

## AGENDA

**Dodge County Board of Supervisors Meeting  
Tuesday, August 18, 2020 – 7:00 PM  
County Board Room, Fourth Floor  
127 East Oak Street, Juneau, Wisconsin 53039**

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***Due to the Declared Emergency, It is Possible that One or More Board Members may Appear Telephonically***

1. Call to Order by Russell Kottke, County Board Chairman
2. Pledge of Allegiance
3. Roll Call
4. Approve Minutes from July 21, 2020, County Board Session
5. Communications on File
6. Special Orders of Business
  - Confirm Appointments made by County Administrator
    - Appoint Roberta (Kay) Marose to fill a vacancy on the Monarch Library System Board of Trustees. Her term will expire on December 31, 2020.
  - Introduction by Supervisor Bobholz, Chairman of Human Services and Health Board, of Abby Sauer, Public Health Officer, Human Services and Health Department.
    - Dodge County COVID-19 update.
  - Introduction by Supervisor Frohling, Chairman, Finance Committee, of Dave P. Ehlinger, Finance Director.
    - Presentation of Comprehensive Annual Financial Report – Year Ending December 31, 2019.
  - Introduction by Supervisor Marsik, Chairman, Human Resources Committee, of Sarah Hinze, Human Resources Director and McGrath Consulting Group, Inc.
    - Presentation of Compensation and Classification Study Executive Report.
7. Resolutions on File
  - 20-14 Dodge County Advocates the Constitutional Rights of its Citizens – Executive Committee.
  - 20-15 2020 Dodge County Human Services and Health Department Budget Amendment (2020 Division of Public Health Consolidated Contract – COVID-19 Response) – Human Services and Health Board.
  - 20-16 Resolution Authorizing the Engagement of Baker Tilly for Audit Services – Finance Committee.
  - 20-17 Resolution Authorizing Dodge County Detention Center Caulking Project – Building Committee.
  - 20-18 Create Position of *Deputy Secretary* at Sheriff's Office – Judicial and Public Protection Committee.
  - 20-19 Resolution to Abolish the Position of *Jail Corporal* and Create Two Positions of *Jail Sergeant* – Judicial and Public Protection Committee.
  - 20-20 Abolish Three Positions of *Communications Officer* and Create one Position of *Sergeant – Communications* – Judicial and Public Protection Committee.
  - 20-21 Routes to Recovery Grant Program-Authorization to Proceed with County Projects – Building and Finance Committees.
8. Reports on File
  - Report 1 Ordinance No. 1049 – An Ordinance amending the Land Use Code, Dodge County, Wisconsin – Land Resources and Parks Committee.
  - Report 2 Ordinance No. 1050 – An Ordinance amending Chapter 30.04(4)(b) Schedule of Deposits, of the Dodge County Code of Ordinances to set forth a deposit schedule for certain violations of the Sanitary Ordinance, Dodge County, Wisconsin – Land Resources and Parks Committee.

- Report 3 Ordinance No. 1051 – An Ordinance amending the Sanitary Ordinance, Dodge County, Wisconsin – Land Resources and Parks Committee.
- Report 4 Ordinance No. 1052 – Amend Land Use Code – Kevin Knoll Property – Town of LeRoy – Land Resources and Parks Committee.
- Report 5 Ordinance No. 1053 – Amend Land Use Code – Bryan and Barbara Schobat Property – Town of Lomira – Land Resources and Parks Committee.
- Report 6 Ordinance No. 1054 – Amend Land Use Code – Glen Bonner Property – Town of Trenton – Land Resources and Parks Committee.

9. Ordinance on File

- Ordinance No. 1055 An Ordinance Amending Chapter 2, *The Governing Body*, Section 2.01 – County Board Rules, of the Dodge County Code of Ordinances – Executive Committee.

10. Claim on File

- Claim 1 Claim by Stacey Reisetter, Claimant, received in the Office of the Dodge County Clerk on July 12, 2020, alleging an incident on or about July 1, 2020, causing damage to a 2016 Toyota in the amount of \$148.65 due to a concrete buckle on State Highway 151 in Dodge County.

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

11. Designate September 22, 2020 as next official meeting date and designate September 28, 2020 – 6:00 p.m. as special County Board meeting date for 2021 preliminary budget discussion.

12. Adjourn

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

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

COMMITTEE NAME COUNTY BOARD									
MEETING DATE August 18, 2020								Approval <i>RK</i> Date <i>8-20-2020</i>	
								Chair <i>Russ Kottke</i>	
VENDOR	NAME	PRESENT	ABSENT	FERDIEM	MILES	AMOUNT	MEALS	AMOUNT	
11994	Behl, Allen	x		60.00	32	18.40			
49450	Bennett, Richard		x	0.00	0	0.00			
49449	Benter, Ed	x		60.00	46	26.45			
19566	Berres, Jeff	x		60.00	42	24.15			
11970	Bischoff, Larry		x	0.00	0	0.00			
26899	Bobholz, Mary	x		60.00	28	16.10			
50624	Boelk, Jr. Robert L.	x		60.00	26	14.95			
50238	Burnett, Kevin	x		60.00	20	11.50			
49453	Caine, Jeffrey	x		60.00	14	8.05			
46788	Derr, Lisa	x		60.00	21	12.08			
49971	Fink, Richard W.	x		60.00	35	20.13			
28760	Frohling, David	x		60.00	29	16.68			
41853	Greshay, Richard	x		60.00	14	8.05			
49993	Guckenberger, David	x		60.00	42	24.15			
50625	Hedrick, Jenifer	via phone		60.00	0	0.00			
48638	Hilbert, Dan	x		60.00	20	11.50			
49454	Houchin, Cathy	x		60.00	33	18.98			
50239	Kemmel, Timothy	x		60.00	54	31.05			
16348	Kottke, Russell	x		65.00	30	17.25			
50490	Kriewald, Naomi	x		60.00	20	11.50			
50623	Kuehl, Karen	x		60.00	28	16.10			
19650	Macheel, Dale	x		60.00	44	25.30			
29374	Maly, Donna	via phone		60.00	0	0.00			
22503	Marsik, Joseph M.	x		60.00	40	23.00			
34243	Miller, MaryAnn	via phone		60.00	0	0.00			
47109	Nickel, Thomas	x		60.00	34	19.55			
30697	Schaefer, Thomas	x		60.00	30	17.25			
15819	Schmidt, Dennis	x		60.00	0	0.00			
28630	Schmitt, Jeffrey	x		60.00	18	10.35			
37252	Schraufnagel, Larry	via phone		60.00	0	0.00			
50626	Schultz, Travis	x		60.00	30	17.25			
50060	Sheahan-Malloy, Kira		x	0.00	0	0.00			
50627	Yaroch, Del	x		60.00	20	11.50			

**Dodge County Board of Supervisors  
August 18, 2020 – 7:00 p.m.  
Administration Building - Juneau, Wisconsin**

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

The Board rose to say the Pledge of Allegiance.

Roll call was taken by the Clerk with all Supervisors being in attendance with the exception of Supervisors Bennett, Bischoff, and Sheahan-Malloy who had previously asked to be excused. Supervisors Hedrick, Maly, Miller, and Schraufnagel appeared via teleconference.

Chairman Kottke called for approval of the minutes. Karen J. Gibson, County Clerk stated the following mistake was discovered on the July 21, 2020 minutes: On Page 2, The vote cast on Resolution 20-05 as amended, with 12 noes and 19 ayes, thereby defeating the Resolution as amended, should have been 12 ayes and 19 noes. Motion was made by Supervisor Maly and seconded by Supervisor Benter to approve the minutes of the July 21, 2020, with correction noted by clerk. Comment by Supervisor J. Schmitt. Motion carried by voice vote.

**Communications on File**

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

**Special Orders of Business**

Chairman Kottke called the First Order of Business: Confirm Appointments made by County Administrator, James Mielke. Appoint Roberta (Kay) Marose to fill a vacancy on the Monarch Library System Board of Trustees. Her term will expire on December 31, 2020. A motion to accept the appointment was made by Supervisor Caine and seconded by Supervisor Schaefer. Motion carried by voice vote.

Chairman Kottke called upon Supervisor Bobholz, Chairman, Human Services and Health Board who introduced Abby Sauer, Public Health Officer, Human Services and Health Department who gave an update on COVID-19. Questions by Supervisors Greshay, Houchin, and Nickel answered by Ms. Sauer. Comment by Supervisor J. Schmitt.

Chairman Kottke called upon Supervisor Frohling, Chairman, Finance Committee who introduced Dave Ehlinger, Finance Director who provided a presentation on the Comprehensive Annual Financial Report (CAFR) – Year Ending December 31, 2019. Mr. Ehlinger stated that the County Board has a printed copy of the CAFR, and he encouraged the County Board to read the Management Discussion & Analysis (MD&A). Questions by Supervisors Derr, Guckenberger, Houchin, Maly and J. Schmitt answered by Mr. Ehlinger. Comments made by Supervisors Derr and J. Schmitt.

Chairman Kottke called upon Supervisor Marsik, Chairman, Human Resources Committee, who introduced Sarah Hinze, Human Resources Director, and McGrath Consulting Group, Inc. Ms. Hinze introduced Dr. Victoria McGrath, and Malayna Halvorson Maes of McGrath Consulting Group, Inc., who provided a presentation of the Compensation and Classifications Study Executive Report. Ms. Hinze stated that the County Board should have received a copy of the Compensation and Classifications Study Executive Report in the mail. Questions by Supervisors Berres, Burnett, Derr, Greshay, and Guckenberger, answered by Dr. McGrath, and Ms. Halvorson Maes.

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

**Resolution No. 20-14** Dodge County Advocates the Constitutional Rights of its Citizens – Executive Committee. A motion for adoption was made by Supervisor Berres and seconded by Supervisor Frohling.



Question by Supervisor Guckenberger answered by Chairman Kottke. The vote was cast with 29 ayes and 1 no, thereby adopting the Resolution.

**Ayes:** Benter, Kottke, Bobholz, Macheel, J. Schmitt, Marsik, Greshay, Kriewald, Schaefer, Guckenberger, Fink, Kuehl, Boelk, Kemmel, Schraufnagel, Caine, Behl, Berres, Houchin, Hedrick, Frohling, D. Schmidt, Schultz, Nickel, Maly, Miller, Burnett, Derr, Yaroch. Total of 29.

**No:** Hilbert. Total 1.

**Absent:** Bennett, Bischoff, Sheahan-Malloy. Total 3.

**Resolution No. 20-15** 2020 Dodge County Human Services and Health Department Budget Amendment (2020 Division of Public Health Consolidated Contract – COVID-19 Response) – Human Services and Health Board. A motion for adoption was made by Supervisor Bobholz and seconded by Supervisor Greshay. Question by J. Schmitt answered by Mr. Ehlinger, and Kimberly Nass, Corporation Counsel. The vote was cast with 29 ayes and 1 no, thereby adopting the Resolution.

**Ayes:** Benter, Kottke, Bobholz, Macheel, J. Schmitt, Marsik, Greshay, Kriewald, Schaefer, Guckenberger, Fink, Kuehl, Boelk, Kemmel, Schraufnagel, Caine, Behl, Houchin, Hedrick, Frohling, D. Schmidt, Schultz, Nickel, Maly, Hilbert, Miller, Burnett, Derr, Yaroch. Total of 29.

**No:** Berres. Total 1.

**Absent:** Bennett, Bischoff, Sheahan-Malloy. Total 3.

**Resolution No. 20-16** Resolution Authorizing the Engagement of Baker Tilly for Audit Services – Finance Committee. A motion for adoption was made by Supervisor Frohling and seconded by Supervisor Caine. Questions by Supervisors Berres and Houchin answered by Mr. Ehlinger. The vote was cast with all voting in the affirmative, thereby adopting the Resolution.

**Resolution No. 20-17** Resolution Authorizing Dodge County Detention Center Caulking Project – Building Committee. A motion for adoption was made by Supervisor D. Schmidt and seconded by Supervisor Fink. The vote was cast with all voting in the affirmative, thereby adopting the Resolution.

**Resolution No. 20-18** Create Position of *Deputy Secretary* at Sheriff's Office – Judicial and Public Protection Committee. A motion for adoption was made by Supervisor Nickel and seconded by Supervisor Yaroch. The vote was cast with 29 ayes and 1 no, thereby adopting the Resolution.

**Ayes:** Benter, Kottke, Bobholz, Macheel, J. Schmitt, Marsik, Greshay, Kriewald, Schaefer, Guckenberger, Fink, Kuehl, Boelk, Kemmel, Schraufnagel, Caine, Behl, Houchin, Hedrick, Frohling, D. Schmidt, Schultz, Nickel, Maly, Hilbert, Miller, Burnett, Derr, Yaroch. Total of 29.

**No:** Berres. Total 1.

**Absent:** Bennett, Bischoff, Sheahan-Malloy. Total 3.

**Resolution No. 20-19** Resolution to Abolish the Position of *Jail Corporal* and Create Two Positions of *Jail Sergeant* – Judicial and Public Protection Committee. A motion for adoption was made by Supervisor Nickel and seconded by Supervisor Yaroch. Comment by Supervisor Guckenberger. Question by Supervisor Houchin answered by Sheriff Dale Schmidt. The vote was cast with 27 ayes and 3 noes, thereby adopting the Resolution.

**Ayes:** Benter, Kottke, Macheel, J. Schmitt, Marsik, Greshay, Kriewald, Schaefer, Fink, Kuehl, Kemmel, Schraufnagel, Caine, Behl, Berres, Houchin, Hedrick, Frohling, D. Schmidt, Schultz, Nickel, Maly, Hilbert, Miller, Burnett, Derr, Yaroch. Total of 27.

**Noes:** Bobholz, Guckenberger, Boelk. Total 3.

**Absent:** Bennett, Bischoff, Sheahan-Malloy. Total 3.

**Resolution No. 20-20** Abolish Three Positions of *Communications Officer* and Create one Position of *Sergeant – Communications* – Judicial and Public Protection Committee. A motion for adoption was made by Supervisor Benter and seconded by Supervisor Nickel. Comment by Supervisor Guckenberger. The vote was cast with 24 ayes and 6 noes, thereby adopting the Resolution.

**Ayes:** Benter, Kottke, Macheel, Marsik, Greshay, Kriewald, Schaefer, Fink, Kuehl, Kemmel, Schraufnagel, Caine, Behl, Hedrick, Frohling, D. Schmidt, Schultz, Nickel, Maly, Hilbert, Miller, Burnett, Derr, Yaroch. Total of 24.

**Noes:** Bobholz, J. Schmitt, Guckenberger, Boelk, Berres, Houchin. Total 6.

**Absent:** Bennett, Bischoff, Sheahan-Malloy. Total 3.

**Resolution No. 20-21** Routes to Recovery Grant Program-Authorization to Proceed with County Projects – Building and Finance Committees. A motion for adoption was made by Supervisor D. Schmidt and seconded by Supervisor Frohling. Comments by Supervisors Houchin, Marsik, Guckenberger, J. Schmitt, Derr, Berres, and Frohling. Comments by County Administrator Mielke. Questions by Supervisors Houchin, Boelk, J. Schmitt, Derr, and Bobholz answered by County Administrator Mielke, Russ Freber, Physical Facilities Director, Ed Somers, Clearview Executive Director, and Chairman Kottke. The vote was cast with 24 ayes and 6 noes, thereby adopting the Resolution.

**Ayes:** Benter, Kottke, Bobholz, Macheel, Marsik, Greshay, Kriewald, Schaefer, Fink, Kuehl, Schraufnagel, Caine, Behl, Hedrick, Frohling, D. Schmidt, Schultz, Nickel, Maly, Hilbert, Miller, Burnett, Derr, Yaroch. Total of 24.

**Noes:** J. Schmitt, Guckenberger, Boelk, Kemmel, Berres, Houchin. Total 6.

**Absent:** Bennett, Bischoff, Sheahan-Malloy. Total 3.

**Report No. 1** Ordinance No. 1049 - An Ordinance amending the Land Use Code, Dodge County, Wisconsin – Land Resources and Parks Committee. A motion for adoption was made by Supervisor Behl and seconded by Supervisor Schaefer. The vote was cast with all voting in the affirmative, thereby adopting the Report and Ordinance.

**Report No. 2** Ordinance No. 1050 – An Ordinance amending Chapter 30.04(4)(b) Schedule of Deposits, of the Dodge County Code of Ordinances to set forth a deposit schedule for certain violations of the Sanitary Ordinance, Dodge County, Wisconsin – Land Resources and Parks Committee. A motion for adoption was made by Supervisor Schaefer and seconded by Supervisor Bobholz. Question by Supervisor Houchin answered by Joe Giebel, Manager of Code Administration.

Supervisor Yaroch left the meeting at 10:00 p.m.

The vote was cast with 28 ayes and 1 no, thereby adopting the Report and Ordinance.

**Ayes:** Benter, Kottke, Bobholz, Macheel, J. Schmitt, Marsik, Greshay, Kriewald, Schaefer, Guckenberger, Fink, Kuehl, Boelk, Kemmel, Schraufnagel, Caine, Behl, Berres, Hedrick, Frohling, D. Schmidt, Schultz, Nickel, Maly, Hilbert, Miller, Burnett, Derr. Total of 28.

**No:** Houchin. Total 1.

**Absent:** Bennett, Bischoff, Sheahan-Malloy, Yaroch. Total 4.

Supervisor Yaroch returned to the meeting at 10:01 p.m.

**Report No. 3** Ordinance No. 1051 - An Ordinance amending the Sanitary Ordinance, Dodge County, Wisconsin – Land Resources and Parks Committee. A motion for adoption was made by Supervisor Behl and seconded by Supervisor Schaefer. The vote was cast with all voting in the affirmative, thereby adopting the Report and Ordinance.

**Report No. 4** Ordinance No. 1052 – Amend Land Use Code – Kevin Knoll Property – Town of LeRoy – Land Resources and Parks Committee. A motion for adoption was made by Supervisor Schraufnagel and seconded by Supervisor Behl. The vote was cast with all voting in the affirmative, thereby adopting the Report and Ordinance.

**Report No. 5** Ordinance No. 1053 – Amend Land Use Code – Bryan and Barbara Schobat Property – Town of Lomira – Land Resources and Parks Committee. A motion for adoption was made by Supervisor Schraufnagel and seconded by Supervisor Schaefer. The vote was cast with 29 ayes and 1 no, thereby adopting the Report and Ordinance.

**Ayes:** Benter, Kottke, Bobholz, Macheel, J. Schmitt, Marsik, Greshay, Kriewald, Schaefer, Fink, Kuehl, Boelk, Kemmel, Schraufnagel, Caine, Behl, Berres, Houchin, Hedrick, Frohling, D. Schmidt, Schultz, Nickel, Maly, Hilbert, Miller, Burnett, Derr, Yaroch. Total of 29.

**No:** Guckenberger. Total 1.

**Absent:** Bennett, Bischoff, Sheahan-Malloy. Total 3.

**Report No. 6** Ordinance No. 1054 - Ordinance No. 1054 – Amend Land Use Code – Glen Bonner Property – Town of Trenton – Land Resources and Parks Committee. A motion for adoption was made by Supervisor Schaefer and seconded by Supervisor Bobholz. The vote was cast with all voting in the affirmative, thereby adopting the Report and Ordinance.

**Ordinance No. 1055** - An Ordinance Amending Chapter 2, The Governing Body, Section 2.01 – County Board Rules, of the Dodge County Code of Ordinances – Executive Committee. A motion for adoption was made by Supervisor Hilbert and seconded by Supervisor Frohling. The vote was cast with all voting in the affirmative, thereby adopting the Ordinance.

**Claim No. 1** Claim by Stacey Reisetter, Claimant, received in the Office of the Dodge County Clerk on July 12, 2020, alleging an incident on or about July 1, 2020, causing damage to a 2016 Toyota in the amount of \$148.65 due to a concrete buckle on State Highway 151 in Dodge County. A motion to approve the disallowance was made by Supervisor Guckenberger and seconded by Supervisor Benter. Question by Supervisor Berres answered by Chairman Kottke. The vote was cast with 29 ayes and 1 no, thereby disallowing the claim.

**Ayes:** Benter, Kottke, Bobholz, Macheel, J. Schmitt, Marsik, Greshay, Kriewald, Schaefer, Guckenberger, Fink, Kuehl, Boelk, Kemmel, Schraufnagel, Caine, Behl, Berres, Houchin, Hedrick, Frohling, D. Schmidt, Schultz, Nickel, Maly, Hilbert, Miller, Burnett, Derr. Total of 29.

**No:** Yaroch. Total 1.

**Absent:** Bennett, Bischoff, Sheahan-Malloy. Total 3.

Chairman Kottke stated he would entertain a motion to designate September 22, 2020 at 7:00 p.m. as the next official County Board meeting date, and designate September 28, 2020 at 6:00 p.m. as a special County Board meeting date for 2021 preliminary budget discussion. Motion by Supervisor Frohling, and second by Supervisor Caine. Motion carried by voice vote.

The Clerk noted the following had been placed on the Supervisor's desks: August 2020 Clean Sweep Flyer, 2019 University of Wisconsin Madison Extension Annual Report, a packet containing Chairman Kottke responses to the several open records requests, the 2020-2021 Wisconsin Counties Officials Directory, a memo from Chairman Kottke regarding guidance released by the Wisconsin Counties Association, with the guidance attached, draft preliminary 2021-2025 Capital Improvement Plan (CIP). The Chair ordered these be placed on file.

Adjourned by order of the Chairman at 10:09 p.m.

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

RESOLUTION NO. 20-14

**Dodge County Advocates the Constitutional Rights of its Citizens**

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

**WHEREAS**, the United States Constitution is the oldest written national constitution in the world and serves as the fundamental document that establishes the role of government and defines the basic rights of all people; and,

**WHEREAS**, the Constitution’s first three words, “We the People” affirm that the United States government exists to serve the people of this nation and not the other way around; and,

**WHEREAS**, the Bill of Rights added the first ten amendments to the United States Constitution in order to provide specific guarantees of personal freedoms, clearly defined limitations on the government’s power, and explicit declarations that all rights and powers not granted to the U.S. Congress are reserved for the states or the people; and,

**WHEREAS**, the Constitution of the State of Wisconsin which was ratified in 1848 and is one of the oldest U.S. state constitutions still in use ratified the Bill of Rights and contains a Declaration of Rights which states in Article I:

“All people are born equally free and independent, and have certain inherent rights; among these are life, liberty and the pursuit of happiness; to secure these rights, governments are instituted, deriving their just powers from the consent of the governed.”; and,

**WHEREAS**, each member of the Dodge County Board of Supervisors took an Oath of Office swearing to support the Constitution of the United States and the Constitution of the State of Wisconsin;

**NOW, THEREFORE, BE IT RESOLVED**, that the Dodge County Board of Supervisors reaffirms the oath that each of its members has taken; and,

**BE IT FINALLY RESOLVED**, that the Dodge County Board of Supervisors shall at all times uphold its duty to honor and respect the rights of the citizenry and shall zealously protect the fundamental liberties and freedoms “We the People” hold dear and sacred and challenge all those who would seek to infringe upon the rights of the people.

All of which is respectfully submitted this 18th day of August, 2020.

**Dodge County Executive Committee:**

Russell Kottke  
Russell Kottke

David Frohling  
David Frohling

Dan Hilbert  
Kira Sheahan Malloy  
Kira Sheahan-Malloy

Jeffrey Schmitt  
Jeffrey Schmitt  
Thomas Schaefer  
Thomas Schaefer

Joseph Marsik  
Joseph Marsik

**Vote Required:** Majority of members present

**Resolution Summary:** Dodge County Advocates the Constitutional Rights of its Citizens.

ADOPTED  
BY DODGE COUNTY BOARD

AUG 18 2020

AYES 29 NOES 1  
ABSENT 3  
ABSTAIN 0

Karen J. Silson  
County Clerk

RESOLUTION NO. 20-15

**2020 Dodge County Human Services and Health Department Budget Amendment  
(2020 Division of Public Health Consolidated Contract – COVID-19 Response)**

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

**WHEREAS**, Dodge County, by its Human Services and Health Department, was notified of increased grant funding for its 2020 Division of Public Health Consolidated Contract, in the amount of \$870,023; and,

**WHEREAS**, the purpose of the grant funding is to support COVID-19 response activities such as planning, local testing coordination, contact tracing; and, additionally, to provide education and communication to stakeholders and collaboration with healthcare providers resuming or increasing vaccine delivery; and,

**WHEREAS**, the grant program period is October 1, 2019, through September 30, 2021; and,

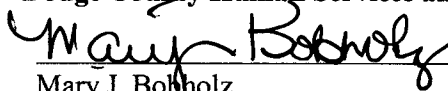
**WHEREAS**, the Dodge County Human Services and Health Board has reviewed the anticipated excess revenues and additional expenditures and has formed the considered conclusion that the increased grant amount will allow the Dodge County Human Services and Health Department to provide a variety of COVID-19 response activities; and,


**WHEREAS**, the Dodge County Human Services and Health Board requests that the Dodge County Board of Supervisors appropriate to the 2020 Dodge County Human Services and Health Department Budget the excess revenues and increased expenditures as reflected on Exhibit "A", attached hereto and incorporated herein by reference;

**NOW, THEREFORE, BE IT RESOLVED**, by the Dodge County Board of Supervisors, that the excess revenues and additional expenditures as described on the attached Exhibit "A", are hereby approved and the Finance Director is directed to amend the 2020 Dodge County Human Services and Health Department Budget to reflect the same in accordance with Exhibit "A".

All of which is respectfully submitted this 18<sup>th</sup> day of August, 2020.

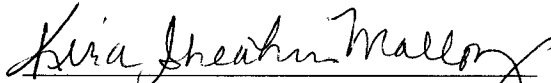
**Dodge County Human Services and Health Board:**

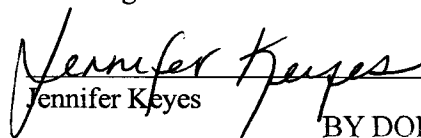
  
Mary J. Boholz

  
Richard Bennett

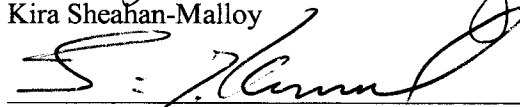
Jenifer Hedrick

Lois Augustson

  
Kira Sheahan-Malloy

  
Jennifer Keyes

ADOPTED  
BY DODGE COUNTY BOARD


  
Timothy J. Kemmel

David Godshall

AUG 18 2020

  
Naomi Kriewald

AYES 29 NOES 1  
ABSENT 3  
ABSTAIN 0

**FISCAL NOTE:** This budget amendment will have a neutral effect on the departmental budget, as anticipated grant revenue will equal anticipated related expenditures. Finance Committee review date: August 10, 2020. Chair initials: 

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

**Resolution Summary:** 2020 Dodge County Human Services and Health Department Budget Amendment (2020 Division of Public Health Consolidated Contract – COVID-19 Response).



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

Doc = BX  
 Ledger = BA

Effective January 1st, 2016

Date: July 24, 2020

Department: Human Services and Health Department

Budget Year: 2020

**Description of Adjustment:**

see Resolution

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

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<b>Budget Adjustment</b>
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Project String	Description	Amount
96CONTRACE-GRANT-STATE	COVID19 CONTACT TRACING	-688,123
96CONTRACE-INT GOVT-COST	COST ALLOCATION	612,123
96CONTRACE-SERVICES-PRINTING	PRINTING	10,000
96CONTRACE-SERVICES-POSTAGE	POSTAGE	5,000
96CONTRACE-SERVICES-PHONE	CELLPHONE	4,000
96CONTRACE-SUPPLIES-OPERATING	OPERATING SUPPLIES	15,000
96CONTRACE-SUPPLIES-OFFICE SUPPLIES	OFFICE SUPPLIES	5,000
96CONTRACE-SUPPLIES-OFFICE EQU	OFFICE EQUIPMENT	15,000
96CONTRACE-SUPPLIES-MILEAGE	MILEAGE	2,000
96CONTRACE-SUPPLIES-COMPUTER	COMPUTER EQUIPMENT	20,000
96TESTCRD-GRANT-STATE	COVID19 TEST COORDINATION	-127,700
96TESTCRD-INT GOVT-COST	COST ALLOCATION	100,700
96TESTCRD-SUPPLIES-MILEAGE	MILEAGE	2,000
96TESTCRD-SERVICES-PRINTING	PRINTING	10,000
96TESTCRD-SUPPLIES-OPERATING	OPERATING SUPPLIES	15,000
96COVIDPLAN-GRANT-STATE	COVID19 PLAN	-30,000
96COVIDPLAN-INT GOVT-COST	COST ALLOCATION	29,500
96COVIDPLAN-SUPPLIES-MILEAGE	MILEAGE	500
96ELCCARES-GRANT-STATE	ELC COVID19	-24,200
96ELCCARES-INT GOVT-COST	COST ALLOCATION	24,200

Note the total Budget Adjustment must balance

RESOLUTION NO. 20-16

**Resolution Authorizing the Engagement of Baker Tilly for Audit Services**

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

**WHEREAS**, the Finance Committee (Committee) authorized the release of a Request for Proposals (RFP) for audit services at its meeting on May 11, 2020; and,

**WHEREAS**, the Finance Director released RFP #FI 20-06 *Audit Services 2020*, on June 8, 2020, seeking qualified firms of certified public accountants to audit Dodge County’s financial statements for the fiscal years ending December 31, 2020, 2021, 2022, with two (2) optional subsequent fiscal years upon the approval of the Finance Committee, with such audits to be in accordance with generally accepted accounting principles (GAAP), the standards set forth in the General Accounting Office’s (GAO) Government Auditing Standards, the provisions of the federal Single Audit Act of 1984, as amended in 1996, as well as other applicable standards, regulations, rules and laws; and,

**WHEREAS**, four proposals, as described herein, were received in response to RFP #FI 20-06 *Audit Services 2020*, copies of which are on file in the Dodge County Finance Department for viewing, after award, during normal business hours; and,

<b>Contractor</b>	<b>Bid – 2020</b>	<b>Bid – 5 Year Total</b>
Baker Tilly	\$52,600	\$296,600
CliftonLarsonAllen	\$53,100	\$281,800
KerberRose	\$57,100	\$298,800
Wipfli	\$47,250	\$245,050

; and,

**WHEREAS**, the proposals were reviewed and scored in accordance with the scoring criteria set forth in RFP #FI 20-06 *Audit Services 2020*, which scores were shared with the Committee; and,

**WHEREAS**, the Committee has reviewed the proposals and scores and formed the considered conclusion that Baker Tilly of Madison, Wisconsin, is qualified to perform the services requested in RFP #FI 20-06 *Audit Services 2020*; and,

**WHEREAS**, the Committee recommends that the Dodge County Board of Supervisors approve the engagement of Baker Tilly and authorize a contract with Baker Tilly for audit services for fiscal years ending 2020, 2021, 2022, with the option of two (2) additional fiscal years at a cost not to exceed \$296,600;



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**NOW, THEREFORE, BE IT RESOLVED**, that the Dodge County Board of Supervisors adopts the recommendation of the Finance Committee and hereby approves the engagement of Baker Tilly at a cost not to exceed \$52,600 for calendar year 2020 for the purchase of audit services as requested in RFP #FI 20-06 *Audit Services 2020*, with the deliverables generally described as timely providing audit opinions on Dodge County’s Comprehensive Annual Financial Report (CAFR), Single Audit and Form A (Tax 16 Report); and,

**BE IT FURTHER RESOLVED**, that the Dodge County Board Chairman and the Dodge County Clerk are hereby authorized to execute an agreement with Baker Tilly, provided that said agreement incorporates all requirements requested by Dodge County as set forth in RFP #FI 20-06 *Audit Services 2020*, such agreement being subject to the review and approval of the Corporation Counsel; and,

**BE IT FINALLY RESOLVED**, that upon properly presented invoices, in a total amount not to exceed \$52,600, the Dodge County Finance Director is authorized to make payment of such invoices, as appropriate, from the budgets of the Finance Department (40%), the Human Services and Health Department (30%), Clearview (20%), and the Highway Department (10%).

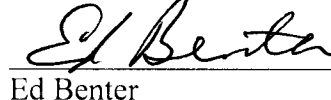
All of which is respectfully submitted this 18th day of August, 2020.

**Dodge County Finance Committee:**

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

\_\_\_\_\_  
Kira Sheahan-Malloy

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

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

  
\_\_\_\_\_  
Jeffrey C. Schmitt

*FISCAL NOTE: The audit contract for fiscal year 2019 with Johnson Block was for an amount not to exceed \$47,000 with an additional \$4,600 for drafting a set of Clearview full accrual financial statements. The additional Clearview charges should not be applicable for fiscal 2019 due to the reporting changes in the 2019 CAFR (Comprehensive Annual Financial Report). The allocation percentages to each department is based upon estimates provided by Johnson Block. After the first year of audit, Baker Tilly will be requested to provide a similar allocation of time spent in each department. Finance Committee review date: August 10, 2020. Chair initials: DF*


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

ADOPTED  
BY DODGE COUNTY BOARD

**Resolution Summary:** Resolution authorizing the engagement of Baker Tilly for audit services.

AUG 18 2020

AYES 30 NOES 0  
ABSENT 3  
ABSTAIN 0

  
County Clerk

RESOLUTION NO. 20-17

**RESOLUTION AUTHORIZING DODGE COUNTY  
DETENTION CENTER CAULKING PROJECT**

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

**WHEREAS**, the Dodge County Building Committee (“Committee”) has determined that it is necessary to replace the caulking around exterior windows and doors at the Dodge County Detention Center (hereafter “Caulking Project”); and,

**WHEREAS**, the Dodge County Physical Facilities Department solicited bids for the Caulking Project by issuance of a Request for Bids (RFB) PF #19-04 titled *Dodge County Jail Caulking*, released on or about July 14, 2020; and,

**WHEREAS**, the Physical Facilities Department has received bids for the Caulking Project from the following contractors:

Contractor	Bid
Hometown Glass & Improvement, Beaver Dam, Wisconsin	\$67,000
Statz Restoration & Engineering Co., Inc., Menomonee Falls, Wisconsin	\$59,650

; and,

**WHEREAS**, copies of the bids are on file in the Physical Facilities Department and may be viewed during normal business hours; and,

**WHEREAS**, at its meeting on August 6, 2020, the Committee reviewed the bids and recommends that the Dodge County Board of Supervisors approve and accept the bid from Statz Restoration & Engineering Co., Inc., of Menomonee Falls, Wisconsin, in the amount of \$59,650 for the Caulking Project; and,

**WHEREAS**, sufficient funds are budgeted in the 2020 Physical Facilities Department Budget for the Caulking Project;

**NOW, THEREFORE, BE IT RESOLVED**, that the Dodge County Board of Supervisors hereby approves and accepts the bid from Statz Restoration & Engineering Co., Inc., of Menomonee Falls, Wisconsin, in the amount of \$59,650, and authorizes and directs the Dodge County Physical Facilities Director to enter into an agreement with Statz Restoration & Engineering Co., Inc., of Menomonee Falls, Wisconsin, such agreement being subject to the review and approval of the Corporation Counsel; and,

**BE IT FINALLY RESOLVED**, that upon presentation of invoices properly approved by the Dodge County Physical Facilities Director, in a total amount not to exceed \$ 59,650, the Dodge County Physical Facilities Director is authorized to make payment of such invoices.

All of which is respectfully submitted this 18th day of August, 2020.

**Dodge County Building Committee:**

Dennis Schmidt  
Dennis Schmidt

Richard W. Fink  
Richard Fink

Rob Boelk  
Rob Boelk

Cathy Houchin  
Cathy Houchin

Kevin Burnett  
Kevin Burnett

*FISCAL NOTE: As indicated in the resolution, Facilities Maintenance has sufficient funds budgeted for this repair. A subsequent budget modification may be required to move budgeted funds between locations. Finance Committee review date: August 10, 2020. Chair initials: MT.*

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

**Resolution Summary:** Resolution authorizing the Dodge County Detention Center Caulking Project.

ADOPTED  
BY DODGE COUNTY BOARD

AUG 18 2020

AYES	<u>30</u>	NOES	<u>0</u>
ABSENT	<u>3</u>		
ABSTAIN	<u>0</u>		

*Raven J. Gilson*  
County Clerk

RESOLUTION NO. 20-18

**Create Position of Deputy Secretary at Sheriff's Office**

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

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

**WHEREAS**, as a result of these studies and analyses, the Judicial and Public Protection Committee recommends that the Dodge County Board of Supervisors create the position of *Deputy Secretary* at the Sheriff's Office, effective January 1, 2021; and,

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

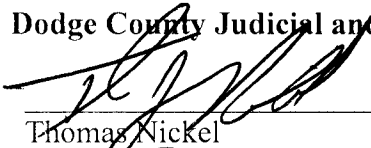
**WHEREAS**, there is no fiscal impact on the 2020 Sheriff's Office Budget; and,

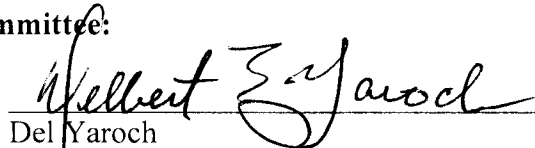
**WHEREAS**, it is reasonably anticipated that the Dodge County Board of Supervisors will appropriate funds in the 2021 Dodge County Budget sufficient to pay wages and fringe benefits for the proposed position of *Deputy Secretary* during calendar year 2021;

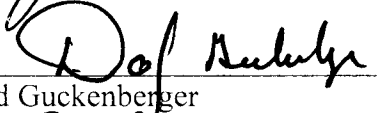
**NOW, THEREFORE, BE IT RESOLVED**, that the Dodge County Board of Supervisors hereby creates the position of *Deputy Secretary* at the Sheriff's Office, effective January 1, 2021.

All of which is respectfully submitted this 18<sup>th</sup> day of August, 2020.

Dodge County Judicial and Public Protection Committee:

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


  
\_\_\_\_\_  
Del Yaroch

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

\_\_\_\_\_  
Larry Schraufnagel *YES BY PHONE*

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

ADOPTED

*FISCAL NOTE: The projected wages and benefits for calendar year 2021 is \$581,155. Finance Committee review date: August 10, 2020. Chair initials: *

BY DODGE COUNTY BOARD

Vote Required: Majority of Members present.

Resolution Summary: A Resolution to create the position of *Deputy Secretary* at the Sheriff's Office.

AUG 18 2020

AYES 29 NOES 1  
ABSENT 3  
ABSTAIN 0

*Karen / Gibson  
County Clerk*

**DODGE COUNTY JOB DESCRIPTION**

**August 2020**

**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.

**ACKNOWLEDGEMENTS**

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

**FOR HUMAN RESOURCE USE**

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

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

THIS POSITION DESCRIPTION SUPERSEDES ALL PRIOR DESCRIPTIONS.

RESOLUTION NO. 20-19

**Resolution to Abolish the Position of *Jail Corporal* and  
Create Two Positions of *Jail Sergeant***

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

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

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

**WHEREAS**, as a result of these studies and analyses, the Judicial and Public Protection Committee also recommends that the Dodge County Board of Supervisors create two new, full-time, benefited positions of *Jail Sergeant* at the Sheriff's Office, effective January 1, 2021; and,

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

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

**WHEREAS**, there is no fiscal impact on the 2020 Sheriff's Office Budget; and,

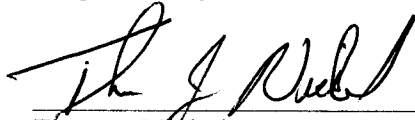
**WHEREAS**, it is reasonably anticipated that the Dodge County Board of Supervisors will appropriate funds in the 2021 Dodge County Budget sufficient to pay wages and fringe benefits for the proposed positions of *Jail Sergeant* during calendar year 2021;

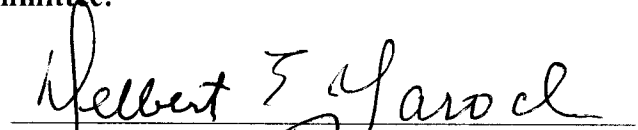
**NOW, THEREFORE, BE IT RESOLVED**, that the Dodge County Board of Supervisors hereby abolishes one full-time, benefited position of *Jail Corporal* at the Sheriff's Office, effective immediately upon a vacancy in any *Jail Corporal* position; and,

**BE IT FINALLY RESOLVED**, that the Dodge County Board of Supervisors hereby creates two new, full-time, benefited positions of *Jail Sergeant* at the Sheriff's Office, effective January 1, 2021.

All of which is respectfully submitted this 18<sup>th</sup> day of August, 2020.

Dodge County Judicial and Public Protection Committee:

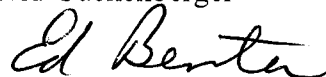
  
Thomas Mickel

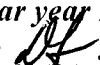
  
Del Yaroch

David Guckenberger

Larry Schraufnagel

YES PER PHONE

  
Ed Benter

**FISCAL NOTE:** The projected wages/benefits for two new jail sergeants for calendar year 2021 is \$160,884. The projected wages/benefits for the elimination of the Jail Corporal is \$87,134, which results in a net wages/benefits for calendar year 2021 at \$73,750. Finance Committee review date: August 10, 2020. Chair initials: 

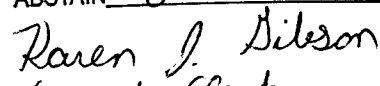
**Vote Required:** Majority of Members present.

**Resolution Summary:** A Resolution to abolish the position of *Jail Corporal* and create two new positions of *Jail Sergeant*.

ADOPTED  
BY DODGE COUNTY BOARD

AUG 18 2020

AYES 27 NOES 3  
ABSENT 3  
ABSTAIN 0

  
County Clerk

**DODGE COUNTY JOB DESCRIPTION**

**August 2020**

**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.

**ACKNOWLEDGEMENTS**

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

**FOR HUMAN RESOURCE USE**

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

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

THIS POSITION DESCRIPTION SUPERSEDES ALL PRIOR DESCRIPTIONS.



**DODGE COUNTY JOB DESCRIPTION**

**August 2020**

**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****August 2020**

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

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

THIS POSITION DESCRIPTION SUPERSEDES ALL PRIOR DESCRIPTIONS.

RESOLUTION NO. 20-20

**Abolish Three Positions of *Communications Officer* and  
Create One Position of *Sergeant - Communications***

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

**WHEREAS**, the Dodge County Judicial and Public Protection Committee has studied and analyzed staffing needs at the Dodge County Sheriff's Office, has received a recommendation from the External Audit Review Committee upon its review of a report titled *Operational and Financial Review of the Sheriff's Office*, prepared by the Matrix Consulting Group, and has considered the feasibility of alternative schedules and shift duration; and,

**WHEREAS**, as a result of these studies, analyses, and recommendations, the Judicial and Public Protection Committee recommends that the Dodge County Board of Supervisors abolish three full-time, benefited positions of *Communications Officer* at the Sheriff's Office, effective October 8, 2020 in order to transition communications officers to 12 hour shifts; and,

**WHEREAS**, as a result of these studies and analyses, the Judicial and Public Protection Committee also recommends that the Dodge County Board of Supervisors create one new, full-time, benefited position of *Sergeant - Communications* at the Sheriff's Office, effective October 8, 2020; and,

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

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

**WHEREAS**, no funds have been budgeted in the 2020 Sheriff's Office Budget to fund the proposed position of *Sergeant - Communications*; however, funds have been budgeted for the existing three positions of *Communications Officer* starting October 8, 2020;

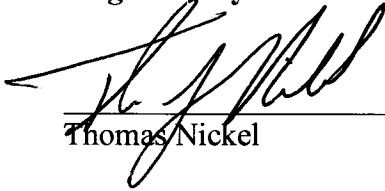
**NOW, THEREFORE, BE IT RESOLVED**, that the Dodge County Board of Supervisors hereby abolishes three full-time, benefited positions of *Communications Officer* at the Sheriff's Office, effective October 8, 2020; and,

**BE IT FURTHER RESOLVED**, that the Dodge County Board of Supervisors hereby creates one new, full-time, benefited position of *Sergeant - Communications* at the Sheriff's Office, effective October 8, 2020; and,

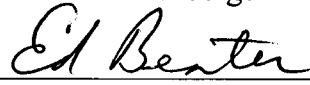
**BE IT FINALLY RESOLVED**, that funds in the 2020 Sheriff's Office Budget, which were budgeted for the three positions of *Communications Officer*, shall be used to fund the position of *Sergeant - Communications*.

All of which is respectfully submitted this 18<sup>th</sup> day of August, 2020.


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

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

  
\_\_\_\_\_  
Del Yaroch

\_\_\_\_\_  
David Guckenberger  
  
\_\_\_\_\_  
Ed Benter

\_\_\_\_\_  
Larry Schraufnagel *YES PER PHONE*

**FISCAL NOTE:** *The new Sergeant-Communications position has a fiscal cost for 2020 of \$22,137 in wages, whereas the abolishment of three Communications Officers will result in fiscal savings of \$53,275 for 2020. This will result in a net savings for the department of \$31,138. Finance Committee review date: August 10, 2020. Chair initials: .*

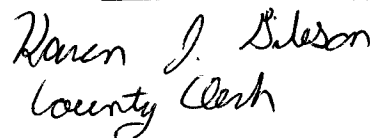
**Vote Required:** Majority of Members present.

**Resolution Summary:** A Resolution to abolish three positions of *Communications Officer* and create one new position of *Sergeant – Communications* effective October 8, 2020.

ADOPTED  
BY DODGE COUNTY BOARD

AUG 18 2020

AYES 24 NOES 6  
ABSENT 3  
ABSTAIN 0

  
County Clerk

<b>JOB TITLE:</b>	Communications Officer	<b>FLSA STATUS:</b>	Non Exempt
<b>DEPARTMENT:</b>	Sheriffs	<b>REPORTS TO:</b>	Director of Communications
<b>LOCATION:</b>	Law Enforcement Center	<b>DATE:</b>	May 17, 1996
<b>LABOR GRADE:</b>	Dodge County Five (5)	<b>REVISED:</b>	5/15/02; 1/1/2013, 05/18/2017
<b>OVERALL PURPOSE/SUMMARY</b>			
Under the general direction of the Direction of Communications and/or Communications Sgt., operates radio consoles and related technical and communications functions located in Sheriff's Department communication center. Ensures every complaint or request receives proper response and is given proper priority in relation to current and on-going activities of communication center.			
<b>PRINCIPAL DUTIES AND RESPONSIBILITIES</b>			
<ol style="list-style-type: none"> <li>1. Enters initial information on Sheriffs Department computer system upon receipt.</li> <li>2. Solicits necessary information from complainant so proper response can be given with minimum delay.</li> <li>3. Assigns departmental personnel, or other agencies as applicable, to respond to complaints.</li> <li>4. Ensures every complaint/request receives proper response and is given proper priority.</li> <li>5. Attends to status of each Sheriffs Department, police department, fire department, and emergency medical service on-duty vehicles.</li> <li>6. Keeps track of squads' out-of-service and in-service calls, and other required radio transactions (Example: Advising when vehicle is stopped for traffic violation).</li> <li>7. Maintains constant communication with police vehicles during emergency transmissions.</li> <li>8. Enters radio transactions into computer dispatch system.</li> <li>9. Ensures radio contact maintained with department on-duty vehicles while in service and location and status of vehicles known when out of service.</li> <li>10. Provides prompt communications and information services to all department on-duty vehicles and units of other agencies being served.</li> <li>11. Performs two-way communications with Wisconsin TIME system on computer terminal. (Includes obtaining driver's license and registration information, and administrative messages; entering/canceling warrants and stolen property; communicating with National Crime Information Center (NCIC); confirming warrants; sending/receiving faxes; and entering inquiries from Sheriffs Department local computer files.)</li> <li>12. Responsible for knowing capabilities and locations of wreckers and other equipment, and communicating these facts when needed.</li> <li>13. Completes and prints short-form complaints.</li> <li>14. Maintains accurate status of on-duty personnel in CAD system.</li> <li>15. May maintain files (TIME and NCIC system's records) and perform other general housekeeping duties, to ensure orderly records and logs kept as required by law, ensure efficient 24 hour/7 day per week operation, and maintain neat appearance of communication center at all times.</li> <li>16. May receive complaints from administrative or 911 emergency telephones, radio message, computer, or TDY.</li> <li>17. Regular attendance and punctuality required.</li> <li>18. Performs related duties as may be required or assigned.</li> </ol>			
<b>JOB SPECIFICATION</b>			
<b>KNOWLEDGE, SKILLS, AND ABILITIES</b>			
Considerable knowledge of police communication methods and techniques.			
Ability to learn County geography and roadway system, capabilities of wreckers and other emergency equipment, "10 code" system, and regulations of FCC covering communication equipment operation.			
Familiarity with other agencies working in conjunction with 911 system. These include: Dodge County Emergency Medical Services Systems, Dodge County Fire Departments, Dodge County Police Agencies, Emergency Government and Fan Out Procedures, Department of Natural Resources, Wisconsin State Patrol, NAWAS, all utilities, County highway department, Juvenile Intake, Detox Center, Hospitals, Security Companies, etc.			
Proficient skill entering information into personal computer/word processor and computer aided dispatch.			
Ability to communicate clearly over radio and to understand radio and telephone messages.			
Ability to function effectively and prioritize functions under stressful conditions.			
Ability to communicate effectively and deal with the public.			
Ability to be trained in use of communications equipment including computer aided dispatch system.			
Ability to work a variety of shifts, as required.			
<b>EDUCATION AND EXPERIENCE</b>			
High school diploma or GED equivalent, civil or military law enforcement work involving operation of communication/ computer equipment. Must be a resident of Wisconsin at time of application. Equivalent combination of education and experience which provides necessary knowledge, skills, and abilities may be considered.			
<b>WORKING CONDITIONS</b>			
Nearly constant working under distractions. Nearly constant time pressure. Nearly constant improper illumination. Frequent work in adverse interpersonal situations. Frequent work in intense/continuous noise. Moderate repetitive activities.			
<b>PHYSICAL DEMANDS</b>			
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>	
EMPLOYEE SIGNATURE:		ANALYST(S):	
DATE:		DATE:	
SUPERVISOR SIGNATURE:			
DATE:			

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

THIS POSITION DESCRIPTION SUPERSEDES ALL PRIOR DESCRIPTIONS.

**DODGE COUNTY JOB DESCRIPTION**

**August 2020**

<b>JOB TITLE:</b>	Sergeant - Communications	<b>FLSA STATUS:</b>	Non Exempt
<b>DEPARTMENT:</b>	Sheriffs	<b>REPORTS TO:</b>	Communications Supervisor
<b>LOCATION:</b>	Law Enforcement Center	<b>DATE:</b>	May 17, 1996
<b>LABOR GRADE:</b>	Dodge County Seven (7)	<b>REVISED:</b>	3/17/05; 1/1/13, 5/18/17

**OVERALL PURPOSE/SUMMARY**

Under the general direction of Communications Supervisor, supervises Communications Division. Responsible for all activities of Communication Technician and Dispatchers.

**PRINCIPAL DUTIES AND RESPONSIBILITIES**

1. Supervises daily activities and duties of Technician and Dispatchers.
2. Supervises operation of Computer Aided Dispatch (CAD), 911, and radio communications systems.
3. Maintains liaison with law enforcement, fire, and emergency medical organizations in area.
4. Develops and maintains policies and procedures for operation of Communication Center.
5. Issues daily assignments to communication officers.
6. Supervises communication training of new patrol deputies.
7. Performs special assignments as directed by administrative staff.
8. Conducts personnel evaluations as directed.
9. Reviews reports of Dispatchers and takes corrective action as needed.
10. Enforces all departmental rules and regulations.
11. Maintains appropriate level of discipline in division.
12. Maintains working knowledge of state statutes, county ordinances, department policies, rules and procedures.
13. Writes Communication Division reports as requested.
14. Periodically checks performance of subordinates.
15. Recommends to superior officer any training or disciplinary action needed for subordinates.
16. Suspends subordinates with pay immediately for just cause, and notifies superior officer of action.
17. Informs superiors about observations/perceptions aiding management to achieve department's objectives.
18. Sets personal example for subordinates.
19. Conducts random inspection of subordinates personal appearance and equipment.
20. Regular attendance and punctuality required.
21. Performs related duties as may be required or assigned.

**JOB SPECIFICATION**

**KNOWLEDGE, SKILLS, AND ABILITIES**

Considerable knowledge of police communication methods and techniques.  
 Considerable knowledge of County geography and roadway system, capabilities of wreckers and other emergency equipment, "10 code" system, and regulations of FCC covering communication equipment operation.  
 Familiar with agencies working with 911 system, including: County Emergency Medical Services Systems, County Fire Departments, County Police Agencies, Emergency Government and Fan Out Procedures, Natural Resources Department, State Patrol, NAWAS, utilities, highway department, Juvenile Intake, Detox Center, Hospitals, etc.  
 Proficient skill entering information into computer/word processor and computer aided dispatch.  
 Ability to communicate clearly over radio and to understand radio and telephone messages.  
 Ability to operate communication equipment.  
 Ability to function effectively and prioritize functions under stressful conditions.

**EDUCATION AND EXPERIENCE**

Five (5) years of law enforcement communications experience.

**WORKING CONDITIONS**

Frequent time pressure. Frequent work under distractions. Occasional repetitive activities. Occasional work in adverse interpersonal situations. Occasional work in intense/continuous noise.

**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.

RESOLUTION NO. 20-21

**Routes to Recovery Grant Program-Authorization to Proceed with County Projects**

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

**WHEREAS**, the Federal Coronavirus Aid, Relief, and Economic Security (CARES) Act included funding for local governments to cover unanticipated expenses relating to COVID-19 recovery; and,

**WHEREAS**, the State of Wisconsin Department of Administration is responsible for administering the funds; and,

**WHEREAS**, the Department of Administration has developed a program titled *Routes to Recovery: Local Government Aid Grants* and has allocated the available funds by governmental unit as described on Exhibit "A", attached hereto and incorporated herein by reference; and,

**WHEREAS**, Dodge County's allocation is \$1,463,699, which funds are available to Dodge County on a reimbursement basis upon the submittal of proof of payment for eligible expenditures; and,

**WHEREAS**, the Department of Administration has issued program guidance which includes eligibility criteria and program deadlines; and,

**WHEREAS**, the Dodge County Building Committee has identified a list of projects, equipment, and supplies and estimated costs of each project or purchase that meet the eligibility criteria as reflected on Exhibit "B", titled *Dodge County Routes to Recovery Projects*, attached hereto and incorporated herein by reference; and,

**WHEREAS**, the projects, to the extent possible, will be administered following Dodge County's Procurement Policy; and,

**WHEREAS**, projects and purchases must be completed and invoices paid no later than November 6, 2020, in order to receive reimbursement from the allocation; and,

**WHEREAS**, given the compressed timeframe to access the Dodge County *Routes to Recovery* allocation, set forth on Exhibit "A", the Dodge County Building Committee recommends that the Dodge County Board of Supervisors authorize the identified projects to proceed forthwith and the purchases to be made, provided that program eligibility criteria are met and subject to Dodge County's allocation cap; and,

**WHEREAS**, the Finance Committee has reviewed the projects listed on Exhibit "B", and recommends that the Dodge County Board of Supervisors authorize the identified projects to proceed forthwith and the purchases to be made, and further recommends use of the funds from Dodge County's General Fund to pay for the projects, equipment, and supplies which will be replenished with *Routes to Recovery* funds;

1 **NOW, THEREFORE, BE IT RESOLVED**, by the Dodge County Board of Supervisors that the  
2 projects listed herein on Exhibit "B" are authorized to proceed and the purchases of equipment and  
3 supplies may be made, subject to program eligibility and the allocation cap of \$1,463,699; and,  
4

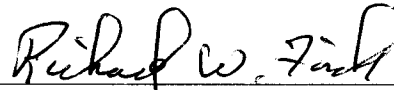
5 **BE IT FURTHER RESOLVED**, that the Dodge County's General Fund shall be used as the  
6 source of funds which will be replenished upon receipt of reimbursement from the *Routes to Recovery*  
7 funds; and,  
8

9 **BE IT FINALLY RESOLVED**, that a monthly report of the status of the projects and purchases  
10 shall be made to the Dodge County Board of Supervisors.  
11  
12

All of which is respectfully submitted this 18th day of August, 2020.

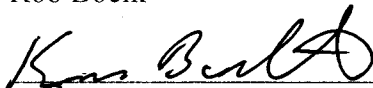
**Dodge County Building Committee:**

  
Dennis Schmidt

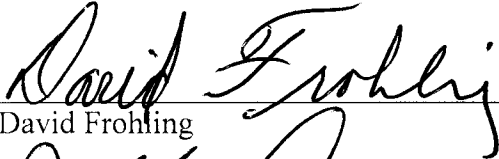
  
Richard Fink

Rob Boelk

Cathy Houchin

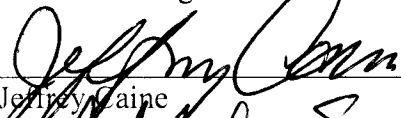
  
Kevin Burnett

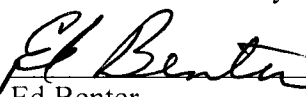
**Dodge County Finance Committee:**

  
David Frohling

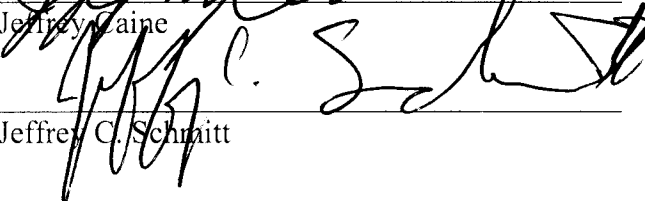
Kira Sheahan-Malloy

ADOPTED  
BY DODGE COUNTY BOARD

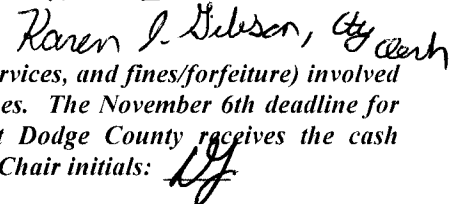
  
Jeffrey Gaine

  
Ed Benter

AUG 18 2020

  
Jeffrey C. Schmitt

AYES 24 NOES 6  
ABSENT 3  
ABSTAIN 0

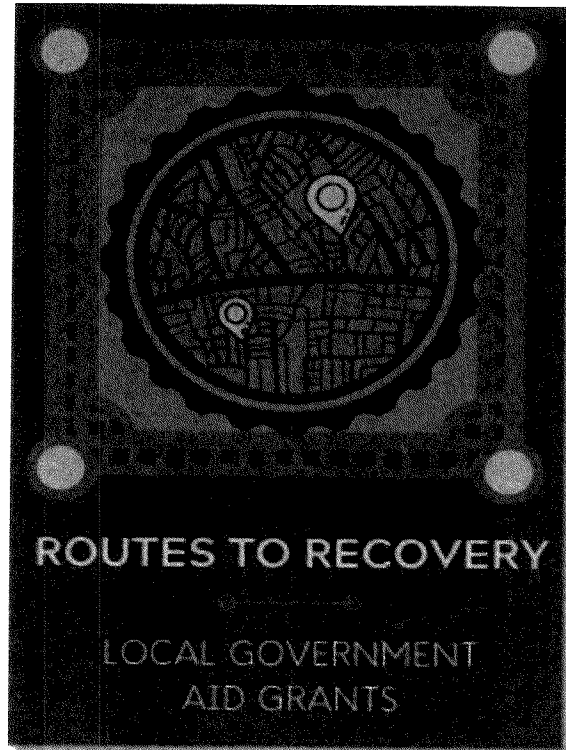
  
Karen J. Nelson, City Clerk

*FISCAL NOTE: Technically, the majority of county operations (grants, charges for services, and fines/forfeiture) involved the usage of fund balance because expenditures occur before receiving related revenues. The November 6th deadline for submissions of claims under the Routes to Recovery program should ensure that Dodge County receives the cash reimbursement before 04-30-2021. Finance Committee review date: August 10, 2020. Chair initials: DJ*

Vote Required: 2/3 Majority of Members Elect.

Resolution Summary: Routes to Recovery Grant Program-Authorization to Proceed with County Projects and Purchases.





**Routes to Recovery Grants** provide \$200 million in flexible grants for local government's unbudgeted expenditures incurred this year due to the COVID-19 pandemic, that have not already been covered through existing State of Wisconsin virus response efforts. Grants will cover reimbursements for:

- Emergency operation activities, including those related to public health, emergency services, and public safety response
- Medical and protective services and equipment, including PPE
- Cleaning, sanitizing, and other costs of COVID-19 mitigation in public areas and facilities, including those related to elections administration
- Temporary isolation housing for infected or at-risk individuals
- Testing and contact tracing costs above those covered by existing State programs
- Paid leave for public health and safety employees to take COVID-19 precautions
- Meeting local match requirements for expenses submitted for reimbursement by FEMA, to the full extent permitted by federal law
- Increased workers compensation costs due to COVID-19
- Purchases of services or equipment to facilitate telework by public employees

The determination of a local government's **Routes to Recovery Grant** amount is a formula based on the jurisdiction's population, as well as the priority of providing Wisconsin's units of local government no less than \$5,000, regardless of size of the population.

\$10million of **Routes to Recovery Grants** have also been set aside for Wisconsin's Tribal Partners.

**Routes to Recovery Grant Allocation Amounts for Wisconsin Counties**

Reminder: The **Routes to Recovery Grants** are on-top of the \$1 Billion in resources Governor Evers has already allocated for the state-wide response to COVID-19. These resources include the distribution of testing supplies, PPE, contact tracing, and other valuable resources to communities across the state.

County Name	Estimated population	Routes to Recovery Grant Allocation
Adams	20,630	\$335,393
Ashland	15,946	\$259,243.00
Barron	46,472	\$755,520.00
Bayfield	15,335	\$249,309.00
Brown	262,452	\$4,266,824.00
Buffalo	13,707	\$222,842.00
Burnett	15,524	\$252,382.00
Calumet	53,018	\$861,942.00
Chippewa	64,881	\$1,054,805.00
Clark	34,748	\$564,917.00
Columbia	57,282	\$931,264.00
Crawford	16,669	\$270,997.00
Dane	537,328	\$8,735,631.00
Dodge	90,032	\$1,463,699.00
Door	28,650	\$465,778.00

<b>County Name</b>	<b>Estimated population</b>	<b>Routes to Recovery Grant Allocation</b>
Douglas	44,468	\$722,940.00
Dunn	44,621	\$725,428.00
Eau Claire	103,159	\$1,677,111.00
Florence	4,475	\$72,752.00
Fond du Lac	104,423	\$1,697,661.00
Forest	9,195	\$149,488.00
Grant	52,954	\$860,902.00
Green	37,086	\$602,927.00
Green Lake	19,224	\$312,535.00
Iowa	23,896	\$388,490.00
Iron	5,894	\$95,822.00
Jackson	20,832	\$338,677.00
Jefferson	84,579	\$1,375,046.00
Juneau	27,232	\$442,725.00
Kenosha	170,071	\$2,764,936.00
Kewaunee	20,782	\$337,864.00
La Crosse	119,484	\$1,942,516.00
Lafayette	17,002	\$276,411.00
Langlade	20,086	\$326,549.00
Lincoln	28,957	\$470,770.00
Manitowoc	81,643	\$1,327,314.00
Marathon	136,517	\$2,219,430.00
Marinette	41,401	\$673,078.00
Marquette	15,390	\$250,204.00
Menominee	4,265	\$69,338.00
Milwaukee	946,296	\$15,384,444.00
Monroe	46,994	\$764,007.00
Oconto	38,778	\$630,435.00
Oneida	36,285	\$589,905.00
Outagamie	187,092	\$3,041,655.00
Ozaukee	89,905	\$1,461,634.00
Pepin	7,431	\$120,810.00
Pierce	42,208	\$686,198.00
Polk	44,536	\$724,046.00
Portage	71,680	\$1,165,340.00
Price	14,216	\$231,117.00
Racine	196,487	\$3,194,395.00
Richland	18,007	\$292,749.00
Rock	160,444	\$2,608,425.00
Rusk	14,919	\$242,546.00
St. Croix	89,692	\$1,458,171.00
Sauk	63,281	\$1,028,793.00



**Dodge County Routes to Recovery Projects**

Department	Dollars Expended Estimated Projects	
<b>Courts</b>	807.68	Reimbursement Received *
		July 2020 Submittal
<b>Clerk of Courts</b>	2,084.81	
<b>Information Technology</b>		
48 laptops; 32 cell phones; 14 cameras	27,000	
Virtual Communication Enhancements - Conference Rooms	50,000	
<b>Sheriff Office</b>		
Overtime	1,206.81	
Supplies	48,074.08	
Sheriff Office App - Contactless Enforcement Service	25,000.00	
Contactless Training - Virtual	8,225.00	
<b>Maintenance</b>		
Misc. supplies	11,100.00	
Negative Pressure Cells (2)- Detention Facility	180,000.00	
Sheriff Office - Communication Center Air Handling Unit	150,000.00	
Angus Young - Professional Service	29,600.00	
Ionization (22 units @\$13,500 - Courthouse, jail, CBRF)	300,000.00	
Touchless Faucets - Bottle Fill Fountains	15,000.00	
<b>Clearview</b>		
Supplies	15,623.96	
Payroll	21,675.00	
Ionization - Air Handlers (6)	75,100.00	
Skytron UVC Robots (2)	35,800.00	
Lite Gait - Treadmill - Social Distancing - CBIC	20,000.00	
Wheel Chair / Cart / Walker - Sanitizer	18,000.00	
Finance / Business Office - Reconfiguration	100,000.00	
Supplies - Equipment	63,801.00	
<b>Emergency Management</b>	2,178	
<b>Finance Department</b>		
Office Reconfiguration - Separation	20,000	
<b>County Clerk</b>		
Election Supplies	7,013.17	Reimbursement Received *
<b>Parks</b>		July, 2020 Submittal
Supplies	802	
Hand Dryers / Touchless Faucets	15,000	
<b>Land and Water Conservation</b>		
Supplies - Protective barrier	360.49	Reimbursement Received *
		July, 2020 Submittal
<b>District Attorney</b>		
Three (3) Laptops - Telework Options	5,254.74	
Supplies - Webcam(s)	205.62	
<b>Department Subtotal</b>	<b>\$ 1,248,912.12</b>	

\*\*Any other eligible projects, equipment, supplies not to exceed \$1,463,699.00\*\*

REPORT 1

TO THE HONORABLE DODGE COUNTY BOARD OF SUPERVISORS

We, the Dodge County Land Resources and Parks Committee, hereby report favorably on the petition of the Dodge County Land Resources and Parks Committee requesting amendment of certain sections of the Land Use Code, Dodge County, Wisconsin as described in "Exhibit A", and recommend approval of the ordinance as proposed.

The Committee has considered the proposal in accord with Section 2.3.3.1 of the Dodge County Land Use Code and finds that the proposed amendments to the Land Use Code are necessary in order to correct certain errors in the code and to meet the challenge of changing conditions. The Committee has found that the Land Use Code amendments as proposed are consistent with the Dodge County Comprehensive Plan and the stated purposes of the Code, they will protect the health, safety and general welfare of the general public, and they will not result in significant adverse impacts on the natural environment. Furthermore, the Committee has found that the criteria listed in Section 2.3.3.1 of the Dodge County Land Use Code can be met for these amendments.

Respectfully submitted this 18th day of August, 2020

*Allen Behl*

Allen Behl

*Mary Bobholz*

Mary Bobholz

*Larry Schraufnagel*

Larry Schraufnagel

*Travis Schultz*

Travis Schultz

*Thomas Schaefer*

Thomas Schaefer

Land Resources and Parks Committee

ADOPTED  
BY DODGE COUNTY BOARD

AUG 18 2020

AYES 30 NOES 0  
ABSENT 3  
ABSTAIN 0

*Karen J. Gibson*  
County Clerk

Ordinance No. 1049

An Ordinance amending the Land Use Code, Dodge County, Wisconsin.

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

Whereas the Dodge County Land Resources and Parks Committee has reviewed the proposed amendments to the Dodge County Land Use Code and has considered the facts presented at the public hearing relating to the subject matter of this Ordinance for compliance with the criteria listed in Section 2.3.3.1 of the Dodge County Land Use Code.

Whereas the Dodge County Land Resources and Parks Committee has found that the proposed code amendments are necessary in order to correct certain errors in the Code and to meet the challenge of changing conditions, that the amendments are consistent with the Dodge County Comprehensive Plan and the stated purposes of the code and the amendments will not result in significant adverse impacts on the natural environment.

Whereas the Dodge County Land Resources and Parks Committee has found that the criteria listed in Section 2.3.3.1 of the Dodge County Land Use Code can be met for this code amendment that is the subject matter of this Ordinance and has further found that said amendment will protect the health, safety, and general welfare of the general public.

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

Section 1. Be it resolved that the amendment to the Land Use Code, Dodge County Wisconsin as represented by "Exhibit A" attached to and made a part of this Ordinance be and hereby is approved and adopted, by the Board of Supervisors of Dodge County, Wisconsin.

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

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

Adopted and approved this 18<sup>th</sup> day of August, 2020.

Russell Kottke  
Russell Kottke  
Chairman

Karen J. Gibson  
Karen J. Gibson  
County Clerk

**Exhibit A**

**Proposed changes:**

**Additions in text are indicated by underline; deletions by ~~single-strikethrough~~.**

1. Modify Section 1.4.4 and create Section 1.4.4.E as follows:

**1.4.4** No structure, land or water, shall hereafter be used and no structure, or part thereof shall hereafter be located, erected, moved, reconstructed, extended, converted or structurally altered without a Land Use Permit and/or a Conditional Use Permit, if required, except as allowed in Section 1.4.4.A through 1.4.4.~~E~~ D, without full compliance with the provisions of this Code and all other applicable County and State Regulations.

**1.4.4.E** A Land Use Permit and/or a Conditional Use Permit shall not be required for the installation, construction, placement, operation, replacement or maintenance of a small wireless facility unless the small wireless facility is to be located within the jurisdictional boundaries of the Dodge County Airport Zoning Ordinance.

2. Modify the list of exceptions under Section 5.1.1 (street/highway/road setback provisions) to include an exemption for small wireless facilities as follows:

**5.1.1 Street/highway/road/front yard setback for dwellings and other principal structures**

Highway, street, road and front yard setbacks are measured from the centerline of the highway, street or road and/or from the highway, street and road right-of-ways whichever is greater.

**Minimum setback distances for dwellings and other principal structures** are provided in Table 5.1-1.

**Table 5.1-1: Minimum Setback Distances**

Type of Abutting Roadway	Minimum Setback Distances (feet)	
	From Centerline	From Right-of-Way
Streets and Town Roads (designated) (See appendix 1)	60	27
Streets and Town Roads (undesignated)	75	42
Federal, State, and County Trunk Highways	100	67
Expressways and Freeways		
- Residential Uses	---	200
- Nonresidential Uses	---	67

**Exceptions:**

**Essential Service Facilities and Private On-Site Waste Treatment Systems**

Surface, overhead, and underground essential service facilities and private on-site waste treatment systems (POWTS), but not including any buildings, towers, or antennas, may be located within any required setback on the condition that the owner of such facilities within any setback that abuts a street shall remove all

construction, additions, and replacements of these facilities at the owner's expense, when necessary for the improvement of the road, street, or highway.

**Underground structures** not capable of being used as foundations for prohibited above-ground structures may be located within setback lines, provided a setback agreement document requiring such structures to be removed at the owner's expense when required by road improvements is recorded with the Register of Deeds Office.

**C-1 General Commercial Zoning District:** Within the C-1 General Commercial Zoning District, in existing platted areas that are or previously have been in commercial use, interior lots served by public sanitary sewer shall have no minimum front or street yard. Corner lots shall have no minimum front or street yard on the yard facing the principal street and shall have a minimum 10 foot front or street yard on the yard facing the non-principal street (as the principal street is determined by the Land Use Administrator).

**Access or service highways** constructed according to plans as approved by the County Highway Committee may be located within highway setback lines. In giving such approval, the County Highway Committee shall consider highway safety and maximum sight distances.

**Small Wireless Facilities** may be located within the road right-of-way or within the required road setback on the condition that the owner of such facilities shall remove all construction, additions, and replacements of these facilities at the owner's expense, when necessary for the improvement of the road, street, or highway and on condition the owner of these facilities obtains all applicable road, street or highway permits that are necessary to authorize work within the road, street and highway right-of-way.

3. Modify Section 4.6.2 (Highway Setback Overlay District) to exempt small wireless facilities from the land use permit requirements as follows:

#### **4.6.2 Structures Prohibited Within Setback Lines**

**4.6.2.A** No new structure or part thereof shall be placed, erected or structurally altered within 200 feet of the centerline of any highway, except as allowed under Section 4.6.2.B, without a Land Use Permit and without full compliance with the provisions of this code and all other applicable County regulations. All structures shall be located in accord with the minimum setbacks listed in Sections 5.1.1, 5.2.3 and Table 5.1-1 Section 5.1.2.E and Table 5.1-2-2 of this code except as provided for in Section 4.6.4 B.

**4.6.2.B** A Land Use Permit shall not be required for the installation, construction, placement, operation, replacement or maintenance of a small wireless facility unless the small wireless facility is to be located within the jurisdictional boundaries of the Dodge County Airport Zoning Ordinance.



4. Modify Section 4.9.1.C.6 and 4.9.1.E (Mobile Tower Siting and Radio Broadcast Service Facility Overlay District) as follows:

4.9.1.C.6 These overlay district regulations are not intended to regulate small wireless facilities as defined in 66.0414 (1)(u) Wis. Stats.

**4.9.1.E Definitions**

All definitions contained within s. 66.0404(1), ~~and 66.0406(1)~~ and 66.0414(1) Wisconsin Statutes are hereby incorporated in this Overlay District by reference.

5. Modify Section 3.7.1.C as follows:  
(Section 3.7.1 lists the allowed uses in the A-1 Prime Agricultural Zoning District)

**3.7.1.C** Existing nonfarm single family dwellings and existing lots of record located within the A-1 Prime Agriculture Zoning District that were legally established or permitted by the County for non-farm residential use prior to **June 28, 2010**.

6. Modify Section 6.2.9 (Chapter 6 – Use Regulations) as follows:

**6.2.9 Residential Development**

**6.2.9.A Design Standards in Residential Districts**

~~In residential districts, the,~~ The following design standards shall apply to all single-family and two-family dwellings, ~~and to all manufactured housing units~~ homes.

**6.2.9.A.1 Exterior Materials**

All dwellings shall have exterior siding and roofing that, in color, materials, and appearance, is compatible with the predominant materials in use on surrounding dwellings, or, if there is no predominance, is compatible with the exterior siding and roofing material commonly in use on residential dwellings in the community as a whole. The exterior walls of all structures, other than accessory structures, shall have a nonmetallic finish.

**6.2.9.A.2 Front Steps**

The front steps to all dwellings shall be permanently installed and shall be constructed of concrete, masonry, or wood materials.

**6.2.9.A.3 Foundation**

A manufactured housing units home used or intended to be used as an individual's place of habitation shall be placed on and shall be anchored or securely attached to an excavated and backfilled foundation that is enclosed by a permanent perimeter enclosure of masonry or concrete wall construction.

**6.2.9.A.4 Dwelling Area**

A dwelling or manufactured home shall contain a minimum of 400 square feet of dwelling area. The dwelling area for this section shall be calculated using the outside dimensions of the dwelling or manufactured home. A deck or a patio shall not be included in the calculation of dwelling area.

**6.2.9.B Front Yards in Residential Districts**

Deleted on (insert date)

~~Where lots comprising 40 percent of the frontage on a blockface in a residential district are improved with buildings, the required front yard shall be the average of the front yard depths for principal structures on each developed site in the same district on the blockface, or the minimum front yard setback, whichever is greater. Any residential lot fronting on a primary or secondary arterial shown on the streets and highways plan shall have a circular drive.~~

7. Create Section 2.2.13.D (general permit processing and scheduling provisions) as follows:

**2.2.13.D State of Emergency – Processing and Scheduling timelines.**

In the event a state of emergency is declared by the Dodge County Board of Supervisors in response to a public emergency which poses a threat to public order, life, health and safety of the citizens of Dodge County, processing and scheduling timetables listed in this Code for all applications shall be temporarily suspended until the emergency conditions cease to exist as determined by the Dodge County Board of Supervisors. During the declared emergency, the failure to meet processing or scheduling timetables specifically listed in this Code shall not result in deemed approvals.

8. Create Section 2.3.4.E.1 (rezoning scheduling provisions) as follows:

**2.3.4.E.1 State of Emergency – Processing and Scheduling timelines for Public Hearings.**

In the event a state of emergency is declared by the Dodge County Board of Supervisors in response to a public emergency which poses a threat to public order, life, health and safety of the citizens of Dodge County, processing and scheduling timetables for public hearings shall be temporarily suspended until the emergency conditions cease to exist as determined by the Dodge County Board of Supervisors. During the declared emergency, the failure to meet processing or scheduling timetables specifically listed in this Code shall not result in deemed approvals. A written agreement with the applicant to suspend the public hearing beyond the 45-day time limit shall not be required during a state of emergency.

9. Create Section 2.3.6.C.1 (conditional use permit scheduling provisions) as follows:

**2.3.6.C.1 State of Emergency – Processing and Scheduling timelines for Public Hearings.**

In the event a state of emergency is declared by the Dodge County Board of Supervisors in response to a public emergency which poses a threat to public order, life, health and safety of the citizens of Dodge County, processing and scheduling timetables for public hearings shall be temporarily suspended until the emergency conditions cease to exist as determined by the Dodge County Board of Supervisors. During the declared emergency, the failure to meet processing or scheduling timetables specifically listed in this Code shall not result in deemed approvals. A written agreement with the applicant to suspend the public hearing beyond the 45-day time limit shall not be required during a state of emergency.

10. Modify Section 5.1.7 (lot coverage provisions) as follows:

**5.1.7 Lot Coverage for dwellings and other structures**

Lot Coverage is that portion of a lot occupied by principal and accessory buildings and decks, but excluding at grade patios, walks and driveways. All structures, in aggregate, shall not exceed the following maximum lot coverages:

**R-1 or R-2 Residential Zoning Districts** - For lots located within the R-1 or R-2 Residential Zoning Districts there is no maximum lot coverage, however, no single accessory building shall exceed 1500 square feet in area.

**R-3 Multi-Family Zoning District** - The maximum lot coverage within the R-3 Multi-Family Zoning District shall be 35%

**C-1 General Commercial Zoning District** - The maximum lot coverage within the C-1 General Commercial Zoning District shall be 100%

**C-2 Extensive Commercial Zoning District** - The maximum lot coverage within the C-2 Extensive Commercial Zoning District shall be 50%

**I-1 and I-2 Industrial Zoning Districts** - The maximum lot coverage within the I-1 and I-2 Industrial Zoning Districts shall be 70%

**A-1 and A-2 Agricultural Zoning Districts** - The maximum lot coverage within the A-1 and A-2 Agricultural Zoning Districts shall be 10%

**Exceptions:**

Agricultural buildings located within the A-1 and A-2 Zoning Districts associated with an operating farm shall be exempt from the lot coverage provisions.

Ground-mounted solar energy collectors located within the Commercial, Industrial and Agricultural Zoning Districts shall be exempt from the lot coverage provisions of the Code provided the solar facility is designed to comply with the Stormwater management and Erosion Control provisions of this Code.

For existing lot coverage surfaces that were lawfully placed when constructed but that do not comply with the lot coverage area standards in this section, the property owner may maintain, modify, repair, replace or relocate existing lot coverage surface area with similar or different surface area provided that the project does not result in an increase in the percentage of lot coverage surface area that existed on the effective date of this Code. The lot coverage surface area exceptions in this section shall not be construed to supersede other provisions in this Code. All of the other applicable provisions of the Code still apply to new or existing development.

11. Modify Section 8.9.4.E (development standards for signs) as follows:

**8.9.4.F Sign Location**

(1) No sign permitted under this section shall be located in, on or above a public road right-of-way or navigable body of water, except for Official Public Signs. Any sign or sign supports constructed of concrete, mortar or stone shall comply with the minimum highway and road setback distances listed in ~~Section 5.1.2.E~~ Table 5.1-1;

12. Modify the "Exceptions List" in Section 5.2.3 (accessory structure road setback provisions) as follows:

Residential fences are permitted on property lines, but shall not in any case exceed a height of 4 feet in the front or street yard setback, and shall not be closer than 2 feet to any public right-of-way.

Security fences for commercial and industrial uses are permitted on the property lines in non-residential zoning districts but shall not exceed 10 feet in height, shall be of an open, non-opaque type similar to woven wire or wrought iron fencing, and shall not be closer than 2 feet to any public right-of-way.

13. Modify the "Exceptions List" in Section 5.2.5 (accessory structure rear yard setback provisions) as follows:

Residential fences are permitted on property lines, but shall not in any case exceed a height of 6 feet, shall not exceed a height of 4 feet in the front or street yard setback, and shall not be closer than 2 feet to any public right-of-way.

Security fences for commercial and industrial uses are permitted on the property lines in non-residential zoning districts but shall not exceed 10 feet in height, shall be of an open, non-opaque type similar to woven wire or wrought iron fencing, and shall not be closer than 2 feet to any public right-of-way.

14. Modify the "Exceptions List" in Section 5.2.8 (accessory structure height provisions) as follows:

Residential fences are permitted on property lines, but shall not in any case exceed a height of 6 feet, shall not exceed a height of 4 feet in the front or street yard setback, and shall not be closer than 2 feet to any public right-of-way.

Security fences for commercial and industrial uses are permitted on the property lines in non-residential zoning districts but shall not exceed 10 feet in height, shall be of an open, non-opaque type similar to woven wire or wrought iron fencing, and shall not be closer than 2 feet to any public right-of-way.

15. Modify Section 6.2.2 (Use standard provisions) as follows:

~~6.2.2 Deleted December 15, 2009 (Moved to Section 4.2.5 of the Land Use Code)~~

**6.2.2 Camping**

No lot or parcel of land shall be used for camping unless the owner of the lot or parcel has received the required permits and approvals to allow a campground or recreational vehicle park use on said lot or parcel.

16. Modify Section 12 – Definitions as follows:

**Access**

Driveway or other ways or means of vehicular and/or pedestrian approach, to provide physical entrance or exit to a property.

**Automobile Repair and Service**

The use of any site, building, structure, improvement, or land for the repair, overhaul, painting, assembling or maintenance of automobiles, motorcycles, trucks, trailers, or similar vehicles.

**Camping**

The act of staying and/or sleeping in any outdoor area of land and/or water for one or more days or nights in a camping unit.

**Motor Vehicle**

Any self-propelled vehicle designed for transportation of persons or goods along public streets or alleys or other public ways.

**Motor Vehicle - Inoperable**

Any motorized vehicle incapable of immediately being driven and not properly licensed.

**Motor Vehicle - Abandoned**

A vehicle that does not bear a current license plate unless said vehicle is stored within a completely enclosed building or unless it is stored on an approved sales lot. A vehicle shall be presumed abandoned under the following circumstances: 1) The vehicle is physically inoperable and/or is missing parts so that it is not maintained for driving; 2) The vehicle does not bear a valid license plate or current registration.

**Motor Vehicle Repair and Service**

The use of any site, building, structure, improvement, or land for the repair, overhaul, assembling, painting or maintenance of motor vehicles.

**Motor Vehicle – Salvage and Storage Yard**

Any land upon which 2 or more inoperable, abandoned or unlicensed motor vehicles are stored for more than 30 days unless said motor vehicles is/are stored within a completely enclosed building.

**Public Way**

Any public road, street, highway, walkway, drainageway, or part thereof.

Any street, alley, pedestrian way, pathway, channel, viaduct, subway, bridge, easement, right-of-way, or other way in which the public has a right of use.

**Small Wireless Facility**

Small Wireless Facility means a wireless facility as defined in 66.0414(1)(u) Wis. Stats.

Small Wireless Facility means a wireless facility to which all of the following apply (2019Wisconsin Act 14):

1. The wireless facility satisfies any of the following:
  - a. The wireless facility is mounted on a structure 50 feet or less in height including any antenna.
  - b. The wireless facility is mounted on a structure no more than 10 percent taller than any other adjacent structure.
  - c. The wireless facility does not increase the height of an existing structure on

which the wireless facility is located to a height of more than 50 feet or by 10 percent, whichever is greater.

2. Each antenna associated with the deployment of the wireless facility, excluding associated antenna equipment, is no more than 3 cubic feet in volume.
3. All other wireless equipment associated with the wireless facility specified above including the wireless equipment associated with the antenna and any preexisting associated equipment on the structure, is no more than 28 cubic feet in volume.
4. The wireless facility does not require registration as an antenna structure under 47CFR part 17.
5. The wireless facility is not located on tribal land, as defined in 36CFR 800.16(x).
6. The wireless facility does not result in human exposure to radio frequency in excess of the applicable safety standards specified in 47 CFR 1.1307.

#### **Vehicle Salvage and Storage Yard**

~~Any land upon which 2 or more inoperable or unlicensed automobiles are stored for more than 30 days.~~

Any land upon which 2 or more inoperable, abandoned or unlicensed motor vehicles are stored for more than 30 days unless said motor vehicles are stored within a completely enclosed building.

#### **Wireless Facility**

"Wireless facility" means an antenna facility at a fixed location that enables wireless services between user equipment and a communications network, and includes all of the following:

1. Equipment associated with wireless services.
2. Radio transceivers, antennas, or coaxial, metallic, or fiber-optic cable located on, in, under, or otherwise adjacent to a utility pole or wireless support structure.
3. Regular and backup power supplies.
4. Equipment that is comparable to equipment specified in this subdivision regardless of technical configuration.

"Wireless facility" does not include any of the following:

1. The structure or improvements on, under, or within which equipment specified in subd. 1. is collocated.
2. Wireline backhaul facilities.
3. Coaxial, metallic, or fiber-optic cable that is between utility poles or wireless support structures or that is not adjacent to a particular antenna.

REPORT 2

TO THE HONORABLE DODGE COUNTY BOARD OF SUPERVISORS

We, the Dodge County Land Resources and Parks Committee, hereby report favorably on the petition of the Dodge County Land Resources and Parks Committee requesting amendment of Section 30.04(4)(b) of the Code of Ordinances, Dodge County Wisconsin as described in Exhibit A and recommend adoption of the attached ordinance.

The Committee has considered the proposal and finds that the proposed amendments are required by Section 30.04(1) of the Code of Ordinances, Dodge County Wisconsin to create a forfeiture amount for a conviction of a violation of any of the ordinances. Furthermore, the Committee has found that Section 30.04(4)(b) of the Code of Ordinances, Dodge County, Wisconsin, sets forth the schedule of deposits required for various ordinance violations, including ordinances with a statutory counterpart and that a deposit must be created for a violation of the Code of Ordinances, Dodge County, Wisconsin for inclusion in Section 30.04(4)(b) of the Code of Ordinances, Dodge County Wisconsin. The Committee finds that the proposed amendments are consistent with the Comprehensive Plan and the stated purposes of the Sanitary Ordinance and they will help protect the health, safety and general welfare of the general public.

Respectfully submitted this 18th day of August, 2020.

ADOPTED  
BY DODGE COUNTY BOARD

AUG 18 2020

AYES 28 NOES 1  
ABSENT 4  
ABSTAIN 6

*Raren J. Wilson*  
County Clerk

*Allen Behl*  
Allen Behl

*Mary Bobholz*  
Mary Bobholz

*Larry Schraufnager*  
Larry Schraufnager

*Travis Schultz*  
Travis Schultz

*Thomas Schaefer*  
Thomas Schaefer

Land Resources and Parks Committee

Ordinance No. 1050

An Ordinance amending Chapter 30.04(4)(b) Schedule of Deposits, of the Dodge County Code of Ordinances to set forth a deposit schedule for certain violations of the Sanitary Ordinance, Dodge County, Wisconsin.

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

Whereas the Dodge County Land Resources and Parks Committee has reviewed the proposed amendments to Chapter 30.04(4)(b) of the Dodge County Code of Ordinances and has considered the facts presented at the public hearing relating to the subject matter of this Ordinance for compliance with the applicable provisions of the Dodge County Sanitary Ordinance and Section 59.70 (5) of the Wisconsin Statutes.

Whereas, Section 30.04(1) of the Code of Ordinances, Dodge County, Wisconsin, requires a forfeiture for a conviction for a violation of any of the ordinances.

Whereas, Section 30.04(4)(b) of the Code of Ordinances, Dodge County, Wisconsin, sets forth the schedule of deposits required for various ordinance violations, including ordinances with a statutory counterpart; and,

Whereas, a deposit must be created for a violation of the various ordinances, for inclusion in Section 30.04(4)(b) of the Code of Ordinances, Dodge County Wisconsin.

Whereas, the Dodge County Land Resources and Parks Committee has found that the amendments are consistent with the Dodge County Comprehensive Plan and the stated purposes of the Dodge County Sanitary Ordinance and the proposed amendment will help protect the health, safety, and general welfare of the general public.

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

Section 1. Be it resolved that the amendment to Chapter 30.04(4)(b) of the Code of Ordinances, Dodge County, Wisconsin as represented by "Exhibit A" attached to and made a part of this Ordinance be and hereby is approved and adopted, by the Board of Supervisors of Dodge County, Wisconsin.

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

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

Adopted and approved this 18<sup>th</sup> day of August, 2020.

Russell Kottke  
Russell Kottke  
Chairman  
Karen J. Gibson  
Karen J. Gibson  
County Clerk



Exhibit A

Proposed amendments to the Dodge County Code of Ordinances - Chapter 30.04(4)(b) Schedule of Deposits

Ordinances

- Dodge County Code of Ordinances
- SO – Dodge County Sanitary Ordinance

Ordinance	Offense	Deposit	Court Costs	Penalty Surcharge 26%	Jail Surcharge	Crime Lab and Drug	Court Support	Justice Info.	Total Cash Deposit
Dodge County Code of Ordinances - Appendix B SO 2.3.4, 2.3.6	Pumping sewage from a holding tank, septic tank, pump chamber, cesspool or other POWTS component onto the ground surface, into waters of the state or into an unauthorized area.  1 <sup>st</sup> violation	\$100	\$25.00	\$26.00	\$10.00	\$13.00	\$68.00	\$21.50	\$263.50
	2 <sup>nd</sup> violation within 1 year	\$250	\$25.00	\$65.00	\$10.00	\$13.00	\$68.00	\$21.50	\$452.50
	3 <sup>rd</sup> violation within 1 year	\$500	\$25.00	\$130.00	\$10.00	\$13.00	\$68.00	\$21.50	\$767.50
Dodge County Code of Ordinances - Appendix B SO 2.3.6.B, 2.3.10.B.7	Failure to service a POWTS in accord with the servicing requirements listed in the Ordinance or as specified in a maintenance agreement that has been approved at the time of issuance of the sanitary permit.	\$50.00	\$25.00	\$13.00	\$10.00	\$13.00	\$68.00	\$21.50	\$200.50
	2 <sup>nd</sup> violation within 1 year	\$100.00	\$25.00	\$26.00	\$10.00	\$13.00	\$68.00	\$21.50	\$263.50
	3 <sup>rd</sup> violation within 1 year	\$200.00	\$25.00	\$52.00	\$10.00	\$13.00	\$68.00	\$21.50	\$389.50

<p>Dodge County Code of Ordinances - Appendix B</p> <p>SO 2.3.6.C,</p>	<p>Failure to comply with the POWTS maintenance reporting requirements of SPS 383.55 Wis. Adm. Code.</p>	\$50.00	\$25.00	\$13.00	\$10.00	\$13.00	\$68.00	\$21.50	\$200.50
<p>Dodge County Code of Ordinances - Appendix B</p> <p>SO 2.3.4, 2.3.10.B.6</p>	<p>Use of a failing POWTS</p> <p>1<sup>st</sup> violation</p>	\$50.00	\$25.00	\$13.00	\$10.00	\$13.00	\$68.00	\$21.50	\$200.50
	<p>2<sup>nd</sup> violation within 1 year</p>	\$100.00	\$25.00	\$26.00	\$10.00	\$13.00	\$68.00	\$21.50	\$263.50
	<p>3<sup>rd</sup> violation within 1 year</p>	\$200.00	\$25.00	\$52.00	\$10.00	\$13.00	\$68.00	\$21.50	\$389.50

REPORT 3

TO THE HONORABLE DODGE COUNTY BOARD OF SUPERVISORS

We, the Dodge County Land Resources and Parks Committee, hereby report favorably on the petition of the Dodge County Land Resources and Parks Committee requesting amendment of the Sanitary Ordinance, Dodge County, Wisconsin as described in Exhibit A and recommend adoption of the ordinance as proposed.

The Committee has considered the proposal in accord with Section 2.3.12 of the Dodge County Sanitary Ordinance and finds that the proposed amendments are necessary in order bring the Dodge County Sanitary Ordinance into compliance with the minimum standards that are required by the Wisconsin State Statutes and the Wisconsin Administrative Code as they relate to Private Onsite Wastewater Treatment Systems. Furthermore, the Committee has found that the Sanitary Ordinance amendments as proposed meet the challenge of changing conditions, they are consistent with the Dodge County Comprehensive Plan and the stated purposes of the Sanitary Ordinance and they will protect the health, safety and general welfare of the general public.

Respectfully submitted this 18th day of August, 2020

ADOPTED  
BY DODGE COUNTY BOARD

AUG 18 2020

AYES 30 NOES 0  
ABSENT 3  
ABSTAIN 6

*Karen J. Dilsen*  
County Clerk

*Allen Behl*  
Allen Behl

*Mary Bobholz*  
Mary Bobholz

*Larry Schraufnagel*  
Larry Schraufnagel

*Travis Schultz*  
Travis Schultz

*Thomas Schaefer*  
Thomas Schaefer

Land Resources and Parks Committee

Ordinance No. 1051

An Ordinance amending the Sanitary Ordinance, Dodge County, Wisconsin.

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

Whereas the Dodge County Land Resources and Parks Committee has reviewed the proposed amendments to the Dodge County Sanitary Ordinance and has considered the facts presented at the public hearing relating to the subject matter of this Ordinance for compliance with the applicable provisions of the Dodge County Sanitary Ordinance and Section 59.70 (5) of the Wisconsin Statutes.

Whereas the Dodge County Land Resources and Parks Committee has found that the proposed code amendments are necessary in order to bring the Sanitary Ordinance into compliance with the applicable provisions of the Wisconsin Administrative Code. Furthermore, the Committee has found that the amendments meet the challenge of changing conditions, the amendments are consistent with the Dodge County Comprehensive Plan and the stated purposes of the Ordinance, the amendments will not result in significant adverse impacts on the natural environment and the proposed amendment will protect the health, safety, and general welfare of the general public.

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

Section 1. Be it resolved that the amendment to the Sanitary Ordinance, Dodge County Wisconsin as represented by "Exhibit A" attached to and made a part of this Ordinance be and hereby is approved and adopted, by the Board of Supervisors of Dodge County, Wisconsin.

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

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

Adopted and approved this 18<sup>th</sup> day of August, 2020.

Russell Kottke  
Russell Kottke  
Chairman

Karen J. Gibson  
Karen J. Gibson  
County Clerk

**Exhibit A**

**Proposed changes:**

**Additions in text are indicated by underline; deletions by ~~single strikethrough~~.**

1. Create Section 2.1.1.K (Land Use Administrator Duties) as follows:  
2.1.1.K Issue Citations in accord with this Ordinance.
  
2. Create Section 2.1.2.J (Land Use Administrator Powers) as follows:  
2.1.2.J To issue Citations in accord with this Ordinance.
  
3. Amend 2.3.10.D.4 (Remedies and Enforcement Powers) as follows and renumber 2.3.10.D.4, 5 and 6 accordingly  
**2.3.10.D.4 Citations**  
Pursuant to ss.66.0113, Wis. Stats., the County may use the citation method of enforcement of ordinances, including those for which a statutory counterpart exists.

**2.3.10.D.5 Other Remedies**

The County shall have such other remedies as are and as may be from time to time provided by Wisconsin law for the violation of this Code.

**2.3.10.D.6 Other Powers**

In addition to the enforcement powers specified in this Code, the County may exercise any and all enforcement powers granted by Wisconsin law.

**2.3.10. D.7 Penalties**

Any person, firm, or corporation who fails to comply with the provisions of this Code shall, upon conviction thereof, forfeit not less than \$50 nor more than \$500 dollars and costs of prosecution for each violation. In default of payment of such forfeiture and costs, violators shall be imprisoned in the County Jail until payment thereof, for a period not to exceed 6 months.

4. Amend Section 2.3.11.A (Enforcement Procedures – Non-Emergency Matters) as follows:  
**2.3.11.A Non-Emergency Matters**

In the case of violations of this Code that do not constitute an emergency or require immediate attention, the Land Use Administrator shall give notice of the nature of the violation to the property owner or to any other person who is party to the agreement or to any applicant for any relevant permit in the manner hereafter stated, after which the persons receiving notice shall have 30 days to correct the violation before further enforcement action shall be taken. Notice shall be given in person, by United States Registered or Certified Mail, or by posting notice on the premises. Notices of violation shall state the nature of the violation and the time period for compliance and may state the corrective steps necessary and the nature of subsequent penalties and enforcement actions should the situation not be corrected.

Failure to comply with the 30 day order will be considered a violation of the Dodge County Sanitary Ordinance.

Extensions to the 30 day orders may be granted at the discretion of the Department, provided good faith efforts are being made to correct the problem.

If the violation is not corrected within the time period specified in the order, the owner may be subject to:

- a) The issuance of an enforceable citation; and/or
- b) Commencement of legal action against the owner seeking an injunction to abate the violation and/or correct the damage created by the violation;
- c) Any and all other enforcement powers specified in this Ordinance and any and all enforcement powers granted by Wisconsin law.

5. Amend Section 2.3.11.B (Enforcement Procedures - Emergency Matters) as follows:

### **2.3.11.B Emergency Matters**

In the case of violations of this Code that constitute an emergency as a result of health, safety or public concerns or violations that require immediate attention or violations that will create increased problems or costs if not remedied immediately, the County may use the enforcement powers available under this chapter, including the issuance of an enforceable citation, without prior notice, but the Land Use Administrator shall attempt to give notice simultaneously with beginning enforcement action. Notice may be provided to the property owner, to any other person who is party to the agreement, and to applicants for any relevant permit.

Violations that are considered by the County as constituting an emergency as a result of health, safety or public concerns or as a violation that requires immediate attention or a violation that will create increased problems or costs if not remedied immediately include, but are not limited to, the following violations:

- a) Pumping sewage from a holding tank, septic tank, pump chamber, cesspool or other POWTS component onto the ground surface, into waters of the State or into an unauthorized area.
- b) The discharge of sewage onto the ground surface and/or into the waters of the state.

6. Create Section 2.3.13 through 2.3.13E Citations as follows:

### **2.3.13 Citations**

#### **2.3.13.A. Information Required. The citation shall contain the following:**

- 1) The name and address of the alleged violator.
- 2) Factual allegations describing the alleged violation.
- 3) The time and place of the offence.
- 4) The section of the ordinance violated.
- 5) A designation of the offense in such manner as can be readily understood by a person making a reasonable effort to do so.
- 6) The time at which the alleged violator may appear in court.
- 7) A statement which, in essence, informs the alleged violator, as follows:
  - a. A cash deposit of a specified amount may be made which shall be delivered or mailed to the Clerk of Courts prior to the time of the scheduled court appearance.
  - b. If such deposit is made, the alleged violator need not appear in court unless he is subsequently summoned.
  - c. If such deposit is made and the alleged violator does not appear in court, he will be deemed to have tendered a plea of no contest and submitted to a forfeiture, plus costs, fees and surcharges, imposed under Ch. 814, Wis. Stats., not to exceed the amount of the deposit, or will be summoned into

court to answer the complaint if the court does not accept the plea of no contest.

- d. If no deposit is made and the alleged violator does not appear in court at the time specified, the court may issue a summons or a warrant for the defendant's arrest or consider the nonappearance to be a plea of no contest and enter judgement under ss. 66.0113(3)(d), Wis. Stats., or the municipality may commence an action against the alleged violator to collect the forfeiture, plus costs, fees and surcharges, imposed under Ch. 814, Wis. Stats.
- 8) A direction that if the alleged violator elects to make a cash deposit, the statement which accompanies the citation shall be signed to indicate that the statement required under Subsection B(7) above has been read. Such statement shall be sent or brought with the cash deposit.
- 9) Such other information as the County Board deems necessary.

#### **2.3.13.B Deposits**

- 1) Each citation issued under this section, except those to which Subsection 2.3.13.B 4) below applies, shall specify a cash deposit as set forth in the Dodge County Code of Ordinances, Chapter 30.04(b) schedule of cash deposits where applicable, which is hereby adopted by reference, which consists of the appropriate forfeiture, the current penalty assessment, the jail assessment, the automation fee and the court support service fee.
- 2) The deposits shall be made in cash, money order or check to the Dodge County Clerk of Courts, who shall provide a receipt therefor.
- 3) The penalty assessment, the jail assessment, the automation fee and the court support fee shall be added to all forfeitures hereunder.
- 4) The deposit, including costs, pertaining to any minor receiving a citation under this section shall in no event exceed the maximum penalties provided in Ch. 938, Wis. Stats., Juvenile Justice Code, plus the penalty assessment, the jail assessment, the automation fee and the court support service fee, except that costs and penalties shall not be assessed against minors unless Wisconsin Law so provides.

#### **2.3.13.C Deposit Schedule**

- 1) Any law enforcement officer issuing a citation for any violation of this Ordinance shall indicate on the citation the amount of the deposit, as provided in Subsection B above, that the alleged violator may make in lieu of court appearance.

#### **2.3.13.D Issuance of Citation**

- 1) Any sworn Sheriff's Deputy may issue citations authorized under this section.
- 2) The following County officials may issue citations with respect to those specific sections of this Ordinance which relate to their official duties:
  - a. Land Resources and Parks Director, Manager of Code Administration, Land Use / Sanitation Specialists

#### **2.3.13.E Procedure**

- 1) Section 66.0113(3), Wis. Stats., relating to a violator's options and procedure on default, is hereby adopted and incorporated herein by reference.

#### **2.3.13.F Nonexclusivity**

- 1) The issuance of a citation hereunder shall not preclude the County Board from adopting any other ordinance or providing for the enforcement of any other law or ordinance relating to the same or other matter.

- 2) The issuance of a citation hereunder shall not preclude the County or any authorized officer from proceeding under any other ordinance or law or by any other enforcement method to enforce any ordinance, regulation or order.

7. Modify the following definitions in Section 3 as follows:

**Committee**

The Dodge County Planning, ~~Development~~ Land Resources and Parks Committee or any successor Committee duly charged by the Dodge County Board of Supervisors with general planning responsibilities under Wisconsin Statute 59.97.

**Failing private onsite wastewater treatment system (POWTS)**

Failing private onsite wastewater treatment system has the meaning specified under ~~s. 145.245 (4) Stats.~~

Note: ~~Section 145.245 (4) reads: Failing private sewage system means a private sewage system which causes or results in any of the following conditions:~~

- ~~a. The discharge of sewage into surface water or ground water;~~
- ~~b. The discharge of sewage into zones of saturation which adversely affects the operation of a private sewage system;~~
- ~~c. The discharge of sewage to a drain tile or into zones of bedrock;~~
- ~~d. The discharge of sewage to the surface of the ground;~~
- ~~e. The failure to accept sewage discharges and backup of sewage into the structure served by the private sewage system.~~

A failing private on-site wastewater treatment system is one which causes or results in any of the following conditions:

- (a) The discharge of sewage into surface water or groundwater.
- (b) The introduction of sewage into zones of saturation which adversely affects the operation of a private on-site wastewater treatment system.
- (c) The discharge of sewage to a drain tile or into zones of bedrock.
- (d) The discharge of sewage to the surface of the ground.
- (e) The failure to accept sewage discharges and back up of sewage into the structure served by the private on-site wastewater treatment system.

**Municipality or Municipal**

The county, city or village governmental units enacting, administering and enforcing this zoning ordinance.

**Sewage**

~~Sewage means wastewater containing fecal coliform bacteria exceeding 200 CFU, colony forming units, per 100 ml.~~

Sewage means the water-carried wastes created in and to be conducted away from residences, industrial establishments, and public buildings as defined in s. 101.01(12) Wis. Stats, with such surface water or ground water as may be present.

8. Replace the term "~~private onsite wastewater treatment system~~" that is used throughout the Ordinance with the term "POWTS": Modify Section 2.3.4.J as follows:

9. Modify Section 2.3.4.J Transfer of Ownership as follows:

A sanitary permit may be transferred from an owner to a subsequent owner, pursuant to ~~s 145.135(1)~~ 145.19(8) Wisconsin State Statutes. The transfer shall be processed in accord with SPS 383.21(4) Wisconsin Administrative Code.



10. Modify Section 2.3.5.B.2 as follows:

**2.3.5.B.2** The owner of a POWTS or the owner's agent shall comply with the reporting requirements of ~~SPS 385.55~~ 383.55 Wis. Adm. Code. In addition to the reporting information required under ~~SPS 385.55 (3)~~ 383.55 (3) Wis. Adm. Code, the report shall include water meter readings or the metering device for each servicing event. In the case of licensing under s. 281.48(3)(d) Stats, the owner shall submit the report to the County. The County may enter upon the property to investigate the condition of the holding tank when pumping reports and/or meter or monitoring device readings may indicate that the holding tank is not being properly maintained.

11. Modify Section 2.3.6.C as follows:

**2.3.6.C Reporting Requirements**

The owner of a POWTS or the owner's agent shall comply with the reporting requirements of ~~SPS 385.55~~ 383.55 Wis. Adm. Code.

REPORT 4

TO THE HONORABLE DODGE COUNTY BOARD OF SUPERVISORS

We, the Dodge County Land Resources and Parks Committee, hereby report favorably on the petition of Kevin Knoll requesting amendment of the Land Use Code, Dodge County, Wisconsin, to rezone approximately 3-acres of land from an A-1 Prime Agricultural Zoning District to an A-2 General Agricultural Zoning District in the NW ¼ of the NE ¼, Section 35, Town of Leroy, to allow for the creation of a non-farm residential lot at this location and recommend adoption of the attached ordinance.

The committee has reviewed and considered the facts presented in the application and received at the public hearing and finds that the criteria listed in Section 2.3.4.1 of the Dodge County Land Use Code can be met for this proposal. The committee finds that the proposal is substantially consistent with the Dodge County Comprehensive and Farmland Preservation Plans and is consistent with the stated purposes of the Dodge County Land Use Code. The committee finds that the proposal will not result in significant adverse impacts upon the surrounding properties or the natural environment and further finds that the land proposed for rezoning is suitable for development and will not cause unreasonable soil erosion or have an unreasonable adverse effect on rare or irreplaceable natural areas. The committee finds that the proposal will not significantly impair or limit current or future agricultural use of the adjacent properties. The committee finds that the proposal will not be used to legitimize or spot zone a nonconforming use or structure and finds that the rezoning is the minimum action necessary to accomplish the intent of the petition.

Respectfully submitted this 18th day of August, 2020.

ADOPTED  
BY DODGE COUNTY BOARD

AUG 18 2020

AYES 30 NOES 0  
ABSENT 3  
ABSTAIN 0

*Karen J. Gibson*  
County Clerk

*Allen Behl*  
Allen Behl

*Mary Bobholz*  
Mary Bobholz

*Larry Schraufnagel*  
Larry Schraufnagel

*Travis Schultz*  
Travis Schultz

*Thomas Schaefer*  
Thomas Schaefer

Land Resources and Parks Committee

Ordinance No. 1052

An ordinance amending the Land Use Code, Dodge County, Wisconsin by placing certain lands in Section 35, T13N, R16E, Town of Leroy, in the A-2 General Agricultural zoning district.

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

Whereas the Dodge County Land Resources and Parks Committee has reviewed and considered the facts presented in the application and received at the public hearing relating to the subject matter of this ordinance for compliance with the criteria listed in Section 2.3.4.l of the Dodge County Land Use Code.

Whereas the Dodge County Land Resources and Parks Committee has found that the criteria listed in Section 2.3.4.l of the Dodge County Land Use Code can be met for this proposal and has further found that the proposal is substantially consistent with the Dodge County Comprehensive Plan and the stated purposes of the Dodge County Land Use Code. Furthermore, this Committee has found that the proposal will not result in significant adverse impacts upon the surrounding properties or the natural environment, that the land proposed for rezoning is suitable for development and will not have an unreasonable effect on rare or irreplaceable natural resources, that the proposal will not significantly impair or limit current or future agricultural use of the adjacent properties, be used to legitimize or spot zone a nonconforming use or structure and that the rezoning petition is the minimum action necessary to accomplish the intent of the petition.

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

Section 1. The "official zoning map" adopted with the Land Use Code, Dodge County, Wisconsin on March 21, 2000 is hereby amended as shown on the map attached hereto and made part of this ordinance.

Section 2. This ordinance shall be effective upon passage.

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

Adopted and Approved this 18<sup>th</sup> day of August, 2020.

Russell Kottke  
Russell Kottke  
Chairman  
Karen J. Gibson  
Karen J. Gibson  
County Clerk

**Kevin Knoll**  
**Town of Leroy, Sec. 35**

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

26  
2634-001  
WATSON  
15 ac.

2634-002  
GRIFFIN  
20 ac.

2643-000  
WONDRA FAMILY HOLDINGS LLC  
40.4 ac.

FARMERSVILLE RD

LOT 1

3512-001  
STFA  
7 ac.

3512-002  
GESCHKE  
2.5 ac.

3521-000  
WONDRA  
40 ac.




3512-001  
KNOLL  
16 ac.  
**K. KNOLL**  
**LOT 2**

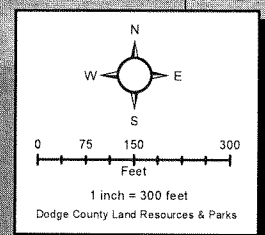
3512-000  
WAAS INVESTMENTS, LLC  
24 ac.

35

3524-001  
WONDRA  
20 ac.

3513-000  
WONDRA REVOCABLE TRUST OF 2002  
40 ac.

-  Kevin Knoll Divisible Lot
-  Tax Parcels
-  Area to Be Rezoned (A-1 to A-2)



REPORT 5

TO THE HONORABLE DODGE COUNTY BOARD OF SUPERVISORS

We, the Dodge County Land Resources and Parks Committee, hereby report favorably on the petition of Bryan and Barbara Schobat requesting amendment of the Land Use Code, Dodge County, Wisconsin, to rezone approximately 9.05-acres of land from an A-1 Prime Agricultural Zoning District to an A-2 General Agricultural Zoning District in part of the SW ¼ of the NW ¼, Section 32, Town of Lomira to allow for the creation of two non-farm residential lots at this location and recommend adoption of the attached ordinance.

The committee has reviewed and considered the facts presented in the application and received at the public hearing and finds that the criteria listed in Section 2.3.4.1 of the Dodge County Land Use Code can be met for this proposal. The committee finds that the proposal is substantially consistent with the Dodge County Comprehensive and Farmland Preservation Plans and is consistent with the stated purposes of the Dodge County Land Use Code. The committee finds that the proposal will not result in significant adverse impacts upon the surrounding properties or the natural environment and further finds that the land proposed for rezoning is suitable for development and will not cause unreasonable soil erosion or have an unreasonable adverse effect on rare or irreplaceable natural areas. The committee finds that the proposal will not significantly impair or limit current or future agricultural use of the adjacent properties. The committee finds that the proposal will not be used to legitimize or spot zone a nonconforming use or structure and finds that the rezoning is the minimum action necessary to accomplish the intent of the petition.

Respectfully submitted this 18th day of August, 2020.

ADOPTED  
BY DODGE COUNTY BOARD

AUG 18 2020

AYES 29 NOES 1  
ABSENT 3  
ABSTAIN 0

*Karen J. Silesen*  
County Clerk

*Allen Behk*  
Allen Behk  
*Mary Bobholz*  
Mary Bobholz  
*Larry Schraufnagel*  
Larry Schraufnagel  
*Travis Schultz*  
Travis Schultz  
*Thomas Schaefer*  
Thomas Schaefer

Land Resources and Parks Committee

Ordinance No. 1053

An ordinance amending the Land Use Code, Dodge County, Wisconsin by placing certain lands in Section 32, T13N, R17E, Town of Lomira, in the A-2 General Agricultural zoning district.

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

Whereas the Dodge County Land Resources and Parks Committee has reviewed and considered the facts presented in the application and received at the public hearing relating to the subject matter of this ordinance for compliance with the criteria listed in Section 2.3.4.1 of the Dodge County Land Use Code.

Whereas the Dodge County Land Resources and Parks Committee has found that the criteria listed in Section 2.3.4.1 of the Dodge County Land Use Code can be met for this proposal and has further found that the proposal is substantially consistent with the Dodge County Comprehensive Plan and the stated purposes of the Dodge County Land Use Code. Furthermore, this Committee has found that the proposal will not result in significant adverse impacts upon the surrounding properties or the natural environment, that the land proposed for rezoning is suitable for development and will not have an unreasonable effect on rare or irreplaceable natural resources, that the proposal will not significantly impair or limit current or future agricultural use of the adjacent properties, be used to legitimize or spot zone a nonconforming use or structure and that the rezoning petition is the minimum action necessary to accomplish the intent of the petition.

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

Section 1. The "official zoning map" adopted with the Land Use Code, Dodge County, Wisconsin on March 21, 2000 is hereby amended as shown on the map attached hereto and made part of this ordinance.

Section 2. This ordinance shall be effective upon passage.

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

Adopted and Approved this 18<sup>th</sup> day of August, 2020.

Russell Kottke  
Russell Kottke  
Chairman

Karen J. Gibson  
Karen J. Gibson  
County Clerk



# Bryan & Barbara Schobat Town of Lomira, Sec. 32

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

3114-000  
ROECKER  
59.4 ac.

3222-000  
ROECKER  
33.1 ac.

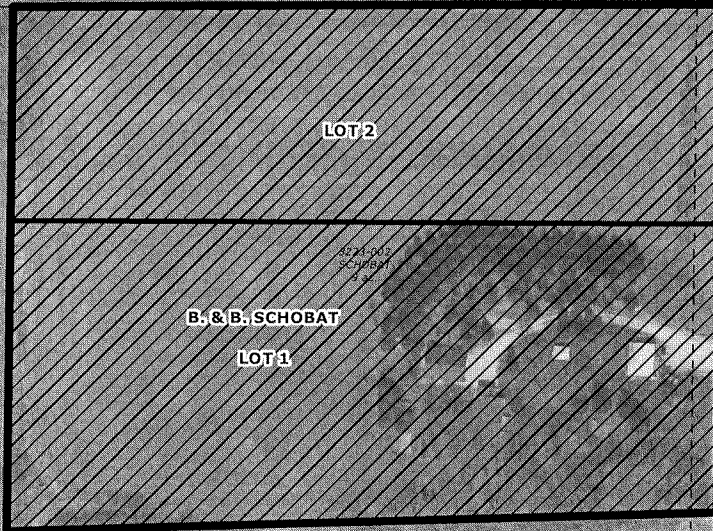
3222-002  
DOOLEY  
12 ac.

3223-001  
BAKER  
1.6 ac.

3227-004  
HECHIMOVITCH  
20 ac.

3224-001  
STRASSMAN  
3 ac.

32



LOT 2

3224-005  
SCHOBAT  
3 ac.

B. & B. SCHOBAT




LOT 1

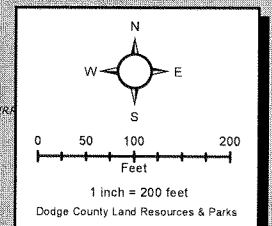
3224-000  
STRASSMAN TRUST  
37.3 ac.

3223-001  
ROECKER  
21 ac.

3212-000  
CABLE TRUST DATED DECEMBER 28 2015  
40 ac.

WUENNE FAMILY TR

-  Schobat Property
-  Tax Parcels
-  Area to Be Rezoned (A-1 to A-2)



REPORT 6

TO THE HONORABLE DODGE COUNTY BOARD OF SUPERVISORS

We, the Dodge County Land Resources and Parks Committee, hereby report favorably on the petition of Glen Bonner requesting amendment of the Land Use Code, Dodge County, Wisconsin, to rezone approximately 2.24-acres of land from an A-1 Prime Agricultural Zoning District to an A-2 General Agricultural Zoning District in part of the NW ¼ of the NW ¼, Section 13, Town of Trenton, to allow for the creation of a non-farm residential lot and recommend adoption of the attached ordinance.

The committee has reviewed and considered the facts presented in the application and received at the public hearing and finds that the criteria listed in Section 2.3.4.1 of the Dodge County Land Use Code can be met for this proposal. The committee finds that the proposal is substantially consistent with the Dodge County Comprehensive and Farmland Preservation Plans and is consistent with the stated purposes of the Dodge County Land Use Code. The committee finds that the proposal will not result in significant adverse impacts upon the surrounding properties or the natural environment and further finds that the land proposed for rezoning is suitable for development and will not cause unreasonable soil erosion or have an unreasonable adverse effect on rare or irreplaceable natural areas. The committee finds that the proposal will not significantly impair or limit current or future agricultural use of the adjacent properties. The committee finds that the proposal will not be used to legitimize or spot zone a nonconforming use or structure and finds that the rezoning is the minimum action necessary to accomplish the intent of the petition.

Respectfully submitted this 18th day of August, 2020.

ADOPTED  
BY DODGE COUNTY BOARD

AUG 18 2020

AYES 30 NOES 0  
ABSENT 3  
ABSTAIN 0

*Karen J. Gibson*  
County Clerk

*Allen Behl*  
Allen Behl

*Mary Bobholz*  
Mary Bobholz

Larry Schraufnagel

*Travis Schultz*  
Travis Schultz

*Thomas Schaefer*  
Thomas Schaefer

Land Resources and Parks Committee



Ordinance No. 1054

An ordinance amending the Land Use Code, Dodge County, Wisconsin by placing certain lands in Section 13, T12N, R14E, Town of Trenton, in the A-2 General Agricultural zoning district.

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

Whereas the Dodge County Land Resources and Parks Committee has reviewed and considered the facts presented in the application and received at the public hearing relating to the subject matter of this ordinance for compliance with the criteria listed in Section 2.3.4.1 of the Dodge County Land Use Code.

Whereas the Dodge County Land Resources and Parks Committee has found that the criteria listed in Section 2.3.4.1 of the Dodge County Land Use Code can be met for this proposal and has further found that the proposal is substantially consistent with the Dodge County Comprehensive Plan and the stated purposes of the Dodge County Land Use Code. Furthermore, this Committee has found that the proposal will not result in significant adverse impacts upon the surrounding properties or the natural environment, that the land proposed for rezoning is suitable for development and will not have an unreasonable effect on rare or irreplaceable natural resources, that the proposal will not significantly impair or limit current or future agricultural use of the adjacent properties, be used to legitimize or spot zone a nonconforming use or structure and that the rezoning petition is the minimum action necessary to accomplish the intent of the petition.

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

Section 1. The "official zoning map" adopted with the Land Use Code, Dodge County, Wisconsin on March 21, 2000 is hereby amended as shown on the map attached hereto and made part of this ordinance.

Section 2. This ordinance shall be effective upon passage.

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

Adopted and Approved this 18<sup>th</sup> day of August, 2020.

Russell Kottke

Russell Kottke  
Chairman

Karen J. Gibson

Karen J. Gibson  
County Clerk

# Glen Bonner Town of Trenton, Sec. 13

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

1143-000  
FERRON  
90.5 ac.

11

1147-002  
GRULKE  
9.4 ac.

12

1233-001  
BONNER  
30 ac.

1233-000  
MARKHARDT  
10 ac.

1234-000  
MARKHARDT  
41.9 ac.

1144-001  
EVERS  
3.4 ac.

WALNUT RD

1411-001  
BEAVER DAM  
15 ac.

LOT 1

G. BONNER

LOT 2

1232-000  
BONNER  
30 ac.

1421-001  
WAL-MART STORES EAST LP  
26.1 ac.

14

13




1321-000  
WALKER BROS LLC  
61.8 ac.

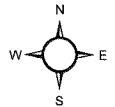
1323-000  
MARKHARDT  
30 ac.

JUNIPER RD

1114-000  
NEUMANN  
40 ac.

1323-001  
MARKHARDT  
20 ac.

-  Bonner Property
-  Tax Parcels
-  Area to Be Rezoned (A-1 to A-2)



0 75 150 300  
Feet

1 inch = 300 feet  
Dodge County Land Resources & Parks

ORDINANCE NO. 1055

AN ORDINANCE AMENDING CHAPTER 2, *THE GOVERNING BODY*, SECTION 2.01 – *COUNTY BOARD RULES*, OF THE DODGE COUNTY CODE OF ORDINANCES.

***The people of the County of Dodge, represented by the Dodge County Board of Supervisors, do hereby ordain as follows:***

**Section 1.** On August 3, 2020, the Dodge County Executive Committee recommended an amendment to Section 2.01 – *County Board Rules*, of the Dodge County Code of Ordinances modifying Rules 4 and 6 and eliminating Rule 36.

**Section 2.** In lieu of the publication of a pamphlet after the adjournment of each session per § 59.14(2), Wis. Stats., the county board minutes, including a summary of all resolutions and ordinances, will be published as a Class 1 notice within 60 days of each county board meeting, thereby eliminating the need for Rule 36.

**Section 3:** Rules 4 and 6. Based on the definition of “session” in Rule 35, it is proper to replace “session” with “meeting” in Rules 4 and 6.

**Section 4:** Section 2.01 of the Dodge County Code of Ordinances is hereby amended to read as follows:

\* \* \* \* \*

**Section 2.01(4), RULE 4. (Am. #14-1; #17-102)**

Whenever a meeting of the Dodge County Board of Supervisors is to be held in a certain month, it shall be held on the third Tuesday of said month at 7:00 p.m., unless the County Board shall designate another date for the meeting, and, except if necessary to avoid a conflict with the primary election, the February Meeting shall be held on a date to be determined by the County Board Chairman at 7:00 p.m., and the Organizational **Session Meeting** shall be held on the third Tuesday in April, at 9:00 a.m., and the Annual Budget Meeting shall be held on the Tuesday after the second Monday of November at 9:00 a.m. When the day of the Annual Budget meeting falls on November 11th, the Annual Budget Meeting shall be held on the next succeeding day. The order of business to be followed at the meetings of the Dodge County Board of Supervisors shall be as follows:

- (a) Call to Order by the Chair.
- (b) Roll Call by the County Clerk.
- (c) Approval of the Minutes of the last meeting.
- (d) Communications on file with the Board.

- 1 (e) Unfinished business.
- 2 (f) Resolutions.
- 3 (g) Bills on file to be acted upon.
- 4 (h) Reports on file.
- 5 (i) Ordinances.
- 6 (j) Petitions.
- 7 (k) Claims.
- 8 (l) Recess or Adjournment.

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10 **Section 2.01(6), Rule 6. (Am. #17-102)**

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The County Clerk shall compile an agenda for each meeting of the County Board of Supervisors. Whenever possible the County Clerk shall mail or deliver to each Board Member, a copy of such agenda. This agenda, and a copy of each Resolution, Ordinance, and any other pertinent material, shall be mailed or delivered whenever possible by the Clerk to each Board Member by the Friday prior to the Board Meeting. The County Clerk may, by not later than 24 hours prior to a scheduled meeting of the Dodge County Board of Supervisors, add items to an original meeting agenda or to an amended meeting agenda, and shall comply with all notice provisions of the Open Meeting Law of the State of Wisconsin. If the County Clerk, on the day that the agenda for a particular County Board Session **Meeting** is to be mailed, determines that there is insufficient business to warrant holding such session **meeting**, he/she will immediately confer with the County Board Chairman. If it is agreed that the session **meeting** should not be held, the Clerk will immediately notify each Board Member of such decision.

26 **Section 2.01(36), RULE 36. (Am. #14-1; #17-102)**

~~36. Soon after the County Board adjourns a session each year, the Board shall have its proceedings published in a newspaper of general circulation in the County and shall also have a reasonable number of copies, as determined by the County Clerk, of the proceedings printed in pamphlet form and available by not later than 60 days following said adjournment, pursuant to §59.14(2) and (3), Wis. Stats.~~

33 **36. (Reserved)**

\* \* \* \* \*

36 **Section 4. Effective Date.** This Ordinance shall become effective immediately upon  
37 enactment by the Dodge County Board of Supervisors and publication.

38 **Section 5. Summary.** An Ordinance amending Sections 2.01(4), (6), and (36), of the  
39 Dodge County Code of Ordinances pertaining to the County Board Rules.

40  
41 **Section 6. Vote Required.** Majority of members present.

Respectfully submitted this 3<sup>rd</sup> day of August, 2020.

Dodge County Executive Committee:

Russell Kottke  
Russell Kottke

David Frohling  
Dave Frohling

Dan Hilbert  
Dan Hilbert

Joseph Marsik  
Joseph Marsik

Jeffrey Schmitt  
Jeffrey Schmitt

Thomas Schaefer  
Thomas Schaefer

Kira Sheahan-Malloy  
Kira Sheahan-Malloy

Enacted and approved this 18<sup>th</sup> day of August, 2020.

Russell Kottke  
Russell Kottke, Chairman  
Dodge County Board of Supervisors

Karen J. Gibson  
Karen J. Gibson, County Clerk

ADOPTED  
BY DODGE COUNTY BOARD

AUG 18 2020

AYES	<u>30</u>	NOES	<u>0</u>
ABSENT	<u>3</u>		
ABSTAIN	<u>0</u>		

Karen J. Gibson  
County Clerk