

**MEETING OF THE DODGE COUNTY FINANCE COMMITTEE**

JUNE 13, 2022, 2:00 P.M.

FIRST FLOOR AUDITORIUM – ROOMS H & I

DODGE COUNTY ADMINISTRATION BUILDING, JUNEAU WI 53039

The Finance Committee meeting was called to order by Finance Committee Chairman Ed Benter, at 2:03 p.m.

Members present: Benter, Caine, Kavazanjian, Kuehl, and Sheahan-Malloy.

Member(s) absent: None.

There were no Non-Committee Member County Board Supervisors requesting payment for attending the meeting.

Upon a motion duly made and carried, the Committee convened in Closed Session pursuant to Section 19.85(1)(c) and (e), Wis. Stats., for the purpose of considering employment of a Finance Director, strategies for recruitment, and potential candidates, all of which are of a competitive nature, specifically to:

- a. Review Candidate Profiles
- b. Determine number of Candidates for the In Person Interview
- c. Determine Interview Questions/Schedule

Motion by Kavazanjian, seconded by Sheahan-Malloy to convene in closed session, at 2:04 p.m. Motion carried.

Others present at the Closed Session: Interim Finance Director Eileen Lifke; County Board Chairman David Frohling; and Public Administration Associates (PAA) representative David Bretl.

Motion by Caine, seconded by Sheahan-Malloy to reconvene in open session, at 2:54 p.m. Motion carried.

No action was taken on Closed Session topics.

Others present for the regular meeting: Interim Finance Director Eileen Lifke; Senior Accountant Jennifer Krakow; Deputy County Clerk Christine Kjornes; Interim County Administrator Jon Hochkammer; Dodge County Clerk Karen Gibson; Corporation Counsel Kimberly Nass; Human Services Director Becky Bell; Human Services and Health Department Fiscal Support Services Division Manager Angela Petruske; Purchasing Agent Stephanie Justmann; Land Resources and Parks Director Bill Ehlenbeck; Clearview Executive Director Ed Somers; Medical Examiner PJ Schoebel; Physical Facilities Director Russ Freber; and County Board Chairman David Frohling.

Motion by Caine, seconded by Kuehl to approve the April 8, 2022 and June 2, 2022 Special meeting minutes, as presented, and the May 9, 2022 Regular meeting minutes, as presented. Motion carried.

There was no public comment.

Chairman Benter commented that the agenda included a Resolution to Confirm the County Administrator Appointment and he introduced Mr. Cameron Clapper as the proposed Dodge County Administrator. Mr. Clapper appeared before the Committee electronically. Mr. Clapper commented that he anticipates his start date to be on August 21, 2022.

Physical Facilities Director Russ Freber provided an oral report to the Committee regarding the Resolution Authorizing Dodge County Jail and Courthouse Roof Replacement Project and Allocation

**MEETING OF THE DODGE COUNTY FINANCE COMMITTEE**

JUNE 13, 2022, 2:00 P.M.

FIRST FLOOR AUDITORIUM – ROOMS H & I

DODGE COUNTY ADMINISTRATION BUILDING, JUNEAU WI 53039

of Additional Sales Tax. Mr. Freber reported that it was discovered that the consultant fees and the cost of the nuclear scan were not included in the total project budget. Mr. Freber further reported that the approximate cost for the consultant fees and the nuclear scan is \$47,000 which will be covered by the project contingency. He anticipates that the project will begin in October 2022. Motion by Caine, seconded by Kuehl to authorize and direct the Finance Committee's Chairman to sign the Fiscal Note, approve the Resolution and forward the Resolution to the County Board for consideration at the June 21, 2022 meeting. Motion carried.

Interim Finance Director Eileen Lifke provided an oral report to the Committee regarding the Resolution to Amend 2021 Dodge County Budget (Additional 2021 Expenditures for Certain Dodge County Departments). Ms. Lifke explained that the County Clerk, County Treasurer, General Revenues, Human Services and Health and District Attorney Trust are departments with a net deficit, and the Resolution will make those departments whole at year end. Drainage Districts, Risk Management, and Workers Compensation had operational deficits, however, only Drainage District and Workers Compensation required transfers from their Fund Balance/Net Position. Motion by Kuehl, seconded by Sheahan-Malloy to authorize and direct the Finance Committee's Chairman to sign the Fiscal Note, approve the Resolution and forward the Resolution to the County Board for consideration at the June 21, 2022 meeting. Motion carried.

Medical Examiner PJ Schoebel provided an oral report to the Committee regarding the Resolution to Eliminate the Dodge County Child Death Review Team. Mr. Schoebel reported that the Dodge County Child Death Review Team was created by County Board Resolution in the year 2008 for the purpose of reviewing child deaths of children 0-18 years of age. Mr. Schoebel further reported that it was determined that child deaths are best handled internally. There is no fiscal impact. Motion by Sheahan-Malloy, seconded by Kavazanjian to authorize and direct the Finance Committee's Chairman to sign the Fiscal Note, and forward the Resolution to the County Board for consideration at the June 21, 2022 meeting. Motion carried.

There was no discussion on the Resolution for the 2022 Dodge County Human Services and Health Department Budget Amendment (Dodge County Substance Abuse Block Grant). Motion by Caine, seconded by Kavazanjian to authorize and direct the Finance Committee's Chairman to sign the Fiscal Note, and forward the Resolution to the County Board for consideration at the June 21, 2022 meeting. Motion carried.

There was no discussion on the Resolution to Authorize the Purchase of One Commercial ADA Compliant Rear-Entry Vehicle. Motion by Caine, seconded by Sheahan-Malloy to authorize and direct the Finance Committee's Chairman to sign the Fiscal Note, and forward the Resolution to the County Board for consideration at the June 21, 2022 meeting. Motion carried.

Land and Resources and Parks Director Bill Ehlenbeck provided an oral report to the Committee regarding the Resolution for the Recommendation of the Dodge County Land Resources and Parks Committee to Amend the Dodge County Comprehensive Plan. Mr. Ehlenbeck reported that the Resolution will be presented to the Land Resources and Parks Committee at the June 13, 2022 meeting. Mr. Ehlenbeck further reported that rezoning is the next process to be consistent with the plan. Motion by Caine, seconded by Kavazanjian to authorize and direct the Finance Committee's Chairman to sign the Fiscal Note, and forward the Resolution to the County Board for consideration at the June 21, 2022 meeting. Motion carried.

**MEETING OF THE DODGE COUNTY FINANCE COMMITTEE**  
JUNE 13, 2022, 2:00 P.M.  
FIRST FLOOR AUDITORIUM – ROOMS H & I  
DODGE COUNTY ADMINISTRATION BUILDING, JUNEAU WI 53039

The Committee continued with a review of the Six (6) Resolutions Allocating American Rescue Plan Act (ARPA) of 2021 Funds:

1. Authorizing the Design and Engineering for Countywide Middle Mile Fiber Network (\$400,000). Supervisor Kavazanjian commented that \$400,000 in ARPA funds is recommended for the engineering of the project. Motion by Kavazanjian, seconded by Caine to authorize and direct the Finance Committee's Chairman to sign the Fiscal Note, approve the Resolution and forward the Resolution to the County Board for consideration at the June 21, 2022 meeting. Motion carried.
2. Authorizing a Contribution to Greater Watertown Community Health Foundation for Childcare Works Project (\$200,000). Supervisor Sheahan-Malloy asked if the Childcare Works Project was a Jefferson County project. Supervisor Kavazanjian commented that it is a Dodge County and Jefferson County project. County Board Chairman David Frohling commented that Jefferson County and the City of Watertown are allocating ARPA funds towards this project. Motion by Caine, seconded by Kavazanjian to authorize and direct the Finance Committee's Chairman to sign the Fiscal Note, approve the Resolution and forward the Resolution to the County Board for consideration at the June 21, 2022 meeting. Motion carried 4-1. Supervisor Sheahan-Malloy abstained.
3. Authorizing the Design and Engineering for the Gold Star Memorial Trail – Phase 3 (\$70,000). Mr. Ehlenbeck commented that the preliminary engineering associated with Phase 3 will assist in the awarding of future grants. Supervisor Sheahan-Malloy asked to vote on the Resolution and fiscal note separately. Motion by Caine, seconded by Benter to approve the Resolution and forward the Resolution to the County Board for consideration at the June 21, 2022 meeting. Motion carried 4-1. Supervisor Sheahan-Malloy opposed. Motion by Caine, seconded by Sheahan-Malloy to authorize and direct the Finance Committee's Chairman to sign the Fiscal Note. Motion carried.
4. Authorizing the Acquisition of Cyber Alarm Service for Dodge County Information Technology Infrastructure and Systems (\$150,000). There was no discussion on the Resolution. Motion by Kavazanjian, seconded by Caine to authorize and direct the Finance Committee's Chairman to sign the Fiscal Note, approve the Resolution and forward the Resolution to the County Board for consideration at the June 21, 2022 meeting. Motion carried.
5. Authorizing the Purchase of Absentee Ballot Envelopes (\$4,000). There was no discussion on the Resolution. Motion by Sheahan-Malloy, seconded by Kavazanjian to authorize and direct the Finance Committee's Chairman to sign the Fiscal Note, approve the Resolution and forward the Resolution to the County Board for consideration at the June 21, 2022 meeting. Motion carried.
6. Authorizing the County Trunk Highway S project (\$490,000). There was no discussion on the Resolution. Motion by Caine, seconded by Sheahan-Malloy to authorize and direct the Finance Committee's Chairman to sign the Fiscal Note, approve the Resolution and forward the Resolution to the County Board for consideration at the June 21, 2022 meeting. Motion carried.

There was no discussion on the Resolution to Confirm the County Administrator Appointment. Motion by Sheahan-Malloy, seconded by Caine to authorize and direct the Finance Committee's

**MEETING OF THE DODGE COUNTY FINANCE COMMITTEE**  
JUNE 13, 2022, 2:00 P.M.  
FIRST FLOOR AUDITORIUM – ROOMS H & I  
DODGE COUNTY ADMINISTRATION BUILDING, JUNEAU WI 53039

Chairman to sign the Fiscal Note, and forward the Resolution to the County Board for consideration at the June 21, 2022 meeting. Motion carried.

Clearview Executive Director Ed Somers provided an oral report to the Committee regarding Clearview sign-on/retention incentives. Mr. Somers distributed to the Committee members a document entitled *Provider Relief Fund (PRF), Allowable Expenses Overview-November 2021, HRSA Provider Relief*; and, a document regarding the Clearview Employee Retention Bonus Policy that was approved by the Health Facilities Committee at the May 27, 2022 meeting. Mr. Somers commented that on May 10, 2022, Clearview was awarded a HRSA PRF Rural Payment, in the amount of \$498,488.71, that can be used for the purpose of recruitment and retention. He further commented that no action is needed by the Finance Committee.

Purchasing Agent Stephanie Justmann provided a quarterly report on activities of the Purchasing Agent. Ms. Justmann explained the cooperative agreement process which is part of the procurement policy. She commented that she assists departments with the Request for Proposal (RFP) and Quotation process. She has been involved with the ARPA Ad Hoc Committee in evaluating the ARPA projects and working with the Human Resources and Information Technology Departments in drafting the Request for Proposal (RFP) to upgrade to the payroll system.

The Committee continued with a discussion regarding fuel prices. Chairman Benter commented that information was included in the packet materials. Ms. Lifke commented that the majority of the fuel is used by the Highway Department. Ms. Justmann explained that she created a fuel comparison for the Highway Department for the first quarter of 2022. The price and number of gallons will be compared throughout the year to determine which vendors are offering competitive pricing for fuel.

Ms. Lifke provided an overview of the General Fund availability as per the Fund Balance Policy. Ms. Lifke reported that information was included in the packet materials. She further reported that Dodge County has the two (2) month minimum of total expenditures for a year that is required in the fund balance, and the General Fund will be used to support the Human Services and Health fund balance deficit.

Ms. Lifke provided an oral report to the Committee regarding the American Rescue Plan Act (ARPA) of 2021. Ms. Lifke reported that the ARPA Summary Recap was included in the packet materials but the recap does not include the ARPA projects approved by the Finance Committee today. Corporation Counsel Kimberly Nass commented that \$5.5 million has been allocated to date for ARPA projects, but this does not include the projects approved at the June 8, 2022 Ad Hoc Committee meeting.

Ms. Lifke provided an oral report to the Committee regarding the preliminary draft 2021 financial statements. Ms. Lifke reported Dodge County is still in the process of performing final entries, and former Finance Director David Ehlinger will assist Dodge County in preparing the 2021 financial statements.

Ms. Lifke provided an oral report to the Committee regarding the 2023 budget timeline. Ms. Lifke reported that there is a joint meeting with the Human Resources and Labor Negotiations Committee at 5:00 p.m. to discuss cost of living adjustment (COLA) and health insurance figures. Ms. Lifke further reported that an upgrade to the payroll system will need to be included in the 2023 budget.

**MEETING OF THE DODGE COUNTY FINANCE COMMITTEE**  
JUNE 13, 2022, 2:00 P.M.  
FIRST FLOOR AUDITORIUM – ROOMS H & I  
DODGE COUNTY ADMINISTRATION BUILDING, JUNEAU WI 53039

Senior Accountant Jennifer Krakow commented that Dodge County Treasurer Patti Hilker will provide the County Investment Report and the General Checking Bank Reconciliation for the month of May 2022 at the July 2022 meeting. Supervisor Sheahan-Malloy asked to be provided with the April 2022 and May 2022 County Investment Report and the General Checking Bank Reconciliation once available.

Ms. Lifke provided an oral report to the Committee regarding the Year-to-Date Budget Reports for May 2022. Ms. Lifke reported that the Finance Department budget is over budget in computer maintenance. She further reported that a Human Services vendor was hacked which resulted in Dodge County reissuing a payment to the vendor. Finance and Human Services shared the cost of the reissuance. Finance's amount was \$20,150.00. Ms. Lifke commented that Human Services and the Finance Department are working with Corporation Counsel to get reimbursed for the money lost. Interim Corporation Counsel Jon Hochkammer commented that an insurance claim will be filed.

There was no discussion on the County Sales and Use Tax Report, and the Dodge County Vouchers \$10,000 or more Report.

The next regular meeting is scheduled on **Monday, July 11, 2022, at 9:30 a.m.**, and the meeting will be held in the Auditorium, located on the first floor of the Administration Building.

With no other business on the agenda, a motion was made by Caine, and seconded by Sheahan-Malloy to adjourn the meeting at 4:16 p.m.

**Nancy Kavazanjan,**  
Secretary

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



**MEETING OF THE DODGE COUNTY JOINT FINANCE COMMITTEE & HUMAN RESOURCES & LABOR NEGOTIATIONS COMMITTEE**

JUNE 13, 2022, 5:00 P.M.

FIRST FLOOR AUDITORIUM – ROOMS H & I

DODGE COUNTY ADMINISTRATION BUILDING, JUNEAU WI 53039

The Finance Committee meeting was called to order by Dodge County Finance Committee Chairman, Benter, at 5:00 p.m.

Members present: Caine, Kuehl, Kavazanjian, and Sheahan-Malloy.

Member(s) absent: None

The Human Resources and Labor Negotiations Committee meeting was called to order by Human Resources and Labor Negotiations Committee Vice-Chairman, Dennis Schmidt, at 5:00 p.m.

Members present from the Human Resources and Labor Negotiations Committee: Greshay, Kuehl, Bobholz, and D. Schmidt.

Member(s) absent: Maly (excused)

Others present: Interim County Administrator Jon Hochkammer; Interim Finance Director Eileen Lifke; Human Resources Director Sue Immel; Human Resources Assistant Director Tonia Mindemann; Land Conservationist John Bohonek; Clearview Executive Director Ed Somers; Physical Facilities Director Russ Freber; Corporation Counsel Kim Nass; Land Resources and Parks Director Bill Ehlenbeck; Senior Accountant Jenny Krakow;.

The following Non-Committee Member County Board Supervisor was in attendance: County Board Chair Dave Frohling

There was no public comment.

Human Resource Director Sue Immel provided information regarding 2023 Health Insurance premiums and reviewed the exhibits provided in the meeting packet including 2023 Dean Health Plan Rates, 2022 State Health Plan Rates, and 2022/2023 Health Plan Option Comparison. Ms. Immel stated that the State has not provided information yet regarding the surcharges but can be anywhere between 20-80%. Ms. Immel also referenced the 2022 State rates noting they are higher than the current Dean Health rates. Ms. Immel continued with information on the following:

- Current employee/employer share approved in the Sworn Association Agreement through 2024, as provided in the packet.
- Current plans offered by Dodge County including a reviewed each plan with a 19.9% increase for 2023 as well as estimated overall fiscal impact for 2023.
- New insurance broker, R&R Insurance. R&R Insurance is reaching out again to providers and will be considering different plan designs; however, noted that the other providers previously declined to quote.
- Consumer Price Index (CPI) as provided by the Wisconsin Employment Relations Commission (WERC) through November 2022 with CPI at 6.86% for November 2022 noting a copy was in the packet.
- Estimated fiscal impact for a 3.5% Cost of Living Increase (COLA) effective 1/1/2023, as a starting point, only, as 3.5% is the COLA approved in the Sworn Association Agreement.

Supervisor Sheahan-Malloy requested consideration of a COLA amount in conjunction with the July 2023 merit increase. Mindemann noted on average the step/merit increases are 2.5%.

**MEETING OF THE DODGE COUNTY JOINT FINANCE COMMITTEE & HUMAN RESOURCES & LABOR NEGOTIATIONS COMMITTEE**

JUNE 13, 2022, 5:00 P.M.

FIRST FLOOR AUDITORIUM – ROOMS H & I

DODGE COUNTY ADMINISTRATION BUILDING, JUNEAU WI 53039

Ms. Immel continued with reference to the packet document showing the number of participants on the health insurance plan including active and retirees. She stated that R&R will be reviewing all plans including plan design and hopefully more information will be available later in the week.

The Committees continued with discussion regarding establishing COLA and Health Insurance for budgetary purposes only. Lifke requested, at the least, guidance on a COLA to begin initial 2023 budget projections. Discussion on employee compensation and benefits continued with consideration of employee retention and revenue sources available to create a balanced budget.

Motion by Greshay, seconded by Bobholz to use 3.5% Cost of Living Adjustment effective 1/1/2023 and step/merit increases July 1, 2023 for initial budgetary purposes only. Motion carried.

Interim Finance Director Eileen Lifke inquired if a health insurance increase of 19.9% with an 84.5%/15.5% employer/employee share can be used in budget preparations until information is received from R&R Insurance. It was the consensus of the Committees to use a health insurance increase of 19.9% with an 84.5%/15.5% employer/employee share until additional information is available.

It was the consensus of the Committees to schedule another joint meeting after additional information is received from R&R Insurance regarding Health Insurance options.

Human Resources and Labor Negotiations Committee meeting adjourned by order of the Chairperson at 6:16 p.m.

Motion by Sheahan-Malloy, seconded by Caine to adjourn the Finance Committee meeting. Motion carried.

Finance Committee adjourned at 6:16 p.m.

---

Nancy Kavazanjan, Secretary

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

**DODGE COUNTY FINANCE COMMITTEE**

JUNE 22, 2022 8:00 A.M.

FIRST FLOOR - ROOMS H & I AUDITORIUM

DODGE COUNTY ADMINISTRATION BUILDING, JUNEAU, WI 53039

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

Members present: Caine, Kuehl, Kavazanjian, Sheahan-Malloy and Benter.

Others present: Human Resources Director Suzanne Immel; County Board Chairman David Frohling, Interim Finance Director Eileen Lifke; Cameron Clapper and Public Administration Associates (PAA) representative David Bretl.

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

Upon a motion duly made and carried, the Committee convened in Closed Session pursuant to Section 19.85(1)(e), Wis. Stats., for the purpose of interviewing and considering employment of a Finance Director and strategies for recruitment, all of which are of a competitive nature, specifically to conduct interviews for the open Finance Director position.

Motion by Caine, seconded by Kuehl to convene in closed session, at 8:02 a.m. Motion carried unanimously.

Motion by Kavazanjian, seconded by Sheahan-Malloy to reconvene in open session, at 12:36 p.m. Motion carried unanimously.

No action was taken on the closed session.

Motion by Kuehl, seconded by Sheahan-Malloy to adjourned at 12:36 p.m. Motion carried.

---

Nancy Kavazanjian, Secretary

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





# Dodge County

## Land and Water Conservation Department

127 East Oak Street · Juneau, WI 53039-1329

PHONE: (920) 386-3660

EMAIL: [landcons@co.dodge.wi.us](mailto:landcons@co.dodge.wi.us)

---

### Rational for adding Information and Education Specialist Position to the Land and Water Conservation Department

In the 1990's there was an Information and Education position in the Land Conservation Department that worked in the Beaver Dam River Watershed. That position planned, coordinated, and promoted field demonstrations, and workshops. In the early 2000's that position went away.

With farm programs changing, talks of carbon crediting, and companies wanting to work with landowners using sustainable practices, my staff and I feel this position would be a benefit to our department and the county.

We conducted a public survey last fall as part of the process to update our 10 year Land and Water plan. The survey also identified a need for public education/awareness.

Sincerely,

A handwritten signature in cursive script that reads "John Bohonek".

John Bohonek

Land and Water Conservation Department Head

---

LAND and WATER CONSERVATION COMMITTEE

Larry Bischoff · Lisa Derr · William Foley · Rodger Frievalt · Andrew Johnson · Dale Macheel · Ken Weninger

RESOLUTION NO. \_\_\_\_\_

**Create One Position of *Information and Education Conservation Specialist* in the Dodge County Land and Water Conservation Department**

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

**WHEREAS**, the Dodge County Land and Water Conservation Committee has studied and analyzed staffing needs in the Dodge County Land and Water Conservation Department; and,

**WHEREAS**, as a result of these studies and analyses, the Land and Water Conservation Committee recommends that the Dodge County Board of Supervisors create one new, full-time, benefited position of *Information and Education Conservation Specialist* in the Dodge County Land and Water Conservation Department, effective January 1, 2023; and,

**WHEREAS**, a job description for the proposed position of *Information and Education Conservation Specialist* has been marked for identification as Exhibit "A", and has been attached hereto; and,

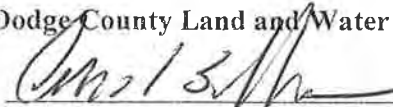
**WHEREAS**, there is no fiscal impact on the 2022 Budget of the Land and Water Conservation Department; and,

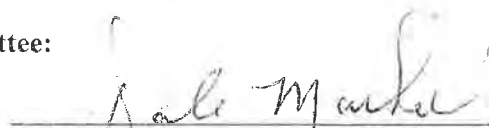
**WHEREAS**, it is reasonably anticipated that the Dodge County Board of Supervisors will appropriate funds in the 2023 Dodge County Budget sufficient to pay wages and fringe benefits for the proposed position of *Information and Education Conservation Specialist* during calendar year 2023;

**NOW, THEREFORE, BE IT RESOLVED**, that the Dodge County Board of Supervisors hereby creates one new, full-time, benefited position of *Information and Education Conservation Specialist* in the Dodge County Land and Water Conservation Department, effective January 1, 2023.

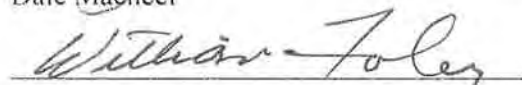
All of which is respectfully submitted this 19<sup>th</sup> day of July, 2022.


**Dodge County Land and Water Conservation Committee:**

  
Andrew Johnson


  
Dale Macheel

  
Lisa Derr

  
Bill Foley

  
Rodger Frievalt

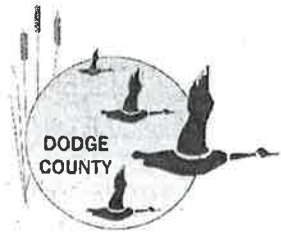
  
Ken Weninger

  
Larry Bischoff

**FISCAL NOTE:** The fiscal costs for this position will be addressed during the 2023 budgeting process. There will not be a fiscal impact to the Land and Water Conservation Department 2022 Budget. Finance Committee review date: July 11, 2022. Chair initials: \_\_\_\_\_.

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

**Resolution Summary:** A Resolution to create one new, full-time, benefited position of *Information and Education Conservation Specialist* in the Dodge County Land and Water Conservation Department, effective January 1, 2023.



## JOB DESCRIPTION

Title:	<b>Information and Education Conservation Specialist</b>	Pay Grade:	K
Department:	Land Conservation	FLSA Status:	Non-exempt
Reports To:	County Conservationist	Approval Date:	
Employee Group:	Non-Union	Revision Date:	

### POSITION SUMMARY

This position is responsible for providing education about land and water programs, services, and ordinances that result in compliance, environmental protection, and economic viability.

### ESSENTIAL FUNCTIONS

*The following duties are typical for this position. However, they are not to be construed as exclusive or all-inclusive. To perform this job successfully, an individual must be able to perform each duty satisfactorily. Other duties may also be required or assigned.*

1. Provides information, conservation planning and technical assistance to landowners which promotes conservation practices that protect surface and groundwater.
2. Communicates with landowners to inform them of conservation program opportunities, encourage program participation, and encourage adoption of various soil and water conservation practices.
3. Works with Director to conduct needs assessments to identify critically important issues for education programs.
4. Develops effective and contemporary approaches to plan; delivers and evaluates education programs.
5. Ensures all efforts are made to reach local farming and landowner audiences and provides equitable access to programs and facilities.
6. Develops regular and effective communications and working relationships with landowner partners and stakeholders within the community, such as seed and fertilizer vendors to participate in education programming.
7. Develops workshops, field events, written literature, and video presentations on identified topics.
8. Coordinates educational opportunities with farm/landowner groups, approved social media sites, etc. Attends meetings as requested to provide education and promote resource conservation programs.
9. Assists Conservation Technicians and Conservation Agronomist with conservation design, construction, and follow up.
10. Performs required compliance follow-up of landowners and operators participating in conservation programs.

11. Assists with preparation of financial reports for State and Federal reporting requirements.
12. Maintains accurate records of all conservation practices designed and installed.
13. Responds to citizen complaints and concerns.
14. Other duties as assigned.

#### **MINIMUM REQUIRED QUALIFICATIONS**

- Associates Degree in natural resources, agriculture, biology or related field or and one (1) year of land service-related work experience.

#### **OTHER REQUIREMENTS**

#### **PREFERRED QUALIFICATIONS**

- Bachelor's degree.
- Previous experience with communications or education.

#### **REQUIRED JOB COMPETENCIES**

- Knowledge of State and Federal laws and practices pertaining to soil and water conservation.
- Knowledge of current soil conservation management practices and procedures.
- Ability to establish and maintain accurate records of assigned activities and operations.
- Ability to interpret and implement local policies and procedures; written instructions, general correspondence; Federal, State, and local regulations.
- Skill in organizational and time management to prioritize duties to accomplish a high volume of work product while adapting to constant changes in priority.
- Ability to perform detailed work accurately and independently in compliance with stringent time limits requiring minimal direction and supervision.
- Ability to think quickly, maintain self-control, and adapt to stressful situations.
- Knowledge of current office practices and procedures and knowledge of the operation of standard office equipment and software.
- Knowledge of computer software including word processing, spreadsheet, and database applications consistent for this position.
- Ability to perform mathematical calculations required of this position.
- Ability to communicate clearly, concisely and effectively in English in both written and verbal form.
- Skill in researching and understanding complex written materials.
- Ability to prepare and maintain accurate and concise records and reports.
- Ability to apply sound judgment and discretion in performing duties, resolving problems, and interpreting policies and regulations.
- Ability to communicate detailed and often sensitive information effectively and concisely, both orally and in writing.
- Ability to handle sensitive interpersonal situations calmly and tactfully.
- Ability to maintain professionalism at all times.
- Ability to maintain effective working relationships with individuals within and outside the organization.

- Ability to maintain confidentiality and discretion regarding business-related files, reports, and conversations, within the provisions of open records laws and other applicable State and Federal statutes and regulations.
- Ability to work the allocated hours of the position and respond after hours as needed.

### **PHYSICAL AND WORK ENVIRONMENT**

*The physical and work environment characteristics described in this description are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions or as otherwise required by law. Employees needing reasonable accommodation should discuss the request with the employee's supervisor or Human Resources.*

- This work requires the occasional exertion of up to 50 pounds of force; work regularly requires sitting, frequently requires standing, speaking or hearing, using hands to finger, handle or feel and repetitive motions and occasionally requires walking, stooping, kneeling, crouching or crawling and reaching with hands and arms.
- Work has standard vision requirements.
- Vocal communication is required for expressing or exchanging ideas by means of the spoken word.
- Hearing is required to perceive information at normal spoken word levels.
- Work requires preparing and analyzing written or computer data and observing general surroundings and activities.
- Work is primarily in an office setting, although field work may occur on occasion.
- Work may be in adverse weather conditions where variations and extremes in environmental factors such as temperature, odors, noise, wetness, and/or dust, may cause some discomfort and where there is a risk of minor injury.

*Nothing in this job description limits management's right to assign or reassign duties and responsibilities to this job at any time. The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position. The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.*

### **EMPLOYEE ACKNOWLEDGMENT**

I have received, reviewed and fully understand this job description. I further understand that I am responsible for the satisfactory execution of the essential functions as well as skills and abilities described therein. Furthermore, I understand this document will change over time, as necessary, and this document supersedes all prior descriptions. I understand I may be asked to perform duties and handle responsibilities that are not specifically addressed in my job description, from time to time. I understand that this does not constitute an employment agreement.

---

Employee Signature

---

Date

---

Employee Printed Name

---

Supervisor Signature

---

Date

---

Supervisor Printed Name



RESOLUTION NO. \_\_\_\_\_

**Create One Position of *Social Worker I, II, or III* in the Dodge County Human Services and Health Department**

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

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

**WHEREAS**, as a result of these studies and analyses, the Human Services and Health Board recommends that the Dodge County Board of Supervisors create one new, full-time, benefited position of *Social Worker I, II, or III*, in the Dodge County Human Services and Health Department, effective January 1, 2023; and,

**WHEREAS**, a job description for the proposed position of *Social Worker I, II, or III*, has been marked for identification as Exhibit "A", and has been attached hereto; and,

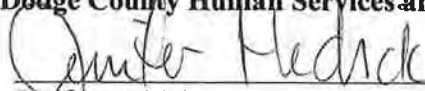
**WHEREAS**, there is no fiscal impact on the 2022 Budget of the Human Services and Health Department; and,

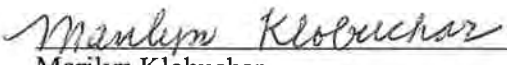
**WHEREAS**, it is reasonably anticipated that the Dodge County Board of Supervisors will appropriate funds in the 2023 Dodge County Budget sufficient to pay wages and fringe benefits for the proposed position of *Social Worker I, II, or III*, during calendar year 2023;

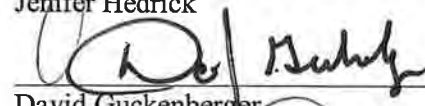
**NOW, THEREFORE, BE IT RESOLVED**, that the Dodge County Board of Supervisors hereby creates one new, full-time, benefited position of *Social Worker I, II, or III*, in the Dodge County Human Services and Health Department, effective January 1, 2023.

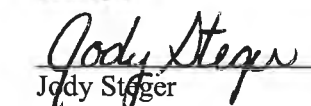
All of which is respectfully submitted this 19<sup>th</sup> day of July, 2022.

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

  
\_\_\_\_\_  
Jennifer Hedrick

  
\_\_\_\_\_  
Marilyn Klobuchar

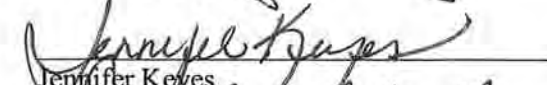
  
\_\_\_\_\_  
David Guckenberger

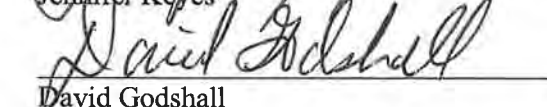
  
\_\_\_\_\_  
Jody Steger

  
\_\_\_\_\_  
Lisa Derr

  
\_\_\_\_\_  
Mary Rosecky

\_\_\_\_\_  
Steve Kauffeld

  
\_\_\_\_\_  
Jennifer Keyes

  
\_\_\_\_\_  
David Godshall

**FISCAL NOTE:** *The fiscal costs for this position will be addressed during the 2023 budgeting process. There will not be a fiscal impact to the Human Services and Health Department. Finance Committee review date: July 11, 2022.*  
**Chair initials:** \_\_\_\_\_.

**Vote Required:** Majority of Members present.  
**Resolution Summary:** A Resolution to create one new, full-time, benefited position of *Social Worker I, II, or III* in the Dodge County Human Services and Health Department, effective January 1, 2023.



## JOB DESCRIPTION

Title:	<b>Social Worker I / II / III</b>	Pay Grade:	K / L / M
Department:	Human Services & Health	FLSA Status:	Non-exempt
Reports To:	HS Supervisor	Approval Date:	
Employee Group:	Non-Union	Revision Date:	7/1/21

---

### POSITION SUMMARY

This position is responsible for providing the following types of services: needs assessments, crisis intervention, case planning, advocacy, and development of community resources; providing services to both children and adults with varying abilities and functioning levels. The position of Social Worker will be assigned a designated Division within the Human Services and Health Department.

### ESSENTIAL FUNCTIONS

*The following duties are typical for this position. However, they are not to be construed as exclusive or all-inclusive. To perform this job successfully, an individual must be able to perform each duty satisfactorily. Other duties may also be required or assigned.*

1. Works to achieve involvement and participation of the client, client's family, and client's natural support system in resolving problems.
2. Works with clients to assess and develop goal-oriented, time-limited service plans to address identified needs.
3. Works to protect children, elderly, and at-risk adults; strives to maintain existing family units and individual autonomy in the community; or helps prevent out-of-home placement.
4. Assesses and evaluates prospective client's immediate situation, determines appropriate response, and assures that response is made. Assesses and intervenes as necessary in crisis situations. Refers to and involves other community resources as needed.
5. Works to achieve active involvement and meaningful participation from schools, Courts, health care providers, law enforcement, and other appropriate community resources in resolving problems.
6. Advises clients when services are either not available or inappropriate.
7. Explains the consequences of non-compliance with Court orders to clients who are involuntarily referred, monitors client utilization of services, and informs the Court of consumer's adherence to Court orders.
8. Coordinates access to services, monitors cases to ensure services are provided in an appropriate and timely manner, reviews progress, and terminates services when goals are attained.
9. Teaches clients about available community resources and how to independently gain access to needed services.

10. Advocates and works to coordinate services and support clients in achieving treatment objectives without duplication of effort and with maximum effective use of staff time and available resources.
11. Maintains a timely and complete record for all assigned cases; completes required written assessments, reports, and other related paperwork/documentation as necessary.
12. Develops and maintains professional knowledge and skills to enhance the programs and services provided. Attends and participates in staff development programs, including in-service training, staff meetings, and professional trainings/conferences.
13. Consults with supervisors, interdisciplinary teams, and legal counsel on appropriate case-specific matters, as necessary.
14. May facilitate treatment and/or other related, indicated services with groups of clients.
15. May be designated to speak to the community and other organizations to provide public education.
16. Participates in an on-call rotation for after normal business hours as assigned, per division.
17. Other duties as assigned.

## **MINIMUM REQUIRED QUALIFICATIONS**

### **Social Worker I**

- Bachelor's degree in Social Work and eligible for Social Work national exam within timeframes established by the County; or
- Bachelor's degree in a related Human Services program from accredited university and enrolled in SWTC-approved courses to secure State of Wisconsin Social Work Training certificate within timeframes established by the County.

### **Social Worker II**

- Bachelor's degree in Social Work or approved equivalent Bachelor's degree in a related Human Services program from an accredited university and possesses current Social Work Certification within the State of Wisconsin.

### **Social Worker III**

Master's degree in Social Work and possesses current Social Work Certification within the State of Wisconsin.

### **OTHER REQUIREMENTS**

- Substance Abuse Professional certification may be required.
- Must successfully pass caregiver and criminal background check.
- Must meet requirements of the Dodge County Driver Qualification Policy.

## **PREFERRED QUALIFICATIONS**

### **REQUIRED JOB COMPETENCIES**

- Knowledge of laws and regulations that affect the delivery of services provided by the Department.

- Knowledge of community resources, and alternative care resources.
- Knowledge of applicable State statutes.
- Working knowledge of mental health and AODA assessment, diagnosis, and treatment.
- Working knowledge of client rights, confidentiality, standards of practice, and ethics in mental health/AODA field.
- Working knowledge of applicable Wisconsin State Administrative Codes, including but not limited to, Chapters 34, 37, 46, 48, 51, 54, 55, 56, 58, 75, 938.
- Knowledge of human development and behavior, family, and group dynamics, and mental, physical, and social dysfunctions.
- Knowledge of and sensitivity to cultural differences and special needs of various minority groups, and ability to consult with other staff regarding these.
- Ability and skill to relate to clients in stressful or crisis situations.
- General knowledge of interviewing and supportive counseling techniques.
- General knowledge of social casework techniques.
- Knowledge of social, economic, and health problems of basic human behavior and of available assistance and rehabilitative services and techniques.
- Knowledge of human service needs assessment methodologies.
- Knowledge of legal requirements including privacy, resident rights, confidentiality, and non-discrimination.
- Knowledge of goals, principles, and practices of human service programs, program administration, and program goals and their intended impacts.
- Knowledge of the County and Department's operating requirements, policies, procedures, and practices; and local, State, and Federal regulations related to department programs and operations.
- Skill in analyzing complex administrative information and issues, defining problems and evaluating alternatives, and recommending methods, procedures, and techniques for resolution of issues.
- Ability to research and analyze detailed information and make appropriate recommendations.
- Ability to develop, interpret and implement regulations, policies, procedures, written instructions, general correspondence, and other department-specific documents.
- Ability to adapt and take control of situations, dictating subordinate activities in a responsible manner.
- Ability to establish and maintain accurate records of assigned activities and operations.
- Ability to interpret and implement local policies and procedures; written instructions, general correspondence; Federal, State, and local regulations.
- Skill in organizational and time management to prioritize duties to accomplish a high volume of work product while adapting to constant changes in priority.
- Ability to perform detailed work accurately and independently in compliance with stringent time limits requiring minimal direction and supervision.
- Ability to think quickly, maintain self-control, and adapt to stressful situations.
- Knowledge of current office practices and procedures and knowledge of the operation of standard office equipment and software.

- Knowledge of computer software including word processing, spreadsheet, and database applications consistent for this position.
- Ability to perform mathematical calculations required of this position.
- Ability to communicate clearly, concisely, and effectively in English in both written and verbal form.
- Skill in researching and understanding complex written materials.
- Ability to prepare and maintain accurate and concise records and reports.
- Ability to apply sound judgment and discretion in performing duties, resolving problems, and interpreting policies and regulations.
- Ability to communicate detailed and often sensitive information effectively and concisely, both orally and in writing.
- Ability to handle sensitive interpersonal situations calmly and tactfully.
- Ability to maintain professionalism at all times.
- Ability to maintain effective working relationships with individuals within and outside the organization.
- Ability to maintain confidentiality and discretion regarding business-related files, reports, and conversations, within the provisions of open records laws and other applicable State and Federal statutes and regulations.
- Ability to work the allocated hours of the position and respond after hours as needed.

#### **PHYSICAL AND WORK ENVIRONMENT**

*The physical and work environment characteristics described in this description are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions or as otherwise required by law. Employees needing reasonable accommodation should discuss the request with the employee's supervisor or Human Resources.*

- This work requires the occasional exertion of up to 25 pounds of force; work regularly requires sitting, frequently requires standing, speaking or hearing, using hands to finger, handle or feel and repetitive motions and occasionally requires walking, stooping, kneeling, crouching or crawling and reaching with hands and arms.
- Work has standard vision requirements.
- Vocal communication is required for expressing or exchanging ideas by means of the spoken word.
- Hearing is required to perceive information at normal spoken word levels.
- Work requires preparing and analyzing written or computer data and observing general surroundings and activities.
- Frequent travel may involve exposure to inclement weather conditions, unsanitary conditions in homes, communicable illnesses and diseases and unsafe environments.
- May require dealing with persons who are hostile, aggressive, abusive or violent, posing threatening conditions.
- Work is performed in an office setting as well as clients' and service providers' homes, detention, treatment and residential facilities, schools, courts and work sites.





RESOLUTION NO. \_\_\_\_\_

**Create Two Positions of CLTS Case Manager in the Dodge County Human Services and Health Department**

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

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

**WHEREAS**, as a result of these studies and analyses, the Human Services and Health Board recommends that the Dodge County Board of Supervisors create two new, full-time, benefited positions of *CLTS Case Manager* in the Dodge County Human Services and Health Department, effective January 1, 2023; and,

**WHEREAS**, a job description for the proposed positions of *CLTS Case Manager* has been marked for identification as Exhibit "A", and has been attached hereto; and,

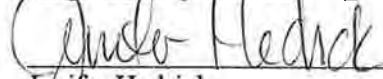
**WHEREAS**, there is no fiscal impact on the 2022 Budget of the Human Services and Health Department; and,

**WHEREAS**, it is reasonably anticipated that the Dodge County Board of Supervisors will appropriate funds in the 2023 Dodge County Budget sufficient to pay wages and fringe benefits for the proposed positions of *CLTS Case Manager* during calendar year 2023;


**NOW, THEREFORE, BE IT RESOLVED**, that the Dodge County Board of Supervisors hereby creates two new, full-time, benefited positions of *CLTS Case Manager* in the Dodge County Human Services and Health Department, effective January 1, 2023.

All of which is respectfully submitted this 19<sup>th</sup> day of July, 2022.

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

  
\_\_\_\_\_  
Jenifer Hedrick

  
\_\_\_\_\_  
Marilyn Klobuchar

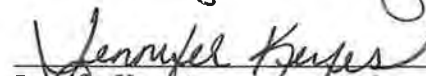
  
\_\_\_\_\_  
David Guckenberger

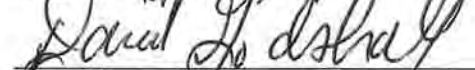
  
\_\_\_\_\_  
Jody Steger

  
\_\_\_\_\_  
Lisa Derr

  
\_\_\_\_\_  
Mary Rosecky

\_\_\_\_\_  
Steve Kauffeld

  
\_\_\_\_\_  
Jennifer Keyes

  
\_\_\_\_\_  
David Godshall

**FISCAL NOTE:** *The fiscal costs for these positions will be addressed during the 2023 budgeting process. There will not be a fiscal impact to the Human Services and Health Department. Finance Committee review date: July 11, 2022.*  
**Chair initials:** \_\_\_\_\_

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

**Resolution Summary:** A Resolution to create two new, full-time, benefited positions of *CLTS Case Manager* in the Dodge County Human Services and Health Department, effective January 1, 2023.



## JOB DESCRIPTION

Title:	<b>CLTS Case Manager</b>	Pay Grade:	L
Department:	Human Services & Health	FLSA Status:	Non-exempt
Reports To:	HS Supervisor	Approval Date:	
Employee Group:	Non-Union	Revision Date:	7/1/21

---

### POSITION SUMMARY

This position is responsible for providing the following types of services: functional screens to determine Children's Long Term Support Program eligibility, strengths and needs assessments, care planning, coordination and monitoring of all services, advocacy, and development of community resources; providing services to both children with developmental, physical and mental health disabilities. The position of CLTS Case Manager will be assigned within the Clinical and Family Services Division of the Human Services and Health Department.

### ESSENTIAL FUNCTIONS

*The following duties are typical for this position. However, they are not to be construed as exclusive or all-inclusive. To perform this job successfully, an individual must be able to perform each duty satisfactorily. Other duties may also be required or assigned.*

1. Works to achieve involvement and participation of the client, client's family, and client's natural support system in addressing and resolving problems.
2. Works with client and family to develop individual service plan for client based on needs, assessments, evaluations and department policies/procedures.
3. Works to protect children; strives to maintain existing family units and youth's highest possible level of individual autonomy; helps prevent out-of-home placement whenever possible.
4. Assesses and evaluates prospective client's immediate situation, determines appropriate response, and assures that response is made. Assesses and intervenes as necessary in crisis situations. Refers to and involves other community resources as needed.
5. Works to achieve active involvement and meaningful participation with client, family members, schools, health care providers, and other appropriate collaterals and community resources in resolving problems.
6. Advises client and family when services are either not available or inappropriate.
7. Coordinates access to services, monitors cases to ensure services are provided in an appropriate and timely manner, reviews progress, and terminates services when goals are attained.
8. Teaches clients about available community resources and how to independently gain access to needed services.

9. Advocates and works to coordinate services and support clients in achieving treatment objectives without duplication of effort and with maximum effective use of staff time and available resources.
10. Maintains a timely and complete record for all assigned cases; completes required written assessments, reports, and other related paperwork/documentation as necessary.
11. Develops and maintains professional knowledge and skills to enhance the programs and services provided.
12. Consults with supervisors, interdisciplinary teams, and legal counsel on appropriate case-specific matters, as necessary.
13. May be designated to speak to the community and other organizations to provide public education.
14. Other duties as assigned.

### **MINIMUM REQUIRED QUALIFICATIONS**

- Associate's Degree in a related human services field and two (2) years' related work experience in case management.
- Must successfully pass caregiver and criminal background check. Equivalent combination of education and experience which provides necessary knowledge, skills, and abilities may be considered.

### **PREFERRED QUALIFICATIONS**

### **REQUIRED JOB COMPETENCIES**

- Knowledge of laws and regulations that affect the delivery of services provided by the Department.
- Knowledge of community resources and alternative care resources.
- Knowledge of applicable State statutes.
- Working knowledge of client rights, confidentiality, standards of practice, and ethics in mental health/AODA field.
- Working knowledge of applicable Wisconsin State Administrative Codes, including but not limited to, Chapters 34, 48, 51, and Medicaid Waiver Manual (CLTS).
- Knowledge of human development and behavior, family and group dynamics, and mental, physical, and social dysfunctions.
- Knowledge of and sensitivity to cultural differences and special needs of various minority groups, and ability to consult with other staff regarding these.
- Ability and skill to relate to clients in stressful or crisis situations.
- General knowledge of interviewing and supportive counseling techniques.
- General knowledge of social casework techniques.
- Knowledge of social, economic, and health problems of basic human behavior and of available assistance and rehabilitative services and techniques.
- Knowledge of human service needs assessment methodologies.

- Knowledge of legal requirements including privacy, resident rights, confidentiality, and non-discrimination.
- Knowledge of goals, principles, and practices of human service programs, program administration, and program goals and their intended impacts.
- Knowledge of the County and Department's operating requirements, policies, procedures, and practices; and local, State, and Federal regulations related to department programs and operations.
- Skill in analyzing complex administrative information and issues, defining problems and evaluating alternatives, and recommending methods, procedures and techniques for resolution of issues.
- Ability to research and analyze detailed information and make appropriate recommendations.
- Ability to develop, interpret and implement regulations, policies, procedures, written instructions, general correspondence, and other department-specific documents.
- Ability to adapt and take control of situations, dictating subordinate activities in a responsible manner.
- Ability to establish and maintain accurate records of assigned activities and operations.
- Ability to interpret and implement local policies and procedures; written instructions, general correspondence; Federal, State, and local regulations.
- Skill in organizational and time management to prioritize duties to accomplish a high volume of work product while adapting to constant changes in priority.
- Ability to perform detailed work accurately and independently in compliance with stringent time limits requiring minimal direction and supervision.
- Ability to think quickly, maintain self-control, and adapt to stressful situations.
- Knowledge of current office practices and procedures and knowledge of the operation of standard office equipment and software.
- Knowledge of computer software including word processing, spreadsheet, and database applications consistent for this position.
- Ability to perform mathematical calculations required of this position.
- Ability to communicate clearly, concisely, and effectively in English in both written and verbal form.
- Skill in researching and understanding complex written materials.
- Ability to prepare and maintain accurate and concise records and reports.
- Ability to apply sound judgment and discretion in performing duties, resolving problems, and interpreting policies and regulations.
- Ability to communicate detailed and often sensitive information effectively and concisely, both orally and in writing.
- Ability to handle sensitive interpersonal situations calmly and tactfully.
- Ability to maintain professionalism at all times.
- Ability to maintain effective working relationships with individuals within and outside the organization.

- Ability to maintain confidentiality and discretion regarding business-related files, reports, and conversations, within the provisions of open records laws and other applicable State and Federal statutes and regulations.
- Ability to work the allocated hours of the position and respond after hours as needed.

### **PHYSICAL AND WORK ENVIRONMENT**

*The physical and work environment characteristics described in this description are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions or as otherwise required by law. Employees needing reasonable accommodation should discuss the request with the employee's supervisor or Human Resources.*

- This work requires the occasional exertion of up to 25 pounds of force; work regularly requires sitting, frequently requires standing, speaking or hearing, using hands to finger, handle or feel and repetitive motions and occasionally requires walking, stooping, kneeling, crouching or crawling and reaching with hands and arms.
- Work has standard vision requirements.
- Vocal communication is required for expressing or exchanging ideas by means of the spoken word.
- Hearing is required to perceive information at normal spoken word levels.
- Work requires preparing and analyzing written or computer data and observing general surroundings and activities.
- Frequent travel may involve exposure to inclement weather conditions, unsanitary conditions in homes, communicable illnesses and diseases and unsafe environments.
- May require dealing with persons who are hostile, aggressive, abusive or violent, posing threatening conditions.
- Work is performed in an office setting as well as clients' and service providers' homes, treatment and residential facilities, schools and work sites.

*Nothing in this job description limits management's right to assign or reassign duties and responsibilities to this job at any time. The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position. The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.*

### **EMPLOYEE ACKNOWLEDGMENT**

I have received, reviewed and fully understand this job description. I further understand that I am responsible for the satisfactory execution of the essential functions as well as skills and abilities described therein. Furthermore, I understand this document will change over time, as necessary, and this document supersedes all prior descriptions. I understand I may be asked to perform duties and





RESOLUTION NO. \_\_\_\_\_

**Create One Position of Behavioral Health Therapist in the Dodge County Human Services and Health Department**

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

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

**WHEREAS**, as a result of these studies and analyses, the Human Services and Health Board recommends that the Dodge County Board of Supervisors create one new, full-time, benefited position of *Behavioral Health Therapist* in the Dodge County Human Services and Health Department, effective January 1, 2023; and,

**WHEREAS**, a job description for the proposed position of *Behavioral Health Therapist* has been marked for identification as Exhibit "A", and has been attached hereto; and,

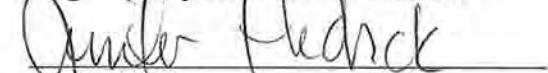
**WHEREAS**, there is no fiscal impact on the 2022 Budget of the Human Services and Health Department; and,


**WHEREAS**, it is reasonably anticipated that the Dodge County Board of Supervisors will appropriate funds in the 2023 Dodge County Budget sufficient to pay wages and fringe benefits for the proposed position of *Behavioral Health Therapist* during calendar year 2023;

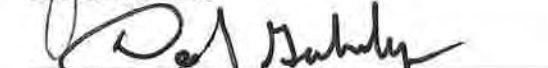
**NOW, THEREFORE, BE IT RESOLVED**, that the Dodge County Board of Supervisors hereby creates one new, full-time, benefited position of *Behavioral Health Therapist* in the Dodge County Human Services and Health Department, effective January 1, 2023.

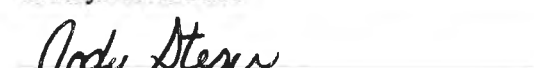
All of which is respectfully submitted this 19<sup>th</sup> day of July, 2022.

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


  
Jennifer Hedrick

  
Marilyn Klobuchar

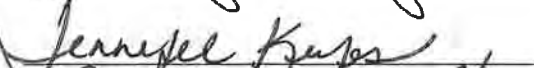
  
David Guckenberger


  
Jody Steger

  
Lisa Derr

  
Mary Rosecky

  
Steve Kauffeld

  
Jennifer Keyes

  
David Godshall

**FISCAL NOTE:** The fiscal costs for this position will be addressed during the 2023 budgeting process. There will not be a fiscal impact to the Human Services and Health Department. Finance Committee review date: July 11, 2022.  
Chair initials: \_\_\_\_\_.

**Vote Required:** Majority of Members present.  
**Resolution Summary:** A Resolution to create one new, full-time, benefited position of *Behavioral Health Therapist* in the Dodge County Human Services and Health Department, effective January 1, 2023.



## JOB DESCRIPTION

Title:	<b>Behavioral Health Therapist – In Training</b> <b>Behavioral Health Therapist</b>	Pay Grade:	M / N
Department:	Human Services & Health	FLSA Status:	Non-Exempt
Reports To:	HS Supervisor	Approval Date:	
Employee Group:	Non-Union	Revision Date:	7/1/21

### POSITION SUMMARY

This position provides professional mental health therapy services and case management to clients and their families; provides therapeutic intervention to promote development and recovery within a natural environment. The position of Behavioral Therapist will be assigned a designated Division within the Human Services and Health Department.

### ESSENTIAL FUNCTIONS

*The following duties are typical for this position. However, they are not to be construed as exclusive or all-inclusive. To perform this job successfully, an individual must be able to perform each duty satisfactorily. Other duties may also be required or assigned.*

1. Provides mental health therapy/treatment including individual, family, and group treatment. This would include face to face, phone contact, and written correspondence.
2. Conducts mental health evaluations and assessments; including gathering information regarding symptoms, current, and previous psychiatric medications, previous treatment or therapy, history, etc.
3. Formulates diagnosis; develops treatment options with client; makes appropriate referrals to other providers and appropriate resources within and outside of HSH.
4. Documents assessments, treatment plans, reviews, referrals, and discharge planning and summaries in accordance with professional standards, agency, State and Federal guidelines.
5. Performs ongoing assessment of client for risk of harm to self or others, including developing crisis plans and determining level of care when necessary.
6. Serves as a member of the intake team including initial screening, emergency services, crisis stabilization, referral services, and care planning in consultation with interdisciplinary teams.
7. Serves as a member of the CCS, CST and CSP teams to develop treatment goals and plans based on assessment, evaluation, and agency guidelines.
8. Provides consultation, collaboration, and/or training; screening services, psychoeducational and group facilitation to internal agency divisions and community.
9. Monitors medication compliance by observing medication administration, watches for side effects or signs of deterioration.

10. Teaches clients about available community resources and how to independently gain access to needed services.
11. Advocates and works to coordinate services and support clients in achieving treatment objectives without duplication of effort and with maximum effective use of staff time and available resources.
12. Bills for all allowable services and submits billing as directed. Ensures State reporting system forms and data collection are completed on a timely basis.
13. Maintains a timely and complete record for all assigned cases; completes required written assessments, reports, and other related paperwork/documentation as necessary.
14. Develops and maintains professional knowledge and skills to enhance the programs and services provided.
15. Consults with supervisors, interdisciplinary teams, and legal counsel on appropriate case-specific matters, as necessary.
16. May facilitate treatment and/or other related, indicated services with groups of clients.
17. May be designated to speak to the community and other organizations to provide public education.
18. Participates in crisis intervention services as needed, including after hours.
19. Other duties as assigned.

## **MINIMUM REQUIRED QUALIFICATIONS**

### Behavioral Therapist – In Training

- Master's degree in Social Work, Counseling, Clinical Psychology, or Marriage Family Therapy and is in process of completing 3,000 hours of supervised clinical practice under the supervision of a supervisor. Equivalent combination of education and experience which provides necessary knowledge, skills, and abilities may be considered.
- Must successfully pass caregiver and criminal background check.

### Behavioral Therapist

- Master's degree in Social Work, Counseling, Clinical Psychology, or Marriage Family Therapy and has completed a minimum of 3,000 hours of supervised therapy.
- Currently Licensed as a Licensed Clinical Social Worker, Marriage and Family Therapist, or Professional Counselor within the State of Wisconsin.
- Must successfully pass caregiver and criminal background check.

## **OTHER REQUIREMENTS**

- Substance Abuse Professional certification may be required.

## **PREFERRED QUALIFICATIONS**

## **REQUIRED JOB COMPETENCIES**

- Knowledge of psycho-social assessments/diagnosis and appropriate courses of treatment.

- Knowledge of pharmacology/psychopharmacology.
- Knowledge of assessment & treatment planning.
- Knowledge of individual/group therapy and crisis intervention techniques.
- Knowledge of laws and regulations that affect the delivery of services provided by the Department.
- Knowledge of community resources, and alternative care resources.
- Working knowledge of mental health and AODA assessment, diagnosis, and treatment.
- Working knowledge of client rights, confidentiality, standards of practice, and ethics in mental health/AODA field.
- Working knowledge of applicable Wisconsin State Administrative Codes, including but not limited to, Chapters 34, 35, 36, 48, 51, 55, 63 and 75.
- Knowledge of human development and behavior, family and group dynamics, and mental, physical and social dysfunctions.
- Knowledge of and sensitivity to cultural differences and special needs of various minority groups, and ability to consult with other staff regarding these.
- Ability and skill to relate to clients in stressful or crisis situations.
- General knowledge of interviewing and supportive counseling techniques.
- General knowledge of social casework techniques.
- Knowledge of social, economic, and health problems of basic human behavior and of available assistance and rehabilitative services and techniques.
- Knowledge of human service needs assessment methodologies.
- Knowledge of legal requirements including privacy, resident rights, confidentiality, and non-discrimination.
- Knowledge of goals, principles, and practices of human service programs, program administration, and program goals and their intended impacts.
- Knowledge of the County and Department's operating requirements, policies, procedures, and practices; and local, State, and Federal regulations related to department programs and operations.
- Skill in analyzing complex administrative information and issues, defining problems and evaluating alternatives, and recommending methods, procedures, and techniques for resolution of issues.
- Ability to research and analyze detailed information and make appropriate recommendations.
- Ability to develop, interpret, and implement regulations, policies, procedures, written instructions, general correspondence, and other department-specific documents.
- Ability to adapt and take control of situations, dictating subordinate activities in a responsible manner.
- Ability to establish and maintain accurate records of assigned activities and operations.
- Ability to interpret and implement local policies and procedures; written instructions, general correspondence; Federal, State, and local regulations.
- Skill in organizational and time management to prioritize duties to accomplish a high volume of work product while adapting to constant changes in priority.
- Ability to perform detailed work accurately and independently in compliance with stringent time limits requiring minimal direction and supervision.
- Ability to think quickly, maintain self-control, and adapt to stressful situations.

- Knowledge of current office practices and procedures and knowledge of the operation of standard office equipment and software.
- Knowledge of computer software including word processing, spreadsheet, and database applications consistent for this position.
- Ability to perform mathematical calculations required of this position.
- Ability to communicate clearly, concisely, and effectively in English in both written and verbal form.
- Skill in researching and understanding complex written materials.
- Ability to prepare and maintain accurate and concise records and reports.
- Ability to apply sound judgment and discretion in performing duties, resolving problems, and interpreting policies and regulations.
- Ability to communicate detailed and often sensitive information effectively and concisely, both orally and in writing.
- Ability to handle sensitive interpersonal situations calmly and tactfully.
- Ability to maintain professionalism at all times.
- Ability to maintain effective working relationships with individuals within and outside the organization.
- Ability to maintain confidentiality and discretion regarding business-related files, reports, and conversations, within the provisions of open records laws and other applicable State and Federal statutes and regulations.
- Ability to work the allocated hours of the position and respond after hours as needed.

#### **PHYSICAL AND WORK ENVIRONMENT**

*The physical and work environment characteristics described in this description are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions or as otherwise required by law. Employees needing reasonable accommodation should discuss the request with the employee's supervisor or Human Resources.*

- This work requires the occasional exertion of up to 25 pounds of force; work regularly requires sitting, frequently requires standing, speaking or hearing, using hands to finger, handle or feel and repetitive motions and occasionally requires walking, stooping, kneeling, crouching or crawling and reaching with hands and arms.
- Work has standard vision requirements.
- Vocal communication is required for expressing or exchanging ideas by means of the spoken word.
- Hearing is required to perceive information at normal spoken word levels.
- Work requires preparing and analyzing written or computer data and observing general surroundings and activities.
- Frequent travel may involve exposure to inclement weather conditions, unsanitary conditions in homes, communicable illnesses and diseases and unsafe environments.
- May require dealing with persons who are hostile, aggressive, abusive or violent, posing threatening conditions.





RESOLUTION NO. \_\_\_\_\_

**Create Two positions of Case Manager I, II, or III in the Dodge County Human Services and Health Department**

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

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

**WHEREAS**, as a result of these studies and analyses, the Human Services and Health Board recommends that the Dodge County Board of Supervisors create two new, full-time, benefited positions of *Case Manager I, II, or III*, in the Dodge County Human Services and Health Department, effective January 1, 2023; and,

**WHEREAS**, a job description for the proposed positions of *Case Manager I, II, or III*, has been marked for identification as Exhibit "A", and has been attached hereto; and,

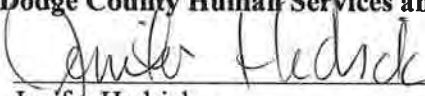
**WHEREAS**, there is no fiscal impact on the 2022 Budget of the Human Services and Health Department; and,

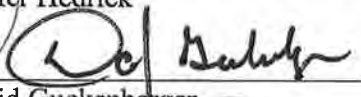
**WHEREAS**, it is reasonably anticipated that the Dodge County Board of Supervisors will appropriate funds in the 2023 Dodge County Budget sufficient to pay wages and fringe benefits for the proposed positions of *Case Manager I, II, or III*, during calendar year 2023;

**NOW, THEREFORE, BE IT RESOLVED**, that the Dodge County Board of Supervisors hereby creates one new, full-time, benefited positions of *Case Manager I, II, or III*, in the Dodge County Human Services and Health Department, effective January 1, 2023.

All of which is respectfully submitted this 19<sup>th</sup> day of July, 2022.

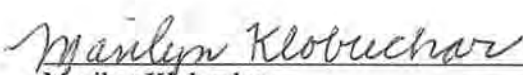
**Dodge County Human Services and Health Board:**

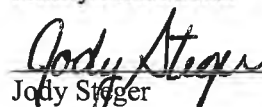
  
\_\_\_\_\_  
Jenifer Hedrick

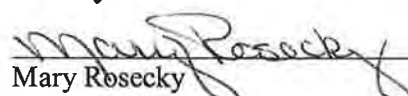
  
\_\_\_\_\_  
David Guckenberger

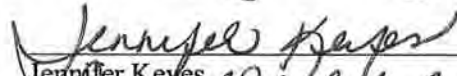
  
\_\_\_\_\_  
Lisa Derr

\_\_\_\_\_  
Steve Kauffeld

  
\_\_\_\_\_  
Marilyn Klobuchar

  
\_\_\_\_\_  
Jody Steger

  
\_\_\_\_\_  
Mary Rosecky

  
\_\_\_\_\_  
Jennifer Keyes

  
\_\_\_\_\_  
David Godshall

**FISCAL NOTE:** *The fiscal costs for this position will be addressed during the 2023 budgeting process. There will not be a fiscal impact to the Human Services and Health Department. Finance Committee review date: July 11, 2022.*

**Chair initials:** \_\_\_\_\_

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

**Resolution Summary:** A Resolution to create two new, full-time, benefited positions of *Case Manager I, II, or III* in the Dodge County Human Services and Health Department, effective January 1, 2023.



## JOB DESCRIPTION

Title:	Case Manager I / II / III	Pay Grade:	J / K / L
Department:	Human Services & Health	FLSA Status:	Non-exempt
Reports To:	HS Supervisor	Approval Date:	
Employee Group:	Non-Union	Revision Date:	7/1/21

### POSITION SUMMARY

This position is responsible for providing the following types of services: needs assessments, case planning, advocacy, and development of community resources; providing services to both children and adults with varying abilities and functioning levels. The position of Case Manager will be assigned a designated Division within the Human Services and Health Department.

### ESSENTIAL FUNCTIONS

*The following duties are typical for this position. However, they are not to be construed as exclusive or all-inclusive. To perform this job successfully, an individual must be able to perform each duty satisfactorily. Other duties may also be required or assigned.*

1. Works to achieve involvement and participation of the client, client's family, and client's natural support system in resolving problems.
2. Works with clients to assess and develop goal-oriented, time-limited service plans to address identified needs.
3. Works to protect children, elderly, and at-risk adults; strives to maintain existing family units and individual autonomy in the community; or helps prevent out-of-home placement.
4. Assesses and evaluates prospective client's immediate situation, determines appropriate response, and assures that response is made. Assesses and intervenes as necessary in crisis situations. Refers to and involves other community resources as needed.
5. Works to achieve active involvement and meaningful participation with schools, Courts, health care providers, and other appropriate community resources in resolving problems.
6. Advises clients when services are either not available or inappropriate.
7. Explains the consequences of non-compliance with Court orders to clients who are involuntarily referred, monitors client utilization of services, and informs the Court of consumer's adherence to Court orders.
8. Coordinates access to services, monitors cases to ensure services are provided in an appropriate and timely manner, reviews progress, and terminates services when goals are attained.
9. Teaches clients about available community resources and how to independently gain access to needed services.

10. Advocates and works to coordinate services and support clients in achieving treatment objectives without duplication of effort and with maximum effective use of staff time and available resources.
11. Maintains a timely and complete record for all assigned cases; completes required written assessments, reports, and other related paperwork/documentation as necessary.
12. Develops and maintains professional knowledge and skills to enhance the programs and services provided.
13. Consults with supervisors, interdisciplinary teams, and legal counsel on appropriate case-specific matters, as necessary.
14. May facilitate treatment and/or other related, indicated services with groups of clients.
15. May be designated to speak to the community and other organizations to provide public education.
16. Other duties as assigned.

## **MINIMUM REQUIRED QUALIFICATIONS**

### **Case Manager I**

- Associate's Degree in a related human services field and two (2) years' related work experience in case management. Equivalent combination of education and experience which provides necessary knowledge, skills, and abilities may be considered.
- Must successfully pass caregiver and criminal background check.

### **Case Manager II**

- Bachelor's Degree in a related human services field.
- Must successfully pass caregiver and criminal background check.

### **Case Manager III**

- Master's Degree in a related human services field.
- Must successfully pass caregiver and criminal background check.

## **OTHER REQUIREMENTS**

- Substance Abuse Professional certification may be required.

## **PREFERRED QUALIFICATIONS**

## **REQUIRED JOB COMPETENCIES**

- Knowledge of laws and regulations that affect the delivery of services provided by the Department.
- Knowledge of community resources and alternative care resources.
- Knowledge of applicable State statutes.
- Working knowledge of mental health and AODA assessment, diagnosis, and treatment.

- Working knowledge of client rights, confidentiality, standards of practice, and ethics in mental health/AODA field.
- Working knowledge of applicable Wisconsin State Administrative Codes, including but not limited to, Chapters 34, 35, 36, 48, 51, 55, 63 and 75; and Medicaid Waiver Manual (CLTS).
- Knowledge of human development and behavior, family and group dynamics, and mental, physical, and social dysfunctions.
- Knowledge of and sensitivity to cultural differences and special needs of various minority groups, and ability to consult with other staff regarding these.
- Ability and skill to relate to clients in stressful or crisis situations.
- General knowledge of interviewing and supportive counseling techniques.
- General knowledge of social casework techniques.
- Knowledge of social, economic, and health problems of basic human behavior and of available assistance and rehabilitative services and techniques.
- Knowledge of human service needs assessment methodologies.
- Knowledge of legal requirements including privacy, resident rights, confidentiality, and non-discrimination.
- Knowledge of goals, principles, and practices of human service programs, program administration, and program goals and their intended impacts.
- Knowledge of the County and Department's operating requirements, policies, procedures, and practices; and local, State, and Federal regulations related to department programs and operations.
- Skill in analyzing complex administrative information and issues, defining problems and evaluating alternatives, and recommending methods, procedures and techniques for resolution of issues.
- Ability to research and analyze detailed information and make appropriate recommendations.
- Ability to develop, interpret and implement regulations, policies, procedures, written instructions, general correspondence, and other department-specific documents.
- Ability to adapt and take control of situations, dictating subordinate activities in a responsible manner.
- Ability to establish and maintain accurate records of assigned activities and operations.
- Ability to interpret and implement local policies and procedures; written instructions, general correspondence; Federal, State, and local regulations.
- Skill in organizational and time management to prioritize duties to accomplish a high volume of work product while adapting to constant changes in priority.
- Ability to perform detailed work accurately and independently in compliance with stringent time limits requiring minimal direction and supervision.
- Ability to think quickly, maintain self-control, and adapt to stressful situations.
- Knowledge of current office practices and procedures and knowledge of the operation of standard office equipment and software.
- Knowledge of computer software including word processing, spreadsheet, and database applications consistent for this position.
- Ability to perform mathematical calculations required of this position.

- Ability to communicate clearly, concisely, and effectively in English in both written and verbal form.
- Skill in researching and understanding complex written materials.
- Ability to prepare and maintain accurate and concise records and reports.
- Ability to apply sound judgment and discretion in performing duties, resolving problems, and interpreting policies and regulations.
- Ability to communicate detailed and often sensitive information effectively and concisely, both orally and in writing.
- Ability to handle sensitive interpersonal situations calmly and tactfully.
- Ability to maintain professionalism at all times.
- Ability to maintain effective working relationships with individuals within and outside the organization.
- Ability to maintain confidentiality and discretion regarding business-related files, reports, and conversations, within the provisions of open records laws and other applicable State and Federal statutes and regulations.
- Ability to work the allocated hours of the position and respond after hours as needed.

#### **PHYSICAL AND WORK ENVIRONMENT**

*The physical and work environment characteristics described in this description are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions or as otherwise required by law. Employees needing reasonable accommodation should discuss the request with the employee's supervisor or Human Resources.*

- This work requires the occasional exertion of up to 25 pounds of force; work regularly requires sitting, frequently requires standing, speaking or hearing, using hands to finger, handle or feel and repetitive motions and occasionally requires walking, stooping, kneeling, crouching or crawling and reaching with hands and arms.
- Work has standard vision requirements.
- Vocal communication is required for expressing or exchanging ideas by means of the spoken word.
- Hearing is required to perceive information at normal spoken word levels.
- Work requires preparing and analyzing written or computer data and observing general surroundings and activities.
- Frequent travel may involve exposure to inclement weather conditions, unsanitary conditions in homes, communicable illnesses and diseases and unsafe environments.
- May require dealing with persons who are hostile, aggressive, abusive or violent, posing threatening conditions.
- Work is performed in an office setting as well as clients' and service providers' homes, detention, treatment and residential facilities, schools, courts and work sites.



RESOLUTION NO. \_\_\_\_\_

**Create One Position of *Community Development Marketing and Communications Manager*  
in the Dodge County Land Resources and Parks Department**

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

**WHEREAS**, the Dodge County Land Resources and Parks Committee has studied and analyzed staffing needs in the Dodge County Land Resources and Parks Department; and,

**WHEREAS**, it has been determined that the Land Resources and Parks Department needs an additional position of *Community Development Marketing and Communications Manager* dedicated to Community Development; and,

**WHEREAS**, as a result of these studies and analyses, the Land Resources and Parks Committee recommends that the Dodge County Board of Supervisors create one new, full-time, benefited position of *Community Development Marketing and Communications Manager* in the Dodge County Land Resources and Parks Department, effective January 1, 2023; and,

**WHEREAS**, a job description for the proposed position of *Community Development Marketing and Communications Manager* has been marked for identification as Exhibit "A", and has been attached hereto; and,

**WHEREAS**, there is no fiscal impact on the 2022 Budget of the Land Resources and Parks Department; and,

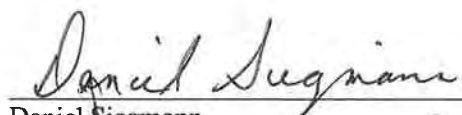
**WHEREAS**, it is reasonably anticipated that the Dodge County Board of Supervisors will appropriate funds in the 2023 Dodge County Budget sufficient to pay wages and fringe benefits for the proposed position of *Community Development Marketing and Communications Manager* during calendar year 2023;

**NOW, THEREFORE, BE IT RESOLVED**, that the Dodge County Board of Supervisors hereby creates one new, full-time, benefited position of *Community Development Marketing and Communications Manager* in the Dodge County Land Resources and Parks Department, effective January 1, 2023.

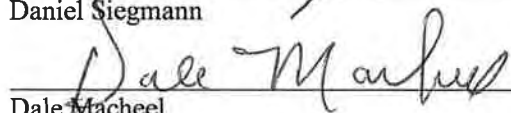
All of which is respectfully submitted this 19<sup>th</sup> day of July, 2022.

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

  
\_\_\_\_\_  
Mary Bobholz

  
\_\_\_\_\_  
Daniel Siegmann

\_\_\_\_\_  
Benjamin Priesgen

  
\_\_\_\_\_  
Dale Macheel

\_\_\_\_\_  
Donna Maly

**FISCAL NOTE:** *The fiscal costs for this position will be addressed during the 2023 budgeting process. There will not be a fiscal impact to the Land Resources and Parks Department 2022 Budget. Finance Committee review date: July 11, 2022. Chair initials: \_\_\_\_\_.*

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

**Resolution Summary:** A Resolution to create one new, full-time, benefited position of *Community Development Marketing and Communications Manager* in the Dodge County Land Resources and Parks Department, effective January 1, 2023.





## JOB DESCRIPTION

Title:	<b>Community Development Marketing and Communications Manager</b>	Pay Grade:	K
Department:	Land Resources and Parks	FLSA Status:	Non Exempt
Reports To:	Community Development Administrator	Approval Date:	DRAFT
Employee Group:	Non-Union	Revision Date:	01/01/2023

### POSITION SUMMARY

This position is responsible to develop, implement and lead communication and marketing strategies and programs to support community development, tourism and other related Dodge County initiatives.

### ESSENTIAL FUNCTIONS

*The following duties are typical for this position. However, they are not to be construed as exclusive or all-inclusive. To perform this job successfully, an individual must be able to perform each duty satisfactorily. Other duties may also be required or assigned.*

1. Develops, implements, and manages community development and tourism marketing and communication databases, plans, strategies, and programs.
2. Manages and markets the inventory of available sites and buildings for large commercial and industrial development and makes appropriate updates and changes on County website and marketing materials.
3. Creates, gathers, and maintains community development and tourism promotional materials, writes articles, researches data, and provides marketing material to promote the County.
4. Represents Dodge County professionally and positively and assists local communities, business groups, State agencies, and other agencies to promote and support community development activities.
5. Assists in reviewing community development projects for compliance with County Ordinances, plans and policies. Prepares letters, reports, and other necessary documents.
6. Assists in meeting the County's community development strategies, consistent with Division's mission, vision, and goals.
7. Assists in collaborations with public and private entities on community development activities, including Chamber networking opportunities.
8. Works with State, MadREP, and other economic development entities to market and promote Dodge County.
9. Creates, coordinates and implements marketing and communication strategies to support business attraction, expansion, and retention.
10. Prepares and presents reports on marketing activities, surveys and other related Department initiatives.
11. Prepares press releases, blog posts, marketing materials, annual reports, presentations, website and social media content, newsletters and other correspondence.
12. Develops and executes special programs and events.

13. Work with utility companies to help communicate new development opportunities and coordinate marketing activities with businesses and local communities.
14. Answers public inquiries and responds to request for information on planning, economic development and tourism matters.
15. Monitors and studies local, State and Federal legislation, economic and demographic data and trends; analyzes information and produces reports to build awareness with staff, appointed and elected officials, and the business community.
16. Assists with Tourism development initiatives, including coordinating opportunities with park staff to enhance and develop park and trail features as it relates to community development and attraction.
17. Researches, develops and administers various planning, economic development, and community development related grants.
18. Researches and identifies sources for key data points needed to effectively communicate with all audiences
19. Attends various meetings, conferences, events and other education and networking opportunities as appropriate.
20. Monitors and tracks marketing activities according to available budget and prepares budget requests for future initiatives.
21. Other duties as assigned.

#### **MINIMUM REQUIRED QUALIFICATIONS**

- Bachelor's degree in Marketing or Communications related field with three to five years of experience in marketing or communications, including experience in project management and working with private business leaders, elected and community officials, and the public.
- Equivalent combination of education and experience which provides necessary knowledge, skills, and abilities may be considered.

#### **OTHER REQUIREMENTS**

#### **PREFERRED QUALIFICATIONS**

#### **REQUIRED JOB COMPETENCIES**

- Advanced proficiency in developing and implementing marketing strategies and campaigns, event planning, managing databases, website development and maintenance, and graphic design.
- Excellent verbal and written communication skills with advanced proficiency to communicate clearly, concisely and effectively in English. Multi-lingual beneficial.
- Knowledge of the County and Department's operating requirements, policies, procedures, and practices; and local, State, and Federal regulations related to department programs and operations.
- Ability to research and analyze detailed information and effectively communicate as appropriate for the audience.
- Thorough knowledge of Search Engine Optimization (SEO) and experience with web-based marketing tools.
- Ability to plan, develop, implement, and evaluate projects and programs.

- Ability to develop, interpret and implement regulations, policies, procedures, written instructions, general correspondence, and other department-specific documents.
- Ability to establish and maintain accurate records of assigned activities and operations.
- Ability to interpret and implement local policies and procedures; written instructions, general correspondence; Federal, State, and local regulations.
- Skill in organizational and time management to prioritize duties to accomplish a high volume of work product while adapting to constant changes in priority.
- Ability to perform detailed work accurately and independently in compliance with stringent time limits requiring minimal direction and supervision.
- Ability to think quickly, maintain self-control, and adapt to stressful situations.
- Knowledge of current office practices and procedures and knowledge of the operation of standard office equipment and software.
- Advanced proficiency in Microsoft Office Suite, website content management systems and Adobe Creative Suite or other similar media editing and creating software.
- Ability to perform mathematical calculations required of this position.
- Skill in researching and understanding complex written materials.
- Ability to prepare and maintain accurate and concise records and reports.
- Ability to apply sound judgment and discretion in performing duties, resolving problems, and interpreting policies and regulations.
- Ability to communicate detailed and often sensitive information effectively and concisely, both orally and in writing.
- Ability to handle sensitive interpersonal situations calmly and tactfully.
- Ability to maintain professionalism at all times.
- Ability to maintain effective working relationships with individuals within and outside the organization.
- Ability to maintain confidentiality and discretion regarding business-related files, reports, and conversations, within the provisions of open records laws and other applicable State and Federal statutes and regulations.
- Ability to work the allocated hours of the position and respond after hours as needed. Work may involve occasional night and weekend meetings or activities.

#### **PHYSICAL AND WORK ENVIRONMENT**

*The physical and work environment characteristics described in this description are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions or as otherwise required by law. Employees needing reasonable accommodation should discuss the request with the employee's supervisor or Human Resources.*

- This work requires the occasional exertion of up to 25 pounds of force; work regularly requires sitting, frequently requires standing, speaking or hearing, using hands to finger, handle or feel and repetitive motions and occasionally requires walking, stooping, kneeling, crouching or crawling and reaching with hands and arms.
- Work has standard vision requirements.



**Abolish One Position of *Detective* and Create One Position of *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,

**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 *Detective* at the Sheriff’s Office, effective January 1, 2023; 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* at the Sheriff’s Office, effective January 1, 2023; and,

**WHEREAS**, a job description for the position of *Detective* has been marked for identification as Exhibit “A”, and has been attached hereto; and,

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

**WHEREAS**, there is no fiscal impact on the 2022 Budget of the Sheriff’s Office; and,

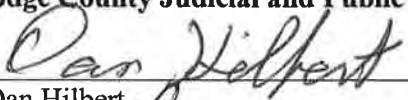
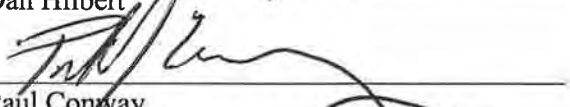

**WHEREAS**, it is reasonably anticipated that the Dodge County Board of Supervisors will appropriate funds in the 2023 Dodge County Budget sufficient to pay wages and fringe benefits for the proposed position of *Sergeant* during calendar year 2023;

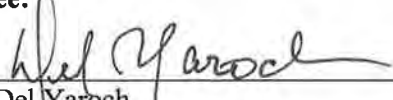
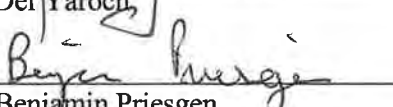
**NOW, THEREFORE, BE IT RESOLVED**, that the Dodge County Board of Supervisors hereby abolishes one full-time, benefited position of *Detective* at the Sheriff’s Office, effective January 1, 2023; and,

**BE IT FINALLY RESOLVED**, that the Dodge County Board of Supervisors hereby creates one new, full-time, benefited position of *Sergeant* at the Sheriff’s Office, effective January 1, 2023.

All of which is respectfully submitted this 19<sup>th</sup> day of July, 2022.

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

  
\_\_\_\_\_  
Dan Hilbert  
  
\_\_\_\_\_  
Paul Conway  
  
\_\_\_\_\_  
Rodger Frievalt

  
\_\_\_\_\_  
Del Yaroch  
  
\_\_\_\_\_  
Benjamin Priesgen

**FISCAL NOTE:** *The fiscal costs for this position will be addressed during the 2023 budgeting process. There will not be a fiscal impact to the Sheriff’s Office 2022 Budget. Finance Committee review date: July 11, 2022. Chair initials:*

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

**Resolution Summary:** A Resolution to abolish one position of *Detective* and create one new position of *Sergeant*.

**DODGE COUNTY JOB DESCRIPTION**

<b>JOB TITLE:</b>	Detective	<b>FLSA STATUS:</b>	Non Exempt
<b>DEPARTMENT:</b>	Sheriff	<b>REPORTS TO:</b>	Lieutenant
<b>LOCATION:</b>	Law Enforcement Center	<b>DATE:</b>	May 17, 1996
<b>LABOR GRADE:</b>	Sworn Union– Six (6) or (7)	<b>REVISED:</b>	6/19/06; 10/25/11; 12/4/17

**OVERALL PURPOSE/SUMMARY**

Under the general direction of Lieutenant, acts as criminal and incident investigator, report writer, and assistant to Patrol Division as assigned.

**PRINCIPAL DUTIES AND RESPONSIBILITIES**

1. Investigates criminal cases in County, including detection and arrest of criminal offenders.
2. Locates missing persons, property, etc. as related to criminal activities.
3. Prepares, conducts, and completes accurate investigation of complaints and/or other assigned duties.
4. Maintains and preserves evidence collected in investigation process.
5. Prepares accurate and complete investigation notes and reports.
6. Completes assigned case investigation in timely manner and keeps departmental supervisor and other court officials informed of progress.
7. Prepares evidence and testifies in court cases as necessary as related to criminal or other investigations.
8. Assists other department divisions as needed.
9. Provide guidance and training when appropriate to patrol or detectives in areas of specialty.
10. Assist with educating the public in crime prevention techniques and participate in problem solving efforts of the organization.
11. Regular attendance and punctuality required.
12. Performs related duties as may be required or assigned.

**JOB SPECIFICATION**

**KNOWLEDGE, SKILLS, AND ABILITIES**

Complete knowledge of criminal statutes.  
 Working knowledge of civil statutes.  
 Excellent communication skills.  
 Highly skilled in interviewing/questioning.  
 Proficient ability in criminal and incident investigation and report writing.  
 Must meet requirements of Civil Service Commission.  
 Must meet requirements of Dodge County Driver Qualification Program.

**EDUCATION AND EXPERIENCE**

Certified by Law Enforcement Board, and three (3) or more years of experience as law enforcement officer. Equivalent combination of education and experience which provides necessary knowledge, skills, and abilities may be considered. Before commencing employment on any basis as law enforcement position, that individual must have met recruit qualifications established by Law Enforcement Standards Board. Must possess at least either a two (2) year associate degree from Wisconsin vocational, technical, and adult education district or its accredited equivalent from another state or minimum of 60 fully accredited college level credits. Requirements of the current labor agreement apply where pertinent.

**WORKING CONDITIONS**

Nearly constant work under distractions. Frequent time pressure. Minimal work in adverse interpersonal situations.

**PHYSICAL DEMANDS**

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

<b>ACKNOWLEDGEMENTS</b>	<b>FOR HUMAN RESOURCE USE</b>
-------------------------	-------------------------------

<b>EMPLOYEE SIGNATURE:</b>	<b>ANALYST(S):</b>
<b>DATE:</b>	<b>DATE:</b>
<b>SUPERVISOR SIGNATURE:</b>	
<b>DATE:</b>	

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

THIS POSITION DESCRIPTION SUPERSEDES ALL PRIOR DESCRIPTIONS.



## DODGE COUNTY JOB DESCRIPTION

<b>JOB TITLE:</b>	Sergeant-Detective	<b>FLSA STATUS:</b>	Non Exempt
<b>DEPARTMENT:</b>	Sheriff	<b>REPORTS TO:</b>	Lieutenant
<b>LOCATION:</b>	Law Enforcement Center	<b>DATE:</b>	05/19/2022
<b>LABOR GRADE:</b>	Sworn – Eight (8)	<b>REVISED:</b>	NEW

### **OVERALL PURPOSE/SUMMARY**

Under the general direction of Criminal Investigations Lieutenant, Supervises activities and duties of detectives, acts as criminal and incident investigator, report writer, and assistant to Criminal Investigation and Patrol Division, as assigned.

### **PRINCIPAL DUTIES AND RESPONSIBILITIES**

1. Issues daily assignments to Detectives.
2. Acts as Officer in Charge of major crime scene, and serious incidents until relieved by a superior officer.
3. Investigates criminal cases in County, including detection and arrest of criminal offenders.
4. Locates missing persons, property, etc. as related to criminal activities.
5. Prepares, conducts, and completes accurate investigation of complaints and/or other assigned duties.
6. Maintains and preserves evidence collected in investigation process.
7. Prepares accurate and complete investigation notes and reports.
8. Completes assigned case investigation in timely manner and keeps departmental supervisor and other court officials informed of progress.
9. Prepares evidence and testifies in court cases as necessary as related to criminal or other investigations.
10. Assists other department divisions as needed.
11. Provide guidance and training when appropriate to patrol or detectives in areas of specialty.
12. Assist with educating the public in crime prevention techniques and participate in problem solving efforts of the organization.
13. Regular attendance and punctuality required.
14. Issues expendable equipment as needed.
15. Sets personal example for subordinates.
16. Informs superiors about observations/perceptions aiding management in achieving the office's mission.
17. Conducts random inspection of subordinates personal appearance and equipment.
18. Maintains appropriate level of discipline.
19. Enforces all office rules and regulations.
20. Recommends to superior officer any training or disciplinary action needed for subordinates.
21. Immediately suspends subordinate, with pay for just cause and notified superior officer of action.
22. Attends and participates in staff meetings as required.
23. May periodically check performance of subordinates in court or other assigned duties.
24. Conducts daily shift briefings to detective staff and others as required.
25. Participates in subordinate evaluation process by providing relevant information to Criminal Investigation Lieutenant.
26. Frequently reviews subordinate reports to ensure agency standards are met.
27. Actively involved with coaching and mentoring subordinates on a daily basis.
28. Performs related duties as may be required or assigned.

### **JOB SPECIFICATION**

#### **KNOWLEDGE, SKILLS, AND ABILITIES**

Complete knowledge of criminal statutes.  
Working knowledge of civil statutes.  
Excellent communication skills.  
Highly skilled in interviewing/questioning.  
Proficient ability in criminal and incident investigation and report writing.  
Ability to function effectively and prioritize functions under stressful conditions.  
Must meet requirements of Dodge County Driver Qualification Program.  
Ability to supervise others.



**EDUCATION AND EXPERIENCE**

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

**WORKING CONDITIONS**

Nearly constant work under distractions. Frequent time pressure. Frequent work in adverse interpersonal situations.

**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. \_\_\_\_\_

**Abolish One Position of Facility Maintenance Technician and Create One Position of Custodian in the Physical Facilities Department**

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

**WHEREAS**, the Dodge County Building Committee has studied and analyzed staffing needs at the Dodge County Sheriff's Office; and,

**WHEREAS**, as a result of these studies, analyses, and recommendations, the Building Committee recommends that the Dodge County Board of Supervisors abolish one full-time, benefited position of *Facility Maintenance Technician* in the Physical Facilities Department, effective July 20, 2022; and,

**WHEREAS**, as a result of these studies and analyses, the Building Committee also recommends that the Dodge County Board of Supervisors create one new, full-time, benefited position of *Custodian* in the Physical Facilities Department, effective July 20, 2022; and,

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

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

**WHEREAS**, there are sufficient funds available in the Physical Facilities 2022 Budget to pay wages and fringe benefits for the proposed position of *Custodian* starting July 20, 2022;

**NOW, THEREFORE, BE IT RESOLVED**, that the Dodge County Board of Supervisors hereby abolishes one full-time, benefited position of *Facility Maintenance Technician* in the Physical Facilities Department, effective July 20, 2022; and,

**BE IT FINALLY RESOLVED**, that the Dodge County Board of Supervisors hereby creates one new, full-time, benefited position of *Custodian* in the Physical Facilities Department, effective July 20, 2022.

All of which is respectfully submitted this 19<sup>th</sup> day of July, 2022.

**Dodge County Building Committee:**

\_\_\_\_\_  
Dennis Schmidt

\_\_\_\_\_  
Kevin Burnett

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

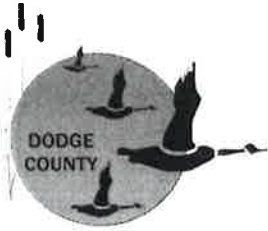
\_\_\_\_\_  
Jody Steger

\_\_\_\_\_  
Steve Kauffeld

**FISCAL NOTE:** *The estimated remaining 2022 budgeted wages/benefits for the abolished Facilities Maintenance Technician position is \$33,038 (Grade F, Merit). The estimated 2022 budgeted wages/benefits for the created Custodian position would be \$24,646 (Grade C, Step 1). The fiscal effect for calendar year 2022 would be a savings of an estimated \$8,392. Finance Committee review date: July 11, 2022. Chair initials: \_\_\_\_\_.*

**Vote Required:** Two-thirds (2/3) of members elect.

**Resolution Summary:** A Resolution to abolish one position of *Facility Maintenance Technician* and create one new position of *Custodian*.



## JOB DESCRIPTION

Title:	<b>Facility Maintenance Technician I</b>	Pay Grade:	F
Department:	Clearview Physical Facilities	FLSA Status:	Non-Exempt
Reports To:	Environmental Services Supervisor Maintenance Superintendent	Approval Date:	
Employee Group:	Non-Union	Revision Date:	7/1/21

---

### POSITION SUMMARY

This position provides semi-skilled technical work in the maintenance and repair of County buildings and facilities.

### ESSENTIAL FUNCTIONS

*The following duties are typical for this position. However, they are not to be construed as exclusive or all-inclusive. To perform this job successfully, an individual must be able to perform each duty satisfactorily. Other duties may also be required or assigned.*

1. Perform lawn mowing, trimming, and all lawn maintenance.
2. Assist with snow removal for sidewalks, snow blower operation, shoveling and spreading salt.
3. Replace light bulbs and other supplies. Cleans windows and glass.
4. Performs maintenance and repair including painting, general carpentry, flooring, renovations, moving furniture, drywall, and roof repair, light fixture repair, plumbing fixture repair, installation of flooring materials.
5. Cleans, sanitizes, and ensures proper disposal of waste materials, which could include body fluids or other hazardous materials.
6. Responds to emergency situations concerning malfunctioning equipment, to provide assistance, as directed.
7. Performs preventative maintenance to systems; reviews log for specific assignments; logs completed work.
8. Reviews building automation system, checking for system abnormalities; follows up with walk-through to verify proper temperatures and equipment operation for occupant comfort and safety.
9. Assists with the maintenance and repair of HVAC, plumbing, and electrical systems.
10. Assists with the preparation of boilers and chillers for inspection.
11. Assists with testing safety equipment including fire alarm systems, building sprinkler system, panic alarms, intercom system, emergency power supply generators, transfer switches, etc.
12. Assists with the repair of commercial kitchen and laundry equipment including ranges, steam cookers and tables, refrigeration equipment, dishwashers, washer/extractors, dryers, etc.
13. Cleans, lubricates, and performs preventive maintenance or repair on equipment.

14. Ensures all activities are carried out in a safe manner; adheres to all safety regulations; ensures all regulations pertaining to the safe use of equipment are understood and followed.
15. Reports all accidents to the appropriate authority. Follows all policies for reporting.
16. Maintains appropriate records including complete equipment repair history, work orders, daily job card, and other related data.
17. Completes written records of labor and materials used for each work project.
18. Carries out routine tasks such as raising flag, assisting with deliveries, etc.
19. Provides backup assistance to other department personnel as needed.
20. Other duties as assigned.

#### **MINIMUM REQUIRED QUALIFICATIONS**

- Technical degree in facilities maintenance, mechanical operations, construction trades or closely related field with two (2) years' of work experience with building mechanicals, operations and repair; or an equivalent combination of education, skills, knowledge and abilities may be substituted for above-listed requirements.

#### **OTHER REQUIREMENTS**

- Must successfully pass caregiver and criminal background check.

#### **PREFERRED QUALIFICATIONS**

#### **REQUIRED JOB COMPETENCIES**

- Knowledge of rough carpentry, finish carpentry, metal fabrication (welding), electrical wiring, plumbing, and heating/cooling systems.
- Knowledge of safe operation and maintenance of tools, equipment and facility systems.
- Knowledge of Personal Protective Equipment.
- Knowledge of the operation, care, and repair of maintenance equipment and tools.
- Working knowledge of occupational hazards (OSHA) and safe work practices.
- Knowledge of the policies and procedures of the County.
- Ability to establish and maintain accurate records of assigned activities and operations.
- Ability to interpret and implement local policies and procedures; written instructions, general correspondence; Federal, State, and local regulations.
- Skill in organizational and time management to prioritize duties to accomplish a high volume of work product while adapting to constant changes in priority.
- Ability to perform detailed work accurately and independently in compliance with stringent time limits requiring minimal direction and supervision.
- Ability to think quickly, maintain self-control, and adapt to stressful situations.
- Knowledge of computer software including word processing, spreadsheet and database applications consistent for this position.
- Ability to perform mathematical calculations required of this position.
- Ability to understand and effectively carry out verbal and written instructions.

- Ability to apply sound judgment and discretion in performing duties, resolving problems and interpreting policies and regulations.
- Ability to communicate detailed and often sensitive information effectively and concisely, both orally and in writing.
- Ability to handle sensitive interpersonal situations calmly and tactfully.
- Ability to maintain effective working relationships with individuals within and outside the organization.
- Ability to maintain confidentiality and discretion regarding business-related files, reports and conversations, within the provision of open records laws.
- Ability to work the allocated hours of the position and respond after hours as needed.

### **PHYSICAL AND WORK ENVIRONMENT**

*The physical and work environment characteristics described in this description are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions or as otherwise required by law. Employees needing reasonable accommodation should discuss the request with the employee's supervisor or Human Resources.*

- This work requires the occasional exertion of up to 50 pounds of force; work regularly requires walking, stooping, kneeling, crouching or crawling and reaching with hands and arms.
- frequently requires standing, speaking or hearing, using hands to finger, handle or feel and repetitive motions and occasionally requires sitting.
- Work has standard vision requirements.
- Vocal communication is required for expressing or exchanging ideas by means of the spoken word.
- Hearing is required to perceive information at normal spoken word levels.
- Work requires preparing and analyzing written or computer data and observing general surroundings and activities.
- Work is frequently performed in a noisy environment, around mechanical equipment, and toxic chemicals.
- Work will include outdoors in seasonal weather extremes.
- Exposures could include chemicals, seasonal temperatures extremes, bodily fluids, infectious diseases and hazardous waste; including work in secured detention areas.

*Nothing in this job description limits management's right to assign or reassign duties and responsibilities to this job at any time. The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position. The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.*

### **EMPLOYEE ACKNOWLEDGMENT**





## JOB DESCRIPTION

Title:	<b>Custodian</b>	Pay Grade:	C
Department:	Physical Facilities	FLSA Status:	Non-Exempt
Reports To:	Maintenance Superintendent	Approval Date:	9/17/2007
Employee Group:	Non-Union	Revision Date:	3/20/13, 4/4/17; 7/1/21

### POSITION SUMMARY

This position provides facility cleaning and grounds maintenance to ensure a clean and safe environment for workers and the public.

### ESSENTIAL FUNCTIONS

*The following duties are typical for this position. However, they are not to be construed as exclusive or all-inclusive. To perform this job successfully, an individual must be able to perform each duty satisfactorily. Other duties may also be required or assigned.*

1. Keeps rest rooms clean/disinfected and supplied with soap, towels, and tissues.
2. Sweeps, mops, and buffs floors in offices, hallways, and other facilities.
3. Performs scheduled floor maintenance including scrubbing, buffing, stripping and refinishing.
4. Washes windows, screens, walls, and light fixtures.
5. Empties garbage and other trash receptacles; separates recyclables.
6. Performs set-up, take down, and cleaning of all meeting rooms and areas.
7. Dusts, cleans, and polishes furniture.
8. Sanitizes high-touch areas.
9. Vacuums, shampoos, and does spot cleaning on carpeting.
10. Performs lawn mowing, trimming and all lawn maintenance for assigned facilities.
11. Assists with snow removal for sidewalks involving snow blower operation, shoveling, and spreading salt.
12. Replaces light bulbs and other supplies.
13. Carries out routine tasks such as raising flag, assisting with deliveries, etc.
14. Makes minor repairs to the buildings, furniture, and equipment.
15. Performs related work throughout the County's facilities as assigned.
16. Operates grounds vehicles, lawn care, and snow removal equipment.
17. Ensures all work is done according to standard practices, design specifications, and County and local building codes.
18. Ensures proper care and maintenance of tools and equipment.
19. Ensures all activities are carried out in a safe manner; adheres to all County safety regulations; ensures all regulations pertaining to the safe use of equipment are understood and followed.
20. Reports all accidents to the appropriate authority. Follows all policies for reporting.
21. Provides backup assistance to other department personnel as needed.
22. Maintains appropriate records including complete equipment repair history, work orders, daily job card, and other related data.



23. Other duties as assigned.

#### **MINIMUM REQUIRED QUALIFICATIONS**

- High School Diploma/equivalent and one (1) year work experience in custodial services. Equivalent combination of education and experience which provides necessary knowledge, skills, and abilities may be considered.

#### **OTHER REQUIREMENTS**

- Must successfully pass criminal background check.

#### **PREFERRED QUALIFICATIONS**

#### **REQUIRED JOB COMPETENCIES**

- Knowledge of various cleaning and yard maintenance equipment including leaf blowers, rider floor scrubbers, cleaners and sweepers, buffers, vacuums, brooms, shovels and other hand tools.
- Knowledge of safe operation and maintenance of tools, equipment, and facility systems.
- Knowledge of Personal Protective Equipment.
- Knowledge of the operation, care, and repair of maintenance equipment and tools.
- Working knowledge of occupational hazards (OSHA) and safe work practices.
- Knowledge of the policies and procedures of the County.
- Ability to establish and maintain accurate records of assigned activities and operations.
- Ability to interpret and implement local policies and procedures; written instructions, general correspondence; Federal, State, and local regulations.
- Skill in organizational and time management to prioritize duties to accomplish a high volume of work product while adapting to constant changes in priority.
- Ability to perform detailed work accurately and independently in compliance with stringent time limits requiring minimal direction and supervision.
- Ability to think quickly, maintain self-control, and adapt to stressful situations.
- Knowledge of computer software including word processing, spreadsheet and database applications consistent for this position.
- Ability to perform mathematical calculations required of this position.
- Ability to understand and effectively carry out verbal and written instructions.
- Ability to apply sound judgment and discretion in performing duties, resolving problems, and interpreting policies and regulations.
- Ability to communicate detailed and often sensitive information effectively and concisely, both orally and in writing.
- Ability to handle sensitive interpersonal situations calmly and tactfully.
- Ability to maintain effective working relationships with individuals within and outside the organization.
- Ability to maintain confidentiality and discretion regarding business-related files, reports, and conversations, within the provision of open records laws.
- Ability to work the allocated hours of the position and respond after hours as needed.

**PHYSICAL AND WORK ENVIRONMENT**

*The physical and work environment characteristics described in this description are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions or as otherwise required by law. Employees needing reasonable accommodation should discuss the request with the employee’s supervisor or Human Resources.*

- This work requires the occasional exertion of up to 50 pounds of force; work regularly requires walking, stooping, kneeling, crouching or crawling and reaching with hands and arms.
- , frequently requires standing, speaking or hearing, using hands to finger, handle or feel and repetitive motions and occasionally requires sitting.
- Work has standard vision requirements.
- Vocal communication is required for expressing or exchanging ideas by means of the spoken word.
- Hearing is required to perceive information at normal spoken word levels.
- Work requires preparing and analyzing written or computer data and observing general surroundings and activities.
- Work is frequently performed in a noisy environment, around mechanical equipment, and toxic chemicals.
- Work will include outdoors in seasonal weather extremes.
- Exposures could include chemicals, seasonal temperature extremes, bodily fluids, infectious diseases and hazardous waste; including work in secured detention areas.

*Nothing in this job description limits management’s right to assign or reassign duties and responsibilities to this job at any time. The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position. The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.*

**EMPLOYEE ACKNOWLEDGMENT**

I have received, reviewed and fully understand this job description. I further understand that I am responsible for the satisfactory execution of the essential functions as well as skills and abilities described therein. Furthermore, I understand this document will change over time, as necessary, and this document supersedes all prior descriptions. I understand I may be asked to perform duties and handle responsibilities that are not specifically addressed in my job description, from time to time. I understand that this does not constitute an employment agreement.

---

Employee Signature \_\_\_\_\_ Date \_\_\_\_\_

---

Employee Printed Name

---

Supervisor Signature/HR Representative

---

Date

---

Supervisor Printed Name/HR Representative

---

Custodian

4

Exhibit "B"

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

3 **Approval of Sale of Excess Highway Lands**  
4 **CTH O – Town of Lebanon**  
5

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

8 **WHEREAS**, in 1966, Dodge County acquired lands for highway purposes in the Town of  
9 Lebanon for the construction/realignment/reconstruction of CTH O; and,  
10

11 **WHEREAS**, the Dodge County Highway Committee has evaluated the lands adjacent to  
12 CTH O and has determined that approximately 0.173 acres described as follows and further  
13 depicted on Exhibit "A" attached hereto is no longer needed for highway purposes and has  
14 therefore deemed the land as excess highway lands:  
15

16 Being a part of the SE ¼ of the SW ¼ of Section 20 and part of the  
17 NE ¼ of the NW ¼ of Section 29, all in T9N, R16E, Town of  
18 Lebanon, Dodge County, Wisconsin, more fully described as  
19 follows:  
20

21 Commencing at the North 1/4 corner of said Section 29; thence  
22 S87°59'36"W, along the North line of said NW 1/4 , 763.49 feet to  
23 the NW corner of lands described in Document No. 513143; thence  
24 S02°00'24"E, 17.28 feet to the point of beginning of the hereinafter  
25 described lands; thence S02°00'24"E, 29.67 feet to the southerly  
26 right-of-way line of C.T.H. O as established in C.S.M. No. 3563;  
27 thence N74°00'11"W, along said southerly line, 45.13 feet to the SE  
28 corner of Lot 1 of C.S.M. No. 1644; thence along the southerly right-  
29 of-way line of C.T.H. O as established in C.S.M. No. 1644,  
30 N74°19'35"W, 122.33 feet to a point; thence continuing along said  
31 southerly line, N00°48'01"W, 81.10 feet to the northeasterly corner  
32 of said Lot 1; thence S51°39'13"E, 64.84 feet to a point of curvature;  
33 thence 124.91 feet along the arc of a curve to the left, with a radius  
34 of 320.48 feet, whose chord bears S62°49'10.5"E, 124.12 feet to the  
35 place of beginning. Said lands containing 7,552 sq. ft. (0.173 acres);  
36 and,  
37

38 **WHEREAS**, an adjacent landowner, Town of Lebanon, has made an offer to purchase the  
39 excess highway lands in the amount of one dollar (\$1.00) and further offers to formally deed its  
40 excess Town land to Dodge County in the approximate amount of 0.1 acres as depicted in yellow  
41 on Exhibit "A"; and,  
42

43 **WHEREAS**, the Highway Committee has considered the offer to purchase and the receipt  
44 of land in exchange and recommends that the Dodge County Board of Supervisors authorize the  
45 acceptance of the offer, subsequent sale of the excess highway lands and acceptance of Town land;  
46

47 **NOW, THEREFORE, BE IT RESOLVED**, by the Dodge County Board of Supervisors  
48 that the offer made by Town of Lebanon, is hereby accepted; and;

1  
2  
3  
4  
5  
6

**BE IT FINALLY RESOLVED**, that the Dodge County Board of Supervisors hereby authorize the Dodge County Chairman and the Dodge County Clerk to execute a Quit Claim Deed to the Town of Lebanon, and deliver same to the buyers upon payment by them to Dodge County in the amount of one dollar (\$1.00) and a Quit Claim Deed conveying certain Town land to Dodge County.

All of which is respectfully submitted this 19<sup>th</sup> day of July, 2022.

**Dodge County Highway Committee:**

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

\_\_\_\_\_  
John Kraus, Jr.

\_\_\_\_\_  
Rob Boelk

\_\_\_\_\_  
Dale Macheel

\_\_\_\_\_  
Jeff Breselow

***FISCAL NOTE.** The \$1.00 additional revenue will not be material to the 2022 Adopted Highway Department Budget. Finance Committee review date: July 11, 2022. Chair initials: \_\_\_\_\_.*

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

**Resolution Summary:** A Resolution approving the sale of excess highway lands CTH O – Town of Lebanon.

# PLAT OF SURVEY

BEING A PART OF THE SE 1/4 OF THE SW 1/4 OF SECTION 20 AND PART OF THE NE 1/4 OF THE NW 1/4 OF SECTION 29, ALL IN T.9N., R.16E., TOWN OF LEBANON, DODGE COUNTY, WISCONSIN

### SURVEYOR

MARK A. POWERS, PLS 1701  
LAKE COUNTRY ENGINEERING, INC.  
970 S SILVER LAKE ST., SUITE 105  
OCCONOWOC, WI. 53066  
(262)569-9331

### SURVEY FOR

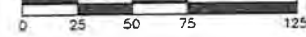
TOWN OF LEBANON  
W4717 COUNTY ROAD O  
LEBANON, WI. 53098

### LEGEND

- - 1.25" DIA IRON PIPE FOUND
- ⊙ - P.K. NAIL W/ SHINER FOUND



SCALE : 1" = 50'

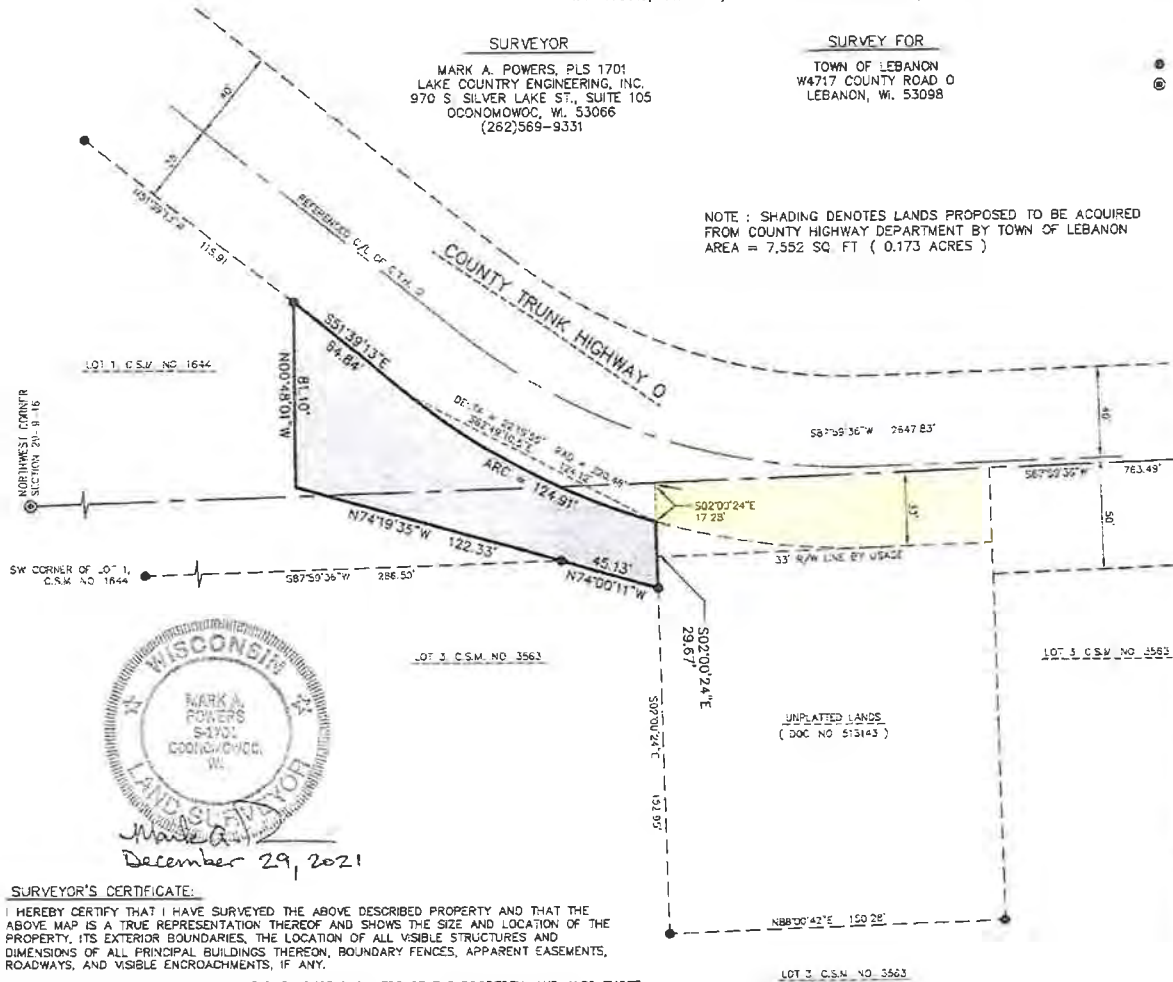


BEARINGS ARE REFERENCED TO THE NORTH LINE OF THE NW 1/4 OF SECTION 29-9-16 AS ASSUMED S87°59'36"W

NOTE : LOT CORNER IRONS HAVE NOT BEEN SET AT THIS TIME DUE TO UNKNOWN NATURE OF SUCCESSFUL COMPLETION OF LAND TRANSFER

NOTE : SURVEY FIELD WORK COMPLETED ON 12-1-2021

NOTE : SHADING DENOTES LANDS PROPOSED TO BE ACQUIRED FROM COUNTY HIGHWAY DEPARTMENT BY TOWN OF LEBANON  
AREA = 7,552 SQ FT ( 0.173 ACRES )



### SUGGESTED LEGAL DESCRIPTION OF LANDS TO BE TRANSFERRED FROM DODGE COUNTY TO LOT 1 OF C.S.M. NO. 1644

Being a part of the SE 1/4 of the SW 1/4 of Section 20 and part of the NE 1/4 of the NW 1/4 of Section 29, all in T9N, R16E, Town of Lebanon, Dodge County, Wisconsin, more fully described as follows:  
Commencing at the North 1/4 corner of said Section 29; thence S87°59'36"W, along the North line of said NW 1/4, 763.49 feet to the NW corner of lands described in Document No. 513143; thence S02°00'24"E, 17.28 feet to the point of beginning of the hereinafter described lands; thence S02°00'24"E, 29.67 feet to the southerly right-of-way line of C.T.H. O as established in C.S.M. No. 3563; thence N74°00'11"W, along said southerly line, 45.13 feet to the SE corner of Lot 1 of C.S.M. No. 1644; thence along the southerly right-of-way line of C.T.H. O as established in C.S.M. No. 1644, N74°19'35"W, 122.33 feet to a point; thence continuing along said southerly line, N00°48'01"W, 81.10 feet to the northeasterly corner of said Lot 1; thence S51°39'13"E, 64.84 feet to a point of curvature; thence 124.91 feet along the arc of a curve to the left, with a radius of 320.48 feet, whose chord bears S62°49'10.5"E, 124.12 feet to the place of beginning. Said lands containing 7,552 sq. ft. (0.173 acres)



December 29, 2021

### SURVEYOR'S CERTIFICATE:

I HEREBY CERTIFY THAT I HAVE SURVEYED THE ABOVE DESCRIBED PROPERTY AND THAT THE ABOVE MAP IS A TRUE REPRESENTATION THEREOF AND SHOWS THE SIZE AND LOCATION OF THE PROPERTY, ITS EXTERIOR BOUNDARIES, THE LOCATION OF ALL VISIBLE STRUCTURES AND DIMENSIONS OF ALL PRINCIPAL BUILDINGS THEREON, BOUNDARY FENCES, APPARENT EASEMENTS, ROADWAYS, AND VISIBLE ENCROACHMENTS, IF ANY.

THIS SURVEY IS MADE FOR THE USE OF THE PRESENT OWNERS OF THE PROPERTY, AND ALSO THOSE WHO PURCHASE, MORTGAGE, OR GUARANTEE THE TITLE THERETO WITHIN ONE (1) YEAR FROM DATE HEREOF.

4 **Authorizing the Village of Lowell New Emergency Siren and Allocation of the American**  
5 **Rescue Plan Act of 2021 Funds**  
6  
7

8 TO THE HONORABLE BOARD OF SUPERVISORS OF DODGE COUNTY, WISCONSIN,  
9

10 **WHEREAS**, on March 11, 2021, the American Rescue Plan Act of 2021 (hereafter “ARPA”)  
11 was signed by President Joe Biden which Act provides for approximately \$1.9 trillion dollars of federal  
12 funding to provide economic and other relief related to the negative impacts of the COVID-19  
13 pandemic; and,  
14

15 **WHEREAS**, Dodge County’s allocation of the ARPA funds is approximately \$17.4 million  
16 dollars; and,  
17

18 **WHEREAS**, according to the Interim Final Rule issued by the U.S. Department of Treasury  
19 published and effective on May 17, 2021, providing guidance with regard to use of ARPA funds, there  
20 are four general categories of eligible uses of ARPA funds: 1) Public Health and Economic Impacts;  
21 2) Premium Pay; 3) Revenue Loss; and, 4) Investment in Infrastructure, each category having several  
22 subcategories and examples; and,  
23

24 **WHEREAS**, Sections 602(c)(1)(C) and 603(c)(1)(C), of the American Rescue Plan Act of  
25 2021, give recipients broad latitude to use the Fiscal Recovery Funds under the Revenue Loss category;  
26 and,  
27

28 **WHEREAS**, on January 6, 2022, the U.S. Department of Treasury issued Coronavirus State  
29 and Local Fiscal Recovery Funds Final Rule (31 CFR Part 35, Federal Register Volume 87, No. 18,  
30 Page 4338) published January 27, 2022 with an effective date of April 1, 2022, hereafter “Final Rule”;  
31 and,  
32

33 **WHEREAS**, according to the Final Rule, Dodge County has two options for determining the  
34 amount of “Revenue Loss”: 1) Standard Allowance of \$10 million (“Standard Allowance”) or 2)  
35 Calculate Actual Revenue Loss for 2020-2023 (“Formula Calculation”); and,  
36

37 **WHEREAS**, the Dodge County Board of Supervisors adopted Resolution No. 21-96 at its  
38 meeting on March 15, 2022, thereby electing to use the Formula Calculation which permits Dodge  
39 County to use its approximate \$17.4 million under the flexible Revenue Loss category which includes  
40 its use for “. . . any governmental service traditionally provided by a government . . .” based on the  
41 “presumption that revenue loss was a result of the pandemic” (Source: U.S. Department of Treasury  
42 issued Coronavirus State and Local Fiscal Recovery Funds Final Rule (31 CFR Part 35, Federal  
43 Register Volume 87, No. 18, Page 4338); and,  
44



1  
2       **WHEREAS**, according to the Final Rule, no ARPA funds can be used for extraordinary  
3 contributions to a pension fund for the purpose of reducing an accrued, unfunded liability; payments  
4 for debt service and replenishments of rainy day funds; satisfaction of settlements and judgments; uses  
5 that contravene or violate the American Rescue Plan Act, Uniform Guidance conflicts of interest  
6 requirements, and other federal, state, and local laws and regulations; and,  
7

8       **WHEREAS**, on January 18, 2022, the Dodge County Board of Supervisors adopted Resolution  
9 No. 21-82 establishing the ARPA Project Evaluation Committee, hereafter “ARPA Committee”; and,  
10

11       **WHEREAS**, the ARPA Committee released a countywide solicitation for the submission of  
12 ARPA eligible projects and, in response, received 76 requests from county departments, local units of  
13 government and nonprofit agencies/organizations; and,  
14

15       **WHEREAS**, the ARPA Committee met several times during the months of February, March,  
16 April, May and June of 2022, for purposes of evaluating, scoring, ranking and discussing submitted  
17 projects and allocating ARPA funding to said projects; and,  
18

19       **WHEREAS**, the ARPA Committee determined that the proposal submitted by the Village of  
20 Lowell for a new emergency siren with battery backup which, once installed, would provide the Village  
21 and surrounding area notice of imminent threat of danger; and,  
22

23       **WHEREAS**, the proposal submitted by the Village of Lowell satisfies the Public Health and  
24 Economic Impacts (Assistance to Communities) and Revenue Loss (Provision of Governmental  
25 Services-provision of public safety services) categories set forth in the Final Rule; and,  
26

27       **WHEREAS**, the ARPA Committee recommends approving the Village of Lowell new  
28 emergency siren in an amount not to exceed \$20,000, as described in the attached Exhibit “A”, *ARPA*  
29 *Project Scoring Criteria*, and Exhibit “B”, *Project Summary*; and,  
30

31       **WHEREAS**, the Dodge County Finance Committee reviewed the herein referred to  
32 recommendation and joins in the ARPA Committee’s recommendation;  
33

34       **NOW, THEREFORE, BE IT RESOLVED**, that the Dodge County Board of Supervisors  
35 does hereby adopt the recommendation of the Committees and approves the Village of Lowell new  
36 emergency siren proposal in an amount not to exceed \$20,000, to be funded by ARPA funds; and,  
37

38       **BE IT FURTHER RESOLVED**, that the Dodge County Board of Supervisors recognizes that  
39 the Village of Lowell new emergency siren proposal referred to in Exhibit “B” *Project Summary*  
40 satisfies the criteria set forth in the Final Rule and serves the public purpose of providing the community  
41 emergency notification or warning of a threat of danger (weather event); and,  
42

43       **BE IT FURTHER RESOLVED**, that the ARPA funds allocated herein will be distributed on  
44 a reimbursement basis upon the completion of the approved project or on an interim basis upon the  
45 presentation of paid invoices; and,  
46

1           **BE IT FURTHER RESOLVED**, that the approved project and associated ARPA funding in  
2 an amount not to exceed \$20,000 are authorized, contingent on the Village of Lowell, doing all of the  
3 following:  
4

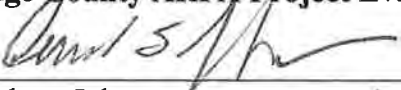
- 5           1. Adopting a corporate resolution which:
  - 6           a. Describes project need and the ARPA Final Rule category under which the project  
7 is eligible for funding;
  - 8           b. Authorizes the project;
- 9           2. Restricting the use of the funds to project identified herein;
- 10          3. Maintaining the funds in a segregated account, if any funds are provided on an upfront basis;
- 11          4. Authorizing entering into a contract with Dodge County which contract will include but  
12 will not be limited to following clauses:
  - 13           a. Indemnification and hold harmless-organization will be required to indemnify and  
14 hold the County harmless and agree to repay the funds in the event that the federal  
15 government invalidates the use of the funds;
  - 16           b. Compliance with *U.S. Department of the Treasury Coronavirus Local Fiscal  
17 Recovery Fund Award Terms and Conditions* dated May 12, 2021, the U.S.  
18 Department of Treasury Final Rule and applicable federal, state and local laws and  
19 regulations;
  - 20           c. Compliance with applicable federal, state and local procurement and prevailing  
21 wage laws and regulations;
  - 22           d. Responsibility for repayment of ARPA funds and any associated penalties if funds  
23 are recalled due to noncompliance with federal laws and regulations;
  - 24           e. Providing any and all timely information and documentation to Dodge County for  
25 the required U.S. Treasury quarterly or periodic reporting and allowing auditing of  
26 organization's accounts to confirm accuracy of said information;
  - 27           f. Accepting responsibility for all aspects of project administration, including but not  
28 limited to preparation of reports and other documentation, accounting and audit  
29 requirements, legal or other professional services;
  - 30           g. Providing any and all required cost share or matching funds or Village contributions  
31 identified in the proposal;
  - 32           h. Other conditions imposed by Dodge County; and,

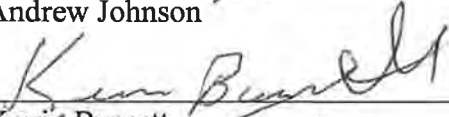
33  
34           **BE IT FURTHER RESOLVED**, that the Dodge County Finance Director is authorized and  
35 directed to amend the 2022 Dodge County Budget as necessary to account for the approved project and  
36 allocation of funds described herein; and,  
37

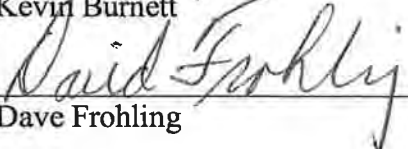
38           **BE IT FINALLY RESOLVED**, that the County Board Chairman and County Clerk are  
39 authorized to execute the necessary agreements for the herein approved project, subject to the review and  
40 approval of the Corporation Counsel's Office.  
41

All of which is respectfully submitted this 19<sup>st</sup> day of July, 2022.

**Dodge County ARPA Project Evaluation Committee:**

  
\_\_\_\_\_  
Andrew Johnson

  
\_\_\_\_\_  
Kevin Burnett

  
\_\_\_\_\_  
Dave Frohling

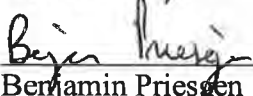
  
\_\_\_\_\_  
Cathy Houchin

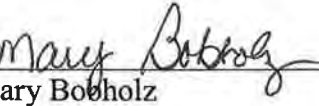
  
\_\_\_\_\_  
Larry Bischoff

\_\_\_\_\_  
Lisa Derr

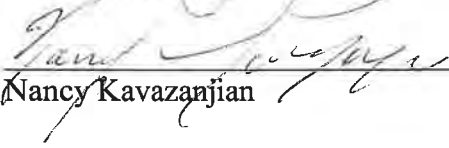
\_\_\_\_\_  
David Guckenberger

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

  
\_\_\_\_\_  
Benjamin Priesgen

  
\_\_\_\_\_  
Mary Bohholz

\_\_\_\_\_  
Jenifer Hedrick

  
\_\_\_\_\_  
Nancy Kavazanjian

**Dodge County Finance Committee:**

\_\_\_\_\_  
Karen Kuehl

\_\_\_\_\_  
Nancy Kavazanjian

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

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

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

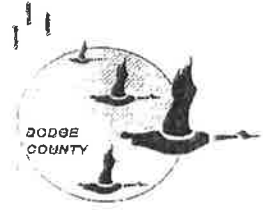
**FISCAL NOTE:** *This resolution does not require an appropriation from the County General Fund Balance because the monies received to date are held in a liability account within the General Fund. The cost of Dodge County's contribution to the Village of Lowell new emergency siren will be funded with American Rescue Plan Act funds and has no negative impact on the adopted 2022 Dodge County Budget. The cost is \$20,000. A 2/3 approval of members elect is required because this resolution uses unbudgeted revenues to offset the applicable expenditures/expenses. Finance Committee review date: July 11, 2022. Chair initials: \_\_\_\_\_.*

**Vote Required:** Two-thirds (2/3) of members elect.

**Resolution Summary:** Resolution authorizing the Village of Lowell New Emergency Siren and Allocation of the American Rescue Plan Act of 2021 Funds.

# ARPA PROJECT SCORING CRITERIA

(Complete one form per project)  
Please limit responses for each criteria to 250 words



## General Information

Project Name	_____	New emergency Siren
Municipality/Organization	_____	Village of Lowell
Prepared By:	_____	Sandy Pocius
Date	_____	_____
Phone Number	920-927-5700	Amount Requested
Email	lowellclerk@gmail.com	<b>\$19,803.51</b>

## Describe Project Consistency with ARPA Guidelines

ARPA Guidelines are posted on the county website at:  
<https://www.co.dodge.wi.gov/departments/departments-a-d/county-board/american-rescue-plan-act-of-2021>  
The Village of Lowell does not have a backup source of power. If electricity is out in our building, the tornado warning siren will not go off. This item would qualify under the Drinking Water State Revolving Fund Eligibility Category 4 Storage (Providing reserves when power outages and other emergencies occur)

### Criteria #1 Summary

Score:  
Max 15

Activities/Services to be funded - Project Overview with high-level budget information-attach budget  
The siren would be funded 10% from the Village ARPA funds and 90% from Dodge County ARPA funds. The Village of Lowell will receive \$34,000 of ARPA funds

### Criteria #2 Problem/Need Identified

Score:  
Max 15

Project description or statement of the problem/need addressed by the proposed activities/services  
The existing siren is currently connected to electricity. If the power goes out, our siren will not go off. With a battery backup siren this would not happen. New siren's are installed and the entire village and surrounding areas would be notified of the danger

### Criteria #3 Project Feasibility and Implementation

Score:  
Max 15

Project description or statement of the problem/need addressed by the proposed activities/services  
Implementation timeline, business plan, project start/completion date

If we were to receive funding the first step would be to order the necessary equipment from Federal Signal then we would schedule an appointment with Emergency Communication Systems for the install. Install will take only one day.

**Criteria #4 Outcome & Objectives**

Describe project value and impact, both short-term and long-term benefits for the people of Dodge County, for recipients of funded services and activities; including financial and economic impacts

Score:  
Max 30

The project value is safety of village residents. If the village is hit by a tornado and residents do not receive notification of it, there could be injury and loss of life.

**Criteria #5 Outcome Measurables**

Describe time specific measurable outcomes; benchmarks and measurements to determine project impact; comparison of baseline data prior to implementation with data after completion; other measurables

Score:  
Max 15

The outcome is that village residents and possibly surrounding areas would have sufficient time to take cover in the event of a tornado.

**Criteria #6 Other Funding Sources**

Describe other funding sources explored/available; describe whether/how project scope would be scaled if only partial ARPA funding awarded

Score:  
Max 5

The only other funding source would be additional monies from the ARPA funding the Village received. Please keep in mind that we only received \$34,000

Total Points  
Available 100

Return Completed Form to: ARPA@co.dodge.wi.us

## **ARPA Project Summary**

### **New Emergency Siren**

#### **Village of Lowell**

#### **Project # 25**

The Village of Lowell requests \$20,000 to purchase and install a new emergency siren with battery back up to give notification to the Village and surrounding areas of impending threat of danger (weather). The current siren relies on electricity and will not work in the event of a power outage affecting the Village as the Village of Lowell does not have a backup power source.

The proposal conforms to Public Health and Economic Impacts (Assistance to Communities) and Replacing Lost Revenue (Provision of Governmental Services) categories which allow for funding to support emergency response equipment associated with governmental services such as emergency notification and response. It is possible that the emergency siren could also satisfy the Investment in Infrastructure category as it will be equipment incorporated into the Village's emergency notification system.

**Authorizing a Contribution to Beaver Dam Lake Improvement Association for Beaver Dam Watershed-Rakes Bay Run Off Management Project (Stage 1) and Allocation of the American Rescue Plan Act of 2021 Funds**

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

**WHEREAS**, on March 11, 2021, the American Rescue Plan Act of 2021 (hereafter “ARPA”) was signed by President Joe Biden which Act provides for approximately \$1.9 trillion dollars of federal funding to provide economic and other relief related to the negative impacts of the COVID-19 pandemic; and,

**WHEREAS**, Dodge County’s allocation of the ARPA funds is approximately \$17.4 million dollars; and,

**WHEREAS**, according to the Interim Final Rule issued by the U.S. Department of Treasury published and effective on May 17, 2021, providing guidance with regard to use of ARPA funds, there are four general categories of eligible uses of ARPA funds: 1) Public Health and Economic Impacts; 2) Premium Pay; 3) Revenue Loss; and, 4) Investment in Infrastructure, each category having several subcategories and examples; and,

**WHEREAS**, Sections 602(c)(1)(C) and 603(c)(1)(C), of the American Rescue Plan Act of 2021, give recipients broad latitude to use the Fiscal Recovery Funds under the Revenue Loss category; and,

**WHEREAS**, on January 6, 2022, the U.S. Department of Treasury issued Coronavirus State and Local Fiscal Recovery Funds Final Rule (31 CFR Part 35, Federal Register Volume 87, No. 18, Page 4338) published January 27, 2022 with an effective date of April 1, 2022, hereafter “Final Rule”; and,

**WHEREAS**, according to the Final Rule, Dodge County has two options for determining the amount of “Revenue Loss”: 1) Standard Allowance of \$10 million (“Standard Allowance”) or 2) Calculate Actual Revenue Loss for 2020-2023 (“Formula Calculation”); and,

**WHEREAS**, the Dodge County Board of Supervisors adopted Resolution No. 21-96 at its meeting on March 15, 2022, thereby electing to use the Formula Calculation which permits Dodge County to use its approximate \$17.4 million under the flexible Revenue Loss category which includes its use for “. . . any governmental service traditionally provided by a government . . .” based on the “presumption that revenue loss was a result of the pandemic” (Source: U.S. Department of Treasury issued Coronavirus State and Local Fiscal Recovery Funds Final Rule (31 CFR Part 35, Federal Register Volume 87, No. 18, Page 4338); and,



1  
2       **WHEREAS**, according to the Final Rule, no ARPA funds can be used for extraordinary  
3 contributions to a pension fund for the purpose of reducing an accrued, unfunded liability; payments  
4 for debt service and replenishments of rainy day funds; satisfaction of settlements and judgments; uses  
5 that contravene or violate the American Rescue Plan Act, Uniform Guidance conflicts of interest  
6 requirements, and other federal, state, and local laws and regulations; and,  
7

8       **WHEREAS**, on January 18, 2022, the Dodge County Board of Supervisors adopted Resolution  
9 No. 21-82 establishing the ARPA Project Evaluation Committee, hereafter “ARPA Committee”; and,  
10

11       **WHEREAS**, the ARPA Committee released a countywide solicitation for the submission of  
12 ARPA eligible projects and, in response, received 76 requests from county departments, local units of  
13 government and nonprofit agencies/organizations; and,  
14

15       **WHEREAS**, the ARPA Committee met several times during the months of February, March,  
16 April, May and June of 2022, for purposes of evaluating, scoring, ranking and discussing submitted  
17 projects and allocating ARPA funding to said projects; and,  
18

19       **WHEREAS**, the ARPA Committee received a proposal from the Beaver Dam Lake  
20 Improvement Association titled *Beaver Dam Watershed-Rakes Bay Run Off Management* for a multi-  
21 stage project in the amount of \$832,600; and,  
22

23       **WHEREAS**, the ARPA Committee reviewed the *Beaver Dam Watershed-Rakes Bay Run Off*  
24 *Management* proposal in the amount of \$832,600 and determined that it would recommend funding of  
25 one stage of the proposal, which aims to improve Beaver Dam Lake water quality by installing control  
26 weirs and altering the contour of ditch areas in an around Rakes Bay; and,  
27

28       **WHEREAS**, the ARPA Committee recommends approving the Beaver Dam Lake  
29 Improvement Association-Beaver Dam Watershed-Rakes Bay Run Off Management Project (Stage 1-  
30 weir installation and ditch/run off contouring) in an amount not to exceed \$380,000, as described in  
31 the attached Exhibit “A”, *ARPA Project Scoring Criteria*, and Exhibit “B”, *Project Summary*, which  
32 satisfies the Water Infrastructure and Revenue Loss (Governmental Services-Fulfill Legislative  
33 policies of Chapter 92 of the Wisconsin Statutes) categories set forth in the Final Rule; and,  
34

35       **WHEREAS**, the Dodge County Finance Committee reviewed the herein referred to  
36 recommendation and joins in the ARPA Committee’s recommendation;  
37

38       **NOW, THEREFORE, BE IT RESOLVED**, that the Dodge County Board of Supervisors  
39 does hereby adopt the recommendation of the Committees and approves the Beaver Dam Lake  
40 Improvement Association-Rakes Bay Run Off Management Project (Stage 1-weir installation and  
41 ditch/run off contouring) in an amount not to exceed \$380,000, to be funded by ARPA funds; and,  
42

43       **BE IT FURTHER RESOLVED**, that the Dodge County Board of Supervisors recognizes that  
44 the Beaver Dam Lake Improvement Association proposal titled *Beaver Dam Watershed-Rakes Bay*  
45 *Run Off Management Project* (Stage 1-weir installation and ditch/run off contouring) referred to in  
46 Exhibit “B” *Project Summary* satisfies the criteria set forth in the Final Rule and serves the public  
47 purpose of the improving Beaver Dam Lake water quality by addressing nonpoint source pollution  
48 within the watershed by installing measures to filter and control run off; and,

1  
2 **BE IT FURTHER RESOLVED**, that the ARPA funds allocated herein will be distributed on  
3 a reimbursement basis upon the completion of the approved project or on an interim basis upon the  
4 presentation of paid invoices; and,  
5

6 **BE IT FURTHER RESOLVED**, that the approved project and associated ARPA funding in  
7 an amount not to exceed \$380,000 are authorized, contingent on the Beaver Dam Lake Improvement  
8 Association, doing all of the following:  
9

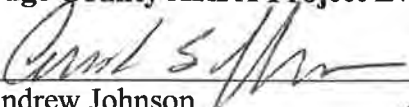
- 10 1. Adopting a corporate resolution which:
  - 11 a. Describes project need and the ARPA Final Rule category under which the project  
12 is eligible for funding;
  - 13 b. Authorizes the project;
- 14 2. Restricting the use of the funds to project identified herein;
- 15 3. Maintaining the funds in a segregated account, if funds are provided on an upfront basis;
- 16 4. Authorizing entering into a contract with Dodge County which contract will include but  
17 will not be limited to following clauses:
  - 18 a. Indemnification and hold harmless-organization will be required to indemnify and  
19 hold the County harmless and agree to repay the funds in the event that the federal  
20 government invalidates the use of the funds;
  - 21 b. Compliance with *U.S. Department of the Treasury Coronavirus Local Fiscal*  
22 *Recovery Fund Award Terms and Conditions* dated May 12, 2021, the U.S.  
23 Department of Treasury Final Rule and applicable federal, state and local laws and  
24 regulations;
  - 25 c. Compliance with applicable federal, state and local procurement and prevailing  
26 wage laws and regulations;
  - 27 d. Responsibility for repayment of ARPA funds and any associated penalties if funds  
28 are recalled due to noncompliance with federal laws and regulations;
  - 29 e. Providing any and all timely information and documentation to Dodge County for  
30 the required U.S. Treasury quarterly or periodic reporting and allowing auditing of  
31 organization's accounts to confirm accuracy of said information;
  - 32 f. Accepting responsibility for all aspects of project administration, including but not  
33 limited to preparation of reports and other documentation, accounting and audit  
34 requirements, legal or other professional services;
  - 35 g. Providing any and all required cost share or matching funds;
  - 36 h. Other conditions imposed by Dodge County; and,  
37

38 **BE IT FURTHER RESOLVED**, that the Dodge County Finance Director is authorized and  
39 directed to amend the 2022 Dodge County Budget as necessary to account for the approved project and  
40 allocation of funds described herein; and,  
41

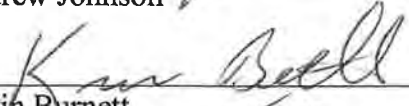
42 **BE IT FINALLY RESOLVED**, that the County Board Chairman and County Clerk are  
43 authorized to execute the necessary agreements for the herein approved project, subject to the review and  
44 approval of the Corporation Counsel's Office.  
45

All of which is respectfully submitted this 19<sup>th</sup> day of July, 2022.

**Dodge County ARPA Project Evaluation Committee:**

  
\_\_\_\_\_  
Andrew Johnson

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

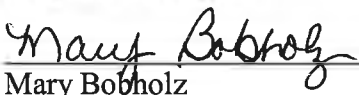
  
\_\_\_\_\_  
Kevin Burnett

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

  
\_\_\_\_\_  
Dave Frohling

  
\_\_\_\_\_  
Benjamin Priesgen

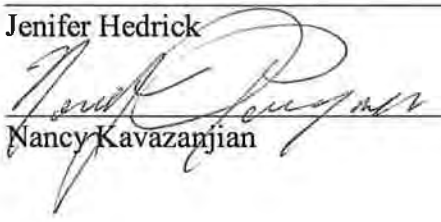
\_\_\_\_\_  
Cathy Houchin

  
\_\_\_\_\_  
Mary Bobholz

  
\_\_\_\_\_  
Larry Bischoff

\_\_\_\_\_  
Jenifer Hedrick

\_\_\_\_\_  
Lisa Derr

  
\_\_\_\_\_  
Nancy Kavazanjian

**Dodge County Finance Committee:**

\_\_\_\_\_  
Karen Kuehl

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

\_\_\_\_\_  
Nancy Kavazanjian

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

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

**FISCAL NOTE:** This resolution does not require an appropriation from the County General Fund Balance because the monies received to date are held in a liability account within the General Fund. The cost of Dodge County's contribution to the Beaver Dam Lake Improvement Association – Beaver Dam Watershed-Rakes Bay Run Off Management Project will be funded with American Rescue Plan Act funds and has no negative impact on the adopted 2022 Dodge County Budget. The cost is \$380,000. A 2/3 approval of members elect is required because this resolution uses unbudgeted revenues to offset the applicable expenditures/expenses. Finance Committee review date: July 11, 2022. Chair initials: \_\_\_\_\_.

**Vote Required:** Two-thirds (2/3) of members elect.

- 1 **Resolution Summary:** Authorizing a Contribution to Beaver Dam Lake Improvement Association for Beaver Dam
- 2 Watershed-Rakes Bay Run Off Management Project (Stage 1) and Allocation of the American Rescue Plan Act of 2021
- 3 Funds

# ARPA PROJECT SCORING CRITERIA

(Complete one form per project)

Please limit responses for each criteria to 250 words



## General Information

Project Name	Beaver Dam Watershed - Rakes Bay Run Off Management	
Municipality/Organization	Beaver Dam Lake Improvement Association	
Prepared By:	William Foley	
Date	Thursday, March 10, 2022	Amount Requested
Phone Number	920 356 9123	<b>\$832,600.00</b>
Email	bifoley13@charter.net	As Submitted

## Describe Project Consistency with ARPA Guidelines

ARPA Guidelines are posted on the county website at:

<https://www.co.dodge.wi.gov/departments/departments-a-d/county-board/american-rescue-plan-act-of-2021>

The Clean Water State Revolving Fund Eligibilities" (2016, May) identifies eleven eligible projects, two of which specifically apply to the Rakes Bay Project including "Agricultural Best Management Practices" and "Surface Water Protection and Restoration."

The first category of Agricultural Best Management Practices includes projects which address runoff and erosion from agricultural cropland and animal feeding operations. This includes rip-rapping for shoreland owners and "streambank stabilization" both a key part of Rake's Bay project. It specifically includes projects developed to address nonpoint sources of pollution.

Beaver Dam Lake and Beaver Creek, have been designated as an impaired waterways by the EPA. They flow into the Beaver Dam River and continues through Lowell, then meanders south just east of Reeseville, and joins Chub Lake after which it merges with the Crawfish River on the southwest part of Dodge County. It is a source of fishing, boating, swimming, ice fishing, and tourism for the county. We have a significant phosphorus load in Beaver Dam Lake and Beaver Dam River exacerbated by a large number of carp. Agricultural runoff with erosion of soil and water is a significant cause (45%) of this heavy phosphorus load. There are a number of agricultural producers in Dodge County who are applying best practices (no till, cover crops, etc.) which reduces erosion where they would otherwise lose the most valuable topsoil. Best cropping practices also increase soil health.

### Criteria #1 Summary

Score:  
Max 15

Activities/Services to be funded - Project Overview with high-level budget information-attach budget

Stage 1. The first stage would install control weirs and alter the contour of ditch areas to allow more surface water area and promote natural channel flow. This will increase evaporation and slow the water flow to be retained in the wetlands as it once was in a more natural condition. The engineering firm estimated this cost at \$280,800.

Stage 2. A number of shoreline owners have tentatively agreed to repair/replace their deteriorating rip rap which prevents shoreline erosion. (This would be on a cost share basis with the homeowners) The engineering firm estimated this cost at \$100,000.

Stage 3. Rakes Bay would be drawdown by 4 to 5 ft to mimic the natural drought condition which would then strengthen the shoreline plant life and compact the bay bottom. The area would be cordoned off with a barrier (berm) to prevent the drawdown from impacting the rest of the lake. The water would be pumped out and it would be maintained for the entire period of up to 18 months. The remaining carp will disintegrate into the sediment which will then degrade into the compacted bottom layer. In addition to cleaner water, and the growth of more aquatic plants, we will have had a significant rough fish kill that will affect lower reproduction of game fish and less pressure on beneficial game fish. The reduction of rough fish will further reduce nutrient resuspension through excretion and bottom disturbance. The engineering firm estimated this cost at \$452,000.

### Criteria #2 Problem/Need Identified

Score:  
Max 15

Project description-statement of the problem/need addressed by the proposed activities/services

A UW Madison study in 2017 found that Beaver Dam lake's phosphorus load is far beyond what it should naturally occur. High levels of phosphorus will cause algal growth which harms water quality with the development of blue green algae. This cyano bacteria is harmful to the health of the community and fatal to dogs and other animals. As of 2018, Beaver Dam Lake's phosphorus load was a total of 138 tons or 276,000 pounds. BDLIA has been concerned about the issues of high phosphorus entering the lake which was documented in the Beaver Dam Lake Management Plan in 2015. As part of that plan, BDLIA collected water samples from the lake to measure the milligrams per liter of phosphorus in the sample. In order to focus on specific sources, BDLIA decided to take samples from the tributaries entering Beaver Dam Lake including Rakes Bay. After several years of data, it was clear that the Rakes Bay samples had significantly higher levels of phosphorus than the other tributaries. In May of 2021, BDLIA monitored the phosphorus levels at the of the two ditches coming into Rakes Bay by retaining the engineering firm of Emmons Oliver Resources. That data demonstrated that the two ditches coming into Rakes Bay are the most significant sources of phosphorus runoff for the whole lake. Field investigation found that the watershed had degraded over time thus reducing the headwater storage and contributed to downstream flooding. The natural flow through this watershed has been disrupted, resulting in heavy pulse flow of storm run off. These practices will increase residence time of water which will allow nutrient capture and manage water flow to downstream properties.

### Criteria #3 Project Feasibility and Implementation

Score:  
Max 20

Project feasibility, description of project steps/tasks, implementation timeline, business plan, project start/completion date



A hydrologic and hydraulic (H&H) analysis was performed in 2021 with corrective practices identified which include drawings and scope of work. H&H watershed modeling and design is the current standard which identifies base line conditions which will identify practices which will slow the run off flow to promote floodplain connectivity and maximize wetland storage. This analysis uses field data with soil and water sampling which will provide upland conditions to effectively reduce flooding, conserve groundwater and improve stream health. These practices are currently used at both the State (Lower Rock River 2021) and Federal levels (Horicon Analysis 2020). (Note: These tools were an integral part of the Wisconsin Land and Water Conference on March 3rd, 2022: Hydraulic Restoration 101 & Natural Flood Management presented to County Conservation Departments) (This analysis and practices will support the Army Corps of Engineers, 'Naturalized Flood Control,' guidance.)

Project Task & Timing: 1) Engineered Study with Practices identified . complete DNR project LPT 175121 90 days 2) Secure Permits 90 days  
 3) Qualify contractors and initiate competitive bidding 90 days 4) Mobilize and initiate work 60 days (Approx. Jan 2023)  
 5) Project completion : February 2024

**Criteria #4 Outcome & Objectives**

Describe project value and impact, both short-term and long-term benefits for the people of Dodge County, for recipients of funded services and activities; including financial and economic impacts Score: Max 30

The Beaver Dam Lake watershed directly impacts 800 lake frontage families with a total of 30,000 county residence living in this section of Dodge County. The peaceful enjoyment of this unique resource is assumed by the folks living in and around the Lake. The simple ambience provided by BDL is an exceptional asset of the County which attracts the skilled residence required for the future progress. This project is an important initiative which will improve water quality while managing the fishery. When phosphorus is excessive, algae blooms explode during hot weather and block the sunlight which minimizes the ability of other plants and fish to survive. Those blooms are unhealthy for people (and fatal for dogs.) They produce a terrible smell in summer and prevent county residents and tourists from using their back yard, as well as, the lake for fishing, swimming and boating. Tourism increases when the lake is healthier with fishing for game fish rather than just carp. In addition, without taking action to improve the lake, lower property values will result and affect the owners who will not get as much for their property. That reduced revenue could also impact school districts, cities, Dodge County, and the state by over \$900,000.

**Criteria #5 Outcome Measurable**

Describe time specific measurable outcomes; benchmarks and measurements to determine project impact; comparison of baseline data prior to implementation with data after completion; other measurable Score: Max 15

The DNR has identified the primary pollutant to be total phosphorus (TP) which can be sampled and analyzed at the Wis. State Hygiene Lab. TP levels have been analyzed for ten years on BDL and 5 yrs. at Rakes Bay. These results confirm the water quality of BDL to be in the poor range with Rakes Bay demonstrating exceptionally high TP values. Samples will continue to be taken on BDL and at the outlet of Rakes Bay during the growing season, May through September. A newly defined sample point has been designated at the outlet of Rakes Bay near County Hwy G. Additional inspection locations have been designated upland at various creeks and ditch ways in order to monitor incoming nutrient loads. It is anticipated that the proposed practices will improve water quality to allow TP levels on BDL to be classified at the better Fair level, with TP levels trending lower over the next five years. These quantitative results will be complemented by Volunteer Citizen Monitor field observations which will indicate restored habitat and improved spawning areas. The Wis. lake shore land habitat monitoring field protocol and stream monitoring record will be used to collect this data. The transition from surface water to near shore is critical for waterfowl transition and spawning cover. As predator fish and water birds prosper they will create a balance through natural biological control.

**Criteria #6 Other Funding Sources**

Describe other funding sources explored/available; describe whether/how project scope would be scaled if only partial ARPA funding awarded Score: Max 5

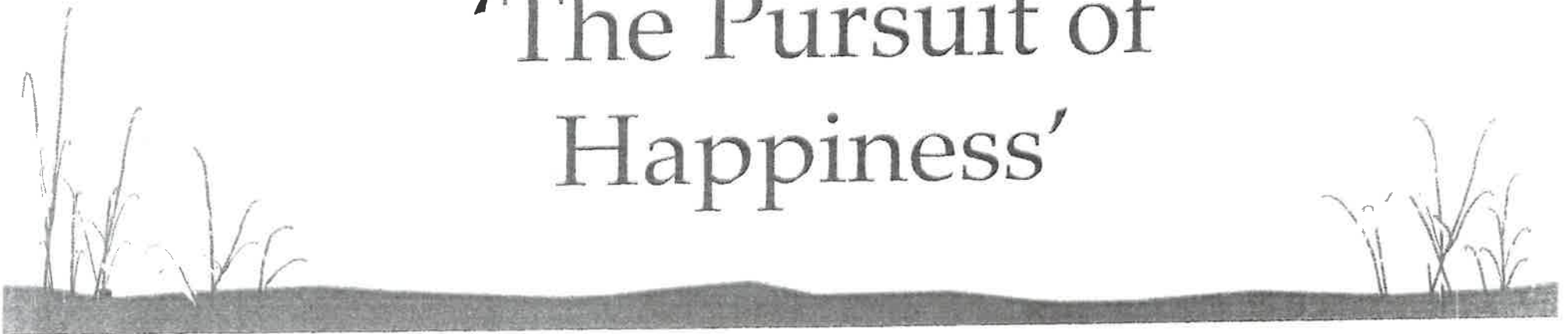
\* Funding Sources: Stage 2, shoreline restoration will be extended as a cost share program with property owners matching funding for each parcel. The requested \$100,000 in funding would be matched by proportional cost per parcel by property owners up to the same \$100,000 level. We further anticipate a significant cost benefit with contractor pricing based on a larger scope of work.  
 \* Prior Lake and Watershed Planning Grants, (\$85,000) have been executed by BDLIA with significant funding from the DNR with additional support from Beaver Dam Lake Development and volunteer participation.  
 \* Partial Scope Funding: If a phased approach to the project is considered the stage 1 and 2 of the project would be implemented at \$360,000, which will address storm water run off management with the reduction of new sediment and nutrients. With the reduced program the legacy phosphorus addressed in stage 3 would not be managed.

Total Points Available: 100

Return Completed Form to: ARPA@co.dodge.wi.us

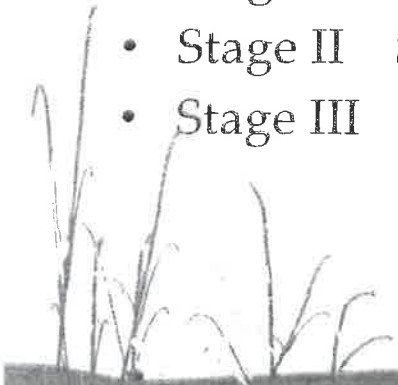
# Beaver Dam Lake

'The Pursuit of  
Happiness'



# Reduce phosphorus input Into Beaver Dam Lake with NRCS confirmed practices and Fix Legacy Phosphorus on Bay Bottom.

- Stage I Upland Work Reduces Phosphorus Input \$280,600
- Stage II Shoreline Repair to Stabilize Shore \$100,000
- Stage III Bay Draw Down to Fix Legacy Phosphorus \$452,000

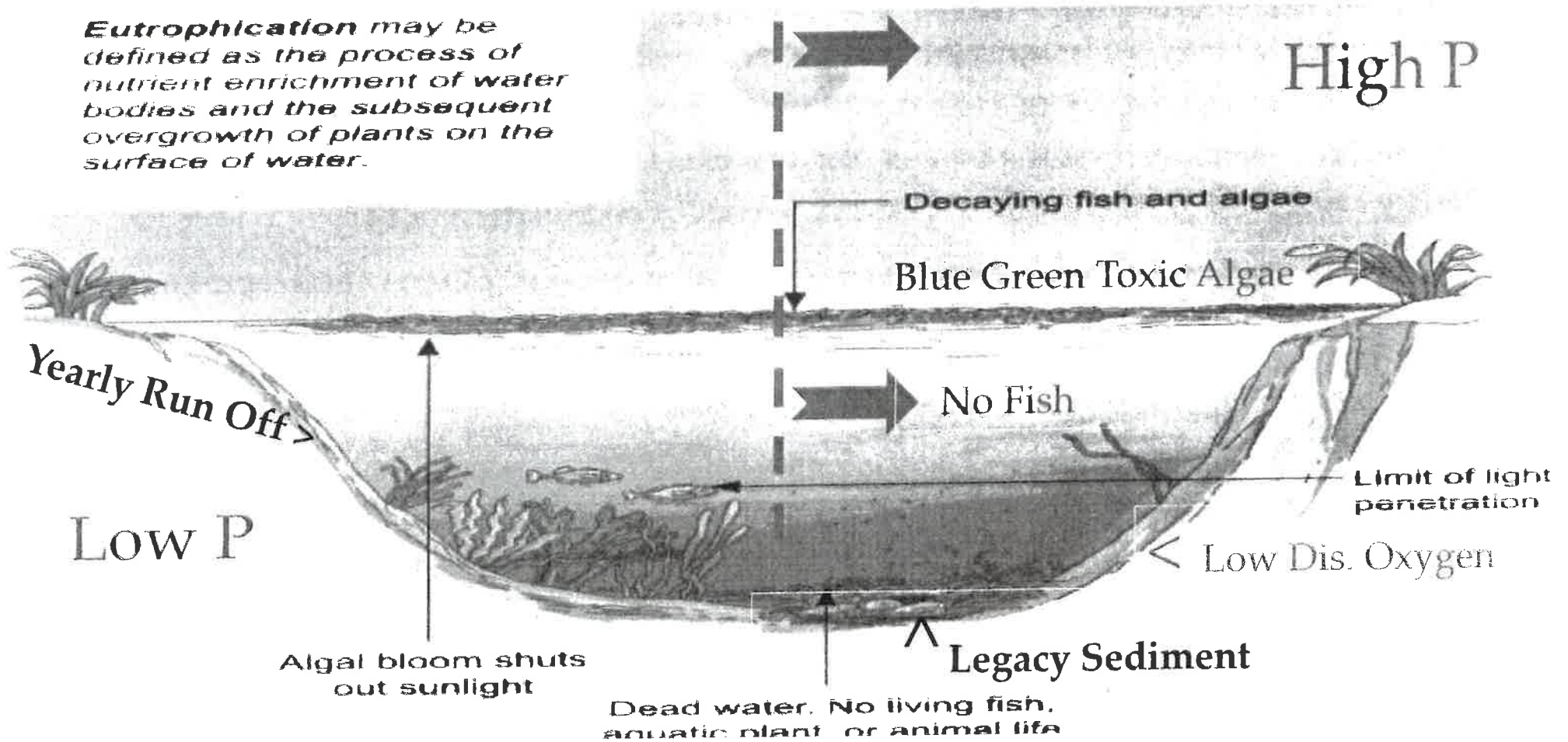




# Water Quality

# EPA Impaired 303

*Eutrophication may be defined as the process of nutrient enrichment of water bodies and the subsequent overgrowth of plants on the surface of water.*



# AIRBORN CYNO-BACTERIA

## FILTER & SANITIZER



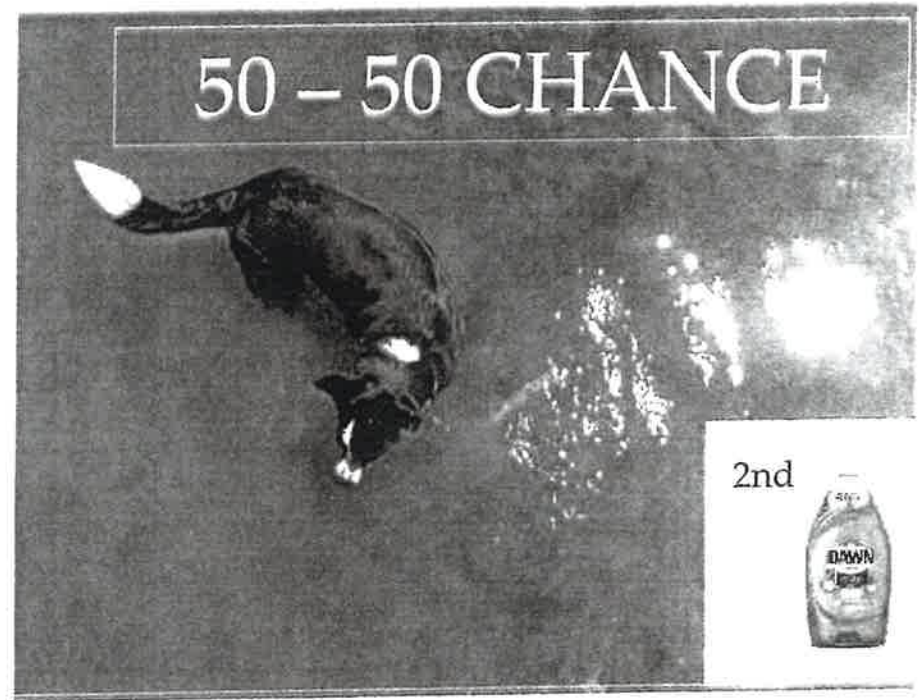
Beaver Dam July 13<sup>th</sup>



# Growing Concern



MD



DVM

1st ✓

Wisconsin Dept. of Health Services ([DHS.Wisconsin.gov](http://DHS.Wisconsin.gov)) (Jan 6 -7)  
CDC (Vet. Reference Cyanobacteria & Human Associated Illness)



# Landowners and Drained Wetlands in the Upper Part of the Beaver Dam River Watershed

Grant-Lake County

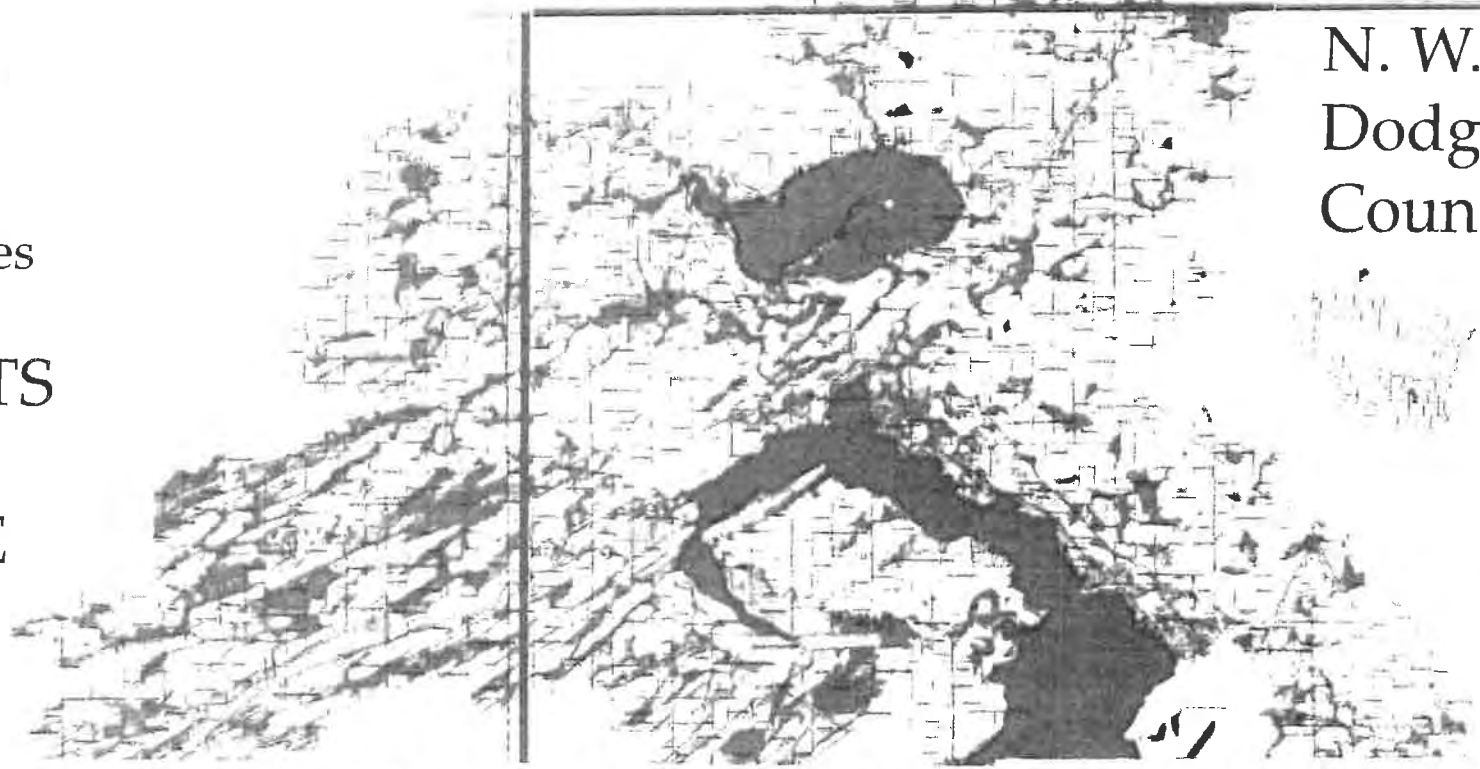
Rock County

### Explanation

- Landowner Boundary
- Hydrography
- Road
- Drained Wetland
- Existing Wetland
- Deep Open Water

98,000 Acres

**IMPACTS**  
30,000  
**PEOPLE**



N. W.  
Dodge  
County

**FLOWS INTO ROCK & BEAVER DAM RIVER**  
**TOTAL MAX DAY LOAD**

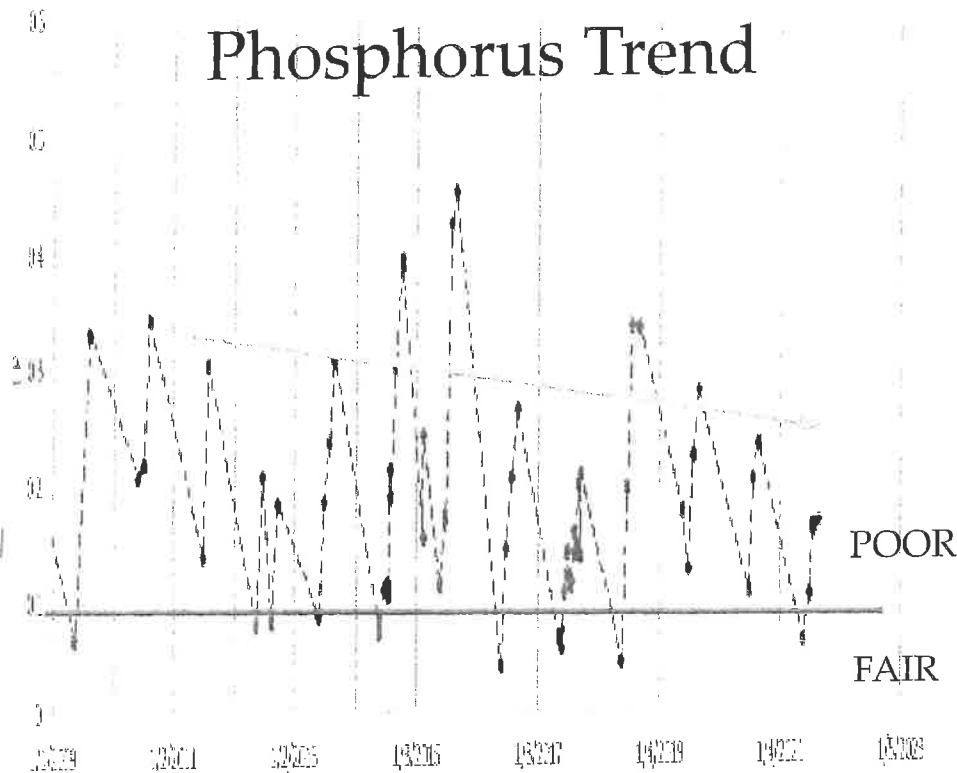


Map prepared by the Wisconsin Department of Natural Resources, Bureau of Watershed Management, in cooperation with the Wisconsin Department of Transportation, Bureau of Planning and Design. The map is a generalization of the data provided and does not represent the actual data. The map is for informational purposes only and should not be used for legal or regulatory purposes. The map is not a warranty of any kind. The map is provided as a service to the public and is subject to change without notice. The map is not a representation of the actual data. The map is for informational purposes only and should not be used for legal or regulatory purposes. The map is not a warranty of any kind. The map is provided as a service to the public and is subject to change without notice.

# Water Quality

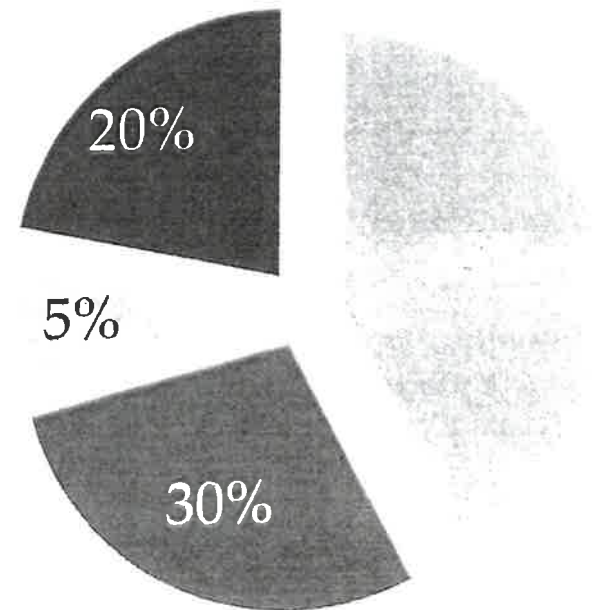
# Source of 'P'

## Phosphorus Trend



- External
- Shoreline Erosion & Other
- Strattafication

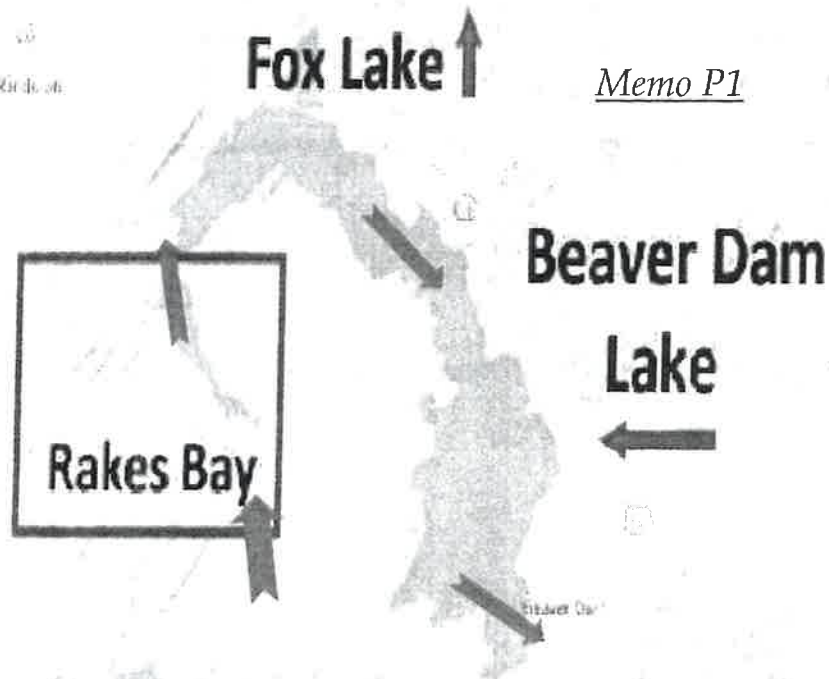
Montgomery 2018



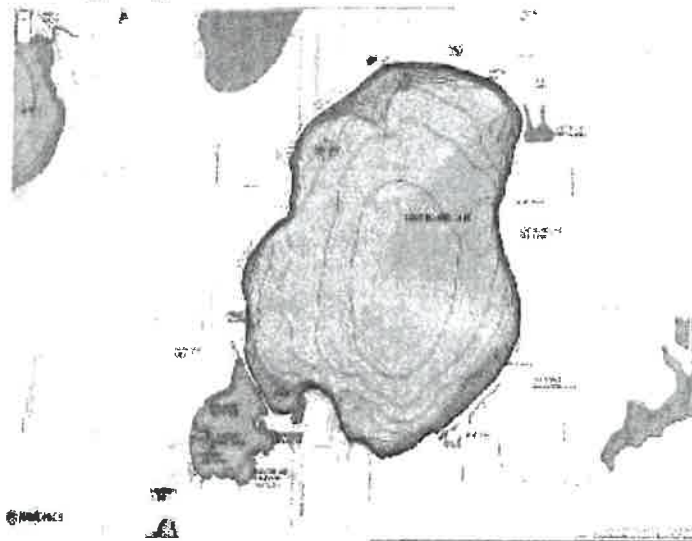
1 # = 500 #



# 'Proven Approach'



Memo P1



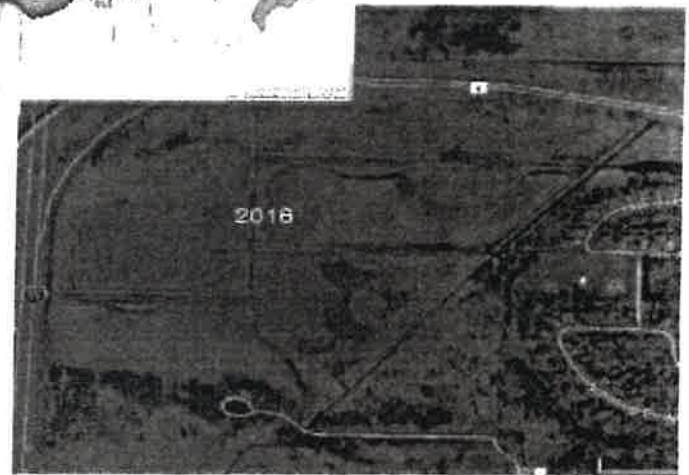
Lost Island Lake

'Iowa Lake Better After One Year Of Restoration'

Forest Lake

Bixby Park >

9 % of Area, 20+ % of Phosphorus



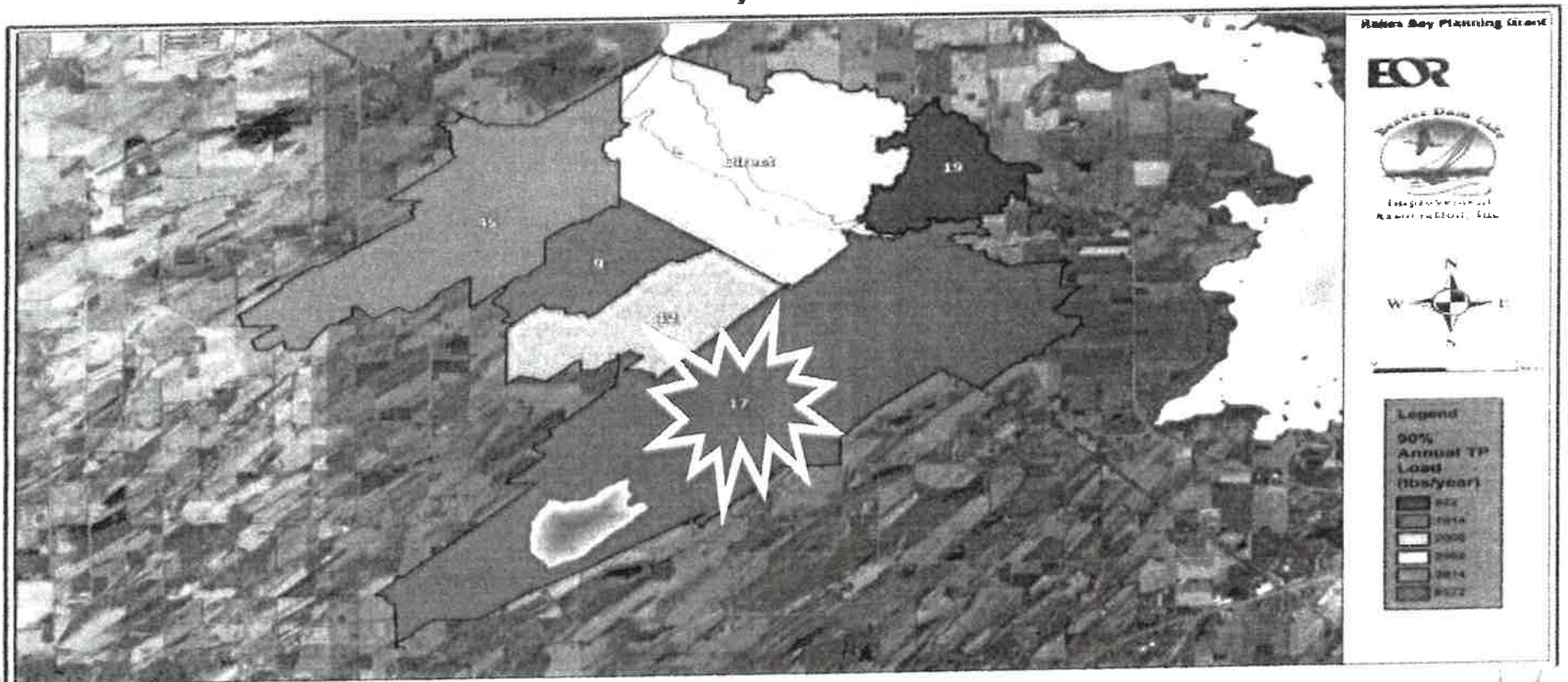
Wetlands on Shallow Aquifer, Forest Lake, MN  
Langenberg, and Squires-Sperling

College of Arts and Sciences

Wis. Land + Water Conference

Mar 6<sup>th</sup> 'Restoration 101'

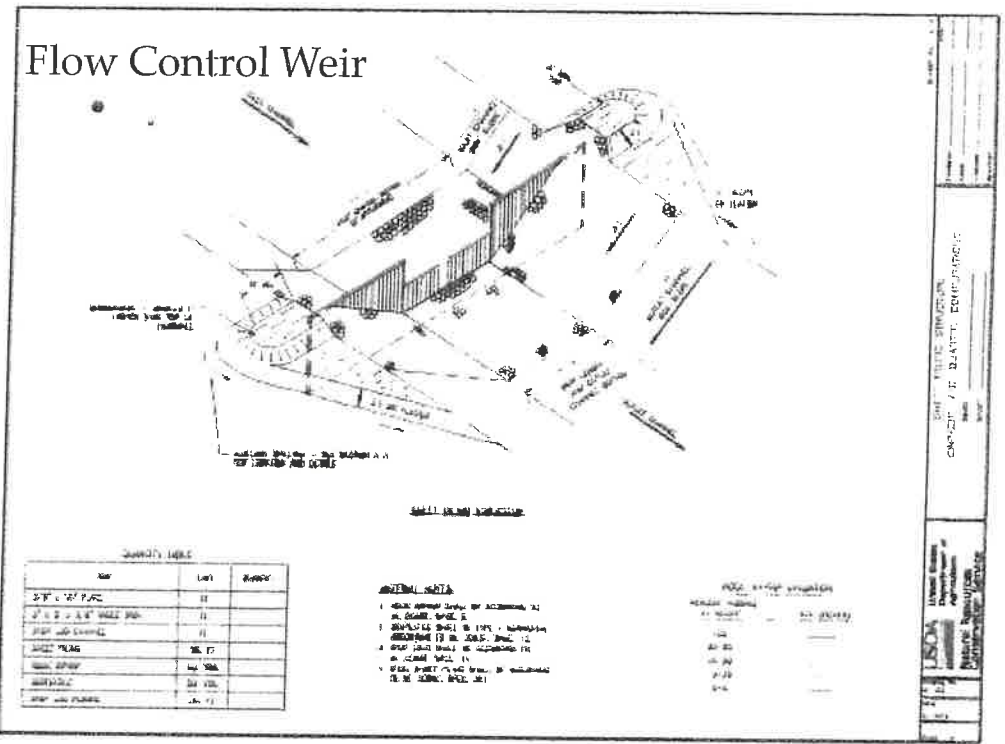
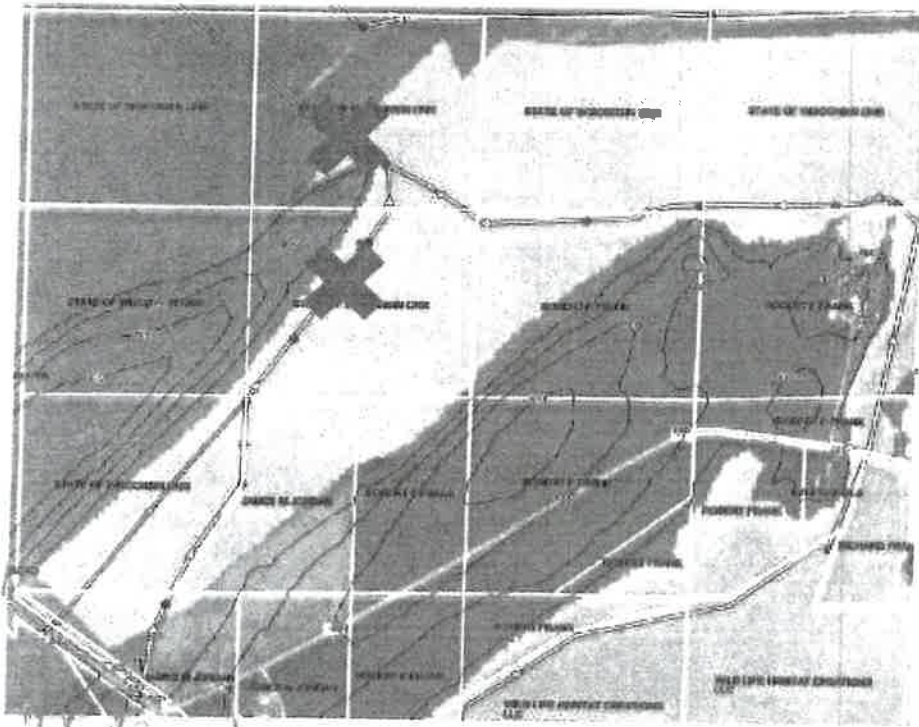
# Rakes Bay Watershed



19,580 # Phosphorus Inflow per Year



# Project is Shovel Ready



Source: EOR Dec 2021

## WATERSHED H/H PILOT PROJECT

# What We Offer the Community

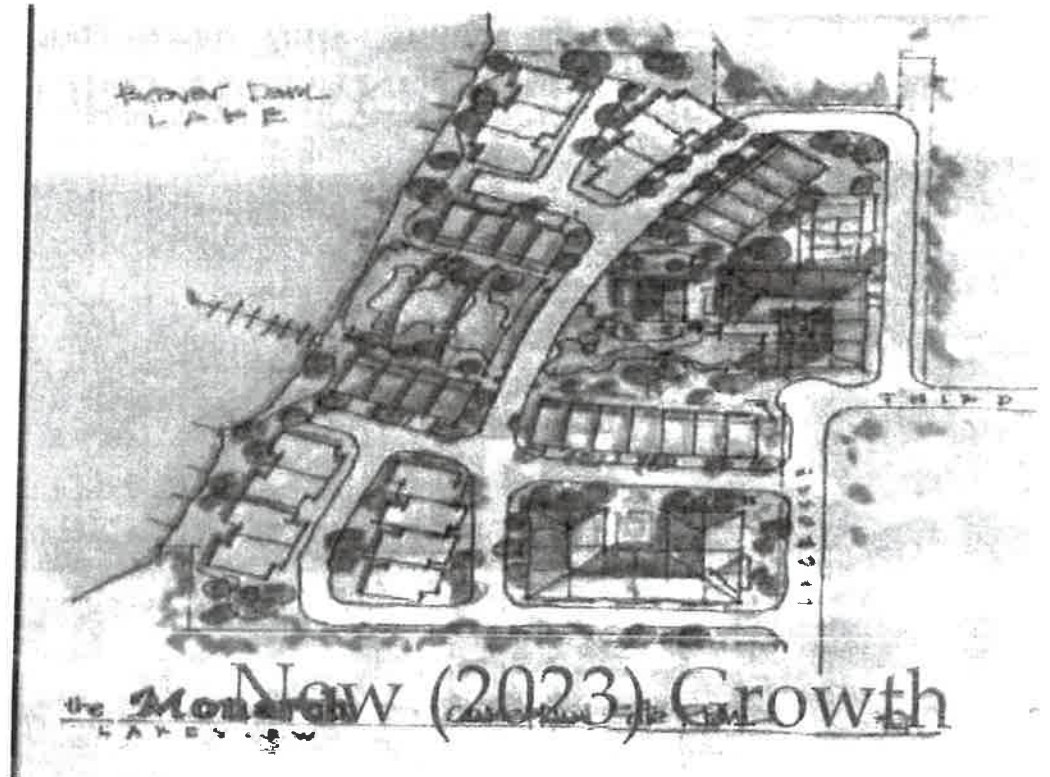
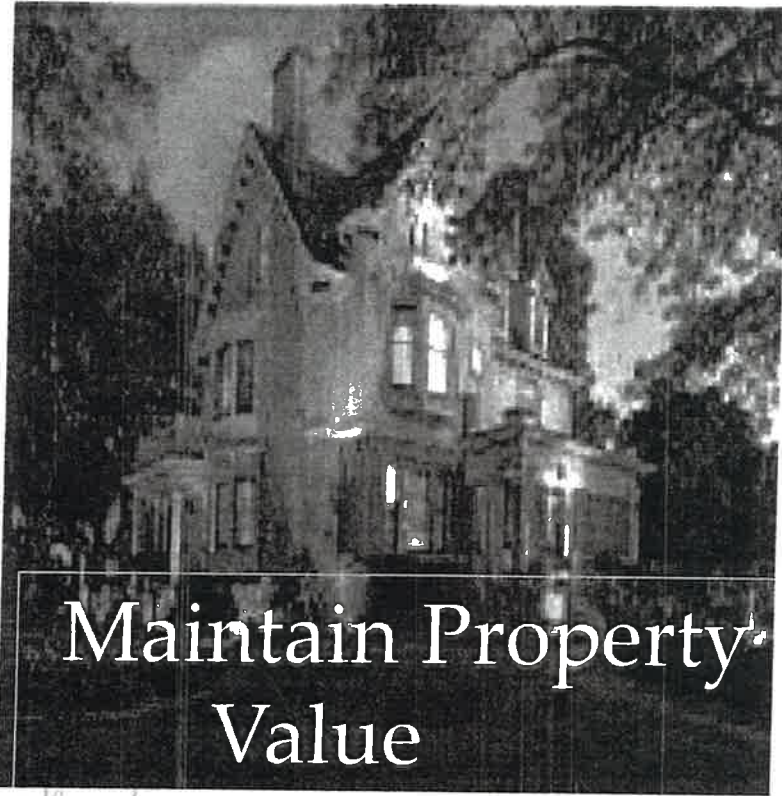


WE CAN NO LONGER AFFORD TO TAKE WATER FOR GRANTED.

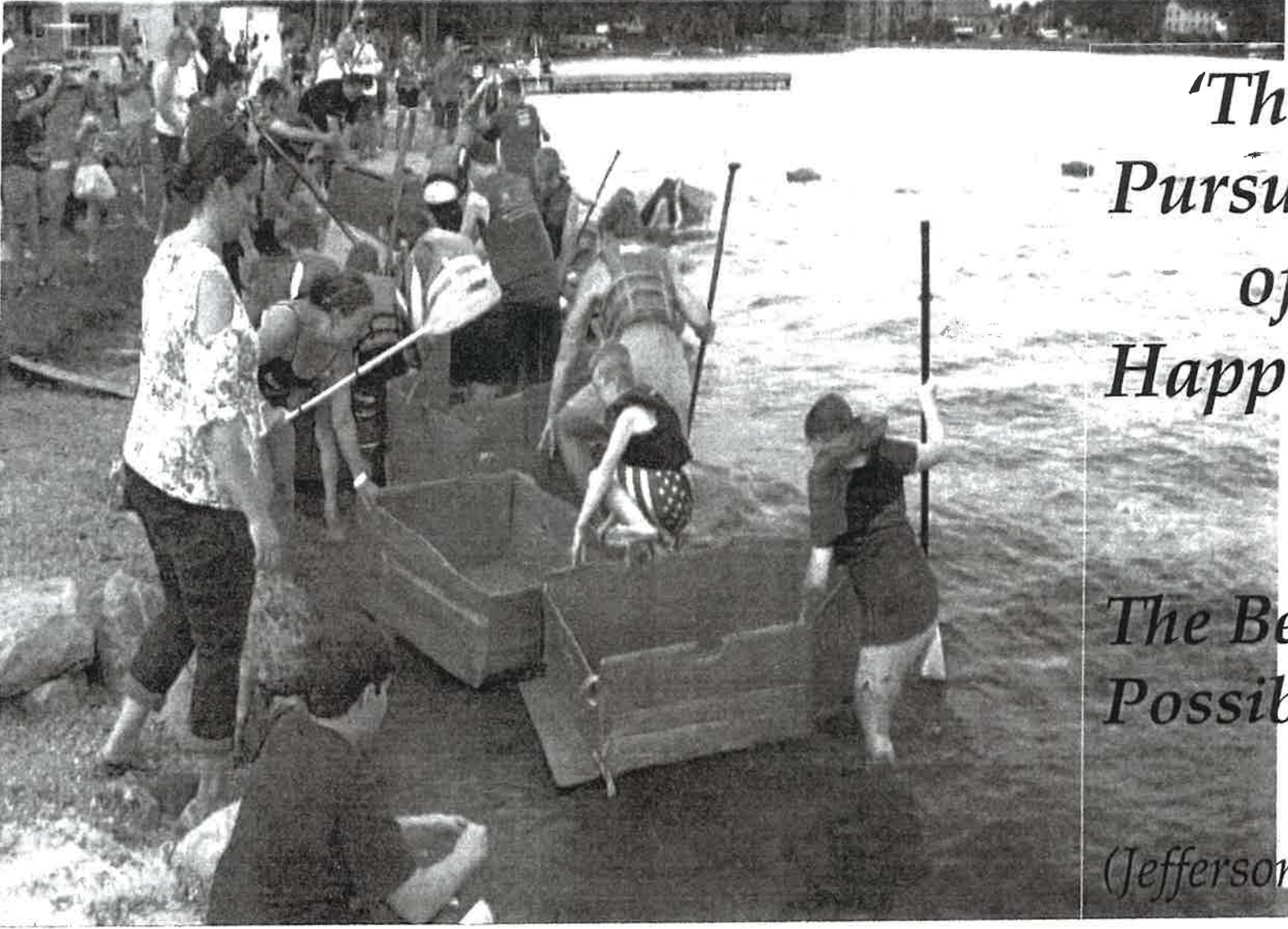
Doug Larsen, Ducks Unlimited (3/2020)



# Dodge County Image



Attract People to Community



*'The  
Pursuit  
of  
Happiness'*

*The Best Life  
Possible*

*(Jefferson-Lucke)*

## ARPA Project Summary

### Beaver Dam Watershed-Rakes Bay Run Off Management Project

#### Beaver Dam Lake Improvement Association

#### Project # 22

The Beaver Dam Lake Improvement Association requested \$832,600 to complete a three-stage project to improve the water quality of Beaver Dam Lake by implementing measures to control nonpoint source pollution entering the lake and other measures within the watershed. Stage 1 of the proposal includes installation of control weirs and ditch contouring in and around Rakes Bay to filter water prior to its entry into the lake and to promote natural channel flow. The Committee reduced the funding request to \$380,000 for Stage 1.

The proposal conforms to Investment in Water Infrastructure and Replacing Lost Revenue categories which allow for funding to support water quality improvements by addressing nonpoint source pollution and implementation of best practices within the watershed. Counties are charged with the duties and responsibilities (governmental services) pursuant to Chapter 92 of the Wisconsin Statutes to establish goals and standards for conservation of soil and water resources and to provide for cost sharing, technical assistance, educational programs and other programs to conserve soil and water resources, among other duties and responsibilities.



**Authorizing the Acquisition of Officer Safety Robot for High Risk Public Safety Situations and Allocation of the American Rescue Plan Act of 2021 Funds**

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

**WHEREAS**, on March 11, 2021, the American Rescue Plan Act of 2021 (hereafter “ARPA”) was signed by President Joe Biden which Act provides for approximately \$1.9 trillion dollars of federal funding to provide economic and other relief related to the negative impacts of the COVID-19 pandemic; and,

**WHEREAS**, Dodge County’s allocation of the ARPA funds is approximately \$17.4 million dollars; and,

**WHEREAS**, according to the Interim Final Rule issued by the U.S. Department of Treasury published and effective on May 17, 2021, providing guidance with regard to use of ARPA funds, there are four general categories of eligible uses of ARPA funds: 1) Public Health and Economic Impacts; 2) Premium Pay; 3) Revenue Loss; and, 4) Investment in Infrastructure, each category having several subcategories and examples; and,

**WHEREAS**, Sections 602(c)(1)(C) and 603(c)(1)(C), of the American Rescue Plan Act of 2021, give recipients broad latitude to use the Fiscal Recovery Funds under the Revenue Loss category; and,

**WHEREAS**, on January 6, 2022, the U.S. Department of Treasury issued Coronavirus State and Local Fiscal Recovery Funds Final Rule (31 CFR Part 35, Federal Register Volume 87, No. 18, Page 4338) published January 27, 2022 with an effective date of April 1, 2022, hereafter “Final Rule”; and,

**WHEREAS**, according to the Final Rule, Dodge County has two options for determining the amount of “Revenue Loss”: 1) Standard Allowance of \$10 million (“Standard Allowance”) or 2) Calculate Actual Revenue Loss for 2020-2023 (“Formula Calculation”); and,

**WHEREAS**, the Dodge County Board of Supervisors adopted Resolution No. 21-96 at its meeting on March 15, 2022, thereby electing to use the Formula Calculation which permits Dodge County to use its approximate \$17.4 million under the flexible Revenue Loss category which includes its use for “. . . any governmental service traditionally provided by a government . . .” based on the “presumption that revenue loss was a result of the pandemic” (Source: U.S. Department of Treasury issued Coronavirus State and Local Fiscal Recovery Funds Final Rule (31 CFR Part 35, Federal Register Volume 87, No. 18, Page 4338); and,

**WHEREAS**, according to the Final Rule, no ARPA funds can be used for extraordinary contributions to a pension fund for the purpose of reducing an accrued, unfunded liability; payments for debt service and replenishments of rainy day funds; satisfaction of settlements and judgments; uses that contravene or violate the American Rescue Plan Act, Uniform Guidance conflicts of interest requirements, and other federal, state, and local laws and regulations; and,

1           **WHEREAS**, on January 18, 2022, the Dodge County Board of Supervisors adopted Resolution  
2 No. 21-82 establishing the ARPA Project Evaluation Committee, hereafter “ARPA Committee”; and,  
3

4           **WHEREAS**, the ARPA Committee released a countywide solicitation for the submission of  
5 ARPA eligible projects and, in response, received 76 requests from county departments, local units of  
6 government and nonprofit agencies/organizations; and,  
7

8           **WHEREAS**, the ARPA Committee met several times during the months of February, March,  
9 April, May and June of 2022, for purposes of evaluating, scoring, ranking and discussing submitted  
10 projects and allocating ARPA funding to said projects; and,  
11

12           **WHEREAS**, the ARPA Committee evaluated, scored and discussed the acquisition of an officer  
13 safety robot for high risk public safety situations to protect Dodge County’s law enforcement officers,  
14 submitted by the Dodge County Sheriff’s Office; and,  
15

16           **WHEREAS**, an officer safety robot, equipped with cameras, speakers and microphones, may be  
17 deployed in a high risk situations such as response to an incident to which the Special Weapons and  
18 Tactics (SWAT) Team is deployed; and,  
19

20           **WHEREAS**, an officer safety robot may be sent into buildings or high risk situations in adance  
21 of a law enforcement officer to protect responding law enforcement officers or others involved, which  
22 may reduce the risk of death or great bodily harm to those involved in critical and high risk public safety  
23 situations; and,  
24

25           **WHEREAS**, the ARPA Committee determined that the acquisition of an officer safety robot  
26 satisfies the Revenue Loss category of the Final Rule by use in conjunction with the provision of  
27 governmental services (provision of law enforcement services); and,  
28

29           **WHEREAS**, the ARPA Committee recommends approving the acquisition of an officer safety  
30 robot for high risk public safety situations to protect Dodge County’s law enforcement officers submitted  
31 by the Dodge County Sheriff’s Office, in an amount not to exceed \$34,000, as described in the attached  
32 Exhibit “A”, *ARPA Project Scoring Criteria*, and Exhibit “B”, *Project Summary*; and,  
33

34           **WHEREAS**, the Dodge County Finance Committee reviewed the herein referred to  
35 recommendation and joins in the ARPA Committee’s recommendation;  
36

37           **NOW, THEREFORE, BE IT RESOLVED**, that the Dodge County Board of Supervisors does  
38 hereby adopt the recommendation of the Committees and approves the acquisition of an officer safety  
39 robot for high risk public safety situations to protect Dodge County’s law enforcement officers submitted  
40 by the Dodge County Sheriff’s Office, in an amount not to exceed \$34,000, to be funded by ARPA  
41 funds; and,  
42

43           **BE IT FURTHER RESOLVED**, that the Dodge County Board of Supervisors recognizes that  
44 the acquisition of an officer safety robot for high risk public safety situations for the protection of Dodge  
45 County law enforcement officers or others involved in high risk public safety situations, referred to in  
46 Exhibit “B” *Project Summary*, satisfies the criteria set forth in the Final Rule and serves the public  
47 purpose of fulfilling a critical governmental public safety need; and,  
48



1 **BE IT FURTHER RESOLVED**, that the ARPA funds allocated herein will be distributed on a  
2 reimbursement basis upon the completion of the approved project or on an interim basis upon the  
3 presentation of paid invoices and can be used for no other purpose; and,  
4

5 **BE IT FURTHER RESOLVED**, that the approved project and associated ARPA funding in an  
6 amount not to exceed \$34,000 are authorized, contingent on all of the following:  
7

- 8 1. Restricting the use of the funds to project identified herein;
- 9 2. In the event that any funds are provided on an upfront basis, any such funds shall be  
10 maintained in a segregated account;
- 11 3. Compliance with *U.S. Department of the Treasury Coronavirus Local Fiscal Recovery Fund*  
12 *Award Terms and Conditions* dated May 12, 2021, the U.S. Department of Treasury Final  
13 Rule and applicable federal, state and local laws and regulations; and,
- 14 4. Compliance with applicable federal, state and local procurement and prevailing wage laws  
15 and regulations;
- 16

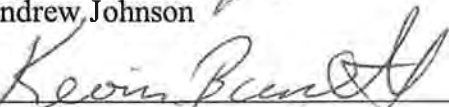
17 **BE IT FURTHER RESOLVED**, that the Dodge County Finance Director is authorized and  
18 directed to amend the 2022 Dodge County Budget as necessary to account for the approved project and  
19 allocation of funds described herein; and,  
20

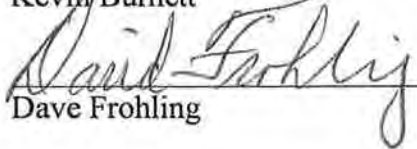
21 **BE IT FINALLY RESOLVED**, that the County Board Chairman and County Clerk are authorized  
22 to execute the necessary agreements for the herein approved project, subject to the review and approval  
23 of the Corporation Counsel's Office.  
24  
25


All of which is respectfully submitted this 19<sup>th</sup> day of July, 2022.


**Dodge County ARPA Project Evaluation Committee:**

  
\_\_\_\_\_  
Andrew Johnson

  
\_\_\_\_\_  
Kevin Burnett

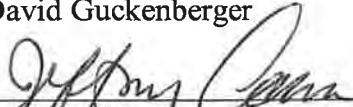
  
\_\_\_\_\_  
Dave Frohling

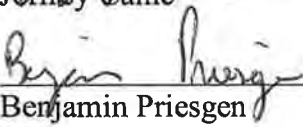
  
\_\_\_\_\_  
Cathy Houchin

  
\_\_\_\_\_  
Larry Bischoff

\_\_\_\_\_  
Lisa Derr

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

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

  
\_\_\_\_\_  
Benjamin Priesgen

  
\_\_\_\_\_  
Mary Bobholz

\_\_\_\_\_  
Jenifer Hedrick

  
\_\_\_\_\_  
Nancy Kavazanjian

**Dodge County Finance Committee:**

---

Karen Kuehl

---

Ed Benter

---

Nancy Kavazanjian

---

Jeffrey Caine

---

Kira Sheahan-Malloy

***FISCAL NOTE: This resolution does not require an appropriation from the County General Fund Balance because the monies received to date are held in a liability account within the General Fund. The approved cost of an officer safety robot is to be funded with American Rescue Plan Act funds and has no negative impact on the adopted 2022 Dodge County Budget. The cost is: \$34,000. A 2/3 approval of members elect is required because this resolution uses unbudgeted revenues to offset the applicable expenditures/expenses. Finance Committee review date: July 11, 2022. Chair initials:***

\_\_\_\_\_.

**Vote Required:** Two-thirds (2/3) of members elect.

- 1 **Resolution Summary:** Authorizing the Acquisition of Officer Safety Robot for High Risk Public Safety Situations and
- 2 Allocation of the American Rescue Plan Act of 2021 Funds.

# ARPA PROJECT SCORING CRITERIA

(Complete one form per project)

Please limit responses for each criteria to 250 words



## General Information

Project Name Officer Safety Robot for High-Risk Situations

Municipality/Organization Dodge County Sheriff's Office

Prepared By: Sheriff Dale Schmidt

Date Thursday, March 10, 2022 Amount Requested

Phone Number 920-386-4115 **\$34,000.00 (\$28,900 if before March 31, 2022)**

Email dschmidt@co.dodge.wi.us

## Describe Project Consistency with ARPA Guidelines

ARPA Guidelines are posted on the county website at:

<https://www.co.dodge.wi.gov/departments/departments-a-d/county-board/american-rescue-plan-act-of-2021>

This project is eligible for use under the category "Replace lost Public Sector Revenue". As a result of COVID, there have been significant impacts to the Dodge County Budgeting process and as part of that process cuts needed to be made from our budget which normally would have allowed for us to make a public safety purchase such as this. Now as we move forward, as a result of a loss of people in the job market our wages and incentives have had to increase to keep up with the demands of the economy. As we work to retain employees with additional wages and incentives which were not necessary prior to the pandemic, we are unable to purchase other necessary supplies. Had these new expenses not occurred and had our revenues not significantly reduced, the sheriff's office would have no problem with the purchase of this piece of equipment which will limit risk to our staff and the public.

## Criteria #1 Summary

Score:  
Max 15

Activities/Services to be funded - Project Overview with high-level budget information-attach budget

Sheriff's office staff safety is of paramount concern to me and all of our staff. As our country continues to become more dangerous in areas surrounding us such as Milwaukee and Madison, we need to be ready to respond when those dangerous illegal activities begin to spill out into our area, especially due to our proximity to these big cities. Our Special Weapons and Tactics Team (SWAT) are charged with responding to the most serious of these incidents and needs to be ready to respond in a manner that is safe for our employees and the citizens we serve. As part of our response, we are looking for funds to support purchasing a Transcend Robotics VANTAGE Robot for \$28,900 if purchased before March 31, 2022. If this purchase is made after March 31, 2022, a discount of \$5100 will no longer be available and the cost will increase to \$34,000.

## Criteria #2 Problem/Need Identified

Score:  
Max 15

Project description-statement of the problem/need addressed by the proposed activities/services

The Dodge County Sheriff's Office has been on several high risk incidents in the past year alone which have required us to send staff into dangerous locations for not only observing what is going on, but to deploy less than lethal gas munitions to encourage occupants to vacate residences and vehicles. In one of these incidents, a decision was made to not make entry for hours due to safety concerns of our staff and a need to break a window to inject gas. Prior to breaking glass to inject gas a warrant was desirable as that escalated the level of entry at the time. Entry with a robot could have occurred, was legal and there was be no risk of harm to a person. As a result, significant dollars were spent in wages while waiting for the warrant to be completed (about 3 hours). We had about 20 of our staff along with EMS on standby during this time at great expense to the County.

## Criteria #3 Project Feasibility and Implementation

Score:  
Max 20

Project feasibility, description of project steps/tasks, implementation timeline, business plan, project start/completion date

The project steps for this would be extremely simple. Our plan would be to order the robot and upon arrival incorporate training of its use into our already budgeted monthly SWAT trainings. Operators would be identified during these trainings and its use could be nearly immediate upon arrival. It is my belief that this project could be completed and operational within 1 month of the equipment arriving at the sheriff's office.

**Criteria #4 Outcome & Objectives**

Describe project value and impact, both short-term and long-term benefits for the people of Dodge County, for recipients of funded services and activities; including financial and economic impacts

Score:  
Max 30

This project has utmost value as you can't place value on human life. We have been very fortunate in Dodge County in that it has been many years since a law enforcement officer has been seriously injured or killed in the line of duty. However, we have seen an increase in recent years of violence requiring the deployment of our SWAT team and we have also had 2 Officer Involved Shootings that have occurred within the county in the last 6 years. Robotic equipment introduced into some of the situations will significantly reduce the risk of death or great bodily harm to all citizens involved in critical incidents in Dodge County. The short-term benefits of this piece of equipment include the safety of our staff and the public through less than lethal intervention. The long term benefits include the potential to save the loss of life, prevention of law suits against the county, and improved perception of law enforcement that we are using every option available to preserve life, both law enforcement and those who place law enforcement in those positions.

**Criteria #5 Outcome Measurables**

Describe time specific measurable outcomes; benchmarks and measurements to determine project impact; comparison of baseline data prior to implementation with data after completion; other measurables

Score:  
Max 15

Outcomes will be measured through documentation of the robot deployment on incidents within the county. Of course, its impact will only be seen when we have critical incidents requiring robot deployment. Upon deployment the sheriff's office will document total number of deployments and the exact use in each of our incident reports allowing for the sheriff's office to gather data on its use annually as part of our SWAT Team annual report.

**Criteria #6 Other Funding Sources**

Describe other funding sources explored/available; describe whether/how project scope would be scaled if only partial ARPA funding awarded

Score:  
Max 5

There are no current funding sources available to the sheriff's office for this expenditure outside of the sheriff's office budget. Currently the budget does not allow for this purchase in the 2022 budget. If we were not facing the economic employment challenges which we currently are faced with, we likely could have obtained this through the budget.

Total Points  
Available: 100

Return Completed Form to: [ARPA@co.dodge.wi.us](mailto:ARPA@co.dodge.wi.us)



# DODGE COUNTY SHERIFF'S OFFICE

Dale J Schmidt Sheriff Scott Mittelstadt Chief Deputy

To: Dodge County Board

From: Sheriff Dale Schmidt

Date: January 19, 2022

Subject: Officer Safety Robot for High-Risk Situations

The Dodge County Sheriff's Office would like to express that funds allocated for recruitment and retention of Dodge County Employees is our primary request for allocation of ARPA funding. Without employees, the county is not able to effectively provide services to the citizens we serve. With a rise in inflation and an increase in wages that has occurred in the private sector and comparable public sector positions, it is extremely difficult to compete and maintain employees all around the county. However, other worthy requests are being made which would also be highly beneficial to the citizens of Dodge County. Many of the proposals being brought to you could have potentially been part of the Dodge County budget, but lost revenues have impacted our operations. Lost revenues have certainly started to show themselves as a result of COVID in the Dodge County Sheriff's Office budget. As a result of inflation, increased wages of our competitors and a shrinking workforce which I believe to be related to the COVID pandemic, we have been unable to staff our jail to a level that keeps the entire facility open. As a result, we are beginning to see reduced revenues which will impact the county as a whole.

Sheriff's office staff safety is of paramount concern to me and all of our staff. As our country continues to become more dangerous in areas surrounding us such as Milwaukee and Madison, we need to be ready to respond when those dangerous illegal activities begin to spill out into our area, especially due to our proximity to these big cities. Our Special Weapons and Tactics Team (SWAT) are charged with responding to the most serious of these incidents and needs to be ready to respond in a manner that is safe for our employees and the citizens we serve. As part of our response, we are looking for funds to support purchasing a Transcend Robotics VANTAGE Robot for \$28,900 if purchased before March 31, 2022. If this purchase is made after March 31, 2022, a discount of \$5100 will no longer be available and the cost will increase to \$34,000.

Transcend Robotics produces an easy-to-use straightforward robot with a pan/tilt/zoom camera, infrared night vision, FLIR, and a 2-way communication speaker and microphone. Now more than ever it's important to have as many options available when trying to make contact with a barricaded subject without putting officers in harm's way. Additionally, this type of technology can be used in situations similar to the Beaver Dam apartment explosion without having to wait

for someone else to arrive, which could save lives. This robot is equipped with a “hot gas” delivery system attached making it possible to deploy this type of gas in a residence or other structure. “Hot gas” as you can imagine burns at a higher temperature and is much more effective than flameless or baffled gas. For this reason, it can often not be deployed manually due to the risk of fire in a residence. Even gas canisters that are used currently are likely to leave behind burn marks which this unit would prevent reducing damage and potential liability to the county while increasing safety to the public and employees. “Hot gas” has been successful where typical gas agents have not due to the amount of gas that can be dispersed. This is also one of the most affordable robots on the market with others going for over \$100,000. The below information is directly from the manufacturer’s website:

YouTube Video: <https://youtu.be/C56pP6yBHy8>

## NO MORE TEDIOUS CLIMBING CONTROLS

Transcend’s Vantage robot is the world’s only double-patented automatic stair and obstacle climbing robot for First Responders.

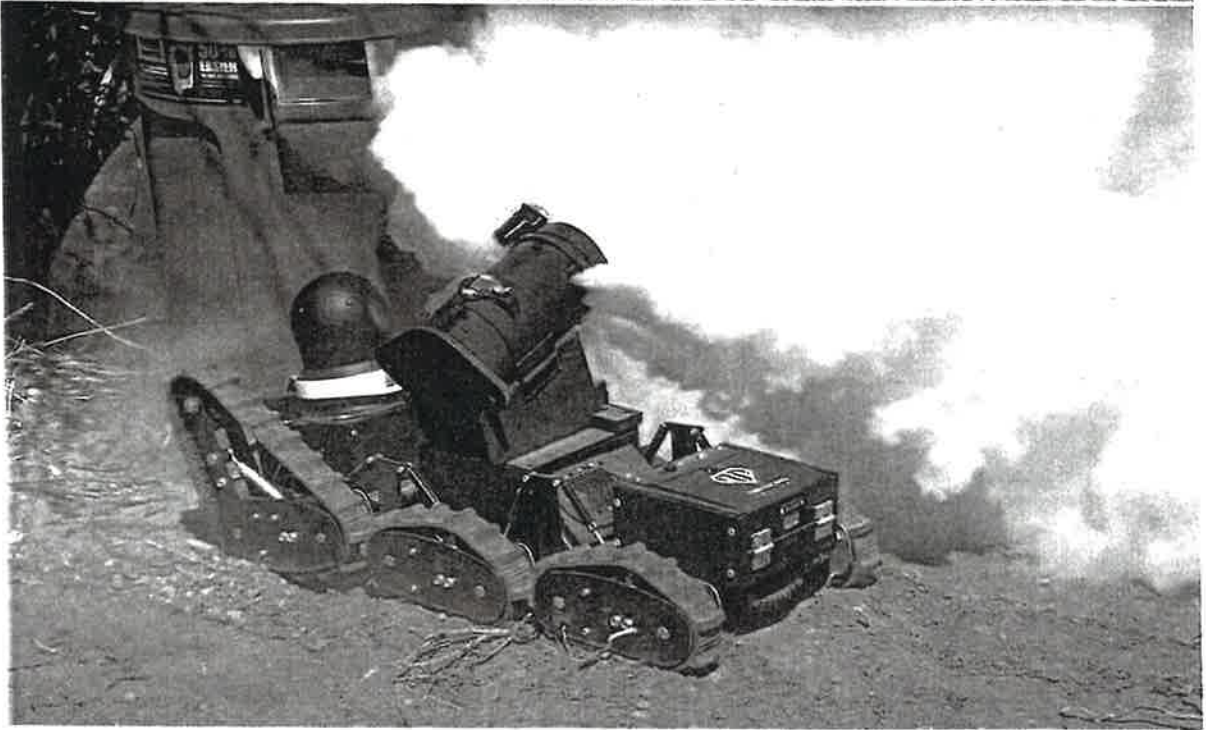
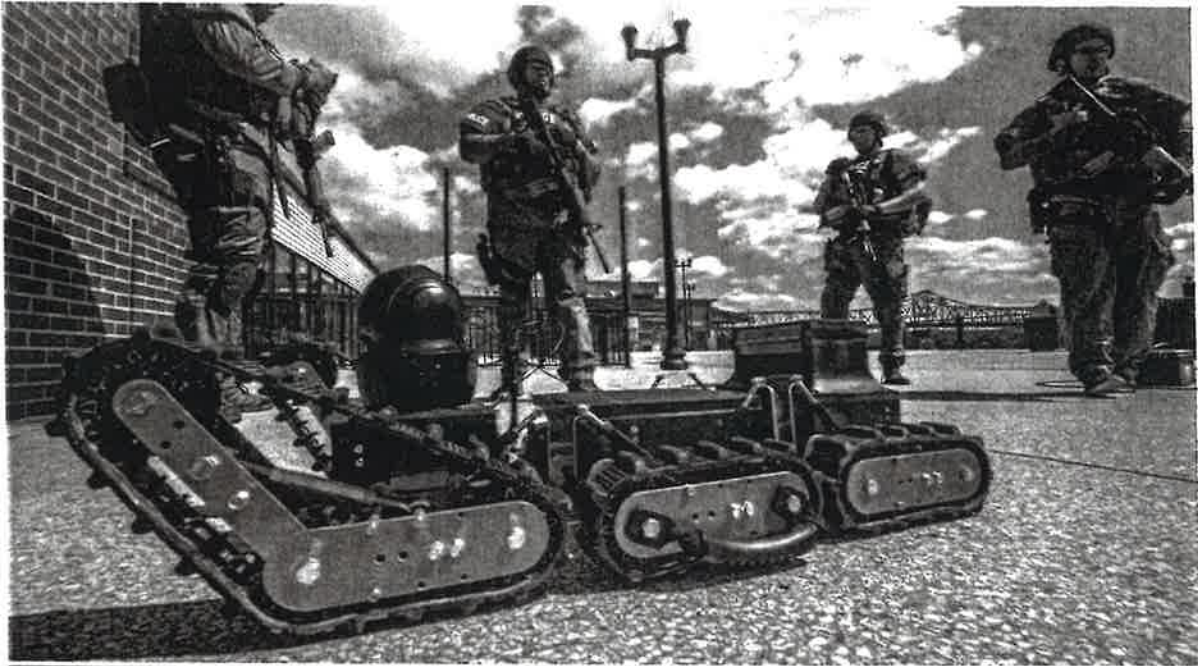
It’s the only option for First Responders that want their robot to “just figure it out” on the first attempt to climb over stairs, clothes, and junk without the burden of tedious manual controls associated with flippers and other limb systems.

This means the Vantage can be used without prior training to enter a house or building to see, hear, and learn what is happening before sending officers inside.

## Specifications

- Double Patented Automatic Stair and Obstacle Climbing Chassis
- No frustrating flipper controls, just move forward to climb stairs and obstacles
- Cameras:
  - Drive Camera (Night Vision)
  - Pan Tilt Zoom (25x zoom, 90/15 degree up/down tilt, auto infrared night vision)
  - FLIR Thermal
- ~ 3 hours constant driving
- ~ 12 hours monitoring / intermittent driving
- ~ 2,500 ft. LOS / ~500 ft. NLOS
- 100+ lb. payload
- Zero degree turning radius
- Turns on carpet
- Drives over clothes
- Two Way Audio (Push To Talk)
- Key Ignition
- Easy Battery Swapping (Robot & Controller)





Thank you for your consideration and please let me know if you have any questions.



## **ARPA Project Summary**

### **Officer Safety Robot**

#### **Dodge County Sheriff's Office**

#### **Project # 45**

The Dodge County Sheriff's Office requests \$34,000 to purchase an officer safety robot for use in high risk public safety situations. The robot, equipped with cameras, speakers and microphone may be deployed along with the Special Weapons and Tactics (SWAT) Team or in other high risk public safety responses. Deploying the robot in advance of a law enforcement officer entry into a building or incident to assess the situation and "report" critical information to responding officers which may reduce the risk of injury, great bodily harm or death to law enforcement officers or the public involved in high risk situations.

The proposal satisfies the Replacing Lost Revenue category which allow for funding to support governmental services (law enforcement) such as equipment to respond to critical high risk emergency situation.

**Authorizing a Contribution to Friends of Lomira Parks for Sterr Park Playground Project and Allocation of the American Rescue Plan Act of 2021 Funds**

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

**WHEREAS**, on March 11, 2021, the American Rescue Plan Act of 2021 (hereafter “ARPA”) was signed by President Joe Biden which Act provides for approximately \$1.9 trillion dollars of federal funding to provide economic and other relief related to the negative impacts of the COVID-19 pandemic; and,

**WHEREAS**, Dodge County’s allocation of the ARPA funds is approximately \$17.4 million dollars; and,

**WHEREAS**, according to the Interim Final Rule issued by the U.S. Department of Treasury published and effective on May 17, 2021, providing guidance with regard to use of ARPA funds, there are four general categories of eligible uses of ARPA funds: 1) Public Health and Economic Impacts; 2) Premium Pay; 3) Revenue Loss; and, 4) Investment in Infrastructure, each category having several subcategories and examples; and,

**WHEREAS**, Sections 602(c)(1)(C) and 603(c)(1)(C), of the American Rescue Plan Act of 2021, give recipients broad latitude to use the Fiscal Recovery Funds under the Revenue Loss category; and,

**WHEREAS**, on January 6, 2022, the U.S. Department of Treasury issued Coronavirus State and Local Fiscal Recovery Funds Final Rule (31 CFR Part 35, Federal Register Volume 87, No. 18, Page 4338) published January 27, 2022 with an effective date of April 1, 2022, hereafter “Final Rule”; and,

**WHEREAS**, according to the Final Rule, Dodge County has two options for determining the amount of “Revenue Loss”: 1) Standard Allowance of \$10 million (“Standard Allowance”) or 2) Calculate Actual Revenue Loss for 2020-2023 (“Formula Calculation”); and,

**WHEREAS**, the Dodge County Board of Supervisors adopted Resolution No. 21-96 at its meeting on March 15, 2022, thereby electing to use the Formula Calculation which permits Dodge County to use its approximate \$17.4 million under the flexible Revenue Loss category which includes its use for “. . . any governmental service traditionally provided by a government . . .” based on the “presumption that revenue loss was a result of the pandemic” (Source: U.S. Department of Treasury issued Coronavirus State and Local Fiscal Recovery Funds Final Rule (31 CFR Part 35, Federal Register Volume 87, No. 18, Page 4338); and,

1  
2       **WHEREAS**, according to the Final Rule, no ARPA funds can be used for extraordinary  
3 contributions to a pension fund for the purpose of reducing an accrued, unfunded liability; payments  
4 for debt service and replenishments of rainy day funds; satisfaction of settlements and judgments; uses  
5 that contravene or violate the American Rescue Plan Act, Uniform Guidance conflicts of interest  
6 requirements, and other federal, state, and local laws and regulations; and,  
7

8       **WHEREAS**, on January 18, 2022, the Dodge County Board of Supervisors adopted Resolution  
9 No. 21-82 establishing the ARPA Project Evaluation Committee, hereafter “ARPA Committee”; and,  
10

11       **WHEREAS**, the ARPA Committee released a countywide solicitation for the submission of  
12 ARPA eligible projects and, in response, received 76 requests from county departments, local units of  
13 government and nonprofit agencies/organizations; and,  
14

15       **WHEREAS**, the ARPA Committee met several times during the months of February, March,  
16 April, May and June of 2022, for purposes of evaluating, scoring, ranking and discussing submitted  
17 projects and allocating ARPA funding to said projects; and,  
18

19       **WHEREAS**, the ARPA Committee determined that the proposal submitted by the Friends of  
20 Lomira Parks for the Sterr Park Playground Project satisfies the Public Health and Economic Impacts-  
21 Investment in Neighborhoods to Promote Improved Health Outcomes and Revenue Loss categories set  
22 forth in the Final Rule; and,  
23

24       **WHEREAS**, the ARPA Committee recommends approving the Friends of Lomira Parks - Sterr  
25 Park Playground Project in the Village of Lomira in an amount not to exceed \$50,000, as described in  
26 the attached Exhibit “A”, *ARPA Project Scoring Criteria*, and Exhibit “B”, *Project Summary*; and,  
27

28  
29       **WHEREAS**, the Dodge County Finance Committee reviewed the herein referred to  
30 recommendation and joins in the ARPA Committee’s recommendation;  
31

32       **NOW, THEREFORE, BE IT RESOLVED**, that the Dodge County Board of Supervisors  
33 does hereby adopt the recommendation of the Committees and approves the Friends of Lomira Parks-  
34 Sterr Park Playground Project in the Village of Lomira in an amount not to exceed \$50,000, to be  
35 funded by ARPA funds; and,  
36

37       **BE IT FURTHER RESOLVED**, that the Dodge County Board of Supervisors recognizes that  
38 the Friends of Lomira Parks-Sterr Park Playground Project in an amount not to exceed \$50,000 referred  
39 to in Exhibit “B” *Project Summary* satisfies the criteria set forth in the Final Rule and serves the public  
40 purpose of improving a public park for increased use by the community and visitors; and,  
41

42       **BE IT FURTHER RESOLVED**, that the ARPA funds allocated herein will be distributed on  
43 a reimbursement basis upon the completion of the approved project or on an interim basis upon the  
44 presentation of paid invoices; and,  
45  
46  
47  
48

1           **BE IT FURTHER RESOLVED**, that the approved project and associated ARPA funding in  
2 an amount not to exceed \$50,000 are authorized, contingent on the Friends of Lomira Parks, doing all  
3 of the following:

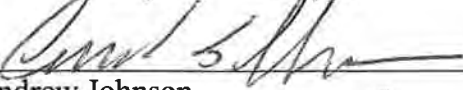
- 4           1. Adopting a corporate resolution which:
  - 5               a. Describes project need and the ARPA Final Rule category under which the project  
6               is eligible for funding;
  - 7               b. Authorizes the project;
- 8           2. Restricting the use of the funds to project identified herein;
- 9           3. Maintaining the funds in a segregated account, if funds are provided on an upfront basis;
- 10          4. Authorizing entering into a contract with Dodge County which contract will include but  
11          will not be limited to following clauses:
  - 12               a. Indemnification and hold harmless-organization will be required to indemnify and  
13               hold the County harmless and agree to repay the funds in the event that the federal  
14               government invalidates the use of the funds;
  - 15               b. Compliance with *U.S. Department of the Treasury Coronavirus Local Fiscal*  
16               *Recovery Fund Award Terms and Conditions* dated May 12, 2021, the U.S.  
17               Department of Treasury Final Rule and applicable federal, state and local laws and  
18               regulations;
  - 19               c. Compliance with applicable federal, state and local procurement and prevailing  
20               wage laws and regulations;
  - 21               d. Responsibility for repayment of ARPA funds and any associated penalties if funds  
22               are recalled due to noncompliance with federal laws and regulations;
  - 23               e. Providing any and all timely information and documentation to Dodge County for  
24               the required U.S. Treasury quarterly or periodic reporting and allowing auditing of  
25               organization's accounts to confirm accuracy of said information;
  - 26               f. Accepting responsibility for all aspects of project administration, including but not  
27               limited to preparation of reports and other documentation, accounting and audit  
28               requirements, legal or other professional services;
  - 29               g. Providing any and all required cost share or matching funds;
  - 30               h. Continue fundraising and contributing donations received from fundraising to the  
31               project;
  - 32               i. Other conditions imposed by Dodge County; and,

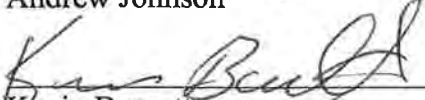
33  
34           **BE IT FURTHER RESOLVED**, that the Dodge County Finance Director is authorized and  
35 directed to amend the 2022 Dodge County Budget as necessary to account for the approved project and  
36 allocation of funds described herein; and,  
37

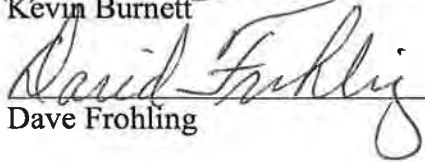
38           **BE IT FINALLY RESOLVED**, that the County Board Chairman and County Clerk are  
39 authorized to execute the necessary agreements for the herein approved project, subject to the review and  
40 approval of the Corporation Counsel's Office.  
41


All of which is respectfully submitted this 19<sup>th</sup> day of July, 2022.

**Dodge County ARPA Project Evaluation Committee:**

  
\_\_\_\_\_  
Andrew Johnson

  
\_\_\_\_\_  
Kevin Burnett

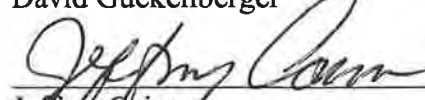
  
\_\_\_\_\_  
Dave Frohling

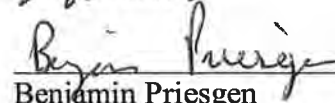
  
\_\_\_\_\_  
Cathy Houchin

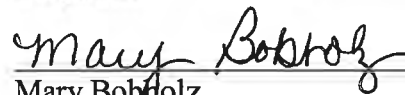
  
\_\_\_\_\_  
Larry Bischoff

\_\_\_\_\_  
Lisa Derr

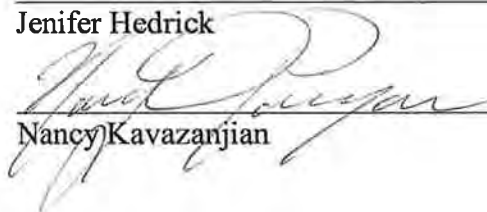
\_\_\_\_\_  
David Guckenberger

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

  
\_\_\_\_\_  
Benjamin Priesgen

  
\_\_\_\_\_  
Mary Bobholz

\_\_\_\_\_  
Jenifer Hedrick

  
\_\_\_\_\_  
Nancy Kavazanjian

**Dodge County Finance Committee:**

\_\_\_\_\_  
Karen Kuehl

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

\_\_\_\_\_  
Nancy Kavazanjian

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

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

**FISCAL NOTE:** *This resolution does not require an appropriation from the County General Fund Balance because the monies received to date are held in a liability account within the General Fund. The cost of Dodge County's contribution to the Friends of Lomira Parks-Sterr Park Playground Project will be funded with American Rescue Plan Act funds and has no negative impact on the adopted 2022 Dodge County Budget. The cost is \$50,000. A 2/3 approval of members elect is required because this resolution uses unbudgeted revenues to offset the applicable expenditures/expenses. Finance Committee review date: July 11, 2022. Chair initials: \_\_\_\_\_.*

**Vote Required:** Two-thirds (2/3) of members elect.

**Resolution Summary:** Resolution authorizing a Contribution to Friends of Lomira Parks for Sterr Park Playground Project (Village of Lomira) and Allocation of the American Rescue Plan Act of 2021 Funds.

# ARPA PROJECT SCORING CRITERIA

(Complete one form per project)

Please limit responses for each criteria to 250 words



## General Information

Project Name Sterr Park Playground Project

Municipality/Organization Friends of Lomira Parks

Prepared By: Jennifer Priesgen—President

Date 3/12/2022

Phone Number 920-960-8732 Amount Requested: \$50,000

Email Jenpriesgen@gmailcom

## Describe Project Consistency with ARPA Guidelines

ARPA Guidelines are posted on the county website at:

<https://www.co.dodge.wi.gov/departments/departments-a-d/county-board/american-rescue-plan-act-of-2021>

Describe Project Here

This project meets ARPA requirements as an "investment in neighborhoods to promote improved health outcomes" (p. 20 Coronavirus State and Local Fiscal Recovery Funds: Overview of Final Rule). Friends of Lomira Parks is an organization that was directly impacted by the coronavirus. Community members had discussed organizing formally prior to the pandemic, however, formal organizing was delayed due to the pandemic, and we were unable to meet, or fundraise during the early period of the pandemic.

## Criteria #1 Summary

Score:  
Max 15

Activities/Services to be funded - Project Overview with high-level budget information-attach budget

Enter Criteria #1 Response Here

Project overview:

1. Fund upgraded playground equipment for Sterr Park. Sterr Park is the largest and most utilized park in the village of Lomira. The playground equipment is all over 25 years old, and much of it is out of compliance for current safety standards. Approximate budget for playground equipment—\$46,438
2. Purchasing and installation of playground surfacing. Approximate costs—\$10,000-\$50,000, depending on type of surfacing purchased.

## Criteria #2 Problem/Need Identified

Score:  
Max 15

Project description-statement of the problem/need addressed by the proposed activities/services

Enter Criteria #2 Response Here

Playground equipment at Sterr Park is aging, and some of it is out of compliance for safety standards. Sections of playground equipment are damaged and cannot be replaced due to the age and condition of the equipment. Sterr Park serves as a non-traditional "downtown" for the Village of Lomira. Located in the center of the village, it is home to the Lomira Farmers Market, a weekly summer event that brings individuals and families to the park to shop for local goods and participate in a free community bingo event, sponsored by the Lomira Area Chamber of Commerce. Sterr Park is also home to the Lomira Pool, a low cost recreational facility that provides exercise and entertain, as well as lifesaving swimming skills. Many families use Sterr Park as a meeting location to gather with others, and as a place to get exercise and fresh air for themselves and their children. Residents have expressed concern over the layout of the park, which has playground equipment spread out over a vast area of the park, making it difficult to monitor multiple children at once. The park also does not have any equipment that is ADA compliant, so children and residents with physical challenges cannot easily access equipment or move through the various areas of the park. The new playground plan for the park keeps equipment in one centralized location, off of near the pool, and near paved areas, making it easier for everyone to access the equipment and move through the park. The new equipment also is appropriate for a greater variety of ages, and will meet current safety standards.

## Criteria #3 Project Feasibility and Implementation

Score:  
Max 20

Project feasibility, description of project steps/tasks, implementation timeline, business plan, project start/completion date



The Friends of Lomira Parks has already purchased and installed some pieces of new equipment for the park. In July of 2021, a private citizen purchased a section of playground equipment, and in October of 2021, The Friends of Lomira Parks paid for surfacing for the new equipment. The equipment was installed in September of 2021 by the Lomira DPW. The Friends of Lomira Parks has recently purchased a new swing set for the park, and it will be installed in spring 2022 by the Lomira DPW. Fundraising efforts will continue through 2023, and project completion is estimated for 2024. Friends of Lomira Parks has several "small dollar" fundraisers planned, including brat fry, assisting with other organizations' fundraising events, and community outreach projects that bring in donations. We also have partnered with Kondex Corporation, and have received approximately \$3500 from them to date, and will continue to work with them and their employees in the upcoming years. We are planning a mailing campaign, encouraging residents to donate to the project as well.

**Criteria #4 Outcome & Objectives**

Describe project value and impact, both short-term and long-term benefits for the people of Dodge County, for recipients of funded services and activities; including financial and economic impacts

Score:  
Max 30

Enter Criteria #4 Response Here

Upgraded equipment at Sterr Park will attract individuals to the park, bringing more business to the Lomira Pool and the Lomira Farmers Market in the summer. Families that visit the village for the purpose of using the park and pool can potentially find businesses to patronize in the area, including restaurants and shops. The close proximity to other Dodge County attractions makes this project important as well. Lomira is a short drive to the Horicon Marsh in Waupun and Horicon, and is near other popular Dodge County businesses such as Widmers Cheese and Confections for Any Occasion by Joel in Theresa. Lomira is right off of Interstate 41, making it an easy drive from the Milwaukee area and the Fox Cities, and a safe, attractive stop for families and individuals traveling by motor vehicle.

**Criteria #5 Outcome Measurables**

Describe time specific measurable outcomes; benchmarks and measurements to determine project impact; comparison of baseline data prior to implementation with data after completion; other measurables

Score:  
Max 15

Enter Criteria #5 Response Here

Spring 2022: Installation of previously purchased swing set. Continued fundraising.

Summer 2022: Fundraising events, mailing campaign, and purchase of one additional piece of equipment, valued around \$8,000.

Fall 2022: Installation of new equipment and surfacing.

Spring/Summer 2023: Continued fundraising, purchasing and installation of additional piece(s) of equipment

Spring 2024: Completion of project

**Criteria #6 Other Funding Sources**

Describe other funding sources explored/available; describe whether/how project scope would be scaled if only partial ARPA funding awarded

Score:  
Max 5

Enter Criteria #6 Response Here

Private donations from corporations and individuals—approximately \$20,000

"Small dollar" fundraising efforts—approximately \$5,000

Mailing campaign—approximately \$5,000

Project would include fewer pieces of playground equipment, and a less-expensive type of playground surfacing, in the event that we do not receive ARPA funds.

Total Points  
Available: 100

Return Completed Form to: ARPA@co.dodge.wi.us

STERR PARK - LOMIRA

**LR** LEE  
RECREATION  
www.LeeRecreation.com • 800-775-8937



COLOR KEY

■	BROWN
●	LIME
●	GRY



**Burke**  
PLAY THAT MOVES YOU.

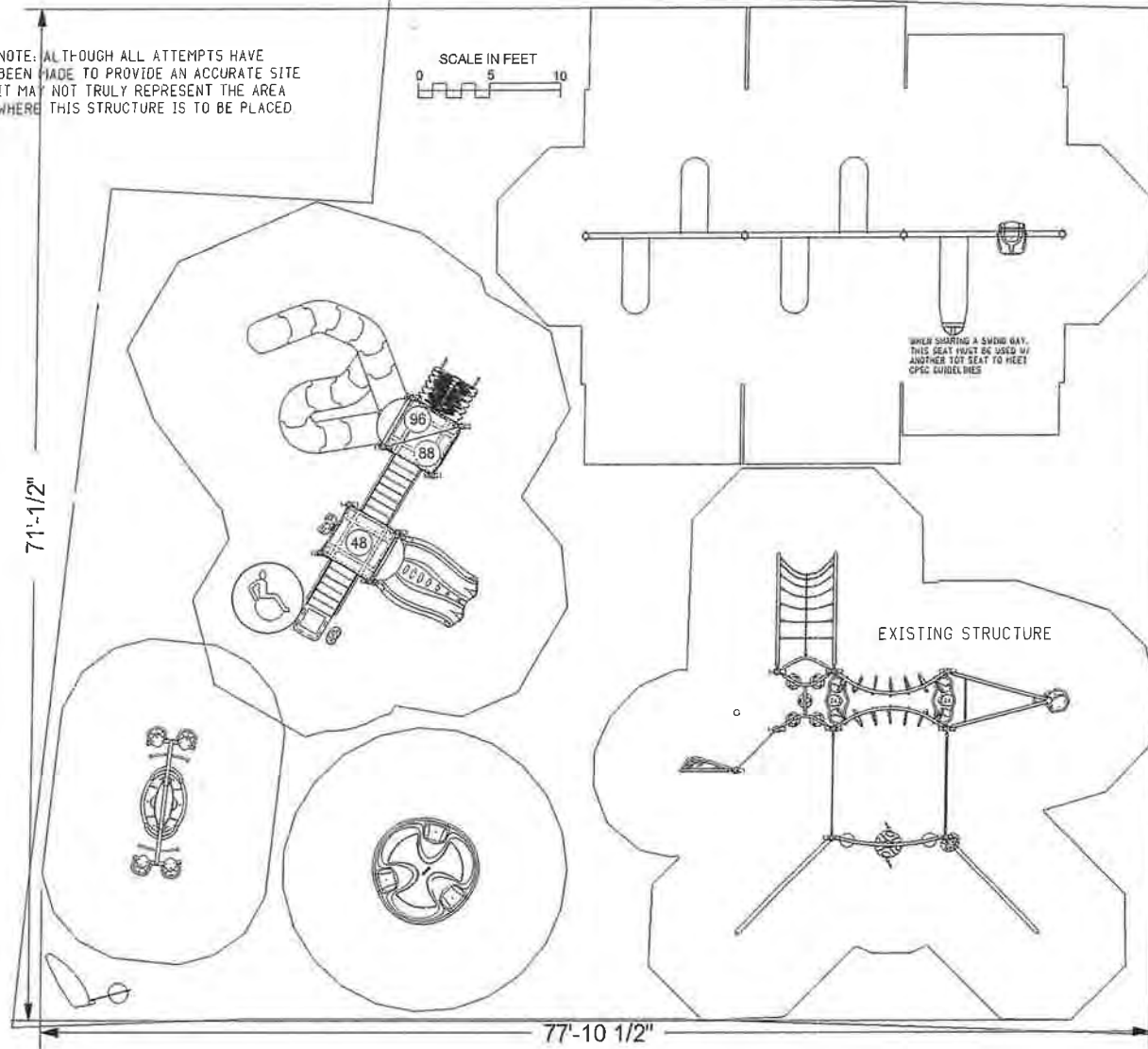
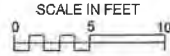
LEE RECREATION, LLC  
MADE IN  
**WIS  
CON  
STN**  
FREE DESIGN SERVICES: 800-775-8937

PROPOSAL # 142-142109-1



AREA = 5,225 SQ. FT.

NOTE: ALTHOUGH ALL ATTEMPTS HAVE BEEN MADE TO PROVIDE AN ACCURATE SITE IT MAY NOT TRULY REPRESENT THE AREA WHERE THIS STRUCTURE IS TO BE PLACED



WHEN SHARING A SWING BAY, THIS SEAT MUST BE USED W/ ANOTHER 100 SEAT TO MEET CPSC GUIDELINES

EXISTING STRUCTURE

INFORMATION  
MINIMUM FALL ZONE  
SURFACED WITH  
RESILIENT MATERIAL  
AREA

3696 SQ.FT.

PERIMETER

579 FT.

STRUCTURE SIZE

71' 0" x 77' 10"

STRUCTURE IS DESIGNED FOR CHILDREN AGES:

- 6-23 MONTH OLDS
- 2-5 YEAR OLDS
- 5-12 YEAR OLDS
- 13 + YEAR OLDS



To verify product certification, visit [www.ipema.org](http://www.ipema.org)

The play components identified in this plan are IPEMA certified. The use and layout of these components conform to the requirements of ASTM F1487. To verify product certification, visit [www.ipema.org](http://www.ipema.org)

The space requirements shown here are to ASTM standards Requirements for other standards may be different.

The use and layout of play components identified in this plan conform to the CPSC guidelines. U.S. CPSC recommends the separation of age groups in playground layouts.

ADA ACCESSIBILITY GUIDELINE (ADAAG CONFORMANCE)

NUMBER OF PLAY EVENTS:	30		
NUMBER OF ELEVATED PLAY EVENTS:	8		
NUMBER OF ELEVATED PLAY EVENTS ACCESSIBLE BY RAMP:	PROVIDED: 0	REQD: 0	
NUMBER OF ELEVATED PLAY EVENTS ACCESSIBLE BY TRANSFER SYSTEM:	PROVIDED: 5	REQD: 5	
NUMBER OF ELEVATED PLAY EVENTS ACCESSIBLE BY RAMP OR TRANSFER SYSTEM:		REQD: 4	
NUMBER OF GROUND LEVEL PLAY EVENTS:	PROVIDED: 22	REQD: 3	
NUMBER OF TYPES OF GROUND LEVEL PLAY EVENTS:	PROVIDED: 9	REQD: 3	

WARNING!

ACCESSIBLE SAFETY SURFACING MATERIAL IS REQUIRED BENEATH AND AROUND THIS EQUIPMENT.

FOR SLIDE FALL ZONE SURFACING AREA SEE CPSC's Handbook for Public Playground Safety.

PLATFORM HEIGHTS ARE IN INCHES ABOVE RESILIENT MATERIAL.

**Burke**

SERIES: Basics, Intensity, Nucleus  
SITE PLAN  
DRAWN BY: Joel Schleis

BCI Burke Company, LLC PO Box 549 Fond du Lac, Wisconsin 54936-0549 Telephone 920-921-9220

Starr Park, Lomira  
425 Water St  
Lomira, WI 53048

Lee Recreation, LLC  
142-142109-1

June 25, 2021



Office (800) 775-8937  
Fax (608) 423-7655

260 W. Main Street  
Cambridge, WI 53523

info@leerecreation.com  
www.leerecreation.com



DATE: June 30, 2021  
TO: Village of Lomira  
425 Water St.  
Lomira, WI 53048  
FROM: Jeff Thompson  
RE: Sterr Park Playground Proposal -#142-142109-1

---

**Burke "Play That Moves You"**

Nucleus Modular Playstructure Includes: \$29,329.00

**DECKS:** 1-Square, 1-Split Square

**CLIMBERS:** Leaf Climber, 40" Stairs with Barriers between 2 Decks,  
Jungle Vine Climber, Transfer Station with Lil Novo  
Bean Step

**SLIDES:** Viper II Over Under Slide @ 96" Deck Ht., Luge Double  
Slide @ 48" Deck Ht.

**PLAY ACTIVITY PANELS:** 3-In-A-Row Panel, Hide the Number Panel

1-#SWING 3-Bay Single Post Swing \$ 5,019.00  
Includes: 4 Belt Seats, 1-Infant/Tot Seat, 1-Freedom  
Inclusive Swing Seat

1-#560-2579 Volta Inclusive Spinner \$ 6,450.00

1-#570-2709 Orb Rocker \$ 7,445.00

1-#580-1365 Market Discovery Station \$ 3,214.00

Subtotal Equipment \$51,457.00

Project Discount (\$5,146.00)

Freight \$ 600.00

**TOTAL \$46,911.00**

Quote accepted by: \_\_\_\_\_ Date: \_\_\_\_\_

- 
- TERMS: Net 20
  - Site Preparation, Assembly/Installation, Resilient Surfacing & Placement & Site Restoration is the responsibility of the customer
  - Lead-Time: 10-12 weeks upon receipt of order
  - Quote effective: **Until 9-30-2021**

**ARPA Project Summary**  
**Sterr Park Playground Project**  
**Friends of Lomira Parks**  
**Village of Lomira**  
**Project # 75**

The Friends of Lomira Parks requests \$50,000 as a contribution to the Sterr Park Playground Project to upgrade playground equipment, install new equipment and surfacing at Sterr Park.

The proposal conforms to Public Health and Economic Impacts and Replacing Lost Revenue categories in the Final Rule which allow for funding to support investments in neighborhoods to promote improved health outcomes, specifically, to attract families/children to play and enjoy outdoor activities within the park. Further, public park improvements including purchasing park equipment serve a public purpose and are legitimate governmental services.

Data  
as of  
7/7/2022

Dodge County  
American Rescue Plan Act (ARPA) of 2021 -- Summary Recap  
June 30, 2022

Date	Description	Revenue	Committed	Expenses	Net Available Committ & Exp	Net Available Actual
5/19/2021	Funds received from US Treasury	8,530,848				
7/21/2021	Resolution 21-29 Broadband assessment study Recipient department - Land Resources & Parks Authorized expenses -- \$74,625 Expenses to date		74,625	(50,674)		
12/31/2021	Year to date investment activity <b>(2021)</b> Interest income Fair market value gain (loss) adjustment on investments Investment premium paid Investment advisor fee	41,750		(118,781) (7,047) (4,603)		
1/31/2022	Year to date investment activity <b>(2022)</b> Interest income Fair market value gain (loss) adjustment on investments Investment premium paid Investment advisor fee			(2,102)		
3/31/2022	Year to date investment activity <b>(2022)</b> Interest income Fair market value gain (loss) adjustment on investments	20,456		(208,914)		
4/6/2022	Resolution 21-29 <b>Broadband assessment study -- Completed</b> Recipient department - Land Resources & Parks Authorized expenses -- \$23,951 Expenses to date			(11,725)		
6/30/2022	Year to date investment activity <b>(2022)</b> Interest income Fair market value gain (loss) adjustment on investments Investment premium paid Investment advisor fee	6,734		(48,953) (1,884)		
6/30/2022	Resolution 21-29 <b>Broadband assessment study -- Completed</b> Recipient department - Land Resources & Parks Authorized expenses -- \$23,951 Expenses to date			(11,725)		
6/30/2022	Year to date investment activity <b>(2022)</b> Interest income Fair market value gain (loss) adjustment on investments Investment premium paid Investment advisor fee	6,654				
6/30/2022	Contingent liabilities 11/9/2021 -- Resolution 21-62 Affordable workforce housing Recipient department - To be determined Subrecipient - Dodge County Housing Authority Amount authorized is up to		350,000			
6/30/2022	11/9/2021 -- Resolution 21-64 Neighborhood investment program grant Recipient department - To be determined Subrecipient - Protect, Advocate, Validate and Educate (PAVE) Related costs are anticipated to be only staff time for admin					



Date	Description	Revenue	Committed	Expenses	Net Available Committ & Exp	Net Available Actual
5/17/2022	Resolution 22-11 County Trunk J Project Amount authorized is up to Recipient department - Highway Expenses to date Committed Fund		700,000			
	Resolution 22-12 County Trunk Q Project Amount authorized is up to Recipient department - Highway Expenses to date		1,977,800			
	Resolution 22-13 Juneau to St. Helena Tower Fiber Extension Project Amount authorized is up to Recipient department - Emergency Management Expenses to date		360,000			
	Resolution 22-14 Dodge County Men's Shelter Project Amount authorized is up to Subrecipient - Central WI Community Action Council, Inc Expenses to date		175,000			
	Resolution 22-15 Astico and Ledge Park Vault Toilet Project Amount authorized is up to Recipient department - Land Resources and Parks Expenses to date		372,000			
	Resolution 22-16 Pavilions and Picnic Shelters Project Amount authorized is up to Subrecipient - Dodge County Fair Association Expenses to date		60,000			
6/21/2022	Resolution 22-27 Contribution to Greater Watertown Community Health Foundation for the Childcare Works Project Amount authorized is up to Subrecipient - Greater Watertown Community Health Foundation Expenses to date		200,000			
	Resolution 22-28 Design and Engineering for Gold Star Memorial Trail-Phase 3 Amount authorized is up to Recipient department - Land Resources and Parks Expenses to date		70,000			
	Resolution 22-29 Cyber Alarm Service for Dodge County Information Technology Infrastructure and Systems Amount authorized is up to Recipient department - Information Technology Expenses to date		150,000			
	Resolution 22-30 Purchase of Absentee Ballot Envelopes Amount authorized is up to Recipient department - County Clerk Expenses to date		4,000			
	Resolution 22-31 County Trunk Highway S Project Amount authorized is up to Recipient department - Highway Expenses to date		490,000			
	Subtotal	8,637,805	4,983,425	(466,409)	3,187,971	8,171,396



# The Finance Committee

## Of the Dodge County Board of Supervisors

---

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

### Dodge County Sales and Use Tax Allocation Prioritization Policy

#### Recommended by the Dodge County Finance Committee

#### June, 2017

1. **Purpose.** The purpose of this policy is to establish priorities for the use of the County's sales and use tax revenues. Pursuant to §77.70, Wis. Stats., counties may impose a sales tax of 0.5 percent.
2. **History.** Dodge County Board of Supervisors adopted a County Sales and Use Tax pursuant to §77.70, *et seq.*, by Ordinance No. 348 on September 30, 1993, effective January 1, 1994. Recognizing the need to identify, evaluate, plan and fund capital projects, the County Board developed and implemented its first five-year Capital Improvement Plan by adopting Resolution No. 96-26 on August 13, 1996 as a plan for 1997-2001. By statute, the county sales tax may be imposed only for the purpose of directly reducing property tax levy. Wisconsin's Attorney General opined that sales tax revenues may be budgeted by the county board to reduce the amount of county-wide property tax levy or to defray the cost of any item that can be funded by a countywide property tax. *1998 Wis. Atty. Op. Gen. 1*, OAG, 1-98, May 5, 1998. The Attorney General further opined that local units of government may accumulate needed capital to finance specifically identified future capital expenditures. *1987 Wis. Atty. Op. Gen. 77*, OAG 18-87, April 7, 1987.
3. **Definitions.**
  - a. **Capital Item:** A capital item is a product or service with an estimated cost greater than \$50,000 and budgeted as a planned expenditure to be funded through the County's Capital Improvement Plan. A capital item includes but is not limited to software, hardware, vehicles, equipment, consultative services such as owner's representative or construction manager or other significant one-time purchases that would overburden a department's operating budget.
  - b. **Capital Infrastructure:** Capital infrastructure is defined as major building components or major building systems or mechanical infrastructure replacements which provide the foundation for the operations of county government which have a long useful life, including but not limited to repair and maintenance or upgrades to HVAC, boilers, roofs, building foundation, parking lot construction or resurfacing. Capital infrastructure does not include: 1) routine or preventative building or system maintenance; 2) new building construction or land acquisition.

**Note:** These definitions are provided for purposes of understanding this policy only. These terms may have alternative definitions when used in other policies or documents.

4. **Objectives.**

- a. Comply with the statutory authority allowing the imposition of a county sales tax.
- b. Make fiscally prudent, well-reasoned financial decisions regarding the use of sales tax revenues to address Dodge County's capital needs
- c. Maximize use of available financial resources
- d. Further enhance visibility and transparency in the allocation of sales tax revenues

5. **Priorities.** The following priorities are established in order of importance for the use of the county half cent sales tax:

- a. Annual Principal Payments
  - i. Bond and Note Issues, Short-term bank notes
  - ii. Intergovernmental Transfers between County Departments
- b. If available, County Highway and Bridge Projects-Minimum annual allocation of \$1.0 million
  - i. Entire allocation must be used for county highway system projects or county bridge projects.
  - ii. Allocation cannot be used for highway buildings, highway equipment or to supplant highway operating budgeted funds.
- c. If available, Capital Infrastructure-Repair/Maintenance of Existing Dodge County Buildings and Grounds.
- d. If available, Other (not in order of priority):
  - i. Parks and other land acquisitions
  - ii. Capital Items with a single purchase dollar value exceeding \$50,000.
  - iii. Park and recreational improvements or projects
- e. If available, New Dodge County Buildings.
- f. Current year undesignated sales tax, if any, to be held within the general fund assigned to sales tax for appropriation in the following year's sales tax budget.

6. **Related Plans; Procedures; Policies.** This policy shall be used in conjunction with the following:
  - a. County's Capital Improvement Plan and the process described therein.
  - b. General Fund Balance Policy
  - c. Debt Service Schedule
  - d. Related County Board approved resolutions
  
7. **Review.** The Finance Committee shall review this policy annually at its regular meeting in July, prior to the commencement of the annual Capital Improvement Plan process. No later than September of each year, the County Board of Supervisors shall consider the sales tax funding projects.
  
8. **Authority.**
  - a. Section 77.70, Wis. Stats.
  - b. Dodge County Ordinance No. 348, adopted September 30, 1993

**COUNTY OF DODGE  
YEAR-TO-DATE BUDGET REPORT 2022**

FOR 2022 06								
ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED	YTD ACTUAL	ENCUMBRANCES	AVAILABLE	PCT	
100 GENERAL FUND	APPROP	ADJSTMTS	BUDGET			BUDGET	USE/COL	
<b>13 FINANCE</b>								
<b>1310 FINANCE</b>								
11000100 411100	PROPERTY TAX RE	-760,509	34,613	-725,896	-368,716.82	.00	-357,179.18	50.8%*
11000100 461910	WAGE GARNISH FE	-850	0	-850	-417.00	.00	-433.00	49.1%*
11000100 473310	CHARGES TO LOCA	-850	0	-850	.00	.00	-850.00	.0%*
11000100 489000	MISC REVENUE	-10	0	-10	.00	.00	-10.00	.0%*
11000100 489010	REBATES	-75	0	-75	.00	.00	-75.00	.0%*
11000100 491100	INTRAFUND WAGE	0	-9,910	-9,910	-9,910.00	.00	.00	100.0%
11000100 511000	PRODUCTIVE PAY	500,388	8,682	509,070	201,142.91	.00	307,927.09	39.5%
11000100 512000	NON PRODUCTIVE	0	0	0	42,724.90	.00	-42,724.90	100.0%*
11000100 513000	FICA TAXES	38,281	664	38,945	16,994.65	.00	21,950.35	43.6%
11000100 513100	WRS CHARGES	32,526	564	33,090	14,538.09	.00	18,551.91	43.9%
11000100 513200	HEALTH INSURANC	104,328	0	104,328	37,514.40	.00	66,813.60	36.0%
11000100 513201	HSA CONTRIBUTIO	10,500	0	10,500	4,346.69	.00	6,153.31	41.4%
11000100 513300	LIFE INSURANCE	214	0	214	129.30	.00	84.70	60.4%
11000100 513400	WORKERS COMPENS	300	0	300	139.93	.00	160.07	46.6%
11000100 513500	DENTAL INSURANC	6,951	0	6,951	2,893.62	.00	4,057.38	41.6%
11000100 516000	DRUG ALCOHOL TE	50	0	50	.00	.00	50.00	.0%
11000100 522400	PHONE	425	0	425	16.39	.00	408.61	3.9%
11000100 524300	COMPUTER MAINT	4,200	0	4,200	6,848.72	5,920.00	-8,568.72	304.0%*
11000100 526300	POSTAGE PARCEL	2,750	0	2,750	1,376.60	.00	1,373.40	50.1%
11000100 526400	PRINTING AND DU	200	0	200	199.00	.00	1.00	99.5%
11000100 526600	PURCHASED SERVI	80	0	80	37.88	.00	42.12	47.4%
11000100 531000	OFFICE SUPPLIES	3,000	0	3,000	212.51	.00	2,787.49	7.1%
11000100 531100	COMPUTER EQUIPM	3,500	0	3,500	408.93	.00	3,091.07	11.7%
11000100 532200	MEMBERSHIP DUES	2,790	0	2,790	1,230.00	.00	1,560.00	44.1%
11000100 532300	CONFERENCE REGI	2,240	0	2,240	30.00	.00	2,210.00	1.3%
11000100 532400	EDUCATION AND T	200	0	200	.00	.00	200.00	.0%
11000100 532600	ADVERTISING	0	0	0	35.99	.00	-35.99	100.0%*
11000100 532800	LICENSE & CERTI	10	0	10	.00	.00	10.00	.0%
11000100 533000	MILEAGE	750	0	750	.00	.00	750.00	.0%
11000100 533200	COMMERCIAL TRAV	1,200	0	1,200	.00	.00	1,200.00	.0%
11000100 533300	MEALS	560	0	560	.00	.00	560.00	.0%
11000100 533400	LODGING	2,860	0	2,860	.00	.00	2,860.00	.0%
11000100 549999	INDIRECT COST A	920	0	920	460.01	.00	459.99	50.0%
11000100 551110	EMPLOYEE BOND P	40	0	40	58.31	.00	-18.31	145.8%*
11000100 551150	GENERAL LIABILI	425	0	425	1,216.00	.00	-791.00	286.1%*
11000100 557400	OTHER LOSS AND	0	0	0	20,150.00	.00	-20,150.00	100.0%*
11000100 586000	CAP MACHINERY &	7,993	0	7,993	.00	.00	7,993.00	.0%

**COUNTY OF DODGE  
YEAR-TO-DATE BUDGET REPORT 2022**

FOR 2022 06								
ACCOUNTS FOR: 100 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL	
<b>1320 OUTSIDE SERVICES</b>								
11000110 411100 PROPERTY TAX RE	0	-34,613	-34,613	-11,537.68	.00	-23,075.32	33.3%*	
11000110 521420 FINANCIAL AUDIT	23,680	0	23,680	9,482.00	14,198.00	.00	100.0%	
11000110 521450 PROFESSIONAL SE	10,750	0	10,750	.00	.00	10,750.00	.0%	
11000110 549999 INDIRECT COST A	183	0	183	91.49	.00	91.51	50.0%	
TOTAL FINANCE	0	0	0	-28,303.18	20,118.00	8,185.18	100.0%	
TOTAL GENERAL FUND	0	0	0	-28,303.18	20,118.00	8,185.18	100.0%	
TOTAL REVENUES	-762,294	-9,910	-772,204	-390,581.50	.00	-381,622.50		
TOTAL EXPENSES	762,294	9,910	772,204	362,278.32	20,118.00	389,807.68		



**COUNTY OF DODGE  
YEAR-TO-DATE BUDGET REPORT 2022**

FOR 2022 06

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	0	0	0	-28,303.18	20,118.00	8,185.18	100.0%

\*\* END OF REPORT - Generated by Krakow, Jennifer \*\*

**COUNTY OF DODGE  
YEAR-TO-DATE BUDGET REPORT 2022**

FOR 2022 06

ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED	YTD ACTUAL	ENCUMBRANCES	AVAILABLE	PCT
100 GENERAL FUND	APPROP	ADJSTMTS	BUDGET			BUDGET	USE/COL
<b>98 SALES TAX</b>							
<b>9810 SALES TAX</b>							
10109020 412210 COUNTY SALES AN	-7,590,000	0	-7,590,000	-4,220,572.01	.00	-3,369,427.99	55.6%*
10109020 496100 FUND BAL TAX LE	-1,220,363	0	-1,220,363	.00	.00	-1,220,363.00	.0%*
10109020 591216 INTRAFUND HDOB	586,500	0	586,500	.00	.00	586,500.00	.0%
10109020 591217 INTRAFUND A/C D	450,000	0	450,000	.00	.00	450,000.00	.0%
10109020 591218 INTRAFUND HAZMA	200,000	0	200,000	.00	.00	200,000.00	.0%
10109020 591219 INTRAFUND ROOF	1,400,000	0	1,400,000	.00	.00	1,400,000.00	.0%
10109020 591220 INTRAFUND IT ST	450,000	0	450,000	.00	.00	450,000.00	.0%
10109020 591221 INTRAFUND CYBER	275,000	0	275,000	.00	.00	275,000.00	.0%
10109020 591222 INTRAFUND DERGE	70,000	0	70,000	.00	.00	70,000.00	.0%
10109020 591223 INTRAFUND DERGE	60,000	0	60,000	.00	.00	60,000.00	.0%
10109020 591224 INTRAFUND LEDGE	60,000	0	60,000	.00	.00	60,000.00	.0%
10109020 591310 INT BORROW DETE	540,000	0	540,000	540,000.00	.00	.00	100.0%
10109020 591320 INT BORROW INFO	428,334	0	428,334	428,334.00	.00	.00	100.0%
10109020 591330 INT BORROW REES	682,077	0	682,077	341,038.52	.00	341,038.48	50.0%
10109020 593200 TRANS OUT HWY R	1,258,452	0	1,258,452	629,226.00	.00	629,226.00	50.0%
10109020 593240 TRANS OUT CLV P	2,052,500	0	2,052,500	1,026,250.02	.00	1,026,249.98	50.0%
10109020 593250 TRANS OUT HWY P	297,500	0	297,500	148,750.02	.00	148,749.98	50.0%
TOTAL SALES TAX	0	0	0	-1,106,973.45	.00	1,106,973.45	100.0%
TOTAL GENERAL FUND	0	0	0	-1,106,973.45	.00	1,106,973.45	100.0%
TOTAL REVENUES	-8,810,363	0	-8,810,363	-4,220,572.01	.00	-4,589,790.99	
TOTAL EXPENSES	8,810,363	0	8,810,363	3,113,598.56	.00	5,696,764.44	


**COUNTY OF DODGE  
 YEAR-TO-DATE BUDGET REPORT 2022**

FOR 2022 06

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	0	0	0	-1,106,973.45	.00	1,106,973.45	100.0%

\*\* END OF REPORT - Generated by Krakow, Jennifer \*\*

**COUNTY OF DODGE  
YEAR-TO-DATE BUDGET REPORT 2022**

FOR 2022 06								
ACCOUNTS FOR: 100	GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD. ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
<b>99 GENERAL REVENUES</b>								
<b>9910 GENERAL REVENUES</b>								
10109010	411100	PROPERTY TAX RE	15,434,663	35,700	15,470,363	7,753,031.52	.00	7,717,331.48 50.1%
10109010	434100	STATE SHARED RE	-2,378,706	0	-2,378,706	.00	.00	-2,378,706.00 .0%*
10109010	434110	UTILITY SHARED	-466,906	0	-466,906	.00	.00	-466,906.00 .0%*
10109010	434300	EXEMPT COMPUTER	-91,071	0	-91,071	.00	.00	-91,071.00 .0%*
10109010	434301	PERSONAL PROPER	-368,948	0	-368,948	-368,948.27	.00	.27 100.0%
10109010	434310	FALLEN PROTECTI	59	0	59	.00	.00	59.00 .0%
10109010	469000	VENDING COMMISS	-75	0	-75	.00	.00	-75.00 .0%*
10109010	474999	INDIRECT COST R	-10,544,511	0	-10,544,511	-5,272,255.50	.00	-5,272,255.50 50.0%*
10109010	481100	INTEREST INCOME	0	0	0	-9.80	.00	9.80 100.0%
10109010	489010	REBATES	-1,000	0	-1,000	.00	.00	-1,000.00 .0%*
10109010	491000	INTRAFUND TRANS	-35,742	0	-35,742	.00	.00	-35,742.00 .0%*
10109010	496000	FUND BALANCE AP	0	-307,359	-307,359	200,683.00	.00	-508,042.00 -65.3%*
10109010	496100	FUND BAL TAX LE	-30,000	0	-30,000	.00	.00	-30,000.00 .0%*
10109010	496200	FUND BALANCE RE	-1,076,896	-663,336	-1,740,232	.00	.00	-1,740,232.19 .0%*
10109010	514001	WAGE CONTRACT S	2,648	0	2,648	.00	.00	2,648.00 .0%
10109010	591000	INTRAFUND TRANS	1,106,896	663,336	1,770,232	1,716,281.52	.00	53,950.67 97.0%
10109010	591100	INTRAFUND WAGE	0	306,863	306,863	428,642.00	.00	-121,779.00 139.7%*
10109010	593000	TRANSFER OUT	0	496	496	496.00	.00	.00 100.0%
<b>9920 INTERNAL BORROWINGS</b>								
10109030	491310	INT BORROW DETE	-540,000	0	-540,000	-540,000.00	.00	.00 100.0%
10109030	491320	INT BORROW INFO	-428,334	0	-428,334	-428,334.00	.00	.00 100.0%
10109030	491330	INT BORROW REES	-682,077	0	-682,077	-341,038.52	.00	-341,038.48 50.0%*
<b>9930 CONTINGENCY FUND</b>								
10109040	411100	PROPERTY TAX RE	0	-35,700	-35,700	-35,700.00	.00	.00 100.0%
10109040	539999	CONTINGENCY FUN	100,000	-35,700	64,300	.00	.00	64,300.00 .0%
10109040	591000	INTRAFUND TRANS	0	35,700	35,700	35,700.00	.00	.00 100.0%
<b>9940 JAIL ASSESSMENT FUND</b>								
10209010	452200	JAIL ASSESSMENT	-97,000	0	-97,000	-43,174.07	.00	-53,825.93 44.5%*

**COUNTY OF DODGE**  
**YEAR-TO-DATE BUDGET REPORT 2022**

FOR 2022 06								
ACCOUNTS FOR: 100 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL	
10209010 491000 INTRAFUND TRANS	-46,463	6,098	-40,365	-40,365.36	.00	.00	100.0%	
10209010 521100 MEDICAL AND DEN	50,000	0	50,000	50,000.00	-50,000.00	50,000.00	.0%	
10209010 524000 BUILD EQUIP MAI	9,200	0	9,200	25,523.00	.00	-16,323.00	277.4%*	
10209010 528000 FUTURE YEAR EXP	13,227	-6,098	7,129	.00	.00	7,129.36	.0%	
10209010 534140 OPERATING SUPPL	30,036	0	30,036	5,131.48	8,805.00	16,099.52	46.4%	
10209010 534170 BUILDING AND EQ	16,000	0	16,000	9,310.69	.00	6,689.31	58.2%	
10209010 538000 OTHER MISC EXPE	25,000	0	25,000	.00	.00	25,000.00	.0%	
<b>9960 RETIREMENT PAYOUTS</b>								
10109050 491000 INTRAFUND TRANS	-200,000	0	-200,000	-200,000.00	.00	.00	100.0%	
10109050 512000 NON PRODUCTIVE	200,000	0	200,000	.00	.00	200,000.00	.0%	
10109050 591400 INTRAFUND RETIR	0	0	0	65,735.00	.00	-65,735.00	100.0%*	
<b>9970 AMERICAN RESCUE PLAN</b>								
10109060 481100 INTEREST INCOME	0	0	0	-33,843.79	.00	33,843.79	100.0%	
10109060 481106 MKT ADJ-DANA	0	0	0	226,796.55	.00	-226,796.55	100.0%*	
10109060 481200 INVESTMENT PREM	0	0	0	-292.05	.00	292.05	100.0%	
10109060 526201 INVESTMENT ADVI	0	0	0	3,985.89	.00	-3,985.89	100.0%*	
TOTAL GENERAL REVENUES	0	0	0	3,217,355.29	-41,195.00	-3,176,160.29	100.0%	
TOTAL GENERAL FUND	0	0	0	3,217,355.29	-41,195.00	-3,176,160.29	100.0%	
TOTAL REVENUES	-1,553,007	-964,598	-2,517,605	876,549.71	.00	-3,394,154.26		
TOTAL EXPENSES	1,553,007	964,598	2,517,605	2,340,805.58	-41,195.00	217,993.97		

**COUNTY OF DODGE  
 YEAR-TO-DATE BUDGET REPORT 2022**

FOR 2022 06							
	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL

GRAND TOTAL	0	0	0	3,217,355.29	-41,195.00	-3,176,160.29	100.0%
-------------	---	---	---	--------------	------------	---------------	--------

\*\* END OF REPORT - Generated by Krakow, Jennifer \*\*



**COUNTY OF DODGE  
YEAR-TO-DATE BUDGET REPORT 2022**

FOR 2022 06								
ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED			AVAILABLE	PCT	
300 DEBT SERVICE FUND	APPROP	ADJSTMTS	BUDGET	YTD ACTUAL	ENCUMBRANCES	BUDGET	USE/COL	
<b>00 CONTROL ACCOUNT</b>								
<b>0000 CONTROL ACCOUNT</b>								
13000010 481100 INTEREST INCOME	-50,000	0	-50,000	-4,627.88	.00	-45,372.12	9.3%*	
13000010 481104 MKT ADJ-EHLERS	0	0	0	8,715.72	.00	-8,715.72	100.0%*	
13000010 490000 BOND/NOTE PROCE	-192,975	0	-192,975	.00	.00	-192,975.00	.0%*	
13000010 496000 FUND BALANCE AP	-971,708	0	-971,708	.00	.00	-971,708.00	.0%*	
13000010 526201 INVESTMENT ADVI	5,000	0	5,000	127.68	.00	4,872.32	2.6%	
13000010 561000 DEBT PRINCIPAL	945,000	0	945,000	945,000.00	.00	.00	100.0%	
13000010 562000 INTEREST EXPENS	240,292	0	240,292	14,991.66	.00	225,300.34	6.2%	
13000010 562050 PREMIUM AMORTIZ	-170,450	0	-170,450	.00	.00	-170,450.00	.0%*	
13000010 562351 RATING AGENCY F	18,500	0	18,500	.00	.00	18,500.00	.0%	
13000010 562352 DEBT FINANCIAL	42,600	0	42,600	.00	.00	42,600.00	.0%	
13000010 562353 DEBT LEGAL FEES	17,000	0	17,000	.00	.00	17,000.00	.0%	
13000010 562354 DEBT UNDERWRITE	114,875	0	114,875	.00	.00	114,875.00	.0%	
13000010 562355 CONTINUING DISC	1,866	0	1,866	.00	.00	1,866.00	.0%	
TOTAL CONTROL ACCOUNT	0	0	0	964,207.18	.00	-964,207.18	100.0%	
TOTAL DEBT SERVICE FUND	0	0	0	964,207.18	.00	-964,207.18	100.0%	
TOTAL REVENUES	-1,214,683	0	-1,214,683	4,087.84	.00	-1,218,770.84		
TOTAL EXPENSES	1,214,683	0	1,214,683	960,119.34	.00	254,563.66		

**COUNTY OF DODGE  
 YEAR-TO-DATE BUDGET REPORT 2022**

FOR 2022 06

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	0	0	0	964,207.18	.00	-964,207.18	100.0%

\*\* END OF REPORT - Generated by Krakow, Jennifer \*\*

**COUNTY OF DODGE  
YEAR-TO-DATE BUDGET REPORT 2022**

FOR 2022 06								
ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED	YTD ACTUAL	ENCUMBRANCES	AVAILABLE	PCT	
400 CAPITAL PROJECTS	APPROP	ADJSTMTS	BUDGET			BUDGET	USE/COL	
<b>30 HIGHWAY DEPARTMENT</b>								
<b>5021 CTH 2021</b>								
40303020 496000 FUND BALANCE AP	-744,158	0	-744,158	.00	.00	-744,158.00	.0%*	
40303020 582008 COUNTY M	744,158	0	744,158	.00	.00	744,158.00	.0%	
<b>5022 CTH 2022</b>								
40303030 411100 PROPERTY TAX RE	-1,150,000	0	-1,150,000	-574,999.98	.00	-575,000.02	50.0%*	
40303030 490000 BOND/NOTE PROCE	-9,000,000	0	-9,000,000	.00	.00	-9,000,000.00	.0%*	
40303030 493200 SLS TAX TRANSFE	-1,258,452	0	-1,258,452	-629,226.00	.00	-629,226.00	50.0%*	
40303030 582007 COUNTY TW	350,000	0	350,000	.00	.00	350,000.00	.0%	
40303030 582008 COUNTY M	2,879,452	0	2,879,452	.00	.00	2,879,452.00	.0%	
40303030 582009 COUNTY V	2,175,000	0	2,175,000	.00	.00	2,175,000.00	.0%	
40303030 582010 COUNTY E	315,000	0	315,000	.00	.00	315,000.00	.0%	
40303030 582011 COUNTY T	1,276,000	0	1,276,000	.00	.00	1,276,000.00	.0%	
40303030 582012 COUNTY Q	1,798,000	0	1,798,000	.00	.00	1,798,000.00	.0%	
40303030 582014 COUNTY J	2,615,000	0	2,615,000	.00	.00	2,615,000.00	.0%	
TOTAL HIGHWAY DEPARTMENT	0	0	0	-1,204,225.98	.00	1,204,225.98	100.0%	
TOTAL CAPITAL PROJECTS	0	0	0	-1,204,225.98	.00	1,204,225.98	100.0%	
TOTAL REVENUES	-12,152,610	0	-12,152,610	-1,204,225.98	.00	-10,948,384.02		
TOTAL EXPENSES	12,152,610	0	12,152,610	.00	.00	12,152,610.00		


**COUNTY OF DODGE  
 YEAR-TO-DATE BUDGET REPORT 2022**

FOR 2022 06							
	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL

GRAND TOTAL	0	0	0	-1,204,225.98	.00	1,204,225.98	100.0%
-------------	---	---	---	---------------	-----	--------------	--------

\*\* END OF REPORT - Generated by Krakow, Jennifer \*\*

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

Remittance Period	Collection Period	2016 Remittance	2017 Remittance	2018 Remittance	2019 Remittance	2020 Remittance	2021 Remittance	2022 Remittance	Previous Year	
									\$ Change	% Change
January	November	\$512,301	\$429,376	<b>\$392,621</b>	\$579,474	\$632,456	\$629,878	\$589,428	(\$40,450)	-6.4%
February	December	440,663	686,238	720,097	600,995	638,152	645,532	763,673	\$118,142	18.3%
March	January	414,299	497,670	453,560	456,212	<b>508,216</b>	<b>543,848</b>	614,830	\$70,982	13.1%
April	February	<b>321,749</b>	396,375	401,653	<b>431,567</b>	583,291	614,412	697,122	\$82,710	13.5%
May	March	407,852	522,150	625,667	599,122	584,337	697,176	677,933	(\$19,243)	-2.8%
June	April	<b>638,989</b>	587,195	635,147	494,862	572,046	805,070	<b>877,586</b>	\$72,516	9.0%
July	May	578,159	470,957	<b>545,288</b>	647,998	<b>725,670</b>	731,666			
August	June	510,100	<b>717,294</b>	<b>745,510</b>	<b>756,266</b>	657,734	655,184			
September	July	531,127	622,065	491,180	466,593	645,788	794,771			
October	August	522,952	524,810	606,792	735,238	652,954	707,301			
November	September	545,035	648,274	698,710	673,407	567,537	671,929			
December	October	484,606	518,044	530,674	471,403	647,256	<b>823,724</b>			
		<b>\$5,907,833</b>	<b>\$6,620,448</b>	<b>\$6,846,899</b>	<b>\$6,913,135</b>	<b>\$7,415,436</b>	<b>\$8,320,492</b>	<b>\$4,220,572</b>	<b>\$284,656</b>	
Annual increase (decrease)		3.1%	12.1%	3.4%	1.0%	7.3%	12.2%			
Monthly Average		\$492,319	\$551,704	\$570,575	\$576,095	\$617,953	\$693,374	\$703,429	\$47,443	
Actual		5,907,833	6,620,448	6,846,899	6,913,135	7,415,436	8,320,492	4,220,572		
Pro-rated Budget		4,365,993	4,409,653	4,453,750	4,518,090	6,000,000	6,800,000	3,795,000		
Surplus (deficit)		1,541,840	2,210,795	2,393,149	2,395,045	1,415,436	1,520,492	425,572		
Surplus as percent of budget		35.3%	50.1%	53.7%	53.0%	23.6%	22.4%	11.2%		

2022				
Monthly	Annual	Projected	Projected Surplus	
\$632,500	\$7,590,000	\$8,441,144	\$851,144	11.2%

% Of Year Completed	50.0%
Estimated Year End	\$8,441,144

Year to date current year	\$4,220,572
Year to date, prior year (thru same period)	\$3,935,915
<i>Increase (decrease) over prior year</i>	7.2%

	Previous Month			
	May-22	Jun-22	\$ Change	% Change
All Counties	\$42,070,576	\$56,766,495	\$14,695,918	34.9%
Dodge County	677,933	877,586	199,653	29.5%









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

Date: 6/27/22

Department: \_\_\_\_\_ Human Service & Health Dept

Budget Year: 2022

**Description of Adjustment:**  
GWAAR ARPA IIID Funding

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Budget Adjustment**

Account Number	Account Title	Amount
97PUBCAWA-GRANT-STATE -ARPA	State Grant	-3000
97PUBCAWA-SUPPLIES-OPERATING	Operating Supplies	2,100
97PUBCAWA-SUPPLIES-RGST FEE	Registration Fees	900
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Note the total Budget Adjustment must balance

Department Head Signature Berly Beal Date: 6/29/22

County Administrator Signature Jon Hoehkammer Date: 7-5-22

Committee of Jurisdiction Chairman Quade Date: 7/12/22

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



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

Date: 6/27/22

Department: \_\_\_\_\_ Human Service & Health Dept

Budget Year: 2022

**Description of Adjustment:**

GWAAR ARPA C2 Funding

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Budget Adjustment**

Account Number	Account Title	Amount
97HDM-GRANT-STATE-ARPA	State Grant	-18093
97HDM-INTGOVT - COST	Cost Allocation	8,093
97HDM-SUPPLIES-OPERATING	Operating Supplies	10,000
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Note the total Budget Adjustment must balance

Department Head Signature Benny Bell Date: 6/29/22

County Administrator Signature Jon Hochhammer Date: 7-5-22

Committee of Jurisdiction Chairman Quita Hedrick Date: 7/6/22

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



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

Date: 6/27/22

Department: \_\_\_\_\_ Human Service & Health Dept

Budget Year: \_\_\_\_\_ 2022

**Description of Adjustment:**

GWAAR ARPA C1 Funding

---



---



---



---

<b>Budget Adjustment</b>
--------------------------

Account Number	Account Title	Amount
97CM-GRANT-STATE-ARPA	State Grant	-25,000
97CM-SUPPLIES-OPERATING	OPERATING SUPPLIES	25,000

**Note the total Budget Adjustment must balance**

Department Head Signature Berly Bell Date: 6/29/22

County Administrator Signature Jon Hochhammer Date: 7-5-22

Committee of Jurisdiction Chairman Janice Hedrick Date: 7/6/22

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

VENDOR #	VENDOR NAME	INVOICE NUMBER	INVOICE DATE	CHECK #	CHECK/PAYMENT DATE	NET AMOUNT	DEPARTMENT	INVOICE DESCRIPTION
1338	NORTH SHORE BANK	NSB061022	06/10/2022	8966	06/10/2022	10,124.94	1310	DEFERRED COMPENSATION
				<b>8966 Total</b>		10,124.94		
876	COMMUNITY CARE RESOURCES	876061320221	06/13/2022	8975	06/15/2022	2,540.76	9730	0000022566
876	COMMUNITY CARE RESOURCES	876061320222	06/13/2022	8975	06/15/2022	655.68	9730	0000022566
876	COMMUNITY CARE RESOURCES	876061320223	06/13/2022	8975	06/15/2022	2,540.76	9730	0000022566
876	COMMUNITY CARE RESOURCES	876061320224	06/13/2022	8975	06/15/2022	2,540.76	9730	0000022566
876	COMMUNITY CARE RESOURCES	876061320225	06/13/2022	8975	06/15/2022	2,540.76	9730	0000022566
876	COMMUNITY CARE RESOURCES	876061320226	06/13/2022	8975	06/15/2022	2,540.76	9730	0000022566
876	COMMUNITY CARE RESOURCES	876061320227	06/13/2022	8975	06/15/2022	2,540.76	9730	0000022566
876	COMMUNITY CARE RESOURCES	876061320228	06/13/2022	8975	06/15/2022	2,540.76	9730	0000022566
876	COMMUNITY CARE RESOURCES	876061320229	06/13/2022	8975	06/15/2022	2,540.76	9730	0000022566
876	COMMUNITY CARE RESOURCES	8760613202210	06/13/2022	8975	06/15/2022	2,540.76	9730	0000022566
876	COMMUNITY CARE RESOURCES	8760613202211	06/13/2022	8975	06/15/2022	2,540.76	9730	0000022566
876	COMMUNITY CARE RESOURCES	8760613202212	06/13/2022	8975	06/15/2022	2,540.76	9730	0000022566
876	COMMUNITY CARE RESOURCES	8760613202213	06/13/2022	8975	06/15/2022	2,540.76	9730	0000022566
876	COMMUNITY CARE RESOURCES	8760613202214	06/13/2022	8975	06/15/2022	2,540.76	9730	0000022566
876	COMMUNITY CARE RESOURCES	8760613202215	06/13/2022	8975	06/15/2022	2,540.76	9730	0000022566
876	COMMUNITY CARE RESOURCES	8760613202216	06/13/2022	8975	06/15/2022	2,540.76	9730	0000022566
876	COMMUNITY CARE RESOURCES	8760613202217	06/13/2022	8975	06/15/2022	1,885.08	9730	0000022566
876	COMMUNITY CARE RESOURCES	8760613202218	06/13/2022	8975	06/15/2022	2,540.76	9730	0000022566
876	COMMUNITY CARE RESOURCES	8760613202219	06/13/2022	8975	06/15/2022	2,540.76	9730	0000022566
876	COMMUNITY CARE RESOURCES	8760613202220	06/13/2022	8975	06/15/2022	2,540.76	9730	0000022566
				<b>8975 Total</b>		48,274.44		
2317	GRATEFUL GIRLS YOUTH & FAMILY SERVICES LLC	2317061320229	06/13/2022	8987	06/15/2022	16,219.58	9730	0008093858
2317	GRATEFUL GIRLS YOUTH & FAMILY SERVICES LLC	23170613202210	06/13/2022	8987	06/15/2022	545.00	9730	0008093858
2317	GRATEFUL GIRLS YOUTH & FAMILY SERVICES LLC	23170613202211	06/13/2022	8987	06/15/2022	320.00	9730	0008093858
2317	GRATEFUL GIRLS YOUTH & FAMILY SERVICES LLC	23170613202212	06/13/2022	8987	06/15/2022	1,135.00	9730	0008093858
				<b>8987 Total</b>		18,219.58		
1624	NORTHWEST PASSAGE LTD	1624061320221	06/13/2022	9013	06/15/2022	21,390.00	9730	0008021015
1624	NORTHWEST PASSAGE LTD	1624061320222	06/13/2022	9013	06/15/2022	16,800.45	9730	0008021015
1624	NORTHWEST PASSAGE LTD	1624061320223	06/13/2022	9013	06/15/2022	6,153.36	9730	0008021015
				<b>9013 Total</b>		44,343.81		
825	OCONOMOWOC DEVELOPMENT TRAINING CENTER OF WI	825061320221	06/13/2022	9014	06/15/2022	18,246.60	9730	0008019479
825	OCONOMOWOC DEVELOPMENT TRAINING CENTER OF WI	825061320222	06/13/2022	9014	06/15/2022	18,246.60	9730	0008019479
825	OCONOMOWOC DEVELOPMENT TRAINING CENTER OF WI	825061320223	06/13/2022	9014	06/15/2022	18,246.60	9730	0008019479
825	OCONOMOWOC DEVELOPMENT TRAINING CENTER OF WI	825061320224	06/13/2022	9014	06/15/2022	18,246.60	9730	0008019479
				<b>9014 Total</b>		72,986.40		
1710	RAWHIDE INC	1710061320221	06/13/2022	9018	06/15/2022	16,461.62	9730	0008011092
1710	RAWHIDE INC	1710061320222	06/13/2022	9018	06/15/2022	16,461.62	9730	0008011092
				<b>9018 Total</b>		32,923.24		
213	YOUTH VILLAGES	213061320221	06/13/2022	9031	06/15/2022	19,065.00	9730	0008079656
				<b>9031 Total</b>		19,065.00		
856	ADULT CARE CONSULTANTS INC	18543	05/31/2022	9035	06/20/2022	3,848.04	9720	2022 CONTRACT CBRF
856	ADULT CARE CONSULTANTS INC	18570	05/31/2022	9035	06/20/2022	76.00	9720	2022 CONTRACT CRISIS
856	ADULT CARE CONSULTANTS INC	18576	05/31/2022	9035	06/20/2022	1,375.00	9720	2022 CONTRACT CCS
856	ADULT CARE CONSULTANTS INC	18577	05/31/2022	9035	06/20/2022	1,285.00	9720	2022 CONTRACT CCS
856	ADULT CARE CONSULTANTS INC	18578	05/31/2022	9035	06/20/2022	976.25	9720	2022 CONTRACT CCS
856	ADULT CARE CONSULTANTS INC	18579	05/31/2022	9035	06/20/2022	605.00	9720	2022 CONTRACT CCS
856	ADULT CARE CONSULTANTS INC	18580	05/31/2022	9035	06/20/2022	925.00	9720	2022 CONTRACT CCS
856	ADULT CARE CONSULTANTS INC	18565	05/31/2022	9035	06/20/2022	566.25	9720	2022 CONTRACT CCS
856	ADULT CARE CONSULTANTS INC	18566	05/31/2022	9035	06/20/2022	1,030.00	9720	2022 CONTRACT CCS
856	ADULT CARE CONSULTANTS INC	18567	05/31/2022	9035	06/20/2022	2,221.25	9720	2022 CONTRACT CCS
856	ADULT CARE CONSULTANTS INC	18568	05/31/2022	9035	06/20/2022	551.25	9720	2022 CONTRACT CCS
856	ADULT CARE CONSULTANTS INC	18569	05/31/2022	9035	06/20/2022	2,013.75	9720	2022 CONTRACT CCS
856	ADULT CARE CONSULTANTS INC	18571	05/31/2022	9035	06/20/2022	1,146.25	9720	2022 CONTRACT CCS
856	ADULT CARE CONSULTANTS INC	18572	05/31/2022	9035	06/20/2022	2,426.25	9720	2022 CONTRACT CCS
856	ADULT CARE CONSULTANTS INC	18573	05/31/2022	9035	06/20/2022	343.75	9720	2022 CONTRACT CCS
856	ADULT CARE CONSULTANTS INC	18575	05/31/2022	9035	06/20/2022	1,455.00	9720	2022 CONTRACT CCS
856	ADULT CARE CONSULTANTS INC	18574	05/31/2022	9035	06/20/2022	1,841.25	9720	2022 CONTRACT CCS
856	ADULT CARE CONSULTANTS INC	18564	05/31/2022	9035	06/20/2022	424.00	9720	2022 CONTRACT CRISIS
856	ADULT CARE CONSULTANTS INC	18581	05/31/2022	9035	06/20/2022	152.50	9720	2022 CONTRACT CCS
				<b>9035 Total</b>		23,261.79		
262	ANU FAMILY SERVICES INC	18577	06/07/2022	9042	06/20/2022	2,650.20	9720	2022 CONTRACT

262 ANU FAMILY SERVICES INC	18594	06/07/2022	9042	06/20/2022	784.14	9720	2022 CONTRACT
262 ANU FAMILY SERVICES INC	18565	06/07/2022	9042	06/20/2022	522.76	9720	2022 CONTRACT
262 ANU FAMILY SERVICES INC	18593	06/07/2022	9042	06/20/2022	3,099.22	9720	2022 CONTRACT
262 ANU FAMILY SERVICES INC	18584	06/07/2022	9042	06/20/2022	1,754.98	9720	2022 CONTRACT
262 ANU FAMILY SERVICES INC	18592	06/07/2022	9042	06/20/2022	1,232.22	9720	2022 CONTRACT
262 ANU FAMILY SERVICES INC	18591	06/07/2022	9042	06/20/2022	634.78	9720	2022 CONTRACT
262 ANU FAMILY SERVICES INC	18590	06/07/2022	9042	06/20/2022	189.30	9720	2022 CONTRACT
262 ANU FAMILY SERVICES INC	18589	06/07/2022	9042	06/20/2022	1,120.20	9720	2022 CONTRACT
262 ANU FAMILY SERVICES INC	18588	06/07/2022	9042	06/20/2022	522.76	9720	2022 CONTRACT
262 ANU FAMILY SERVICES INC	18564	06/07/2022	9042	06/20/2022	1,867.00	9720	2022 CONTRACT
262 ANU FAMILY SERVICES INC	18586	06/07/2022	9042	06/20/2022	631.00	9720	2022 CONTRACT
262 ANU FAMILY SERVICES INC	18585	06/07/2022	9042	06/20/2022	220.85	9720	2022 CONTRACT
262 ANU FAMILY SERVICES INC	18583	06/07/2022	9042	06/20/2022	1,082.86	9720	2022 CONTRACT
262 ANU FAMILY SERVICES INC	18582	06/07/2022	9042	06/20/2022	2,165.72	9720	2022 CONTRACT
262 ANU FAMILY SERVICES INC	18581	06/07/2022	9042	06/20/2022	694.10	9720	2022 CONTRACT
262 ANU FAMILY SERVICES INC	18580	06/07/2022	9042	06/20/2022	821.48	9720	2022 CONTRACT
262 ANU FAMILY SERVICES INC	18579	06/07/2022	9042	06/20/2022	485.42	9720	2022 CONTRACT
			<b>9042 Total</b>		<b>20,478.99</b>		
1073 ARING EQUIPMENT COMPANY INC	296425	05/31/2022	9044	06/20/2022	1,441.39	3110	ROLLERS
1073 ARING EQUIPMENT COMPANY INC	M14200	06/03/2022	9044	06/20/2022	18,900.00	3110	TRAILER
			<b>9044 Total</b>		<b>20,341.39</b>		
141 EDWARD H WOLF & SONS INC	340342	06/13/2022	9070	06/20/2022	36,251.79	3110	FUEL
			<b>9070 Total</b>		<b>36,251.79</b>		
1308 GREENFIELD REHABILITATION AGENCY INC	MAY-22	06/07/2022	9085	06/20/2022	17,397.91	9720	REHAB RESOURCES 0-3 BILLING
			<b>9085 Total</b>		<b>17,397.91</b>		
215 LUTHERAN SOCIAL SERVICES OF WI AND UPPER MI	160686	05/31/2022	9111	06/20/2022	786.25	9730	2022 CCS AND HOMME CONTRACT CRISIS
215 LUTHERAN SOCIAL SERVICES OF WI AND UPPER MI	May Foster Care Inv	05/31/2022	9111	06/20/2022	18,870.96	9710	May Foster Care & Staffing Cost
			<b>9111 Total</b>		<b>19,657.21</b>		
3072 MICHELS ROAD & STONE INC	428208	05/07/2022	9120	06/20/2022	379.19	3110	BASE
3072 MICHELS ROAD & STONE INC	313-1704-1	06/02/2022	9120	06/20/2022	167,187.34	3110	CTH M APPLICATION 1
			<b>9120 Total</b>		<b>167,566.53</b>		
933 SEASONS COUNSELING LLC	15731	05/31/2022	9137	06/20/2022	525.00	9720	2022 CONTRACT CST
933 SEASONS COUNSELING LLC	15781	05/31/2022	9137	06/20/2022	1,595.00	9720	2022 CONTRACT CST
933 SEASONS COUNSELING LLC	15734	05/31/2022	9137	06/20/2022	462.50	9720	2022 CONTRACT CST
933 SEASONS COUNSELING LLC	15741	05/31/2022	9137	06/20/2022	687.50	9720	2022 CONTRACT CST
933 SEASONS COUNSELING LLC	15771	05/31/2022	9137	06/20/2022	632.50	9720	2022 CONTRACT CST
933 SEASONS COUNSELING LLC	15762	05/31/2022	9137	06/20/2022	1,375.00	9720	2022 CONTRACT ccs
933 SEASONS COUNSELING LLC	15760	05/31/2022	9137	06/20/2022	1,292.50	9720	2022 CONTRACT CCS
933 SEASONS COUNSELING LLC	15759	05/31/2022	9137	06/20/2022	1,017.50	9720	2022 CONTRACT CCS
933 SEASONS COUNSELING LLC	15758	05/31/2022	9137	06/20/2022	1,127.50	9720	2022 CONTRACT CCS
933 SEASONS COUNSELING LLC	15757	05/31/2022	9137	06/20/2022	385.00	9720	2022 CONTRACT CCS
933 SEASONS COUNSELING LLC	15756	05/31/2022	9137	06/20/2022	935.00	9720	2022 CONTRACT CCS
933 SEASONS COUNSELING LLC	15755	05/31/2022	9137	06/20/2022	687.50	9720	2022 CONTRACT CCS
933 SEASONS COUNSELING LLC	15783	05/31/2022	9137	06/20/2022	990.00	9720	2022 CONTRACT CCS
933 SEASONS COUNSELING LLC	15782	05/31/2022	9137	06/20/2022	825.00	9720	2022 CONTRACT CCS
933 SEASONS COUNSELING LLC	15779	05/31/2022	9137	06/20/2022	1,100.00	9720	2022 CONTRACT CCS
933 SEASONS COUNSELING LLC	15778	05/31/2022	9137	06/20/2022	1,320.00	9720	2022 CONTRACT CCS
933 SEASONS COUNSELING LLC	15777	05/31/2022	9137	06/20/2022	1,265.00	9720	2022 CONTRACT CCS
933 SEASONS COUNSELING LLC	15785	05/31/2022	9137	06/20/2022	935.00	9720	2022 CONTRACT CCS
933 SEASONS COUNSELING LLC	15776	05/31/2022	9137	06/20/2022	1,470.00	9720	2022 CONTRACT CCS
933 SEASONS COUNSELING LLC	15775	05/31/2022	9137	06/20/2022	2,805.00	9720	2022 CONTRACT CCS
933 SEASONS COUNSELING LLC	15787	05/31/2022	9137	06/20/2022	1,705.00	9720	2022 CONTRACT CCS
933 SEASONS COUNSELING LLC	15773	05/31/2022	9137	06/20/2022	2,640.00	9720	2022 CONTRACT CCS
933 SEASONS COUNSELING LLC	15772	05/31/2022	9137	06/20/2022	2,860.00	9720	2022 CONTRACT CCS
933 SEASONS COUNSELING LLC	15770	05/31/2022	9137	06/20/2022	3,382.50	9720	2022 CONTRACT CCS
933 SEASONS COUNSELING LLC	15736	05/31/2022	9137	06/20/2022	875.00	9720	2022 CONTRACT CCS
933 SEASONS COUNSELING LLC	15735	05/31/2022	9137	06/20/2022	1,325.00	9720	2022 CONTRACT CCS
933 SEASONS COUNSELING LLC	15733	05/31/2022	9137	06/20/2022	837.50	9720	2022 CONTRACT CCS
933 SEASONS COUNSELING LLC	15739	05/31/2022	9137	06/20/2022	62.50	9720	2022 CONTRACT CCS
933 SEASONS COUNSELING LLC	15738	05/31/2022	9137	06/20/2022	262.50	9720	2022 CONTRACT CCS
933 SEASONS COUNSELING LLC	15732	05/31/2022	9137	06/20/2022	887.50	9720	2022 CONTRACT CCS
933 SEASONS COUNSELING LLC	15730	05/31/2022	9137	06/20/2022	962.50	9720	2022 CONTRACT CCS
933 SEASONS COUNSELING LLC	15729	05/31/2022	9137	06/20/2022	647.50	9720	2022 CONTRACT CCS
933 SEASONS COUNSELING LLC	15728	05/31/2022	9137	06/20/2022	665.00	9720	2022 CONTRACT CCS



933 SEASONS COUNSELING LLC	15727	05/31/2022	9137	06/20/2022	262.50	9720	2022 CONTRACT CCS
933 SEASONS COUNSELING LLC	15726	05/31/2022	9137	06/20/2022	52.50	9720	2022 CONTRACT CCS
933 SEASONS COUNSELING LLC	15725	05/31/2022	9137	06/20/2022	332.50	9720	2022 CONTRACT CCS
933 SEASONS COUNSELING LLC	15724	05/31/2022	9137	06/20/2022	1,622.50	9720	2022 CONTRACT CCS
933 SEASONS COUNSELING LLC	15723	05/31/2022	9137	06/20/2022	2,750.00	9720	2022 CONTRACT CCS
933 SEASONS COUNSELING LLC	15722	05/31/2022	9137	06/20/2022	595.00	9720	2022 CONTRACT CCS
933 SEASONS COUNSELING LLC	15746	05/31/2022	9137	06/20/2022	137.50	9720	2022 CONTRACT CCS
933 SEASONS COUNSELING LLC	15745	05/31/2022	9137	06/20/2022	302.50	9720	2022 CONTRACT CCS
933 SEASONS COUNSELING LLC	15744	05/31/2022	9137	06/20/2022	605.00	9720	2022 CONTRACT CCS
933 SEASONS COUNSELING LLC	15743	05/31/2022	9137	06/20/2022	522.50	9720	2022 CONTRACT CCS
933 SEASONS COUNSELING LLC	15740	05/31/2022	9137	06/20/2022	302.50	9720	2022 CONTRACT CCS
933 SEASONS COUNSELING LLC	15742	05/31/2022	9137	06/20/2022	990.00	9720	2022 CONTRACT CCS
933 SEASONS COUNSELING LLC	15769	05/31/2022	9137	06/20/2022	247.50	9720	2022 CONTRACT CCS
933 SEASONS COUNSELING LLC	15768	05/31/2022	9137	06/20/2022	880.00	9720	2022 CONTRACT CCS
933 SEASONS COUNSELING LLC	15767	05/31/2022	9137	06/20/2022	275.00	9720	2022 CONTRACT CCS
933 SEASONS COUNSELING LLC	15766	05/31/2022	9137	06/20/2022	165.00	9720	2022 CONTRACT CCS
933 SEASONS COUNSELING LLC	15764	05/31/2022	9137	06/20/2022	412.50	9720	2022 CONTRACT CCS
933 SEASONS COUNSELING LLC	15765	05/31/2022	9137	06/20/2022	770.00	9720	2022 CONTRACT CCS
			<b>9137 Total</b>		49,770.00		
752 SECURIAN LIFE INSURANCE COMPANY	07012022	06/08/2022	9138	06/20/2022	21,621.94	1610	july Life Insurance
			<b>9138 Total</b>		21,621.94		
1241 SHANNON JAMES LLC	MAY 2022	05/31/2022	9140	06/20/2022	11,593.50	9720	2022 CONTRACT CCS
			<b>9140 Total</b>		11,593.50		
2586 SPECTRUM PARENT INC & SUBSIDIARIES	904937	05/31/2022	9142	06/20/2022	35,788.97	9010	MAY 22 THERAPY CLV
2586 SPECTRUM PARENT INC & SUBSIDIARIES	903240	05/31/2022	9142	06/20/2022	59,504.94	9010	MAY 22 THERAPY CBIC
			<b>9142 Total</b>		95,293.91		
2281 TRAILWAYS COUNSELING LLC	2835	06/01/2022	9149	06/20/2022	338.36	9720	2022 CONTRACT CCS
2281 TRAILWAYS COUNSELING LLC	2826	06/01/2022	9149	06/20/2022	2,327.40	9720	2022 CONTRACT CCS
2281 TRAILWAYS COUNSELING LLC	2908	06/01/2022	9149	06/20/2022	1,305.78	9720	2022 CONTRACT CST
2281 TRAILWAYS COUNSELING LLC	2882	06/01/2022	9149	06/20/2022	1,585.59	9720	2022 CONTRACT CCS
2281 TRAILWAYS COUNSELING LLC	2878	06/01/2022	9149	06/20/2022	341.99	9720	2022 CONTRACT CCS
2281 TRAILWAYS COUNSELING LLC	2876	06/01/2022	9149	06/20/2022	621.80	9720	2022 CONTRACT CCS
2281 TRAILWAYS COUNSELING LLC	2871	06/01/2022	9149	06/20/2022	1,594.70	9720	2022 CONTRACT CCS
2281 TRAILWAYS COUNSELING LLC	2870	06/01/2022	9149	06/20/2022	1,271.45	9720	2022 CONTRACT CCS
2281 TRAILWAYS COUNSELING LLC	2866	06/01/2022	9149	06/20/2022	280.15	9720	2022 CONTRACT CCS
2281 TRAILWAYS COUNSELING LLC	2864	06/01/2022	9149	06/20/2022	1,400.75	9720	2022 CONTRACT CCS
2281 TRAILWAYS COUNSELING LLC	2863	06/01/2022	9149	06/20/2022	2,068.80	9720	2022 CONTRACT CCS
2281 TRAILWAYS COUNSELING LLC	2861	06/01/2022	9149	06/20/2022	1,099.05	9720	2022 CONTRACT CCS
2281 TRAILWAYS COUNSELING LLC	2860	06/01/2022	9149	06/20/2022	862.00	9720	2022 CONTRACT CCS
2281 TRAILWAYS COUNSELING LLC	2858	06/01/2022	9149	06/20/2022	1,163.70	9720	2022 CONTRACT CCS
2281 TRAILWAYS COUNSELING LLC	2845	06/01/2022	9149	06/20/2022	2,025.70	9720	2022 CONTRACT CCS
2281 TRAILWAYS COUNSELING LLC	2842	06/01/2022	9149	06/20/2022	777.25	9720	2022 CONTRACT CCS
2281 TRAILWAYS COUNSELING LLC	2841	06/01/2022	9149	06/20/2022	404.17	9720	2022 CONTRACT CCS
2281 TRAILWAYS COUNSELING LLC	2840	06/01/2022	9149	06/20/2022	652.89	9720	2022 CONTRACT CCS
2281 TRAILWAYS COUNSELING LLC	2839	06/01/2022	9149	06/20/2022	1,119.24	9720	2022 CONTRACT CCS
2281 TRAILWAYS COUNSELING LLC	2827	06/01/2022	9149	06/20/2022	1,099.05	9720	2022 CONTRACT CCS
2281 TRAILWAYS COUNSELING LLC	2887	06/01/2022	9149	06/20/2022	581.85	9720	2022 CONTRACT CCS
2281 TRAILWAYS COUNSELING LLC	2911	06/01/2022	9149	06/20/2022	1,554.50	9720	2022 CONTRACT CCS
2281 TRAILWAYS COUNSELING LLC	2794	06/01/2022	9149	06/20/2022	1,274.69	9720	2022 CONTRACT CCS
2281 TRAILWAYS COUNSELING LLC	2796	06/01/2022	9149	06/20/2022	1,181.42	9720	2022 CONTRACT CCS
2281 TRAILWAYS COUNSELING LLC	2787	06/01/2022	9149	06/20/2022	1,443.85	9720	2022 CONTRACT CCS
			<b>9149 Total</b>		28,376.13		
1310 UNMASKED EXPRESSIVE THERAPIES	JD 5-2022	05/01/2022	9153	06/20/2022	517.50	9720	2022 CONTRACT CST
1310 UNMASKED EXPRESSIVE THERAPIES	BH 5-2022	05/01/2022	9153	06/20/2022	517.50	9720	2022 CONTRACT CCS
1310 UNMASKED EXPRESSIVE THERAPIES	CL 5/2022	05/01/2022	9153	06/20/2022	690.00	9720	2022 CONTRACT CCS
1310 UNMASKED EXPRESSIVE THERAPIES	AL 5-2022	05/01/2022	9153	06/20/2022	920.00	9720	2022 CONTRACT CCS
1310 UNMASKED EXPRESSIVE THERAPIES	AG 5-2022	05/01/2022	9153	06/20/2022	862.50	9720	2022 CONTRACT CCS
1310 UNMASKED EXPRESSIVE THERAPIES	ANCK 5-2022	05/01/2022	9153	06/20/2022	776.25	9720	2022 CONTRACT CCS
1310 UNMASKED EXPRESSIVE THERAPIES	QW 05-2022	05/31/2022	9153	06/20/2022	862.50	9720	2022 CONTRACT CCS
1310 UNMASKED EXPRESSIVE THERAPIES	NST 05-2022	05/31/2022	9153	06/20/2022	805.00	9720	2022 CONTRACT CCS
1310 UNMASKED EXPRESSIVE THERAPIES	ME 5-2022	05/30/2022	9153	06/20/2022	345.00	9720	2022 CONTRACT CCS
1310 UNMASKED EXPRESSIVE THERAPIES	JS 05-2022	05/31/2022	9153	06/20/2022	833.75	9720	2022 CONTRACT CCS
1310 UNMASKED EXPRESSIVE THERAPIES	GB 5-2022	05/30/2022	9153	06/20/2022	1,523.75	9720	2022 CONTRACT CCS
1310 UNMASKED EXPRESSIVE THERAPIES	HK 05-2022	05/31/2022	9153	06/20/2022	862.50	9720	2022 CONTRACT CCS

1310 UNMASKED EXPRESSIVE THERAPIES	FB 05-2022	05/31/2022	9153	06/20/2022	718.75	9720	2022 CONTRACT CCS
1310 UNMASKED EXPRESSIVE THERAPIES	CCK 05-2022	05/31/2022	9153	06/20/2022	575.00	9720	2022 CONTRACT CCS
1310 UNMASKED EXPRESSIVE THERAPIES	AG 05-2022	05/31/2022	9153	06/20/2022	517.50	9720	2022 CONTRACT CCS
1310 UNMASKED EXPRESSIVE THERAPIES	AG 05-2022A	05/31/2022	9153	06/20/2022	805.00	9720	2022 CONTRACT CCS
1310 UNMASKED EXPRESSIVE THERAPIES	AML 05-2022	05/31/2022	9153	06/20/2022	546.25	9720	2022 CONTRACT CCS
1310 UNMASKED EXPRESSIVE THERAPIES	WB 5-2022	05/01/2022	9153	06/20/2022	1,581.25	9720	2022 CONTRACT CCS
1310 UNMASKED EXPRESSIVE THERAPIES	ML 5-2022	05/01/2022	9153	06/20/2022	1,437.50	9720	2022 CONTRACT CCS
1310 UNMASKED EXPRESSIVE THERAPIES	LJW 5-2022	05/01/2022	9153	06/20/2022	632.50	9720	2022 CONTRACT CCS
1310 UNMASKED EXPRESSIVE THERAPIES	IH 5-2022	05/01/2022	9153	06/20/2022	402.50	9720	2022 CONTRACT CCS
1310 UNMASKED EXPRESSIVE THERAPIES	DE 5-2022	05/01/2022	9153	06/20/2022	718.75	9720	2022 CONTRACT CCS
1310 UNMASKED EXPRESSIVE THERAPIES	CP 5-2022	05/01/2022	9153	06/20/2022	747.50	9720	2022 CONTRACT CCS
1310 UNMASKED EXPRESSIVE THERAPIES	ACK 5-2022	05/01/2022	9153	06/20/2022	805.00	9720	2022 CONTRACT CCS
1310 UNMASKED EXPRESSIVE THERAPIES	AG 5-2022B	05/01/2022	9153	06/20/2022	1,150.00	9720	2022 CONTRACT CCS
			<b>9153 Total</b>			20,153.75	
1338 NORTH SHORE BANK	NSB062422	06/24/2022	9165	06/24/2022	10,124.94	1310	DEFERRED COMPENSATION
			<b>9165 Total</b>			10,124.94	
2670 BSG MAINTENANCE OF GREEN BAY INC	7784	06/06/2022	9183	07/11/2022	3,306.07	9010	LAUNDRY SERVICES 052922-060422
2670 BSG MAINTENANCE OF GREEN BAY INC	7785	06/13/2022	9183	07/11/2022	3,399.79	9010	LAUNDRY SERVICES 06-0522-061122
2670 BSG MAINTENANCE OF GREEN BAY INC	7798	06/20/2022	9183	07/11/2022	3,449.94	9010	LAUNDRY SERVICES 061222-061822
2670 BSG MAINTENANCE OF GREEN BAY INC	7808	06/27/2022	9183	07/11/2022	3,446.95	9010	LAUNDRY SERVICES 061922-062522
			<b>9183 Total</b>			13,602.75	
769 BURKE TRUCK & EQUIPMENT INC	29973	06/09/2022	9184	07/11/2022	62,170.00	3110	WINGS & SPREADERS
769 BURKE TRUCK & EQUIPMENT INC	29964	06/06/2022	9184	07/11/2022	753.60	3110	PLOW PARTS
			<b>9184 Total</b>			62,923.60	
956 CANNON COCHRAN MANAGEMENT SERVICES INC	0141673-IN	06/22/2022	9185	07/11/2022	11,250.00	1610	CLAIMS & ADMINISTRATION FEE
			<b>9185 Total</b>			11,250.00	
1314 DEAN HEALTH PLAN	007023215	06/08/2022	9200	07/11/2022	749,004.85	1610	July Health Insurance
			<b>9200 Total</b>			749,004.85	
141 EDWARD H WOLF & SONS INC	341968	06/29/2022	9202	07/11/2022	33,680.66	3110	FUEL
			<b>9202 Total</b>			33,680.66	
1910 ENNIS FLINT INC	431761	06/24/2022	9204	07/11/2022	23,512.50	3110	TRAFFIC PAINT
			<b>9204 Total</b>			23,512.50	
770 GREEN VALLEY ENTERPRISES INC	APRIL 2022	06/13/2022	9217	07/11/2022	3,645.29	9720	2022 CONTRACT APRIL CASE MANAGEMENT
770 GREEN VALLEY ENTERPRISES INC	126052	05/31/2022	9217	07/11/2022	25,159.57	9720	2022 CONTRACT B3
			<b>9217 Total</b>			28,804.86	
1173 LISA N BRIGHT	062722	06/27/2022	9235	07/11/2022	8,322.30	9720	2022 CONTRACT
1173 LISA N BRIGHT	062922	06/29/2022	9235	07/11/2022	4,062.08	9720	2022 CONTRACT
			<b>9235 Total</b>			12,384.38	
1047 NORTHEAST ASPHALT INC	1805843	06/17/2022	9250	07/11/2022	19,954.40	3110	ASPHALT
1047 NORTHEAST ASPHALT INC	1807072	06/23/2022	9250	07/11/2022	10,967.97	3110	ASPHALT
			<b>9250 Total</b>			30,922.37	
3334 PUBLIC ADMINISTRATION ASSOCIATES LLC	C-57-22	05/24/2022	9254	07/11/2022	5,700.00	0110	COUNTY ADMINISTRATOR RECRUITEM
3334 PUBLIC ADMINISTRATION ASSOCIATES LLC	C-72-22	07/07/2022	9254	07/11/2022	16,200.00	1010	INTERIM COUNTY ADMINISTRATOR S
			<b>9254 Total</b>			21,900.00	
425 POTTERS INDUSTRIES LLC	91371149	06/06/2022	9260	07/11/2022	16,192.00	3110	SAFETY MARKING SPHERES
			<b>9260 Total</b>			16,192.00	
304 SHERWIN INDUSTRIES INC	SS093707	06/07/2022	9264	07/11/2022	28,381.08	3110	ROAD SAVER
			<b>9264 Total</b>			28,381.08	
2599 SIRONA RECOVERY INC	0531228	06/13/2022	9266	07/11/2022	3,978.00	9720	2022 CONTRACT PREVENTION
2599 SIRONA RECOVERY INC	053122	06/13/2022	9266	07/11/2022	37,354.00	9720	2022 CONTRACT OPIOID TREATMENT
			<b>9266 Total</b>			41,332.00	
136 SYSCO EASTERN WISCONSIN	335649879	06/01/2022	9270	07/11/2022	94.28	9010	RAW FOOD AND DIETARY SUPPLIES - CLV
136 SYSCO EASTERN WISCONSIN	335651757	06/02/2022	9270	07/11/2022	-16.67	9010	RAW FOOD CREDIT
136 SYSCO EASTERN WISCONSIN	13544046P	06/04/2022	9270	07/11/2022	-50.45	9010	RAW FOOD CREDIT
136 SYSCO EASTERN WISCONSIN	13544106P	06/07/2022	9270	07/11/2022	-51.35	9010	RAW FOOD CREDIT
136 SYSCO EASTERN WISCONSIN	13544229P	06/11/2022	9270	07/11/2022	-12.83	9010	RAW FOOD CREDIT
136 SYSCO EASTERN WISCONSIN	335665391	06/13/2022	9270	07/11/2022	204.62	9010	DIETARY SUPPLIES - CLV
136 SYSCO EASTERN WISCONSIN	335666496	06/13/2022	9270	07/11/2022	4,300.42	9020	DIETARY FOOD AND SUPPLIES
136 SYSCO EASTERN WISCONSIN	335667894	06/14/2022	9270	07/11/2022	-42.99	9010	DIETARY SUPPLIES CREDIT
136 SYSCO EASTERN WISCONSIN	335661531	06/09/2022	9270	07/11/2022	4,667.72	9020	RAW FOOD AND DIETARY SUPPLIES
136 SYSCO EASTERN WISCONSIN	335664744	06/11/2022	9270	07/11/2022	-65.76	9010	RAW FOOD CREDIT
136 SYSCO EASTERN WISCONSIN	335406196	12/04/2021	9270	07/11/2022	-56.80	9010	RAW FOOD CREDIT
136 SYSCO EASTERN WISCONSIN	335423997	12/18/2021	9270	07/11/2022	-128.89	9010	RAW FOOD CREDIT
136 SYSCO EASTERN WISCONSIN	335466629	01/22/2022	9270	07/11/2022	-107.28	9010	RAW FOOD CREDIT

136	SYSCO EASTERN WISCONSIN	335487071	02/05/2022	9270	07/11/2022	-60.31	9010	RAW FOOD CREDIT
136	SYSCO EASTERN WISCONSIN	335505194	02/19/2022	9270	07/11/2022	-120.26	9010	RAW FOOD CREDIT
136	SYSCO EASTERN WISCONSIN	335525949	03/05/2022	9270	07/11/2022	-60.42	9010	RAW FOOD CREDIT
136	SYSCO EASTERN WISCONSIN	335543554	03/19/2022	9270	07/11/2022	-79.11	9010	RAW FOOD CREDIT
136	SYSCO EASTERN WISCONSIN	335554220	03/28/2022	9270	07/11/2022	70.59	9010	DIETARY SUPPLIES
136	SYSCO EASTERN WISCONSIN	335563382	04/02/2022	9270	07/11/2022	-43.57	9010	RAW FOOD CREDIT
136	SYSCO EASTERN WISCONSIN	335581706	04/16/2022	9270	07/11/2022	-20.87	9010	RAW FOOD CREDIT
136	SYSCO EASTERN WISCONSIN	335591405	04/23/2022	9270	07/11/2022	-102.56	9010	RAW FOOD CREDIT
136	SYSCO EASTERN WISCONSIN	13543301P	04/29/2022	9270	07/11/2022	-63.79	9010	RAW FOOD CREDIT
136	SYSCO EASTERN WISCONSIN	335601239	04/30/2022	9270	07/11/2022	-51.95	9010	RAW FOOD CREDIT
136	SYSCO EASTERN WISCONSIN	335624980	05/16/2022	9270	07/11/2022	48.08	9010	RAW FOOD AND DIETARY SUPPLIES
136	SYSCO EASTERN WISCONSIN	335633437	05/21/2022	9270	07/11/2022	53.33	9010	RAW FOOD AND DIETARY SUPPLIES
136	SYSCO EASTERN WISCONSIN	335632368	05/21/2022	9270	07/11/2022	-106.61	9010	RAW FOOD CREDIT
136	SYSCO EASTERN WISCONSIN	335634504	05/23/2022	9270	07/11/2022	18.24	9010	DIETARY SUPPLIES
136	SYSCO EASTERN WISCONSIN	335637612	05/25/2022	9270	07/11/2022	88.63	9010	DIETARY SUPPLIES
136	SYSCO EASTERN WISCONSIN	335653441	06/04/2022	9270	07/11/2022	-55.43	9010	RAW FOOD CREDIT
136	SYSCO EASTERN WISCONSIN	13544379P	06/18/2022	9270	07/11/2022	-7.41	9010	RAW FOOD CREDIT
136	SYSCO EASTERN WISCONSIN	335673177	06/18/2022	9270	07/11/2022	-110.42	9010	RAW FOOD CREDIT
136	SYSCO EASTERN WISCONSIN	335676119	06/20/2022	9270	07/11/2022	5,162.68	9020	RAW FOOD AND DIETARY SUPPLIES
136	SYSCO EASTERN WISCONSIN	13544388P	06/21/2022	9270	07/11/2022	-124.74	9010	RAW FOOD CREDIT
136	SYSCO EASTERN WISCONSIN	335677738	06/21/2022	9270	07/11/2022	-74.53	9010	RAW FOOD CREDIT
136	SYSCO EASTERN WISCONSIN	335681876	06/23/2022	9270	07/11/2022	5,911.06	9020	RAW FOOD AND DIETARY SUPPLIES
136	SYSCO EASTERN WISCONSIN	335675190	06/20/2022	9270	07/11/2022	7.42	9010	DIETARY SUPPLIES - NVH
136	SYSCO EASTERN WISCONSIN	335674791	06/18/2022	9270	07/11/2022	-14.18	9010	RAW FOOD CREDIT - NVH
136	SYSCO EASTERN WISCONSIN	335671097	06/16/2022	9270	07/11/2022	1,969.19	9070	SYSCO FOOD ORDER 6/16/2022 - NVH
136	SYSCO EASTERN WISCONSIN	335651463	06/02/2022	9270	07/11/2022	1,244.35	9070	SYSCO FOOD ORDER 6/2/2022 - NVH
136	SYSCO EASTERN WISCONSIN	335611418	05/05/2022	9270	07/11/2022	1,452.31	9070	SYSCO FOOD ORDER 5/5/2022 - NVH
136	SYSCO EASTERN WISCONSIN	13544523P	06/25/2022	9270	07/11/2022	-116.98	9010	RAW FOOD CREDIT
136	SYSCO EASTERN WISCONSIN	335429432	12/22/2021	9270	07/11/2022	103.46	9010	SYSCO ORDR 12/22/21
136	SYSCO EASTERN WISCONSIN	13544625P	06/29/2022	9270	07/11/2022	-125.56	9010	RAW FOOD CREDIT - 335681876 062322
136	SYSCO EASTERN WISCONSIN	335686586	06/27/2022	9270	07/11/2022	5,576.39	9020	RAW FOOD AND DIETARY SUPPLIES - CLV
136	SYSCO EASTERN WISCONSIN	335688752	06/29/2022	9270	07/11/2022	-172.89	9010	RAW FOOD CREDIT - 335686586 062722
136	SYSCO EASTERN WISCONSIN	13544692P	07/01/2022	9270	07/11/2022	-6.35	9010	RAW FOOD CREDIT - 335686586 062722
136	SYSCO EASTERN WISCONSIN	335693831	07/01/2022	9270	07/11/2022	-98.66	9010	RAW FOOD CREDIT - 33690097 063022
136	SYSCO EASTERN WISCONSIN	335693830	07/01/2022	9270	07/11/2022	-108.40	9010	RAW FOOD CREDIT - 335693830 063022
136	SYSCO EASTERN WISCONSIN	335467103	01/22/2022	9270	07/11/2022	-2.41	9010	RAW FOOD CREDIT - NVH
136	SYSCO EASTERN WISCONSIN	335641881	05/27/2022	9270	07/11/2022	104.12	9010	SYSCO ORDER 052722 - NVH
136	SYSCO EASTERN WISCONSIN	335424446	12/18/2021	9270	07/11/2022	-6.86	9010	RAW FOOD CREDIT - NVH
136	SYSCO EASTERN WISCONSIN	335496979	02/12/2022	9270	07/11/2022	-1.96	9010	RAW FOOD CREDIT - NVH
136	SYSCO EASTERN WISCONSIN	335338069	10/14/2021	9270	07/11/2022	1,510.41	9010	SYSCO FOOD ORDER 10/14/2021
			<b>9270 Total</b>			<b>30,318.05</b>		
2554	UNIVERSITY OF WISCONSIN HOSPITALS AND CLINICS AUTH	998019	05/31/2022	9281	07/11/2022	12,000.00	2510	autopsy
			<b>9281 Total</b>			<b>12,000.00</b>		
1124	WELLPATH LLC	INV0093405	06/01/2022	9289	07/11/2022	115,483.13	2010	HEALTH CARE FOR COUNTY INMATES 7/22 & PAST INCREAS
1124	WELLPATH LLC	INV0093488	06/01/2022	9289	07/11/2022	-10,748.40	2010	HEALTHCARE FOR COUNTY INMATES ADJ 10/1/21-12/31/21
1124	WELLPATH LLC	INV0093489	06/01/2022	9289	07/11/2022	-9,950.72	2010	HEALTH CARE FOR COUNTY INMATES ADJ 1/1/22-3/31/22
1124	WELLPATH LLC	INV0079263-REFUND	04/19/2021	9289	07/11/2022	-1,504.90	2010	HEALTH CARE FOR COUNTY INMATES ADJ 2/1/21-3/31/21
1124	WELLPATH LLC	INV0094217	06/20/2022	9289	07/11/2022	-499.20	2010	HEALTH CARE FOR COUNTY INMATES ADJ 6/21
1124	WELLPATH LLC	INV0094242	06/22/2022	9289	07/11/2022	-11,502.86	2010	HEALTH CARE FOR COUNTY INMATES ADJ 1/1/22-3/31/22
1124	WELLPATH LLC	INV0084116REFUND	08/13/2021	9289	07/11/2022	-1,609.92	2010	HEALTH CARE FOR COUNTY INMATES ADJ 4/1/21-5/31/21
			<b>9289 Total</b>			<b>79,667.13</b>		
814	CLINICARE CORP	814061320221	06/13/2022	1670010	06/15/2022	15,229.06	9730	0008020569
			<b>1670010 Total</b>			<b>15,229.06</b>		
1431	FAMILY SERVICES OF NORTHEAST WISCONSIN INC	1431061320221	06/13/2022	1670013	06/15/2022	11,082.81	9730	0008020562
1431	FAMILY SERVICES OF NORTHEAST WISCONSIN INC	1431061320222	06/13/2022	1670013	06/15/2022	715.02	9730	0008020562
			<b>1670013 Total</b>			<b>11,797.83</b>		
1370	NORRIS INC	1370061320221	06/13/2022	1670019	06/15/2022	16,217.65	9730	0008020783
			<b>1670019 Total</b>			<b>16,217.65</b>		
774	CHRISTIAN FAMILY SOLUTIONS HOME CARE	2174 MAY 2022	05/31/2022	1670046	06/20/2022	240.00	9740	2022 CONTRACT SHC
774	CHRISTIAN FAMILY SOLUTIONS HOME CARE	2080 MAY 2022	05/31/2022	1670046	06/20/2022	360.00	9740	2022 CONTRACT SHC
774	CHRISTIAN FAMILY SOLUTIONS HOME CARE	2048 MAY 2022	05/31/2022	1670046	06/20/2022	225.00	9740	2022 CONTRACT SHC
774	CHRISTIAN FAMILY SOLUTIONS HOME CARE	1942 MAY 2022	05/31/2022	1670046	06/20/2022	240.00	9740	2022 CONTRACT SHC
774	CHRISTIAN FAMILY SOLUTIONS HOME CARE	2001 MAY 2022	05/31/2022	1670046	06/20/2022	120.00	9740	2022 CONTRACT SHC
774	CHRISTIAN FAMILY SOLUTIONS HOME CARE	2068 MAY 2022	05/31/2022	1670046	06/20/2022	540.00	9740	2022 CONTRACT SHC

774 CHRISTIAN FAMILY SOLUTIONS HOME CARE	2208 MAY 2022	05/31/2022	1670046	06/20/2022	120.00	9740	2022 CONTRACT SHC
774 CHRISTIAN FAMILY SOLUTIONS HOME CARE	1905 MAY 2022	05/31/2022	1670046	06/20/2022	360.00	9740	2022 CONTRACT SHC
774 CHRISTIAN FAMILY SOLUTIONS HOME CARE	2180 MAY 2022	05/31/2022	1670046	06/20/2022	300.00	9740	2022 CONTRACT SHC
774 CHRISTIAN FAMILY SOLUTIONS HOME CARE	2083 MAY 2022	05/31/2022	1670046	06/20/2022	300.00	9740	2022 CONTRACT SHC
774 CHRISTIAN FAMILY SOLUTIONS HOME CARE	2101 MAY 2022	05/31/2022	1670046	06/20/2022	120.00	9740	2022 CONTRACT SHC
774 CHRISTIAN FAMILY SOLUTIONS HOME CARE	2196 MAY 2022	05/31/2022	1670046	06/20/2022	540.00	9740	2022 CONTRACT SHC
774 CHRISTIAN FAMILY SOLUTIONS HOME CARE	2179 MAY 2022	05/31/2022	1670046	06/20/2022	120.00	9740	2022 CONTRACT SHC
774 CHRISTIAN FAMILY SOLUTIONS HOME CARE	2189 MAY 2022	05/31/2022	1670046	06/20/2022	240.00	9740	2022 CONTRACT SHC
774 CHRISTIAN FAMILY SOLUTIONS HOME CARE	2187 MAY 2022	05/31/2022	1670046	06/20/2022	180.00	9740	2022 CONTRACT SHC
774 CHRISTIAN FAMILY SOLUTIONS HOME CARE	2210 MAY 2022	05/31/2022	1670046	06/20/2022	240.00	9740	2022 CONTRACT SHC
774 CHRISTIAN FAMILY SOLUTIONS HOME CARE	2035 MAY 2022	05/31/2022	1670046	06/20/2022	180.00	9740	2022 CONTRACT SHC
774 CHRISTIAN FAMILY SOLUTIONS HOME CARE	2132 MAY 2022	05/31/2022	1670046	06/20/2022	240.00	9740	2022 CONTRACT SHC
774 CHRISTIAN FAMILY SOLUTIONS HOME CARE	1959 MAY 2022	05/31/2022	1670046	06/20/2022	465.00	9740	2022 CONTRACT SHC
774 CHRISTIAN FAMILY SOLUTIONS HOME CARE	2225 MAY 2022	05/31/2022	1670046	06/20/2022	120.00	9740	2022 CONTRACT SHC
774 CHRISTIAN FAMILY SOLUTIONS HOME CARE	2019 MAY 2022	05/31/2022	1670046	06/20/2022	300.00	9740	2022 CONTRACT SHC
774 CHRISTIAN FAMILY SOLUTIONS HOME CARE	2137 MAY 2022	05/31/2022	1670046	06/20/2022	780.00	9740	2022 CONTRACT SHC
774 CHRISTIAN FAMILY SOLUTIONS HOME CARE	2252 MAY 2022	05/31/2022	1670046	06/20/2022	322.50	9740	2022 CONTRACT SHC
774 CHRISTIAN FAMILY SOLUTIONS HOME CARE	2245 MAY 2022	05/31/2022	1670046	06/20/2022	60.00	9740	2022 CONTRACT NFCSPP
774 CHRISTIAN FAMILY SOLUTIONS HOME CARE	2202 MAY 2022	05/31/2022	1670046	06/20/2022	300.00	9740	2022 CONTRACT NFCSPP
774 CHRISTIAN FAMILY SOLUTIONS HOME CARE	2212 MAY 2022	05/31/2022	1670046	06/20/2022	240.00	9740	2022 CONTRACT AFCSP
774 CHRISTIAN FAMILY SOLUTIONS HOME CARE	2188 MAY 2022	05/31/2022	1670046	06/20/2022	330.00	9740	2022 CONTRACT APS
774 CHRISTIAN FAMILY SOLUTIONS HOME CARE	2218 MAY 2022	05/31/2022	1670046	06/20/2022	180.00	9740	2022 CONTRACT AFCSP
774 CHRISTIAN FAMILY SOLUTIONS HOME CARE	2231 MAY 2022	05/31/2022	1670046	06/20/2022	240.00	9740	2022 CONTRACT NFCSPP
774 CHRISTIAN FAMILY SOLUTIONS HOME CARE	2185 MAY 2022	05/31/2022	1670046	06/20/2022	240.00	9740	2022 CONTRACT AFCSP
774 CHRISTIAN FAMILY SOLUTIONS HOME CARE	2239 MAY 2022	05/31/2022	1670046	06/20/2022	120.00	9740	2022 CONTRACT NFCSPP
774 CHRISTIAN FAMILY SOLUTIONS HOME CARE	2244 MAY 2022	05/31/2022	1670046	06/20/2022	120.00	9740	2022 CONTRACT NFCSPP
774 CHRISTIAN FAMILY SOLUTIONS HOME CARE	2253 MAY 2022	05/31/2022	1670046	06/20/2022	180.00	9740	2022 CONTRACT NFCSPP
774 CHRISTIAN FAMILY SOLUTIONS HOME CARE	2230 MAY 2022	05/31/2022	1670046	06/20/2022	240.00	9740	2022 CONTRACT NFCSPP
774 CHRISTIAN FAMILY SOLUTIONS HOME CARE	2257 MAY 2022	05/31/2022	1670046	06/20/2022	247.50	9740	2022 CONTRACT NFCSPP
774 CHRISTIAN FAMILY SOLUTIONS HOME CARE	2111 MAY 2022	05/31/2022	1670046	06/20/2022	330.00	9740	2022 CONTRACT NFCSPP
774 CHRISTIAN FAMILY SOLUTIONS HOME CARE	2049 MAY 2022	05/31/2022	1670046	06/20/2022	300.00	9740	2022 CONTRACT AFCSP
774 CHRISTIAN FAMILY SOLUTIONS HOME CARE	2130 MAY 2022	05/31/2022	1670046	06/20/2022	727.50	9740	2022 CONTRACT APS
774 CHRISTIAN FAMILY SOLUTIONS HOME CARE	2051 MAY 2022	05/31/2022	1670046	06/20/2022	315.00	9740	2022 CONTRACT SHC
			<b>1670046 Total</b>			10,822.50	
456 COLUMBIA COUNTY SHERIFFS DEPARTMENT	052022DC	06/06/2022	1670049	06/20/2022	13,754.00	2050	CONTRACT FOR HOUSING COUNTY INMATES MAY 2022
456 COLUMBIA COUNTY SHERIFFS DEPARTMENT	052022DCMED	06/06/2022	1670049	06/20/2022	27.81	2050	CONTRACT FOR HOUSING COUNTY INMATES PRESCRIPTIONS
			<b>1670049 Total</b>			13,781.81	
967 FJA CHRISTIANSEN CO INC	S150009992	05/31/2022	1670073	06/20/2022	10,400.00	8010	NUCLEAR SCAN OF JAIL ROOF
967 FJA CHRISTIANSEN CO INC	S150009993	05/31/2022	1670073	06/20/2022	5,100.00	8010	NUCLEAR SCAN OF COURTHOUSE ROOF
			<b>1670073 Total</b>			15,500.00	
723 JUNEAU UTILITIES	060822-1 700380-00	06/08/2022	1670085	06/20/2022	225.83	3110	ACCT 700380-00 HWY DEPT
723 JUNEAU UTILITIES	060822-2 700405-00	06/08/2022	1670085	06/20/2022	2,896.77	3110	ACCT 700405-00 HWY DEPT
723 JUNEAU UTILITIES	060822-3 700410-00	06/08/2022	1670085	06/20/2022	2,133.93	3110	ACCT 700410-00 HWY DEPT
723 JUNEAU UTILITIES	106020-06MAY22	05/31/2022	1670085	06/20/2022	347.15	9010	ELECTRIC/WATER/SEWER CGH 05/01/22-06/01/22
723 JUNEAU UTILITIES	700035-00MAY22	05/31/2022	1670085	06/20/2022	228.10	9010	ELECTRIC TLV 05/01/22-06/01/22
723 JUNEAU UTILITIES	700043-00MAY22	05/31/2022	1670085	06/20/2022	54.63	9010	ELECTRIC CLV GARAGES 05/01/22-06/01/22
723 JUNEAU UTILITIES	700045-00MAY22	05/31/2022	1670085	06/20/2022	26,668.95	9010	ELECTRIC CLV 05/01/22-06/01/22
723 JUNEAU UTILITIES	700049-00MAY22	05/31/2022	1670085	06/20/2022	6,836.83	9010	WATER/SEWER/FIRE PROT CLV 05/01/22-06/01/22
723 JUNEAU UTILITIES	060822700420-00	06/08/2022	1670085	06/20/2022	8,905.85	8010	ELECTRIC
723 JUNEAU UTILITIES	060822700425-00	06/08/2022	1670085	06/20/2022	535.50	8010	WATER, FIRE, SEWER
723 JUNEAU UTILITIES	060822201720-00	06/08/2022	1670085	06/20/2022	45.19	8010	ELECTRIC
723 JUNEAU UTILITIES	060822700085-00	06/08/2022	1670085	06/20/2022	603.19	8010	ELECTRIC, WATER, FIRE, SEWER
723 JUNEAU UTILITIES	060822700055-00	06/08/2022	1670085	06/20/2022	12,256.91	8010	ELECTRIC
723 JUNEAU UTILITIES	060822700060-00	06/08/2022	1670085	06/20/2022	1,932.12	8010	WATER, FIRE, SEWER
723 JUNEAU UTILITIES	060822700095-00	06/08/2022	1670085	06/20/2022	46,489.62	8010	ELECTRIC
723 JUNEAU UTILITIES	060822700090-00	06/08/2022	1670085	06/20/2022	4,611.51	8010	ELECTRIC, WATER, FIRE, SEWER
			<b>1670085 Total</b>			114,772.08	
751 NATIONWIDE TRUST COMPANY FSB		06/01/2022	1670104	06/20/2022	6,237.30	1610	PEHP payout of remaining sick time
751 NATIONWIDE TRUST COMPANY FSB		06/03/2022	1670104	06/20/2022	31,534.08	1610	PEHP remaining sick time payout
			<b>1670104 Total</b>			37,771.38	
372 ORION FAMILY SERVICES INC	25921	06/07/2022	1670146	06/20/2022	14,915.25	9720	2022 CONTRACT CCS
			<b>1670146 Total</b>			14,915.25	
3035 ROOTS RESIDENTIAL ADULT FAMILY HOMES LLC	MAY22 KW	05/31/2022	1670156	06/20/2022	20,150.00	9720	2022 CONTRACT CBRF
3035 ROOTS RESIDENTIAL ADULT FAMILY HOMES LLC	MAY22 ES	05/31/2022	1670156	06/20/2022	20,150.00	9720	2022 CONTRACT CBRF

			<b>1670156 Total</b>		40,300.00	
647 STATE OF WISCONSIN	MAY 2022 COC FEES	06/10/2022	1670160	06/20/2022	173,130.45 1410	CLERK OF COURTS FEES DUE STATE - MAY 2022
			<b>1670160 Total</b>		173,130.45	
294 WESTERN CULVERT & SUPPLY INC	065571	04/13/2022	1670168	06/20/2022	24,242.40 3110	CULVERTS
294 WESTERN CULVERT & SUPPLY INC	065980	05/31/2022	1670168	06/20/2022	6,979.20 3110	END SECTIONS
			<b>1670168 Total</b>		31,221.60	
638 WI DEPT OF HEALTH SERVICES	5034 063022	06/01/2022	1670170	06/20/2022	5,100.00 9010	MONTHLY LICENSED BED ASSESSMENTS CBIC JUNE 22
638 WI DEPT OF HEALTH SERVICES	5026 063022	06/01/2022	1670170	06/20/2022	1,700.00 9010	MONTHLY LICENSED BED ASSESSMENTS CBH 1 JUNE 22
638 WI DEPT OF HEALTH SERVICES	5036 063022	06/01/2022	1670170	06/20/2022	1,700.00 9010	MONTHLY LICENSED BED ASSESSMENTS CBH 2 JUNE 22
638 WI DEPT OF HEALTH SERVICES	5049 063022	06/01/2022	1670170	06/20/2022	1,700.00 9010	MONTHLY LICENSED BED ASSESSMENTS CBH 3 JUNE 22
638 WI DEPT OF HEALTH SERVICES	5050 063022	06/01/2022	1670170	06/20/2022	1,700.00 9010	MONTHLY LICENSED BED ASSESSMENTS CBH 4 JUNE 22
638 WI DEPT OF HEALTH SERVICES	2977 063022	06/01/2022	1670170	06/20/2022	41,860.00 9010	MONTHLY LICENSED BED ASSESSMENTS IID JUNE 22
638 WI DEPT OF HEALTH SERVICES	2380 063022	06/01/2022	1670170	06/20/2022	20,400.00 9010	MONTHLY LICENSED BED ASSESSMENTS CLV JUNE 22
			<b>1670170 Total</b>		74,160.00	
1395 ARAMARK SERVICES INC	200790600-001175	06/08/2022	1670186	07/11/2022	9,913.11 2050	4964 INMATE MEALS 6/2-6/8/22
1395 ARAMARK SERVICES INC	200790600-001177	06/22/2022	1670186	07/11/2022	9,775.32 2050	4895 INMATE MEALS 6/16-6/22/22
1395 ARAMARK SERVICES INC	200790600-001178	06/29/2022	1670186	07/11/2022	10,082.85 2050	5049 INMATE MEALS 6/23-6/29/22
			<b>1670186 Total</b>		29,771.28	
460 COUNTY OF FOND DU LAC	22100157	06/02/2022	1670203	07/11/2022	15,800.00 2510	Autopsy
			<b>1670203 Total</b>		15,800.00	
211 COUNTY OF TREMPPEALEAU	MARCH 2022	03/31/2022	1670209	07/11/2022	11,357.62 9720	2022 CONTRACT
211 COUNTY OF TREMPPEALEAU	MAY 2022	05/31/2022	1670209	07/11/2022	21,212.73 9720	2022 CONTRACT
211 COUNTY OF TREMPPEALEAU	APRIL 2022	04/30/2022	1670209	07/11/2022	18,511.61 9720	2022 CONTRACT
			<b>1670209 Total</b>		51,081.96	
150 Cole Oil & Propane	1429440	06/08/2022	1670210	07/11/2022	7,149.22 3110	FUEL
150 Cole Oil & Propane	6262779	06/01/2022	1670210	07/11/2022	697.78 3110	FUEL
150 Cole Oil & Propane	6262780	06/02/2022	1670210	07/11/2022	250.90 3110	FUEL
150 Cole Oil & Propane	6262781	06/06/2022	1670210	07/11/2022	375.57 3110	FUEL
150 Cole Oil & Propane	6262782	06/07/2022	1670210	07/11/2022	830.38 3110	FUEL
150 Cole Oil & Propane	6262783	06/08/2022	1670210	07/11/2022	82.71 3110	FUEL
150 Cole Oil & Propane	6279430	06/09/2022	1670210	07/11/2022	478.71 3110	FUEL
150 Cole Oil & Propane	6279431	06/13/2022	1670210	07/11/2022	231.40 3110	FUEL
150 Cole Oil & Propane	6279432	06/14/2022	1670210	07/11/2022	968.49 3110	FUEL
150 Cole Oil & Propane	6279433	06/15/2022	1670210	07/11/2022	777.26 3110	FUEL
			<b>1670210 Total</b>		11,842.42	
3458 CORINNE M ROLL	04142000 MOU	07/07/2022	1670211	07/11/2022	100,000.00 3110	FINAL PAYMENT
			<b>1670211 Total</b>		100,000.00	
1623 DEERE & COMPANY	117340145	06/03/2022	1670217	07/11/2022	23,899.57 8240	2022 JOHN DEERE 1570 TERRAIN CUT COMMERCIAL MOWER
			<b>1670217 Total</b>		23,899.57	
112 Family Youth Interaction Zone	CCS20220-05	05/31/2022	1670225	07/11/2022	161,254.47 9720	2022 CCS CONTRACT
112 Family Youth Interaction Zone		06/01/2022	1670225	07/11/2022	1,485.00 9730	2022 CONTRACT JULY RENT
			<b>1670225 Total</b>		162,739.47	
1354 INTRADO LIFE & SAFETY INC	5051518	06/03/2022	1670234	07/11/2022	36,168.00 2046	INTRADO-911 MAINTENANCE - YEAR 2 OF 7
1354 INTRADO LIFE & SAFETY INC	6062358	06/14/2022	1670234	07/11/2022	250.00 1510	Intrado 911 Service
			<b>1670234 Total</b>		36,418.00	
932 JOHNSON CONTROLS	00045497223	06/23/2022	1670236	07/11/2022	24,946.62 8010	COURTHOUSE CONTROLS UPGRADE
932 JOHNSON CONTROLS	1-118759792819	06/24/2022	1670236	07/11/2022	361.50 8010	SERVICE AIR CONDITIONER
			<b>1670236 Total</b>		25,308.12	
308 JUSTICEPOINT INC	053122	06/15/2022	1670238	07/11/2022	23,532.90 9720	2022 CONTRACT
308 JUSTICEPOINT INC	3555	05/31/2022	1670238	07/11/2022	114.00 9720	2022 CONTRACT CIP
308 JUSTICEPOINT INC	3556	05/31/2022	1670238	07/11/2022	5,950.90 2010	PAYMENTS FOR ELECTRONIC MONITORING - 5/22
			<b>1670238 Total</b>		29,597.80	
647 STATE OF WISCONSIN	JUNE 2022 COC FEES	07/06/2022	1670357	07/11/2022	166,553.78 1410	CLERK OF COURTS FEES DUE STATE JUNE 2022
			<b>1670357 Total</b>		166,553.78	
294 WESTERN CULVERT & SUPPLY INC	066072	06/09/2022	1670374	07/11/2022	27,596.57 3110	CULVERTS ETC
294 WESTERN CULVERT & SUPPLY INC	066167	06/20/2022	1670374	07/11/2022	1,874.43 3110	COUPLERS, ELBOWS & TEE
			<b>1670374 Total</b>		29,471.00	
664 WI DEPT OF ADMINISTRATION	2ND QTR PROBATE & VI	07/06/2022	1670375	07/11/2022	47,235.94 1410	PROBATE & VITAL RECORDS FEES 2ND QUARTER 2022
			<b>1670375 Total</b>		47,235.94	
1368 DELTA DENTAL	570085	06/08/2022	221580052	06/08/2022	10,269.69 1310	DELTA DENTAL CLAIMS 6/2-8/2022
			<b>221580052 Total</b>		10,269.69	
617 INTERNAL REVENUE SERVICE	061022	06/10/2022	221600044	06/10/2022	376,764.41 1310	FED TAX PYMT DODGE COUNTY 061022
			<b>221600044 Total</b>		376,764.41	
751 NATIONWIDE TRUST COMPANY FSB		06/10/2022	221600092	06/10/2022	3,350.00 1310	DEFERRED COMPENSATION



751 NATIONWIDE TRUST COMPANY FSB	NR061022	06/10/2022	221600092	06/10/2022	12,808.00	1310	DEFERRED COMPENSATION
			<b>221600092 Total</b>		16,158.00		
1341 US BANK	USB061022	06/10/2022	221610009	06/10/2022	38,842.11	1310	NON EBC EE/ER CONTRIBUTIONS
			<b>221610009 Total</b>		38,842.11		
744 EMPLOYEE BENEFIT CORPORATION (EBC)	EBC061022	06/10/2022	221610014	06/10/2022	22,343.53	1310	EBC EE/ER CONTRIBUTIONS
			<b>221610014 Total</b>		22,343.53		
647 STATE OF WISCONSIN	MAY 2022	06/07/2022	221610058	06/13/2022	128,004.00	1310	TRANSFER FEES DUE STATE MAY 2022
			<b>221610058 Total</b>		128,004.00		
1368 DELTA DENTAL	571290	06/13/2022	221650058	06/15/2022	13,785.28	1310	DELTA DENTAL CLAIMS 6/9-15/2022
			<b>221650058 Total</b>		13,785.28		
643 WI DEPT OF REVENUE	WI061522	06/15/2022	221650084	06/15/2022	62,004.55	1310	STATE TAX DODGE COUNTY
			<b>221650084 Total</b>		62,004.55		
1341 US BANK	STMT 06-10-2022	06/10/2022	221660138	06/15/2022	194,911.62	1310	US BANK PURCHASE CARD JUNE 2022
			<b>221660138 Total</b>		194,911.62		
1368 DELTA DENTAL	576377	06/20/2022	221720131	06/22/2022	12,801.74	1310	DELTA DENTAL CLAIMS 06-16-22-2022
			<b>221720131 Total</b>		12,801.74		
617 INTERNAL REVENUE SERVICE	062422	06/24/2022	221740069	06/24/2022	378,939.22	1310	FED TAX PYMT DODGE CO 062422
			<b>221740069 Total</b>		378,939.22		
751 NATIONWIDE TRUST COMPANY FSB	NR062422	06/24/2022	221740118	06/24/2022	12,973.00	1310	DEFERRED COMPENSATION
751 NATIONWIDE TRUST COMPANY FSB		06/24/2022	221740118	06/24/2022	3,230.00	1310	DEFERRED COMPENSATION
			<b>221740118 Total</b>		16,203.00		
1341 US BANK	USB062422	06/24/2022	221750036	06/24/2022	34,062.55	1310	NON EBC EE/ER CONTRIBUTIONS
			<b>221750036 Total</b>		34,062.55		
744 EMPLOYEE BENEFIT CORPORATION (EBC)	EBC062422	06/24/2022	221750041	06/24/2022	22,558.93	1310	EBC EE/ER CONTRIBUTIONS
			<b>221750041 Total</b>		22,558.93		
636 WI DEPT OF EMPLOYEE TRUST FUNDS	MAY 2022	06/30/2022	221790084	06/30/2022	439,394.95	1310	WRS DODGE COUNTY
			<b>221790084 Total</b>		439,394.95		
1368 DELTA DENTAL	577584	06/27/2022	221790103	06/29/2022	12,272.62	1310	DELTA DENTAL CLAIMS 6/23-29/2022
			<b>221790103 Total</b>		12,272.62		
643 WI DEPT OF REVENUE	WI063022	06/30/2022	221800149	06/30/2022	63,664.35	1310	STATE TAX DODGE COUNTY
			<b>221800149 Total</b>		63,664.35		
1368 DELTA DENTAL	578798	07/05/2022	221860147	07/06/2022	14,642.41	1310	DELTA DENTAL CLAIMS 6/30-7/6/2022
			<b>221860147 Total</b>		14,642.41		
			<b>Grand Total</b>		5,140,665.33		