become certified within orientation period.

WORKING CONDITIONS

Kitchen and Long-term care facility environment with exposure to infectious agents, chemical agents and behavioral residents. Must be able to work in an environment where specialized resident programs are implemented. Occasional working under distractions and difficult circumstances.

PHYSICAL DEMANDS

The County of Dodge is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

ACKNOWLEDGEMENTS

EMPLOYEE SIGNATURE:

DATE:

SUPERVISOR SIGNATURE:

DATE:

FOR HUMAN RESOURCE USE

ANALYST(S):

DATE:

The principal duties and responsibilities shown are all essential job functions except for those indicated with an asterisk (*).

THIS POSITION DESCRIPTION SUPERSEDES ALL PRIOR DESCRIPTIONS.

DODGE COUNTY JOB DESCRIPTION

August 2016

Wage Range: \$12.81 - \$17.57

JOB TITLE:	Cook	FLSA STATUS:	Non Exempt
DEPARTMENT:	Dietary	REPORTS TO:	Director of Dietary Services
LOCATION:	Clearview	DATE:	November 18, 1998
LABOR GRADE:	Dodge County Two (2)	REVISED:	1/31/11; 1/1/13

OVERALL PURPOSE/SUMMARY

Under the general direction of Director of Dietary Services, prepares food for residents, staff and visitors. Maintains high standards of quality food production using standardized recipes and assures modified diets are followed preparing appropriate quantity of food within established time frames. Provides training to new staff.

PRINCIPAL DUTIES AND RESPONSIBILITIES

1. Prepares and portions food on menu in appropriate quantities and according to resident diets and preferences.
2. Maintains high standards of food production and sanitation.
3. Keeps work areas and equipment clean and in compliance with regulatory codes.
4. Communicates concerns regarding equipment, menus, recipes, etc.
5. Moves food product in and out of storerooms, coolers and freezers and to resident households when necessary
6. Functions as a member of the team and participates in routine Household meetings; may assist in feeding residents as needed.
7. Reports change of resident condition and tracks/updates resident diet changes for accuracy of food production
8. Participates in resident and facility emergencies
9. Attends all mandatory in-service.
10. Represents Clearview in a positive and professional manner at all times at work
11. Regular attendance and punctuality required.
12. Performs other related duties as required or assigned

JOB SPECIFICATION

KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge of and respect for residents rights
 Knowledge of and ability to comply with policies and procedures
 Knowledge of state and applicable federal codes
 Ability to demonstrate techniques of prevention and management of physical crisis
 Ability to read and comprehend printed words (i.e. production sheets, recipes, etc.) and understands and follows written and verbal instructions
 Ability to perform simple math and comprehend military time
 Knowledge of quantity food preparation.
 Ability to communicate effectively with co-workers and work as cooperative team member.
 Knowledge of modified diets preferred.
 Must have flexibility to adjust work schedule to meet resident, staffing or facility needs.

EDUCATION AND EXPERIENCE

Preferred: Culinary Arts Degree, 3 years Restaurant or Institutional cooking experience, Serve Safe Certified.
 Required: High school diploma or GED equivalent and one (1) year experience in quantity food production in an institutional setting or acceptable equivalent. Must be a certified as a Feeding Assistant or become certified within orientation Period.

WORKING CONDITIONS

Kitchen and Long-term care facility environment with exposure to infectious agents, chemical agents and behavioral residents. Must be able to work in an environment where specialized resident programs are implemented. Occasional working under distractions and difficult circumstances.

PHYSICAL DEMANDS

The County of Dodge is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

ACKNOWLEDGEMENTS

EMPLOYEE SIGNATURE:
DATE:
SUPERVISOR SIGNATURE:
DATE:

FOR HUMAN RESOURCE USE

ANALYST(S):
DATE:

The principal duties and responsibilities shown are all essential job functions except for those indicated with an asterisk (*).

THIS POSITION DESCRIPTION SUPERSEDES ALL PRIOR DESCRIPTIONS.

DODGE COUNTY JOB DESCRIPTION

August 2016

Wage Range: \$14.74 - \$20.21

JOB TITLE:	Head Cook (AM, PM, Baker positions)	FLSA STATUS:	Non Exempt
DEPARTMENT:	Dietary	REPORTS TO:	Director of Dietary Services
LOCATION:	Clearview	DATE:	DRAFT
LABOR GRADE:	Dodge County Three (3)	REVISED:	

OVERALL PURPOSE/SUMMARY

Under the general direction of Director of Dietary Services, prepares food for residents, staff and visitors. Maintains high standards of quality food production using standardized recipes and assures modified diets are followed preparing appropriate quantity of food within established time frames. Provides training to new staff.

PRINCIPAL DUTIES AND RESPONSIBILITIES

1. Prepares and portions food on menu in appropriate quantities and according to resident diets and preferences.
2. Follows USDA and State Food Codes.
3. Utilizes HACCP principles in food preparation.
4. Collaborates with other cooks to assure food preparation and cooking duties are communicated and completed.
5. Works with Supervisors to assure utilization of food and supplies including leftovers to minimize waste.
6. Prepares Main entrée or Scratch Bakery item for Lunch or Supper meal including desserts.
7. Maintains high standards of food production and sanitation.
8. Keeps work areas and equipment clean and sanitized and in compliance with regulatory codes.
9. Communicates concerns regarding equipment, menus, recipes, etc.
10. Moves food product in and out of storerooms, coolers and freezers and to resident households when necessary.
11. Functions as a member of the team and participates in routine Household meetings; may assist in feeding residents as needed.
12. Reports change of resident condition and tracks/updates resident diet changes for accuracy of food production.
13. Participates in resident and facility emergencies.
14. Attends all mandatory in-service.
15. Represents Clearview in a positive and professional manner at all times at work.
16. Regular attendance and punctuality required.
17. Performs other related duties as required or assigned.

JOB SPECIFICATION

KNOWLEDGE, SKILLS, AND ABILITIES

- Knowledge of and respect for resident's rights.
- Knowledge of and ability to comply with policies and procedures.
- Knowledge of state and applicable federal codes.
- Ability to demonstrate techniques of prevention and management of physical crisis.
- Ability to read and comprehend printed words (i.e. production sheets, recipes, etc.) and understands and follows written and verbal instructions.
- Ability to perform simple math and comprehend military time.
- Knowledge of quantity food preparation.
- Ability to communicate effectively with co-workers and work as cooperative team member.
- Knowledge of modified diets preferred.
- Must have flexibility to adjust work schedule to meet resident, staffing or facility needs.

EDUCATION AND EXPERIENCE

Preferred: Culinary Arts Degree, 3 years Restaurant or Institutional cooking experience, Serve Safe Certified.
 Required: High school diploma or GED equivalent and one (1) year experience in quantity food production in an institutional setting or acceptable equivalent. Must be a certified as a Feeding Assistant or become certified within orientation Period.

WORKING CONDITIONS

Kitchen long-term care facility environment with exposure to infectious agents, chemical agents and behavioral residents. Must be able to work in an environment where specialized resident programs are implemented. Occasional working under distractions and difficult circumstances.

PHYSICAL DEMANDS

The County of Dodge is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

ACKNOWLEDGEMENTS	FOR HUMAN RESOURCE USE
EMPLOYEE SIGNATURE:	ANALYST(S):
DATE:	DATE:
SUPERVISOR SIGNATURE:	
DATE:	

The principal duties and responsibilities shown are all essential job functions except for those indicated with an asterisk (*).

THIS POSITION DESCRIPTION SUPERSEDES ALL PRIOR DESCRIPTIONS.

DODGE COUNTY JOB DESCRIPTION

August 2016

Wage Range: \$14.74 – \$20.21

JOB TITLE:	Cook/Production and Ordering Assistant	FLSA STATUS:	Non Exempt
DEPARTMENT:	Dietary	REPORTS TO:	Director of Dietary Services
LOCATION:	Clearview	DATE:	DRAFT
LABOR GRADE:	Dodge County Three (3)	REVISED:	

OVERALL PURPOSE/SUMMARY

Under the general direction of Director of Dietary Services, prepares food for residents, staff and visitors. Maintains high standards of quality food production using standardized recipes and assures modified diets are followed preparing appropriate quantity of food within established time frames. Provides training to new staff.

PRINCIPAL DUTIES AND RESPONSIBILITIES

1. Works with Cooks to order necessary food and supplies to meet all functions of Dietary Department.
2. Collaborates directly with Director to assure Dietary Budget is met for food and supplies and adjusts ordering as needed.
3. Responsible for creating ordering guides for seasonal menus: Spring, Summer, Fall, and Winter.
4. Follows USDA and State Food Code.
5. Follows HACCP principles with preparation.
6. Prepares and portions food on menu in appropriate quantities and according to resident diets and preferences.
7. Works with Cooks and Director to assure special function meals and supplies are on hand as needed.
8. Maintains high standards of food production and sanitation.
9. Keeps work areas and equipment clean and in compliance with regulatory codes.
10. Communicates concerns regarding equipment, menus, recipes, etc.
11. Moves food product in and out of storerooms, coolers and freezers and to resident households when necessary.
12. Functions as a member of the team and participates in routine Household meetings; may assist in feeding residents as needed.
13. Reports change of resident condition and tracks/updates resident diet changes for accuracy of food production.
14. Participates in resident and facility emergencies.
15. Attends all mandatory in-service.
16. Represents Clearview in a positive and professional manner at all times at work.
17. Regular attendance and punctuality required.
18. Performs other related duties as required or assigned.

JOB SPECIFICATION

KNOWLEDGE, SKILLS, AND ABILITIES

- Knowledge of and respect for residents rights
- Knowledge of and ability to comply with policies and procedures
- Knowledge of state and applicable federal codes
- Ability to demonstrate techniques of prevention and management of physical crisis
- Ability to read and comprehend printed words (i.e. production sheets, recipes, etc.) and understands and follows written and verbal instructions
- Ability to perform simple math and comprehend military time
- Knowledge of quantity food preparation.
- Ability to communicate effectively with co-workers and work as cooperative team member.
- Knowledge of modified diets preferred.
- Must have flexibility to adjust work schedule to meet resident, staffing or facility needs.

EDUCATION AND EXPERIENCE

Preferred: 3 years Restaurant or Institutional cooking experience, Serve Safe Certified.
 Required: High school diploma or GED equivalent and one (1) year experience in quantity food production in an institutional setting or acceptable equivalent. Must be a certified as a Feeding Assistant or become certified within orientation Period.

WORKING CONDITIONS

Kitchen Long-term care facility environment with exposure to infectious agents, chemical agents and behavioral residents. Must be able to work in an environment where specialized resident programs are implemented. Occasional working under distractions and difficult circumstances.

PHYSICAL DEMANDS

The County of Dodge is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

ACKNOWLEDGEMENTS	FOR HUMAN RESOURCE USE
EMPLOYEE SIGNATURE:	ANALYST(S):
DATE:	DATE:
SUPERVISOR SIGNATURE:	
DATE:	

RESOLUTION NO. 16-43

STATE TRANSPORTATION FUNDING REQUEST

TO THE HONORABLE BOARD OF SUPERVISORS OF DODGE COUNTY, WISCONSIN

Members:

WHEREAS, local government in Wisconsin is responsible for about 90% of the road miles in the state; and

WHEREAS, Wisconsin's diverse economy is dependent upon county and town roads as well as city and village streets and transit systems across the state; and

WHEREAS, according to the research report known as "Filling Potholes: A New Look at Funding Local Transportation in Wisconsin," commissioned by the Local Government Institute of Wisconsin (LGI) the condition of Wisconsin's highways is now in the bottom third of the country; and

WHEREAS, state funding for local roads in Wisconsin has failed to keep up with costs over the past several decades which has adversely affected local transportation finances. According to "Filling Potholes," municipal transportation spending has declined from \$275 per capita in 2000 to \$227 in 2012; and

WHEREAS, levy limits do not allow local government to make up for the deterioration of state funding; and

WHEREAS, Wisconsin's over-reliance on borrowing eats away at the state's segregated funding sources – the state gas tax and vehicle registration fees – which increasingly pay debt service rather than fund transportation needs; and

WHEREAS, safety is a primary concern and responsibility of local governments across Wisconsin. Unfortunately, according to TRIP, a national non-profit transportation research group, Wisconsin had 347 non-interstate, rural road fatalities in 2013; and

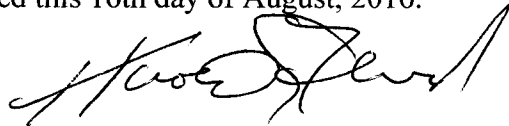
WHEREAS, the Dodge County Highway Commission recognizes that our state highway and interstate system is the backbone of our surface transportation system and plays a vital role in the economy of Wisconsin. Both local *and* state roads need to be properly maintained in order for our economy to grow; and

WHEREAS, from a competitive standpoint Wisconsin motorists pay significantly less than any of our neighbors when you combine the annual cost of the state gas tax and vehicle registration fees; and

WHEREAS, the Transportation Finance and Policy Commission, appointed by the Governor and Legislature clearly found that if Wisconsin does not adjust its user fees, the condition of both our state and local roads will deteriorate significantly over the next decade.

THEREFORE BE IT RESOLVED, that the Dodge County Board of Supervisors urge the Governor and Legislature to Just Fix It and agree upon a sustainable solution: one that includes a responsible level of bonding and adjusts our user fees to adequately and sustainably fund Wisconsin's transportation system. Furthermore, the County Board of Supervisors/ City Council/Village Board/ Town Board directs the Clerk to send a copy of this resolution to our State Legislators and to Governor Scott Walker.

All of which is respectfully submitted this 16th day of August, 2016.



Harold J. Johnson- Chairman

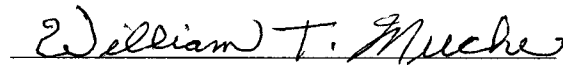
Vote on Foregoing Resolution

Ayes 32 Noes 0 Absent 1

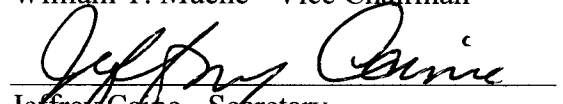
Adopted 8-16-16
RESOLUTION




COUNTY CLERK



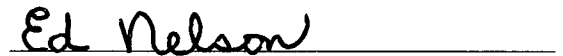
William T. Mueche - Vice Chairman



Jeffrey Caine - Secretary



Jeff Berres



Ed Nelson

DODGE COUNTY HIGHWAY
COMMITTEE

RESOLUTION NO. 16-44

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

WHEREAS, the Southeastern Wisconsin Regional Planning Commission (Commission) is the officially designated regional planning agency for infrastructure and land use for the seven-county Southeastern Wisconsin Region of Kenosha, Milwaukee, Ozaukee, Racine, Walworth, Washington, and Waukesha Counties and is also the designated Metropolitan Planning Organization for transportation planning for the urbanized areas within Southeastern Wisconsin, including West Bend; and,

WHEREAS the Commission, in cooperation with the Wisconsin Department of Transportation (WisDOT), is required by the U.S. Department of Transportation (USDOT) to define adjusted urbanized area boundaries; and,

WHEREAS, the Commission, in cooperation with WisDOT, has defined an adjusted West Bend urbanized area; and,

WHEREAS, the adjusted West Bend urbanized area extends into Dodge County with almost all of the adjusted urbanized area being located within the City of Hartford; and,

WHEREAS, being designated as an urbanized area brings with it Federal requirements for metropolitan, or areawide, transportation planning and programming for the urbanized area; and,

WHEREAS, those Federal requirements are currently being met by work of the Commission in the urbanized areas within Southeastern Wisconsin, and have been met by the work of the Commission for over 50 years; and,

WHEREAS, USDOT has recommended to the Commission, that the Commission seek a cooperative agreement with Dodge County, with respect to the conduct of necessary transportation planning activities, thereby insuring that the Federal requirements are met and Federal transportation funding for highways, transit, or other transportation improvements are available for use in the Dodge County portion of the West Bend urbanized area; and,

WHEREAS, the Commission has concluded that the most efficient way to ensure that the Federal transportation related planning requirements attendant to the West Bend urbanized area located within Dodge County are met, is through a cooperative agreement between the Commission and Dodge County; and,

WHEREAS, the Dodge County Highway Committee and the Dodge County Planning, Development and Parks Committee (Committees) have studied and analyzed this conclusion of the Commission, agree with it, and, therefore, recommend that Dodge County enter into an agreement with the Commission to provide the necessary transportation planning services for that portion of the West Bend urbanized area that is located within Dodge County; and,

WHEREAS, a copy of a proposed *Cooperative Agreement Relative To Transportation Planning Services In That Portion Of Dodge County Included In The West Bend Urbanized Area* has been marked for identification as Exhibit "A", and has been attached hereto; and,

WHEREAS, the Committees recommend to the Dodge County Board of Supervisors that the Dodge County Board of Supervisors:

1. Approve the proposed *Cooperative Agreement Relative To Transportation Planning Services In That Portion Of Dodge County Included In The West Bend Urbanized Area*;
2. Authorize and direct the Chairman of the Dodge County Board of Supervisors and the Dodge County Clerk to sign, on behalf of Dodge County, the proposed *Cooperative Agreement Relative To Transportation Planning Services In That Portion Of Dodge County Included In The West Bend Urbanized Area*; and,
3. Designate the Dodge County Highway Commissioner, or his or her designee, as the individual to serve as liaison with the Commission with respect to the work of the following committees of the Commission:
 - A. The Advisory Committee on Regional Transportation System Planning; and,
 - B. The Advisory Committee on Transportation System Planning and Programming for the West Bend Urbanized Area (Commission committees);

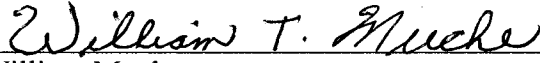
SO, NOW, THEREFORE, BE IT RESOLVED, that the Dodge County Board of Supervisors hereby:

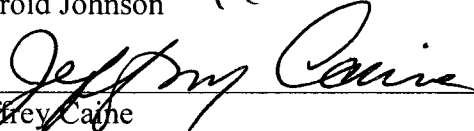
1. Approves the *Cooperative Agreement Relative To Transportation Planning Services In That Portion Of Dodge County Included In The West Bend Urbanized Area*, a copy of which has been marked for identification as Exhibit "A", and has been attached hereto;
2. Authorizes and directs the Chairman of the Dodge County Board of Supervisors and the Dodge County Clerk to sign, on behalf of Dodge County, the *Cooperative Agreement Relative To Transportation Planning Services In That Portion Of Dodge County Included In The West Bend Urbanized Area*; and,
3. Designates the Dodge County Highway Commissioner, or his or her designee, as the individual to serve as liaison with the Commission with respect to the work of the following committees of the Commission:
 - A. The Advisory Committee on Regional Transportation System Planning; and,
 - B. The Advisory Committee on Transportation System Planning and Programming for the West Bend Urbanized Area.

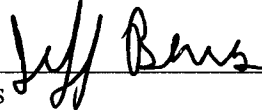
All of which is respectfully submitted this 16th day of August, 2016.

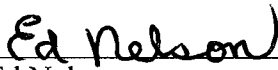
Dodge County Highway Committee:


Harold Johnson



William Muehe

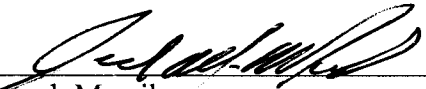

Jeffrey Caine

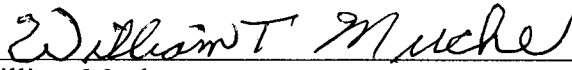

Jeff Berres

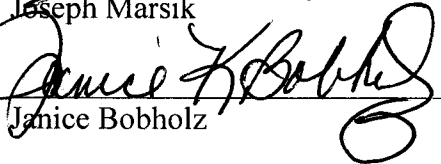

Ed Nelson

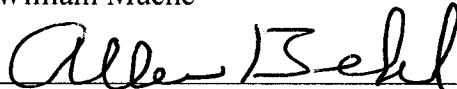
Dodge County Planning, Development and Parks Committee


Thomas J. Schaefer


Joseph Marsik


William Muehe

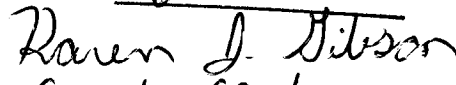

Janice Bobholz


Allen Behl

ADOPTED
BY DODGE COUNTY BOARD

AUG 16 2016

AYES 32 NOES 0
ABSENT 1
ABSTAIN 0


Raven J. Gibson
County Clerk

**COOPERATIVE AGREEMENT RELATIVE TO TRANSPORTATION PLANNING
SERVICES IN THAT PORTION OF DODGE COUNTY INCLUDED IN THE WEST BEND
URBANIZED AREA**

THIS AGREEMENT, entered into this 17th day of August, 2016, by and between the Southeastern Wisconsin Regional Planning Commission (hereinafter referred to as the “Commission”); and Dodge County (hereinafter referred to as the “County”).

WITNESSETH:

WHEREAS, the Commission has been established under Section 66.0309, of the *Wisconsin Statutes*, with authority to carry on comprehensive, areawide development planning to promote the physical, social, and economic well-being of the seven-county Southeastern Wisconsin Region; and,

WHEREAS, the Governor of the State of Wisconsin, on October 1, 2013, designated the Commission as the metropolitan planning organization (MPO) to carry out urban transportation planning activities for the West Bend urbanized area and such additional area as may be required under 23 U.S.C. 134 and 49 U.S.C. 5303, as amended; and,

WHEREAS, the West Bend urbanized area boundary, as established in 2010 by the U.S. Bureau of the Census and as adjusted in cooperation with the Wisconsin Department of Transportation, extends beyond the Southeastern Wisconsin Region across the boundary line between Washington and Dodge Counties, comprising a 0.6 square mile area in the manner shown on the map attached hereto as Exhibit A; and,

WHEREAS, the most efficient way to ensure that the Federal transportation related planning requirements, attendant to this small portion of the West Bend urbanized area, are met is through a cooperative agreement between the Commission and the County; and,

WHEREAS, Section 66.0301 of the *Wisconsin Statutes* authorizes the Commission and the County to enter into an agreement to provide the necessary transportation planning services for the County’s portion of the West Bend urbanized area;

NOW THEREFORE, in consideration of these premises, the parties hereto agree as follows:

1. Planning Work Program

The Commission will recognize the Dodge County portion of the West Bend urbanized area throughout its transportation planning work program, undertaking all of the activities outlined in Section 134 of Title 23 of the U.S. Code, that Section describing the Federally prescribed

metropolitan transportation planning process. Among other needs, this includes major work regarding the preparation and periodic confirmation and/or amendment of a long-range regional transportation plan (RTP), as well as the preparation of a short-range regional transportation improvement program (TIP). All of the requirements set forth in Section 134 must be met in order for Federal highway and transit funds to be made available for State, county, and local transportation improvement projects throughout the entire West Bend urbanized area. In carrying out these duties, the Commission is subject to a review of its efforts every four years by the U.S. Department of Transportation.

2. Engagement of County

The Commission's regional transportation planning work program follows a disciplined, cyclical planning process that is overseen by a series of advisory committees. Of particular interest to the County, in this respect, are:

- a. The Advisory Committee on Regional Transportation System Planning; and
- b. The Advisory Committee on Transportation System Planning and Programming for the West Bend Urbanized Area.

The County agrees to designate an individual to serve as liaison with the Commission with respect to the work of these committees. The Commission agrees to provide to that individual notice of all meetings of those committees that are scheduled, together with agendas and materials for those meetings. As interest may appear, the designated liaison individual may attend and participate in those meetings in order to monitor and report on any interests of the County in the work being undertaken.

3. Documentation

All of the Commission's planning work is fully documented in a series of reports. The Commission will appropriately document within those reports any particular planning recommendations or transportation project programming activities that are of interest to the County. The Commission will provide to the County hard copies of all reports in this respect. Such reports also will be made available in electronic format on the Commission's website, www.sewrpc.org.

4. Remuneration

Given the relatively small work activity with respect to any transportation matters that may directly affect the County, the Commission agrees to not seek any remuneration from the County to support that work activity.

5. Timing

The work to be performed by the Commission in this agreement shall begin upon its execution and shall continue indefinitely in recognition of the ongoing nature of the federally required regional transportation planning work program.

IN WITNESS WHEREOF, the Commission and the County have executed this agreement as of the date first above written.

ATTESTING WITNESS:

**SOUTHEASTERN WISCONSIN REGIONAL
PLANNING COMMISSION**

By _____
Kenneth R. Yunker, Deputy Secretary

By _____
David L. Stroik, Chairman

ATTESTING WITNESS:

DODGE COUNTY, WISCONSIN

By _____
Kelly L. Lepple, Secretary to
Corporation Counsel

By _____
Russell Kottke
Chairman, Dodge County
Board of Supervisors

ATTESTING WITNESS:

DODGE COUNTY, WISCONSIN

By _____
Kelly L. Lepple, Secretary to
Corporation Counsel

By _____
Karen J. Gibson
Dodge County Clerk

RESOLUTION NO. 16-45

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

WHEREAS, the Dodge County Law Enforcement Committee (Committee) has studied and analyzed staffing needs at the Dodge County Courts Department; and,

WHEREAS, as a result of these studies and analyses, the Committee recommends that the Dodge County Board of Supervisors create the following position in the Courts Department, effective January 1, 2017:

- 1. Create one new, 0.5 full-time equivalent (FTE), benefited position of *Receptionist II*; and,

WHEREAS, a job description for the proposed 0.5 FTE position of *Receptionist II* has been marked for identification as Exhibit "A" and has been attached hereto; and,

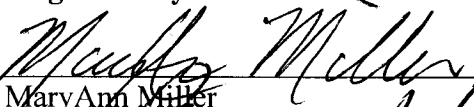
WHEREAS, it is reasonably anticipated that the Dodge County Board of Supervisors will appropriate funds in the 2017 Dodge County Budget sufficient to pay wages and fringe benefits for the proposed 0.5 FTE position of *Receptionist II* during calendar year 2017;

SO, NOW, THEREFORE, BE IT RESOLVED, that the Dodge County Board of Supervisors hereby creates the following position in the Dodge County Courts Department, effective January 1, 2017:

- 1. Creates one new, 0.5 full-time equivalent (FTE), benefited position of *Receptionist II*.

All of which is respectfully submitted this 16th day of August, 2016.

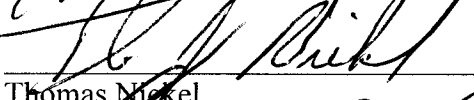
Dodge County Law Enforcement Committee:



 Mary Ann Miller



 Dan Hilbert



 Thomas Mickel



 Larry Schraufnagel




 Larry Bischoff

ADOPTED
BY DODGE COUNTY BOARD

AUG 16 2016

AYES 32 NOES 0
 ABSENT _____
 ABSTAIN 0


 Karen J. Bilson
 County Clerk

DODGE COUNTY JOB DESCRIPTION

August 2016

Wage Range: \$12.81 - \$17.57

JOB TITLE:	Receptionist II	FLSA STATUS:	Non-exempt
DEPARTMENT:	Circuit Court	REPORTS TO:	Presiding Judge
LOCATION:	Justice Facility	DATE:	Draft
LABOR GRADE:	Dodge County Two (2)	REVISED:	

OVERALL PURPOSE/SUMMARY

Under the general direction of the presiding judge, answers telephones and greets visitors, providing information and assistance at judicial reception for the circuit court, family court, and family court counseling. Performs basic clerical duties of a routine nature.

PRINCIPAL DUTIES AND RESPONSIBILITIES

1. Greets visitors, gives information, directs inquiries and/or assists other inquiries for circuit court, register of probate, family court, and family court counseling.
2. Responsible for scheduling parent education, mediation and assembling information for family court counseling.
3. Schedules and takes call for family court commissioner.
4. Schedules and assembles case files for judicial review for treatment court judge.
5. Files information in Family Court Counseling
6. Performs variety of general clerical tasks.
7. Regular attendance and punctuality required.
8. Performs other related duties as required or assigned.

JOB SPECIFICATION

KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge of modern office methods and procedures.
 Knowledge of business English and spelling.
 Ability to accurately enter information into computer/word processor.
 Ability to communicate effectively with a variety of people, answering inquiries with tact and courtesy.
 Ability to understand and effectively carry out instructions.
 Ability to maintain confidentiality.

EDUCATION AND EXPERIENCE

High school diploma or GED equivalent, including/supplemented by course work in computer processing and general business with one (1) year of some office experience. Equivalent combination of education and experience which provides the required knowledge, skills and abilities may be considered.

WORKING CONDITIONS

Normal office working environment.

PHYSICAL DEMANDS

The County of Dodge is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

ACKNOWLEDGEMENTS	FOR HUMAN RESOURCE USE
EMPLOYEE SIGNATURE:	ANALYST(S):
DATE:	DATE:
SUPERVISOR SIGNATURE:	
DATE:	

The principal duties and responsibilities shown are all essential job functions except for those indicated with an asterisk (*).

THIS POSITION DESCRIPTION SUPERSEDES ALL PRIOR DESCRIPTIONS.

RESOLUTION NO. 16-46

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

WHEREAS, the Dodge County Law Enforcement Committee (Committee) has studied and analyzed staffing needs at the Dodge County Courts Department; and,

WHEREAS, as a result of these studies and analyses, the Committee recommends that the Dodge County Board of Supervisors increase the full-time equivalency of the following position in the Courts Department, effective January 1, 2017:

1. Increase one filled, funded, 0.7 full-time equivalent (FTE), benefited position of *Family Court Counselor* to full-time (1.0 FTE); and,

WHEREAS, a job description for the proposed 1.0 FTE position of *Family Court Counselor* has been marked for identification as Exhibit "A" and has been attached hereto; and,


WHEREAS, it is reasonably anticipated that the Dodge County Board of Supervisors will appropriate funds in the 2017 Dodge County Budget sufficient to pay wages and fringe benefits for the proposed 1.0 FTE position of *Family Court Counselor* during calendar year 2017;

SO, NOW, THEREFORE, BE IT RESOLVED, that the Dodge County Board of Supervisors hereby increases the full-time equivalency of the following position in the Courts Department, effective January 1, 2017:

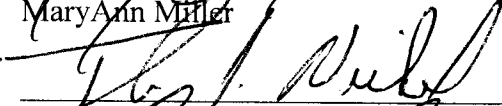
1. Increases one filled, funded, 0.7 full-time equivalent (FTE), benefited position of *Family Court Counselor* to full-time (1.0 FTE).

All of which is respectfully submitted this 16th day of August, 2016.

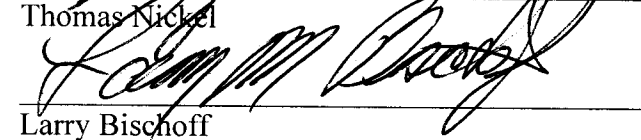
Dodge County Law Enforcement Committee:




 MaryAnn Miller



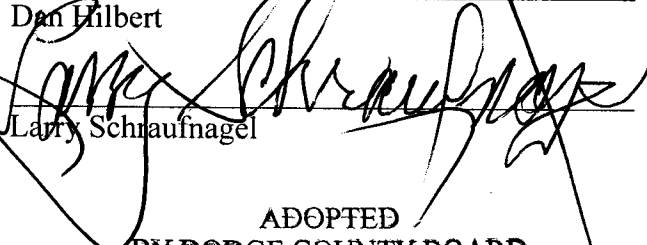
 Thomas Nickel



 Larry Bischoff



 Dan Hilbert

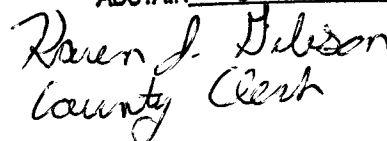


 Larry Schraufnagel

ADOPTED
BY DODGE COUNTY BOARD

AUG 16 2016

AYES	32	NOES	0
ABSENT	0		
ABSTAIN	0		


County Clerk

DODGE COUNTY JOB DESCRIPTION

August 2016

Wage Range: \$20.51 - \$28.13

JOB TITLE:	Family Court Counselor	FLSA STATUS:	Non Exempt
DEPARTMENT:	Family Court Counseling Services	REPORTS TO:	Director of Family Court Counseling
LOCATION:	Legal Services Building	DATE:	May 22, 2015
LABOR GRADE:	Dodge County - Six (6)	REVISED:	10/21/11; 1/1/13; 5/22/15

OVERALL PURPOSE/SUMMARY

Under the general direction of the Director of Family Court Counseling, provides County Family Court Counseling services for assigned clients.

PRINCIPAL DUTIES AND RESPONSIBILITIES

1. Performs mediation services to clients in divorce and/or paternity cases; prepares and certifies mediation agreements.
2. Performs child custody investigations. Includes interviews, home visits, preparation of reports, recommendations to court, and testifying in court as necessary.
3. Conducts Parent Education program for divorcing and never married parents.
4. Makes referral as needed to other agencies for counseling, psychological evaluations, and for chemical dependency assessments.
5. Keeps up to date with current research related to impact on children when parents do not reside in the same household.
6. Performs stepparent adoption screenings.
7. Provides community resource information.
8. Attends appropriate training in the field to meet required 30 hours of in-service every two years.
9. Regular attendance and punctuality required.
10. Performs related duties as may be required or assigned.

JOB SPECIFICATION

KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge of dispute resolution, family systems and assessment, child development, and the effects of divorce on the family.
 Knowledge of modern administrative principles and practices.
 Working knowledge of Wisconsin statutes as they relate to divorce and paternity and Children's Code.
 Knowledge of related community resources.
 Ability to work closely with professionals involved in the court process.
 Ability to work independently and exercise judgment.
 Ability to prepare clear/concise reports and maintain accurate/complete records.
 Ability to establish and maintain effective working relationships with others.
 Ability to deal with high conflicting/stressful situations.
 Ability to communicate effectively.
 Ability to proficiently use word processing software.
 Must meet requirements of Dodge County Driver Qualification Policy.

EDUCATION AND EXPERIENCE

Minimum four (4) year degree in Social Work, Psychology, Sociology, or closely related field and current certification under Wis. Stat. 457.08: Three (3) or more years experience providing dispute resolution service or not less than twenty-five (25) hours of mediation training and training on domestic violence issues as per Wis. Statute 767.405(4); office experience preferred. Must have a valid Wisconsin Driver's License or access to reliable transportation for field visits.

WORKING CONDITIONS

Constant work in adverse interpersonal situations. Nearly constant time pressure. Variety of home environments encountered in field visits. May have difficulty accessing field locations (i.e. cannot guarantee handicap facilities).

PHYSICAL DEMANDS

The County of Dodge is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

ACKNOWLEDGEMENTS

EMPLOYEE SIGNATURE:
DATE:
SUPERVISOR SIGNATURE:
DATE:

FOR HUMAN RESOURCE USE

ANALYST(S):
DATE:

The principal duties and responsibilities shown are all essential job functions except for those indicated with an asterisk (*).

THIS POSITION DESCRIPTION SUPERSEDES ALL PRIOR DESCRIPTIONS.

RESOLUTION NO. 16-47

**A RESOLUTION TO CREATE THE DODGE COUNTY
CRIMINAL JUSTICE COLLABORATING COUNCIL**

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

WHEREAS, Dodge County has established the Dodge County Impaired Driving (IDC) and Treatment, Alternatives, and Diversion (TAD) programs;

WHEREAS, the mission of the IDC and TAD programs is to enhance public safety, improve lives, and reduce recidivism by addressing addictions of persons charged with or convicted of drug or alcohol related crimes through evidence-based treatment and case management;

WHEREAS, in the past, Dodge County has received State grant funding for the IDC and TAD programs pursuant to Section 165.95, *Wisconsin Statutes*;

WHEREAS, Section 165.95(5)(a), *Wisconsin Statutes*, requires that a county which receives a grant under the statute create an oversight committee to advise the county in administrating and evaluating its program;

WHEREAS, Section 165.95(5)(a), *Wisconsin Statutes*, requires that said oversight committee consist of a circuit court judge, the district attorney or his or her designee, the state public defender or his or her designee, a local law enforcement official, a representative of the county, a representative of each other county agency responsible for providing social services, representatives of the departments of corrections and health and family services, a representative from private social services agencies, a representative of substance abuse treatment providers, and other members to be determined by the county;

WHEREAS, creation of an oversight committee will improve the administration of justice and promote public safety by providing assistance and guidance to the IDC and TAD programs; and

WHEREAS, creation of an oversight committee in the form of a Criminal Justice Collaborating Council will allow agencies participating in the criminal justice system to review, research, and recommend criminal justice initiatives through collaboration efforts.

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

1. The Dodge County Board of Supervisors hereby creates a treatment court oversight committee named the Dodge County Criminal Justice Collaborating Council (Council);


2. The Council shall advise the County in administrating and evaluating the Dodge County Impaired Driving (IDC) and Treatment, Alternatives, and Diversion (TAD) programs.
3. The Council shall review the policies, programs, budget, expenditures, and grant applications of the IDC and TAD programs. It may also make recommendations to the justice partners, the Law Enforcement Committee, the Human Services and Health Board, and County Board on criminal justice issues;
4. The members of the Council shall be:
 - a. A Circuit Court Judge;
 - b. The County Administrator, or his or her designee;
 - c. The Sheriff, or his or her designee;
 - d. The District Attorney, or his or her designee;
 - e. The State Public Defender, or his or her designee;
 - f. The Director of Human Services and Health, or his or her designee;
 - g. The Department of Probation and Parole Supervisor for Dodge County, or his or her designee;
 - h. A member of the Law Enforcement Committee or Human Services and Health Board as selected by the Chairperson of the Dodge County Board of Supervisors;
 - i. A representative of substance abuse treatment providers selected by a majority of the voting members of the Council, and
 - j. A representative from a private social services agency selected by a majority of the voting members of the Council.
5. Officers of the Council shall be Chair, Vice Chair, and Secretary;
6. Meetings of the Council shall be set by the Council, the Chair, or upon petition by three members of the Council;
7. The Secretary of the Council shall cause minutes of its meetings to be recorded and timely filed with the County Clerk;
8. Members shall serve without compensation and without reimbursement of expenses; except, Dodge County shall pay per diem meeting payments and reimbursement for mileage and meals to the selected member of the Law Enforcement Committee or Human Services and Health Board who will attend meetings of the Council; and
9. The Council shall continue in existence until abolished by a Resolution of the County Board.

All of which is respectfully submitted this 16 day of August, 2016.

Dodge County Law Enforcement Committee:



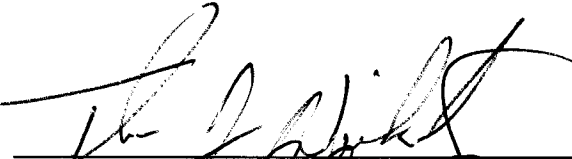
Mary Ann Miller



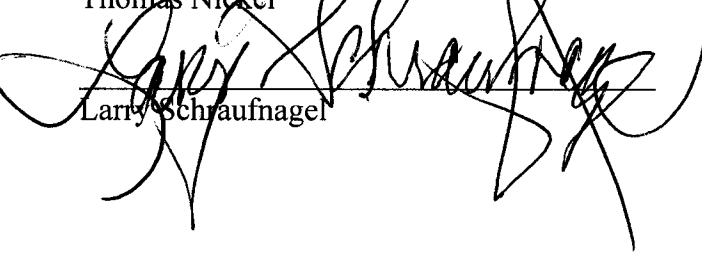
Larry Bischoff



Dan Hilbert



Thomas Nickel




Larry Schraufnager

ADOPTED
BY DODGE COUNTY BOARD

AUG 16 2016

AYES 31 NOES 1
ABSENT 0
ABSTAIN 0


County Clerk

RESOLUTION NO. 16-48

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

WHEREAS, the Dodge County Board of Supervisors adopted the 2016 Dodge County Budget on November 10, 2015; and,

WHEREAS, due to events which have taken place and circumstances which have changed since the Dodge County Board of Supervisors adopted the 2016 Dodge County Budget, it is now necessary to change the amounts of some of the various appropriations that were stated in the 2016 Dodge County Budget at the time it was adopted; and,

WHEREAS, the Dodge County Finance Committee hereby recommends to the Dodge County Board of Supervisors, that the Dodge County Board of Supervisors authorize and direct the Dodge County Finance Director to change the amounts of those appropriations that were stated in the 2016 Dodge County Budget at the time it was adopted:

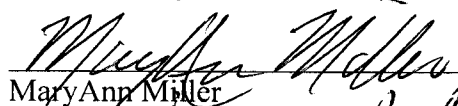
1. In the Courts Department, as set forth in Exhibit "A", which has been attached hereto, and which includes a General Fund Transfer in the amount of \$60,000 from Business Unit 100.3429, Unassigned General Fund;

SO, NOW, THEREFORE, BE IT RESOLVED, that the Dodge County Board of Supervisors hereby authorizes and directs the Dodge County Finance Director to change the amounts of those appropriations that were stated in the 2016 Dodge County Budget at the time it was adopted:

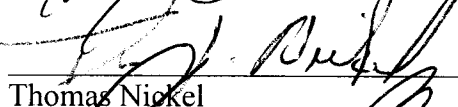
1. In the Courts Department, as set forth in Exhibit "A", which has been attached hereto, and which includes a General Fund Transfer in the amount of \$60,000 from Business Unit 100.3429, Unassigned General Fund;

All of which is respectfully submitted this 16th day of August, 2016.

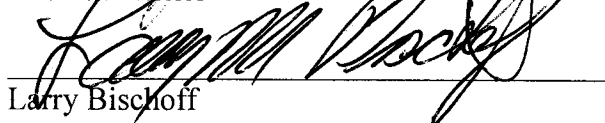
Dodge County Law Enforcement Committee:



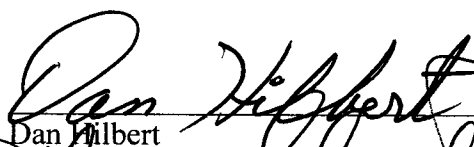
 Mary Ann Miller



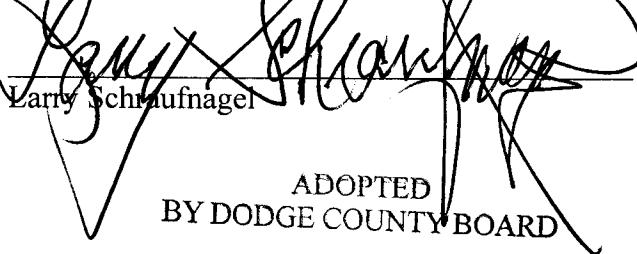
 Thomas Nickel



 Larry Bischoff



 Dan Gilbert



 Larry Schraufnagel

ADOPTED
 BY DODGE COUNTY BOARD

AUG 16 2016

AYES	<u>32</u>	NOES	<u>0</u>
ABSENT	<u>0</u>		
ABSTAIN	<u>0</u>		

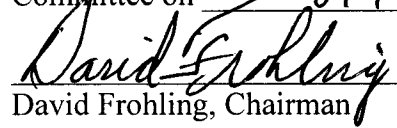
Karen J. Nilson
County Clerk

FISCAL NOTE:

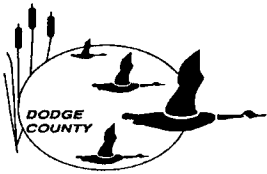
Is the referenced expenditure included in the adopted
2016 Budget? _____ Yes or X No

Fiscal Impact on the adopted 2016 Budget: \$60,000.

Fiscal Impact reviewed by the Dodge County Finance
Committee on 8/9, 2016.



David Frohling, Chairman
Dodge County Finance Committee



Dodge County, Wisconsin
Finance Department
General Fund Transfer Form

Date: August 16th, 2016

Department: Courts

For Finance Department use only	
Doc#	_____
Batch#	_____
GL Date:	_____

Description of Adjustment:

Please see attached memo from Judge Steven G. Bauer

Business Unit Number	Account Object Number	Subsidiary Number	Account Title	Amount
307	5211	03	Psychiatric Evaluations	\$60,000.00
100	3429		Unassigned General Fund	(\$60,000.00)

RESOLUTION NO. 16-49

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

WHEREAS, the Dodge County Law Enforcement Committee (Committee) has studied and analyzed staffing needs at the Dodge County Sheriff's Office; and,

WHEREAS, as a result of these studies and analyses, the Committee recommends that the Dodge County Board of Supervisors create the following position in the Sheriff's Office, effective January 1, 2017:

1. Create one new, full-time, benefited position of *Administrative Support Staff Coordinator*; and,

WHEREAS, a job description for the proposed position of *Administrative Support Staff Coordinator* has been marked for identification as Exhibit "A", has been attached hereto; and,

WHEREAS, the proposed position of *Administrative Support Staff Coordinator* will remain vacant and unfunded indefinitely, until such time as the Dodge County Sheriff determines that funds have become available to fill and fund this proposed position; and,

WHEREAS, the Dodge County Sheriff will not include funding for this proposed position in the 2017 Budget for the Sheriff's Office;


SO, NOW, THEREFORE, BE IT RESOLVED, that the Dodge County Board of Supervisors hereby creates the following position in the Dodge County Sheriff's Office, effective January 1, 2017:

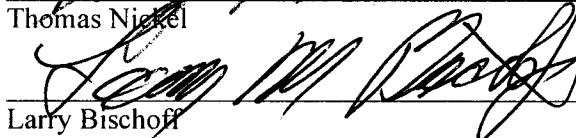
1. Creates one new, full-time, benefited position of *Administrative Support Staff Coordinator*.


All of which is respectfully submitted this 16th day of August, 2016.

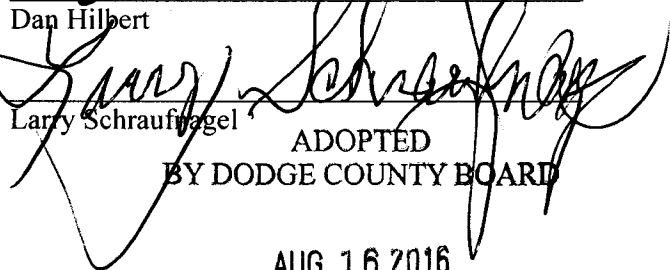
Dodge County Law Enforcement Committee:


MaryAnn Miller


Thomas Nickel


Larry Bischoff


Dan Hilbert


Larry Schraufnagel

ADOPTED
BY DODGE COUNTY BOARD

AUG 16 2016

AYES	31	NOES	1
ABSENT	0		
ABSTAIN	0		

Raven J. Bilson
County Clerk

DODGE COUNTY JOB DESCRIPTION

August 2016

Wage Range: \$20.51 - \$28.13

JOB TITLE:	Administrative Support Staff Coordinator	FLSA STATUS:	Non Exempt
DEPARTMENT:	Sheriff	REPORTS TO:	Communications Lieutenant
LOCATION:	Law Enforcement Center	DATE:	DRAFT
LABOR GRADE:	Dodge County Six (6)	REVISED:	

OVERALL PURPOSE/SUMMARY

Under the general direction of the Director of Communications / Support Staff, acts as the first line manager to provide daily management of the Deputy Secretaries. Performs administrative, clerical work, personal computer/word processing functions and other duties as warranted, including issuing daily assignments; training management, quality control, and quality assurance. May also perform variety of clerical functions

PRINCIPAL DUTIES AND RESPONSIBILITIES

1. Directs and assigns the activities and duties of Deputy Secretaries and Support Staff, maintaining employee discipline and enforcing rules and regulations.
2. Provides input to the Director of Communications/Support Staff regarding hiring, promotion, transfer, discipline or discharge and yearly performance evaluations of Deputy Secretaries and Support Staff.
3. Takes all necessary measures to ensure safety, security, and physical and mental well-being and safety of staff, visiting professionals, and members of the public.
4. Supervises and monitors fairness and standardization where applicable.
5. Ensures that reports, records, and administrative functions are completed and maintained in proper and timely manner.
6. Supervises and participates in evacuations and other contingencies that may occur.
7. Responds to employee complaints as required according to established policies and practices.
8. Prepares regular and special reports and statements.
9. Responsible for the management of training requests as directed by Admin Staff.
10. Maintain Department Training Records as assigned
11. Researches laws, policy, rules, and regulations to ensure correctness of application when necessary.
12. Sets personal example for and motivates subordinates.
13. Supervises and/or participates in all aspects of training as it relates to the division.
14. Facilitate effective communication between county law enforcement agencies, District Attorney, the courts, and all others involved in law enforcement and public records.
15. Performs daily and long range records planning, including planning and supervision of special functions.
16. Ensures conformance to all department policies and maintains appropriate level of discipline with staff.
17. Ensures division goals, objectives, and directions are followed.
18. Answers questions, provides information to the public, both in person and by telephone.
19. Handles citizen complaints as directed.
20. Assists in the development and monitoring of the Civil Process and Support Staff budget.
21. Select data from various sources to compile reports and statements as assigned
22. Acts as liaison to other county agencies as directed by Admin Staff.
23. Directs and assigns daily responsibilities and activities of the Office's Deputy Secretaries, Evidence Clerk, and other support staff.
24. May act as Notary Public.
25. Regular attendance and punctuality required.
26. Performs related duties as may be required or assigned.
27. Facilitation of non-specialized programs.

JOB SPECIFICATION

KNOWLEDGE, SKILLS, AND ABILITIES

- Working knowledge of applicable state statutes, county ordinances, and departmental policies, rules, and procedures.
- General knowledge of personnel matters, employee evaluations, and development of policies and procedures.
- Ability to supervise others in a fair and consistent manner.
- Ability to communicate effectively.
- Ability to function effectively and prioritize functions under stressful conditions
- Ability to evaluate reports and recommend necessary action.
- Ability to establish and maintain effective working relationships with general public, county officials and other law enforcement agencies.
- Ability to establish and implement efficient record keeping systems.
- Working knowledge of clerical principles, practices and techniques.
- Working knowledge of Microsoft Office programs.
- Ability to learn health hazards and sanitation standards.
- Ability to think and act quickly and calmly in emergencies.
- Flexible work schedule to accommodate special assignments.

EDUCATION AND EXPERIENCE**August 2016**

Five (5) years law enforcement and/or corrections and/or dispatch and/or accounting/finance and/or related administrative support experience, preferred. Equivalent combination of education and experience, which provides the necessary knowledge, skills, and abilities, for this entry level supervisory position may be considered.

WORKING CONDITIONS

Office working environment with frequent work under distractions and pressure. Frequent time pressures.

PHYSICAL DEMANDS

The County of Dodge is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

ACKNOWLEDGEMENTS**FOR HUMAN RESOURCE USE**

EMPLOYEE SIGNATURE:

ANALYST(S):

DATE:

DATE:

SUPERVISOR SIGNATURE:

DATE:

The principal duties and responsibilities shown are all essential job functions except for those indicated with an asterisk (*).

THIS POSITION DESCRIPTION SUPERSEDES ALL PRIOR DESCRIPTIONS.

RESOLUTION NO. 16-50

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

WHEREAS, the Dodge County Law Enforcement Committee (Committee) has studied and analyzed staffing needs at the Dodge County Sheriff's Office; and,

WHEREAS, as a result of these studies and analyses, the Committee recommends that the Dodge County Board of Supervisors abolish the following position in the Sheriff's Office, effective upon the promotion of one of the five employees who are now employed in positions of *Jail Programs Specialist*, to the proposed position of *Programs Corporal – Jail*, but, in any event, by not later than December 31, 2016:

1. Abolish one filled, funded, full-time, benefited position of *Jail Programs Specialist*; and,

WHEREAS, as a result of these studies and analyses, the Committee also recommends that the Dodge County Board of Supervisors create the following position in the Sheriff's Office, effective August 17, 2016:

1. Create one new, full-time, benefited position of *Programs Corporal – Jail*; and,

WHEREAS, a job description for the position of *Jail Programs Specialist* has been marked for identification as Exhibit "A", has been attached hereto; and,

WHEREAS, a job description for the proposed position of *Programs Corporal – Jail* has been marked for identification as Exhibit "B", has been attached hereto; and,

WHEREAS, it is reasonably anticipated that in the near-term future, one of the five employees who are now employed in positions of *Jail Programs Specialist* will be promoted to the proposed position of *Programs Corporal – Jail*; and,

WHEREAS, there are funds in the 2016 Budget of the Sheriff's Office sufficient to pay wages and fringe benefits for the proposed position of *Programs Corporal – Jail*, during calendar year 2016; these funds include funds that were included in the 2016 Budget of the Sheriff's Office to pay wages and fringe benefits for the position of *Jail Programs Specialist*, during the calendar year 2016;

SO, NOW, THEREFORE, BE IT RESOLVED, that the Dodge County Board of Supervisors hereby abolishes the following position in the Sheriff's Office, effective upon the promotion of one of the five employees who are now employed in positions of *Jail Programs Specialist*, to the proposed position of *Programs Corporal – Jail*, but, in any event, by not later than December 31, 2016:

1. Abolishes one filled, funded, full-time, benefited position of *Jail Programs Specialist*; and,

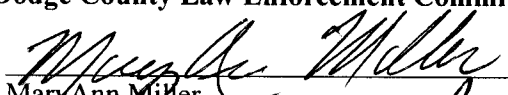
BE IT FURTHER RESOLVED, that the Dodge County Board of Supervisors hereby creates the following position in the Sheriff's Office, effective August 17, 2016:

- 1. Creates one new, full-time, benefited position of *Programs Corporal – Jail*; and,


BE IT FINALLY RESOLVED, that funds in the 2016 Budget of the Sheriff's Office shall be used to fund the position of *Programs Corporal – Jail*, during calendar year 2016.

All of which is respectfully submitted this 16th day of August, 2016.

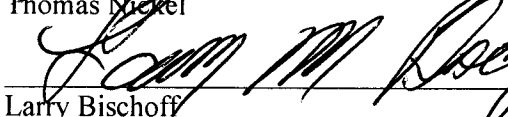
Dodge County Law Enforcement Committee:



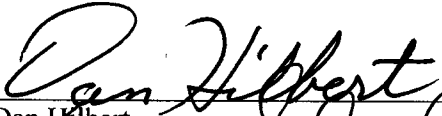
 Mary Ann Miller



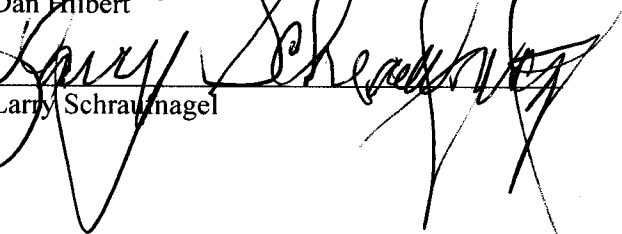
 Thomas Nickel



 Larry Bischoff



 Dan Hilbert




 Larry Schraunagel

ADOPTED
BY DODGE COUNTY BOARD

AUG 16 2016

AYES	<u>31</u>	NOES	<u>1</u>
ABSENT	<u>1</u>		
ABSTAIN	<u>0</u>		



 Raven J. Gibson
 County Clerk

DODGE COUNTY JOB DESCRIPTION

August 2016

Wage Range: \$18.59 - \$25.49

JOB TITLE:	Jail Programs Specialist	FLSA STATUS:	Non-exempt
DEPARTMENT:	Sheriff	REPORTS TO:	Jail Supervisor
LOCATION:	Justice Facility	DATE:	June 22, 1999
LABOR GRADE:	Dodge County Five (5)	REVISED:	4/20/12, 1/1/13

OVERALL PURPOSE/SUMMARY

Under the general direction of the Jail Supervisor, responsible for daily and long term program needs. Ensures program operations are accomplished according to all applicable laws, codes, policies and regulations.

PRINCIPAL DUTIES AND RESPONSIBILITIES

1. Responsible for performance and security of all inmates and staff involved in jail programs.
2. Determines acceptability for participation in inmate labor programs.
3. Takes all necessary measures to ensure safety, security and physical and mental wellbeing of inmates, visiting professionals and members of public.
4. Maintains proper level of discipline and professional conduct to set personal example.
5. Performs daily on the job training of inmate workers and those who work with them.
6. Ensures reports, records and administrative functions are completed in proper and timely manner.
7. Responsible for maintaining cleanliness in assigned work area.
8. Participates in evacuations and other contingencies that may occur on the shift.
9. Evaluates inmates programs.
10. Manages complaints, grievances and infractions that occur in assigned areas of responsibility.
11. Advises shift supervisor of personnel or other problems connected with shift.
12. Motivates program participants.
13. Assists in developing and implementing inmate programs.
14. Researches laws, policies, rules and regulations to ensure correctness of new and existing inmate programs when necessary.
15. Ensures fairness and standardization is maintained where applicable.
16. Inspects inmate work.
17. Responsible for inmate labor and alternative to incarceration programs.
18. Regular attendance and punctuality required.
19. Performs related duties as may be required or assigned.

JOB SPECIFICATION

KNOWLEDGE, SKILLS, AND ABILITIES

Working knowledge of state statutes; county ordinances; department policies, rules and procedures; classification objectives; program objectives.

Working knowledge of computer, utilizing word processing and spreadsheet applications.

Ability to meet minimal certification requirements set by the Wisconsin Law Enforcement Standards Board.

Ability to meet all requirements of the Civil Service Commission including passing written, oral and physical exams.

Ability to establish and maintain effective working relationships with staff and general public.

Ability to communicate effectively, utilizing good interpersonal skills.

Ability to effectively conduct interviews.

Must meet requirements of Dodge County Driver Qualification Policy, which includes an unrestricted Wisconsin motor vehicle operator's license.

EDUCATION AND EXPERIENCE

High school diploma or GED equivalent.

OTHER REQUIREMENTS:

Must be a U. S. citizen and a Wisconsin resident at the time of application. Must be 21 years of age. Must not have been convicted of a criminal offense equivalent to a felony under Wisconsin law.

WORKING CONDITIONS

Nearly constant work under distractions. Nearly constant work in adverse interpersonal situations. Occasional time pressure. Minimal hazardous conditions (fights, possible contact with bodily fluids, etc.).

PHYSICAL DEMANDS

The County of Dodge is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

ACKNOWLEDGEMENTS

EMPLOYEE SIGNATURE:

DATE:

SUPERVISOR SIGNATURE:

DATE:

FOR HUMAN RESOURCE USE

ANALYST(S):

DATE:

The principal duties and responsibilities shown are all essential job functions except for those indicated with an asterisk (*).

THIS POSITION DESCRIPTION SUPERSEDES ALL PRIOR DESCRIPTIONS.

DODGE COUNTY JOB DESCRIPTION

August 2016

Wage Range: \$20.51 – \$28.13

JOB TITLE:	Programs Corporal – Jail	FLSA STATUS:	Non Exempt
DEPARTMENT:	Sheriff	REPORTS TO:	Jail Supervisor
LOCATION:	Law Enforcement Center	DATE:	DRAFT
LABOR GRADE:	Dodge County Six (6)	REVISED:	

OVERALL PURPOSE/SUMMARY

Under the general direction of jail supervisors, responsible for daily operations of the programs department within facilities when on duty. Ensures operation of facilities is accomplished according to all applicable laws, codes, policies, and regulations.

PRINCIPAL DUTIES AND RESPONSIBILITIES

1. Responsible for supervision of programs officers.
2. Security and welfare of all inmates housed in facility.
3. Takes all necessary measures to ensure safety, security, physical/mental well-being of inmates, and the safety of staff, visiting professionals, and members of public.
4. Responsible for maintaining proper level of discipline and professional relationships between staff and inmates.
5. Ensures jail staff complies with federal and state statutes, administrative code, and department policies.
6. Sets personal example for subordinates.
7. Performs daily on the job training and education of subordinates.
8. Ensures reports, records, and administrative functions are completed in proper and timely manner.
9. Responsible for maintaining facility cleanliness.
10. Supervises and participates in evacuations and other contingencies that may occur on the shift.
11. In the absence of a shift supervisor, may assume role of shift commander.
12. Manages complaints, grievances and infractions that occur while on duty.
13. Advises jail supervisor of personnel or other problems connected with shift.
14. Motivates subordinates.
15. Researches laws, case law, policies, rules, and regulations to ensure correctness of shift and programs operations when necessary.
16. Ensures fairness and standardization is maintained where applicable.
17. Inspects personnel to ensure appearance conforms to office policy.
18. Regular attendance and punctuality required.
19. Communicates with programs officers on all shifts to ensure that programs tasks are completed.
20. Maintains the schedule, monitors use of sick leave, and schedules training for programs officers.
21. Review and rule on rule violation appeals.
22. Work with programs officers and administration to resolve civilian service provider issues.
23. Review and approve/disapprove applications for electronic monitoring.
24. Oversees inmate labor and alternative to incarceration programs.
25. Evaluates inmate programs.
26. Assists with the day-to-day duties of the programs officers.
27. Oversee the coordination of inmate/detainee housing and classification.
28. Communicates regularly with administration to ensure that administration is informed of program department issues.
29. Completes personnel evaluations of programs officers.
30. Assist in the coordination of department training.
31. Performs related duties as may be required or assigned.

JOB SPECIFICATION

KNOWLEDGE, SKILLS, AND ABILITIES

Working knowledge of state statutes, county ordinances, and office policies, rules, and procedures.
 Ability to establish and maintain effective working relations with staff and general public.
 Must meet requirements of Dodge County Driver Qualification Policy.

EDUCATION AND EXPERIENCE

Three (3) years correctional, law enforcement or equivalent experience and/or training in a Jail Division with at least one (1) year experience in the programs department. Must be U.S. citizen, be 21 years of age and possess an unrestricted Wisconsin motor vehicle operator's license. Must meet minimal certification requirements established by Law Enforcement Standards Board.

WORKING CONDITIONS

Nearly constant work under distractions. Nearly constant work in adverse interpersonal situations. Occasional time pressure. Minimal hazardous situations (Fights, possible contact with bodily fluids, etc.)

PHYSICAL DEMANDS

The County of Dodge is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

ACKNOWLEDGEMENTS	FOR HUMAN RESOURCE USE
-------------------------	-------------------------------

EMPLOYEE SIGNATURE:	ANALYST(S):
DATE:	DATE:
SUPERVISOR SIGNATURE:	
DATE:	

The principal duties and responsibilities shown are all essential job functions except for those indicated with an asterisk (*).

THIS POSITION DESCRIPTION SUPERSEDES ALL PRIOR DESCRIPTIONS.

RESOLUTION NO. 16-51

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

WHEREAS, on November 10, 2015, the Dodge County Board of Supervisors adopted Resolution No. 15-59, wherein the Dodge County Board of Supervisors authorized and approved the purchase by the Dodge County Information Technology Committee and the Dodge County Law Enforcement Committee, from Spillman Technologies, Inc., 2465 Lake Park Blvd., Salt Lake City, Utah (Spillman Technologies, Inc.), of computer hardware, computer software, maintenance services, and support services, as set forth in a proposal from Spillman Technologies, Inc., dated September 14, 2015, at a total cost of \$1,059,287; and,

WHEREAS, Payment Terms of this purchase from Spillman Technologies, Inc., 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, and that after Dodge County has timely made these three installment payments, Dodge County will own the computer hardware and the computer software; and,

WHEREAS, on November 10, 2015, the Dodge County Board of Supervisors also adopted Resolution No. 15-58, the 2016 Dodge County Budget; and,

WHEREAS, when the Dodge County Board of Supervisors adopted the 2016 Dodge County Budget, on November 10, 2015, no funds were included in the 2016 Dodge County Budget for the Dodge County Sheriff's Office to timely pay, when due, the three installment payments to Spillman Technologies, Inc.; and,

WHEREAS, there are sales and use tax receipts accounted for in Business Unit 1491, Taxes, Taxes Interest and Penalty (Sales Tax), in the amount of \$1,059,287, available for transfer to Business Unit 2001, Sheriff Administration, Account No. .5818, Computer Equipment, and sufficient to timely, when due, pay the three installment payments to Spillman Technologies, Inc.; and,

WHEREAS, the Dodge County Law Enforcement Committee recommends to the Dodge County Board of Supervisors that the Dodge County Board of Supervisors:


1. Authorize and direct the Dodge County Finance Director to transfer the sum of \$1,059,287 from Business Unit 1491, Taxes, Taxes Interest and Penalty (Sales Tax), to Business Unit 2001, Sheriff Administration, Account No. .5818, Computer Equipment, to be used to timely pay, when due, the first installment payment to Spillman Technologies, Inc., in the amount of \$150,000, due on October 1, 2016, the second installment payment to Spillman Technologies, Inc., in the amount of \$454,643, due on January 15, 2017, and the third payment to Spillman Technologies, Inc., in the amount of \$454,644, due after go-live implementation of the system and not prior to January 15, 2018;

SO, NOW, THEREFORE, BE IT RESOLVED, that the Dodge County Board of Supervisors hereby:


1. Authorizes and directs the Dodge County Finance Director to transfer the sum of \$1,059,287 from Business Unit 1491, Taxes, Taxes Interest and Penalty (Sales Tax), to Business Unit 2001, Sheriff Administration, Account No. .5818, Computer Equipment, to be used to timely pay, when due, the first installment payment to Spillman Technologies, Inc., in the amount of \$150,000, due on October 1, 2016, the second installment payment to Spillman Technologies, Inc., in the amount of \$454,643, due on January 15, 2017, and the third payment to Spillman Technologies, Inc., in the amount of \$454,644, due after go-live implementation of the system and not prior to January 15, 2018.

All of which is respectfully submitted this 16th day of August, 2016.


Dodge County Law Enforcement Committee:



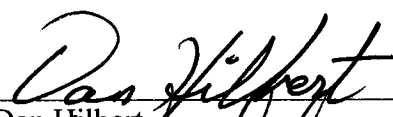
 Mary Ann Miller



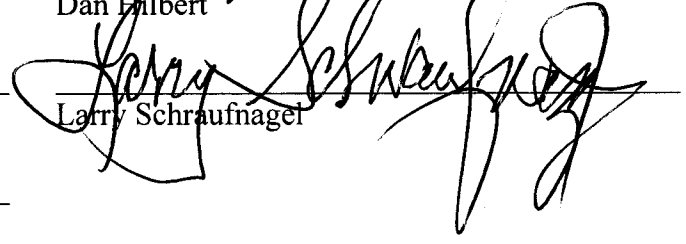
 Thomas Nickel



 Larry Bischoff



 Dan Hilbert



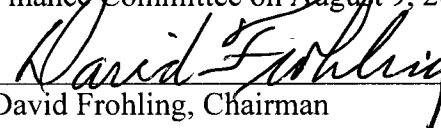
 Larry Schraufnager

FISCAL NOTE:

Is the referenced expenditure included in the adopted 2016 Budget? _____ Yes or X No

Fiscal Impact on the adopted 2016 Budget:
\$1,059,287

Fiscal Impact reviewed by the Dodge County Finance Committee on August 9, 2016.




 David Frohling, Chairman
 Dodge County Finance Committee

ADOPTED
BY DODGE COUNTY BOARD

AUG 16 2016

AYES 3 NOES 0
 ABSENT 1
 ABSTAIN 0



 County Clerk

RESOLUTION NO. 16-52

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

WHEREAS, the Dodge County Health Facilities Committee (Committee) has considered the repair needs of the Clearview Building and has determined that it is necessary to remove and replace approximately 18,000 square feet of defective Certainteed brand fiber cement lap siding that was installed on the Clearview Building in January of 2011, as part of the construction of the Clearview Building (Clearview Building siding removal and replacement project); and,

WHEREAS, the Committee has solicited and received bids for the Clearview Building siding removal and replacement project; and,

WHEREAS, the Committee received the following bids:

<u>BIDDER</u>	<u>BID AMOUNT</u>
C & C Services, LLC H17820 Hwy 52 Aniwa, WI 54408	\$443, 225.32
The Boldt Company 2525 N. Roemer Road PO Box 419 Appleton, WI 54912-0419	\$399,871.00; and,

WHEREAS, the lowest bid for the Clearview Building siding removal and replacement project was submitted by The Boldt Company, in the amount of \$399,871; and,

WHEREAS, the budget for the Clearview Building siding removal and replacement project is set forth below:

• Base Contract	\$399,871
• Plan Design/Bid Specifications	\$ 11,526
• Costs to Publish Advertisement For Bids	\$ 879
• Project Contingency (5.8 percent (rounded) of the sum of the above-listed items)	\$ <u>23,724</u>
• TOTAL PROJECT BUDGET	\$436,000

WHEREAS, funds in the amount of \$436,000 for the Clearview Building siding removal and replacement project were included in the 2016 Clearview Budget in Business Unit 4591, Capital/Debt Appropriations, Account No. .5822, Buildings; and,

WHEREAS, Clearview submitted a *Certainteed Fiber Cement Siding Class Action Settlement Claim Form* in conjunction with a class action lawsuit regarding the Certainteed brand of fiber cement lap siding, and, at this time, it is unknown when a determination will be made regarding Dodge County's standing in the class action lawsuit and the payment, if any, of Dodge County's claim for money damages; and,

WHEREAS, the Committee recommends that the Dodge County Board of Supervisors:

1. Authorize and direct the Committee to proceed forthwith to take all actions necessary to undertake and complete the Clearview Building siding removal and replacement project;
2. Approve and accept the bid from The Boldt Company, as set forth above;

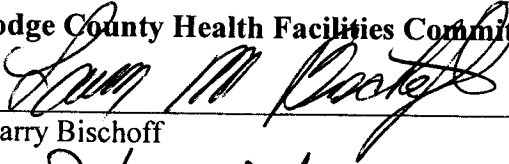
SO, NOW, THEREFORE, BE IT RESOLVED, that the Dodge County Board of Supervisors hereby:

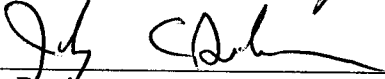
1. Authorizes and directs the Health Facilities Committee to proceed forthwith to take all actions necessary to undertake and complete the removal and replacement of approximately 18,000 square feet of defective Certainteed brand fiber cement lap siding that was installed on the Clearview Building in January of 2011, as part of the construction of the Clearview Building (Clearview Building siding removal and replacement project); and,
2. Approves and accepts the bid for the completion of the Clearview Building siding removal and replacement project, which was submitted by The Boldt Company, in the amount of \$399,871; and,

BE IT FINALLY RESOLVED, that upon presentation to the Dodge County Clerk of invoices properly approved by the Clearview Administrator in a total amount not to exceed \$436,000, representing the costs of completion of the Clearview Building siding removal and replacement project by The Boldt Company, the County Clerk is authorized to issue orders upon the Dodge County Treasurer for payment of such invoices and that funds for payment of such invoices shall be taken from Business Unit 4591, Capital/Debt Appropriations, Account No. .5822, Buildings.

All of which is respectfully submitted this 16th day of August, 2016.

Dodge County Health Facilities Committee:


Larry Bischoff


Jeffry Duchac


Thomas J. Schaefer



Dan Hilbert


Lisa Derr

FISCAL NOTE:
 Is the referenced expenditure included in the adopted 2016 Budget? X Yes or No

Fiscal Impact on the adopted 2016 Budget:
 \$0.00

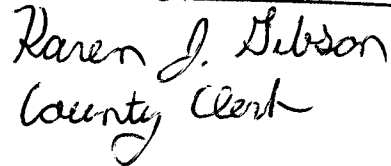
Fiscal Impact reviewed by the Dodge County Finance Committee on August 9, 2016.


 David Frohling, Chairman
 Dodge County Finance Committee

ADOPTED
BY DODGE COUNTY BOARD

AUG 16 2016

AYES 32 NOES 0
ABSENT 1
ABSTAIN 0


Karen J. Gibson
County Clerk

ORDINANCE NO. 956

ALL-TERRAIN VEHICLE AND UTILITY TERRAIN VEHICLE
ROUTE SPECIFICATION ORDINANCE

AN ORDINANCE TO AMEND CHAPTER 7 OF THE DODGE COUNTY CODE OF ORDINANCES, SPECIFYING CERTAIN SEGMENTS OF DODGE COUNTY TRUNK HIGHWAYS AS ALL-TERRAIN VEHICLE AND UTILITY TERRAIN VEHICLE ROUTES.

WHEREAS, the Dodge County Board of Supervisors has adopted on July 19, 2016, as Ordinance No. 955, a procedure for specifying designated segments of Dodge County Trunk Highways as All-Terrain Vehicle (ATVs) and Utility Terrain Vehicle(UTVs) routes (ATV routes); and,

WHEREAS, in compliance with that Ordinance, the Dodge County Highway Committee has received one or more requests for designation of certain segments of Dodge County Highways as ATV routes; and,

WHEREAS, the Dodge County Highway Committee has reviewed the designation request(s), the report(s), and recommendation(s) of the Highway Department regarding such request(s), which included information regarding the topography, traffic patterns, uses, and other information which may bear on the safety and appropriateness of the proposed designation and any recommendations, including, but not limited to, reduced speed limits for ATVs and UTV within the segment, and time of day limitations; and,

WHEREAS, the sponsor of the designation has complied with the provision of Dodge County Ordinance No. 955, regarding contributing towards the cost of procurement, installation, and maintenance of signage on the ATV route segment; and,

WHEREAS, the Dodge County Highway Committee recommends that the following segment(s) of Dodge County Trunk Highways be designated as ATV routes pursuant to Dodge County Ordinance No. 955, and the provisions of Section 23.33, Wis. Stats., as follows:

Dodge County Trunk Highway I from Clarkson Road to Dahlman Road; and,
Dodge County Trunk Highway I from Torpy Road to CTH T; and,
Dodge County Trunk Highway T from Stark Road to Burr Oak Road; and,
Dodge County Trunk Highway BB from Hubbleton Road to Port Road; and,
Dodge County Trunk Highway BB from Yerges Road to Austin Road; and,
Dodge County Trunk Highway I from Yerges Road to CTH BB.
Dodge County Trunk Highway II from Burr Oak Road to CTH TT.
Dodge County Trunk Highway TT from CTH II to Breyer Road.

SO, NOW, THEREFORE,

THE COUNTY BOARD OF SUPERVISORS OF THE COUNTY OF DODGE DOES ORDAIN AS FOLLOWS:

1. The following segment(s) of the Dodge County Trunk Highway system are designated as ATV routes:

- A. Dodge County Trunk Highway I from Clarkson Road to Dahlman Road; and,
- B. Dodge County Trunk Highway I from Torpy Road to CTH T; and,
- C. Dodge County Trunk Highway T from Stark Road to Burr Oak Road; and,
- D. Dodge County Trunk Highway BB from Hubbleton Road to Port Road; and,
- E. Dodge County Trunk Highway BB from Yerges Road to Austin Road; and,
- F. Dodge County Trunk Highway I from Yerges Road to CTH BB.
- G. Dodge County Trunk Highway II from Burr Oak Road to CTH TT.
- H. Dodge County Trunk Highway TT from CTH II to Breyer Road.

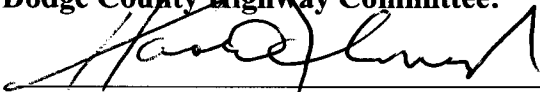
These ATV routes shall have a 35 MPH speed limit unless posted speed limits are lower, then the lower speed limit shall apply and time of day limitations where no ATV/UTV operation shall be allowed between the hours of 11:59 p.m. and 5:00 a.m.

3. Effective Date

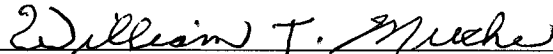
This ordinance becomes effective upon passage by the County Board of Supervisors and publication and erection of required signs.

Respectfully submitted this 16th day of August, 2016.

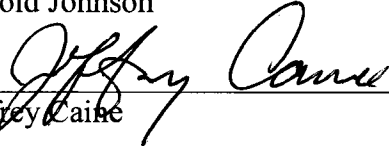
Dodge County Highway Committee:



Harold Johnson



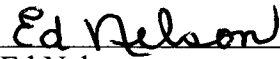
William T. Muche



Jeffrey Caine



Jeff Berres



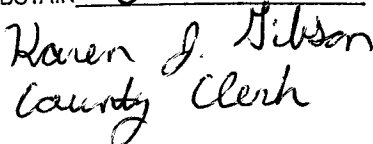
Ed Nelson

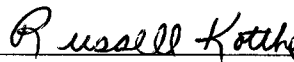
Enacted and approved this 16th day of August, 2016.

ADOPTED
BY DODGE COUNTY BOARD

AUG 16 2016

AYES 26 NOES 6
ABSENT 0
ABSTAIN 0


Karen J. Gibson
County Clerk



Russell Kottke, Chairman
Dodge County Board of Supervisors



Karen J. Gibson, County Clerk