

DODGE COUNTY EXECUTIVE COMMITTEE

April 3, 2017, 8:00 A.M.

FIRST FLOOR – ROOMS H & I AUDITORIUM

DODGE COUNTY ADMINISTRATION BUILDING, JUNEAU, WI 53039

The meeting was called to order at 8:00 a.m. by Dodge County Executive Committee Chairman, Russell Kottke.

Members present: Berres, Frohling, Kottke, Maly, Marsik, Miller, and Schmidt.

Member(s) absent: None.

Others present: County Administrator Jim Mielke; Dodge County Clerk Karen J. Gibson; Emergency Management Director Amy Nehls; Emergency Management Deputy Director Joe Meagher; Deputy County Clerk Christine M. Kjornes; Corporation Counsel Kimberly Nass; Assistant Corporation Counsel Kathilynne Grotelueschen; Veterans Service Officer Andrew Miller; Clearview Administrator Jane Hooper; Dodge County Chief Deputy Sheriff Scott Smith; Human Services and Health Department Director Becky Bell; Public Health Officer Jody Langfeldt; Public Health Nurse Abigail Sauer; and WBEV Radio Station Reporter Kevin Haugen.

Motion by Maly, seconded by Miller, to approve the Agenda and allow the Chairperson to go out of order as needed to efficiently conduct the meeting. Motion carried.

Motion by Schmidt, seconded by Frohling, to approve the March 6, 2017 minutes as presented. Motion carried.

Clearview Administrator provided a brief oral report to the Committee regarding her attendance at the Leading Age Legislative Health Care Outreach Conference that was held March 18-22, 2017, in Washington D.C. Ms. Hooper reported that attendees were able to meet with legislators, and three main topics of interest discussed with the legislators were Medicaid Reform, Mega Rule, and Home and Community Based Regulations.

Veterans Service Officer Andrew Miller provided a brief oral report to the Committee regarding an out-of-state travel request. Mr. Miller reported that some veterans need assistance with transportation to VA contracted exams in Rockford, Illinois, and he is asking for the approval to provide transportation for veterans to their exams if needed. Motion by Frohling, seconded by Miller to approve the request for Mr. Miller to provide transportation contingent upon a veteran requiring transportation to Rockford, Illinois, to a VA contracted exam. Motion carried.

Dodge County Chief Deputy Sheriff Scott Smith provided a brief oral report to the Committee regarding an out-of-state travel request. Mr. Smith reported that it is a federal grant requirement to send a law enforcement officer to the Body-Worn Camera (BWC) TTA National Conference, and the request is to send Lieutenant Brian Loos to the conference that is to be held on April 10-11, 2017, in New Orleans, Louisiana. Motion by Miller, seconded by Frohling to authorize the out-of-state travel request for Lieutenant Brian Loos to attend the BWC TTA National Conference to be held on April 10-11, 2017, in New Orleans, Louisiana. Motion carried.

Public Health Nurse Abigail Sauer provided a brief oral report to the Committee regarding an out-of-state travel request. Ms. Sauer reported that she is requesting to attend a Center for Domestic Preparedness training which will be held August 27-September 2, 2017, in Anniston, Alabama. Ms. Sauer further reported that all costs are funded by the Department of Homeland Security. Motion by Maly, seconded by Schmidt to authorize the out-of-state travel request for Abigail Sauer to

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attend the Center for Domestic Preparedness training that is to be held August 27-September 2, 2017, in Anniston, Alabama. Motion carried.

Dodge County Clerk Karen Gibson provided an oral report to the Committee regarding the April 18, 2017 County Board meeting. Ms. Gibson reported that there will be a presentation of the Sheriff's Department Annual Report, and a presentation by the Land Resources and Parks Department. Ms. Gibson further reported that the agenda will also include Resolutions from the Executive Committee and Taxation Committee, the Highway Committee, and the Law Enforcement Committee. The agenda will also include a Report from the Planning Development and Parks Committee, and Claims for Damages.

Ms. Gibson reported that the Wisconsin Counties Association Annual Conference will be held on September 24-26, 2017 at the Kalahari Resort in Wisconsin Dells, Wisconsin. Ms. Gibson stated that hotel reservations will open on May 1, 2017, and she will reserve rooms for all interested members.

Emergency Management Director Amy Nehls provided a brief oral report to the Committee regarding an Intra-Department Fund Transfer. Ms. Nehls reported that the Emergency Management Department received a grant from the South Central Health Care Coalition in the amount of \$6,077.70 that will be used to cover costs for Rescue Task Force (RTF) training and supplies. Ms. Nehls asked Chairman Kottke to sign the Intra-Department Fund Transfer form.

Emergency Management Deputy Director Joe Meagher provided a brief oral report to the Committee regarding the first RTF training session that was held at the end of March. Mr. Meagher reported that law enforcement agents and fire and EMS members were in attendance at this training session. Ms. Nehls reported that the training sessions are held on Saturdays, and the sessions are eight (8) hours.

Ms. Nehls reported that the Weather Spotter Training class will be held on April 10, 2017 at the Dodge County Administration Building.

Corporation Counsel Kimberly Nass provided an oral report to the Committee regarding the status of contracts being reviewed and/or completed by the office.

The Committee had a brief discussion on the Resolution supporting efforts to close commercial property assessment loopholes relating to the Dark Store Property Tax Shift. Mr. Berres commented that Dodge County needs to be cautious because there may be a possibility of taxing lease income. Supervisor Frohling commented that lease income pertains to the highest and best use of property. County Administrator Mielke reported that the Resolution was a template provided by the Wisconsin Counties Association, and the Resolution is drawing attention to the overall issue. Mr. Mielke further reported that the Taxation Committee has signed the Resolution. Motion by Schmidt, seconded by Maly to approve and forward to the County Board for its consideration at its April 18, 2017 meeting, a Resolution supporting efforts to close commercial property assessment loopholes relating to the Dark Store Property Tax Shift. Motion carried.

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The Committee had a brief discussion on the composition of the Dodge County External Audit Committee. Supervisor Frohling made a suggestion to make the 2nd Vice Chair an alternate because according to Resolution 15-49, the Committee should have five (5) members, of which should include the Dodge County Board First Vice Chairman and the Chairman of the Dodge County Finance Committee, both of which he currently holds. Mr. Kottke reported that this topic of discussion will be placed on the agenda for the May 2017 Executive Committee meeting.

The Committee had a brief discussion on a draft Resolution regarding the proposed combining of the Aging Disability Resource Center (ADRC) Governing Board and the Aging Programs Advisory Committee. Supervisor Miller commented that she is in favor of the merger, but is requesting that citizen members of this Committee receive a per diem. Mr. Mielke reported that the Human Services and Health Board will be discussing this draft Resolution at their April 5, 2017 meeting.

Mr. Mielke provided a brief oral update to the Committee regarding the Library Planning Committee. Mr. Mielke reported that the Library Planning Committee has met multiple times to update the Library Plan for Service, and have had discussions on border libraries, and if those libraries should be considered Dodge County Libraries or Adjacent Libraries. Mr. Mielke further reported that the Library Plan for Service should be finalized by the end of April 2017.

Supervisor Miller reported that on March 10, 2017, she attended a meeting of the Judicial and Public Safety Steering Committee of the Wisconsin Counties Association (WCA) in Madison, Wisconsin. Supervisor Miller further reported that some topics of discussions were funding for 911, TAD, anti-sanctuary city, sexual predators, and insurance payments for a deceased law enforcement agents surviving spouse/family.

Mr. Mielke provided a brief oral update to the Committee regarding county projects. Mr. Mielke reported that the sanitary pipe replacement project at the Dodge County Detention Facility is still progressing well, the secured electronics project should be completed by the end of April, and progress is being made in regards to the ERP project. Supervisor Maly commented that GFOA and Tyler Technologies are in the process of working on the statement of work contract.

Mr. Mielke reminded the Committee that he will be on vacation April 5-7, 2017.

The Committee considered and discussed the Claim for Damages submitted by Crete Carrier Corporation, in which a Dodge County Snow Plow truck made contact with a Crete Carrier Corporation semi-truck. Motion by Maly, seconded by Miller to recommend to the County Board that it disallow the Claim for Damages submitted by Crete Carrier Corporation. Motion carried.

At 8:55 a.m., a motion was made by Maly, seconded by Frohling to convene in closed session.

Before voting on the Motion, Chairman Kottke announced to all present that the purpose of the closed session will be to confer with legal counsel for Dodge County, who may render oral advice concerning strategy to be adopted by the body with respect to litigation in which it is likely to become involved, namely, litigation which is likely to arise from allegation set forth in damage claim filed by Dustin Steger, and that Section 19.85(1)(g), of the Wisconsin Statutes, authorizes the closed session.

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A roll call was taken. Motion carried by unanimous vote of all members present, at 8:56 a.m. There was consideration, deliberation, and discussion concerning the claim filed by Dustin Steger.

Motion by Schmidt, seconded by Frohling at 9:07 a.m., to reconvene in open session. A roll call was taken. Motion carried by unanimous vote of all members present.

Motion by Marsik, seconded by Maly to recommend to the County Board that it disallow the Claim for Damages submitted by Dustin Steger. Motion carried.

Meeting adjourned at 9:08 a.m. by order of the Chairman.

The next regular meeting is scheduled for **Monday, May 1, 2017, at 8:00 a.m.**

Jeff Berres, Secretary

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

Resolution 2017-03-68

Resolution to Create a Nonpartisan Procedure for the Preparation of Legislative and Congressional Redistricting Plans

Motion by:
Hafeman
Second by:
Breitenmoser

Dist.	Supervisor	Y	N	Abs
19	Allen	X		
10	Baughan		X	
1	Bialecki		X	
11	Breitenmoser	X		
13	Crosby		X	
12	Gilk	X		
14	Hafeman	X		
8	Heller	X		
17	Koth	X		
15	Lee	X		
16	Loka	X		
3	Mueller	X		
4	Nowak	X		
21	Pike	X		
22	Reichelt	X		
7	Rusch	X		
5	Saal	X		
20	Vander Sanden	X		
18	Voermans	X		
2	Weaver	X		
6	Woller	X		
9	Zeitz		X	

Totals 18 4

Carried
Defeated
Amended

Voice vote
Roll call

WHEREAS, currently under the state constitution, the legislature is directed to redistrict legislative districts according to the number of inhabitants at its next session following the decennial federal census by the majority party; and at the same intervals, the legislature also reapportions congressional districts pursuant to federal law, and

WHEREAS, legislative and congressional redistricting plans enacted pursuant to this procedure are used to elect members of the legislature and members of Congress in the fall of the second year following the year of the census, and

WHEREAS, historically legislative and congressional plans in Wisconsin have been subject to partisan influence that put the desires of politicians ahead of the electoral prerogative of the people, and

WHEREAS, the 2011 process to draw the maps and fight litigation contesting those maps cost taxpayers nearly \$1.9 million, and

WHEREAS, a panel of federal district court judges has ruled that the redistricting that was done in Wisconsin in 2011 was unconstitutional, and

WHEREAS, redistricting to achieve partisan gains is improper, whether it is done by Republicans or Democrats,

NOW THEREFORE BE IT RESOLVED that the Lincoln County Board of Supervisors insists upon the creation of a nonpartisan procedure for the preparation of legislative and congressional redistricting plans, and

BE IT FURTHER RESOLVED that the process promotes more accountability and transparency and prohibits the consideration of voting patterns, party information, and incumbents' residence information or demographic information in drawing the maps, except as necessary to ensure minority participation as required by the U.S. Constitution.

BE IT FURTHER RESOLVED that the County Clerk is directed to send a copy of this resolution to the Governor of the State of Wisconsin, the Wisconsin Counties Association, the Wisconsin Towns Association, the Wisconsin League of Municipalities, all members of the state legislature, and to each Wisconsin County.

Fiscal Impact: Unknown

Dated this 21st day of March, 2017


Introduced by A&L Committee
Date Passed: March 13, 2017
Committee Vote: 6-0

Drafted by: Randy Scholz Administrative Coordinator

STATE OF WISCONSIN)
) SS:
COUNTY OF LINCOLN)

I hereby certify that this resolution/ordinance is a true and correct copy of a resolution/ordinance adopted by Lincoln County Board of Supervisors on

March 21, 2017

 Christopher J. ...
County Clerk

RECEIVED
IN THE OFFICE OF
APR 03 2017
DODGE COUNTY CLERK

RECEIVED
IN THE OFFICE OF
APR 06 2017
BOJUDGE COUNTY CLERK

Recommending Change in Unemployment Compensation Rules

To the Honorable members of the Burnett County Board of Supervisors;

WHEREAS, Burnett County and northern Wisconsin employers rely on seasonal workers to provide goods and services to our citizens and visitors; and

WHEREAS, seasonal workers usually return to the same employers and professions; and

WHEREAS, these workers, on par, work full-time for roughly seven months per year; and

WHEREAS, employers have time and money invested in recruitment and training of these workers; and

WHEREAS, current unemployment regulations require that these workers apply for employment knowing they will be returning to their previous employer; and

WHEREAS, such application forces workers to commit fraud applying for jobs they are not qualified for nor want; and

WHEREAS, this creates an additional burden on employers in the form of time and money in reviewing applications that are not wanted or needed but required so seasonal employees make claim benefits; and

WHEREAS, Governor Walker's current proposal would increase the number of applications required.

NOW, THEREFORE, BE IT RESOLVED, the Burnett County Board of Supervisors requests the Governor, Legislature and Department of Workforce Development come together to promulgate clear, fair rules regarding unemployment and seasonal workers.

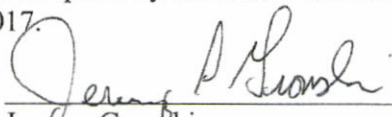
BE IT FURTHER RESOLVED, a copy of this resolution shall be sent to Governor Walker, the Burnett County Legislative delegation, Wisconsin Counties Association and all Wisconsin Counties.

Respectfully submitted and recommended for adoption by the Administration Committee.


Signed and dated this 16th day of January, 2017.



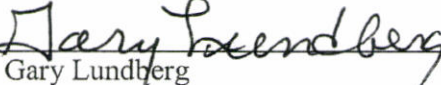
Don Taylor, Chair




Jeremy Gronski



Edgar Peterson, Vice-Chair

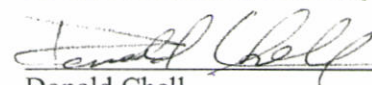


Gary Lundberg



Richard Anderson, Secretary

Gerald Pardun



Donald Chell

RECEIVED
IN THE OFFICE OF
APR 06 2017
DODGE COUNTY CLERK

RESOLUTION # 2017-08

Recommending Amendment to Wisconsin Statute 59.22

To the Honorable members of the Burnett County Board of Supervisors;

WHEREAS, Wisconsin's elected officers perform admirable work on behalf of the citizens and visitors; and

WHEREAS, Statute 59.22(1)(a)(1) does not allow counties to increase the salary of an elected officer during the term; and

WHEREAS, the work performed by the elected officials often merit an increase; and

NOW, THEREFORE BE IT RESOLVED, the Burnett County Board of Supervisors does hereby recommend to the legislature that the words ~~increased nor~~ be stricken from the law, as follows:

59.22 Compensation, fees, salaries and traveling expenses of officials and employees. (1)
Elected Officials (a) 1. The board shall, before the earliest time for filing nomination papers for any elected office to be voted on in the county, other than supervisors and circuit judges, which officer is paid in whole or part from the county treasury, establish the total annual compensation for services to be paid to the officer exclusive of reimbursements for expenses out-of-pocket provided for in sub (3). Except as provided in subd. 2, the annual compensation may be established by resolution or ordinance, on a basis of straight salary, fees, or part salary and part fees, it shall be in lieu of all fees, including per diem and other forms of compensation for services rendered, except those specifically reserved to the officer in the resolution or ordinance. The compensation established shall not be ~~increased nor~~ diminished during the officer's term and shall remain for ensuing terms unless changed by the board. Court fees shall not be used for compensation for county officers.

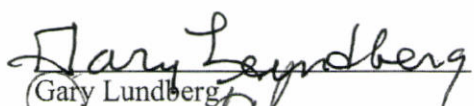
BE IT FURTHER RESOLVED, a copy of this resolution shall be sent to Burnett County Legislative delegation, Wisconsin Counties Association and all Wisconsin counties.

Respectfully submitted and recommended for adoption by the Administration Committee.

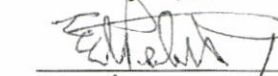
Signed and dated this 21st day of February, 2017.



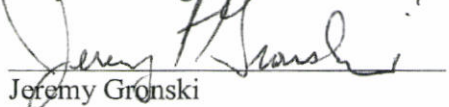
Don Taylor, Chair




Gary Lundberg



Edgar Peterson, Vice-Chair



Jeremy Gronski



Richard Anderson, Secretary

Gerald Pardun



Donald Chell

APR 19 2017

DODGE COUNTY, WIS.

RESOLUTION NO.: 154—2016-17

TO THE HONORABLE, THE OUTAGAMIE COUNTY BOARD OF SUPERVISORS

LADIES AND GENTLEMEN:

MAJORITY

1 After the general election, a candidate that lost by over 1.3 million votes and only
2 received 1% of the total vote petitioned for and initiated a full statewide recount. The
3 recount prevented clerks from attending to their regular duties and resulted in
4 unanticipated expense.

5
6 The Recount Reform Bill preserves the right to request a recount but limits them to the
7 margin of error. Only “aggrieved parties” can petition for a recount. An aggrieved party
8 is a candidate that is within 1% of the winning candidate in an election with over 4,000
9 votes or within 40 votes in a race under 4,000 votes.

10
11 The Recount Reform proposal also improves the recount process to ensure tax payers are
12 not responsible for any unnecessary recount costs and protects Wisconsin Electoral
13 College votes. Changes include: The Wisconsin Elections Commission will be
14 reimbursed for any costs incurred in a recount; extends the time to submit recount costs
15 from 30 to 45 days; shortens the recount petition deadline by two days to protect
16 Wisconsin’s Electoral College votes; gives the county board of canvassers an additional
17 day to begin their recount. The proposal does not affect Wisconsin’s free recount margin
18 of 0.25%.

19
20 This resolution supports the Recount Reform Bill.

21
22 NOW THEREFORE, the undersigned members of the Finance Committee recommend adoption
23 of the following resolution.

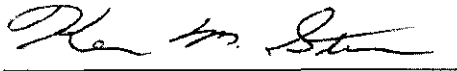
24 BE IT RESOLVED, that the Outagamie County Board of Supervisors does support legislation to
25 allow only aggrieved parties to petition for a recount to ensure tax payers are not responsible for any
26 unnecessary recount costs, to allow the Wisconsin Elections Commission to be reimbursed for any costs
27 incurred in a recount; extend the time to submit recount costs from 30 to 45 days; shorten the recount
28 petition deadline by two days to protect Wisconsin’s Electoral College votes; give the county board of
29 canvassers an additional day to begin their recount, and

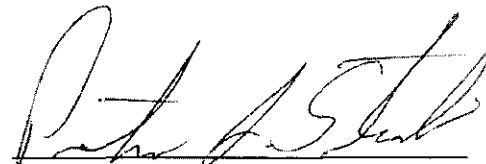
30 BE IT FINALLY RESOLVED, that the Outagamie County Clerk be directed to forward a copy
31 of this resolution to the Outagamie County Executive, all Wisconsin counties, and the Outagamie
32 County Lobbyist who will distribute to the Legislature and Governor.

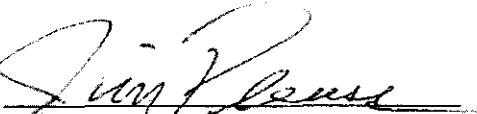
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Dated this 14th day of March 2017

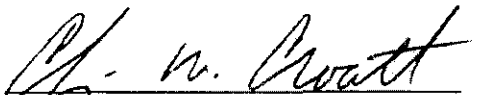
Respectfully Submitted,
FINANCE COMMITTEE


Kevin Sturn

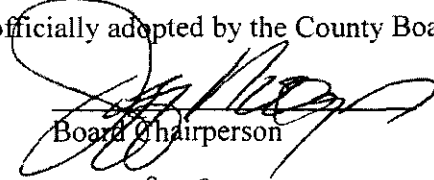

Peter Stueck

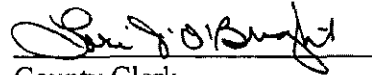

James Pleuss


Nadine Miller


Chris Croatt

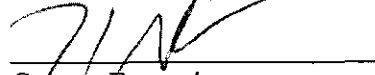
Duly and officially adopted by the County Board on: March 14, 2017

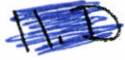
Signed: 
Board Chairperson


County Clerk

Approved: 3-15-17

Vetoed: _____

Signed: 
County Executive



DUNN COUNTY, WISCONSIN
RESOLUTION NO. 30

RECEIVED
IN THE OFFICE OF
COUNTY CLERK

APR 24 2017

DODGE COUNTY, WIS.

**Supporting Creation of a Nonpartisan Procedure for the
Preparation of Legislative and Congressional Redistricting Plans**

WHEREAS, pursuant to Article VI, Section 3 of the Wisconsin Constitution, the Wisconsin Legislature is directed to redistrict state legislative districts "according to the number of inhabitants" at its next session following the decennial federal census. The legislature also reapportions congressional districts at the same interval pursuant to federal law; and

WHEREAS, because state and federal legislative redistricting is controlled by the majority party at the time of the redistricting, legislative and congressional plans in Wisconsin have been subject to partisan influence that puts the desires of politicians ahead of the electoral prerogative of the people. Redistricting to achieve partisan gains is improper, whether it is done by Republicans or Democrats; and

WHEREAS, a panel of federal district court judges has ruled that the redistricting done in Wisconsin in 2011 was unconstitutional. Legal costs in defense of the 2011 redistricting has already cost taxpayers in excess of \$2.1 million, with the litigation still ongoing; and

WHEREAS, the state and congressional districts belong to the citizens of Wisconsin and not to any legislator, interest group or political party. The redistricting process should not be a tool used by those in power to protect and bolster their power, but should be designed with the best interest of Wisconsin's democracy and its citizens; and

WHEREAS, Wisconsin's historical practice of redistricting by the majority party in each legislative chamber is an outdated practice that stifles political competition, discourages compromise, ensures continued control by the party in power, and lacks the transparency necessary to reinforce citizens' faith in the democratic process; and

WHEREAS, there is a critical need at this time to restore trust, compromise and fair competition to Wisconsin politics;

NOW, THEREFORE, BE IT RESOLVED, the Dunn County Board of Supervisors calls upon the State Legislature, before the start of the next redistricting process following the 2020 federal census, to pass legislation that creates a fair, nonpartisan procedure for the preparation of legislative and congressional redistricting plans, that promotes more accountability and transparency, prohibits the consideration of voting patterns, party information, and incumbents' residence information or demographic information in drawing the maps, except as necessary to ensure minority participation as required by the U.S. Constitution; and

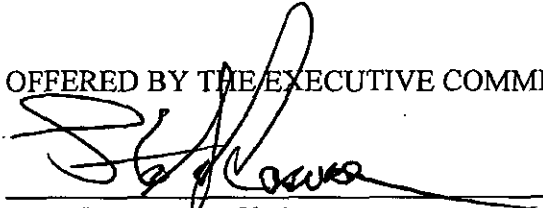
BE IT FURTHER RESOLVED, the Dunn County Board of Supervisors advocates for an amendment to the Wisconsin Constitution giving the responsibility of legislative redistricting to a nonpartisan commission; and

BE IT FURTHER RESOLVED that the County Clerk is directed to send a copy of this resolution to the Governor of the State of Wisconsin, the Wisconsin Counties Association, the Wisconsin Towns Association, the Wisconsin League of Municipalities, all members of the state legislature, and to each Wisconsin County.

Offered this 19th day of April, 2017, at Menomonie, Wisconsin.

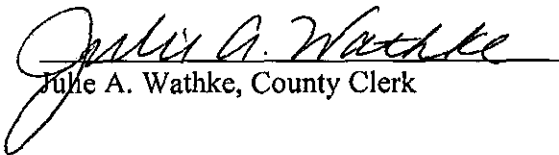
OFFERED BY THE EXECUTIVE COMMITTEE:

Adopted on: April 19, 2017



Steve Rasmussen, Chair

ATTEST:



Julie A. Wathke, County Clerk

Approved as to Form and Execution:



Nicholas P. Lange, Corporation Counsel

Budget Impact: Adoption of this Resolution will have no impact on the 2017 budget.



DODGE COUNTY SHERIFF'S OFFICE

Dale J Schmidt Sheriff Scott Smith Chief Deputy

April 4, 2017

TO: Executive Committee of Dodge County Board of Supervisors

FROM: Scott Smith, Chief Deputy Dodge County Sheriff's Office

Re: Out of State Travel for Sheriff's Office Employee, Sgt Chad Riter

Approve out-of-state travel for Corrections Sgt Chad Riter, to attend the 2017 Spillman Summit in Park City, Utah from September 18th-22nd 2017, in the amount not to exceed \$2500.

Background:

I am requesting the Committee grant authorization for Sgt Riter to travel out-of-state to attend the 2017 Spillman Summit in Park City Utah from September 18th-22nd, 2017. Executive Committee approved the same out of state travel for Christine Churchill in 2016.

We will be in the final stages of our Spillman Technologies System build, which includes Computer Aided Dispatch (CAD), Mapping & GIS, Crime Analysis & CompStat, Corrections Module, Records Management and Data Sharing software. Summit classes are designed to give us the tools we need to get the most out of our agency's Spillman software system while also providing opportunities to exchange ideas and build relationships with Spillman employees and law enforcement peers from across the nation.

The Spillman Summit offers more than 100 classes, divided into 11 tracks. In addition to conference standbys such as the Dispatch, Corrections, Mobile, Leadership, and Research and Design tracks, Summit 2017 will also feature two new tracks, CJIS and Community Policing.

The classes offered at Summit are designed to help sharpen our skills, learn valuable tools for proper maintenance of our Spillman Flex system, and gain real-life experience from customer-taught, "best-practices" sessions. Summit is a wonderful opportunity for Spillman customers and employees to come together. In one weeklong event, to hand pick from hundreds of face-to-face training sessions, see new product demonstrations, influence the direction of future products, and take part in beneficial networking opportunities.

Fiscal Impact:

The anticipated travel expenses to include airfare, meals, lodging and registration are not to exceed \$2500.00. The Sheriff's 2017 budget has funds for this expense in BU2001 (Admin).

Out of STATE TRAVEL Request

Mielke, James

From: Bell, Rebecca
Sent: Monday, April 24, 2017 3:24 PM
To: Mielke, James
Subject: Youth Villages

Human Services

Dear Jim,

On 11-4-2016, Dodge County placed two female youth at Youth Villages, a Residential Care Facility in Bartlett, Tennessee. This is the first time Dodge County has ever placed children out of state, however, our counties in Wisconsin are utilizing this facility including Rock and Jefferson County. Chapter 48, Wisconsin Children's Code standards, indicate that when a child is placed in care, Human Services organizations should be visiting those children on a quarterly basis. Dodge County Human Services reached out to other counties and reached an agreement to visiting Wisconsin children placed in care in Tennessee. In January, Rock County visited the two youth placed in Tennessee and in April, Jefferson County agreed to visit Dodge County youth. Dodge County is now being asked to see the Wisconsin youth placed in this facility from Jefferson and Rock Counties in July. It is anticipated we will be seeing 4 kids from Rock County, 1 child from Jefferson County, and 1 child from Dodge County as the second youth from Dodge County will be discharged back home on May 5th.

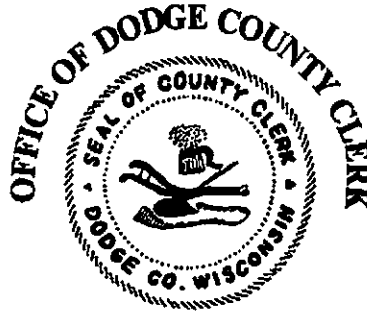
Human Services and Health Department respectfully requests permission for out of state travel by county vehicle with two social workers travelling to Tennessee; one social worker from our Youth Justice Unit and one social worker from our On-Going Child Protective Services Unit. This travel to Bartlett, Tennessee is anticipated to occur sometime between the weeks of July 10th– July 24th.

If you need additional information, please let me know.

Thank you,

Becky

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

MEMO TO: Executive Committee

FROM: Karen J. Gibson, County Clerk *kg*

RE: Items for the May 16, 2017 Dodge County Board Meeting and Wisconsin Counties Association Conference

DATE: April 24, 2017

The following list contains items for the May 16th County Board meeting.

Special Orders of Business:

- Re-Appoint John Zanghi, Chris Connaughty, and Matthew Gibbs to the Loan Advisory Committee.
- Re-appoint David Godshall to the Human Services and Health Board

Resolutions:

- I have received a Resolution from Supervisor J. Bobholz and a Report from the Planning, Development and Parks Committee regarding rezoning land in the Town of Beaver Dam.
- I anticipate a Resolution from the Planning, Development and Parks Committee regarding rezoning land in the Town of Elba.
- I anticipate two Resolutions from the Planning, Development and Parks Committee regarding staffing and positions within the Land Resources & Parks Department.
- I anticipate a Resolution from the Health Facilities Committee regarding the purchase of Matrix Clinical Billing Software.
- I anticipate a Resolution from the Executive Committee regarding confirmation of the appointment of a Land and Water Conservation Director.
- I anticipate a Resolution from the Executive Committee regarding changing the membership of the External Audit Review Committee
- I anticipate a Resolution from the Finance Committee regarding the Enterprise Resource Planning (ERP) Project Policies.

Wisconsin Counties Association (WCA) Annual Conference:

WCA is once again offering first term new supervisors free registration to the Annual Conference to be held September 24-26 at the Kalahari. In the past, the Executive Committee has authorized one night's stay for the conference. Please take action regarding first term new supervisor's attendance and overnight stay at the Annual Conference.

MEMORANDUM

TO: County Board Chairs, Executives, and Administrators

FROM: Mark D. O'Connell, Executive Director

DATE: April 10, 2017

SUBJECT: 2017 WCA Annual Business Meeting Resolutions
Deadline for Submission: 4:30 p.m. on June 26, 2017

The WCA Annual Conference will be held from September 24-26, 2017 in Wisconsin Dells. I look forward to seeing you there.

Each year, counties have the opportunity to submit resolutions for consideration at the Annual Business Meeting, held in conjunction with the WCA Annual Conference. Resolutions adopted at the Annual Business Meeting become part of the WCA Platform.

The WCA Constitution requires all resolutions be submitted to the WCA executive director no later than 90 days prior to the Annual Business Meeting. Therefore, **all resolutions must be submitted to the WCA office no later than 4:30 p.m. on Monday, June 26, 2017** to be considered at the 2017 Annual Business Meeting. All resolutions submitted by the deadline will be referred to the appropriate steering committee, as well as the WCA Resolutions Committee, prior to action at the Annual Business Meeting.

Please keep the following in mind when submitting resolutions for the Annual Business Meeting:

1. All resolutions submitted must be adopted by your full county board (please send an official copy for verification purposes).
2. Any resolution submitted must be on a matter of public policy.
3. **Resolutions must be submitted with a cover memo indicating that the resolutions are submitted for consideration at the Annual Business Meeting.**
4. Resolutions may be submitted in any one of the following ways:
 - Mailed to the WCA office: 22 E. Mifflin Street, Suite 900, Madison, WI 53703
 - Faxed to 608.663.7189
 - Emailed to voss@wicounties.org.

DRAFT # 3320840132 DATED 03/22/2017

** TOTAL DRAFT AMOUNT:

\$24,250.00 **

INV 10588174 0 BR 0217-0 03/20/2017
WI0484/DODGE COUNTY ROAD COMMISSION
INV 10588174 0 CC 0217-0 03/20/2017
WI0484/DODGE COUNTY ROAD COMMISSION

\$4,250.00
\$20,000.00

2 1/2 mo. payment to allow for Autopay to occur

*20,000 payment
Bank Dm
5,000 to County
15,000 to USCC
per USCC contact
see 15.1 + 9*

Non-Negotiable Draft Stub - Detach and Retain for Your Records

DETACH CHECK ALONG THIS PERFORATION

THE BACK OF THIS CHECK CONTAINS A SECURITY MARK - DO NOT ACCEPT WITHOUT HOLDING AT AN ANGLE TO VERIFY SECURITY MARK



JPMorgan Chase Bank, N.A.
Syracuse, NY

50-937/213

Date 03/22/2017
Check Number 3320840132

Pay this amount
\$24,250.00

PAY
TWENTY-FOUR THOUSAND TWO HUNDRED FIFTY AND 00/100

17696075 SS

To the order of
COUNTY OF DODGE
127 EAST OAK STREET
JUNEF 01 WI 53039



Void 180 days from check date

h - 2



AT&T Services, Inc.
Network Real Estate Administration
575 Morosgo Drive NE
Atlanta, GA 30324

Via Certified Mail, Return Receipt Requested
Tracking Number: 7015 1730 0001 8178 3138

March 21, 2017

Dodge County Office of Emergency Management
Attn: Director
Law Enforcement Center
124 West Street
Juneau, WI 53039

Subject: Commencement of Site WI0484/DODGE COUNTY ROAD COMMISSION
FA# 10588174
Your Reference: WI0484/DODGE COUNTY ROAD COMMISSION

Dear Lessor:

Please accept this letter as notification that New Cingular Wireless PCS, LLC is commencing Tower Attachment Communications Site Lease Agreement with Commencement Date effective February 15, 2017.

You should receive \$4,250.00 payment for the period of February 15, 2017 up through and including April 30, 2017 within the next twenty (20) business days at the address below. Future monthly payments will be in the amount of \$1,700.00.

COUNTY OF DODGE
127 EAST OAK STREET
Juneau, WI 53039

It is our priority to maintain excellent tenant/lessor relationships. If you ever have any questions or concerns regarding our agreement, please contact our Lease Administration team on our toll-free number, 877-231-5447. In order to expedite processing of your request, please reference on all communications the site name and FA Number as found on the subject line of this letter.

Sincerely,

Contracts Management
Network Real Estate Administration



AT&T Services, Inc.
Network Real Estate Administration
575 Morosgo Drive NE
Atlanta, GA 30324

Via Certified Mail, Return Receipt Requested
Tracking Number: 7015 1730 0001 8178 3220

March 29, 2017

Dodge County Office of Emergency Management
Attn: Director
Law Enforcement Center
124 West Street
Juneau, WI 53039

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Your Reference: WI0484/DODGE COUNTY ROAD COMMISSION

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Sincerely,

Contracts Management
Network Real Estate Administration

of the Premises, the use of the Premises by Existing Users while making the Inspections and shall repair damages, if any, to the Premises caused by the Inspections. Tower Owner agrees to cooperate with Tenant in obtaining, at Tenant's expense, all Government Approvals whether such Government Approvals are sought during the Inspection Period or otherwise during the Term.

- (b) Tenant may, at Tenant's discretion and at any time during the Inspection Period, notify Tower Owner of the Commencement Date. If Tenant does not notify Tower Owner of the Commencement Date, this Lease shall automatically terminate at the end of the Inspection Period.

5. Rent.

- (a) Base Rent. Beginning on the Commencement Date, Tenant shall pay Base Rent to Tower Owner in the amount of One Thousand Seven Hundred Dollars and Zero Cents (\$1,700.00) per month, which shall be due on the first day of each calendar month during the term in advance, at Tower Owner's address set forth below hereof or as otherwise specified by Tower Owner and shall be prorated for any partial month at the commencement, expiration or earlier termination of this Lease, based upon the number of days in that month. The initial Base Rent payment will be forwarded by Tenant to Tower Owner within forty-five (45) days after the Commencement Date.
- (b) Adjusted Rent. On the fifth anniversary of the Commencement Date and every five-year anniversary thereafter, the Base Rent shall be increased by 12.5% over the Base Rent which was in effect during the previous Term. If the first day of the Renewal Term is other than the first day of a month, the escalation shall be applied the first day of the month following the first day of the Renewal Term.
- (c) In the event of termination for any reason other than nonpayment of rent, all prepaid rent shall be refunded to Tenant on a pro-rata basis.

(d) Tenant shall pay to Tower Owner, as a capital contribution, a one-time, non-refundable payment of Twenty Thousand and No/100 Dollars (~~\$20,000.00~~) within thirty (30) days of the Commencement Date.

6. Tower Owner's Representations and Warranties. Tower Owner represents and warrants the following:

- (a) Tenant's Use is not prohibited by any covenant, restriction, subdivision rule, or other contract;

(e) TENANT'S costs of planning and constructing the TOWER shall consist of the costs paid by TENANT for the following:

1. A new TOWER from the manufacturer;
2. Civil Engineering to produce construction drawings covering site preparation, utility connections, grounding, etc.
3. General Contracting, to include site preparation, foundation, setting new radio shelter, erecting new TOWER, electrical subcontract and grounding ring, all on-tower attachments and tuning, moving and ultimately removing LANDLORD'S old tower, final site clean-up and fencing; and,
4. All new coaxial cable to serve the LANDLORD'S antennas on the new TOWER.

9. COST RECOUPMENT AND REDUCTION OF RENT CREDIT. In the event that LANDLORD receives requests by other communication companies to occupy attachment locations upon the TOWER, LANDLORD agrees to require each communication company to pay a total of TWENTY THOUSAND DOLLARS and ZERO CENTS (\$20,000.00) to gain access to and occupy an attachment location upon the TOWER, which shall be used in part to accelerate the paydown of TENANT'S rent-credit balance, being distributed as follows: ~~FIVE THOUSAND DOLLARS and ZERO CENTS (\$5,000.00) shall go to LANDLORD and FIFTEEN THOUSAND DOLLARS and ZERO CENTS (\$15,000.00) shall go to TENANT as additional dollar-for-dollar recoupment of TENANT'S costs of planning and constructing the TOWER,~~ provided TENANT'S rent-credit balance with LANDLORD remains at \$15,000.00 or more. In the event TENANT'S remaining rent-credit balance has fallen below \$15,000.00, only the actual balance will be recouped, with all of the communication company's residual \$20,000.00 payment going to LANDLORD. The first month after TENANT'S rent-credit balance becomes zero, TENANT shall commence paying LANDLORD the then-current rental amount.

10. USE OF PREMISES.

(a) At its sole expense, TENANT shall be entitled to exclusive use of its SHELTER and its own related EQUIPMENT on the TOWER, all for the purpose of installing, operating and maintaining thereupon a commercial cellular common carrier mobile radio telephone base station, together with all necessary lines, anchors, connections, devices, and equipment for the transmission, reception, encryption, and translation of voice and data signals by means of radio frequency energy and landline carriage.

(b) UTILITIES

The parties shall each be responsible for the separate metering, billing and payment of their respective consumption of utility services.

(c) ACCESS

TENANT shall have unrestricted access to its GROUND SPACE and SHELTER at all hours of the day or night without any requirement of supervision by



DODGE COUNTY – STATE OF WISCONSIN OFFICE OF EMERGENCY MANAGEMENT

Amy B. Nehls
Director

Joseph M. Meagher
Deputy Director

DODGE COUNTY LAW ENFORCEMENT CENTER
124 West Street • Juneau, Wisconsin 53039
Phone: (920) 386-3999 • Fax: (920) 386-3994

April 18, 2017

Dodge County Emergency Management is coordinating with members of the first response community to conduct a tabletop exercise that will test our ability to work together to manage the response and recovery phases of an active shooter incident in county facilities. This exercise will test current plans in Operational Coordination, Operational Communications and Planning.

The exercise will take place on **Thursday, May 11, 2017** at the Dodge County Administration Building, 127 E. Oak St., Juneau (Room 1F – 1I) from **8:00 am until 12:00pm.**

The participation of at least one management personnel from each department/agency is appreciated.

Please complete the attached registration form for each participant and return to my office by **April 28, 2017.**

Thank you for your support of the county-wide safety plan and this exercise series.

Please feel free to contact me with any questions or concerns.

Sincerely,

Amy B. Nehls, Director
Dodge County Emergency Management
124 West Street
Juneau, WI 53039
anehls@co.dodge.wi.us
(920) 386-3999 Office
(920) 386-3994 Fax
(920) 210-0712 Cell

Emergency Management

Planning

Response

Recovery

Mitigation

Emergency Planning & Community Right-to-Know Act

Hazmat

Homeland Security

Local Emergency Planning Committee

Citizen Corps



Memo To: Executive Committee

From: Julie Kolp, Finance Director *(JK)*
Ruth Otto, Information Technology Director *(RO)*

RE: Enterprise Resource Planning (ERP) Policy Authorization

Date: April 24, 2017

Background:

The new ERP System will require formal financial policies and procedures to be put into practice. The Team Leads with assistance from the Project Management Office (PMO), Steering Committee, and Corporate Council have been assembling policy and procedure documentation. The assembly of policy and procedures documentation will carry on through the ERP Project and continue after the ERP Project has concluded.

The authorization of the new Financial Policies and Procedures documentation is currently unclear. The ability to have flexibility and timeliness during the adoption and updates of the financial policies and procedures is indispensable. The capability to forward policies and procedures to the ERP implementation design team will be necessary to keep the project timeline on track.

Recommendation:

Julie Kolp, the Dodge County Finance Director/ERP Project Director recommends the Dodge County Finance Committee be the authority to adopt and maintain Countywide Financial Policies and Procedures.

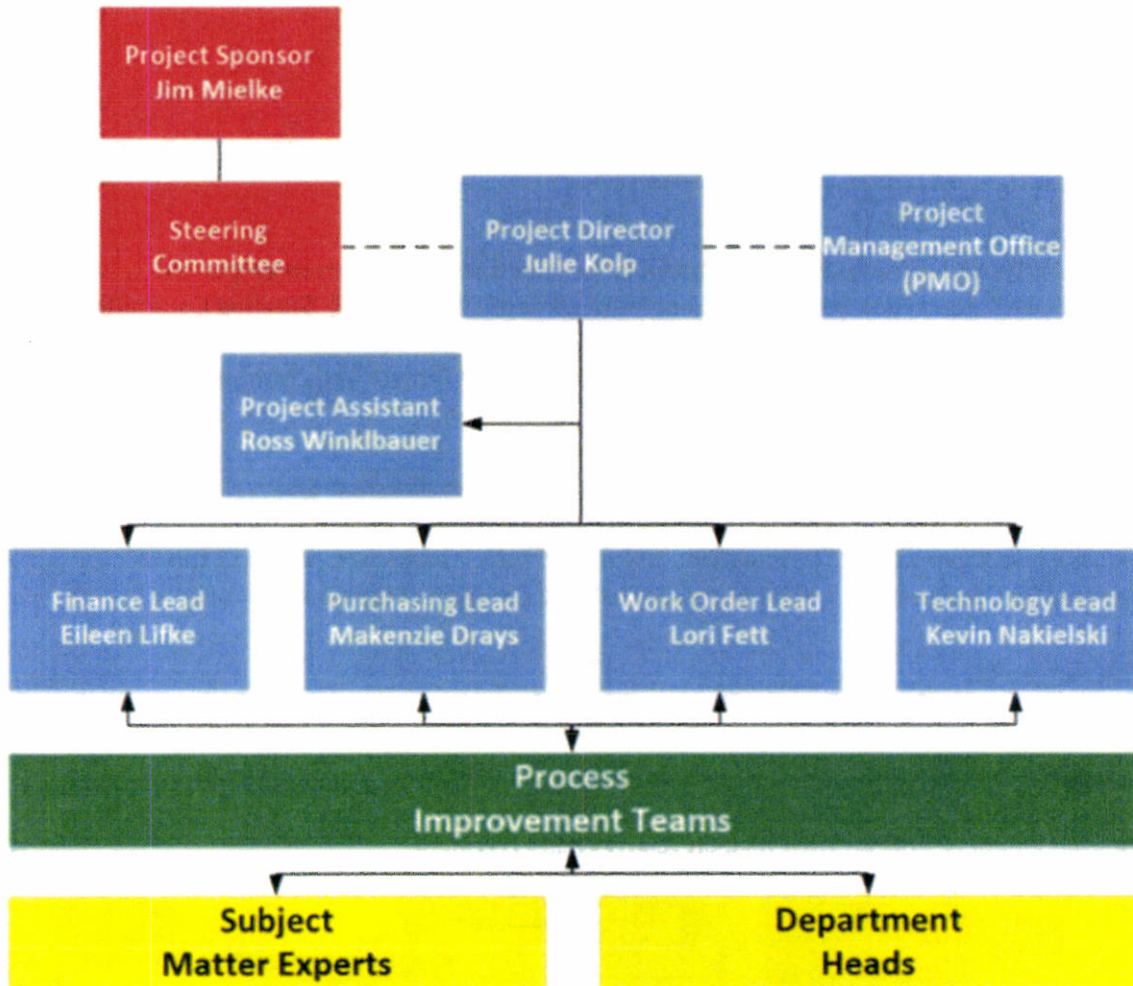
Anticipated Financial Policies (Not All Inclusive)

Cash Receipts	Sales Tax
Procurement	Accounts Receivable
Audits	Grant Accounting and Administration
General Ledger	Budget
Capital Assets	Fund Accounting
Debt Services	Capital Improvement Program
Credit Card/Purchase Card	Contract Management
Accounts Payable	

Supporting Documents:

ERP Organization Chart (Page 2 of 2)

ERP Organizational Chart



*Steering Committee Members include: Jim Mielke, Julie Kolp, Ruth Otto, Donna Maly, Ed Benter, Jane Hooper, Brian Field, and Becky Bell.

**Project Management Office (PMO) Members include: Jim Mielke, Julie Kolp, Ruth Otto, and Donna Maly



FINANCE COMMITTEE

127 East Oak Street • Juneau WI • 53039-1329 • (920) 386-3520 • Fax: (920) 386-3545

Dodge County Sales and Use Tax Policy Recommended by the Dodge County Finance Committee Date of Adoption

1. **Purpose.** The purpose of this policy is to establish priorities for the use of the County's sales and use tax revenues. Pursuant to §77.70, Wis. Stats., counties may impose a sales tax of 0.5 percent.
2. **History.** Dodge County Board of Supervisors adopted a County Sales and Use Tax pursuant to §77.70, *et seq.*, by Ordinance No. 348 on September 30, 1993, effective January 1, 1994. Recognizing the need to identify, evaluate, plan and fund capital projects, the County Board developed and implemented its first five-year Capital Improvement Plan by adopting Resolution No. 96-26 on August 13, 1996 as a plan for 1997-2001. By statute, the county sales tax may be imposed only for the purpose of directly reduction property tax levy. Wisconsin's Attorney General opined that sales tax revenues may be budgeted by the county board to reduce the amount of county wide property tax levy or to defray the cost of any item that can be funded by a county-wide property tax. *1998 Wis. Atty. Op. Gen. I*, May 5, 1998. The Attorney General further opined that county sales tax revenues may be accumulated for future year's expenditures. (citation)
3. **Definitions.**
 - a. **Capital Item:** A capital item is a product or service with an estimated cost greater than \$50,000. A capital item includes but is not limited to software, hardware, major equipment purchase, consultative services such as owner's representative or construction manager or other significant one-time purchases that would overburden a department's operating budget.
 - b. **Capital Infrastructure:** Capital infrastructure is defined as major building components or major building systems which provide the foundation for the operations of county government which have a long useful life, including but not limited to repair and maintenance or upgrades to HVAC, boilers, roofs, building foundation, parking lot construction or resurfacing. Capital infrastructure does not include routine building or system maintenance.
4. **Objectives.**
 - a. Comply with the statutory authority allowing the imposition of a county sales tax

- b. Make fiscally prudent, well-reasoned financial decisions regarding the use of sales tax revenues to address Dodge County's capital needs
 - c. Maximize use of available financial resources
 - d. Further enhance visibility and transparency in the use of county sales tax revenues
5. **Priorities.** The following priorities are established in order of importance for the use of the county half cent sales tax:
 - a. Annual Principal Payments
 - i. Bond and Note Issues, Short-term bank notes
 - ii. Intergovernmental Transfers between County Departments
 - b. If available, County Highway and Bridge Projects-Minimum annual allocation of \$1.0 m.
 - i. Entire allocation must be used for county highway system projects or county bridge projects.
 - ii. Allocation cannot be used for highway buildings, highway equipment or to supplant highway operating budgeted funds.
 - c. If available, Capital Infrastructure-Repair/Maintenance of Existing Dodge County Buildings and Grounds.
 - d. If available, Other (not in order of priority):
 - i. Parks and other land acquisitions
 - ii. Capital Items with a single purchase dollar value exceeding \$50,000.
 - iii. Park and recreational improvements or projects
 - e. If available, New Dodge County Buildings.
 - f. Current year undesignated sales tax, if any, to be held within the general fund assigned to sales tax for appropriation in the following year's sales tax budget.
6. **Related Plans; Procedures; Policies.** This policy shall be used in conjunction with the following:
 - a. County's Capital Improvement Plan and the process described therein.
 - b. General Fund Balance Policy
 - c. Debt Service Schedule (see attached)
 - d. Related County Board approved resolutions
7. **Review.** The Finance Committee shall review this policy annually at its regular meeting in July which is prior to the commencement of the annual Capital Improvement Plan process. No later than September of each year, the County Board of Supervisors shall consider the sales tax funding projects.
8. **Authority.**
 - a. Section 77.70, Wis. Stats.
 - b. Dodge County Ordinance No. 348, adopted September 30, 1993

Agenda Item 13

Mielke, James

From: Mielke, James
Sent: Monday, April 24, 2017 5:34 PM
To: Kottke, Russell; Frohling, David; Maly, Donna; Berres, Jeff; Schmidt, Dennis; Marsik, Joseph
Cc: Nass, Kimberly; Gibson, Karen; Kjornes, Christine
Subject: Draft Resolution - External Audit Committee
Attachments: Exec Comm res to add member to the External Audit Review Oversight Comm 05-17 (003).docx

Good Afternoon,

For your awareness, the attached draft Resolution is scheduled to be in the Executive Committee packet which will be distributed Tuesday the 25th. Please review. In internal discussion with Kim and Karen there was discussion of whether the ultimate goal is to create a mechanism whereby the External Audit Committee would always maintain five members regardless of who the specific county board office holders are in the future (County Board Chair / Vice Chair / 2nd Vice Chair / Finance Chair / Chair of Committee of Jurisdiction).

We discussed the challenge of how to address future unknowns. Recognizing through time, 2018 / 2020 / 2022 / 2024 and so forth there is the potential of change and the same situation experienced by the overlap to the existing External Audit Committee could and may happen again. A thought to address the potential for overlap is laid out in the proposed resolution. If an overlap in the listed county board office holders would result in the External Audit Committee being four members, a trigger mechanism would be available which would enable the County Board Chair to appoint a fifth committee member.

Please review – the Resolution is marked Draft and is subject to your suggestions, edits. A final version can be produced on May 1st upon the conclusion of your discussion and direction.

Thank You,

James Mielke
Dodge County Administrator
127 E. Oak Street
Juneau, WI 53039
Phone: 920.386.4251
Email: jmielke@co.dodge.wi.us
<http://www.co.dodge.wi.us>

RESOLUTION NO. _____

AUTHORIZING THE DODGE COUNTY BOARD CHAIRMAN TO APPOINT ADDITIONAL MEMBERS TO THE EXTERNAL AUDIT REVIEW OVERSIGHT COMMITTEE

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

WHEREAS, the External Audit Review Oversight Committee (“Committee”) was established by Resolution No. 15-49, adopted by the Dodge County Board of Supervisors on October 22, 2015; and,

WHEREAS, the Committee’s duties include reviewing and overseeing the implementation of the operational reviews conducted of the various county departments; and,

WHEREAS, Committee membership at the time of establishment included the County Board Chairman, the County Board First Vice Chairman, the Chairman of the Finance Committee, and the Chairman and Vice Chairman of the committee of jurisdiction of the Department being reviewed with the intent of having a five (5) member committee; and,

WHEREAS, from time to time due to supervisors serving on multiple standing committees, the membership of the Committee may be fewer than the intended five (5) members; and

WHEREAS, the Dodge County Executive Committee, at its meeting of May 1, 2017, considered a request to add a member to the Committee because the current County Board First Vice Chairman is also the Chairman of the Finance Committee;

SO, NOW, THEREFORE, BE IT RESOLVED, that the Dodge County Board of Supervisors hereby authorizes the Chairman of the Dodge County Board of Supervisors to appoint an additional member to the External Audit Review Oversight Committee.

BE IT FURTHER RESOLVED that the Chairman of the Dodge County Board of Supervisors is authorized to make such future appointments to the External Audit Review Oversight Committee at any time its membership is fewer than five members so that a five member Committee is comprised.

All of which is respectfully submitted this 16th day of May, 2017.

Dodge County Executive Committee:

Russell Kottke

Dennis R. Schmidt

Donna Maly

Joseph M. Marsik

MaryAnn Miller

Jeff Berres

David Frohling

RECEIVED
IN THE OFFICE OF

JAN 26 2017

CORRESPONDENCE/MEMORANDUM

Date: January 09, 2017

DODGE COUNTY CLERK

To: Karen J. Gibson, County Clerk
Office of the Dodge County Clerk
Dodge County Sheriff's Department
127 East Oak Street
Juneau, WI 53039

From: Ms. Tabitha L. Lepak, Claimant
2334 Orchard Street
Milwaukee, WI 53204

Re: Notice of Claim for Damage(s) & Injury Filed Pursuant to Wis. Stats. §893.80.

Dear Ms. Gibson:

Thank you in advance for receiving one's correspondence. Please be advised that a copy of this correspondence is being sent to Dodge County Sheriff, Dale Schmidt, and should be considered a Notice of Claim for Damage(s) & Injury filed with your office per statutes against Sheriff's Deputy Detective Dean Hopp.

Circumstances Giving Rise To Claim

On July 29, 2016, according to the criminal complaint filed in the Dodge County Circuit Court, Detective Dean Hopp was briefed by Detective Dan Stiemasma of an anticipated delivery of contraband and drugs to the Fox Lake Correctional Institution located at W10237 Lake Emily Road, in the township of Fox Lake, Dodge County, Wisconsin.

On the same night, Detective Hopp purported that he was contacted by Correctional Captain Schueler at approximately 5:45 p.m. who advised that the believed Claimant and another person were in route to the prison and suspected the two may have had drugs on their persons.

At approximately 7:20 p.m., Hopp purports that he was notified by correctional staff that a vehicle matching the description of a vehicle registered to Claimant had arrived in the visitor parking lot and subsequently, Hopp chose to confront Claimant in the parking lot and failed to either permit Claimant to drive away, leave, or ~~Mirandize~~ Claimant.

Detective Hopp had no authority to infringe a Terry-investigatory stop but chose to do so and in doing so chose to infringe the rights of Claimant.

Statement of Claim

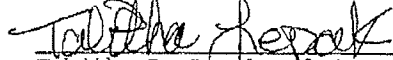
1. Detective Hopp chose to detain Claimant in violation of the 4th Amendment to the United States Constitution and is therefore liable to Claimant for damages in the amount of \$100,000.

2. Detective Hopp chose to act in concert with state correctional

officers at the Fox Lake Correctional Institution to receive statements from Claimant solely for the purpose of providing to the Dodge County District Attorney to facilitate a criminal complaint which include slanderous and mendacious allegations attributed to Claimant in violation of the Due Process Clauses under the 5th and 14th Amendments to the United States Constitution and is therefore liable to Claimant for damages in the amount of \$100,000.

Dated this 23 day of January, 2017, in Milwaukee, Wisconsin.

By the Claimant:



Tabitha L. Lepak, Claimant
2334 Orchard Street
Milwaukee, WI 53204

Subscribed and sworn to before me on
this 23 day of January 2017
Notary Public/State of Wisconsin
My Commission Expires: 7-26-2020

Lisa Weber



LISA WEBER
Notary Public
State of Wisconsin

STATE OF WISCONSIN CIRCUIT COURT DODGE COUNTY

STATE OF WISCONSIN

Plaintiff,

DA Case No.: 2016DD001636

Assigned DA/ADA: Gilbert G.

Thompson

Agency Case No.: 2016-00019527

Vs.

Tabitha L. Lepak
2334 Orchard Street
Milwaukee, WI 53204
DOB: 08/16/1991
Sex/Race: FX/W
Eye Color: Brown
Hair Color: Brown
Height: 5 ft 3 in
Weight: 137 lbs
Alias:

CRIMINAL COMPLAINT

Defendant,

The undersigned, being first duly sworn, states that:

Count 1: POSSESSION OF ARTICLE WITH INTENT TO DELIVER TO INMATE - PTAC, AS A PARTY TO A CRIME

The above-named defendant on or about Friday, July 29, 2016, in the Town of Fox Lake, Dodge County, Wisconsin, as a party to a crime, as a person, did have in her possession with intent to deliver to any inmate confined in a precinct of a state prison any article or thing whatever with intent that any inmate confined in the jail or prison shall obtain or receive the same contrary to the rules or regulations and without the knowledge or permission of the warden of the prison, contrary to sec. 302.095(2), 939.50(3)(i), 939.05 Wis. Stats., a Class I Felony, and upon conviction may be fined not more than Ten Thousand Dollars (\$10,000), or imprisoned not more than three (3) years and six (6) months, or both.

PROBABLE CAUSE:

The undersigned has reviewed the reports of the law enforcement officers referenced below and believes them to be true and correct as these reports were created by law enforcement officers while they were acting in their official capacity.

CASE OVERVIEW On Friday, July 29, 2016, I, Detective Dean Hopp of the Dodge County Sheriff's Office, was briefed by Detective Dan Stiemsma of an anticipated delivery of contraband and drugs to the Fox Lake Correctional Institution located at W10237 Lake Emily Road, in the Township of Fox Lake, Dodge County, Wisconsin. The delivery was anticipated to take place on the evening of Friday, July 29, 2016, based on inmate telephone calls reviewed by Investigations Captain

Brian Schueler of FLCI. Captain Schueler advised that he had been monitoring inmate telephone calls specifically made by inmate Daren M. Teague, DOB 02/14/93, DOC # 573076 and inmate Howard L. Goodman, DOB 05/16/90, DOC # 627070, who were currently cell mates. Captain Schueler advised that he reviewed calls being made by Inmate Teague to telephone number (414) xxx-xxxx, which was listed on DOC visitor records as belonging to one Kenjala S. Johnson, F/B, DOB 07/21/91, and calls made by Inmate Goodman to telephone number (414) xxx-xxxx, which was listed on DOC visitor records as belonging to one Tabitha L. Lepak, F/W, DOB 08/16/91. Johnson was registered as a visitor on Inmate Teague's approved visitor list and the recorded telephone calls discussed the purchase and delivery of drugs. **Likewise, Lepak was registered as a visitor on Inmate Goodman's approved visitor list and their recorded telephone calls also discussed the purchase and delivery of drugs.** Captain Schueler advised that Johnson and Lepak had traveled together from Milwaukee to FLCI in order to visit Teague and Goodman on 07/23/16, and had reason to believe they would be traveling together again on Friday, July 29, 2016.

CONTACT WITH JOHNSON On Friday, July 29, 2016, I was contacted by Captain Schueler at approximately 5:45 P.M. who advised that he believed Johnson and Lepak were enroute to their facility. I did respond to the Fox Lake Correctional Institution, meeting with Captain Justin Landaal in "A" building who had been briefed about the case and was the head "on-duty" supervising officer. Landaal advised that he had been monitoring inmate telephone calls being made by Goodman and Teague and that based on these, it appeared that both Johnson and Lepak had left Milwaukee at approximately 5:55 P.M.

At approximately 7:20 P.M., we were notified by correctional staff that a vehicle matching the description of a vehicle registered to Tabitha Lepak had arrived in the visitor parking lot. Based on WI DOT records, we had found that Lepak was the registered owner of a 1999 Buick Century 4 door, silver in color, with WI registration 254xxx. This information had been passed on to correctional staff. Correctional staff advised that there appeared to be three or four children in the vehicle and that the white female driver was staying with the vehicle. At approximately 7:28 P.M., we were advised that **Kenjala Johnson had signed in to visit Inmate Teague.** Captain Landaal and I met Johnson in the visiting area, identifying ourselves and advised her that we needed to speak with her in private. Landaal and I escorted Johnson to a conference room in order to speak with her. At this time, Correctional Officers Kevin Turner and John Weisensel were brought in to assist in monitoring Johnson. The interview started at 7:34 P.M. and Johnson was immediately **identified by a WI photo ID card as Kenjala S. Johnson, F/B, DOB 07/21/91.**

Johnson admitted that she was there to visit inmate Daren Teague and Johnson was asked how she knew him. Johnson stated that Teague was the father of one of her children and she confirmed that she comes to visit him on a regular basis. I informed Johnson that we had been monitoring telephone calls made between Teague and her and had reason to believe that she was bringing drugs into the institution, presenting the transcribed telephone conversations to her. I asked Johnson if that was what the telephone calls were referring to and she immediately looked down and responded

softly "um, I don't know," appearing to look very guilty. Prior to asking Johnson any further questions, I proceeded to read Johnson her rights as she was being detained inside the facility. Johnson stated that she didn't want to talk and stated, "I have nothing to say." I did **ask Johnson who she had come to the prison with and she said "Tab," and I did confirm that it was with Tabitha Lepak. Johnson advised that Lepak was with the vehicle in the parking lot.**

Being that Johnson was not being cooperative, I advised her that I was going to speak with Lepak and that she was going to be detained and watched by CO Turner and Weisensel. I advised them to not allow Johnson to use the bathroom. This initial interview with Johnson was recorded audibly through the use of my department issued digital hand held recorder.

CONTACT WITH LEPAK Captain Landaal and I responded to the visitor parking area and I located that vehicle registered to Lepak. As I was walking up to the vehicle, I heard it start up and it **appeared as if the driver was about to take off.** I responded to the driver's side window, making contact with the operator who was a white female who appeared to be Tabitha Lepak, based on a photo I had received from WI DOT records. I spoke with her through the window which was rolled down. I identified myself to her and instructed her to turn the vehicle off. I asked to speak with her outside of her vehicle. I observed that there were at least three young children in the vehicle.

I spoke with Lepak at the rear of the vehicle and she stated that she was there to visit her husband, who she identified as Howard Goodman. I informed her that we had been monitoring telephone calls made between her and Goodman along with calls made between Johnson and Teague. I asked this subject if she knew who Teague was and she stated she knew of him. I informed her that based on these telephone calls, we believed that she and Kenjala were coming to FLCI in order to deliver drugs to the facility. I asked Lepak where the drugs were and she stated that she didn't have anything on her or in her car. **Lepak admitted that she knew what was going on** and I presented her with the transcribed telephone calls made between her and Inmate Goodman. Lepak confirmed that the telephone number the calls were made to of (414) xxx-xxxx was hers. I presented Lepak with a WI DOT photo of Johnson whom she confirmed was the person she brought to the facility. Lepak stated she knew who she was, but didn't actually know her name.

In reference to the telephone calls made, I informed Lepak that we knew that reference was made to bringing drugs into the facility. I informed her that we knew they had made some stops in Milwaukee in order to pick up drugs. **I asked Lepak what was brought to the facility and she stated "Just some weed," referring to marijuana.** Lepak went on to state that she didn't know what she did with it and again stated that she didn't have anything on her or in her car.

I asked Lepak for consent to search her vehicle to which she gave. I ordered her to get into the vehicle. I approached it from the passenger side and through the open window on the front passenger side door, I observed there to be a black hand bag or purse to be laying on the front floorboard. The hand bag/purse was open and I observed there to be several clear plastic baggies to be torn apart and a package of colored balloons to

be lying there in plain view. Based on my training and experience, I believed these items were used in the packaging and delivery of drugs. I made entry into the vehicle and seized these items. Upon inspecting them, I found that the clear plastic baggies gave off a very pungent odor. Based on my training and experience, I believed this odor to be that of marijuana. I continued to search and in this same hand bag I found another clear plastic baggie that contained a green, leafy vegetable type substance that also gave off the same pungent odor I had smelled coming from the other clear plastic baggies I had found. Based on my training and experience, I believed this substance was that of marijuana and it was seized as evidence. Also in this hand bag I found a court summons issued through Milwaukee County having Kenjala Johnson named on the front of it. Continuing the search, a box of clear plastic sandwich bags was found on the floor of the vehicle which was also seized as it was believed to be paraphernalia used in the packaging of drugs.

After locating the items, I asked Lepak about them. Lepak stated that she guessed that the baggies and balloons were what Johnson had used to carry the marijuana in with. Lepak admitted that Johnson had put the "stuff" in the balloons. **Lepak admitted that they had stopped somewhere in Milwaukee to pick up the balloons and baggies. Lepak stated that Johnson had bought the balloons, baggies and the marijuana. She stated she saw the marijuana and gave a description of it. Lepak stated that she saw Johnson put the marijuana in the balloons. Lepak was positively identified by a WI photo driver's license.** All items seized remained in my custody and were later submitted into evidence.

SECOND CONTACT WITH JOHNSON After speaking with Lepak and seizing the evidence from the vehicle, Captain Landaal and I responded back to the conference room where Johnson was being detained. I presented her with the evidence. Johnson stated that she "didn't have nothing to say." I informed Johnson that she was obviously "holding" and had marijuana somewhere on her person. Johnson asked what it would take for her to go home with her kids. I informed her it depends on the level of her cooperation. During the process of this interview, **Correctional Officer Turner indicated that Johnson had dropped something on the floor underneath the conference table we were sitting at. In observing this, the item was a clear plastic baggie which contained several colored balloons. Upon closer inspection, the balloons were of the same size and colors of the package of balloons I had seized from the vehicle. It appeared that there were 13 balloons in this bag, all of which contained something that had been compressed and was hard.** This item was seized as evidence and remained in my custody. I asked Johnson if she had anything else on her and she stated "No." I informed Johnson that she was under arrest for delivery of an article to an inmate and possession with intent to deliver marijuana. I handcuffed her in the front, checking the handcuffs for tightness and double locked them for safety. Johnson was then escorted to the main lobby visiting area and then outside. She remained with Correctional Officers Turner and Weisensel along with Captain Landaal.

SCENE DISPOSITION With Johnson under arrest and being monitored by FLCI staff, I responded back to Lepak's vehicle. I asked Lepak to get Johnson's cell phones out of

her vehicle and asked if she would be willing to care for and transport Johnson's kids back to Milwaukee if we could make child care arrangements down there. Lepak stated that she would. I provided Johnson with her cell phones and she was allowed to make telephone calls to various friends and relatives in attempts to set up child care. In doing so, Johnson advised that she had made contact with her mother and sister who could take care of her kids. Johnson also gave consent to Lepak to take her kids back to Milwaukee. Johnson identified her mother as Barbara D. McFarland, F/B, DOB xx/xx/71, advising that she lives at the same address as her and provided a telephone number of (414) xxx-xxxx. Johnson also advised that her younger sister, Najanae Johnson, lives there and would be able to help. Lepak was then allowed to leave with Johnson's children as she knew where to drop them off and was willing to do so. The kids in the vehicle were identified as N.T., DOB xx/xx/11, and A.E., xx/xx/16, who were Johnson's kids and the other was Z.G., DOB xx/xx/15, son of Lepak and Howard Goodman. It should be noted that while making telephone calls to make childcare arrangements, **Johnson made several comments in front of FLCI staff in reference to "fucking up" and getting caught trying to sneak drugs into FLCI.** These comments were unsolicited by FLCI staff. A copy of Captain Landaal's report has been included in this case. Reports from Correctional Officer Weisensel and Correctional Officer Turner will be forthcoming and will be included in this case upon reception.

Being that Johnson was a female and I do not have a secure squad car with a transport cage, I requested a female deputy to assist with transport to the Dodge County Detention Facility. Deputy Kelsey Knaup did respond to FLCI and proceeded to search Johnson. No other items of contraband were found. I assisted Deputy Knaup in escorting Johnson to her squad where she was seat belted into the back seat. I then led Deputy Knaup to the Dodge County Detention Facility and assisted in the booking procedure, upon which she was turned over to DCDF staff. Johnson was transported and booked without incident. A probable cause statement was compiled and presented to Corrections Supervisor Mark Schwartz of the Dodge County Detention Facility as Johnson was arrested on three (3) felony charges and would be jailed for over 48 hours prior to appearing in front of a Judge.

EVIDENCE Upon returning to the Sheriff's Office, I proceeded to process some of the evidence I had seized in this case. The first item processed was the suspected baggie of marijuana I had recovered from the hand bag belonging to Johnson. This item was labeled as item #206-1 and weighed two (2) grams in its packaging prior to any testing. Using the Nark II Pouch Duquenois-Levine Reagent Test for Marijuana on the substance I received a positive (+) test result for THC. This item was properly bagged and submitted into evidence.

I then processed the baggie containing the balloons which Johnson had discarded on the floor in the conference room which was labeled item #206-2. **This package weighed fourteen (14) grams prior to any testing.** Upon opening the baggie, I confirmed there were thirteen (13) balloons inside. These balloons were weighed individually and each weighed approximately one (1) gram each. Upon further inspection, I found that **of these thirteen (13) balloons, two (2) actually contained pills.** I tested one of the balloons containing **the suspected marijuana** using a Nark II

Pouch Duquenois-Levine Reagent Test for Marijuana. In doing so, I received a **positive (+) test result for THC**. The two balloons containing pills had the same round pills in them with imprints of "A 215" and were blue in color. Each balloon contained approximately ten (10) pills or twenty (20) total. Using the internet resource Drugs.com, the **pills were identified as being 30 MG tablets of Oxycodone Hydrochloride** which is a Narcotic Analgesic and Schedule II controlled substance available only by prescription. A copy of the Drugs.com identification sheet has been included in this case. This item was properly bagged and submitted into evidence.

The remaining items seized consisting of clear plastic baggies and balloons were secured in my office to be submitted into evidence at a later date.

CONTACT WITH WARDEN HEPP Upon responding to the Fox Lake Correctional Institution on Friday, July 29, 2016, I did speak with **Warden Randy Hepp** concerning this investigation prior to making contact with Kenjala Johnson and Tabitha Lepak. I **asked him if he had given anyone consent to bring any items of contraband, to include, but not limited to, illicit drugs or controlled substances into the Fox Lake Correctional Institution and give the items of contraband to an inmate or attempt to give the items of contraband to any inmate at the Institution or possess the contraband within the Institution to which he answered "No"**. Upon returning to work on Monday, August 1, 2016, I informed Warden Hepp of Johnson's arrest and he again confirmed that he did not give consent for Kenjala S. Johnson to bring any items of contraband into the Fox Lake Correctional Institution or give them to any inmates or possess any contraband within the Institution.

DISPOSITION I request that this case be forwarded to the Dodge County District Attorney's Office in order that Kenjala Shontreise Johnson, F/B, DOB 07/29/91, be charged criminally with delivery of an article to an inmate pursuant to WI Stat. 302.095; possession with intent to deliver marijuana pursuant to WI Stat. 961.41(1m)(h)1; and possession with intent to deliver a schedule II narcotic drug pursuant to WI Stat. 961.41(1m)a, as Johnson did not have consent to deliver any articles or contraband to any inmates at the Fox Lake Correctional Institution on Friday, July 29, 2016, and these items of contraband have been tested and positively identified as marijuana and oxycodone hydrochloride

-

Based on the foregoing, the complainant believes this complaint to be true and correct.

Subscribed and Sworn to me on 09/29/16
Electronically Signed By:
Gilbert G. Thompson
Assistant District Attorney
State Bar #: 1013424

Electronically Signed By:
Detective Day
Complainant



Strength in...
Members

Brenda Besteman
Senior Liability Claims Representative
Telephone: 608.245.6892
Facsimile: 608.852.8649
bbesteman@wmmic.com

Kimberly Nass
Dodge County Corporation Counsel
Dodge County
127 E Oak St
Juneau, WI 53039

April 26, 2017

RE: Tabitha Lepak v. Dodge County
Date of Loss: 7/29/2016
Claim #: 2016085698
Event #: 93994

Dear Ms. Nass,

We received the above referenced claim on 2/14/2017. Following a review of the information and an investigation of the facts, it has been determined that Dodge County has no liability for this claim. Please have your Board issue a formal disallowance and provide a copy of this disallowance to WMMIC.

This document has been automatically attached to the event/claim record in Riskmaster for your reference.

Thank you for your assistance. Please contact me at 608-245-6892 if you have any questions.

Sincerely,

Brenda Besteman, AIC, ARM
Senior Liability Claims Representative

CC: file



WISCONSIN MUNICIPAL MUTUAL INSURANCE COMPANY
4785 Hayes Road, Madison, WI 53704-7364 • 608.246.3336 • www.wmmic.com

3 **RESOLUTION TO DELEGATING POLICY OVERSIGHT AND APPROVAL FOR THE**
4 **ERP PROJECT TO FINANCE COMMITTEE**
5

6 TO THE HONORABLE BOARD OF SUPERVISORS OF DODGE COUNTY, WISCONSIN
7 MEMBERS:
8

9 **WHEREAS**, on March 15, 2016, the Dodge County Board of Supervisors adopted
10 Resolution No. 15-97, and a contract was executed for the engagement of GFOA for consulting
11 services related to the acquisition software for Business Process Improvement and Enterprise
12 Resource Planning (hereafter “ERP Project”); and,
13

14 **WHEREAS**, by the adoption of Resolution No. 15-97, the Dodge County Board of
15 Supervisors recognized that the acquisition and implementation of an ERP system is a significant
16 investment which will result in substantial change in business processes and a long-term
17 commitment; and,
18

19 **WHEREAS**, since that time, GFOA and Dodge County staff have been actively evaluating
20 and studying Dodge County operations in anticipation of acquiring and implementing certain
21 software (Tyler Technologies Munis) for Dodge County’s financial statements, capital and
22 operational planning, and budgeting; and,
23

24 **WHEREAS**, with the guidance and support of the Dodge County Administrator, the Dodge
25 County Finance Director, who is the appointed ERP Project Manager, and assisted by the Dodge
26 County IT Director, have been diligently working to advance the ERP Project; and,
27

28 **WHEREAS**, to assist in the undertaking and implementation, a steering committee and a
29 project management office (PMO) have been established to oversee and guide Dodge County; and,
30

31 **WHEREAS**, it is the general consensus of all individuals involved, that as a part of the
32 business process improvement aspect of the ERP Project, there is a need to develop and implement
33 several policies related to, and for the purpose of guiding Dodge County’s financial operations,
34 processes, and procedures; and,
35

36 **WHEREAS**, these policies will document Dodge County’s best practices and will become a
37 resource to County Administration and County Departments; and,
38

39 **WHEREAS**, the Executive Committee recognizes the importance of policy development and,
40 at a meeting held on May 1, 2017, the Executive Committee received a presentation including a
41 preliminary list of proposed policies and has formed the considered conclusion that it is in the best
42 interest of Dodge County to authorize and direct the Finance Director, with the assistance of GFOA,
43 Dodge County staff, PMO and the steering committee, to develop and maintain countywide financial
44 policies and procedures; and,
45

46 **WHEREAS**, in order for policy development to be efficient, timely and expeditious, it is
47 necessary to assign the responsibilities of oversight, review and approval of said policies to a
48 committee of the County Board; and,

1 **WHEREAS**, because these policies relate to the ERP Project, and involve financial and
2 business processes and operations, it is the considered conclusion of the Executive Committee that
3 the Finance Committee is assigned the foregoing responsibilities; and,
4

5 **WHEREAS**, in order to keep the Executive Committee informed, the Finance Director shall
6 periodically provide a report to the Executive Committee of each policy reviewed and approved by
7 the Finance Committee;
8

9 **SO, NOW, THEREFORE, BE IT RESOLVED**, that the Dodge County Board of
10 Supervisors hereby authorizes and assigns the Finance Committee the responsibilities of oversight,
11 review and approval of the financial and business policies relating to the ERP Project; and,
12

13 **BE IT FINALLY RESOLVED**, that the Dodge County Board of Supervisors hereby
14 authorizes and directs the Finance Director to:

- 15 1. Undertake policy development for the ERP Project; and,
- 16 2. Submit said policies to the Finance Committee for review and approval; and,
- 17 3. Periodically report approved policies to the Executive Committee and the County Board
18 of Supervisors; and,
- 19 4. Assemble and maintain a policy manual with approved policies.
20
21
22
23

All of which is respectfully submitted this 16th day of May, 2017.

Dodge County Executive Committee:

Russell Kottke

Dennis R. Schmidt

Donna Maly

Joseph M. Marsik

MaryAnn Miller

Jeff Berres

David Frohling

Vote Required: Majority of Members present.

Resolution Summary: A resolution delegating countywide financial policy oversight, review and approval to the Finance Committee.