

**MEETING OF THE DODGE COUNTY FINANCE COMMITTEE**

February 17, 2020, 8:00 A.M.

FIRST FLOOR AUDITORIUM – ROOMS H & I

DODGE COUNTY ADMINISTRATION BUILDING, JUNEAU WI 53039

The meeting was called to order by Dodge County Finance Committee Chairman, Dave Frohling, at 8:00 a.m.

Members present from the Finance Committee: Caine, Frohling, Guckenberger, and Schaefer.

Member(s) absent from the Finance Committee: Benter (Excused).

Others present: Finance Director David Ehlinger; Deputy County Clerk Christine Kjornes; County Administrator Jim Mielke; Corporation Counsel Kimberly Nass; Human Services and Health Department Fiscal Support Services Division Manager Monica Hooper; Human Services and Health Director Becky Bell; Assistant Finance Director Eileen Lifke; Senior Accountant Makenzie Drays; Physical Facilities Director Russ Freber; Information Technology Director Justin Reynolds; Information Technology Network Administrator Josh Kohlhoff; Dodge County Chief Deputy Sheriff Scott Mittelstadt; Angus Young Mechanical Engineer Steven Genin; Angus Young Heating and Air Conditioning Engineer Brian Cormican; County Board Supervisor Jeff Berres; County Board Supervisor Jeffrey Schmitt; County Board Supervisor Dennis Schmidt; County Board Supervisor Kira Sheahan-Malloy; and County Board Chairman Russell Kottke.

The following Non-Committee Member County Board Supervisors requested payment for attending the meeting: Jeff Berres, Dennis Schmidt, Jeff Schmitt, and Kira Sheahan-Malloy.

There was no public comment.

Motion by Guckenberger, seconded by Caine to approve the January 13, 2020 minutes, as presented. Motion carried.

There was no discussion on the Resolution Authorizing the Purchase and Financing of the 2020 Computer and Infrastructure Refresh Project. The Fiscal Note set forth in the Resolution was presented to the Finance Committee for review and approval. Motion by Guckenberger, seconded by Schaefer to authorize and direct the Finance Committee's Chairman to sign the Fiscal Note, and forward the Resolution to the County Board for consideration at the February 25, 2020 meeting. Motion carried.

Supervisor Caine reported that the Highway Sign Truck Resolution was laid over because of the failure to receive bids in a timely manner.

The Committee continued with a discussion regarding a Resolution Authorizing a General Fund Transfer and the Purchase and Installation of Transfer Switches for the Dodge County Detention Facility. The Fiscal Note set forth in the Resolution was presented to the Finance Committee for review and approval. Supervisor Guckenberger asked if carry over funds were available to be used towards the purchase and installation of the transfer switches. Mr. Ehlinger commented that as of February 7, 2020, there were no carry over funds available. Motion by Caine, seconded by Schaefer to authorize and direct the Finance Committee's Chairman to sign the Fiscal Note, and forward the Resolution to the County Board for consideration at the February 25, 2020 meeting. Motion carried 3-1. Guckenberger opposed.

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The Committee continued with a discussion on the Resolution Authorizing the Construction and funding of the Law Enforcement Repurpose Project. The Fiscal Note set forth in the Resolution was presented to the Finance Committee for review and approval. Supervisor Guckenberger voiced his concerns with the cost of the project. Physical Facilities Director Russ Freber introduced Angus Young Mechanical Engineer Steven Genin. Mr. Genin provided an overview of the bidding results and costs. Mr. Freber reported that the cost for demolition and asbestos abatement was not included in the budget. Supervisor Frohling commented that the Finance Committee's responsibility is to make a recommendation to the County Board on whether the funding should come from the General Fund or through internal borrowing. Motion by Caine, seconded by Schaefer to fund the Law Enforcement Center Repurpose Project through internal borrowing, authorize and direct the Finance Committee's Chairman to sign the Fiscal Note, and forward the Resolution to the County Board for consideration at the February 25, 2020 meeting. Motion carried 3-1. Guckenberger opposed.

Mr. Ehlinger provided an oral report to the Committee regarding the draft Fund Balance Policy. Mr. Ehlinger reported that Clearview works with Care Wisconsin, and Care Wisconsin recommends a reserve of 25% for Clearview. Mr. Ehlinger further asked the Committee for permission to retain the fund balance for the Human Services and Health Department. Motion by Caine, seconded by Schaefer to allow Mr. Ehlinger to retain the fund balance for the Human Services and Health Department.

The Committee continued with a discussion on the interest rate for the Reeseville Highway Facility funding. Supervisor Berres voiced his concerns regarding highway being charged interest for money borrowed from the county. Supervisor Berres is concerned that with the poor condition of many Dodge County roads, the interest charged in the loan amortization schedule for the Reeseville Highway Facility will affect the ability to fund future road work. Supervisor Frohling commented that this has been done to identify the true cost of every department, and the interest for projects should be charged to the appropriate department. It was a consensus of the Committee to continue with the current policy of charging interest to the appropriate department.

Mr. Ehlinger reviewed the document entitled *Dodge County 100.1727 Economic Development Loans, December 31, 2019*, that was included in the packet materials.

Mr. Ehlinger reviewed the document entitled *Dodge County Year End Noteworthy Accounting Changes For the Year Ended December 31, 2019*, that was included in the packet materials.

Mr. Ehlinger reviewed the document entitled *Dodge County Departmental Surplus (Deficit) Recap For the Year Ended December 31, 2019*, that was included in the packet materials. Supervisor Jeffrey Schmitt provided a background on Drainage Districts.

Mr. Ehlinger provided an oral report to the Committee regarding the Clearview IID program funding request for the year 2020. Mr. Ehlinger reported that historically, the Finance Department gives \$1,000.00 each year to support the Clearview IID program. Mr. Ehlinger recommends that for accounting purposes, this expense should be in the County Board budget, and he asked to take \$1,000.00 from the contingency fund to support the Clearview IID program funding. Motion by Guckenberger, seconded by Schaefer to allow Mr. Ehlinger to use \$1,000.00 in contingency funds to support the Clearview IID program. Motion carried.

**MEETING OF THE DODGE COUNTY FINANCE COMMITTEE**

February 17, 2020, 8:00 A.M.

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DODGE COUNTY ADMINISTRATION BUILDING, JUNEAU WI 53039

Mr. Ehlinger reviewed the following approximate timeline:

- February 25, 2020 – Non-lapsing (carryforward) requests due to the Finance Department.
- February 28, 2020 – Departments close their accounting books.
- March 2020 - Jurisdiction Committees and the Finance Committee review/recommend non-lapsing requests.
- March 2020 – County Board approvals of non-lapsing (carryforward) requests.
- Week of April 20, 2020 – Johnson Block field work begins.
- July 2020 – Johnson Block presentation of audited financials.

Mr. Mielke reported that the March 2020 Finance Committee meeting will include a 2021 budget process timeline.

Mr. Mielke provided an oral report to the Committee regarding the potential shared Purchasing Agent/Risk Manager position with Jefferson County. Mr. Mielke reported that there have been ongoing discussions with Jefferson County, and the goal is to present a business plan to the Executive Committee at the March 2, 2020 meeting.

The Committee had a brief discussion on the Statements of the Dodge County Treasurer.

There was no discussion on the County Investments, and the County Sales and Use Tax Report.

There was no discussion on the following Intra-Department Fund Transfer, and Unbudgeted/Excess Revenue Appropriation Requests:

- i. 2019 Courts AV Project – Physical Facilities Department.
- ii. Youth Innovation Grant – Human Services and Health Department.
- iii. Allies for Substance Abuse Prevention (ASAP) Grant – Human Services and Health Department.

The Committee had a discussion on the Dodge County Vouchers \$10,000 or more Report. The ERP Project Leads will work on Tyler Munis reporting that will capture vouchers/checks that are over \$10,000 or more.

The next regular meeting is scheduled for **Monday, March 9, 2020, at 8:00 a.m.**, in the Auditorium, located on the first floor of the Administration Building.

With no other business on the agenda, Chairman Frohling declared the meeting adjourned at 9:22 a.m.

Ed Benter,  
Secretary

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

2  
3 **Authorize the Purchase of One 2020 Ford F750 Truck**  
4 **Equipped With a Stamm Platform Lift and Hydraulic Crane**  
5

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

8 **WHEREAS**, the Dodge County Highway Committee has determined that it is necessary  
9 to purchase one 2020 Ford F750 truck equipped with a Stamm Platform Lift and Hydraulic Crane  
10 to adequately serve the needs of the Dodge County Highway Department; and,  
11

12 **WHEREAS**, the Highway Department has received one quotation for the purchase of one  
13 2020 Ford F750 truck equipped with a Stamm Platform Lift and Hydraulic Crane from the  
14 following vendor:  
15

Vendor	Quotation
Robolube	No Quote
Runion Equipment	No Quote
Utility Sales and Service, Inc.	\$261,731.00

16 ; and,  
17

18 **WHEREAS**, a copy of the quotation is on file in the Office of the Dodge County Highway  
19 Commissioner and may be viewed during Highway Department business hours; and,  
20

21 **WHEREAS**, the Highway Committee recommends that the Dodge County Board of  
22 Supervisors approve and accept the quotation from Utility Sales and Service, Inc., from  
23 Appleton, Wisconsin, in the amount of \$261,731, and authorize the Highway Department to  
24 purchase one 2020 Ford F750 truck equipped with a Stamm Platform Lift and Hydraulic Crane  
25 from Utility Sales and Service, Inc., at a total purchase price of \$261,731; and,  
26

27 **WHEREAS**, sufficient funds are budgeted in the 2020 Highway Department Budget for  
28 the planned purchase of one 2020 Ford F750 truck equipped with a Stamm Platform Lift and  
29 Hydraulic Crane;  
30

31 **SO, NOW, THEREFORE, BE IT RESOLVED**, that the Dodge County Board of  
32 Supervisors hereby approves and accepts the quotation from Utility Sales and Service, Inc., in  
33 the amount of \$261,731, and authorizes and directs the Dodge County Highway Commissioner  
34 to purchase one 2020 Ford F750 truck equipped with a Stamm Platform Lift and Hydraulic  
35 Crane from Utility Sales and Service, Inc., at a total purchase price of \$261,731; and,  
36

37 **BE IT FINALLY RESOLVED**, that upon presentation of an invoice properly approved  
38 by the Dodge County Highway Commissioner, in a total amount not to exceed \$261,731, the  
39 Dodge County Highway Commissioner is authorized to make payment of such invoice, and that  
40 funds for payment of such invoice shall be charged to the appropriate Business Unit and  
41 Account.  
42

All of which is respectfully submitted this 17th day of March, 2020.

**Dodge County Highway Committee:**

\_\_\_\_\_  
Jeffrey Caine

\_\_\_\_\_  
William Muche

\_\_\_\_\_  
Richard Fink

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

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

***FISCAL NOTE: FISCAL NOTE: The adopted budget for calendar year 2020 includes \$2.8 million for capital equipment within Bus Unit 3281 Capital Asset Acquisition (JD Edwards). Sufficient funds are available at this time. Finance Committee review date: March 9, 2020. Chair initials: \_\_\_\_\_.***

**Vote Required:** Majority of Members present.

**Resolution Summary:** A Resolution authorizing the purchase one 2020 Ford F750 truck equipped with a Stamm Platform Lift and Hydraulic Crane.

3 **Resolution to Abolish the Position of *Deputy Sheriff* and Create**  
4 **Position of *Patrol Sergeant* and Authorizing a General Fund Transfer**  
5

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

8 **WHEREAS**, the Dodge County Judicial and Public Protection Committee has studied and  
9 analyzed staffing needs at the Dodge County Sheriff's Office, and has received a recommendation  
10 from the External Audit Review Committee upon its review of a report titled *Operational and*  
11 *Financial Review of the Sheriff's Office*, prepared by the Matrix Consulting Group; and,  
12

13 **WHEREAS**, as a result of these studies, analyses, and recommendations, the Judicial and  
14 Public Protection Committee recommends that the Dodge County Board of Supervisors abolish one  
15 full-time, benefited position of *Deputy Sheriff* at the Sheriff's Office, effective July 1, 2020; and,  
16

17 **WHEREAS**, as a result of these studies and analyses, the Judicial and Public Protection  
18 Committee also recommends that the Dodge County Board of Supervisors create one new, full-time,  
19 benefited position of *Patrol Sergeant* at the Sheriff's Office, effective July 1, 2020; and,  
20

21 **WHEREAS**, a job description for the position of *Deputy Sheriff* has been marked for  
22 identification as Exhibit "A", and has been attached hereto; and,  
23

24 **WHEREAS**, a job description for the proposed position of *Patrol Sergeant* has been marked  
25 for identification as Exhibit "B" and has been attached hereto; and,  
26

27 **WHEREAS**, no funds have been budgeted in the 2020 Sheriff's Office Budget to fund the  
28 proposed position of *Patrol Sergeant*; and,  
29

30 **WHEREAS**, there are funds available in the Unassigned General Fund available for transfer  
31 to the 2020 Sheriff's Office Budget to fund the wages and benefits of the proposed position of *Patrol*  
32 *Sergeant*;  
33

34 **SO, NOW, THEREFORE, BE IT RESOLVED**, that the Dodge County Board of  
35 Supervisors hereby abolishes one full-time, benefited position of *Deputy Sheriff* at the Sheriff's  
36 Office, effective July 1, 2020; and,  
37

38 **BE IT FURTHER RESOLVED**, that the Dodge County Board of Supervisors hereby  
39 creates one new, full-time, benefited position of *Patrol Sergeant* at the Sheriff's Office, effective July  
40 1, 2020; and,  
41

42 **BE IT FINALLY RESOLVED**, that the Finance Director is authorized and directed to  
43 transfer from the Unassigned General Fund to the 2020 Sheriff's Office Budget, an amount sufficient  
44 to fund the wages and benefits of the proposed position of *Patrol Sergeant*.  
45

All of which is respectfully submitted this 17<sup>th</sup> day of March, 2020.

**Dodge County Judicial and Public Protection Committee:**

\_\_\_\_\_  
Maryann Miller

\_\_\_\_\_  
Thomas Nickel

\_\_\_\_\_  
Jeffrey Schmitt

\_\_\_\_\_  
Dan Hilbert

\_\_\_\_\_  
Larry Schraufnagel

**Dodge County Finance Committee:**

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

\_\_\_\_\_  
Jeffrey Caine

\_\_\_\_\_  
David Guckenberger

\_\_\_\_\_  
Thomas J. Schaefer

\_\_\_\_\_  
Ed Benter

***FISCAL NOTE:***

*Finance Committee review date: March 9, 2020. Chair initials: \_\_\_\_\_.*

**Vote Required:** 2/3 Majority of Members Elect.

**Resolution Summary:** A Resolution to abolish the position of *Deputy Sheriff* and create one new position of *Patrol Sergeant* and authorizing a General Fund transfer.

**DODGE COUNTY JOB DESCRIPTION**

**Wage Range: \$29.70 - \$32.85**

<b>JOB TITLE:</b>	Deputy Sheriff	<b>FLSA STATUS:</b>	Non Exempt
<b>DEPARTMENT:</b>	Sheriff's Office	<b>REPORTS TO:</b>	Operations Captain
<b>LOCATION:</b>	Law Enforcement Center	<b>DATE:</b>	9/30/02
<b>LABOR GRADE:</b>	Sworn – Four (4)	<b>REVISED:</b>	10/25/11, 03/03/16; 10/19/17, 02/28/19, 07/02/19

**OVERALL PURPOSE/SUMMARY**

Under the general direction of Operations Captain with general responsibilities of traffic enforcement, investigation of criminal activity, responding to calls for service as requested by the public, and maintaining peace and public order.

**PRINCIPAL DUTIES AND RESPONSIBILITIES**

1. Protects the motoring public by conducting traffic enforcement fairly, consistently and courteously to deter traffic violations and prevent traffic crashes.
2. Responds to all requests for assistance from public as necessary.
3. Determines where high crash volume locations exist and take appropriate action to reduce crashes.
4. Determines if violations of law or ordinance have occurred and take appropriate law enforcement action if necessary.
5. Manages and investigates crash scenes and properly documents all evidence and information obtained
6. Records for permanent record clear, complete, correct, and concise reports of daily assignments and investigations.
7. Brings cases before the courts and testifies as required in court in the pursuit of justice.
8. Detects/deters crime within assigned area by use of problem oriented law enforcement practices.
9. Keeps or restores peace and public order while preventing injury, death, or damage to property.
10. Acts pursuant to law to safely transfers prisoners to jail or between various local, county, state, or federal facilities.
11. Provides traffic control, security measures, or other functions at special events as required.
12. Makes public appearances to the public about various aspects of law enforcement.
13. Attends training as required.
14. May work as Undercover Investigator to detect and record information and collect evidence of narcotic, drug, and other criminal violations.
15. Serves Civil Process papers as required.
16. Conducts ATV/Boat/Snowmobile Patrols.
17. Transports inmates and detainees within and outside of Dodge County.
18. Maintains a professional attitude and appearance.
19. Understands and follows the mission and vision statement of the sheriff's office.
20. Regular attendance and punctuality required.
21. Performs other related duties as may be required or assigned.

**JOB SPECIFICATION**

**KNOWLEDGE, SKILLS, AND ABILITIES**

Proficient skill in traffic enforcement and crash investigation, criminal and non-criminal investigation, and report writing.  
 Working knowledge of applicable state statutes, county ordinances, and departmental policies, rules, and procedures.  
 Ability to communicate effectively.  
 Ability to function effectively and prioritize functions under stressful conditions.  
 Ability to explain and enforce federal, state, and county laws clearly and courteously.  
 Must meet requirements of Dodge County Driver Qualification Policy.

**EDUCATION AND EXPERIENCE**

Must be 18 years of age, law enforcement certifiable by the State of Wisconsin, and have valid, unrestricted Wisconsin motor vehicle operator's license. Before commencing employment on any basis in law enforcement, an individual must have met recruit qualifications established by Law Enforcement Standards Board OR must possess at least either a two (2) year associate degree from Wisconsin vocational, technical, and adult education district or its accredited equivalent from another state or minimum of 60 fully accredited college level credits. Must pass written, oral and physical examinations as required by the Sheriff. Prior experience as a law enforcement officer is desired. Requirements of the current labor agreement apply where pertinent.

**WORKING CONDITIONS**

Nearly constant time pressure. Frequent repetitive activities. Frequent work under distractions. Frequent high/low temperatures. Frequent high stress situations. Frequent improper illumination. Minimal intense/continuous noise. May be exposed to free flowing blood and communicable disease.

**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.

<b>ACKNOWLEDGEMENTS</b>	<b>FOR HUMAN RESOURCE USE</b>
<b>EMPLOYEE SIGNATURE:</b>	<b>ANALYST(S):</b>
<b>DATE:</b>	<b>DATE:</b>
<b>SUPERVISOR SIGNATURE:</b>	
<b>DATE:</b>	

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

THIS POSITION DESCRIPTION SUPERSEDES ALL PRIOR DESCRIPTIONS.



**DODGE COUNTY JOB DESCRIPTION**

**Wage Range: \$32.47 - \$35.13**

<b>JOB TITLE:</b>	Sergeant - Patrol	<b>FLSA STATUS:</b>	Non Exempt
<b>DEPARTMENT:</b>	Sheriff	<b>REPORTS TO:</b>	Patrol Lieutenant
<b>LOCATION:</b>	Law Enforcement Center	<b>DATE:</b>	May 17, 1996
<b>LABOR GRADE:</b>	Sworn Union— Eight (8)	<b>REVISED:</b>	2/20/08, 12/19/17

**OVERALL PURPOSE/SUMMARY**

Under the general direction of a Patrol Lieutenant, supervises activities and duties of patrol deputies.

**PRINCIPAL DUTIES AND RESPONSIBILITIES**

1. Issues daily assignments to patrol deputies.
2. Acts as Officer in Charge of major crime scene, serious incidents, or accidents until relieved by superior officer.
3. Enforces criminal and traffic laws.
4. Investigates complaints and traffic accidents.
5. Performs special assignments as directed.
6. Writes reports.
7. Prepares cases for court and testifies.
8. Maintains working knowledge of state statutes, county ordinances, department policies, rules, and procedures.
9. Issues expendable equipment as needed.
10. Sets personal example for subordinates.
11. Informs superiors about observations/perceptions aiding management in achieving the office's mission.
12. Conducts random inspection of subordinates personal appearance and equipment.
13. Maintains appropriate level of discipline.
14. Enforces all office rules and regulations.
15. Recommends to superior officer any training or disciplinary action needed for subordinates.
16. Immediately suspends subordinate, with pay for just cause and notifies superior officer of action.
17. Attends and participates in staff meetings as required.
18. Grants, processes, and logs time off requests.
19. Reviews and recommends additions to daily briefing reports.
20. May periodically check performance of subordinates in court or other assigned duties.
21. Shall take charge of patrol shifts and confer with superior officer as needed.
22. Regular attendance and punctuality required.
23. Performs related duties as may be required or assigned.
24. Conducts daily shift briefings to patrol staff and others as required.
25. Participates in the subordinate evaluation process by providing relevant information to shift Lieutenant.
26. Frequently reviews subordinate reports to ensure agency standards are met.
27. Actively involved with coaching and mentoring subordinates on a daily basis.

**JOB SPECIFICATION**

**KNOWLEDGE, SKILLS, AND ABILITIES**

Working knowledge of applicable state statutes, county ordinances, and departmental policies, rules, and procedures.  
 Ability to supervise others.  
 Ability to communicate effectively.  
 Ability to function effectively and prioritize functions under stressful conditions.  
 Ability to explain and enforce federal, state, and county laws clearly and courteously.  
 Must meet requirements of Civil Service Commission.  
 Must meet requirements of Dodge County Driver Qualification Policy.

**EDUCATION AND EXPERIENCE**

Three (3) years Law Enforcement experience in which two (2) years are germane to patrol division, or equivalent combination of education and experience which provides necessary knowledge, skills, and abilities. Before commencing employment on any basis as law enforcement or jail officer position, that individual must have met recruit qualifications established by Law Enforcement Standards Board. Must pass written, oral and physical examinations as required by the Commission and Sheriff. Must possess at least either a two (2) year associate degree from Wisconsin vocational, technical, and adult education district or its accredited equivalent from another state or minimum of 60 fully accredited college level credits. Requirements of the current labor agreement apply where pertinent.

**WORKING CONDITIONS**

Occasional time pressure (35% of work time). Occasional work under distractions (20% of work time). Minimal work in hazardous conditions (15% of work time). Minimal repetitive activities (10% of work time).

**PHYSICAL DEMANDS**

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

**ACKNOWLEDGEMENTS**

**EMPLOYEE SIGNATURE:**  
**DATE:**  
**SUPERVISOR SIGNATURE:**  
**DATE:**

**FOR HUMAN RESOURCE USE**

**ANALYST(S):**  
**DATE:**

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

THIS POSITION DESCRIPTION SUPERSEDES ALL PRIOR DESCRIPTIONS.

1 RESOLUTION NO. \_\_\_\_\_  
2

3 **Resolution to Abolish the Position of *Jail Corporal* and Create Two**  
4 **Positions of *Jail Sergeant* and Authorizing a General Fund Transfer**  
5

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

8 **WHEREAS**, the Dodge County Judicial and Public Protection Committee has studied and  
9 analyzed staffing needs at the Dodge County Sheriff's Office, and has received a recommendation from  
10 the External Audit Review Committee upon its review of a report titled *Operational and Financial*  
11 *Review of the Sheriff's Office*, prepared by the Matrix Consulting Group; and,  
12

13 **WHEREAS**, as a result of these studies, analyses, and recommendations, the Judicial and Public  
14 Protection Committee recommends that the Dodge County Board of Supervisors abolish one full-time,  
15 benefited position of *Jail Corporal* at the Sheriff's Office, effective immediately upon a vacancy in any  
16 *Jail Corporal* position; and,  
17

18 **WHEREAS**, as a result of these studies and analyses, the Judicial and Public Protection  
19 Committee also recommends that the Dodge County Board of Supervisors create two new, full-time,  
20 benefited positions of *Jail Sergeant* at the Sheriff's Office, effective July 1, 2020; and,  
21

22 **WHEREAS**, a job description for the position of *Jail Corporal* has been marked for  
23 identification as Exhibit "A", and has been attached hereto; and,  
24

25 **WHEREAS**, a job description for the proposed positions of *Jail Sergeant* has been marked for  
26 identification as Exhibit "B" and has been attached hereto; and,  
27

28 **WHEREAS**, no funds have been budgeted in the 2020 Sheriff's Office Budget to fund the two  
29 proposed positions of *Jail Sergeant*; and,  
30

31 **WHEREAS**, there are funds available in the Unassigned General Fund available for transfer to  
32 the 2020 Sheriff's Office Budget to fund the wages and benefits of the two proposed positions of *Jail*  
33 *Sergeant*;  
34

35 **SO, NOW, THEREFORE, BE IT RESOLVED**, that the Dodge County Board of Supervisors  
36 hereby abolishes one full-time, benefited position of *Jail Corporal* at the Sheriff's Office, effective  
37 immediately upon a vacancy in any *Jail Corporal* position; and,  
38

39 **BE IT FURTHER RESOLVED**, that the Dodge County Board of Supervisors hereby creates  
40 two new, full-time, benefited positions of *Jail Sergeant* at the Sheriff's Office, effective July 1, 2020;  
41 and,  
42

43 **BE IT FINALLY RESOLVED**, that the Finance Director is authorized and directed to transfer  
44 from the Unassigned General Fund to the 2020 Sheriff's Office Budget, an amount sufficient to fund the  
45 wages and benefits of the two proposed positions of *Jail Sergeant*.  
46

All of which is respectfully submitted this 17th day of March, 2020.

**Dodge County Judicial and Public Protection Committee:**

\_\_\_\_\_  
Maryann Miller

\_\_\_\_\_  
Thomas Nickel

\_\_\_\_\_  
Jeffrey Schmitt

\_\_\_\_\_  
Dan Hilbert

\_\_\_\_\_  
Larry Schraufnagel

**Dodge County Finance Committee:**

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

\_\_\_\_\_  
Jeffrey Caine

\_\_\_\_\_  
David Guckenberger

\_\_\_\_\_  
Thomas J. Schaefer

\_\_\_\_\_  
Ed Benter

***FISCAL NOTE:***

*Finance Committee review date: March 9, 2020. Chair initials: \_\_\_\_\_.*

**Vote Required:** 2/3 Majority of Members Elect.

**Resolution Summary:** A Resolution to abolish the position of *Jail Corporal* and create two new positions of *Jail Sergeant* and authorizing a General Fund transfer.

**DODGE COUNTY JOB DESCRIPTION**

**Wage Range: \$22.89 - \$29.77**

<b>JOB TITLE:</b>	Corporal – Jail	<b>FLSA STATUS:</b>	Non Exempt
<b>DEPARTMENT:</b>	Sheriff	<b>REPORTS TO:</b>	Jail Sergeant
<b>LOCATION:</b>	Law Enforcement Center	<b>DATE:</b>	May 17, 1996
<b>LABOR GRADE:</b>	Dodge County Six (6)	<b>REVISED:</b>	3/15/00; 1/1/13; 4/6/17

**OVERALL PURPOSE/SUMMARY**

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

**PRINCIPAL DUTIES AND RESPONSIBILITIES**

1. Responsible for jailers' performance, and security and welfare of all inmates housed in facility.
2. Takes all necessary measures to ensure safety, security, and physical and mental wellbeing of inmates, safety of staff, visiting professionals, and members of public.
3. Responsible for maintaining proper level of discipline and professional relationships between staff and inmates.
4. Ensures jail staff complies with Federal and State statutes, Administrative code, and department policies.
5. Sets personal example for subordinates.
6. Performs daily on the job training and education of subordinates.
7. Ensures reports, records, and administrative functions are completed in proper and timely manner.
8. Responsible for maintaining facility cleanliness.
9. Supervises and participates in evacuations and other contingencies that may occur on the shift.
10. In the absence of a Jail Sergeant, assumes role of shift commander.
11. Manages complaints, grievances and infractions that occur while on duty.
12. Advises the Jail Sergeant of personnel or other problems connected with shift.
13. Motivates subordinates.
14. Researches laws, policy, rules, and regulations to ensure correctness of shift operations when necessary.
15. Ensures fairness and standardization is maintained where applicable.
16. Inspects personnel to ensure appearance conforms to department policy.
17. Regular attendance and punctuality required.
18. Performs related duties as may be required or assigned.

**JOB SPECIFICATION**

**KNOWLEDGE, SKILLS, AND ABILITIES**

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

**EDUCATION AND EXPERIENCE**

Three (3) years Correctional, Law Enforcement or equivalent experience and/or training in a Jail Division. Must be U.S. citizen, be 21 years of age and possess an unrestricted Wisconsin motor vehicle operator's license. Must pass oral examinations as required by the Sheriff. Must meet minimal certification requirements established by Law Enforcement Standards Board.

**WORKING CONDITIONS**

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

**PHYSICAL DEMANDS**

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

<b>ACKNOWLEDGEMENTS</b>	<b>FOR HUMAN RESOURCE USE</b>
<b>EMPLOYEE SIGNATURE:</b>	<b>ANALYST(S):</b>
<b>DATE:</b>	<b>DATE:</b>
<b>SUPERVISOR SIGNATURE:</b>	
<b>DATE:</b>	

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

THIS POSITION DESCRIPTION SUPERSEDES ALL PRIOR DESCRIPTIONS.

**DODGE COUNTY JOB DESCRIPTION**

**Wage Range: \$27.20 - \$35.37**

<b>JOB TITLE:</b>	Jail Sergeant	<b>FLSA STATUS:</b>	Exempt
<b>DEPARTMENT:</b>	Sheriff	<b>REPORTS TO:</b>	Deputy Jail Administrator
<b>LOCATION:</b>	Law Enforcement Center	<b>DATE:</b>	July 10, 1998
<b>LABOR GRADE:</b>	Dodge County (Eight (8))	<b>REVISED:</b>	8/23/04; 7/27/06; 1/1/13; 11/2/16

**OVERALL PURPOSE/SUMMARY**

Under the general direction of Deputy Jail Administrator, performs a variety of supervisory duties in the Jail Division and directs the divisional activities including assigned employees. Ensures total operation of facilities is accomplished according to all applicable laws, codes, policies, and regulations.

**PRINCIPAL DUTIES AND RESPONSIBILITIES**

1. Directs and assigns the activities and duties of Correctional Officer, maintaining employee discipline and enforcing rules and regulations.
2. Recommends hiring, promotion, transfer, discipline or discharge of Correctional Officers. Conducts background investigations on perspective employees and conducts performance evaluations as required. May immediately suspend a subordinate with pay for just cause. Upon making any suspension, will immediately notify his/her superior officer.
3. Prepares work schedules and directives for Correctional Officers.
4. Responsible for security and welfare of all inmates housed in facilities.
5. Responsible for maintaining cleanliness in facilities.
6. Takes all necessary measures to ensure safety, security, and physical and mental well being of inmates, safety of staff, visiting professionals, and members of public.
7. Responsible for maintaining proper level of discipline and professional relationships between staff and inmates.
8. Supervises and monitors proper segregation of inmates.
9. Supervises and monitors fairness and standardization where applicable.
10. Ensures that reports, records, and administrative functions are completed in proper and timely manner.
11. Supervises and participates in evacuations and other contingencies that may occur.
12. Adjusts grievances and complaints as required according to established policies and practices.
13. Researches laws, policy, rules, and regulations to ensure correctness of application when necessary.
14. Sets personal example for subordinates.
15. Performs daily on the job training and education of subordinates and insures staff training is up-to-date..
16. Inspects personnel to ensure their appearance conforms to department policy.
17. Verifies custody issues and approves release of inmates.
18. Trouble shoots computers issues.
19. Approves new arrests, reviews special orders and notices and recommend new inmate programs.
20. Evaluate civilian staff (i.e., kitchen staff, medical, instructors providing instruction programs and classes and chaplain.)
21. Reviews and maintains Daily Observation Reports (DOR's) for probationary Correctional Officers in training.
22. Monitors transport team members, schedules transports on a regular basis as needed and coordinates vehicle maintenance.
23. Communicates with Inmate contract agencies regularly regarding custody issues, operational issues and transportation.
24. Communicates regularly with civilians, other agencies and attorneys regarding incarcerated people and complaints.
25. Maintains secure control of keys.
26. Balances cash drawer.
27. Notarizes paperwork.
28. Recommends use of Corrections Emergency Response Team (CERT).
29. Provides basic medical care and mental health to inmates.
30. Supervises and schedules Interns and job shadows in facility.
31. Performs all duties required of a Corrections Officer when appropriate.
32. Regular attendance and punctuality required.
33. Performs related duties as may be required or assigned.

**JOB SPECIFICATION**

**KNOWLEDGE, SKILLS, AND ABILITIES**

Working knowledge of applicable state statutes, county ordinances, and departmental policies, rules, and procedures.  
 Ability to supervise and motivate others.  
 Ability to communicate effectively.  
 Ability to function effectively and prioritize functions under stressful conditions.  
 Ability to explain and enforce federal, state, and county laws clearly and courteously.  
 Must meet requirements of Dodge County Driver Qualification Policy.

**EDUCATION AND EXPERIENCE**

High school diploma or equivalent, three (3) or more years of Law Enforcement related work experience, and must have completed one (1) year probationary period. High preference given to those with an Associate degree in criminal justice, correctional science, police science or have 60 credits in a related field, graduated from the FBI Academy or National Institute of Corrections Jail Management Course or some supervisory experience. LESB Corrections Officer Certification within reasonable period of time following employment.

**WORKING CONDITIONS**

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

**PHYSICAL DEMANDS**

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

**ACKNOWLEDGEMENTS**

**EMPLOYEE SIGNATURE:**

**DATE:**

**SUPERVISOR SIGNATURE:**

**DATE:**

**FOR HUMAN RESOURCE USE**

**ANALYST(S):**

**DATE:**

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

THIS POSITION DESCRIPTION SUPERSEDES ALL PRIOR DESCRIPTIONS.

1 RESOLUTION NO. \_\_\_\_\_  
2

3 **Resolution to Create Position of *Deputy Secretary* and**  
4 **Authorizing a General Fund Transfer**  
5

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

8 **WHEREAS**, the Dodge County Judicial and Public Protection Committee has studied and  
9 analyzed staffing needs at the Dodge County Sheriff's Office, and has received a recommendation  
10 from the External Audit Review Committee, upon its review of a report titled *Operational and*  
11 *Financial Review of the Sheriff's Office*, prepared by the Matrix Consulting Group; and,  
12

13 **WHEREAS**, as a result of these studies, analyses, and recommendations, the Judicial and  
14 Public Protection Committee recommends that the Dodge County Board of Supervisors create one  
15 new, full-time, benefited position of *Deputy Secretary* at the Sheriff's Office, effective July 1, 2020;  
16 and,  
17

18 **WHEREAS**, a job description for the proposed position of *Deputy Secretary* has been  
19 marked for identification as Exhibit "A" and has been attached hereto; and,  
20

21 **WHEREAS**, no funds have been budgeted in the 2020 Sheriff's Office Budget to fund the  
22 proposed position of *Deputy Secretary*; and,  
23

24 **WHEREAS**, there are funds available in the Unassigned General Fund, available for transfer  
25 to the 2020 Sheriff's Office Budget to fund the wages and benefits of the proposed position of *Deputy*  
26 *Secretary*;  
27

28 **SO, NOW, THEREFORE, BE IT RESOLVED**, that the Dodge County Board of  
29 Supervisors hereby creates one new, full-time, benefited position of *Deputy Secretary* at the Sheriff's  
30 Office, effective July 1, 2020; and,  
31

32 **BE IT FINALLY RESOLVED**, that the Finance Director is authorized and directed to  
33 transfer from the Unassigned General Fund to the 2020 Sheriff's Office Budget, an amount sufficient  
34 to fund the wages and benefits of the proposed position of *Deputy Secretary*.  
35

All of which is respectfully submitted this 17<sup>th</sup> day of March, 2020.

**Dodge County Judicial and Public Protection Committee:**

\_\_\_\_\_  
Maryann Miller

\_\_\_\_\_  
Thomas Nickel

\_\_\_\_\_  
Jeffrey Schmitt

\_\_\_\_\_  
Dan Hilbert

\_\_\_\_\_  
Larry Schraufnagel

**Dodge County Finance Committee:**

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David Frohling

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Jeffrey Caine

---

David Guckenberger

---

Thomas J. Schaefer

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Ed Benter

***FISCAL NOTE:***

***Finance Committee review date: March 9, 2020. Chair initials: \_\_\_\_\_.***

**Vote Required:** 2/3 Majority of Members Elect.

**Resolution Summary:** A Resolution to create one position of *Deputy Secretary* and authorizing a General Fund transfer.

DRAFT



**DODGE COUNTY JOB DESCRIPTION**

**Wage Range: \$16.46 - \$21.40**

<b>JOB TITLE:</b>	Deputy Secretary	<b>FLSA STATUS:</b>	Non Exempt
<b>DEPARTMENT:</b>	Sheriff	<b>REPORTS TO:</b>	Administrative Support Coordinator
<b>LOCATION:</b>	Law Enforcement Center	<b>DATE:</b>	November 6, 1998
<b>LABOR GRADE:</b>	Dodge County Three (3)	<b>REVISED:</b>	10/26/05; 2/24/06; 11/20/17

**OVERALL PURPOSE/SUMMARY**

Under the general direction of the Administrative Support Coordinator and in conjunction with the Communications Lieutenant, performs clerical/administrative and financial duties in a law enforcement environment.

**PRINCIPAL DUTIES AND RESPONSIBILITIES**

1. Enters records, reports, and correspondence into software.
2. Answers telephones and assists visitors at the appropriate reception point and ensures visitor access to assigned area is approved.
3. Processes incoming and outgoing mail and packages which may include inmate mail.
4. May transcribe machine dictation and prepare copies of such.
5. Processes, posts, and distributes receipts, expenditures, encumbrances, cash, money orders, inmate commissary, invoices/fees, etc. for assigned Division.
6. Prepares regular and special reports, forms and statements, related to Crime Reporting, financial data, ICE, inmate information and information, etc. as required by assigned Division.
7. May send victim claim form to individuals involved in thefts, burglaries, and vandalism.
8. May prepare complaint files and ensures their filing.
9. May accept, control, and record disposition of found, recovered, or evidentiary property in accordance with law and Departmental policies and procedures as assigned.
10. Prepares and reviews releasable and non-releasable records.
11. Computes and processes sentence credit and court ordered bookings as required.
12. Prepares and mails Committee agenda and special notices as assigned.
14. Enters confidential drug case information as assigned.
15. Fills supply orders including necessary forms as assigned.
16. Maintains Department Training Records as assigned.
17. Maintains assigned Division files as required.
18. May serve on various Committees as assigned by the Sheriff or designee.
19. May act as Notary Public.
20. Assists Department staff with correspondence, forms and brochures as needed.
21. May answer inmate requests as needed.
22. May assist with scheduling teleconferences, interviews and court appearances.
23. May process inmate labor timesheets.
24. Attends training opportunities as assigned.
25. Regular attendance and punctuality required.
26. Performs related duties as may be required or assigned.

**JOB SPECIFICATION**

**KNOWLEDGE, SKILLS, AND ABILITIES**

Working knowledge of clerical principles, practices and techniques.  
 Working knowledge of Microsoft Office programs and other departmental software as required.  
 Working knowledge of basic account skills.  
 Ability to learn health hazards and sanitation standards.  
 Ability to interpret policies and procedures, state and federal laws and regulations.  
 Ability to communicate effectively with other employees and general public.  
 Ability to think and act quickly and calmly in emergencies.  
 Ability to diffuse tense situations and traumatic incidents.  
 Ability to work with confidential and sensitive information and maintain confidentiality.

**EDUCATION AND EXPERIENCE**

High school diploma or GED equivalent supplemented by coursework in administrative/secretarial science or accounting with three (3) to four (4) years of responsible office experience involving advanced administrative/secretarial or accounting skills. Law Enforcement background is desirable. Equivalent combination of education and experience which provides the necessary knowledge, skills and abilities may be considered.

**WORKING CONDITIONS**

Office working environment with frequent work under distractions and pressure.

**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.

<b>ACKNOWLEDGEMENTS</b>	<b>FOR HUMAN RESOURCE USE</b>
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<b>EMPLOYEE SIGNATURE:</b>	<b>ANALYST(S):</b>
<b>DATE:</b>	<b>DATE:</b>
<b>SUPERVISOR SIGNATURE:</b>	
<b>DATE:</b>	

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

THIS POSITION DESCRIPTION SUPERSEDES ALL PRIOR DESCRIPTIONS.

1 RESOLUTION NO. \_\_\_\_\_  
2

3 **Authorizing Transfers from the General Fund to Create Self-Insured Internal Service Funds**  
4

5 TO THE HONORABLE BOARD OF SUPERVISORS OF DODGE COUNTY, WISCONSIN,  
6

7 **WHEREAS**, Dodge County utilizes a mixture of fully insured policies, stop loss policies,  
8 and self-insurance for building and contents, boilers and machinery, equipment, vehicles, general  
9 liability, cyber liability, errors and omissions coverage, workers compensation claims, and dental  
10 insurance; and,  
11

12 **WHEREAS**, Dodge County is a founding member of Wisconsin Municipal Mutual  
13 Insurance Company (WMMIC) upon its creation in 1988, and made an initial investment in  
14 WMMIC; and,  
15

16 **WHEREAS**, Dodge County's Finance Director and outside audit firm Johnson Block are in  
17 agreement that the value of the investment has not been accurately reported since the 2007 Dodge  
18 County financial statements were issued; and,  
19

20 **WHEREAS**, Dodge County's Finance Director and outside audit firm Johnson Block are in  
21 agreement that the accounting for insurance coverages and the initial WMMIC investment would be  
22 more accurately accounted for as internal service funds; and,  
23

24 **WHEREAS**, the audited financial statements for calendar year 2018 included within the  
25 General Fund \$5,147,676 in committed fund balances for self-insurance; and,  
26

27 **WHEREAS**, the initial investment of \$250,000 in WMMIC was recorded in the Full  
28 Accrual area of the financial statements, leaving a remaining variance of \$84,373.94, which is the  
29 difference between the Finance Department's work papers and Dodge County's audited financial  
30 statements; and,  
31

32 **WHEREAS**, the Finance Committee proposes that transfers from the committed General  
33 Fund balances be transferred to the newly created funds during calendar year 2019 as follows:  
34

35 Fund 750 – Risk Management Fund	\$2,529,993.64
36 Fund 755 – Workers Compensation Fund	\$2,724,208.43
37 Fund 760 – Dental Insurance Fund	<u>\$ 217,847.87</u>
38 Total	\$5,472,049.94

39 ; and,  
40

41 **WHEREAS**, the Finance Committee recommends moving the accounting for Risk  
42 Management from the County Administrator Departmental Budget, in both the 2019 and 2020  
43 budgets, to the newly created internal service fund; and,  
44

45 **WHEREAS**, the Finance Committee recommends moving the accounting for Workers  
46 Compensation and Dental Insurance from the Human Resources Departmental Budget, in both the  
47 2019 and 2020 budgets, to the newly created internal service funds;  
48

1 **SO, NOW, THEREFORE, BE IT RESOLVED**, that the Dodge County Board of  
2 Supervisors directs the Finance Department to create separate internal service funds within the 2019  
3 and 2020 budgets for Risk Management, Workers Compensation, and Dental Insurance; and,  
4

5 **BE IT FUTHER RESOLVED**, that transfers from the committed General Fund balances  
6 be transferred to the newly created funds during calendar year 2019 as follows:  
7

8 Fund 750 – Risk Management Fund	\$2,529,993.64
9 Fund 755 – Workers Compensation Fund	\$2,724,208.43
10 Fund 760 – Dental Insurance Fund	\$ 217,847.87
11 Total	\$5,472,049.94

12 ; and,  
13

14 **BE IT FURTHER RESOLVED**, that the currently budgeted amounts for calendar years  
15 2019 and 2020 within the County Administrator’s Departmental Budget for Risk Management be  
16 transferred to the newly created internal service fund for Risk Management; and,  
17

18 **BE IT FINALLY RESOLVED**, that the currently budgeted amounts for calendar years  
19 2019 and 2020 within the Human Resources Departmental Budget for Workers Compensation and  
20 Dental Insurance be transferred to the newly created internal service funds for Workers  
21 Compensation and Dental Insurance.

All of which is respectfully submitted this 17<sup>th</sup> day of March 2020.

**Dodge County Finance Committee:**

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

\_\_\_\_\_  
Jeffrey Caine

\_\_\_\_\_  
David Guckenberger

\_\_\_\_\_  
Thomas J. Schaefer

\_\_\_\_\_  
Ed Benter

*FISCAL NOTE: The difference between the committed amount for self-insurance in the 2018 audited financial statements and the proposed transfers from the General Fund is \$334,374. Of this amount, \$250,000 relates to the correction for the initial investment in WMMIC. The remaining variance is due to the fact that the Finance Department 2018 work papers for year-end equity does not tie out to the audited financial statements. The Finance Committee tentatively plans in April or May 2020 to look at a draft fund balance policy regarding fund balances for each individual fund. Finance Committee review date: March 9, 2020. Chair initials: \_\_\_\_\_.*

**Vote Required:** 2/3 Majority of Members Elect.

**Resolution Summary:** A resolution authorizing multiple general fund transfers for the purpose of creating internal service funds for self-insurance.

1 RESOLUTION NO. \_\_\_\_\_  
2

3 **A RESOLUTION IN SUPPORT OF THE GOLD STAR MEMORIAL TRAIL –**  
4 **PHASE 2 WISDOT 2020-2024 TRANSPORTATION ALTERNATIVES**  
5 **PROGRAM (TAP) GRANT APPLICATION**  
6

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

9 **WHEREAS**, the Dodge County Land Resources and Parks Committee (“Committee”) supports  
10 the Transportation Alternatives Program (TAP) application submitted by the Dodge County Land  
11 Resources and Parks Department to the Wisconsin Department of Transportation (WisDOT) for the  
12 2020-2024 award cycle; and,  
13

14 **WHEREAS**, the purpose of the TAP grant application is to secure funds to assist with the  
15 design and construction of the Gold Star Memorial Trail (Phase 2) which will link the City of Horicon  
16 to the Wild Goose State Trail and will continue the efforts to ultimately create a bike/pedestrian facility  
17 from City of Mayville to City of Beaver Dam; and,  
18

19 **WHEREAS**, the Committee recognizes that the estimated costs for Phase 2, as identified in the  
20 application, is \$46,380 for potential acquisition of permanent easements; \$125,160 for design and  
21 \$1,048,952 for construction, including eleven percent (11%) State Review Costs; and,  
22

23 **WHEREAS**, the Committee recognizes that WisDOT will reimburse Dodge County as the  
24 project sponsor for the federal share of up to eighty percent (80%) of the approved TAP design and  
25 construction costs, up to the limit of the federal award amount, but any acquisition costs will need to  
26 be one hundred percent (100%) locally funded and are not reimbursable under the TAP grant; and,  
27

28 **WHEREAS**, in light of the minimum 20 percent (20%) match requirement for construction  
29 and design costs of \$234,823 and potential acquisition costs estimated at \$46,380, Dodge County, in  
30 association with the Friends of Dodge County Parks, Inc., commits to securing the matching and needed  
31 funds; and,  
32

33 **WHEREAS**, the 2020 Land Resources and Parks Budget has \$100,000 already designated for  
34 this project and the Friends of Dodge County Parks, Inc., has committed to raise the additional local  
35 funds;  
36

37 **SO, NOW, THEREFORE, BE IT RESOLVED**, that the Dodge County Board of Supervisors  
38 supports the TAP Grant Application for the Phase 2 project of the Gold Star Memorial Trail; and,  
39

40 **BE IT FURTHER RESOLVED**, by the Dodge County Board of Supervisors, that if Dodge  
41 County is awarded funding by the Wisconsin Department of Transportation (WisDOT) for the 2020-  
42 2024 Transportation Alternatives Program (TAP) award cycle, the Land Resources and Parks  
43 Department is authorized to accept the award; and,  
44

- 1 **BE IT FINALLY RESOLVED**, that, if awarded, the Dodge County Board Chairman and
- 2 County Clerk are authorized to enter into all necessary grant agreements with WisDOT for the Gold
- 3 Star Memorial Trail – Phase 2 project, subject to the review and approval of the Corporation Counsel.

All of which is respectfully submitted this 17<sup>th</sup> day of March, 2020.

**Dodge County Land Resources and Parks Committee:**

*Thomas Schaefer*

Thomas Schaefer

*Joseph Marsik*

Joseph Marsik

*William Muche*

William Muche

*Jeffrey Schmitt*

Jeffrey Schmitt

*Larry Schraufnagel*

Larry Schraufnagel

**Vote Required:** Majority of members present

**Resolution Summary:** A Resolution In Support Of The Gold Star Memorial Trail – Phase 2 WisDOT 2020-2024 Transportation Alternatives Program (Tap) Grant Application.

**2021 BUDGET TIMELINE:**  
Finance Committee Review 3-9-2020

Issuance – 2020 Year End Projection Salary, Wage & Fringe Benefits	June 17
Return to Finance – 2020 Year End Projection Salary, Wage & Fringe Benefits	June 24
Budget Instruction Summary	July 15
Issuance – 2021 Estimated Salary, Wage & Fringe Benefit	July 15
Return to Finance – 2021 Estimated Salary, Wage & Fringe Benefit	July 22
Department Budget Review Meetings	August
<b>Deadline for Submitting 2021 Budget</b>	<b>August 21</b>
<b>County Administrator Completion</b>	<b>August 28</b>
Budget Printing and Assembly-Completion	September 11
<b>Preliminary Budget Distributed to County Board</b>	<b>September 15</b>
<b>Special County Board Meeting – Budget Review</b>	<b>September 28</b>
Publish Budget Hearing Notice	October 16
County Capital Improvement Program – County Board	October 20
<b>County Board Budget Public Hearing (9:00 a.m.)</b>	<b>November 10</b>
County Board Budget Consideration / Adoption	<b>November 10</b>
County Board Budget Adoption (if necessary)	November 12
County Apportionment of Taxes to Districts	November 13

**Dodge County, Wisconsin  
County Sales and Use Tax Revenue**

Remittance Period	Collection Period	2014	2015	2016	2017	2018	2019	2020	Previous Year	
		Remittance	Remittance	Remittance	Remittance	Remittance	Remittance	Remittance	\$ Change	% Change
Jan	Nov	\$486,170	\$461,907	\$512,301	\$429,376	\$392,621	\$579,474	\$632,456	\$52,982	9.1%
Feb	Dec	465,644	419,112	440,663	686,238	720,097	600,995	638,152	\$37,157	6.2%
Mar	Jan	346,135	399,718	414,299	497,670	453,560	456,212	-		
Apr	Feb	433,718	469,683	321,749	396,375	401,653	431,567	-		
May	Mar	534,851	515,569	407,852	522,150	625,667	599,122	-		
Jun	Apr	422,574	407,861	638,989	587,195	635,147	494,862	-		
Jul	May	589,725	524,613	578,159	470,957	545,288	647,998	-		
Aug	Jun	672,406	500,849	510,100	717,294	745,510	756,266	-		
Sep	Jul	461,485	486,051	531,127	622,065	491,180	466,593	-		
Oct	Aug	565,940	580,603	522,952	524,810	606,792	735,238	-		
Nov	Sep	490,439	417,286	545,035	648,274	698,710	673,407	-		
Dec	Oct	484,997	548,922	484,606	518,044	530,674	471,403	-		
		<b>\$5,954,084</b>	<b>\$5,732,174</b>	<b>\$5,907,833</b>	<b>\$6,620,448</b>	<b>\$6,846,899</b>	<b>\$6,913,135</b>	<b>\$1,270,608</b>	<b>\$90,139</b>	
Monthly Average		\$496,174	\$477,681	\$492,319	\$551,704	\$570,575	\$576,095	\$632,456	\$105,884	
Highest Monthly Amt		\$672,406 Aug/June	\$580,603 Oct/Aug	\$638,989 June/April	\$717,294 Aug/June	\$745,510 Aug/June	\$756,266 Aug/June	\$638,152	\$638,152 Jan/Nov	
Lowest Monthly Amt		\$346,135 Mar/Jan	\$399,718 Mar/Jan	\$321,749 Apr/Feb	\$396,375 Apr/Feb	\$392,621 Jan/Nov	\$431,567 Apr/Feb	\$632,456	\$632,456 Feb/Dec	
% Of Year Completed								16.7%		
Estimated Year End								\$7,589,467		

2020 Budget	Monthly Budget
\$6,000,000	\$500,000

	Jan-20	Feb-20	Previous Month	
			\$ Change	% Change
<b>State</b>	\$41,395,635	\$39,023,083	(\$2,372,553)	-5.7%
<b>Dodge</b>	632,456	638,152	5,696	0.9%



Dodge County, Wisconsin
Finance Department
Intra-Department Fund Transfer Form

Doc = BX
Ledger = BA

Date: 12/31/2019

Department: Finance

Budget Year: 2019

For Finance Department use only
Doc# 95999
Batch# 233097
GL Dat 12/31/2019

Description of Adjustment:

The current revenue accounts being used for the Jail Improvement Fund are in the category of Public Charges for Services (45xxxxx). The monies collected are actually a surcharge assessed on top of a court imposed fine or forfeiture as allowed under Wis. Stat. 302.46(1). As such, the revenue should be classified as a Fine, Forfeiture, & Penalties (44xxxxx). (JD Edwards account numbers). A single revenue account, rather than broken down by county and municipal courts, is being used as there is no managerial benefit for having separate revenue accounts. A similar budget amendment for calendar year 2020 will be required.

Increase in budget

Table with 5 columns: Business Unit Number, Account Object Number, Subsidiary Number, Account Title, Amount. Row 1: 1326, 4442, Jail assessment surcharge, 102,500. Total increase: 102,500.

Decrease in budget

Table with 5 columns: Business Unit Number, Account Object Number, Subsidiary Number, Account Title, Amount. Rows include County jail assessment fee (75,000), Fox Lake Town Court (500), Beaver Dam City Court (12,000), Fox Lake City Court (2,000), Horicon City Court (8,000), Watertown City Court (5,000). Total decrease: (102,500).

Department Head Signature [Signature] Date: 1-7-2020

Finance Director Signature [Signature] Date: 1-7-2020

County Administrator Signature \_\_\_\_\_ Date: \_\_\_\_\_

Committee of Jurisdiction Chairman Signature \_\_\_\_\_ Date: \_\_\_\_\_

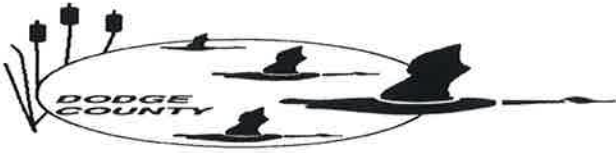
Finance Committee Chairman Signature \_\_\_\_\_ Date: \_\_\_\_\_



DODGE COUNTY, WISCONSIN  
 REVENUE AND EXPENDITURE REPORT

For the Twelve Months Ending December 31, 2019

DESCRIPTION	CURRENT ACTIVITY	Y-T-D ACTUALS	2018 JAN-DEC ACTUAL	AMENDED BUDGET	UNEXPENDED BUDGET	PERCENT REAL/EXP	2018 YEAR END ACTUAL
00100 GENERAL FUND							
13 FINANCE							
1326 JAIL IMPROVEMENTS							
R REVENUE							
4511.1310 County Court	4,594.15-	59,548.32-	67,651.41-	75,000-	15,452-	79.4	67,651.41-
4511.131018 Fox Lake Tow	.00	360.00-	350.00-	500-	140-	72.0	350.00-
4511.131206 Beaver Dam C	3,246.48-	16,697.26-	17,321.15-	12,000-	4,697	139.1	17,321.15-
4511.131226 Fox Lake Cit	475.80-	4,983.00-	4,643.24-	2,000-	2,983	249.2	4,643.24-
4511.131236 Horicon City	380.00-	8,900.00-	10,470.45-	8,000-	900	111.3	10,470.45-
4511.131291 Watertown Ci	222.20-	3,667.86-	6,428.83-	5,000-	1,332-	73.4	6,428.83-
4931 Fund Balance Applied	.00	.00	.00	32,377-	32,377-	.0	.00
R REVENUE	8,918.63-	94,156.44-	106,865.08-	134,877-	40,721-	69.8	106,865.08-
X EXPENSE							
5249 Computer Maint, Lic.	.00	.00	.00	46,023	46,023	.0	.00
5349 Other Operating Suppl	1,752.00	5,288.52	.00	8,154	2,865	64.9	.00
5406.1811 Co. IT Chrg	.00	.00	126.40	0	0	.0	126.40
5818 Computer Equipment	.00	11,495.00	725.99	16,000	4,505	71.8	725.99
5819 Other Capital Equipme	.00	.00	31,098.71	21,200	21,200	.0	31,098.71
5822 Buildings	.00	.00	6,579.01	0	0	.0	6,579.01
5829 Other Capital Improve	.00	21,518.69	49,306.81	43,500	21,981	49.5	49,306.81
X EXPENSE	1,752.00	38,302.21	87,836.92	134,877	96,574	28.4	87,836.92
1326 JAIL IMPROVEMENTS	7,166.63-	55,854.23-	19,028.16-	0	55,853	.0	19,028.16-
13 FINANCE	7,166.63-	55,854.23-	19,028.16-	0	55,853	.0	19,028.16-
00100 GENERAL FUND	7,166.63-	55,854.23-	19,028.16-	0	55,853	.0	19,028.16-



Dodge County, Wisconsin  
Finance Department  
Unbudgeted/Excess Revenue Appropriation  
Revenue and Expenditure Adjustment Form

Doc = BX  
Ledger = BA

Date: February 7, 2020

Effective January 1st, 2016

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

Department: Human Services and Health Department

Budget Year: 2020

**Description of Adjustment:**

The department received an addendum to the existing grant agreement between Greater Water Community Health Foundation.  
The money is used to provide a gift card for each survey respondent up to a total of 50 respondents.

**Budget Adjustment**

Project String	Description	Amount
97INTAKE-OTHER-DONATION-SURVEY	CRP SURVEY	-1,250
97INTAKE-SUPPLIES-OPERATING-SURVEY	SURVEY EXPENSES	1,250

Note the total Budget Adjustment must balance

Department Head Signature Beehy Bell Date: 2/7/20

County Administrator Signature James Mielke Date: 2/7/2020

Committee of Jurisdiction Chairman Signature \_\_\_\_\_ Date: \_\_\_\_\_

Finance Committee Chairman Signature \_\_\_\_\_ Date: \_\_\_\_\_



**Dodge County, Wisconsin**  
**Finance Department**  
**Unbudgeted/Excess Revenue Appropriation**  
**Revenue and Expenditure Adjustment Form**  
 Effective January 1st, 2016

**Doc = BX**  
**Ledger = BA**

Date: 2/24/2020

Department: Human Services and Health Department

Budget Year: 2019

**Description of Adjustment:**

The department was awarded the Alliance for Wisconsin Youth grant. This money will be used to cover costs of staff time to attend trainings and printing of documents.

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

<b>Budget Adjustment</b>
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Business Unit Number	Account Object Number	Subsidiary Number	Account Title	Amount
4010	4224		Health Grants	-655
4010	5499		Cost Allocation	655

**Note the total Budget Adjustment must balance**

Department Head Signature Beehy Bee Date: 3/3/20

County Administrator Signature James Muelke Date: 3/3/2020

Committee of Jurisdiction Chairman  
Signature \_\_\_\_\_ Date: \_\_\_\_\_

Finance Committee Chairman  
Signature \_\_\_\_\_ Date: \_\_\_\_\_



Dodge County, Wisconsin  
Finance Department  
Unbudgeted/Excess Revenue Appropriation  
Revenue and Expenditure Adjustment Form

Doc = BX  
Ledger = BA

Effective January 1st, 2016

Date: February 24, 2020

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

Department: Human Services and Health Department

Budget Year: 2020

**Description of Adjustment:**

The department was awarded the Alliance for Wisconsin Youth grant. This money will be used to cover costs of staff time to attend trainings and printing of documents.

**Budget Adjustment**

Project String	Description	Amount
96AWY-GRANT-STATE-2020	AWY Grant 2020	-1,345
96AWY-INT GOVT-COST	Cost Allocation	1,345

Note the total Budget Adjustment must balance

Department Head Signature Berly Bell

Date: 3/3/20

County Administrator Signature James Melke

Date: 3/3/2020

Committee of Jurisdiction Chairman Signature \_\_\_\_\_

Date: \_\_\_\_\_

Finance Committee Chairman Signature \_\_\_\_\_

Date: \_\_\_\_\_

VENDOR #	VENDOR NAME	INVOICE NUMBER	PURCH ORDER	CHECK #	CHECK/PAYMENT DATE	INVOICE DATE	NET AMOUNT	INVOICE DESCRIPTION	INVOICE STATUS	WARRANT	CHECK STATUS
227	K-Tech Specialty Coatings Inc	202001-K0013		402	02/20/2020	01/10/2020	7,767.75	BEET HEET	PAID	022020	PAID
227	K-Tech Specialty Coatings Inc	202001-K0103		402	02/20/2020	01/31/2020	7,799.03	BEET HEET	PAID	022020	PAID
				<b>402 Total</b>			15,566.78				
752	SECURIAN LIFE INSURANCE COMPANY	032020		446	02/20/2020	02/18/2020	19,757.33	MARCH 2020 LIFE INSURANCE PREMIUM	PAID	022020	PAID
				<b>446 Total</b>			19,757.33				
211	COUNTY OF TREMPLEALEU	JAN 2020		1,661,090	02/20/2020	01/31/2020	10,313.46	2020 CONTRACT - INPATIENT KW 1/20	PAID	022020	PAID
				<b>1,661,090 Total</b>			10,313.46				
741	CONSTELLATION ENERGY SERVICES	2815114	20000168	1,661,092	02/20/2020	02/11/2020	5,704.08	CONSTELLATION - GAS JAN 2020	PAID	022020	PAID
741	CONSTELLATION ENERGY SERVICES	2815127		1,661,092	02/20/2020	02/11/2020	18,434.68	GAS	PAID	022020	PAID
				<b>1,661,092 Total</b>			24,138.76				
723	JUNEAU UTILITIES	700043.00JAN20		1,661,124	02/20/2020	02/08/2020	53.87	ELECTRIC CLV GARAGES 1/1/20-2/1/20	PAID	022020	PAID
723	JUNEAU UTILITIES	700049.00JAN20	20000161	1,661,124	02/20/2020	02/08/2020	4,074.82	JUNEAU UTILITIES CLV WATER/SEWER - JAN 2020	PAID	022020	PAID
723	JUNEAU UTILITIES	700045.00JAN20	20000160	1,661,124	02/20/2020	02/08/2020	18,431.13	JUNEAU UTILITIES ELECTRICITY CLEARVIEW JAN 2020	PAID	022020	PAID
				<b>1,661,124 Total</b>			22,559.82				
308	JUSTICEPOINT INC	02142020A		1,661,125	02/20/2020	02/14/2020	33,694.00	2020 CONTRACT- OTC GRANT 1/20	PAID	022020	PAID
				<b>1,661,125 Total</b>			33,694.00				
1655	MATRIXCARE INC	INV5084906	20000147	1,661,138	02/20/2020	01/01/2020	967.00	MATRIX QUARTERLY PAYMENT JAN. 2020- MARCH 2020	PAID	022020	PAID
1655	MATRIXCARE INC	INV5084907	20000147	1,661,138	02/20/2020	01/01/2020	967.00	MATRIX QUARTERLY PAYMENT JAN. 2020- MARCH 2020	PAID	022020	PAID
1655	MATRIXCARE INC	INV5084902	20000147	1,661,138	02/20/2020	01/01/2020	1,111.00	MATRIX QUARTERLY PAYMENT JAN. 2020- MARCH 2020	PAID	022020	PAID
1655	MATRIXCARE INC	INV5084903	20000147	1,661,138	02/20/2020	01/01/2020	1,111.00	MATRIX QUARTERLY PAYMENT JAN. 2020- MARCH 2020	PAID	022020	PAID
1655	MATRIXCARE INC	INV5084899	20000147	1,661,138	02/20/2020	01/01/2020	1,111.00	MATRIX QUARTERLY PAYMENT JAN. 2020- MARCH 2020	PAID	022020	PAID
1655	MATRIXCARE INC	INV5084929	20000147	1,661,138	02/20/2020	01/01/2020	1,111.00	MATRIX QUARTERLY PAYMENT JAN. 2020- MARCH 2020	PAID	022020	PAID
1655	MATRIXCARE INC	INV5084905	20000147	1,661,138	02/20/2020	01/01/2020	1,190.00	MATRIX QUARTERLY PAYMENT JAN. 2020- MARCH 2020	PAID	022020	PAID
1655	MATRIXCARE INC	INV5084901	20000147	1,661,138	02/20/2020	01/01/2020	2,112.00	MATRIX QUARTERLY PAYMENT JAN. 2020- MARCH 2020	PAID	022020	PAID
1655	MATRIXCARE INC	INV5084904	20000147	1,661,138	02/20/2020	01/01/2020	3,044.00	MATRIX QUARTERLY PAYMENT JAN. 2020- MARCH 2020	PAID	022020	PAID
1655	MATRIXCARE INC	INV5084900	20000147	1,661,138	02/20/2020	01/01/2020	7,935.00	MATRIX QUARTERLY PAYMENT JAN. 2020- MARCH 2020	PAID	022020	PAID
				<b>1,661,138 Total</b>			20,659.00				
1	*NO VENDOR INVOICE NAME FOUND*	DC021020		1,661,163	02/20/2020	02/10/2020	28,110.00	REFUND OF PRE-PAYMENT	PAID	022020	PAID
				<b>1,661,163 Total</b>			28,110.00				
638	WI DEPT OF HEALTH SERVICES	5026 022920	20000162	1,661,267	02/20/2020	02/01/2020	1,700.00	MONTHLY LICENSED BED ASSESSMENTS CBH 1 FEB 2020	PAID	022020	PAID
638	WI DEPT OF HEALTH SERVICES	5036 022920	20000162	1,661,267	02/20/2020	02/01/2020	1,700.00	MONTHLY LICENSED BED ASSESSMENTS CBH 2 FEB 2020	PAID	022020	PAID
638	WI DEPT OF HEALTH SERVICES	5049 022920	20000162	1,661,267	02/20/2020	02/01/2020	1,700.00	MONTHLY LICENSED BED ASSESSMENTS CBH 3 FEB 2020	PAID	022020	PAID
638	WI DEPT OF HEALTH SERVICES	5050 022920	20000162	1,661,267	02/20/2020	02/01/2020	1,700.00	MONTHLY LICENSED BED ASSESSMENTS CBH 4 FEB 2020	PAID	022020	PAID
638	WI DEPT OF HEALTH SERVICES	5034 022920	20000162	1,661,267	02/20/2020	02/01/2020	5,100.00	MONTHLY LICENSED BED ASSESSMENTS CBIC FEB 2020	PAID	022020	PAID
638	WI DEPT OF HEALTH SERVICES	2380 022920	20000162	1,661,267	02/20/2020	02/01/2020	20,400.00	MONTHLY LICENSED BED ASSESSMENTS CLV FEB 2020	PAID	022020	PAID
638	WI DEPT OF HEALTH SERVICES	2977 022920	20000162	1,661,267	02/20/2020	02/01/2020	41,860.00	MONTHLY LICENSED BED ASSESSMENTS IID FEB 2020	PAID	022020	PAID
				<b>1,661,267 Total</b>			74,160.00				
751	NATIONWIDE TRUST COMPANY FSB	NR02212020		1,661,288	02/21/2020	02/21/2020	14,414.50	Deferred Compensation	PAID	022120	PAID
				<b>1,661,288 Total</b>			14,414.50				
647	STATE OF WISCONSIN	JAN 2020		2,004,401	02/14/2020	02/14/2020	65,044.80	TRANSFER FEES DUE STATE JANUARY 2020	PAID	DD021420	PAID
				<b>2,004,401 Total</b>			65,044.80				
1345	MORETON CAPITAL MARKETS LLC	7K5-00136 02072020		200,212,011	02/12/2020	02/12/2020	275,279.44	BOND INVESTMENT BY TREASURER	PAID	WIRE_001	PAID
				<b>200,212,011 Total</b>			275,279.44				
1368	DELTA DENTAL	339771		200,420,107	02/12/2020	02/12/2020	11,621.06	DELTA DENTAL CLAIMS	PAID	DD021220	PAID
				<b>200,420,107 Total</b>			11,621.06				
643	WI DEPT OF REVENUE	WI02142020		200,440,126	02/14/2020	02/14/2020	82,835.65	STATE TAX - DODGE COUNTY	PAID	DD021420	PAID
				<b>200,440,126 Total</b>			82,835.65				
1341	US BANK	02-10-2020		200,490,104	02/20/2020	02/18/2020	490,654.21	FEB 2020 US BANK STATEMENT	PAID	DD021820	PAID
				<b>200,490,104 Total</b>			490,654.21				
1368	DELTA DENTAL	343713		200,490,123	02/19/2020	02/19/2020	13,909.32	DELTA DENTAL CLAIMS FOR 2/13-19/2020	PAID	DD021920	PAID
				<b>200,490,123 Total</b>			13,909.32				
617	INTERNAL REVENUE SERVICE	02212020		200,510,037	02/21/2020	02/21/2020	381,539.28	FEDERAL TAX PAYMENT 02212020	PAID	DD022120	PAID
				<b>200,510,037 Total</b>			381,539.28				
1341	US BANK	USB02212020		200,520,002	02/21/2020	02/21/2020	11,303.75	NON-EBC EE/ER CONTRIBUTIONS	PAID	DD022120	PAID
				<b>200,520,002 Total</b>			11,303.75				
744	EMPLOYEE BENEFIT CORPORATION (EBC)	EBC02212020		200,520,004	02/21/2020	02/21/2020	15,336.12	EBC EE/ER CONTRIBUTIONS	PAID	DD022120	PAID
				<b>200,520,004 Total</b>			15,336.12				
1368	DELTA DENTAL	344866		200,560,054	02/26/2020	02/26/2020	16,110.49	DELTA DENTAL 2-20-2-26-2020	PAID	DD022620	PAID
				<b>200,560,054 Total</b>			16,110.49				
				<b>Grand Total</b>			1,627,007.77				

VENDOR #	VENDOR NAME	INVOICE NUMBER	PURCH ORDER	INVOICE DATE	NET AMOUNT	INVOICE DESCRIPTION	INVOICE STATUS	WARRANT	CHECK STATUS	CHECK #	CHECK/PAYMENT DATE
1	*NO VENDOR INVOICE NAME FOUND*	DC021020		02/10/2020	28,110.00	REFUND OF PRE-PAYMENT	PAID	022020	PAID	1,661,163	02/20/2020
1395	ARAMARK SERVICES INC	200790600-000937		02/26/2020	12,067.78	7008 MEALS 2/20-2/26/20	PENDING APPROVAL		NOT PRINTED	0	
1395	ARAMARK SERVICES INC	200790600-000932		02/12/2020	12,143.54	7052 Inmate Meals 2/6-2/12/20	APPROVED		NOT PRINTED	0	
1395	ARAMARK SERVICES INC	200790600-000934		02/19/2020	12,252.03	7115 MEALS WK 2/13-2/19/20	APPROVED		NOT PRINTED	0	
1505	BOND TRUST SERVICES CORPORATION	54327		02/27/2020	1,753,853.13	PRINCIPAL & INTEREST PAYMENT REF 327082	APPROVED	DD022720	NOT PRINTED	200,227,035	02/27/2020
499	CITY OF JUNEAU	022020 EXCESS		02/20/2020	15,304.01	DODGE COUNTY EXCESS INC	APPROVED		NOT PRINTED	0	
741	CONSTELLATION ENERGY SERVICES	2815127		02/11/2020	18,434.68	GAS	PAID	022020	PAID	1,661,092	02/20/2020
211	COUNTY OF TREMPLEAU	JAN 2020		01/31/2020	10,313.46	2020 CONTRACT - INPATIENT KW 1/20	PAID	022020	PAID	1,661,090	02/20/2020
1314	DEAN HEALTH PLAN	005615191		02/07/2020	755,782.25	MARCH 2020 HEALTH INSURANCE	APPROVED		NOT PRINTED	0	
1368	DELTA DENTAL	339771		02/12/2020	11,621.06	DELTA DENTAL CLAIMS	PAID	DD021220	PAID	200,420,107	02/12/2020
1368	DELTA DENTAL	343713		02/19/2020	13,909.32	DELTA DENTAL CLAIMS FOR 2/13-19/2020	PAID	DD021920	PAID	200,490,123	02/19/2020
1368	DELTA DENTAL	344866		02/26/2020	16,110.49	DELTA DENTAL 2-20-2-26-2020	PAID	DD022620	PAID	200,560,054	02/26/2020
1368	DELTA DENTAL	332389		01/15/2020	16,975.68	DELTA DENTAL 1-9-15-2020	APPROVED	DD011520	NOT PRINTED	200,140,051	01/15/2020
141	EDWARD H WOLF & SONS INC	247621		02/17/2020	13,058.38	DIESEL	APPROVED		NOT PRINTED	0	
141	EDWARD H WOLF & SONS INC	248680		02/26/2020	15,845.10	FUEL	APPROVED		NOT PRINTED	0	
744	EMPLOYEE BENEFIT CORPORATION (EBC)	EBC02212020		02/21/2020	15,336.12	EBC EE/ER CONTRIBUTIONS	PAID	DD022120	PAID	200,520,004	02/21/2020
770	GREEN VALLEY ENTERPRISES INC	122573		01/31/2020	26,027.58	2020 SERVICES - 1/20	APPROVED		NOT PRINTED	0	
1308	GREENFIELD REHABILITATION AGENCY INC	JAN 2020		01/31/2020	16,594.65	2020 CONTRACT - 1/20	APPROVED		NOT PRINTED	0	
617	INTERNAL REVENUE SERVICE	02212020		02/21/2020	381,539.28	FEDERAL TAX PAYMENT 02212020	PAID	DD022120	PAID	200,510,037	02/21/2020
1354	INTRADO LIFE & SAFETY SOLUTIONS CORPORATION	1070945-1		01/09/2020	29,789.00	INTRADO - 911 MAINTENANCE AGRE	APPROVED		NOT PRINTED	0	
723	JUNEAU UTILITIES	700045.00JAN20	20000160	02/08/2020	18,431.13	JUNEAU UTILITIES ELECTRICITY CLEARVIEW JAN 2020	PAID	022020	PAID	1,661,124	02/20/2020
308	JUSTICEPOINT INC	02142020A		02/14/2020	33,694.00	2020 CONTRACT- OTC GRANT 1/20	PAID	022020	PAID	1,661,125	02/20/2020
70	MAAS BROS CONSTRUCTION CO INC	1		02/28/2020	28,345.72	NEW REESEVILLE SHOP CONSTRUCTI	PENDING APPROVAL		NOT PRINTED	0	
1345	MORETON CAPITAL MARKETS LLC	7K5-00136 02072020		02/12/2020	275,279.44	BOND INVESTMENT BY TREASURER	PAID	WIRE_001	PAID	200,212,011	02/12/2020
1542	MORTON SALT	5402034723		02/21/2020	18,038.97	SALT-TRENTON	PAID		PCARD	0	
1542	MORTON SALT	5402032766		02/21/2020	30,248.95	SALT-NEOSHO & TRENTON	PAID		PCARD	0	
1542	MORTON SALT	5402026291		02/01/2020	36,607.84	SALT-TRENTON	PAID		PCARD	0	
1542	MORTON SALT	5402029607		02/21/2020	50,523.80	SALT-JUNEAU	PAID		PCARD	0	
1542	MORTON SALT	5402033624		02/21/2020	51,271.96	SALT-TRENTON & NEOSHO	PAID		PCARD	0	
1542	MORTON SALT	5402025396		02/01/2020	65,849.04	SALT-TRENTON	PAID		PCARD	0	
751	NATIONWIDE TRUST COMPANY FSB	NR02212020		02/21/2020	14,414.50	Deferred Compensation	PAID	022120	PAID	1,661,288	02/21/2020
148	Northwest Counseling & Guidance Clinic	JAN 2020		02/04/2020	11,064.90	2020 CONTRACT - AFTER HOURS CRISIS SERVICE 1/20	APPROVED		NOT PRINTED	0	
752	SECURIAN LIFE INSURANCE COMPANY	032020		02/18/2020	19,757.33	MARCH 2020 LIFE INSURANCE PREMIUM	PAID	022020	PAID	446	02/20/2020
647	STATE OF WISCONSIN	JAN 2020		02/14/2020	65,044.80	TRANSFER FEES DUE STATE JANUARY 2020	PAID	DD021420	PAID	2,004,401	02/14/2020
887	TYLER TECHNOLOGIES	045-288251		01/01/2020	13,519.80	PHASE 3 MILSTN 3.2 - 2019 BDGT - ERP - 1814.5818.01	APPROVED		NOT PRINTED	0	
887	TYLER TECHNOLOGIES	045-288253		01/01/2020	16,899.75	PHASE 3 MILSTN 3.3 - 2019 BDGT - ERP 1814.5818.01	APPROVED		NOT PRINTED	0	
887	TYLER TECHNOLOGIES	045-288248		01/01/2020	110,076.75	PHASE 1.4 MILSTN 2019 BUDGET - ERP 1814.5818.01	APPROVED		NOT PRINTED	0	
1341	US BANK	USB02212020		02/21/2020	11,303.75	NON-EBC EE/ER CONTRIBUTIONS	PAID	DD022120	PAID	200,520,002	02/21/2020
1341	US BANK	02-10-2020		02/18/2020	490,654.21	FEB 2020 US BANK STATEMENT	PAID	DD021820	PAID	200,490,104	02/20/2020
1124	WELLPATH LLC	INV0062234		02/27/2020	23,623.88	JAIL HEALTH CARE FOR COUNTY INMATES - ICE	APPROVED		NOT PRINTED	0	
1124	WELLPATH LLC	INV0062384		03/02/2020	79,009.84	JAIL HEALTH CARE FOR COUNTY INMATES APRIL	HELD		NOT PRINTED	0	
636	WI DEPT OF EMPLOYEE TRUST FUNDS	JAN 2020		02/28/2020	481,928.96	WRS DODGE COUNTY	APPROVED	DD022820	NOT PRINTED	200,570,053	02/28/2020
638	WI DEPT OF HEALTH SERVICES	2380 022920	20000162	02/01/2020	20,400.00	MONTHLY LICENSED BED ASSESSMENTS CLV FEB 2020	PAID	022020	PAID	1,661,267	02/20/2020
638	WI DEPT OF HEALTH SERVICES	2977 022920	20000162	02/01/2020	41,860.00	MONTHLY LICENSED BED ASSESSMENTS IID FEB 2020	PAID	022020	PAID	1,661,267	02/20/2020
643	WI DEPT OF REVENUE	WI02282020		02/28/2020	81,396.02	STATE TAX DODGE COUNTY	APPROVED	DD022820	NOT PRINTED	200,580,099	02/28/2020
643	WI DEPT OF REVENUE	WI02142020		02/14/2020	82,835.65	STATE TAX - DODGE COUNTY	PAID	DD021420	PAID	200,440,126	02/14/2020

5,347,148.53