

KAREN J. GIBSON
Dodge County Clerk
kgibson@co.dodge.wi.us

Administration Building
127 East Oak Street, Juneau WI 53039
920-386-3605 / Fax: 920-386-4292



SHELBY J. MILLER
Chief Deputy
smiller@co.dodge.wi.us

CHRISTINE M. KJORNES
Deputy
ckjornes@co.dodge.wi.us

November 8, 2016

Dear Supervisor:

The agenda and resolutions for next week's Annual County Board Budget Session are included with this letter. You will also find two replacement pages for the 2017 budget book:

1. First page. Credit is given to photos on the front and use of "We Back the Badge".
2. Pages 23 & 24. New pages are easier to read.

Please bring the budget book you received at last month's meeting to the November meeting.

The **Budget Hearing** will begin at 9:00 a.m. on Tuesday, November 15th. Chairman Kottke will declare the Public Hearing open at 9:00 a.m. and discussion on any items in or pertaining to the budget by the general public will be allowed. At the close of the discussion and comments on the budget, the Chairman will close the Public Budget Hearing. Chairman Kottke has requested all motions to amend the budget in any way be made in writing and be presented during Mr. Mielke's presentation of the budget.

Immunization Shots will be given by the Public Health Department before the Board meeting beginning at 8:00 a.m. in Meeting Room 1A – First Floor of the Administration Building. There is no fasting or doctor's permission necessary. You will be asked to fill out a short form. The shots cost \$25.00 unless you have Medicare as your primary insurance (not an advantage plan.) If you have questions about immunization shots, please contact the Public Health Department at 920-386-3670.

Please feel free to contact Chairman Kottke or myself with any questions you may have regarding the November 15th County Board Meeting.

Sincerely,

A handwritten signature in blue ink that reads "Karen J. Gibson".

Karen J. Gibson
Dodge County Clerk

Enclosures

Dodge County Board of Supervisors
October 18, 2016 – 7:00 p.m.
Administration Building - Juneau, Wisconsin

The October 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 exception of Supervisors Johnson and Nelson who had previously asked to be excused.

The Chairman appointed David Guckenberger to the County Board to represent District Number 11 which was vacant. Chairman Kottke called upon Supervisor Behl to escort Mr. Guckenberger forward to be sworn in by the Clerk. The Clerk administered the Oath of Office to Supervisor Guckenberger and welcomed him to the County Board. A motion was made by Supervisor Behl and seconded by Supervisor Schaefer to confirm the appointment. The motion passed by acclamation with no negative votes cast, thereby confirming the appointment.

Chairman Kottke then appointed Supervisor Guckenberger to fill vacancies on the Finance and Land Information Committees. A motion was made by Supervisor Schmidt and seconded by Supervisor Schraufnagel 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 Nickel and seconded by Supervisor Benter to approve the minutes of the September 20, 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 appointments made by County Administrator. Re-appoint Karen Coley to the Load Advisory Committee for a one year term, commencing on October 19, 2016 to October 19, 2017, both inclusive. A motion to accept the re-appointment was made by Supervisor Duchac and seconded by Supervisor Nickel. The motion passed by acclamation with no negative votes cast, thereby approving the appointment.

Mr. Mielke then appointed Jennifer Keyes to the Human Services and Health Board for a term to expire on April 15, 2018. A motion to accept the appointment was made by Supervisor Greshay and seconded by Supervisor Caine. The motion passed by acclamation with no negative votes cast, thereby approving the appointment.

Chairman Kottke called upon Amy Nehls, Emergency Management Director and Alan Mannel, Beaver Dam Fire Chief. Ms. Nehls thanked Chairman Kottke and the County Board of Supervisors for allowing them to present commendations at tonight's meeting. Ms. Nehls stated that the Emergency Management Department teaches emergency preparedness but not only does Deputy Emergency Management Director Joe Meagher teach emergency preparedness, he lives and practices it in his everyday life. Ms. Nehls then introduced Alan Mannel who recognized and presented commendation certificates to Mr. Meagher and Dodge County citizen Moe Neitzel for the lifesaving efforts that they both provided on June 13, 2016. Mr. Meagher thanked Chief Mannel and Ms. Nehls and informed the County Board that October is Sudden Cardiac Awareness month and that it is important to provide CPR training in our county and in county employment. Mr. Meagher hopes that the County Board will help him

promote CPR training to all county employees and Dodge County residents. Mr. Meagher provided a timeline of the events that occurred on June 13, 2016 and again thanked all citizens and emergency personnel for all they did in saving a citizens life.

The following Bridge Memorials, Resolutions, Reports and Ordinance were read by the Clerk and acted upon by the Board:

Bridge Memorials Highway Committee. A motion for adoption was made by Supervisor Muche and seconded by Supervisor Caine. The vote was cast with all voting in the affirmative, thereby adopting the Bridge Memorials.

Resolution No. 16-58 Amend Dodge County Final Supervisory District Plan – Executive Committee. A motion for adoption was made by Supervisor Behl and seconded by Supervisor Frohling. The vote was cast with all voting in the affirmative, thereby adopting the Resolution.

Resolution No. 16-59 Authorize Purchase of Additional Consulting Services from GFOA – Information Technology and Finance Committees. A motion for adoption was made by Supervisor Nickel and seconded by Supervisor Maly. The vote was cast with all voting in the affirmative, thereby adopting the Resolution.

Resolution No. 16-60 General Fund Transfer - \$2.7 Million for the Purpose of Financing a Part of the Cost of the Pipe Replacement Project – Building and Finance Committees. A motion for adoption was made by Supervisor Schmidt and seconded by Supervisor Caine. The vote was cast with all voting in the affirmative, thereby adopting the Resolution.

Resolution No. 16-61 Authorize Purchase of Seven New 2017 Ford Utility Police Interceptor Vehicles and One New, Diesel-Powered, 2017 Chevrolet Express Cargo Van 3500 – Law Enforcement Committee. A motion for adoption was made by Supervisor Miller and seconded by Supervisor Schraufnagel. Questions by Supervisors Greshay, Stousland and Berres answered by Sheriff Dale Schmidt. The vote was cast with all voting in the affirmative, thereby adopting the Resolution.

Resolution No. 16-62 Amend Town of Theresa Zoning Ordinance – Supervisor Fink. 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. 16-63 Dodge County Budget for 2017 – County Administrator Mielke and County Board Chairman Kottke. Chairman Kottke referred the 2017 Budget to the Finance Committee. Clerk Karen Gibson mentioned that the 2017 Budget Book would be handed out after the meeting.

Report No. 1 Report from Karen J. Gibson, County Clerk, Regarding Town of Fox Lake’s Resolution No. 2016.2. The Chairman ordered this be placed on file.

Report No. 2 Ordinance 962 – Amend Land Use Code –Town of Fox Lake – Planning, Development and Parks Committee. A motion for adoption was made by Supervisor Schaefer and seconded by Supervisor Muche. The vote was cast with all voting in the affirmative, thereby adopting the Report.

Report No. 3 Ordinance 963 – Amend Land Use Code – Bryan King, Agent for Veterinary Village LLC Property, Section 11, Town of Lomira – Planning, Development and Parks Committee. A

motion for adoption was made by Supervisor Schraufnagel and seconded by Supervisor Behl. The vote was cast with all voting in the affirmative, thereby adopting the Report.

Ordinance No. 1 Ordinance 964 – 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 Bennett, Greshay and Houchin answered by Sheriff Dale Schmidt and Brian Field, Highway Commissioner. Comment by Supervisor Berres. The vote was cast with 28 ayes, and 3 noes, thereby adopting the Ordinance.

Ayes: Benter, Kottke, M. Bobholz, J. Bobholz, Marsik, Greshay, Justmann, Schaefer, Guckenberger, Fink, Muche, Bartsch, Schraufnagel, Bischoff, Caine, Behl, Berres, Houchin, Roesch, Frohling, Schmidt, Duchac, Nickel, Maly, Hilbert, Miller, Derr, Glewen. Total 28.

Noes: Bennett, Malloy, Stousland. Total 3.

Absent: Nelson, Johnson. Total 2.

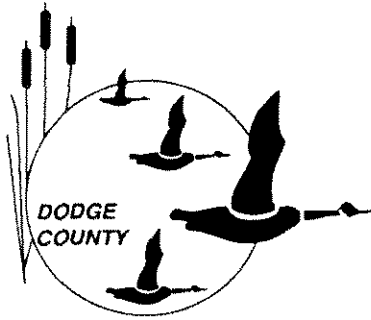
Claim No. 1 A claim by Barbara J. Rehm for money damages in the amount of \$387.80 for costs to remove road paint from her vehicle, was received in the Office of the Dodge County Clerk on September 12, 2016. The claim arises from an incident which is alleged to have occurred on or about August 24 or 25, 2016 in the late morning, when Mrs. Rehm was operating a 2016 Hyundai vehicle on Highway 89, north of I-94 towards Waterloo, in Jefferson County, Wisconsin. Mrs. Rehm alleges that she drove on a white paint strip that was not dry and the paint got on her vehicle. Mrs. Rehm alleges that it cost her \$387.80 to have the paint removed from the vehicle. The Clerk read a report from the Executive Committee recommending the claim be disallowed. A motion to approve the disallowance was made by Supervisor Maly and seconded by Supervisor Marsik. The vote was cast with all voting in the affirmative, thereby disallowing the claim.

The Clerk noted the following had been placed on the Supervisor's desks: ATV/UTV Route Maps, Revised 10/18/2016 Dodge County Board of Supervisors listing, commendation letter from the Wisconsin Association of County Homes regarding Jane Hooper, Clearview's Annual Holiday Bazaar invitation, October, 2016 Aging and Disability Resource Center Newsletter and Shoreland Protection Ordinance Amendment. The Chairman ordered these be placed on file.

Supervisor Frohling invited the County Board Members to the Special Finance Committee Meeting to be held on October 25, 2016 at 6:00 p.m. in the Administration Building.

At 7:48 p.m. Supervisor Frohling made a motion to recess until November 15, 2016 at 9:00 a.m. Supervisor Marsik 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.



ADMINISTRATION DEPARTMENT

JAMES MIELKE, COUNTY ADMINISTRATOR

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

**County Project and Issue Update
Volume 23 November 2016**

Update – Proposed Glacial Heritage Development Partnership (GHDP): On October 26th, Assistant Corporation Counsel Kathilynne Grotelueschen and I met with Vicki Pratt, President of GHDP and Jefferson County Administrator Ben Wehmeier. The purpose of the meeting was to discuss the framework of a potential agreement for a regional approach to economic development assistance. The discussion led to a working draft document which was presented the Executive Committee on November 7th for input and direction.

The initial working draft evolved from an Intergovernmental Agreement to a Contract for Service. The proposal would provide economic development services to all of Dodge County by the Jefferson County Economic Development Consortium (JCEDC). Services would be performed by Jefferson County staff. The staff would include, the Executive Director; a full-time Business Development Professional and marketing personnel. Under the proposed arrangement, the staff would be considered Jefferson County employees. The positions are assigned to the JCEDC. Dodge County expenses would be capped at \$85,000 annually with a minimum expense of \$60,000. Quarterly reports would be provided to the Executive Committee in addition to an annual report to the Dodge County Board of Supervisors.

Members of the Executive Committee expressed concern related to a Contract for Service versus an Intergovernmental Agreement. Their preference is an Intergovernmental Agreement. A second issue is with the governance structure. There was a strong consensus by the Executive Committee to have Dodge County representation (combination of public / private sector) as members of the GHDP Board of Directors.

I have conveyed the Executive Committee feedback and direction to Administrator Wehmeier and GHDP President Pratt. A follow-up meeting will be held to review and discuss. The goal is to bring back an updated working draft to the Executive Committee on December 5th. Looking ahead, based on Executive Committee direction, I am anticipating a proposal for full county board discussion in early 2017. Subject to county board approval a best case scenario subject is to have start up by the end of first quarter 2017. As noted in prior communication, a proposed Agreement would be distributed to the full county board well in advance of a scheduled presentation and vote.

Detention Facility Sanitary / Vent Pipe Replacement Project: A project kick-off meeting involving Maas Brothers construction; Engberg Anderson (architect) and the Dodge County team was held Friday, November 4th. The next project meeting is scheduled for Tuesday, December 6th. As of this writing, the project start date is scheduled for Monday, January 23, 2017.

Neosho – Satellite Highway Shop: Maas Brothers, project construction manager has officially presented Dodge County with a certificate of occupancy for the Neosho satellite highway shop. The majority of the equipment has been transferred to the new shop. A binder coat of asphalt has been paved, the surface coat will be completed in 2017.

Report to the Dodge County Board of Supervisors

Monthly Report of Budget Amendments/Adjustments

Intra-Department Fund Transfers per Resolution 15-21 - Adopted July 21st, 2015

Unbudgeted/Excess Revenue Appropriation per Resolution 16-23 - Adopted June 21st, 2016

Department	Amount	Type of Amendment	Summary of request submitted from Department to the Finance Department
Highway	\$200,000	Intra-Dept Fund Trans	Overrun on materials purchase on State Highway Maintenance. Transferring from equipment to materials.
Unified	\$10,000	Intra-Dept Fund Trans	Liability Insurance increase due to Dr. Royle Eenigenburg. He is now an employee rather than a consultant
Unified	\$45,000	Unbudgeted Revenue	Reallocation for mental health out of home placement. Seeking less expensive alternatives.
Social Services	\$48,510	Unbudgeted Revenue	Applied for and awarded a Dementia Care Innovation grant. State required signage and changes to reception area
Social Services	\$19,664	Unbudgeted Revenue	Coordinated Services Team (CST) program State allocation was revised
UW Extension	\$400	Unbudgeted Revenue	The Dog Project completed more activities than in recent years. Fund balance allocation required to cover additional expenditures
Sheriff	\$22,000	Intra-Dept Fund Trans	Fuel usage costs remain lower than budget. Re-allocate budget to purchase automated license plate reader and a gun cleaning station

Submitted by:
 Julie Kolp
 Dodge County Finance Director

09458
 DORGE COUNTY, WISCONSIN
 DC Field Vouchers \$10,930 Of More
 Voucher paid in October

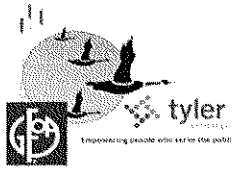
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Account Number	Address Number	Alpha Name	G/L Date	Explanation	Doc Ty	Document Number	Doc Fd	Amount
739-2121	12890	Al-Throna	10/19/15	MM022	PV	431817	00730	22,982.40
739-2121	13344	Communications Service Wisconsin LLC	09/30/15	Materials & Supplies	PV	431772	00730	16,080.00
739-2121	13438	Compass Minerals	09/28/15	Materials & Supplies	PV	431772	00730	39,472.81
739-2121	14439	Compass Minerals	09/27/15	Materials & Supplies	PV	431772	00730	28,760.23
739-2121	14439	Compass Minerals	10/03/15	Materials & Supplies	PV	431779	00730	68,799.54
739-2121	14439	Compass Minerals	10/17/15	Materials & Supplies	PV	431779	00730	20,454.28
739-2121	18077	Northeast Asphalt, Inc.	09/22/15	Materials, Tires & Vchrs	PV	436754	00730	36,457.39
739-2121	18077	Northeast Asphalt, Inc.	09/20/15	Materials, Tires & Vchrs	PV	436754	00730	18,408.17
739-2121	18077	Northeast Asphalt, Inc.	10/17/15	Materials, Tires & Vchrs	PV	431795	00730	14,883.97
739-2121	18077	Northeast Asphalt, Inc.	10/17/15	Materials, Tires & Vchrs	PV	431795	00730	36,768.12
739-2121	18077	Northeast Asphalt, Inc.	10/17/15	Materials, Tires & Vchrs	PV	431795	00730	15,008.12
739-2121	18077	Northeast Asphalt, Inc.	10/17/15	Materials, Tires & Vchrs	PV	431795	00730	34,290.00
739-2121	18077	Northeast Asphalt, Inc.	10/17/15	Materials, Tires & Vchrs	PV	431795	00730	12,454.28
739-2121	33777	Popp's Tire Services, Inc.	10/19/15	Materials, Tires & Vchrs	PV	431795	00730	1,000.00
739-2121	42977	The Muldoons, Inc.	10/20/15	Materials, Tires & Vchrs	PV	431795	00730	1,000.00
739-2121	50253	Flotway Construction Services, Inc	09/30/15	Materials, Tires & Vchrs	PV	431795	00730	71,000.00

Grand Total 978,915.03

HIGHWAY AND AIRPORT FUND

978,915.03



ERP PROJECT PUBLICATION VOL: 5

Reporting Period October 1st—October 31st 2016

November 3rd, 2016

To-Be Concepts Meeting

On October 21st, Dodge County was offered our first look into the future Munis ERP System.

Dodge County was presented with the suggested best practices as well as the process improvement recommendations that the GFOA has suggested.

ERP Scope Plan

Goal: Best Practices and Process Improvements

The County WILL design an integrated ERP solution based on best practices and process improvements. This will enable system flexibility, scalability, and stability to protect the County's long-term investment. The County WILL NOT invest in a future solution based on practices that are defined on, "that's the way we have always done it".

Examples:

- Standardization
- Project and Grant Accounting
- Three-way matching (e.g., Receive products or services before the invoice is paid)
- Vendor Self-Service
- Check Scanning
- Integrated Work Orders
- Inventory issuance and accounting

A sample slide from the presentation is above. If you would like to see the rest of the presentation slides please go to Basecamp.

The Basecamp link below will take you to all of the ERP Project files.

<https://gfoa.basecamphq.com/projects/13382238-dodge-county-erp-project/files>

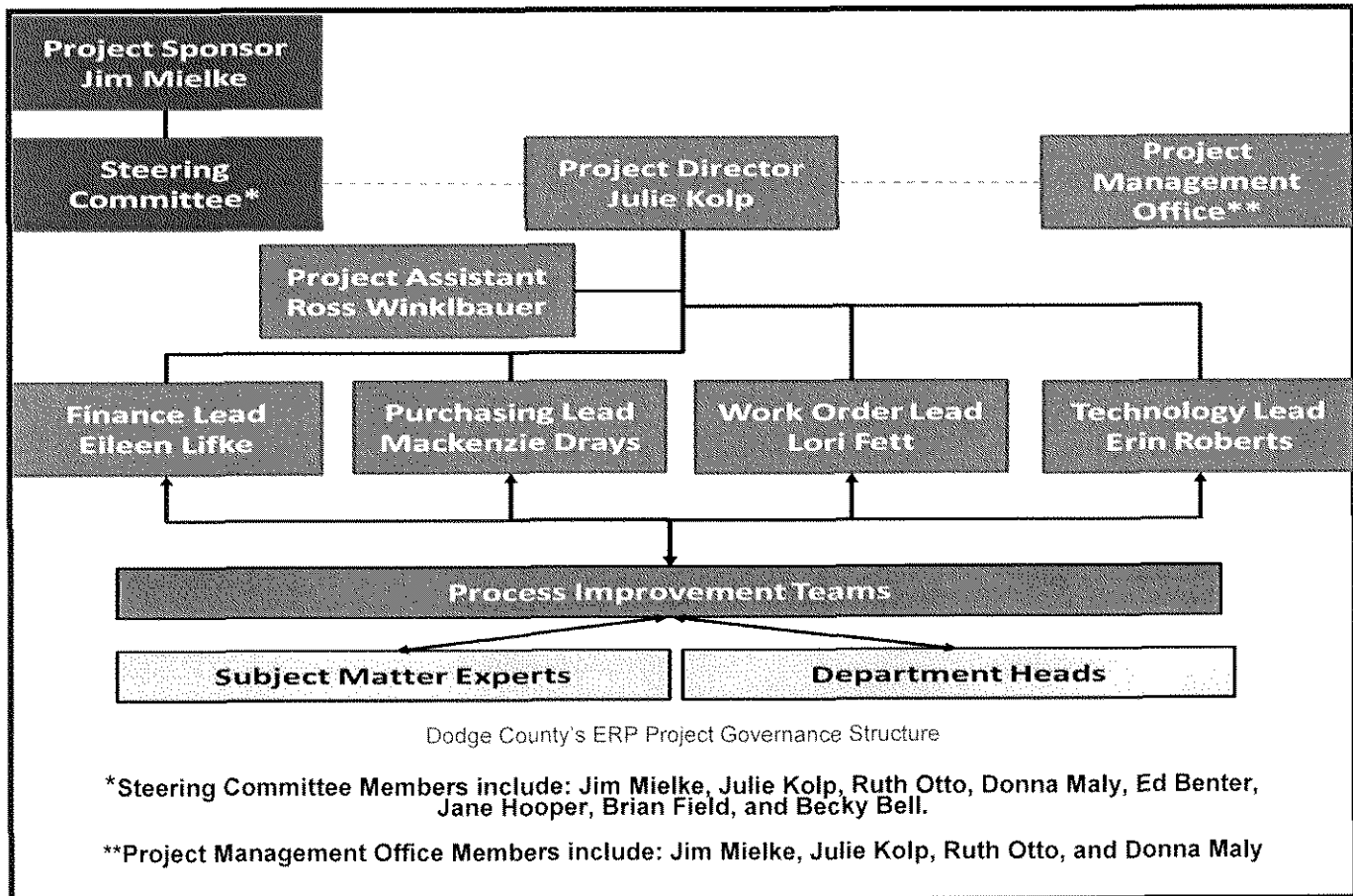
Definition of the MONTH

Best Practice

A best practice is a method or technique that has consistently shown results superior to those achieved with other means, and that is used as a benchmark.

A commitment to using the best practices in any field is a commitment to using all the knowledge and technology at one's disposal to ensure success.

The Project Governance Structure is the management framework within which project decisions are made.



**ERP PROJECT PLANS
NOVEMBER 1ST - NOVEMBER 30TH 2016**

- ◆ Prepare initial set of functional requirements
- ◆ Prepare systems inventory template
- ◆ Work on technology scope (i.e., functional interface requirements) to support business process concepts
- ◆ Process Improvement Teams to work on details supporting business process concepts

Please contact
Julie Kolp,
the ERP Project
Director, regarding
project related
questions.
Julie can be reached
at
Extension: 3287

AN ORDINANCE TO AMEND SECTION 3.015 OF THE DODGE COUNTY CODE OF ORDINANCES, PROSECUTION OF IN PERSONAM ACTIONS FOR DELINQUENT REAL ESTATE TAXES AND OTHER CHARGES

WHEREAS, Ordinance No. 462, *An Ordinance Authorizing the Commencement and Prosecution of In Personam Actions for Delinquent Real Estate Taxes and Other Charges*, was enacted by the Dodge County Board of Supervisors on January 20, 1998; and,

WHEREAS, subsequent to the enactment of Ordinance No. 462, Ordinance No. 462 was codified as Section 3.015 of the Dodge County Code of Ordinances (Code of Ordinances); and,

WHEREAS, the Dodge County Taxation Committee recommends that Section 3.015 be amended;

SO, NOW, THEREFORE,

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

Section 1: Section 3.015 of the Code of Ordinances is amended to read as follows:

- “(1) This section is adopted pursuant to the authority provided under § 74.53(5), Wis. Stats.
- (2) The Corporation Counsel for Dodge County, upon request of the Dodge County Treasurer **Taxation Committee**, is hereby authorized to commence and prosecute an action to recover real property taxes and costs against persons pursuant to § 74.53, Wis. Stats., for any of the following amounts that are included in the tax rolls for collection and any of the amounts under subparagraphs (b) and (c) that are not included in the tax roll for collection:
- (a) Delinquent real property taxes, special charges, special assessments and special taxes, not including amounts under subparagraphs (b) and (c), that were delinquent during the period that the person owned the property **if the property against which the amounts are levied was included in a tax certificate issued under § 74.57, Wis. Stats.;**
 - (b) The cost of razing and removing property and restoring the site to a dust-free and erosion free condition incurred under § ~~66.05(2), (5), (8)(bg) or (10)~~ **66.0413(1)(br)2., (f), (g) or (i), (2)(d) or (4)**, Wis. Stats., or of filling an excavation incurred under § ~~66.05(6)~~ **66.0427**, Wis. Stats., if the person owned the property when the property was razed and removed and the site restored or the excavation was filled, **or if the person owned the property**

while the order to raze the property was recorded in the register of deeds office;

- (c) The cost of abating a public nuisance under § 245.595 or 823.04, Wis. Stats., if the person owned the property when the public nuisance was abated.
- (3) Upon commencement of an action as described in subsection (2), above, the Corporation Counsel is authorized to petition the Court to appoint a receiver to take charge of property included in a tax certificate under § 74.57, Wis. Stats. The receiver shall manage the property, collect rents, and apply income to the payment of delinquent real property taxes.
- (4) In accordance with the provisions of § 74.53(5), Wis. Stats., the Dodge County Board of Supervisors waives the duty to specifically approve each in personam action that Dodge County may commence under § 74.53, Wis. Stats., and waives the duty to send notice to each person against whom such actions may be commenced.
- (5) The Dodge County Taxation Committee shall review the Treasurer's records regarding delinquencies and determine, in its discretion, whether to commence an in personam action against the property owner. If, in its discretion, the Taxation Committee decides to take action against the property owner(s), the following procedure shall be followed:
- (a) The Treasurer shall send written notice to the owner or owners of properties which have been determined appropriate for in personam action, advising the owner that a decision has been made to commence an in personam action against him or her. The notice shall indicate that if full payment of the amounts recoverable under § 74.53, Wis. Stats., including interest and penalties, is received within four (4) weeks from the date of the notice, the in personam action will not be commenced. The notice shall be personally delivered or mailed via registered or certified mail, return receipt requested, to the owner at his or her last known address.
- (b) The Treasurer shall complete an affidavit setting forth the following:
- 1) the names of the owners provided with notice under sub. (a);
 - 2) whether the notice was delivered personally or by mail;
 - 3) if delivered by mail, the date of mailing and address to which it was mailed; and
 - 4) a list of those owners for which no address was found.
- (c) If the owner fails to make full and timely payment as requested in the notice, Corporation Counsel may commence the in personam action.

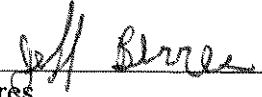
Additions are indicated in **Bold Underline**, deletions are indicated by ~~Single Strikethrough~~

- (6) In the event a judgment is granted in an in personam action brought under sub. (5), the Corporation Counsel for Dodge County is further authorized to take all appropriate actions necessary to enforce and collect said judgment.
- (7) Nothing contained herein, nor any use made of the procedure provided herein, shall prevent the use of other procedures provided for in the Dodge County Code of Ordinances or Wisconsin Statutes for the collection of the amounts in sub. (2)(a)-(c)."

Section 2: This Ordinance shall be in full force and effect upon enactment and publication as provided by law.


Respectfully submitted this 15th day of November, 2016.

Dodge County Taxation Committee:



 Jeff Berres


 Ed Nelson



 Ed Benter



 Dennis R. Schmidt



 Cathy Houchin

Enacted and approved this 15th day of November, 2016.

 Russell Kottke, Chairman
 Dodge County Board of Supervisors

 Karen J. Gibson, County Clerk

Additions are indicated in **Bold Underline**, deletions are indicated by ~~Single Strikethrough~~

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

WHEREAS, the undersigned Committee has determined that the Rules Of Order Governing The County Board Of Supervisors Of Dodge County, WI for the period of time commencing on April 19, 2016, and ending on April 17, 2018, both inclusive, should be the same as those set forth in the Official Directory For Dodge County dated June of 2016, with certain exceptions;

SO, NOW, THEREFORE, BE IT RESOLVED, that, effective immediately, the Rules Of Order Governing The County Board Of Supervisors Of Dodge County, WI for the period of time commencing on April 19, 2016, and ending on April 17, 2018, both inclusive, shall be the same as those set forth in the Official Directory For Dodge County dated June of 2016, except that:


1. The paragraph pertaining to the Taxation Committee shall be amended to read as follows:

Taxation Committee


The Taxation Committee shall be comprised of five (5) Board members. The five (5) members shall be appointed by the Chairman and confirmed by the Board. The committee shall: **review the Treasurer's records and authorize the prosecution of in personam actions for delinquent real estate taxes and other charges;** review foreclosure of tax liens by action in rem; appraise all parcels of real estate acquired by Judgment of Foreclosure Of Tax Lien in in rem actions pursuant to Wis. Stats. §75.521; authorize the publication of a list of appraised values for the purpose of soliciting bids on parcels of real estate to be sold; open all bids and accept or reject them; and, authorize the Dodge County Clerk to issue Quit Claim Deeds to successful bidders. Pursuant to the provisions of Wis. Stats. § 75.69, the Board designates the Taxation Committee as the committee that is authorized to: review and approve the sales of parcels of real estate for amounts that are less than the appraised values of the parcels of real estate; accept bids for the sale of parcels of real estate that are less than the highest bids; and, prepare written statements, available for public inspection, that explain the reasons for accepting bids for the sale of parcels of real estate that are less than the highest bids.

All of which is respectfully submitted this 15th day of November, 2016.

Dodge County Taxation Committee:



Jeff Berres

Ed Nelson


Ed Benter



Cathy Houchin



Dennis R. Schmidt

**RESOLUTION IN SUPPORT OF INCREASED FUNDING IN THE
CHILDREN AND FAMILY AIDS ALLOCATION**

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

WHEREAS, the Wisconsin Department of Children and Families provides funding to counties through the Children and Family Aids allocation for the provision of child abuse and neglect services, including prevention, investigation, treatment, and out-of-home placement costs; and,

WHEREAS, base funding for child welfare services has not increased since the Wisconsin Department of Children and Families was created in 2009; and,

WHEREAS, over the past few years, the child welfare workload has increased in all counties across the state; and,

WHEREAS, counties are struggling to recruit and retain child welfare workers; and,

WHEREAS, the stress of increasing caseloads is taking its toll on CPS workers, causing many experienced child welfare workers to leave the profession; and,

WHEREAS, the total number of child protective services (CPS) referrals statewide has increased by 30 percent since 2007 – from 55,895 CPS referrals in 2007 to 72,698 CPS referrals in 2014; and the total number of CPS referrals in Dodge County has increased by 21 percent since 2011 – from 810 CPS referrals in 2011 to 978 CPS referrals in 2015; and,

WHEREAS, the total number of children in out-of-home care statewide has increased by eight percent since 2011 – from 7,653 children in out-of-home care in 2011 to 8,258 children in out-of-home care in 2015; and the total number of children in out-of-home care in Dodge County has increased by 64 percent since January 2014 – from 50 children in out-of-home care in January 2014 to 82 children in out-of-home care in September 2016; and,

WHEREAS, the total number of screened-in CPS reports statewide has increased by nine percent since 2011 – from 18,706 screened-in CPS reports in 2011 to 20,384 screened-in CPS reports in 2015; and the total number of screened-in CPS reports in Dodge County has increased by 21 percent since 2012 – from 278 screened-in CPS reports in 2012 to 337 screened-in CPS reports in 2015; and,

WHEREAS, the total number of Children in Need of Protection and Services (CHIPS) petitions filed with the court statewide has increased 12.5 percent from 2008 to 2015; and the total number of CHIPS petitions filed with the court in Dodge County has increased by 38% since 2012 – from 47 CHIPS petitions filed with the court in 2012 to 65 CHIPS petitions filed with the court in 2015; and,

WHEREAS, the leading cause of these increases is the use of heroin, opiates, and methamphetamines; and,

WHEREAS, it is critical that counties have the resources necessary to ensure the safety of children in all areas of the state; and,

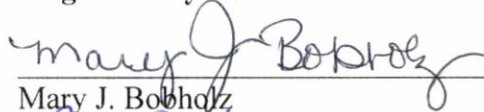
WHEREAS, counties are struggling to identify resources to increase child welfare staff, especially given the significant overmatch counties already put into the human services system;

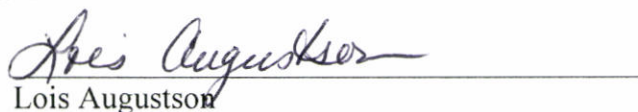
SO, NOW, THEREFORE, BE IT RESOLVED, that the Dodge County Board of Supervisors does hereby request that the state of Wisconsin, in its 2017-2019 state biennial budget, increase funding to counties in the Children and Family Aids allocation to assist counties in serving the increasing number of children and families in the child welfare system; and,

BE IT FINALLY RESOLVED, that the Dodge County Clerk is hereby authorized and directed to transmit a copy of this Resolution to the Governor of the State of Wisconsin, all Wisconsin State Legislators with a constituency within Dodge County, and the Wisconsin Counties Association.

All of which is respectfully submitted this 15th day of November, 2016.

Dodge County Human Services and Health Board:

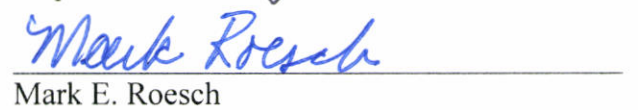

Mary J. Bobholz

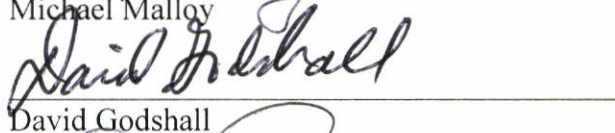

Lois Augustson


Becky Glewen


Stephanie Justmann

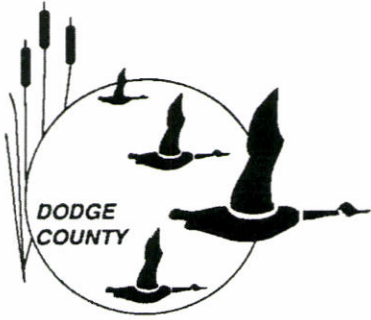

Michael Malloy


Mark E. Roesch


David Godshall


Jennifer Keyes


Jeremy Bartsch



ADMINISTRATION DEPARTMENT

JAMES MIELKE, COUNTY ADMINISTRATOR

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

To: Dodge County Board of Supervisors
From: Jim Mielke – County Administrator
Date: November 8, 2016

Re: Resolution 16-66 R.N. - Public Health

As stated in the Resolution, the request is to officially increase a 0.8 FTE R.N. Public Health position to 1.0 F.T.E. Earlier this year the position was temporarily increased from 0.8 to full-time. The full-time status is scheduled to end as of December 31st. In preparation of the 2017 budget, the position was funded at the full-time rate. Unfortunately, in reviewing position changes for the 2017 budget, the change from 0.8 to full-time was overlooked. The proposed Resolution corrects the oversight.

The Resolution was reviewed and approved by the Human Service & Health Board on November 2nd. The Human Resource & Labor Negotiation Committee heard a verbal update of the situation at their November 7th meeting.

RESOLUTION NO. 16-66

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

WHEREAS, the Dodge County Human Services and Health Board has studied and analyzed staffing needs at the Dodge County Human Services and Health Department; and,

WHEREAS, as a result of these studies and analyses, the Human Services and Health Board recommends that the Dodge County Board of Supervisors change one filled, funded, 0.8 full-time equivalent (FTE), benefited position of *R.N.–Public Health*, in the Dodge County Human Services and Health Department, to one full-time (1.0 FTE), benefited position of *R.N.–Public Health*, effective January 1, 2017; and,

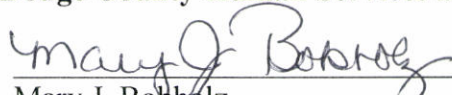
WHEREAS, a job description for the position of *R.N.–Public Health* has been marked for identification as Exhibit “A”, and has been attached hereto. This job description applies to the filled, funded, 0.8 FTE, benefited position of *R.N.–Public Health* and to the proposed 1.0 FTE, benefited position of *R.N.–Public Health*; and,

WHEREAS, it is reasonably anticipated that the Dodge County Board of Supervisors will appropriate funds in the 2017 Human Services and Health Department Budget sufficient to pay wages and fringe benefits for the proposed full-time, benefited position of *R.N.–Public Health*, during calendar year 2017;

SO, NOW, THEREFORE, BE IT RESOLVED, that the Dodge County Board of Supervisors hereby changes one filled, funded, 0.8 full-time equivalent, benefited position of *R.N.–Public Health*, in the Dodge County Human Services and Health Department, to one full-time, benefited position of *R.N.–Public Health*, effective January 1, 2017.

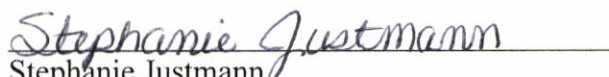
All of which is respectfully submitted this 15th day of November, 2016.

Dodge County Human Services and Health Board:


Mary J. Bobholz



Lois Augustson

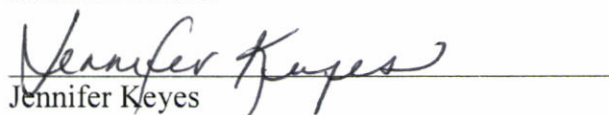

Becky Glewen


Stephanie Justmann


Michael Malloy


Mark E. Roesch


David Godshall


Jennifer Keyes


Jeremy Bartsch

DODGE COUNTY JOB DESCRIPTION

2017 Wage Range: \$24.60 - \$33.74

JOB TITLE:	R.N. – Public Health	FLSA STATUS:	Non Exempt
DEPARTMENT:	Human Services & Health	REPORTS TO:	Human Services Supervisor
LOCATION:	Office Building	DATE:	March 13, 1997
LABOR GRADE:	Dodge County Eight (8)	REVISED:	9/29/2016

OVERALL PURPOSE/SUMMARY

Under the general direction of the Human Services Supervisor-Public Health Officer, promotes/preserves health by integrating knowledge and skills relevant to both professional nursing practice and public health. Provides health education, advocacy, counseling, assessment, planning, prevention, intervention, evaluation, coordination of services, and direct nursing care encompassing services, programs, and institutions in differing settings.

PRINCIPAL DUTIES AND RESPONSIBILITIES

1. Provides nursing assessment, planning, evaluation, and coordination of services to targeted high-risk populations in a variety of settings (i.e. clinics, homes, schools, day care centers, community centers, etc.).
2. Provides health education/counseling to individuals, families, and populations.
3. Acts as a liaison and works collaboratively with many professionals in health/human services field to determine need for services and to ensure provision/continuity of care and service as needed.
4. Provides community assessment and develops, implements, and evaluates plans to meet identified needs.
5. Administers vaccines and TB skins tests; and collects laboratory specimens according to agency policies.
6. Maintains accurate and timely documentation of interventions and other related activities.
7. Prepares intra-inter-agency reports as required.
8. Attends case conferences, staff meetings, in-services, committee meetings and provides feedback.
9. Provides orientation of staff and students.
10. Serves as a positive role model and liaison in community by communicating/interpreting Human Services and Health Department's philosophy, mission statement, goals, and objectives.
11. Provides for prevention/control of communicable disease including follow-up and education.
12. Reviews vital statistics (i.e. birth certificates, death certificates, etc.) to determine people at risk and to provide follow-up as indicated.
13. Participates in State and Federal programs including but not limited to; Prenatal Care Coordination, Chronic Disease Surveillance, Childhood Lead Poisoning Prevention, etc. to promote health and well-being of Dodge County residents.
14. Serves as consultant/advocate regarding various health and educational issues for County residents.
15. Responsible/accountable for knowing and using current professional nursing and public health practices.
16. Regular attendance and punctuality required.
17. Performs related duties as may be required or assigned.

JOB SPECIFICATION

KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge of State/Federal programs such as Prenatal Care Coordination, Chronic Disease Surveillance, Lead Prevention and Screening Program, etc.

Knowledge of community assessment, organization, development, and resources.

Knowledge of and ability to effectively apply current nursing theory, behavioral/social sciences concepts and principles, leadership skills, tolerance, understanding and respect for special abilities and skills, and organizational skills.

Ability to work effectively with individuals/groups of varied age, gender, culture, socioeconomic background, lifestyles, and value systems in variety of settings.

Ability to consistently demonstrate safe, competent, professional nursing.

Ability to keep information confidential.

Ability to provide documents and reports in a timely manner.

Ability to explain and interpret public health laws, rules, and regulations.

Ability to interact effectively with patients, families, and general public.

Ability to exercise independent judgment and work collaboratively with others.

Ability to communicate effectively.

Must meet requirements of Dodge County Driver Qualification Program.

Regular attendance and punctuality required.

EDUCATION AND EXPERIENCE

Graduation from school of nursing and receipt of Certification in Public Health or four (4) year Bachelor's Degree (preferred) in nursing from accredited nursing program and current license as a Wisconsin Registered Nurse.

WORKING CONDITIONS

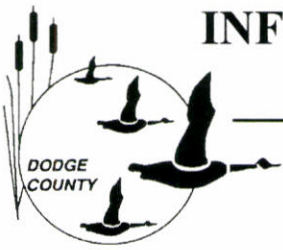
During times of direct nursing activities, must use preventive methods to avoid/prevent contracting and spreading communicable diseases. Frequent work in adverse interpersonal situations. Frequent time pressures. Frequent work under distractions.

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 (*).



INFORMATION TECHNOLOGY DEPARTMENT

Ruth M. Otto, Director

127 East Oak Street, Juneau, WI 53039 • (920) 383 – 3940

MEMORANDUM

Date: November 1, 2016

To: Honorable Dodge County Board Supervisors

From: Rebecca Bell, Director of Human Services and Health *RB*
Ruth M. Otto, Director of Information Technology *RMO*

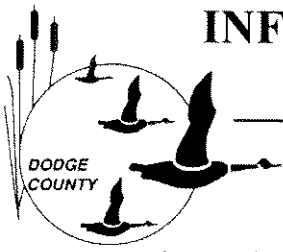
Re: Explanation of request for additional funds for NetSmart software project

On August 18, 2015, the County Board of Supervisors approved Resolution 15-29, providing the approval and funding to purchase the NetSmart MyEvolv software for the Human Services and Health department. This system is to take the place of the current TCM (The Clinical Manager) software as it was not HIPAA compliant or Meaningful Use capable.

Order Connect / CareConnect, a third party product, was purchased as a part of the NetSmart MyEvolv project to provide a subscription service to fulfill Meaningful Use data for Medicare. At the time of training it was noted by the Order Connect implementer that a portion of what was needed to be turned on for successful delivery of lab test results, was left off. It was discovered that Dodge County had not actually purchased that portion of the product, and it will, therefore, require an additional purchase by Dodge, to get that portion of the product that will allow laboratory test results to be returned electronically to the system. It appears that what Dodge purchased was the capability to manage prescriptions and to send lab test results out. The other discovery is the lack of system support to the Public Health department. The needs of the Public Health professionals in Human Services and Health are better served with the tools available in CareConnect.

The resolution before you is a request for the additional cost to add the following features to the CareConnect product in order to ensure the solution is in-line with Meaningful Use requirements for transitions of care.

- **CareConnect Labs**
CareConnect Labs empowers clients to electronically exchange lab orders/results seamlessly through their CareRecord.
- **CareConnect Syndromic Surveillance**
Surveillance electronically submits syndromic surveillance data to public health agencies in real-time which enables the tracking of chief presenting complaints from emergent care settings, allowing public health officials and providers to rapidly detect unusual outbreaks of illness.
- **CareConnect Immunization**
CareConnect Immunization connects to state immunization registries via a secure, HIPAA-compliant HL7 interface in states that authorize those connections, and to several other state



INFORMATION TECHNOLOGY DEPARTMENT

Ruth M. Otto, Director

127 East Oak Street, Juneau, WI 53039 • (920) 383 – 3940

immunization registries via state-specific connections. This connection enables facilities to manage vaccine supplies, assist in pandemic flu and emergency preparedness, and support links to other existing child health databases.

- **CareConnect Direct Messaging**

CareConnect Direct Messaging enables care providers to communicate with a client's entire care team (in and outside of the agency) in a direct, secure and confidential exchange. This solution is in-line with Meaningful Use Stage 2 requirements of transitions of care.

The resolution requests \$40,680, the cost to purchase the software, subscription and implementation for the Human Services and Health department.

RESOLUTION NO. 16-67

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

WHEREAS, on August 18, 2015, the Dodge County Board of Supervisors adopted Resolution No. 15-29, and, thereby, among other things, authorized and directed the Dodge County Information Technology Committee (Committee) and the Dodge County Human Services and Health Board (Board) to purchase and implement a certified case management, electronic health records, and billing system, named myEvolv software solution, available from Netsmart Technologies, Inc., 4950 College Boulevard, Overland Park, Kansas (Netsmart); and,

WHEREAS, the Committee and the Board have considered the software needs of the Dodge County Human Services and Health Department and have determined that it is necessary to purchase additional features of the CareConnect module of the myEvolv software solution from Netsmart; and,

WHEREAS, the additional features are *CareConnect Labs, CareConnect Syndromic Surveillance, CareConnect Immunization, CareConnect Direct Messaging, and Professional Services* (additional features); and,

WHEREAS, the Dodge County Netsmart Project Implementation Team (Team) solicited a price quotation from Netsmart for the purchase of the additional features; and,

WHEREAS, the Team received a price quotation from Netsmart for the purchase of the additional features, in the amount of \$40,680; and,

WHEREAS, a copy of this price quotation is on file in the Office of the Dodge County Clerk, and may be viewed there during normal business hours; and,

WHEREAS, no funds have been budgeted in the 2016 Dodge County Budget to pay for the additional features; and,

WHEREAS, there are funds in the amount of \$40,680 in Business Unit 1390, Contingent Appropriation, Account No. .5931, General Contingency, available for transfer and sufficient to pay for the additional features; and,

WHEREAS, the Committee and the Board recommend that the Dodge County Board of Supervisors:

1. Approve and accept the price quotation from Netsmart for the purchase of the additional features, in the amount of \$40,680;
2. Authorize and direct the Committee and the Board to purchase the additional features from Netsmart, at a purchase price of \$40,680; and,

3. Authorize and direct the Dodge County Finance Director to transfer the sum of \$40,680 from Business Unit 1390, Contingent Appropriation, Account No. .5931, General Contingency, to Business Unit 4855, Unified Services Administration, Account No. .5818, Computer Equipment;

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

1. Approves and accepts the price quotation received from Netsmart Technologies, Inc., 4950 College Boulevard, Overland Park, Kansas (Netsmart), in the amount of \$40,680, for the purchase of the following additional features of the CareConnect module of the myEvolv software solution: *CareConnect Labs; CareConnect Syndromic Surveillance; CareConnect Immunization; CareConnect Direct Messaging*; and, *Professional Services* (additional features);
2. Authorizes and directs the Dodge County Information Technology Committee and the Dodge County Human Services and Health Board to purchase the additional features from Netsmart, at a purchase price of \$40,680; and,
3. Authorizes and directs the Dodge County Finance Director to transfer the sum of \$40,680 from Business Unit 1390, Contingent Appropriation, Account No. .5931, General Contingency, to Business Unit 4855, Unified Services Administration, Account No. .5818, Computer Equipment; and,

BE IT FINALLY RESOLVED, that upon presentation to the Dodge County Clerk of invoices properly approved by the Dodge County Information Technology Director, in a total amount not to exceed \$40,680, representing the purchase of additional features from Netsmart, 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 4855, Unified Services Administration, Account No. .5818, Computer Equipment.

All of which is respectfully submitted this 15th day of November, 2016.

Dodge County Information Technology Committee:

Donna Maly



Jeffrey Duchac



Jeremy Bartsch



Mary J. Bobholz



Janice K. Bobholz

Dodge County Human Services and Health Board:



Mary J. Bobholz



Becky Glewen



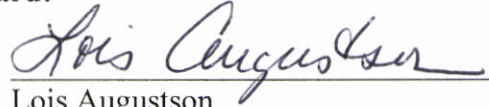
Michael Malloy



David Godshall



Jeremy Bartsch



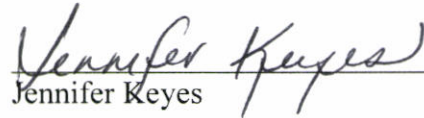
Lois Augustson



Stephanie Justmann



Mark E. Roesch



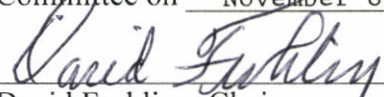
Jennifer Keyes

FISCAL NOTE:

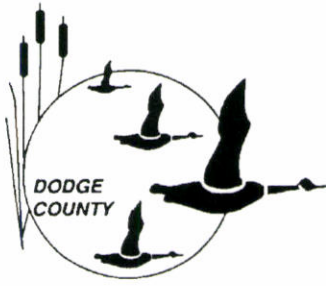
Is the referenced expenditure included in the adopted 2016 Budget? _____ Yes or No

Fiscal Impact on the adopted 2016 Budget:
\$ 40,680

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



David Frohling, Chairman
Dodge County Finance Committee



The Finance Committee

Of the Dodge County Board of Supervisors

127 East Oak Street • Juneau WI • 53039-1329 • (920) 386-3520 • district23@co.dodge.wi.us

REPORT TO RESOLUTION 16-63

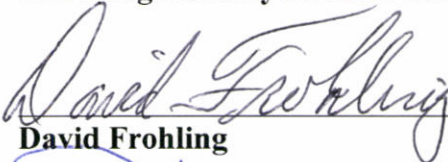
Dodge County Budget for 2017

We, the Dodge County Finance Committee, upon reviewing Resolution 16-63, the 2017 Proposed County Administrator's Budget to the Dodge County Board of Supervisors referred to us, conducted a special budget review meeting to consider Finance Committee, Departmental, Supervisor, or other proposed budget amendments.

The Committee's final recommendation on the 2017 Proposed County Administrator's Budget is a net county tax levy amount of \$33,281,315 and a resulting county tax rate of \$5.636/\$1,000 of Equalized Valuation.

All of which is respectfully submitted the 25th day of October, 2016.

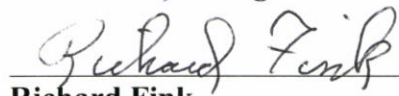
The Dodge County Finance Committee



David Frohling




David Guckenberger



Richard Fink



Ed Benter



Thomas J. Schaefer



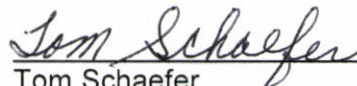
REPORT 1

TO THE HONORABLE DODGE COUNTY BOARD OF SUPERVISORS


We, the Dodge County Planning, Development and Parks Committee, hereby report favorably on the petition of the Dodge County Planning, Development and Parks Committee to amend certain sections of the Shoreland Protection Ordinance as described in Exhibit "A" and to adopt the Highly Developed Shoreline Areas as described in Exhibit "B" and recommend approval of the ordinance as proposed.

The Committee has considered the proposal in accord with Section 13.3 of the Dodge County Shoreland Protection Ordinance and finds that the proposed amendments are necessary in order bring the Ordinance into compliance with the recent changes to the Wisconsin State Statutes. The Committee has found that the proposed amendments to the Shoreland Protection Ordinance meet the challenge of changing conditions, they are consistent with the Dodge County Comprehensive Plan and the stated purposes of the Ordinance, they will protect the health, safety and general welfare of the general public, and they will not result in significant adverse impacts on the natural environment. Furthermore, the Committee has found that the criteria listed in Section 13.3(10) of the Dodge County Shoreland Protection Ordinance can be met for these amendments.

Respectfully submitted this 15th day of November, 2016.

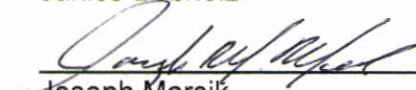


Tom Schaefer

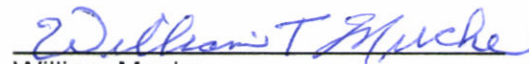


Allen Behl

Janice Bobholz



Joseph Marsik



William Mucche

Planning, Development and Parks
Committee

An Ordinance amending the Shoreland Protection Ordinance, Dodge County, Wisconsin.

Whereas the subject matter of this Ordinance has been duly referred to and considered by the Dodge County Planning, Development and Parks Committee and a public hearing having been held, after the giving of requisite notice of said hearing and a recommendation thereon having been reported to the Board of Supervisors, Dodge County, Wisconsin as required by Section 59.69 of the Wisconsin Statutes.

Whereas the Dodge County Planning, Development and Parks Committee has reviewed the proposed amendments to the Dodge County Shoreland Protection Ordinance and has considered the facts presented at the public hearing relating to the subject matter of this Ordinance for compliance with the criteria listed in Section 13.3(10) of the Dodge County Shoreland Protection Ordinance.

Whereas the Dodge County Planning, Development and Parks Committee has found that the proposed code amendments are necessary in order to bring the Shoreland Protection Ordinance into compliance with the recent changes to the Wisconsin State Statutes and the Committee has found that the amendments meet the challenge of changing conditions, the amendments are consistent with the Dodge County Comprehensive Plan and the stated purposes of the Shoreland Protection Ordinance and the amendments will not result in significant adverse impacts on the natural environment.

Whereas the Dodge County Planning, Development and Parks Committee has found that the criteria listed in Section 13.3(10) of the Dodge County Shoreland Protection Ordinance can be met for this code amendment that is the subject matter of this Ordinance and has further found that said amendment will protect the health, safety, and general welfare of the general public.

The County Board of Supervisors of the County of Dodge do ordain as follows:

Section 1. Be it resolved that the amendment to the Shoreland Protection Ordinance, Dodge County Wisconsin as represented by "Exhibit A" and the Highly Developed Shoreline Maps as represented in Exhibit "B" attached to and made a part of this Ordinance be and hereby are approved and adopted, by the Board of Supervisors of Dodge County, Wisconsin.

Section 2. This Ordinance shall be effective upon passage and publication.

Section 3. All ordinances or parts of ordinances inconsistent with or in contradiction of the provisions of this Ordinance are hereby repealed.

Adopted and approved this 15th day of November, 2016.

Russell Kottke
Chairman

Karen J. Gibson
County Clerk