

**DODGE COUNTY EXECUTIVE COMMITTEE**

JULY 12, 2021 7:30 A.M.

FIRST FLOOR – ROOMS H & I AUDITORIUM

DODGE COUNTY ADMINISTRATION BUILDING, JUNEAU, WI 53039

The meeting was called to order at 7:30 a.m. by Dodge County Executive Committee Chairman, Russell Kottke.

Members present: Frohling, Hilbert, Kottke, Schaefer, J. Schmitt, and Sheahan-Malloy.

Member(s) absent: Marsik

Others present: Dodge County Administrator Jim Mielke; Corporation Counsel Kimberly Nass; Dodge County Clerk Karen Gibson; Emergency Management Director Amy Nehls, Dodge County Sheriff Dale Schmidt; Planning and Economic Development Administrator Nate Olson; Land Resources and Parks Director Bill Ehlenbeck; Information Technology Director Justin Reynolds; Finance Director David Ehlinger, Clearview Director of Financial Services Nicole Grossman; County Board Supervisor Jeff Caine; and Daily Citizen Reporter Ken Thomas.

There was no Non-Committee Member County Board Supervisor requesting payment for attending the meeting.

There was no public comment.

Motion by Frohling, seconded by Schmitt to approve the June 7, 2021 minutes, as presented. Motion carried.

There was no discussion on the Resolutions from other Counties.

Sheriff Schmidt provided an oral report to the committee regarding an out of state travel request for Lieutenant Christine Churchill and Sergeant Chad Riter to attend the Spillman User's Conference October 11-14, 2021 in Orlando, Florida. Motion by Hilbert, seconded by Schaefer to approve the out-of-state travel request. Motion carried.

Dodge County Clerk Karen Gibson reported that the document entitled *Proposed agenda items for July 20, 2021 CB Meeting*, was included in the packet materials. Ms. Gibson also reported an appointment to the vacant County Board seat will take place at the meeting as well as a presentation on Paid Time Off by Human Resources Director, Sarah Hinze.

County Administrator Jim Mielke provided an oral report to the committee on the courthouse paving project. Mr. Mielke reported the courthouse parking lot paving will begin the week of July 12<sup>th</sup> and in addition to the parking lot, the County entered into a partnership agreement with the City of Juneau to repave a portion of West Center Street and West Street.

Mr. Mielke provided an oral report to the committee on the Routes to Recovery audit. Mr. Mielke reported the Department of Administration (DOA) questioned the payment of sales tax on two items submitted for reimbursement through the Routes to Recovery Program totaling \$285.50. The DOA requested the County submit additional expenses to cover the cost of the sales tax that was paid and that was done. Mr. Mielke thanked Karen Gibson for the work she did with the Routes to Recovery Program.

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Mr. Mielke informed those present that he would be registering for the Wisconsin Counties Association Conference to be held September 26-28 in La Crosse. Mr. Mielke stated the County Administrators meet on Monday, September 27<sup>th</sup>. Ms. Gibson informed the committee she would be emailing the County Board members who are attending the Wisconsin Counties Association Conference with conference registration information.

Emergency Management Director Amy Nehls provided an oral report to the Committee regarding the Simulcast Project. Ms. Nehls reported that the contract has been reviewed and signed and equipment is on order. It is anticipated the upgrade will have a fall start date.

Ms. Nehls reported to the Committee that she provided a list of vehicle storage and space needs to the Director of Physical Facilities, Russ Freber and the Building Committee. Ms. Nehls reviewed the needs with the Committee. Supervisor Schmitt questioned the need for a new building and suggested possibly renting a facility in Juneau. Mr. Mielke stated the project would be on the 2022-2026 Capital Improvement Plan. Supervisor Sheahan-Malloy questioned the cost of the project and if there is any available space at the Highway Department. Mr. Mielke stated the needed square footage is unknown at this time and a cost would be dependent on the needed square footage. Ms. Nehls stated she has discussed options with Highway Commissioner Brian Field, and there is no unused space during winter months. Supervisor Schmitt would like to be informed when the needed square footage is known and a plan is developed.

Ms. Nehls reported that she sent a letter to various County Departments regarding the Integrated Emergency Management Course to be held in Emmitsburg, Maryland April 25-28, 2022. A copy of the letter was included in the packet materials. Supervisor Sheahan-Malloy inquired as to how many County employees would be attending the training, and Ms. Nehls reported it is unknown at this time. Ms. Nehls reported she informed departments about the training so they could begin thinking about attending and to add funds to cover the cost to their 2022 budget.

Corporation Counsel Kimberly Nass reported on the status of contracts completed by the Corporation Counsel office.

Ms. Nass reported on the Opioid Settlement Legislation signed by Governor Evers. Ms. Nass reported that per the legislation settlement, proceeds would be divided 30% to the state and 70% to the county. It is anticipated proceeds would need to be used for opioid mitigation and abatement. Ms. Nass is waiting for more information on the settlement.

Mr. Mielke reported that Governor Evers vetoed the redistricting legislation and the timeline for redistricting is unknown. Ms. Nass and Ms. Gibson advised the committee to be ready for redistricting as soon as the census numbers are received.

Mr. Mielke provided an oral report to the Committee regarding the American Rescue Act of 2021. Mr. Mielke reported that the treasury continues to issue and update a FAQ document and the document is posted on the County website. Mr. Mielke further reported he is confident broadband is part of the American Rescue Plan Act and the County is planning to use funds for the broadband project. Land Resources and Parks Director Bill Ehlenbeck provided an oral report to the Committee regarding the Countywide Broadband Assessment Study resolution. The resolution is going before the Land

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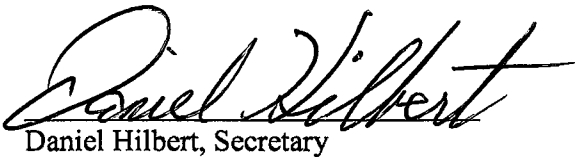
Resources and Parks Committee and the Information Technology Committee at their meetings later today. The resolution is expected to be acted on by the County Board at the July 20, 2021 meeting. Mr. Ehlenbeck further stated the draft contract is being reviewed.

The Committee continued with a discussion on the 2021 County Employee Performance Evaluation Process for County Administrator Jim Mielke. A copy of Resolution 15-76 Placement of Administrator Position on Compensation Plan was part of the committee packet. Supervisor Sheahan-Malloy questioned the meaning of some of the language in Resolution 15-76. It was the consensus of the committee to provide an employee evaluation to the County Administrator every year.

Supervisor Frohling reported that he attends weekly calls with the Wisconsin Counties Association (WCA) via zoom meeting, he has a WCA Board meeting in two weeks, and the WCA Taxation, Finance, Personnel and County Organization committee meets on July 21, 2021 in Stevens Point.

The next regular meeting of the Executive Committee will be held on August 9, 2021, at 7:30 a.m., in the Auditorium, located on the First Floor, of the Administration Building.

Meeting adjourned at 8:17 a.m. by order of the Chairman.

A handwritten signature in cursive script that reads "Daniel Hilbert". The signature is written in black ink and is positioned above the printed name and title.

Daniel Hilbert, Secretary

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