

DODGE COUNTY EXECUTIVE COMMITTEE

October 6, 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, Kottke, Maly, Marsik and Miller.

Member absent and excused: Johnson.

Others present: County Administrator Jim Mielke, Emergency Management Director Amy B. Nehls, Emergency Management Deputy Director Joe Meagher, County Clerk Karen Gibson, Deputy County Clerk Christine Kjornes, Corporation Counsel John F. Corey, Dodge County Land Conservationist Marc Bethke, UW-Extension 4-H/Youth Development Agent Marie Witzel, Information Technology Director Ruth Otto, WBEV Radio Station Reporter Rachel Ward and Daily Citizen Reporter Terri Pederson.

Motion by Miller, 2nd by Marsik to approve the September 2, 2014 minutes as presented. Motion carried.

Dodge County Land Conservationist Marc Bethke provided an oral report to the Committee regarding liquid manure issues that are affecting Dodge County and the State of Wisconsin. Mr. Bethke provided Committee members with a document entitled *Liquid Manure Issue – Request for State Action – (A Draft Proposal)*. Mr. Bethke stated that the Dodge County Land Conservation Department provides conservation planning, conservation practice design assistance, and educational services to Dodge County farmers, and, nevertheless, incidents in which liquid manure is discharged to surface waters and groundwaters continue to occur in Dodge County. The Dodge County Land Conservation Committee and the Dodge County Land Conservation Department would like the State of Wisconsin to form a task force to explore issues related to liquid manure. The Land Conservation Committee has approved and forwarded to the County Board for consideration at its October 21, 2014 meeting, a Resolution requesting that a state-wide task force be formed to address issues related to liquid manure.

Motion by Frohling, 2nd by Miller to authorize out-of-state travel for UW-Extension 4-H/Youth Development Agent Marie Witzel, to attend the National Association of Extension 4-H Agents Conference in Minneapolis, Minnesota, on October 26-30, 2014. Motion carried.

Motion by Maly, 2nd by Marsik to authorize out-of-state travel for Communications Officer Jeremy Grossman and Technical Support Advisor Kevin Nakielski, to attend the New World Users Group Conference in Eden Prairie, Minnesota, on October 1-2, 2014. Motion carried.

Motion by Berres, 2nd by Miller to authorize out-of-state travel for Emergency Management Deputy Director Joe Meagher, to attend the International Emergency Managers Conference in San Antonio, Texas, on November 15-20, 2014. Motion carried.

County Clerk Karen Gibson reviewed agenda items for the Tuesday, October 21, 2014 County Board meeting. Ms. Gibson reported that the agenda will include a Special Order of Business by Airport Manager Mary Gasper, a Special Order of Business by Land Conservationist Marc Bethke and Public Health Officer Jody Langfeldt, Resolutions from the Land Conservation Committee and the

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UW-Extension Education Committee, and Ordinances from the Highway Committee and the Planning, Development, and Parks Committee.

Administrator Mielke provided an oral report to the Committee regarding a claim for money damages for costs to repair a telephone pedestal and cable and for loss of service that was submitted by AT&T. Motion by Maly, 2nd by Miller to recommend to the County Board that it disallow the claim for damages submitted by AT&T. Motion carried.

Administrator Mielke provided a brief update to the Committee regarding the proposed 2015 Budget. Mr. Mielke reported that he will finalize the 2015 Budget this week, present the Budget to the Finance Committee at its October 15, 2014 meeting, and present the Budget to the County Board at its October 21, 2014 meeting.

Corporation Counsel John Corey provided an oral update to the Committee regarding records retention policies and a proposed records retention/disposition ordinance. Mr. Corey reported that it will be necessary for the State of Wisconsin Historical Society and the State of Wisconsin Public Records Board to approve the proposed records retention/disposition ordinance before the County Board enacts it.

Mr. Corey provided an oral update to the Committee regarding the former MetalFab property located at 401 Madison Street, in the City of Beaver Dam. Mr. Corey reported that a representative of the tenant attended the Taxation Committee meeting on September 22, 2014, he has had no contact with the representative of the tenant since that date, and he will attempt today to contact the representative of the tenant.

Mr. Corey provided an oral report to the Committee regarding the former Monarch Iron Range property located in the City of Beaver Dam. Mr. Corey reported that a written plan to remediate PCB-contaminated soil has been approved by the Wisconsin Department of Natural Resources and the United States Environmental Protection Agency, the approved remediation plan is to excavate PCB-contaminated soil and replace it with clean fill material, and it is likely that remediation activities will begin later this month and will be completed shortly thereafter.

Mr. Corey provided an oral report to the Committee regarding an In Rem property located at 1026 West Burnett Street in the City of Beaver Dam. Mr. Corey reported that the residence there is in disrepair and that Jody R. Langfeldt, Public Health Officer of the Dodge County Human Services and Health Department, has identified the existence of human health hazards in the residence.

Emergency Management Director Amy Nehls provided an oral update to the Committee regarding the Simulcast grant. Ms. Nehls reported that final testing of the equipment has been completed and the City of Fox Lake Fire Chief will complete closeout of the Simulcast grant by not later than the end of October, 2014.

Ms. Nehls provided an oral report to the Committee regarding the Dodge County Continuity of Operations Plan (COOP). Ms. Nehls reported that on May 6, 2014, the Dodge County Office of Emergency Management received a check from Wisconsin Emergency Management, in the amount of \$10,700, which was a redistribution of 2013 Emergency Management Planning Grant funds, she wants to use the \$10,700 to work with the Dodge County Information Technology Department and

Contingency Planning Solutions, Inc., to make the Mayville Highway Shop Building a functional COOP site, and she requests that the Committee recommend to the Dodge County Finance Committee that the Finance Committee appropriate the entire balance of the unbudgeted redistribution funds, in the amount of \$10,700, to Business Unit 2811.5299 to be used to work with the Information Technology Department and Contingency Planning Solutions, Inc., to refine the Dodge County COOP, with emphasis on Information Technology, communications, and the secondary COOP facility, the Mayville Highway Shop Building. Motion by Maly, 2nd by Miller to recommend to the Dodge County Finance Committee that the Finance Committee appropriate unbudgeted revenues in the amount of \$10,700 to Business Unit 2811.5299 in the 2014 Budget of the Emergency Management Department, to be used to refine the Dodge County COOP. Motion carried.

Committee members provided oral reports to the Committee regarding their attendance at the 2014 Wisconsin Counties Association Annual Conference that was held at the Kalahari Resort in Wisconsin Dells, on September 15-16, 2014, and the Committee discussed the 2014 Wisconsin Counties Association Annual Conference.

Supervisor Marsik provided a brief oral report to the Committee regarding a recent decision from the Wisconsin Court of Appeals, *Stephen Hegwood v. Town of Eagle Zoning Board of Appeals*. Supervisor Marsik reported that an important part of this decision is that towns generally do not have authority regarding shoreland zoning, and that this decision affects shoreland zoning in the 15 towns in Dodge County that have not adopted County comprehensive zoning.

Administrator Mielke reported that a hearing has been scheduled to occur on October 14, 2014 in the Dodge County Circuit Court regarding Drainage District 88, which affects the Dodge County Drainage Board.

Administrator Mielke reported that on October 1, 2014 Physical Facilities Director Russ Freber provided a tour of the Fox Lake Substation located at 635 Spring Street, in the City of Fox Lake, to an interested party.

A motion was made at 10:10 a.m., by Marsik, 2nd by Maly to convene in closed session. Motion carried.

Before voting on the Motion, Chairman Kottke announced to all present that the purpose of the closed session will be to consider performance evaluation data and compensation of a public employee over which the Committee has jurisdiction and exercises responsibility, namely, James E. Mielke, Dodge County Administrator, and that Section 19.85(1)(c), of the *Wisconsin Statutes*, authorizes the closed session.

A roll call vote was taken. Motion carried by unanimous vote of all members present, at 10:11 a.m.

There was consideration, deliberation, and discussion concerning performance evaluation data and compensation of a public employee over which the Committee has jurisdiction and exercises responsibility, namely, James E. Mielke, Dodge County Administrator.

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Motion by Frohling 2nd by Miller to reconvene in open session.

A roll call vote was taken. Motion carried by unanimous vote of all members present, at 10:43 a.m.

Motion by Marsik, 2nd by Frohling to approve and forward to the County Board for consideration at its November 12, 2014 meeting, a Resolution to approve the *Sixth Amendment To County Administrator Employment Agreement, dated August 26, 2008*. Motion carried.

Meeting adjourned at 10:45 a.m. by the order of the Chairman.

The next regular meeting is scheduled for Monday, **November 3, 2014 at 8:30 a.m.**



David Frohling, Secretary

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