

DODGE COUNTY EXECUTIVE COMMITTEE

July 7, 2014, 8:30 A.M.

FOURTH FLOOR CONFERENCE ROOM 4C

DODGE COUNTY ADMINISTRATION BUILDING, JUNEAU, WI 53039

The meeting was called to order at 8:30 a.m. by Dodge County Executive Committee Chairman, Russell Kottke.

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

Members absent: None.

Others present: County Administrator Jim Mielke, Emergency Management Director Amy B. Nehls, County Clerk Karen Gibson, Deputy County Clerk Christine Kjornes, Corporation Counsel John F. Corey, Dodge County Chief Deputy Sheriff Scott Smith and Dodge County Highway Commissioner Brian Field.

Motion by Maly, 2nd by Marsik to approve the June 2, 2014 minutes as presented. Motion carried.

The Committee briefly discussed resolutions from other counties.

County Clerk Karen Gibson reviewed agenda items for the Tuesday, July 15, 2014 County Board meeting. Ms. Gibson reported that the agenda will include Resolutions from the Building Committee and the Town of Emmet, the confirmation of an appointment that the County Administrator made to the Board of Adjustment, a presentation by Nathan Olson, Land Resources and Parks Senior Planner, regarding the Dodge County Fitness program, a Bill from the Audit Committee, and a Report from the Planning, Development and Parks Committee.

Ms. Gibson reported that two bids were received for the printing of the 2014-2015 Dodge County Board Proceedings. Motion by Frohling, 2nd by Miller to accept the bid submitted by the Watertown Daily Times in the amount of \$10.76 per page plus \$1,993 for a 120-page tab for publication in the Independent News. Motion carried.

Ms. Gibson provided an oral report regarding registration for the 2014 Wisconsin Counties Association Annual Conference at the Kalahari Resort in Wisconsin Dells, on September 15-16, 2014. Ms. Gibson reported that individuals who intend to attend this Annual Conference need to submit their registration information to her by July 31, 2014.

Ms. Gibson reported that the Committee needed to correct a parliamentary procedure error from the June 2, 2014 Executive Committee meeting regarding the request by Supervisor Bischoff to attend the Wisconsin Counties Association Annual Conference because the rules of parliamentary procedure require that a motion for reconsideration must be made by a member who voted with the prevailing side rather than by a member who voted with the failing side. Motion by Marsik, 2nd by Maly to reconsider the request by Supervisor Bischoff to attend the Wisconsin Counties Association Annual Conference. Motion carried. Motion by Maly, 2nd by Frohling to allow payment of per diems and reimbursement for mileage to first-term County Board Supervisors who will attend the Wisconsin Counties Association Annual Conference and to allow payment of the registration fee, per diems, and reimbursement for mileage to Supervisor Bischoff for his attendance at the Wisconsin Counties Association Annual Conference. Motion carried.

County Administrator Mielke provided an oral report to the Committee regarding a claim for money damages to repair a part of the stone foundation of a barn that was submitted by Altine L. Graper Hesebeck. Administrator Mielke reported that this claim will be brought back to the Committee on August 4, 2014.

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Administrator Mielke provided an oral report to the Committee regarding bids that were received for the repair and upgrade of the elevator located at the north end of the Administration Building. Administrator Mielke reported that Otis Elevator Company and Schindler Elevator Corporation submitted bids that were opened on June 30, 2014, the lowest bid was submitted by Otis Elevator Company, the total project cost, including a contingency fund, is approximately \$195,000, and Corporation Counsel John Corey drafted two Resolutions to be presented at today's Building Committee meeting.

Administrator Mielke provided an oral report to the Committee regarding a meeting that was held on June 30, 2014, with Cindy Polzin, Legislative Director, from the Office of Governor Scott Walker. Administrator Mielke reported that Ms. Polzin met with several Dodge County Department heads to discuss county issues and departmental responsibilities, and was given a tour of the Horicon Marsh Visitor Center.

Emergency Management Director Amy Nehls provided an oral update to the Committee regarding the Simulcast grant. Ms. Nehls reported that all equipment has been ordered and the deadline for closing the Simulcast grant is July 31, 2014.

Ms. Nehls reported that she will attend the Lights & Sirens Community Fair on July 8, 2014, in the City of Watertown and that water levels in Dodge County rivers and lakes are not near flood level.

Supervisor Miller provided an oral report to the Committee regarding her attendance at a meeting of the Judicial and Public Safety Steering Committee of the Wisconsin Counties Association that was held on May 9, 2014 in Madison, Wisconsin.

Supervisor Frohling reported that he will attend a meeting of the Taxation and Finance Steering Committee of the Wisconsin Counties Association to be held on July 9, 2014 in Stevens Point, Wisconsin.

Supervisor Frohling reported that he will attend a meeting today with Representative Keith Ripp to discuss Transportation Aids. Supervisor Frohling requested input from Highway Commissioner Brian Field on topics to be presented to Representative Ripp. Highway Commissioner Brian Field reported that Dodge County is responsible for maintenance of 540 miles of county roads and 240 miles of state roads. Commissioner Field reviewed and interpreted graphs representing the Dodge County Highway System, the condition of roads in Dodge County, and the manner in which Transportation Aids are allocated to Dodge County. Commissioner Field gave the graphs to Supervisor Frohling for Supervisor Frohling's use during the meeting with Representative Ripp.

Administrator Mielke provided an oral report to the Committee regarding an offer to purchase the Fox Lake Substation located at 635 Spring Street in the City of Fox Lake. Administrator Mielke reported that the original offer to purchase required binding acceptance by July 4, 2014, and has lapsed, the Town of Fox Lake will present a new offer to purchase with an acceptance date after August 19, 2014, to Dodge County for consideration, and the offer to purchase and a county board resolution to approve and accept the offer to purchase, will be forwarded to the Executive Committee, Highway Committee, and Law Enforcement Committee, for consideration at each of their respective next meetings.

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Mr. Corey provided an oral report to the Committee regarding the Records Retention Policy of Dodge County. Mr. Corey reported that he is in the process of revising this policy to include the retention and destruction of electronic records, and that he will contact each Department Head to determine the types of records in each Department to which the Records Retention Policy will apply.

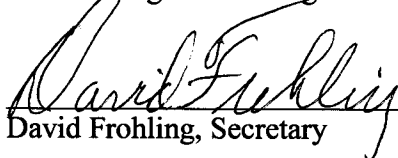
Mr. Corey provided an oral update to the Committee regarding the bids that were received for the repair and upgrade of the elevator located at the north end of the Administration Building. Mr. Corey reported that at today's Building Committee meeting, the Building Committee determined that the lowest responsive bid for the elevator repair and upgrade project was submitted by Otis Elevator Company, in the amount of \$140,454, which bid also includes a preventative maintenance program. A Resolution will be forwarded to the Finance Committee for its consideration on July 8, 2014, regarding a General Fund Transfer in the amount of \$194,786, which includes the bid submitted by Otis Elevator Company, the purchase and installation of Electrical Components, the purchase and installation of HVAC Components, and a Project Contingency Fund.

Administrator Mielke provided an oral report to the Committee regarding the former MetalFab property located at 401 Madison Street in the City of Beaver Dam. Administrator Mielke reported that he and the Taxation Committee and other individuals toured and inspected the former MetalFab building on June 25, 2014. Administrator Mielke reported that the building is occupied by a tenant, rainwater leaks into the building through damaged parts of the concrete building foundation, and radiant heaters and other heaters located in the interior of the building need to be replaced or repaired before the next winter heating season. Administrator Mielke reported that the Taxation Committee will continue to review the various building issues and work with the tenant to develop a long-range plan/use for the building.

Administrator Mielke provided an oral update to the Committee regarding the former Monarch Iron Range property located in the City of Beaver Dam. Administrator Mielke reported that Dodge County has recently submitted a Remedial Action Plan for cleanup of PCB contamination on Lots 9 and 10 of the Plat of Monarch Development, to the Wisconsin Department of Natural Resources and the United States Environmental Protection Agency.

Meeting adjourned at 10:48 a.m. by the order of the Chairman.

The next regular meeting is scheduled for Monday, **August 4, 2014 at 8:30 a.m.**


David Frohling, Secretary

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