



**Walworth County Board Finance Committee
MEETING MINUTES
September 23, 2010**

DRAFT

Walworth County Government Center
County Board Room 114
100 West Walworth, Elkhorn, WI

The meeting was called to order by Chair Russell at 9:30 a.m.

Roll call — Finance Committee members present included Supervisors Jerry Grant, Daniel Kilkenny, Nancy Russell and Rick Stacey. A quorum was declared. Supervisor Joe Schaefer arrived at 9:34 a.m.

Board members present: Richard Brandl, Randy Hawkins, Kathy Ingersoll, Carl Redenius, David Weber.

County staff present: David Bretl-County Administration/Corporation Counsel; Nicki Andersen, Stacie Johnson, Jessica Lanser, Dale Wilson-Finance; Sheila Reiff-Clerk of Courts; Linda Seemeyer, Dr. David Thompson, Elizabeth Aldred-Health & Human Services; Suzi Hagstrom-Human Resources; John Orr-Information Technology; Bernadette Janiszewski-Lakeland Health Care Center; Tracy Moate-Lakeland School; Michael Cotter-Land Use & Resource Management/Corporation Counsel; Peggy Watson-Shane Crawford, Public Works; David Graves, Kurt Picknell, Janeen Mehring-Sheriff's Office; Kathy Du Bois-Treasurer's Office, Chris Jordan-Veterans Services.

Public in attendance: Bernard Bellin-Lakeshores Library System; Peter Bronenkort-VIP Services, Inc.; Mike Van Den Bosch-Walworth County Economic Development Alliance; Bruce Bradshaw, Tammy Dunn, Kathy Seeberg-Walworth County Visitors Bureau; Cass Kordecki, Lake Geneva.

Agenda withdrawals — There were no agenda withdrawals. **Motion by Grant/Stacey to approve the agenda; carried 4-0.**

Approval of minutes of last meeting(s)

- Finance/Public Works Joint Committee Meeting – September 9, 2010 — **Motion by Stacey/Grant to approve the joint meeting minutes; carried 4-0.**

Public comment period — Cass Kordecki of Lake Geneva spoke in support of taxing short-term rentals in the county. The tax revenue paid by transients and out-of-state residents would pose no burden on the county's property owners and the funds could be used to continue support of the Visitors Bureau. Kordecki has been collecting data regarding transient rentals for two years. She distributed a spreadsheet to the Committee. Although Kordecki does not generally favor governmental regulation, she believes the revenue source is underutilized. Schaefer indicated that room tax is established by the local municipalities, not the County Board.

There were no other comments by members of the public.

Special order of business

2011 Budget

- **Summary presentation of the 2011 county administrator's budget** — Bretl said Appeal A, regarding a student aide position at Lakeland School, is a technical correction. The position should have been included in the budget. The Public Works Committee approved the capital plan but had questions about the ozone injector, a hot water heater replacement and squad cars. He added that there may be speakers to recognize with respect to the Visitors Bureau and WCEDA appropriations.

Crawford stated that Supervisor Schaefer had questioned an item in the capital plan, subsequently corrected by Appeal E. Both an ozone heater and solar water heater for the Lakeland Health Care Center were originally included. The intent was to remove one of the two when further information on the units became available. The solar water heater could not sufficiently heat water to meet sanitation needs in the kitchen and could therefore only be used to wash clothes. The ozone injector, which injects ozone into cool water, is a green initiative. You don't have to heat the water and can cut down on the amount of soap you use. It would be used to sanitize the residents' laundry. We could recoup our cost for this unit in 19.5 months. The \$35,000 included in the budget related to the solar water heater, not the ozone injector. The latter will cost us \$16,000 and be partially offset by \$3,400 from an energy grant.

The hot water heater located at the Sheriff's Office Huber expansion is a typical hot water heater. The current heater is slowly leaking. Staff recommend purchasing a new unit for \$6,000 and keeping the broken one on reserve for backup. Schaefer asked why we aren't considering an ozone injector. Crawford replied that the one at LHCC will be a pilot program. If it works out well, we may decide to install them at more locations. There is no appeal related to this item.

The Public Works Committee asked staff to provide additional information regarding the squad cars. Bretl commented that the question in this case related to our replacement policy. He recommended that the Finance Committee approve the budget with the currently projected squad replacements but send the issue back to the Public Works Committee. With some squads being used more heavily than others, Kilkenny wondered whether it was practical to use the same policy for all vehicles. Picknell replied that marked cars which run 24 hours a day, perhaps at faster speeds, and which have more wear are replaced sooner. In the past, we tried keeping them for longer than 12-13 months but repairs ended up being an operational burden. Graves added that we also have to consider other factors such as the length of time an engine may be running when a vehicle is idling. One hour of idle time is equivalent to 25 miles of driving time. The Sheriff's Office will work with Public Works and the mechanics to determine if it is practical to change our replacement schedule. We can try a pilot program for the next year by holding one or two squads for a longer period. Documenting the time and money needed to keep them running will

give us a benchmark. Schaefer asked why the cost of replacing squads is higher in 2011 than 2010. Picknell, Graves and Mehring reported that we anticipate a reduction in revenue when the used vehicles go to auction because the car market is softer.

Schaefer/Grant moved to approve the LHCC ozone injector and the Sheriff's Office hot water heater and squad replacements as included on the 2011 capital improvement plan. Kilkenny feels the ozone injector should be considered separately since that item has a formal appeal [Appeal E]. With a motion on the floor, Bretl recommended the vote on these 3 items pertain to the explanations provided, with a separate vote on Appeal E when we get to that point. **The committee indicated by unanimous voice vote that the explanation on the capital items was satisfactory.**

- **Appeals to the 2011 county administrator's budget**
 - **Human Resources Committee recommendations**
 - **Public Works Committee recommendations**
 - **All other budget appeals**

Appeal A — Add a student aide position at Lakeland School. Bretl indicated this appeal corrects a position that was inadvertently omitted from the 2011 budget. **Grant/Kilkenny moved to approve Appeal A and add the student aid position at Lakeland School back into the 2011 budget; carried 5-0.**

Appeal B — Reduce the Walworth County Visitors Bureau allocation from \$130,000 to \$100,000 and allocate \$30,000 savings to fund the other post employment benefits (OPEB) liability. **Kilkenny moved to approve Appeal B. Russell seconded for purposes of discussion.** Kilkenny recommended the \$30,000 reduction to the proposed Visitors Bureau budget allocation because that's the amount that was added a couple of years ago to assist them in promoting group bus tours in Walworth County. The argument at the time was that more group tours would increase the county's sales tax revenue. It was noted recently that the tours were expected to bring \$500,000 in new business revenue to the county. If that entire amount is taxable, we would realize a return of only \$2,500 to our treasury from sales tax. Kilkenny feels the businesses profit more than the county and should be doing their own marketing, either as members of the Visitors Bureau or on their own. **Motion to approve Appeal B and reduce the Walworth County Visitor's Bureau allocation by \$30,000 failed 1-4. Supervisor Kilkenny voted aye.**

Appeal C — Eliminate the Walworth County Economic Development Alliance (WCEDA) allocation of \$50,000 and allocate the \$50,000 savings to fund the other post employment benefits (OPEB) liability. **Kilkenny moved to approve Appeal C. Russell seconded for purposes of discussion.** Kilkenny feels this amendment is a priority issue. The county's OPEB liability is not fully funded so it would be logical to apply the savings in that manner. He expressed concern regarding WCEDA's year-end reports. Their auditor noted several potentially serious issues. Some policies are out of date and not followed. Fraud controls and conflict of interest policies should be implemented.

Kilkenny said he has raised questions about WCEDA for the past five years but it has been difficult to obtain information. Procedures such as those recommended by the CPA auditing the organization should be in place.

Minutes of WCEDA's October 29, 2009 Board meeting refer to a non-disclosure agreement. With a county employee now on their Board, Kilkenny had asked to see a copy of the agreement to determine if there might be a potential conflict of interest. He has not received it. He also requested copies of their grant documents. He spoke to agencies that administered their grants and was told he should contact WCEDA directly, with no response. He then contacted Congressman Ryan's office and has now started to receive some of the information requested. Kilkenny said he has repeatedly asked for accountability and transparency. **Schaefer/ Grant called the question; carried 5-0. The motion to approve Appeal C to eliminate WCEDA funding and use the savings to help fund the county's OPEB liability failed by a vote of 1-4, with Supervisor Kilkenny voting aye.**

Appeal D — Eliminate the WCEDA allocation. Grant moved to deny Appeal D. Kilkenny seconded for purposes of discussion. Hawkins, as the appeal's sponsor, said that other than echoing Kilkenny's earlier comments, one of his concerns is based on WCEDA's membership. The organization has indicated they have the potential to add 300 more members to their existing 54. With that in mind, it would be better for their funding to come from the members. Of the three businesses he was told they assisted, one has gone out of business. The other two are a mystery and he has no feedback on their experience, either positive or negative. Hawkins recommends that the county eliminate funding WCEDA and that the organization rely instead on its members. Grant spoke in favor of continued funding. If they end up with those additional members and are able to be self-supporting, we may look at it differently next year. **Motion to deny Appeal D passed 4-1 with Kilkenny voting no.**

Appeal E — Reduce the ozone injector capital projects allocation for the Lakeland Health Care Center from \$35,000 to \$16,000. Kilkenny moved to approve Appeal E to reduce the capital projects budget for the ozone injector. Grant seconded the motion; carried 5-0.

- **Recommendation of the 2011 county preliminary budget — Schaefer/Grant moved to approve the 2011 Preliminary budget as amended by the preceding appeals. Motion carried 4-1 with Supervisor Kilkenny opposed.**

Bretl said the 2011 Preliminary Budget will be published in the newspaper. A public hearing is scheduled for 6 p.m. on November 1, 2010 to hear public comment. Russell added that the County Board meeting to approve the budget will be November 9, 2010.

Unfinished business — There was no unfinished business.

Consent items — Kilkenny/Stacey moved to approve the consent items. Russell asked that 9B1 and 9B2, inmate medical services and the countywide pharmacy benefits manager, respectively, be pulled for separate discussion. Crawford said there were no bids on tax property. The process for the next round of sales will start in October. He credited Du Bois for reducing the potential number of tax foreclosures from 110 to 24. Stacey asked that budget amendment FN003 related to sales tax revenue also be pulled for discussion. **Motion to approve the remainder of the consent items carried 5-0.**

Budget amendments

Finance

- FN003 — Offset anticipated sales tax shortfall — Stacey asked Andersen what she anticipates with regard to this revenue. Last year we earned about \$6.9 million, according to Andersen. The 2010 budget was projected with \$7.1 million in revenue. She anticipates that this \$200,000 amendment should cover us to the end of the year. \$6.9 million has been budgeted for 2011. **Stacey/Schaefer moved to approve budget amendment FN003; carried 5-0.**

Health & Human Services (HHS)

- HS013 — Transfer funds to cover mental health inpatient client costs
- HS014 — Redistribute payroll budget to reflect the State's revised accounting for Child Support expenses for "mixed employees" classification
- HS015 — Redistribute payroll budget to reflect the State's revised accounting for Child Support expenses for "dedicated employees" classification

Lakeland School

- SC02 — Redistribute payroll budget to reflect an org change
- SC03 — Transfer funds for consultant services

Public Works

- PW008 — Transfer funds to complete design and engineering work for 2011 road construction projects
- PW009 — Reallocate state routine maintenance accounts to reflect projected year-end estimates

Bids/contracts

- Award contract for inmate medical services for the Sheriff's Office — Russell asked how the cost compares to last year. Schmitz said \$574,000 was budgeted for medical services for the jail for 2010. Depending on offsite costs, we should save approximately \$50,000 in the first year of this contract. The \$1.5 million proposed cost is for 3 years. Schaefer asked if the jail still has a contract for beds. Picknell said we do but don't fill it because our own inmate capacity is already full. **Stacey/Schaefer moved to award the contract for inmate medical services for the Sheriff's Office to Southern Health Partners, Inc.; carried 5-0.**
- Award contract for countywide pharmacy benefits manager — Russell asked for clarification of the potential savings if there is higher usage of the mail order option. Wilson said only 1.8% of our overall claims go through mail order. The proposed vendor will offer a one-time coupon for employees to switch from retail to

mail order pharmacy services. There will be no additional cost to the county for the coupon. Depending on the drug category, copays are cheaper with mail order. Serve You has its own mail order service and would also reap the benefits of educating participants to the advantages. Our current vendor outsourced this function and did not promote mail order. **Schaefer/Grant moved to award the contract for countywide pharmacy benefits manger to Serve You; carried 5-0.**

- Award contract for HHS transportation services
- Award sale(s) of tax foreclosure property

Notification of emergency purchase

- Repair of chiller circuit board at Lakeland Health Care Center (LHCC)

Declaration of Surplus

- Recommendation to declare public works vehicles and equipment as surplus and to sell said items at auction

New business

Discussion and possible action regarding Walworth County Library Plan — Andersen said Kristin Hewitt, the current Lakeshores Library System Administrator, was unable to attend today's meeting so Bernie Bellin, the former Lakeshores Library System Administrator, will make the presentation on her behalf.

Bellin indicated that the county library plan passed on November 2, 2000. It includes punitive measures for libraries that don't continue to provide services to county residents as outlined in the plan, i.e., their funding will revert to the 2000 level. In some cases, he believes this may be a substantial loss of funding. The intent of the plan was that when municipal libraries received funding from the county, the money would be used to continue to provide services for residents, even if it means increasing their collection or building size as their population grew. Russell wondered why Elkhorn's library is not on the list of those that didn't meet the collection size. The report of basic standards indicates that the standard is 28,645 but Elkhorn's library is at 25,542. Bellin agreed with Russell. He will bring this to Hewitt's attention.

Russell asked if the receiving library pays when library patrons order books through the Internet to be delivered to their own library. The physical movement is a service provided by Lakeshores, according to Bellin. It's a reciprocal process and sharing saves everyone the cost. Russell complimented this system but wondered why each library needed to have so much material when it can be delivered from other libraries. When the plan was developed in 2000, there couldn't have been much Internet potential available. Bellin replied that a statewide, automated system was used prior to the Internet. It took longer but was available to patrons. The collection size that each community with a library is responsible for upholding was one of the selling points of the plan. The intent was to keep collection sizes as uniform as possible to maintain the level of service. Libraries were to use the county's funding towards their collection and building siz-

es. If they chose to use it for staff or utilities instead, they understood that they might become non-compliant with the plan. They have had 10 years to determine what to do by this point. That was made very clear to the library boards, according to Bellin. They can focus on CDs, DVDs, hard copy books, paperbacks, etc. to meet the criteria for collection size so it is tailored to their patrons. With this being a more virtual world, Kilkenny was concerned about libraries that wanted to spend money in that area rather than physical books or DVDs. Bellin said Lakeshores has been working with libraries the past 6 or 7 years regarding virtual collections.

Kilkenny asked how funding would change for non-compliant libraries. Andersen said it would revert to the 2000 level. Using the City of Delavan as an example, they currently receive \$170,000 in funding from the county. If they were non-compliant, that would be reduced to \$88,000. Kilkenny asked if the libraries were aware of this and whether municipality officials would have been notified. Bellin replied that libraries are very aware. The municipality should have been informed by their local library board. Andersen added that Lakeshores annually goes through the checklist with the libraries and indicates whether they are compliant or not. They must show their compliance every 5 years. Bellin said that Hewitt indicated almost all of the libraries are close to being compliant. Lakeshores is working with them on the issues. It is possible that one may not be compliant by the end of the year and may file an appeal in 2011. The appeals process is through the County Library Funding Committee, not the County Board. There could be a delay of 8-9 months before the county receives the Funding Committee's recommendation regarding any appeals.

Russell asked if compliance is based on a per capita amount. If so, they could have increased their collection substantially and still not met the standard. Belling affirmed. Because of population changes, the collection standard is a "moving target."

Andersen does not anticipate any action needed today. Since this issue impacts our local districts, she wanted to give the Finance committee a "heads-up" in case they are asked about the plan.

Ordinance **-10/10 Requesting a Transfer of \$14,430 from the 2010 Contingency Fund to Provide Emergency Funding for the Veteran's Service Office — Bretl said the HR committee recommended unfreezing and filling the secretarial position in the Veteran's office. It is fairly unusual to have the replacement start while the incumbent is still in the position. However, this office is unique and merits that treatment. In terms of the technical nature, there are many different programs with which the administrative secretary must be familiar in order to assist veterans with their questions, particularly when Jordan is not available. Second, this office has consistently been able to keep its doors open with only 2 staff because they cooperate and coordinate their schedules and use sick leave sparingly. A unique relationship has developed over the years which he hopes we will be able to repeat. **Kilkenny/Schaefer moved to approve the ordinance.** Kilkenny asked what would happen if the position is filled, with the overlap in staffing, but the new employee chooses not to stay. Would there be an allocation for a second overlap? Bretl replied that there is already a short overlap by the time this ordinance is approved by the Board. The incumbent will not be staying past her anticipated retirement date. Andersen said we would have to repost the position at that point. Kilkenny expressed the hope that the incoming administrative secretary give careful consideration to ensure the position will be a good fit. **Motion carried 5-0.**

Discussion and possible action regarding reimbursement of funeral expenses — Bretl said this item is pursuant to county ordinance. Andersen added that the unclaimed body has already been cremated. Committee authorization is required to pay the invoice. **Motion by Stacey/Schaefer to approve payment of said invoice; carried 5-0.**

Ordinance **-10/10 Amending Section 30-410 of the Walworth County Code of Ordinances Relating to Payroll Policy — Andersen explained that we currently have an option for employees to allocate part of their pay for savings bonds. The Federal Government notified us that they will no longer allow paper deductions. The new requirement is that employees deposit money to buy savings bonds directly into an electronic account. We currently limit employees to 2 accounts for direct deposit. The Code of Ordinances does not specify who is authorized to set up more accounts. Adding a third would be minimal cost and allow county employees to continue to have access to the savings bond program. This ordinance also clarifies that a small group of exempt employees, specifically the substitute teachers at Lakeland School, will continue to receive paper checks. It is not cost effective to set them up for direct deposit. Russell asked if criteria will be established or if the three accounts would be open for any purpose. We went through this once before with Geico and felt that would not be an appropriate payroll deduction. Andersen said we will allow employees to set up 3 accounts, with the location and purpose being their choice. Finance will only indicate how many accounts they can establish. She added that the issue with Geico was that they wanted the payment to be a direct deduction from participating employees' pay. The Finance Committee currently has the responsibility for authorizing the list of allowable payroll deductions. If there are other potential deductions requested in the future, they would be presented for committee action. **Grant/Kilkenny moved to approve the ordinance; carried 5-0.**

Ordinance **-10/10 Amending Sections 30-172 Through 30-181 of the Walworth County Code of Ordinances Relating to Fund Balance Commitments —Kilkenny/Grant moved to approve the ordinance; carried 5-0.

Reports

- **Quarterly sales tax report** — Last month's revenue was up a little over 11% from the same period last year, according to Andersen. We received that information after the agenda packet had been distributed. However, sales tax revenues fluctuate depending on when payments are due to the State. The original budget projection for 2010 was \$7.1 million. We reduced that to \$6.9 million for the 2011 budget.
- **Update on tax incremental financing (TIF) district(s)** — Lanser said the City of Whitewater is requesting that their TIF #4 be designated as distressed, which must now meet several criteria to qualify. Yesterday's joint review board meeting was for the purpose of appointing the public member. The city recommended Jeff Knight, however, he is the Vice Chair of the City's Community Development Authority (CDA) which is funded 50% by the TIF district. Lanser felt there could be an independence issue and brought that to the table. She said there was quite a bit of discussion with the decision ultimately being tabled to a future date. The City will initiate an open application process

and let the public submit applications. It is hoped there will be more than one candidate. Lanser said the review board's decision postponed the City's plans for the TIF but feels this will allow us a more transparent process. She added that the decision to table the decision on the public member was unanimous.

- **Update regarding special assessments** — Du Bois provided this report in response to the committee's request at the August meeting that she provide information on what the county paid out on specials. She researched 4 years back. The report reflects whether we made a profit or loss on the sale of properties and what we paid out. Fees, interest and penalties are included in the profit/loss column but not in a separate column of their own. If a property was not sold, she included a notation in the comments section. Kilkenny appreciated Du Bois' work on the report. He asked Bretl and Andersen to review it to see if they feel there are any issues.

Correspondence — No correspondence was presented.

Confirmation of next Finance Committee meeting:

- Thursday, October 21, 2010 at 9:30 a.m. in County Board Room 114 at the Government Center

Adjournment of Finance Committee

Upon motion and second by Stacey/Grant, Chair Russell adjourned the meeting at approximately 11:32 a.m.; carried 5-0.

Submitted by Kate Willett, recording secretary. Minutes are not final until approved by the Finance Committee at its next regularly scheduled meeting.

NOTE: Items distributed at the Finance Committee meeting may be reviewed in the County Clerk's Office.

Walworth County Lakeland Health Care Center Board of Trustees
MINUTES

September 22, 2010 Meeting – 1:00 p.m.

Walworth County Meeting Room 111
Government Center – Elkhorn, Wisconsin

The meeting was called to order by Chairman Grant at 2:18 p.m.

Roll call – Committee members present included Chairman Grant, Supervisors Hawkins, Ingersoll, Redenius, and Schaefer. A quorum was declared.

Others present – Linda Seemeyer, Director of Health and Human Services/Lakeland Health Care Center Superintendent; Elizabeth Aldred, Deputy Director of Health and Human Services; Juliet Young, Health and Human Services; Bernadette Janiszewski, Lakeland Health Care Center Administrator and Nancy Russell, County Board Chairperson.

Public in attendance – There one member of the public present.

There were no agenda withdrawals. **Supervisor(s) Hawkins/Schaefer moved to approve the agenda. Motion carried 5–0.**

The Lakeland Health Care Center Board of Trustees committee minutes of the August 18, 2010 meeting were approved. **Motion and second made by Supervisor(s) Schaefer/Grant to approve the minutes. Motion carried 5–0.**

Public Comment – There were no comments from the public.

Unfinished Business – There were no items of unfinished business.

New Business –

Lakeland Health Care Center 2001 Proposed Budget - Ms. Janiszewski reviewed the proposed budget. The position changes in the dietary department will be made through attrition. After conducting a few pilot programs and reviewing the new rehab unit, LHCC is requesting two new positions. The Food Services Manager and part time nurse will help to ensure we remain in compliance with the law and to accommodate patients being admitted later in the day.

Supervisor Ingersoll asked if the proposed management positions would be in-house. Ms. Janiszewski stated that they would be in-house positions.

Ms. Janiszewski explained the anticipated replacement schedule on machines.

Supervisor Grant asked if items do not need to be replaced what happens with the money budgeted. Ms. Janiszewski explained that the funds are kept in an equity fund. Supervisor

Grant asked what is the total cost on the position changes. Ms. Janiszewski will have to look at the entire proposed budget and get back to him.

Supervisor Schaefer asked if the \$56,000 position was a full time position. Ms. Janiszewski stated it was a part time position with part time benefits. Supervisor Schaefer also inquired about the hot water heaters. Ms. Janiszewski stated that Mr. Crawford could better explain what the ozone injector is. Her understanding is that it will save energy and money over time. Supervisor Schaefer asked if the dryers that were requested as part of the CIP budget were to replace dryers purchased when the facility was built. Ms. Janiszewski explained that three of the dryers were electric dryers moved from the old building. The new facility is vented for gas dryers. LHCC is not able to heat the laundry room properly because of the ventilation problem.

Supervisor Ingersoll asked if the part time CNA positions that are vacant were figured into the proposed budget. Ms. Janiszewski stated that they are part of the budget request. LHCC is requesting that the Human Resources Committee unfreeze these positions.

Reports –

LHCC Administrator's Report and Financial Update – Ms. Janiszewski reported that the LHCC is on track with regard to budget. Ms. Janiszewski handed out the August income statement summary. All the finances are on target with the budget.

Supervisor Grant asked what the average stay was for someone in the rehabilitation unit. Ms. Janiszewski stated the average stay is 28 – 32 days, which is in line with the State's average.

Supervisor Ingersoll asked if there is a difference between medical and rehabilitation. Ms. Janiszewski stated they are different departments.

Correspondence – There were no correspondences.

Announcements –

Supervisor Grant asked how many golfers have signed up for the October 2nd golf outing. Ms. Janiszewski stated it was approximately the same number of golfers as last year. Supervisor Grant asked if a press release was going to be sent out to obtain more golfers. Ms. Janiszewski stated the golf committee is working on one.

Starting with the October meeting Lakeland Health Care Board of Trustees 1:00 p.m. and the Health and Human Services Board will tentatively meeting meet at 1:15 p.m.

Next Meeting Date – The next meeting is scheduled for October 20, 2010 at 1:00 p.m.

Adjournment – On motion and second by Supervisor(s) Hawkins/Redenius, Chair
Grant adjourned the meeting at approximately 2:39PM. Motion carried 5-0.

Submitted by Juliet Young, Recorder. Meeting minutes are not considered final until approved by the committee at the next regularly scheduled meeting.

Walworth County Health and Human Services Committee
MINUTES

September 22, 2010 Meeting – 1:00 p.m.

Walworth County Board Room
Government Center – Elkhorn, Wisconsin

The meeting was called to order by Chairman Grant at 1:00 p.m.

Roll call – Committee members present included Supervisors Grant, Hawkins, Ingersoll, Redenius and Schaefer; and Citizen Members Pious and Wagie-Troemel. Citizen Member Ketchpaw was excused. A quorum was declared.

Others present – County Administrator David Bretl; Linda Seemeyer, Director of Health and Human Services/Lakeland Health Care Center Superintendent; Elizabeth Aldred, Deputy Director of Health and Human Services; Lori Muzatko, Health and Human Services; Roger Zierfuss, Health and Human Services; Ety Wilberding, Health and Human Services; Juliet Young, Health and Human Services; Kris McGill, Senior Buyer of Public Works – Purchasing; Phil Koss, District Attorney; Keith O'Donnell, Assistant Corporation Counsel; Bernadette Janiszewski, Lakeland Health Care Center and Nancy Russell, County Board Chairperson.

Public in attendance – There were two members of the public in attendance.

Supervisor Grant amended the agenda to prioritize the items. Changes to the agenda start after item 6. Public comment period. Amended agenda is follows: Item 8a) Resignation of Citizen Representative Ketchpaw, item 7b) Child Death Review Team (CAC), item 7e) Update on Transportation request for proposal, item 8c) 2011 Health and Human Services fee schedule and then back to item 7a) to proceed in order for all unfinished items. **Motion and second made by Supervisors Schaefer and Ingersoll to approve the amended agenda. Motion carried 7-0.**

The Health and Human Services minutes from the August 18, 2010 meeting were approved. **Motion and second made by Supervisor Hawkins and Citizen Representative Pious to approve the minutes. Motion carried 7-0.**

Public comment – There were no comments from the public.

Unfinished business –

Ordinance No. xx-10/10 Amending Chapter 50 of the Walworth County Code of Ordinances Relating to the Provision of Services to Certain Out-of-County Residents – The department is seeking approval from the Board for this ordinance.

Supervisor Grant asked for clarification on the ordinance. Ms. Aldred explained it would allow the department to provide court ordered services in cases involving children to persons residing outside of the county. In many cases the ability of Health and Human

Services to safely return youth to their families (or to successfully pursue the legal termination of parent rights) is contingent on the department's ability to provide effective services to parents and other caretakers. Provision of these services may help the department avoid more costly alternatives such as out-of-home placements.

Motion and second made by Citizen Representatives Wagie-Troemel and Pious to approve the ordinance. Motion carried 7-0.

Child Death Review Team (CAC) – District Attorney Phil Koss and Assistant Corporation Counsel Keith O'Donnell gave the board a brief overview of the Child Death Review Team. They are asking this Board to recognize the team.

Supervisor Grant asked if this was different from the protocol signing that was done earlier this year. This team is different since the focus is on prevention on child deaths rather than an investigation of specific cases.

Supervisor Ingersoll asked about suicide investigations. The team will be investigating all suicides for persons up to age 25 rather than the standard 18 years of age.

Citizen Representative Wagie-Troemel asked if the Health and Human Services Board was the last the team was obtaining recognition from. The team will not be seeking any further approvals from other committees.

Motion and second made by Citizen Representatives Wagie-Troemel and Pious to recognize the Child Death Review Team. Motion carried 7-0.

Supervisor Grant asked if there would be equal representation on matters that crossed county lines. There will be equal representation. Mr. O'Donnell thanked Linda Seemeyer for her support. The team will provide an update to this Board in October.

Global Positioning System (GPS) Policy – Ms. Aldred explained that per the Board's request a policy for global positioning system devices has been written. Lori Muzatko, who supervises Transportation and Information Technologies assisted in writing this policy.

Motion and second made by Supervisors Hawkins and Ingersoll to approve the global positioning system policy. Motion carried 7-0.

Compliance Plan for Clinical Services – Ms. Aldred presented an updated version of this compliance plan for the Board's review that included referenced policies.

Supervisor Grant asked if the committee was able to see the Echo procedure manual. Ms. Aldred stated that a copy for their review was available at the Health and Human Services Center.

Motion and second made by Citizen Representative Wagie-Troemel and Supervisor Hawkins to approve the compliance plan for clinical services. Motion carried 7-0.

Updated on Transportation Request for Proposal – Ms. Seemeyer reviewed the updated transportation request for proposal. She is requesting the Board's approval of the bid to send on to the Finance Committee.

Supervisor Ingersoll asked if there were bid options. Ms. Seemeyer explained that there three bid proposals submitted. The bid will not be awarded until tomorrow at the Finance Committee meeting.

Supervisor Grant asked if the companies that submitted bids were invited to the bid opening. Kris McGill, Purchasing Manager, stated that they were.

Supervisor Ingersoll asked about what recourse companies that did not win the bid could take. Ms. McGill explained that the bids cannot be changed, but those companies can file an appeal. Bids are awarded based on a rating system that includes many factors.

Supervisor Grant asked when the deadline was for this proposal and if the opening of the bids is open to the public. The deadline was at 10:00 a.m. on September 15th. Companies are aware of the opening of the bids take place and are able to attend.

Supervisor Ingersoll asked if she could receive a copy of the rating system. Ms. McGill said she would get her a copy.

County Board Chair Russell asked if Health and Human Services is still eligible for the 85.21 Transportation Grant that serves Walworth County's disabled and elderly population. Ms. Muzatko explained that the drivers are not part of the grant and therefore the agency will still receive this grant.

Supervisor Grant asked if volunteers are allowed to drive county vehicles. Ms. Muzatko explained that due to liability issues volunteers can only drive their own vehicles.

Mr. Bretl stated that the cost of county employees is nearly twice the cost for drivers in the bid and with the savings it might be possible to expand transportation services.

Supervisor Ingersoll asked if the scoring was available for the Board. It will be at next month's meeting.

Motion and second made by Supervisor Hawkins and Citizen Representative Wagie-Troemel to forward the recommendation for VIP to be awarded the bid for transportation to the Finance Committee. Motion carried 7-0.

Update on Transportation Public Hearing September 16, 2010 – Minutes will be mailed to the Health and Human Services Board members. Ms. Muzatko explained there five

people in attendance for the meeting. The National Alliance on Mental Illness (NAMI) requested evening transportation services for their meetings.

Supervisor Grant asked if the cost has been determined for this request. Ms. Muzatko explained that it would cost around \$1,300 to reimburse their drivers, \$2,000 if Health and Human Services volunteers are used and \$8,000 to \$15,000 if county employees do the driving. Supervisor Grant asked if this was based on current attendance of NAMI meetings and Ms. Muzatko explained that it was. Ms. Muzatko is concerned about other groups also asking for assistance.

Chairperson Russell asked if anyone has looked into the transportation needs of the elderly. Ms. Muzatko stated that an official study has not been done. The priorities of the department are for medical appointments. Ms. Seemeyer explained that the Southeastern Wisconsin Regional Planning Commission (SEWRPC) will be at the November meeting to discuss the transportation survey they will be conducting. Supervisor Grant asked if the needs of the elderly will be a part of this study. Ms. Muzatko stated it was possible.

New Business –

Resignation of Citizen Representative Ketchpaw – An acknowledgement and an Executive Committee resolution will be presented at the November meeting for Ms. Ketchpaw.

Motion and second made by Citizen Representative Wagie-Troemel and Supervisor Ingersoll to accept Citizen Representative Joyce Ketchpaw's resignation. Motion carried 7-0.

Health and Human Services 2011 Proposed Budget – Ms. Seemeyer gave a brief PowerPoint presentation on the highlights of the Health and Human Services 2011 proposed budget. This is a status quo budget with no major changes planned for the upcoming year.

Supervisor Grant asked if the Clerk IV position had been filled. Ms. Seemeyer stated that it has not since this is a proposed budget and has not been formally accepted at this time.

2011 Health and Human Services Fee Schedule – Ms. Seemeyer explained the changes in the proposed fee schedule.

Supervisor Grant asked if the high risk flu shot was available now. It is available now through doctor's offices and clinics. Public Health Department will have the high risk flu shot in 2011.

Chairperson Russell asked if Medicare was not covering flu shots until after October 1, 2010. It is believed that Medicare is covering the high risk flu shot but staff will confirm for the next meeting. Chairperson Russell also asked if people need to get the H1N1 immunization again if they received on last year. Yes, they do.

Motion and second made by Supervisor Hawkins and Citizen Representative Wagie-Troemel to accept the proposed 2011 Health and Human Services fee schedule. Motion carried 7-0.

Reports – There were no reports.

Correspondence –

Communication from the Department of Children and Families regarding the Audit Report Related to DCF Awards – Ms. Seemeyer reviewed the report and recommended that the item be placed on file since no further action is required.

Motion and second made by Supervisors Hawkins and Ingersoll to place this report on file. Motion carried 7-0.

Monroe County Resolution No. 08-10-03 – Authorizing Financial Support of Local Public Health by the State of Wisconsin – Ms. Seemeyer explained the resolution.

Supervisor Ingersoll asked what is the state's current rank. Ms. Seemeyer was unsure of the exact ranking and will get back to Supervisor Ingersoll.

Supervisor Hawkins asked if Walworth County should have a similar resolution. Ms. Seemeyer thinks that the county should and it will be at the October meeting.

Motion and second made by Supervisors Ingersoll Hawkins to approve drafting a similar resolution for Walworth County. Motion carried 7-0.

Announcements – Starting with the October meeting Lakeland Health Care Board of Trustees 1:00 p.m. and the Health and Human Services Board will tentatively meeting meet at 1:15 p.m. The October meeting will also be a joint meeting between Health and Human Services and Children with Disabilities Education Boards starting at approximately 1:45 p.m.

Citizen Representative asked if a replacement for the vacant citizen representative position will be filled. Ms. Seemeyer explained that Dr. Seeger will be at next month's meeting. She also asked the board to think of possible replacements for the other vacant citizen representative position.

Chairperson asked if an advertisement would be placed in the paper for the vacant position. Ms. Seemeyer stated that the department can but it is not a requirement.

Next Meeting Date – The next meeting is scheduled for October 20, 2010 at tentatively 1:15 p.m. following the Lakeland Health Care Board of Trustees meeting.

Adjournment – On motion and second by Supervisors Schaefer and Redenius, Chair Grant adjourned the Health and Human Services meeting at approximately 2:10 p.m. Motion carried 7-0.

Submitted by Juliet Young, Recorder. Meeting minutes are not considered final until approved by the committee at the next regularly scheduled meeting.

DRAFT

**Walworth County Board of Supervisors
Public Works Committee
MEETING MINUTES
Monday, September 20, 2010
Walworth County Government Center, County Board Room 114
100 West Walworth Street, Elkhorn, Wisconsin**

Chair Russell called the meeting to order at 4:00 p.m.

Roll call was conducted with all members present, to-wit: Kathy Ingersoll, Nancy Russell, Joe Schaefer, Rick Stacey and Russ Wardle

Other present:

County Board Supervisors:

Randy Hawkins; Dan Kilkenny

County Staff:

County Administrator David Bretl; Deputy County Administrator-Central Services Shane Crawford; Deputy County Administrator-Finance Nicki Andersen; Public Works Superintendent Larry Price; Assistant Public Works Superintendents John Miller, Don Kreft and Jack Delaney; Purchasing Manager Peggy Watson; Stacie Johnson, Budget Analyst; Jessica Lanser, Controller; Lakeland School Administrator Tracy Moate; Health and Human Services Administrator Linda Seemeyer; IT Director John Orr

Members of the public:

Dennis Jordan, Lake Geneva City Administrator; Dan Winkler, City of Lake Geneva Public Works Director

Agenda withdrawals/approval

Supervisors Stacey and Schaefer moved to approve the Agenda as presented. The motion carried 5-0.

Supervisors Stacey and Schaefer moved approval of the meeting minutes of the September 9, 2010 joint meeting with the Finance committee. The motion carried 5-0.

Public comment period. No one in the audience asked for recognition by the Chair.

Chair Russell asked to consider other items before the presentation of the Administrator's Five-Year Capital Improvement Plan (CIP). With committee consensus, the Chair proceeded with ongoing/unfinished business.

Ongoing/unfinished business

Update on Walworth County Children's Center/Occupation of space in the Government Center

Deputy County Administrator-Central Services Shane Crawford said he shared some concerns with officials of the Center, and they reconsidered their presentation and asked to defer this item until they have investigated other options for partnering with other entities. Initially, interest was expressed to rent the southern half of the west wing on the second floor of the Government Center. However, they would only want half of the space, making it unlikely the county would be able to lease the other half of the vacant space. **Supervisors Stacey and Wardle moved to table the presentation indefinitely. The motion carried 5-0.**

Regular Business

Referrals from September 9, 2010 County Board of Supervisors meeting:

Communication from DeWitt Ross & Stevens S.C., Law Firm, representing Veolia ES Mallard Ridge Landfill, Inc., regarding Notice of Intent to Acquire Facilities (related documents on file in County Clerk's office)

Crawford asked the committee to place the correspondence on file, explaining that he and Deputy Corporation Counsel Michael Cotter are monitoring the developments to protect the County's interest. At this time, Veolia has no intent to change the operations of the landfill. **Supervisors Stacey and Ingersoll moved to receive the correspondence and place it on file. The motion carried 5-0.**

Discussion/possible action concerning "Welcome to Walworth County" signs

Supervisor Stacey said that on his side of the county there was a sign beneath the standard Walworth County sign stating "Walworth County is zoned", with an obsolete telephone number. The zoning message sign has been removed, Crawford said. Stacey asked if perhaps our website address could be added to the county signs, and Russell asked where the signs would be placed. Crawford said he could inventory the number and locations of signs and consider options for signage on county roads. County Administrator David Bretl suggested tourism promotion on the signs would be a good idea; however, if the state prohibits such signs on its roads. **Supervisors Stacey and Ingersoll moved to place the signage on the agenda next month, when staff will have an accurate count of the number of existing "Walworth County" signs. The motion carried 5-0.**

Specifications for repair of bridge on CTH G, Village of East Troy

Crawford referred to the summary specifications in the agenda packets. **Supervisors Stacey and Schaefer moved to approve the specifications for the County Highway G bridge repair. The motion carried 5-0.**

Specifications for shoulder machine for Public Works Department

Crawford said although the department is trying to lease equipment wherever feasible, it is imperative to operational efficiency to purchase a shoulder machine. There are 2010 budgeted funds for the purchase of the machine. **Supervisors Wardle and Stacey moved approval of the specifications for the shoulder machine for Public Works. The motion carried 5-0.**

Resolution adopting the parking lot maps created by section 66-156(2) of the Walworth County Code of Ordinances

Crawford reported that pursuant to county ordinance the county parking lot maps have to be adopted by resolution. Because of the parking lot rehabilitation at the Government Center and the pending projects at the Health and Human Services Center and Judicial Center, the maps require revision. Assistant Public Works Superintendent John Miller presented the essential changes in the lots, including additional spaces that will be added. Chair Russell expressed concern over the distance the public has to walk to the main doors at Health and Human Services, and asked whether client parking signage could be changed to visitor signage. Health and Human Services Director Linda Seemeyer said that WIC clinics are held twice a week, and families with small children need closer access to the building. In addition, the ADRC has appointments 5 days a week and clients are generally elderly and frail. Seemeyer added she would discuss the issue with her staff. Miller said that he would mark the handicap spots appropriately on the map. The lot at Health and Human Services will be expanded to add 75 additional spaces to accommodate larger crowds, and the Judicial Center will have 50 extra spots. **Supervisors Stacey and Wardle moved to approve the resolution, provided staff addresses the number of required handicap accessibility spots at the Health and Human Services Center lot. The motion carried 5-0.**

Request by City of Lake Geneva to install traffic signals at Interchange North/CTH H

Crawford invited Lake Geneva City Administrator Dennis Jordan and Public Works Director Dan Winkler to address the committee. Mr. Jordan explained that the City is working on Edwards Boulevard and should be completed next month. They requested to work in the county right-of-way to install their traffic signals at the intersection. The permit will show that the traffic signals will be owned and maintained by the City. In addition, if the permanent traffic signals are not finished in time, Jordan asked if they could install temporary three way flashing lights. Supervisor Schaefer requested that consideration be given to transfer that portion of CTH H to the City in the future. **Supervisors Stacey and Ingersoll moved to approve the request by the City of Lake Geneva to work in the county's right-of-way and install traffic signals at Interchange North. The motion carried 5-0.**

Special Order of Business

Presentation of the County Administrator's Five-Year Capital Improvement Plan

Appeals/adjustments to the Plan

Recommendation of Five-Year CIP to the Finance Committee

Administrator Bretl said this presentation is a good opportunity for the committee to ask questions, request further information and amend the Capital Improvement Plan (CIP). The Operating budget and CIP was distributed to Supervisors on September 9. Bretl advised that no written appeals to the CIP had been received in advance of the meeting. To recommend changes to the plan, a majority vote is necessary. Bretl directed the committee's attention to the CIP on page 24 of the booklet, and gave a brief summary of departmental requests. He emphasized that although the primary focus was on the 2011 requests, the committee should also look at projects placed in the years 2012-2015. He noted that with the road projects, we have combined years to get better pricing and save money. He encouraged members to drive some of the roads to gauge for themselves the pavement condition. The jail expansion project has been moved out to 2014 and other options are being considered, especially alternatives to incarceration. The County Clerk has an item in 2013 for election equipment, which Bretl said will help standardize equipment countywide. He summarized the other departmental requests, including finishing courtrooms at the Judicial Center, which were put in 2013, since it makes economic sense to do both at the same time. The Sheriff's Office range remodel is a project that has been delayed for several years, and the renovations have been pushed out to 2013. Bretl encouraged the committee to discuss and question any of the items on the list. Chair Russell asked about the manlifts for the Health Care Center, adding that she thought it important to give employees assistance and help avoid injuries on the job. Ms. Seemeyer added that some of the lifts are replacements and that there is increasing need due to the increase in bariatric patients. Supervisor Schaefer questioned the hot water heater at the Sheriff's office and the ozone hot water heater at the Health Care Center. John Miller said the building was designed with gas dryers, and two electric dryers were transferred from the old facility. The ozone heater would save on detergent and water used in washing. The hot water heater at the Sheriff's Office is to replace the original one that is in the Huber expansion area. He said the ozone generator would produce cost savings at the Health Care Center. Bretl said if the committee had concerns, they could take those specific projects out of the plan now, or leave them in and investigate further as they are brought to committee for approval next year. Chair Russell said the items in question have all been identified by departments from an operational standpoint. She suggested approving the plan. Stacey asked about the annual marked squad replacements, asking whether they could be replaced instead at 18 months or thereafter. No one from the Sheriff's Office was present to explain the replacement schedule, but Crawford said that the squads were driven continuously for three shifts in a 24-hour period, which puts a lot of wear on the cars and high mileage. **Supervisors Stacey and Wardle moved to recommend the Five-Year Capital Improvement Plan to the Finance Committee, contingent upon satisfactory explanation of the hot water heater for the Sheriff's Office, the ozone hot water "heater", and the Sheriff's squad car replacements. The motion carried 5-0.**

Change order requests

- **Health and Human Services parking lot**

Supervisors Schaefer and Wardle moved approval of Change Order HHS-BR-001 in the amount of \$(14,585). The motion carried 5-0.

- **Government Center multipurpose room** - Change orders MP-TN-001, MP-TN-002 and MP-TN-002 are advisory only and do not require approval by the committee.
- **Government Center west wing roof replacement** – GC-NR-002, for \$783, does not need formal action by the committee.

Final pay request

Government Center renovations – J.P. Cullen

Supervisors Stacey and Ingersoll moved approval of J.P. Cullen's final invoice in the Government Center renovation project, in the amount of \$20,317. The motion carried 5-0.

Capital project summaries

Crawford requested that the summaries be provided to the committee quarterly, as there are very rarely questions about routine expenditures on the capital projects. **Committee consensus was to direct staff to provide capital project summaries to the committee on a quarterly basis.**

Update and discussion on staffing at Public Works Department

Crawford reported that the Public Works accountant has left the department to pursue another career, and staff is attempting to absorb her job duties internally. He advised the committee that he would like to take some time to determine how the department will handle the workload and what he may need assistance with. He said he is developing a small reorganization plan and will also be discussing this at the Human Resources Committee meeting on September 22.

Memorandum of Understanding with the City of Burlington concerning Walworth County Clean Sweep participation

The Memorandum was distributed before the meeting. The agreement grants permission for City of Burlington residents to participate in the 2010 Walworth County Clean Sweep program. The City of Burlington will reimburse Walworth County for services provided to their residents. **Supervisors Ingersoll and Wardle moved approval of the Memorandum of Understanding, and to grant authority for staff to internally approve this type of cooperative arrangement in the future. The motion carried 5-0.**

Next Public Works Committee meeting date and time: Monday, October 18, 2010 - 4:00 p.m.

Adjournment

Supervisors Stacey and Schaefer moved to adjourn the meeting. The motion carried 5-0 and the meeting adjourned at 5:21 p.m.

Minutes recorded by Becky Bechtel, Public Works Department

Note: Meeting minutes are not considered final until approved by the committee at the next regularly scheduled meeting.

County Zoning Agency
MINUTES
September 16, 2010, - 4:00 p.m.
100 West Walworth Street
Elkhorn, Wisconsin

Chairman Stacey called the meeting to order at 4:00 p.m.

Roll call – Committee members present were Chairman Rick Stacey, Vice Chairman Dave Weber, Supervisors Rich Brandl, Carl Redenius, and Russ Wardle and Citizen Members Richard Kuhnke, Sr. and Jim Van Dreser. A quorum was present.

County staff present - Land Use and Resource Management Department Senior Planner Neal Frauenfelder, Planner Matt Weidensee, Senior Zoning Officer Deb Grube, Code Enforcement Officers Nancy Welch, and Darrin Schwanke. Also attending were County Administrator David Bretl and County Board Chair Nancy Russell.

Public in attendance – Cassandra Kordecki; Robert Sher; Michael Goril; Greg Andros; Warren Hansen, Farris, Hansen & Associates, Inc.

Chairman Stacey announced the following items have been withdrawn from the agenda at the request of the property owner:

Item 9.d.1. – B & S Land Development (Jamie Stilling-Stepp and James Braun, App.), Town of Lafayette, Rezone 6.49 acres of A-1 to A-4, and

Item 9.d.2. – B & S Land Development (Jamie Stilling-Stepp and James Braun, App.), Town of Lafayette, Conditional Use for a contractor storage yard for a landscaping business. The applications were denied at the Town.

A motion and second to APPROVE the agenda as amended was made by Richard Kuhnke and Supervisor Brandl. The motion carried 7 – 0.

A motion and second to APPROVE the minutes of the August 19, 2010 meeting was made by Supervisors Brandl and Weber. The motion carried 7 – 0.

Zoning enforcement (4:00:42 – 4:03:38) Senior Zoning Officer Deb Grube mentioned that the enforcement spreadsheets are contained in the committee's packets for today. She stated that there is an additional enforcement action that has developed in the Town of Whitewater since the packet was created. No discussion took place.

Short Term Rentals (4:03:38 – 4:49:53) Deb Grube called the committee's attention to a checklist in their packet which listed several options to consider in their discussion. Supervisor Weber said that from previous discussions, the committee's attention should be focused on Option 2 which would be the conditional use route. He said that the Wisconsin Department of Health would be holding a seminar in Lake Geneva in November regarding renting your home or property to tourists and what is involved. He said we should consider an ad hoc committee to

take some of the burden off the staff. This could help make designing an ordinance easier. He said he would like to keep this on the agenda and keep moving forward. Supervisor Redenius said Option 2 would be his least favored option that he would pick because you should hear from the towns and you'd have to hire two staff people, and he doesn't know if it's worth that kind of money. He said he doesn't know if we could generate enough fees to cover additional staff. He also said that the towns are only advisory under Option 2. He said maybe there would be a better relationship between the towns and county if the towns had a say in conditional uses. Regarding enforcement, he said it doesn't look like we are gaining anything. We should enforce what we have now before we allow a lesser amount of days. If we can't enforce the 30-day rental, how are we going to enforce a week. He would suggest Option 3. We already have short-term rentals covered under rezones for hotel/motel, lodge, bed and breakfast. Of the towns surveyed, the majority would be in support of Option 3, also. If we go ahead, we will be taking revenue and business away from existing lodging businesses after all they had to go through. He said no one has called him to say that short-term rental is a good idea. He said numerous people have called him and said leave things as they are. **Supervisor Redenius made a motion to go with Option 3, which is that the committee takes no action. There was a second by Richard Kuhnke.** Additional discussion took place. County Board Chair Nancy Russell said she agrees with Supervisor Redenius and that we should enforce what we are doing and the conditional use route is not an option at all. Jim Van Dreser said he is not sure he can support the motion. He said with Option 1 (create new zoning district) there is an avenue to pursue. He prefers the committee pursue Option 1. Nancy Russell said that rich gated communities prohibit this and are protected. We would be taking property rights away if we amend the ordinance and later would change the ordinance back. She said she has had people tell her that they are afraid to report violations for fear of retaliation. If everyone here feels we have to do this she said the rezone is the way to go. She said she agrees with Supervisor Redenius. She doesn't see how Option 1 or 2 are going to make it any better. There being no further discussion **the motion passed 5 – 2 with Supervisor Weber and Jim Van Dreser voting 'no'.**

New Business

Discussion/Possible Decision – Amendment to Walworth County Code of Ordinances – Subdivisions, Sections 58-4.3 Preliminary plat approval; 58-4.5 Final plat approval; and 58-4.10 condominium projects (4:49:53 – 4:53:16) Neal Frauenfelder stated that the purpose of this ordinance amendment is to bring the Walworth County Code of Ordinances- Subdivisions into compliance with revisions to Chapter 236, Wis. Stats. as adopted in 2009 Wisconsin Act 376. **A motion and second to APPROVE and that this amendment is consistent with the Walworth County Multi-Jurisdictional Comprehensive Land Use Plan was made by Richard Kuhnke and Jim Van Dreser. The motion carried 7 – 0.**

Discussion/Possible Action – Amend existing conditional use for Lake Geneva Canopy Tours (formerly Ceisel property), Town of Geneva, to allow use of an off-site location as a temporary welcome center until such time as a permanent structure can be built (4:53:16 – 5:05:25) Matt Weidensee stated that the conditional use for this site does not allow use of the entire property until certification of restoration on the existing gravel pit is received from the Conservation Division as stated in condition #22. The property owner is requesting to amend condition #22 to allow use of the property outside of the pit restoration area prior to receiving restoration

certification. Also the owner is requesting to amend the plan of operations to allow for a temporary off-site welcome center until such time as a permanent structure is built on the site according to the plan. The Town has approved the amended conditional use request with a recommendation of adding condition #33. Mr. Kuhnke asked if the Town had set a timeline for this request. Discussion took place regarding a timeline for completion of a permanent structure. The committee suggested 30 months. **A motion and second to APPROVE the request with the following amended conditions was made by Jim Van Dreser and Richard Kuhnke. The motion carried 7 – 0.**

1. The Conditional Use for a zip line adventure park as amusement activity in the P-1 and a recreational park in the C-2 areas is approved as per the plan submitted **and amended (9-16-10) to allow a temporary off-site Welcome Center with a shuttle bus and to use portions of the site not needing gravel pit restoration prior to restoration certification** with all additional conditions.

22. The applicant must obtain a certification of restoration for the gravel pit from the County Conservation Division of LURM prior to use of **the portions of the site needing restoration as depicted on the restoration plan**. The certification shall include specific requirements providing time periods for permanent stabilization of the steep slopes.

32. **The temporary Welcome Center shall be located at N3219 County Road H as center of operation with transportation to and from the facility only being by way of a shuttle bus and operation of any ATV vehicles across County Road H shall be strictly prohibited as per the Town.**

33. **The applicant shall have 30 months in which to use the temporary off-site Welcome Center.**

A motion and second to recess the meeting until 5:30 p.m. was made by Supervisors Brandl and Wardle. The motion carried 7 – 0.

Chairman Stacey called the meeting to order at 5:31 p.m.

Amendment to Walworth County Code of Ordinances – Subdivisions, Sections 58-1.1 Definitions; 58-3.2 Compliance; 58-3.2 (5) Compliance (5:31:27 – 5:37:22) Neal Frauenfelder said this amendment is to bring the Walworth County Code of Ordinance – Subdivisions into compliance with revisions to Chapter 236 of Wisconsin Statutes as adopted in 2009 Wisconsin Act 376 and Chapter 66, Wisconsin Statutes as adopted in 2009 Wisconsin Act 372. This amendment adds the words ‘consistent with’ to the subdivision ordinance under Definitions and Compliance. Previously the words ‘compliant with’ were used. In Section 58-3.2 (5) the word ‘Comprehensive’ is being taken out and replaced with ‘Plans’ and also adding ‘other than comprehensive land use plans’ or components of such plans prepared by state, regional, county, or municipal agencies duly adopted by the county board of supervisors. He said the state does

not use the word 'compliance' anymore. They use 'consistent'. There was no one to speak for or against this amendment. This will be on the committee's October 21, 2010 agenda for action.
Rezones

Greg Andros, Town of Bloomfield, Rezone .04 acres of R-1 & C-4 to C-4 & R-1 (5:37:22 – 5:44) Matt Weidensee described the property as being in Section 24, Town of Bloomfield. The Town has approved the request. Mr. Weidensee further said the application indicates the owner is requesting a rezone based on a wetland delineation to match the zoning boundary to field conditions. The owner indicates that the rezone is being requested in order to be able to construct a 400 sq. ft. dry boathouse in an area currently zoned as wetland. The wetland delineation was conducted by a DNR assured wetland delineator. The property owner indicates the rezone is being requested in order to construct a dry boathouse in the area proposed to be rezoned to R-1. Benedict Lake has received floodplain designation from FEMA during the 2009 Floodplain Map modernization which may result in the shore frontage where the boathouse is proposed being in the new floodplain area. Walworth County will not issue a zoning permit for the construction of a boathouse in the floodplain. The property owner will need to verify the location of the floodplain elevation on the property prior to obtaining a zoning permit for the boathouse if the rezone is approved. Mr. Weidensee further stated that the FEMA map, for some reason, shows the floodplain very close to the edge of Benedict Lake and our zoning map, when the FEMA map was brought onto the county aerial photos, shows the floodplain substantially further up on the land. If the rezone passes, we have to verify where that actual floodplain boundary is on his property, because he is not allowed to build a boathouse in a floodplain. Greg Andros appeared before the committee and said the previous wetland delineation was done back in the 1950's. He said that a county road crosses his property, although it is lakefront, and the road prevents him from getting to the beach without crossing it. He has safety concerns with his children crossing the road with tubes, etc. He was hoping to store those items on the lakeside of the road. There was no one to speak for or against this item. **A motion and second to APPROVE was made by Supervisors Weber and Brandl. The motion carried 7 – 0.**

Adjournment – **A motion and second to adjourn was made by Supervisors Brandl and Weber. The motion carried 7 – 0. The meeting was adjourned at 5:44 p.m.**

Submitted by Marie Halvorson, Recording Secretary. Minutes are not final until approved by the committee at its next meeting.

HONEY LAKE

Protection and
Rehabilitation District

P.O. Box 565

Burlington, WI 53105



Commissioner's Meeting

August 17, 2010

Chairman Lutz called the meeting to order at 7:01 P. M. at the Rochester Public Library.

Commissioners present were John Lutz, Judith Correll, Gerald Schwarten, Roy Lightfield, Robert McIndoe and Michael Weinkauf.

The minutes of the July 2010 meeting were read. Commissioner Schwarten questioned that he usually does not second the treasurer's report. For some reason he did. A motion was made by Michael Weinkauf to approve the minutes, seconded by Robert McIndoe and carried.

The treasurer's report was read, copy attached. A motion to approve the treasurer's report was made by Michael Weinkauf, seconded by Robert McIndoe and carried.

Michael Weinkauf reported that there is \$30,074.00 in the Rochester Road Fund. Commissioner Schwarten reported that the road fund money from The Town of Spring Prairie has been received but the tax money has not.

OLD BUSINESS

We sent the property owner on the corner of West Lakeshore Dr. and Cty. Rd. DD a letter stating that he was mowing district property and had a tree planted on district property. He found the stakes between his land and the district's land and has moved the tree to his land and will stop mowing the grass.

Bienemann Tree Service will remove the oak tree stump by Del Monte Dr. that they took down last year. The cost for removing the five trees by the north beach that are hanging over a house is \$1,100.00. Will contact the electric company to see if they will take them down.

Derek is keeping track of the time he spends on each project he does. We also have a girl, Amber Kolosso, who would like to do community service work for school. The school requires 40 hours for each student.

Deputy Castillo was in attendance. He spoke with Mr. Kempken again about his equipment being in the yard and not in the building. He has a storage facility somewhere but still uses his yard. When he put the building up he was supposed to use it for maintaining his equipment not for storing it. Deputy Castillo also talked with Mr. Ibarra regarding the junk truck in his yard and about parking the big wrecker in his yard.

Before winter we will look at all the street and road signs to see what needs replacing.

The emergency action plan is still in the works so people in the subdivision would know where to report in to make sure everyone is accounted for. The Village of Rochester has a plan in place so we will contact the fire chief to discuss the Honey Lake Subdivision.

The monthly meetings will be held at the library until further notice.

NEW BUSINESS

Rochester's Day in the Country is Sept. 18, 2010. The district is welcome to have a booth and take part in the activities.

The equalization pipe project is almost complete now that all the landscaping is done. The only thing left is the road. The bid notice for blacktopping Shervin Dr. will be in the paper this week and next week. The bids will be back in time to approve one at the September meeting with the work to be done by November 1, 2010. Chairman Lutz has worked up a contract stating the specifications for the paving of the road. Chairman Lutz read the contract. It was suitable to the board.

The bid for paving Del Monte Dr. is \$18,000.00 just to pave what is not paved. To tear out the part in front of Mike Kasprzyk's house that he had done a few years ago and repave that area is \$5700.00. We will have to wait to see how much is left in the road fund leaving enough for snowplowing.

August 17, 2010 Page 3

There are two payments left on paving the roads on the Spring Prairie side. Chairman Lutz would like a motion to authorize the Town of Spring Prairie to withdraw \$7,980.20 from the road fund to make the payment. A motion was made by Michael Weinkauff to authorize the Town of Spring Prairie to withdraw the \$7,980.20 from the road fund and make the payment, seconded by Robert McIndoe and carried. The final payment in 2011 will be \$7,664.83.

Arlene Avadian asked if we own the roads or turned them over to the Town of Spring Prairie? The two main roads, East & West Lakeshore Drive, are owned by the Town of Spring Prairie so that the sheriffs department would be able to enforce all the ordinances. The one thing that we have to negotiate with the town is the snowplowing. Will the town plow the roads or if we will plow them and the town reimbursing us for the cost?

The bridge over Sugar Creek is scheduled to be rebuilt in 2011. There is an informational meeting on August 24, 2010 for anyone interested at the Spring Prairie Town Hall at 5 P.M.

We received the instructions from the DNR Dam Safety Unit stating the guidelines for the inspection to be done by a certified engineer at the cost of the dam owner by 2011. We did have an inspection done a few years ago when we needed the repairs. We also had a dam failure analysis done and the dam is considered a low hazard dam. We will need to brush the dike for the dam inspection.

The Honey Lake Improvement Association is questioning if the roads were transferred legally to the district. The reason the district took over the roads, the beaches and the dam was because the district had taxing powers to pay for snowplowing and for maintaining the roads. Before owning the roads we could do nothing like snowplowing without permission from the HLIA. We will check the deeds.

There is lot on the corner of Ravine and Pine Grove that is overgrown with brush and trees. Should we have the building inspector issue a notice to the owner, Mr. Bruesewitz?

BILLS SUBMITTED AS FOLLOWS:

Comm. Comp.	John Lutz	\$ 175.00
“ “	Judith Correll	\$ 150.00
“ “	Gerald Schwarten	\$ 150.00
“ “	Roy Lightfield	\$ 25.00
“ “	Robert McIndoe	\$ 25.00
“ “	Michael Weinkauf	\$ 25.00
W E Energies	Del Rio Light	\$ 18.78
Cutting Edge Lawn Care	Mowing & Trimming 7-2,7-15, & 7-29	\$ 375.00
Cutting Edge Lawn Care	Sand & Labor for Beaches	\$ 500.00
John Lutz	Reimb. Gas, paint & maintenance supplies	\$ 93.53
Postmaster	Post Office Box Rental	\$ 44.00
M & I Bank	Safe Deposit Box Rental	\$ 40.00
State of Wisconsin	Business Tax Registration	\$ 10.00
B W Surveying	Survey Lot & Dyke, NW Corner of Honey Lake	\$ 152.25
Racine County	Tax Assessment Rolls and Labels for Annual meeting notices	\$ 21.65

A motion to approve the bills was made by Roy Lightfield, seconded by Michael Weinkauf and carried.

A motion to adjourn, subject to recall, was made by Michael Weinkauf, seconded by Gerald Schwarten and carried at 8:15 P. M.

Respectfully submitted,



Judith Correll,

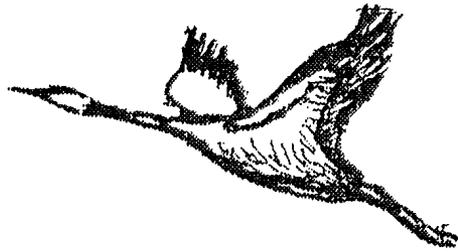
Secretary, HLPD

HONEY LAKE

**Protection and
Rehabilitation District**

P.O. Box 565

Burlington, WI 53105



Special Called Meeting to Appoint Positions

August 22, 2010

Chairman Lutz called the meeting to order at 2:52 P. M. A motion was made by Robert McIndoe to have the commissioners remain in their present positions. John Lutz, Chairman; Judith Correll, Secretary; Gerald Schwarten, Treasurer. The motion was seconded by Roy Lightfield and carried.

A motion to adjourn was made by Robert McIndoe, seconded by Gerald Schwarten and carried at 2:55 P. M.

Respectfully submitted,

Judith Correll

Secretary, HLPRD

HONEY LAKE DISTRICT TREASURERS REPORT

For the Month of August 2010

Page 2 of 2

District Non-Sinking Fund

08/01/2010 Balance.....	\$	34,204.75
Interest 08/31/2010	\$	0.29
		<u>0.29</u>
Balance on Hand August 31 st 2010.....	\$	34,205.04

Total Cash on Hand \$ 79,191.99

Gerald Schwarten
Treasurer

Walworth County Land Conservation Committee

MINUTES

DRAFT

Monday, September 20, 2010 at 1:30 p.m.

Walworth County Board Room 114

Elkhorn, WI 53121

The meeting was called to order by LCC Chair Kilkenny at 1:30 p.m.

Roll call - Committee members present included: Supervisors Kilkenny, Hawkins and Grant, Citizen Member Burwell, and USDA/FSA Representative Henningfeld. A quorum was declared.

County staff present – David Bretl, County Administrator; Michael Cotter, Director of Land Use & Resource Management (LURM); Louise Olson, Deputy Director, LURM; Fay Amerson, Urban Manager, LURM; Neal Frauenfelder, Sr. Planner, LURM; and Joeann Douglas, Recording Secretary.

Also in attendance – Nancy Russell, Walworth County Board Chair, Carl Redenius, Walworth County Board Supervisor, Kathy Ingersoll, Walworth County Board Supervisor, Greg Igl, USDA NRCS, David Terrall, USDA/APHIS, Chip Lovell, USDA/APHIS, Terry Papcke, Walworth County Farm Bureau, and Kathleen Papcke, Walworth County Farm Bureau.

Approval of the Agenda – **Supervisors Hawkins and Grant moved and seconded approval of the agenda. Motion carried 5-0.**

Approval of the Minutes – **Citizen Member Burwell and Supervisor Grant moved and seconded approval of the July 19, 2010 LCC meeting minutes as presented. Motion carried 5-0.**

Public Comment – Citizen Member Burwell said she was invited to attend the NRCS Legacy of Conservation, in celebrating 75 years of helping people help the land, September 29 at Madison UW Memorial Theater. She will be unable to attend but has the information for anyone interested.

Item 6, 2011 Wildlife Abatement Program Budget, David Terrall, USDA/APHIS was passed over, since Mr Terrall had not yet arrived from Waupun.

Farmland Preservation Plan Map Direction – Neal Frauenfelder explained the Farmland Preservation Area Map that was created using A-1 Zoning districts which was the baseline chosen by the LCC. One map showed the green areas which are currently zoned A-1. On the other Farmland Preservation Area map, the areas are shown in brown and red. The red areas identified inconsistencies between what is zoned A-1 and what is shown on the Comprehensive Land Use Plan (Comp Plan). Most of the red areas are close to other developed areas or planned for development between now and 2035. Several hundred acres are no longer in private hands and are owned by the state. Also, about 70% of the red areas were never in farmland preservation. Mr. Frauenfelder laid out possible options and good and bad points of each. Mr. Frauenfelder said the committee is not limited to the options he laid out

- Option 1 – Leave the A-1 zoned areas that are not consistent with the Comprehensive Land Use Plan (red areas) as designated Farmland Preservation Areas. Advantages are that it allows landowners to be eligible for farmland preservation tax credit (including red areas); allows landowner to be part of an Agricultural Enterprise Area (AEA); is consistent with the direction of the Smart Growth Technical Advisory Committee (no mass rezones) and included in the Comp Plan. Disadvantages are the landowner would have to pay the conversion fee if A-1 land was rezoned to a zoning district consistent with Comp Plan designation. Also, the Farmland Preservation Area Map would not be completely consistent with the Comp Plan land use map.
- Option 2 – Remove all the areas inconsistent (red areas) with the Comp Plan from the Farmland Preservation Map. Advantages are that the landowner will not have to pay a conversion fee for rezoning and the farmland Preservation Area Map will be more consistent with the Comp Plan map. It is possible the state could ask that more be done to eliminate inconsistencies. Disadvantages are that

the landowners whose land is inconsistent with Comp Plan would not be eligible for Farmland Preservation tax credits; could not be part of an AEA; the towns and county could have to rezone those inconsistent areas even if the landowner has no intention to develop the land; and a mass rezone would be required at significant cost of towns and county.

- Option 3 – Give the option to the individual landowners whose land is inconsistent with the Farmland Preservation Area Map, asking them if they would like to be included in Farmland Preservation area. Advantages to this option are, the landowner can choose between being eligible for farmland preservation tax credit by leaving their land in the Farmland Preservation Area Map and the A-1 Zoning District or avoid the conversion fee by having their land removed from the Farmland Preservation Area Map and allowing the town and county to rezone their land out of the A-1 zoning district. Disadvantages include the need for a massive rezone at significant cost to towns and county; the decision on whether or not to be in the Farmland Preservation area would be influenced by the conversion fee rather than long range land use concerns and could result in haphazard land use patterns; and it may trigger landowners outside the areas of inconsistency to request the same option of choosing to be removed from Farmland Preservation area map and rezoned out of the A-1 zoning district

Chair Kilkenny who was on the smart growth technical advisory committee said Option 1 seems to follow their committee's findings more closely than the other options. It is more consistent with smart growth. The conversion fee is set by the State and not by the County. Chair Kilkenny also said he assumes those farming still want to have the low real estate tax. **Citizen Member Burwell and Supervisor Grant moved and seconded choosing Option 1.** Discussion followed. Supervisor Grant asked when the Farmland Preservation Plan must be done. Mr. Frauenfelder said December 31, 2011 and reminded it had to go to public hearing in October and to county board prior to the December date. Mr. Frauenfelder also said the Comp Plan inconsistencies could be addressed when it is updated in about 6 years. **Motion carried 5-0.**

2011 Wildlife Abatement Program Budget. David Terrall, USDA/APHIS – Mr. Terrall said the wildlife damage program is a state program with funds passing through the county to cost share abatement techniques such as deer fencing to recipients that qualify. Walworth County has 5 participants. Of those, 4 for deer damage have been taken care of with fencing made available by APHIS. There is only one crop payment so far for goose damage. Supervisor Grant asked if a cost share recipient with an area posted with "No Hunting" signs must allow public hunting. Mr. Terrall said public hunting must be allowed or designated hunters must be listed. Mr. Lowell, USDA/APHIS added that the ratio is 2 hunters per 40 huntable acres. The reason is that the program is paid for by hunter dollars through a \$2.00 surcharge and additional doe tags of \$12.00 each (non-CWD areas). Supervisor Grant asked if the county administrative fee of \$250. is sufficient for processing the paperwork. Ms. Olson indicated it was sufficient and is in the 2011 budget. **Citizen Member Burwell and Supervisor Grant moved and seconded to approve the 2011 Wildlife Abatement Program Budget as presented. Motion carried 5-0.**

Next Meeting Date – Monday, October 18, 2010, 1:30 p.m.

Adjournment – **On motion and second by Supervisor Grant and USDA/FSA Representative Henningfeld, Chair Kilkenny adjourned the meeting at 2:15 p.m. Motion carried 5-0.**

Submitted by Joeann Douglas, Recording Secretary. Minutes are not considered final until approved by the committee at the next regularly scheduled meeting.

Walworth County Criminal Justice Coordinating Committee

MINUTES

August 13, 2010 at 11:30 am

Walworth County Sheriff's Department – Media Room

Task Force members present: Jail Administrator Michael Schmitz, Dr. David Thompson, Lt. Pat Slattery (representing Chief Joel Christensen), Circuit Court Judge Robert Kennedy, County Administrator David Bretl representing County Board Chairperson Nancy Russell, Public Defender Eric Nelson, Lisa Yeates – DOC Supervisor, John Kozlowicz, and HHS Director Linda Seemeyer
Also present: Sheriff David Graves, Undersheriff Kurt Picknell, Assistant Jail Administrator John Delaney, Circuit Court Judge David Reddy, Clerk of Courts Sheila Reiff, County Board Supervisor Dan Kilkenny, Paula McGowen – member of the public

1. Meeting called to order at 11:35 am by Vice Chair Schmitz.
2. Roll Call Taken by Committee Secretary Kathryn Loveless, see list of members above.
3. Withdrawals from Agenda: None
4. Approval of Agenda for the August meeting – **A Motion to approve the agenda was made by Dr. David Thompson and seconded by Eric Nelson, all in favor, motion carried.**
5. Approval of July 9, 2010 minutes – **A motion was made to approve minutes by Dr. David Thompson and seconded by Eric Nelson, all in favor, motion carried.**
6. **Public Comment** – A member of the Public, Ms. Paula McGowen spoke to the committee and offered her appreciation and thanks for the committee entertaining the possibility of a Mental Health or Drug Court option. She appreciates that the committee is listening to the public.
7. **Unfinished Business**
 - a. **Update on Pre-trial Justice Institute Assistance** – Jail Administrator announced that some individuals have met with the County Information Technology staff for details on how the jail can possibly move forward if accepted into the program. John Clark from PJI has received our documentation and application and he is sending it on for the final approval.
8. **New Business**
 - a. **Application for DWI Court Training** – Vice Chair Schmitz announced to the committee that we have met today to look over the information provided and discuss whether or not the County would support this endeavor and if the members of the committee would commit to attending the leadership training that can be applied for. It was emphasized that this is explained and listed as a DWI Court training, not specifically a Drug Court, however it was argued that a lot of the components would be the same, it would not be solely training for a drug court model. Lisa Yeats from DOC is familiar with this type of training from working with other counties who have attended and noted that it is always good to narrow your scope prior to the training and plan as much as possible with the entire designated team that will be involved prior to attending the actual training. After assorted discussion regarding the differences between a DWI Court and a Drug Court and the specific steps that are needed to manage a Drug Court, along with what Walworth County's priority court should be it

was determined that our goal right now is to get a commitment from those here today and those that will be involved in the training along with getting specific names listed on the application so that it can be completed and sent in by the deadline on August 27th. It was added that right now almost 25% of the inmates in the jail are OWI related offenses so this type of court would help the Jails population hopefully decrease. A poll was taken of members of the committee to see if they recommend that we commit to the DWI Court training and proceed with the application process. **A motion was made by Judge Kennedy to move ahead with the DWI Training application and it was seconded by Lisa Yeats, all in favor, motion carried.** Additional comments were added by HHS Director Linda Seemeyer that she believed this was a wonderful opportunity but that currently HHS is stretched beyond their limits and it was a little scary to commit, but would agree to send a representative from HHS. County Administrator Bretl brought up the possible ramifications if we get accepted to the training and attend, learn the process, but then bail out at some point due to funding or commitments by team members. His suggestion was to proceed at this point. Additional funding for the court itself would not be until 2012 budget year and that can be worked on. Sheriff Graves added that it is inevitable for it to incur extra costs and possibly personnel but not knowing how much we cannot shy away from the opportunity. Judge Reddy added that many costs could be helped by Federal Funding or grants and it was noted that once a court of this nature begins, it rarely fails due to funding issues. Eric Nelson noted that there are grants out there and available, currently Rock County is using a TAD Grant for the Drug Court. Sheila Reiff agreed to serve as the Drug Court Coordinator and other team members were listed and information was adequately filled out for Kathy Loveless, Committee Secretary to proceed in preparing the application. Judge Kennedy and Judge Reddy will prepare that Letter of Intent and Statement of Committee and get to Kathy for additions to the application.

9. **NEXT MEETING DATE** – Friday September 17, 2010 at 11:30am. *The meeting will be in the Media Room, which is off the front lobby of the Sheriff's Office. Please note that the meeting will be held on the third Friday of September.*
10. **Adjournment** – Motion made by Sheriff Graves and seconded by County Administrator Bretl, all in favor, motion carried and meeting adjourned at 12:35 p.m.

Minutes submitted by Kathryn E. Loveless. Minutes are not final until approved by the Committee.



**Walworth County Board Finance & Public Works Committees
JOINT MEETING MINUTES
September 9, 2010**

Walworth County Government Center
County Board Room 114
100 West Walworth, Elkhorn, WI

Supervisor Russell called the meeting to order at 4:32 p.m.

Roll call — A separate roll call of the committees was conducted:

- **Finance Committee:** Finance Committee members present included Supervisors Jerry Grant, Daniel Kilkenny, Nancy Russell, Joseph Schaefer, and Rick Stacey. A quorum was declared.
- **Public Works Committee:** Public Works Committee members present included Supervisors Kathy Ingersoll, Nancy Russell, Joseph Schaefer, Rick Stacey, and Russ Wardle. A quorum was declared.

Board members present: Richard Brandl, Randy Hawkins, Carl Redenius, David Weber.

County staff present: David Bretl-County Administration/Corporation Counsel; Nicki Andersen-Finance; Linda Seemeyer-Health & Human Services; Suzi Hagstrom-Human Resources; Tracy Moate-Lakeland School; Shane Crawford, John Miller, Larry Price, Peggy Watson-Public Works.

Public in attendance: There were no members of the public in attendance.

Agenda withdrawals — There were no agenda withdrawals. **Motion by Stacey/Ingersoll to approve the joint meeting agenda; carried unanimously by voice vote.**

Approval of minutes of last meeting(s)

- **Public Works Committee** — August 10, 2010 — Motion by Stacey/Schaefer to approve the meeting minutes; carried 5-0.
- **Finance Committee** — August 19, 2010 — Motion by Grant/Stacey to approve the meeting minutes; carried 5-0.

Public comment period — There were no comments from members of the public.

Regular business

Resolution 47-09/10 Authorizing General Fund Use of Undesignated Fund Balance/Net Assets to Replace the Center and East Wing Sections of the Government Center Roof — Crawford noted that the center and east sections of the roof are failing. The repair is included in the 2011 capital improvement budget. He added that funding will come out of the general fund.

regardless of whether the work is done in 2010 or 2011 and it will be less expensive now. These sections were bid as alternates when repair to the west wing roof was bid so we know what the amount will be. He would like to have the work done by mid-November. **Grant moved to approve the resolution, seconded by Stacey.** Kilkenny asked if roof repairs will better insulate the building. Crawford replied that the current insulation is wet so the R factor will definitely improve. **Motion carried by unanimous voice vote.**

Public Works wheel loader

- **Approval of specifications for wheel loader** — Crawford explained that the wheel loader purchased a year and a half ago was spec'd against existing equipment at that time. Neither we nor the salesman knew the boom had been shortened. The bucket doesn't reach far enough to spill material into the hopper. We got around the problem last year by putting the material on the ground, lifting the wheels off the ground, and then dumping but ended up with quite a bit of overtime. Others who purchased this equipment had similar problems. The vendor will give us the same unit, with a longer boom, for \$16,000 plus trading in this wheel loader. Stacey asked how we'd pay for the additional expense. Crawford replied that it would come out of funded depreciation. **Grant/Stacey moved to accept the specifications; motion carried by unanimous voice vote.**

- **Authorization by Finance Committee to declare wheel loader surplus** — On behalf of the Finance Committee, Stacey/Kilkenny moved to authorize declaring the wheel loader as surplus; carried 5-0.

- **Approval to purchase wheel loader** — The wheel loader has already been bid, according to Crawford. We are actually just awarding it now and getting what we thought we would the first time. **Motion by Stacey/Wardle to approve purchase of the wheel loader; carried unanimously by voice vote.**

Set/Confirm next meeting dates and times:

- **Public Works Committee:** Monday, September 20, 2010 at 4:00 p.m. in County Board Room 114 at the Government Center
- **Finance Committee:** Thursday, September 23, 2010 at 9:30 a.m. in County Board Room 114 at the Government Center

Adjournment of Joint Finance/Public Works Committee Meeting

Upon motion and second by Stacey/Kilkenny, Chair Russell adjourned the meeting at approximately 4:40 p.m.; carried unanimously by voice vote

Submitted by Kate Willett, recording secretary. Minutes are not final until approved by the Finance Committee at its next regularly scheduled meeting.

NOTE: Items distributed at the Finance Committee meeting may be reviewed in the County Clerk's Office.

Walworth County Board of Adjustment

MINUTES

September 8, 2010 - Hearing – 9:00 AM

September 9, 2010 – Meeting – 9:00 AM

County Board Room

Government Center – Elkhorn, Wisconsin

A hearing and decision meeting of the Walworth County Board of Adjustment was held on September 8 & 9, 2010, in the County Board Room of the Government Center in Elkhorn, Wisconsin. Those present on September 8, 2010, were Chair John Roth, Vice-Chair Mark Bromley and Secretary Ann Seaver. Deb Grube, Senior Zoning Officer, and Wendy Boettcher, recording secretary of the Land Use & Resource Management Department were in attendance. Those present on September 9, 2010, were Chair John Roth, Vice-Chair Mark Bromley and Secretary Ann Seaver. Deb Grube, Senior Zoning Officer, and Wendy Boettcher, recording secretary of the Land Use & Resource Management Department were in attendance.

The September 8, 2010, hearing was called to order by Chair John Roth at 9:00 A.M. Wendy Boettcher conducted roll call and verified that there was a quorum. Those present were same as listed above. **Ann Seaver motioned to approve the agenda as amended to remove item number two, Anton Pinter, Jr., Trust, owner, Linn Township. Seconded by Mark Bromley. Motion carried. 3-favor, 0-oppose. Ann Seaver motioned to approve the August 11 & 12, 2010, Minutes and dispense with the reading. Seconded by John Roth. Motion carried. 3-favor, 0-oppose. After testimony of all cases, Mark Bromley motioned to recess until 9:00 A.M. on Thursday, September 9, 2010, in order to view the properties in question. Seconded by Ann Seaver. Motion carried. 3-favor, 0-oppose. The September 8, 2010, hearing went into recess at 9:51 A.M.**

On September 9, 2010, at 9:00 A.M., Chair John Roth called the decision meeting to order. Wendy Boettcher conducted roll call and verified that there was a quorum. Those present were same as listed above. **Mark Bromley motioned to approve the agenda as amended to exclude item number two which was withdrawn. Seconded by Ann Seaver. Motion carried. 3-favor, 0-oppose. After the decisions were completed, Mark Bromley motioned to adjourn until the October 13, 2010, hearing at 9:00 A.M. Seconded by Ann Seaver. Motion carried. 3-favor, 0-oppose. The September 9, 2010, decision meeting adjourned at approximately 9:31 A.M.**

Three variance hearing(s) were / was scheduled and details of the September 8, 2010, hearing(s) and the September 9, 2010, decision(s) are / is on a recorded disc which are on file and available to the public upon request.

New Business – Variance Petitions

Disc #1 Hearing - Count #9:02:48 – 9:36:05 / Disc #2 Decision – Count #9:01:49 – 9:18:36
The First Hearing was Mary Jane Chaney, owner / Mary Katherine Roesser & Attorney Brian Schuk of Wassel, Harvey & Schuk, LLP, applicants – Section(s) 10 – Lyons Township

Applicants are requesting a variance from Section(s) 74-39 / 74-92 of Walworth County's Code

of Ordinances – Zoning to create a buildable parcel.

REQUIRED BY ORDINANCE: The Ordinance requires all lots to abut upon a public street or other officially approved way for a frontage of at least 50’.

VARIANCE REQUEST: The applicants are requesting a parcel with 25.12’ of frontage to be a buildable parcel. This hearing was tabled from July 15, 2010, by the Board of Adjustment for additional information. The request is a variance from Section(s) 74-39 / 74-92 of Walworth County’s Code of Ordinances – Zoning to create a buildable parcel.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting on September 8 & 9, 2010, for the petition of Mary Jane Chaney, owner / Mary Katherine Roesser and Attorney Brian Schuk of Wassel, Harvey & Schuk, LLP, applicants, voted to **APPROVE** (2-1 vote) the request for a parcel with 25.12’ of frontage to be a buildable parcel.

A motion was made by Mark Bromley to approve the variance request. Seconded by Ann Seaver. Motion carried. 2-favor (Mark Bromley & Ann Seaver) 1-oppose (John Roth)

BOARD OF ADJUSTMENT FINDINGS: The Board found the owner did prove exceptional circumstances to the property as the ordinance requiring 50’ of frontage for a buildable parcel was adopted after the property had been platted and there is no indication that there are other lots in the neighborhood with similar circumstances. The Board found the platting preceded zoning which gave the owner no notice to comply with the 50’ frontage requirement. The Board found the owner had demonstrated there was no reasonable prospect of acquiring additional land enabling the 50’ frontage requirement to be met. The Board found to approve the variance request would cause no harm to public interests as the parcel is located in an area with existing family residences. The Board found the strict application of the 50’ frontage requirement is unnecessarily burdensome as the owner is unreasonably prevented from using the property for a principal use permitted in that district. The Board found the hardship is not self-created as the lot was established prior to enactment of the County zoning ordinance and the present owner has owned the parcel continuously from the date the parcel was platted. The Board found the addition of a third driveway between two existing driveways will not significantly impact traffic. The Board found via testimony that the driveway length and width is similar to other parcels in the Town. The Board found the variance request met the statutory requirements necessary for approval. Douglas J. Mushel, P.E., of Kapur & Associates, Inc. and Assistant Chief Fred Schalow of Bloomfield Genoa City Fire & Rescue gave testimony. A neighboring property owner and David Rex of the Lyons Fire Department spoke in opposition. There were two letters of opposition from Lyons Township.

Disc #1 Hearing - Count # N/A / Disc #2 Decision – Count # N/A

The Second Hearing was Anton Pinter, Jr., Trustee & Anton Pinter, Jr., Trust, owners / Tony Pinter & Chuck Grasser, applicants – Section(s) 4 – Linn Township

Applicants are requesting a variance from Section(s) 74-163 / 74-181 / 74-221 of Walworth County’s Code of Ordinances – Shoreland Zoning to construct 28’ x 30’ accessory structure (garage).

REQUIRED BY ORDINANCE: The Ordinance requires a 25' street yard setback and a 15' side yard setback.

VARIANCE REQUEST: The applicants are requesting a 14' street yard setback and a 9' side yard setback. The request is a variance from Section(s) 74-163 / 74-181 / 74-221 of Walworth County's Code of Ordinances – Shoreland Zoning to construct a 28' x 30' accessory structure (garage).

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting on September 8 & 9, 2010, did not vote on the petition of Anton Pinter, Jr., Trustee & Anton Pinter, Jr., Trust, owners / Tony Pinter & Chuck Grasser, applicants.

BOARD OF ADJUSTMENT FINDINGS: This petition has been **WITHDRAWN** at the applicant's request.

Disc #1 Hearing – Count #9:36:06 – 9:51:03 / Disc #2 Decisions – Count #9:18:48 – 9:21:20
The Third Hearing was Eric K. Edstrom Trust & Jennifer Edstrom Frederickson Trust, owners / Brian Johnsen, AIA, of Johnsen Schmaling Architects, applicant – Section(s) 14 – Spring Prairie Township

REQUIRED BY ORDINANCE: The Ordinance limits accessory structures of 1200 square feet or less to a height of 17'.

VARIANCE REQUEST: The applicants are requesting an accessory structure 22' in height. The request is a variance from Section(s) 74-38 / 74-52 / 74-131 of Walworth County's Code of Ordinances – Zoning to construct an accessory structure less than 1200 square feet in size.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting on September 8 & 9, 2010, for the petition of Eric K. Edstrom Trust & Jennifer Edstrom Frederickson Trust, owners / Brian Johnsen, AIA, of Johnsen Schmaling Architects, applicant, voted to **APPROVE** the request for an accessory structure 22' in height.

A motion was made by Ann Seaver to approve the variance request. Seconded by Mark Bromley. Motion carried. 3-favor 0-oppose

BOARD OF ADJUSTMENT FINDINGS: The Board found the steep slopes and densely wooded area to be unique property limitations. The Board found a combination of the method of measurement used and the undulating topography resulted in a 22' height measurement for the proposed accessory structure as planned. The Board found to deny the variance request would cause unnecessary hardship as any other location of the accessory structure would require the removal of existing vegetation that would negatively affect drainage on the property. The Board found no harm to public interests as the accessory structure is proposed to be considerably less in footprint size than what is allowed and blends well into the property and the neighborhood. The Board found the variance request to be a small increment of relief. There was one letter of support from the Town of Spring Prairie. There was no opposition.

Other

A. Discussion / possible action regarding Board of Adjustment procedures

Board members were given a copy of a Memorandum from County Administrator David A. Bretl indicating the Board of Adjustment does have the authority to establish its own start time. The Board discussed changing the start time from 9 A.M. to 8 A.M. for the Wednesday hearings and the Thursday meetings.

Mark Bromley made a motion that effective with the January, 2011, Board of Adjustment meeting schedule, Board of Adjustment meetings to begin at 8 o'clock a.m. instead of the 9 o'clock a.m. which has been the rule to date. Seconded by John Roth. Motion carried.

3-favor 0-oppose

The change in start time will take effect for hearings scheduled in January, 2011, allowing ample time to notify the public and attorneys of the new start time. The Walworth County website will also carry a bulletin announcing the change of time and effective date.

Staff Reports

A. Court cases update

1. None

B. Distribution of reports, handouts and correspondence

1. Board members received a copy of the Wisconsin Court of Appeals decision regarding Paul Demchenko, Whitewater Township.

Proposed discussion for next agenda

The following items were requested to be put on the October 2010 agenda:

- A. Court cases update
- B. Distribution of reports, handouts and correspondence

ANN SEAVER

WALWORTH COUNTY BOARD OF ADJUSTMENT

These minutes are not final until approved by the Board of Adjustment at the next scheduled hearing date.



**Walworth County Board Finance Committee
MEETING MINUTES
August 19, 2010**

DRAFT

Walworth County Government Center
County Board Room 114
100 West Walworth, Elkhorn, WI

The meeting was called to order by Chair Russell at 9:33 a.m.

Roll call — Finance Committee members present included Supervisors Jerry Grant, Daniel Kilkenny, Nancy Russell and Joseph Schaefer. Supervisor Rick Stacey was absent and excused. A quorum was declared.

Board members present: There were no additional Board members present.

County staff present: David Bretl-County Administration/Corporation Counsel; Nicki Andersen, Aimee Hemmer, Dale Wilson-Finance; John Orr-Information Technology; Tracy Moate-Lakeland School; Sandy Kulik, Peggy Watson-Public Works; Connie Woolever-Register of Deeds; Kurt Picknell, Mike Schmitz, Kevin Williams-Sheriff's Office; Kathy Du Bois-Treasurer's Office.

Public in attendance: There were no members of the public present.

Agenda withdrawals — There were no agenda withdrawals. **Schaefer/Grant moved to approve the agenda; carried 4-0.**

Approval of minutes of last meeting(s) — July 22, 2010 — **Motion by Schaefer/Grant to approve the meeting minutes; carried 4-0.**

Public comment period — There were no comments from members of the public.

Pursuant to a request by Bretl, the committee addressed consent items first.

Consent items — Russell asked that Agenda Item 8A5, budget amendment SC01, be held for separate discussion. Andersen indicated there were no bids to present on tax foreclosures. **Motion by Grant/Schaefer to approve the remainder of the consent items; carried 4-0.**

Budget amendments

Finance

- FN002 — Offset revenue shortfall for retiree health insurance
- Health & Human Services (HHS)

- HS012 — Centralize budget for psychiatric service contracts

Information Technology

- IT-1 — Redistribute budget to purchase Phase I of the enterprise disk storage system in 2010

Public Works

- PW006 — Transfer utility budgets to address year-end estimated costs
- PW007 — Transfer funds for cold storage conversion project

Children with Disabilities Education Board (CDEB)

- SC01 — Record a liability attributable to a Medicaid overpayment received for the 2007-08 school year — Russell asked Moate to clarify the cost settlement. Some school districts overcharged or were over-credited with their allocation. The Wisconsin Department of Health Services' determination as to how to make the process whole resulted in a cost settlement of \$71,125.95 for CDEB. **Schaefer/Grant moved to approve budget amendment SC01; carried 4-0.**

Sheriff's Office

- SH001 — Record grant to purchase command radios for statewide communications network
- SH002 — Offset anticipated revenue shortfall for Huber inmate room and board

Bids/contracts

- Award contract for countywide Section 125 Flexible Spending Account — Awarded to Employee Benefits Corporation
- Award contract for Electronic Security Tour System for the Sheriff's Office — Timekeeping Systems, Inc.
- Award sale(s) of tax foreclosure property

Notification of emergency procurement

- Repair of air conditioning units in the Health & Human Services data closet

Declaration of Surplus

- Revision to surplus sheriff's office squad car list approved at July 22, 2010 Finance Committee Meeting

To facilitate discussion in the event of questions for staff, the committee agreed to address New Business next, followed by special assessments under Unfinished Business and finishing with the proposed ordinance on annual reports for Tax Incremental Financing (TIF) Districts.

New business

Ordinance **-09/10 Amending Section 17-32 of the Walworth County Code of Ordinances Relating to Award of Bids and Proposals — Watson said our current ordinance allows bids to be awarded to other than the low cost bidder as long as the department head attends the Finance Committee meeting to provide justification for the decision. With proposals, our practice has been to make recommendations to award to other than the highest ranked or lowest cost, depending on other variables. This amendment brings the ordinance into agreement with our practice. **Grant/Kilkenny moved to approve the ordinance.**

Grant asked when purchasing might not want to recommend the highest ranked or lowest cost. Watson used the electronic security tour system on today's agenda as an example. Staff recommend awarding to the #2 ranked company because of their experience with the type of system we need for the jail. An evaluation team first evaluates the submitted proposals. The original rating is based on the proposals with no vendor interviews. It is possible that the highest ranked isn't the vendor staff recommend after the interviews. Grant asked why the ratings aren't revised at that point. Watson said it is better to document the process and then give the committee supporting reasons why a lower ranked vendor may be recommended. Departments write specifications based on what they think they need but our requirements may change due to what is in the proposals. In our scoring system, the lowest cost gets the most points. Bretl feels this issue merits discussion and that a change to the ordinance is in order. We need a standard to authorize potential deviations. The underscored text on line 17 of the ordinance, i.e., low cost, was believed to be confusing. There may be times when we would want to deviate from the highest scoring proposal, according to Bretl. The proposed language in Section 17-32(c) does allow some discretion. Further explanation was provided. Section 17-32(c)(1) "Alternative method proposed is advantageous to county" means the proposal is for something different than what we requested. For example, we are looking for a taxi service to provide transportation for HHS clients and a vendor proposes a fixed-route bus service instead. Section 17-32(c)(2) "Evaluation process reveals material representations by proposer are not supported" means the vendor said they could or would do something and we have no evidence to support their claim or have evidence to the contrary. Watson added that when the vendor presented their product, they were not able to demonstrate that they could do or provide what we required. Section 17-32(c)(3) "Higher cost bid adds value" means a vendor proposed a feature the department didn't think about when preparing specifications. The value of the additional service or feature outweighs the higher cost. Russell wondered about situations where we incur extra internal cost to change vendors. Watson replied that the language regarding substantial deviation should cover that point but she has no problem adding a fourth point to the list. Bretl recommended forwarding the ordinance to the County Board with the changes discussed. **Grant/Kilkenny amended their motion to approve the ordinance with the aforementioned revisions; carried 4-0.**

Ordinance **-09/10 Amending Section 30-286 of the Walworth County Code of Ordinances Relative to Register of Deeds Fees — Woolever indicated that the current system allowing customers to order birth, death and marriage records online with payment by credit card will be eliminated at the end of September. The fees included in this ordinance are charged by the service provider. We receive only the amount allowed by statute. The vendor provides the service and passes on the extra charge directly to the customer. **Schaefer/Grant moved to approve the ordinance; carried 4-0.**

Unfinished business

Discussion and possible action regarding special assessments — Du Bois explained that a total of \$5,504,170 was assessed for specials in 2009 but the county needed to settle only \$505,417 in unpaid special assessments to the municipalities on August 1st. Taxpayer payments are due to their local treasurers by January 31, at which point the tax rolls

are turned over to the county. Municipalities may still receive mail after that which may be considered a timely payment. Although we paid out \$505,417, we recoup some of that as payments are collected during the year. Kilkenny asked what specials the county would end up writing off if the properties were foreclosed. Du Bois replied that everything on the tax bill is lumped together so there is no way for her to determine the balance for each particular year with our current software. She would need to look at each parcel individually. Committee members expressed concern that there could be an increased requirement for the county to pay specials on foreclosed properties, given the economy. People may be reluctant to buy those parcels which have higher specials. It would depend on whether they think the value of the parcel is worth more than the assessment.

Russell's commented that the county would not realize an immediate benefit by not paying out specials but would over time. Bretl added that Wisconsin counties are divided about 50/50 with regard to settling assessments with municipalities. Those which discontinued the practice typically did so because of a particular catalyst they encountered, such as an unfair or huge special assessment. There could be cause for concern. First, huge industrial developments with millions of dollars in improvements were never a factor years ago. Second, as Supervisor Schaefer pointed out earlier, tax dollars are getting tighter and tighter which may result in an expansion of assessments. He cautioned that the municipalities will not be in favor of the county no longer settling specials but they can adjust if we provide a long enough timeframe. Also, we need time to prepare so we can change our tax key system and upgrade software. Schaefer asked if we could phase in gradually. Based on the law, we have to either settle all specials or none, according to Bretl. Kilkenny commented that we have the same problems with assessments for sanitary districts as with TIFs, in that the solvent taxpayers get stuck paying. If they are insolvent, the county has to pick up the expense.

Grant wondered how long it might take us to discontinue settling the specials. Bretl recommended that, if we proceed, we do it with a plan. Upgrading our software is an integral part. We may also want to consider buying or creating software for use by the municipalities to make it easier for them. Du Bois explained that these assessments will still appear on tax bills, even if we no longer settle. When municipalities turn over the tax rolls to us in January, her office will need a month-end report showing what we have collected for assessments in order to send monthly checks to the municipalities.

Schaefer requested staff to develop preliminary guidelines to discontinue settling with municipalities on specials, bring the guidelines to the committee in a month or two, and plan to implement the change in perhaps 2014. Kilkenny would like a timeframe for the software upgrade to be provided, as well. Russell added that the plan should include furnishing hardware and software to municipalities. Bretl said staff will work on a plan to be included on the committee's October agenda. **Schaefer moved to direct staff to proceed as discussed. Kilkenny seconded the motion; carried 4-0.**

Grant commented that Du Bois' report indicates the county paid out \$366,802 for tax year 2006, collectible in 2007. Have we recouped any of that? Andersen believes we have recouped most of the expense. Our current software does not have the capability of separating out the specials, according to Du Bois. Settlement checks went out yesterday to the municipalities. She will be ordering title searches in September for delinquent 2007 parcels. She ordered 282 searches last October for delinquent 2006 taxes, filed 110 with the court, and managed to reduce the number for which we took title down to 28. The county is responsible for paying any special assessments or charges on parcels after we take title, until someone buys the parcels. Russell commented that she used to advise not selling parcels below their value. More recently, the committee has awarded bids for less so we can get them back on the tax rolls and avoid ongoing special assessments.

Bretl reiterated that staff would draft a plan for the October meeting. Du Bois added that the Information Technology department planned to put together a Request for Information in 2011 with a Request for Proposals late that year and implementation of new software in 2012. Russell feels that will give municipalities some lead time. We can also consider a plan to help them with hardware and software. It would be advantageous if everyone used the same system. Du Bois added that IT will also be considering web-based software packages so municipalities could have access.

Unfinished business

Ordinance **-09/10 Amending Section 62-104 of the Walworth County Code of Ordinances Relating to Tax Incremental Financing Districts Annual Reports — Bretl said the ordinance was held pending a meeting with the taxing districts in the county. We thought it was a good idea to get input from cities, villages, school districts and Gateway Technical College regarding the proposed report format so a standard could be developed. Although we invited everyone, the meeting was not well attended. A smattering of municipal officials attended, with representation from the City of Delavan, the City of Whitewater, the Village of East Troy, and the City of Lake Geneva. There was no representation from school districts or Gateway. The reaction wasn't unexpected. Delavan's city administrator wanted to know what gave us the right to require standardized reports. The Whitewater representative didn't readily embrace the idea but was open-minded. It is up to the committee to determine how to proceed, however, we should probably finalize our ordinance in the near future since this item has been on the agenda for a while. **Kilkenny moved to approve the ordinance to get it on the floor for discussion. Motion seconded by Grant.**

Bretl said it was unfortunate that no schools chose to participate. We looked at this from the perspective that they would want to improve reporting. Although the cities and villages question the need for standardized reports, that doesn't mean we shouldn't proceed. Russell supports the ordinance except for the additional language in Section 62-104(2). She expressed concern for smaller communities who may not have staff to pull together reports as proposed. Also, the proposed changes don't make us appear to be trying to

have a good relationship with the municipalities. She feels Comptroller Jessica Lanser can still make good decisions without having all of this information at her fingertips. She can request information that is public record and attend meetings. We can make do with what we already have and make the best decisions we can. Kilkenny commented that the reports would not create a financial burden for smaller communities because the cost would come out of TIF district funds rather than their pockets. He mentioned a recent article in the *Janesville Gazette* regarding \$98,000 in unbilled invoices related to the City of Delavan's TID. They also had \$200,000 in water impact fees that weren't being collected. At a special meeting in August, the City considered a resolution to special assess Lake Lawn for a water project in excess of \$1 million. He noted that Lake Lawn is asking for an audit. All in all, Kilkenny believes there is about \$3-4 million in expenses, of which the county is essentially picking up 20% because the property is in a TIF district. If our ordinance had been in place and these reports required, we would have been advised ahead of time. He doesn't oppose economic development as long as it is efficient and not wasteful. We should be treated as partners where TIDs are concerned, with better notice and uniform reporting. The City of Whitewater provided 2-3 weeks notice that they were looking to extend their TIF district 10-20 years. Can we explain to constituents why the project will be off the tax rolls so much longer?

Schaefer thought Kilkenny mentioned at a prior meeting that salaries were coming out of TIF funds. Kilkenny replied that cities allocate the portion of their administrative overhead related to TIF management to the TIF district. Although some allocate \$25,000 to \$50,000 over the life of a TIF, others have much higher allocations. Schaefer commented that smaller businesses benefit since they are in proximity to a large anchor store. Many people now shop in Delavan because of Wal-Mart and other stores off of Interstate 43. Kilkenny responded that Wal-Mart did not need the benefit of a TIF to build their store. The developer paid on his own. That was not the case with the nearby Lowes. The intersection at I-43 was underbuilt when Wal-Mart came in. A year or two later, it was re-built but the taxpayers then had to foot the bill because the area was put into a TIF district.

Russell doesn't think the county would have been aware of some of these financing concerns even if our proposed report template had been in place. Andersen agreed, and added that such a level of detail would be on individual invoices/contracts rather than in annual reports. Russell feels that the taxpayers in the municipalities are asking questions about the TIFs and turning down frivolous projects. She is not recommending that we discard the entire ordinance, but would suggest excluding the underscored text. In her opinion, Lanser has made good, informed decisions with information she had available. She feels the additional requirement is onerous. Kilkenny replied that report formats differ from municipality to municipality and, in his opinion, they are not following the law. Grant asked why Kilkenny feels the county is losing money. He replied that the property is not on the tax rolls during the life of the project. Responding to comments about the cost to prepare reports, Kilkenny said the City of Delavan paid an accountant to prepare their report and it wasn't that expensive. There is no burden on the individual municipality because they can hire an accountant to do the work and use TIF funds to pay for it.

Bretl suggested the committee consider certain points. First, he believes TIF law is more popular than ever with state politicians. They keep expanding TIF abilities. There has never been oversight, which is unique, and therefore no clear way for an aggrieved taxing entity to pursue. Second, TIF law is probably one of the most misunderstood. People automatically equate it with economic development. Our ability to influence the process is limited because the county has one vote out of 5 on joint review boards. We have made inroads by heightening awareness, though he was disappointed that other taxing entities did not attend our TIF meeting. Based on his experience, he would venture to guess that some municipalities would provide the report information we requested while some won't. The question is whether we vote "no" on a TIF based on lack of information. Andersen commented that some municipalities don't provide annual reports without numerous calls.

The larger question with regard to TIFs is where we are heading, according to Bretl. We started with an ordinance that was basically non-existent and have improved it over time, making incremental improvements. From the perspective of county municipalities, TIFs are constantly on our agenda. The integral question is whether we made all of the proposals we want to for a while, so we can give some level of repose. Can we modify the bullet points under Section 62-104(2)? Andersen said those items essentially summarize the state's sample report. Bretl suggested revising line 25 on page 1 to say the following data is "recommended" rather than "should be contained" or simply ask that the state's format be followed. That would convey our preference. Next, he strongly recommended a respite from further changes to our TIF ordinance. This is bleeding over into other issues. Kilkenny feels the ordinance would ensure TIFs follow the law.

Schaefer moved to amend the ordinance to say that it is recommended municipalities use the state template for their annual reports and that underscored language be deleted. Andersen confirmed with the committee that, by not requiring the state template, our representative on TIF joint review boards is not required to vote no on projects if a municipality submits an annual financial statement which does not utilize the state template. **Grant seconded the motion.** Kilkenny requested including the language in Sec. 62-104(2)(h) and (i). He has no problem modifying the onerous requirements regarding the state's report format but wants to be able to request explanations and additional information when necessary. Andersen said some municipalities were not aware the state template was available. **Schaefer/Grant called the question.** Kilkenny asked if their motion meant the language in Sec. 62-104(2)(h) and (i) would remain. Supervisors Schaefer and Grant affirmed. The language will be left in the ordinance but renumbered. **Motion carried 4-0.** Bretl said he would notify the municipalities.

Reports

- Update on tax incremental financing (TIF) district(s) — The City of Whitewater wants to reclassify one of their TIF districts, according to Andersen. We don't have much information at this time. Schaefer asked if towns were entitled to form TIFs. Andersen be-

lieves there were recent legislative changes but she doesn't recall the specifics. Kilkenny thought the TIF had to be ag-related or a joint project with a city or village.

Correspondence

- No correspondence was presented.

Confirmation of next Finance Committee meeting:

- Thursday, September 23, 2010 at 9:30 a.m. in County Board Room 114 at the Government Center

Adjournment of Finance Committee

Upon motion and second by Kilkenny/Schaefer, Chair Russell adjourned the meeting at approximately 11:21 a.m.; carried 4-0.

Submitted by Kate Willett, recording secretary. Minutes are not final until approved by the Finance Committee at its next regularly scheduled meeting.

NOTE: Items distributed at the Finance Committee meeting may be reviewed in the County Clerk's Office.

**WALWORTH COUNTY METROPOLITAN SEWERAGE DISTRICT
MINUTES OF REGULAR MEETING
August 10, 2010
1:30 P.M.**

CALL TO ORDER

The Regular Meeting was called to order at 1:33 p.m. by Commissioner Logterman.

ROLL CALL

Present: Dean Logterman, Brandon Johnson, Ron Henriott, and Thomas Eck

Absent: Harold Shortenhaus

OTHERS PRESENT

Karla Eggink, P.E., Administrator
Cindy Moehling, Assistant Administrator
Susan Hartwell, Confidential Secretary
Thomas Johnson, Collection System Service Manager
Ron Altmann, Operations Manager
Steven Scheff, Maintenance Manager
Timothy Fenner, Axley Brynelson

VISITORS COMMENTS

None

APPROVAL OF MINUTES OF REGULAR MEETING, July 13, 2010

Commissioner Johnson made a motion to approve the revised minutes of the Regular Meeting of July 13, 2010, pertaining to the Janitorial Services Contract. Commissioner Henriott seconded and the motion carried.

ADMINISTRATOR'S REPORT

Administrator Eggink presented the Administrator's Report that included:

1. Year 2010 Maintenance Projects Status Report. Discussion of County O easement. Administrator Eggink reported that assistance to acquire the easement is being sought from Attorney Tim Fenner. Commissioner Henriott provided a brief history of Green Isle Development. After discussion, Administrator Eggink was given direction to work with Tim Fenner to acquire the easement.
 2. Elkhorn No. 2 lift station –Administrator Eggink outlined the responsibility of the City of Elkhorn to pay for repairs that are outlined in the Intergovernmental Cooperative Agreement.
-

MINUTES OF REGULAR MEETING

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August 10, 2010

3. WWTP Expansion Update. A July 1st meeting with representatives from Donohue and Miron Construction resulted in agreement to punch list items and the final change order. A \$2000.00 credit will be granted to the contract.
4. Permit Compliance Update - Administrator Eggink presented that the District met 100% compliance for the month of July.
5. Staff Training Activities - Administrator Eggink stated that for the month of July, there were no training activities.
6. Annual Goal Setting & Administrator Review- Administrator Eggink requested guidance on when Commissioners would like to set organizational and goal setting session in December.

RECEIPTS AND DISBURSEMENTS REPORT

Commissioner Eck made a motion to approve the Receipts and Disbursements Report. Commissioner Johnson seconded and the motion carried.

ACCOUNTS PAYABLE LISTING

Commissioner Henriott made a motion to approve the Accounts Payable Listing in the amount of \$102,595.19. Commissioner Johnson seconded and the motion carried.

OLD BUSINESS

a. UPDATE ON SEPTEMBER 11, 2010 OPEN HOUSE

Administrator Eggink conveyed the progress being made towards the open house. Preparing and finalizing all pertinent details and commitments from various vendors and individuals helping with the open house.

NEW BUSINESS

a. TWENTY FIFTH PARTIAL PAYMENT REQUEST -After discussion

Commissioner Eck made a motion to authorize payment of pay request number 25 in the amount of \$70,000. Commissioner Johnson seconded and the motion carried.

b. APPROVAL OF CHANGE ORDER NUMBER 2 – Change Order No. 2 has a reduction to the contract in the amount of \$2,419.00. After discussion, Commissioner Johnson made a motion to approve Change Order No. 2. Commissioner Henriott seconded and the motion carried.

c. RESOLUTION 2010-04 FOR RELOCATION ORDER - After discussion

Commissioner Johnson made a motion to approve the easements needed for County "O" force main realignment. Commissioner Eck seconded and the motion carried.

d. ENTRANCE DOOR REPLACEMENT 2010 – The replacement of treatment plant entrance doors was awarded to A.O. Bauer. Commission Eck made a motion to

August 10, 2010

approve the contract for A.O. Bauer in the amount of \$14,978. Commission Henriott seconded and the motion carried.

ADJOURNMENT

Commissioner Eck made a motion to adjourn, seconded by Commissioner Henriott and the Regular Meeting adjourned at 2:07 p.m.

Tom Eck, District Secretary

APPROVED: _____
PUBLISHED: _____

Wisconsin River Rail Transit Commission

Full Commission Mtg – Friday, 06 Aug 2010 @ 10am • Dane Co. Hwy, 2302 Fish Hatchery Rd, Madison, WI

1. Karl Nilson, Chair, called the meeting to order at 10:01 a.m.
2. Commissioners present for all or part of the meeting:

Crawford	Tom Cornford	X- Committee	X
	Rocky Rocksvold		
	<i>Vacant</i>		
Dane	Gene Gray	Treasurer	X
	Jim Haefs-Fleming		X
	Forrest Van Schwartz	Advocate	X
Grant	Ivan Farness		
	Margaret Ruf	Secretary	X
	Robert Scallon	2nd Vice Chair	
Iowa	Charles Anderson	X- Committee	
	Gerald Dorscheid	Vice Treasurer	X
	Robert Zinick		X

Rock	Ben Coopman	Alternate	
	Wayne Gustina		
	Alan Sweeney	Vice Chair	
	Terry Thomas		
Sauk	Joel Gaalswijk		X
	Rob Sinklair	Assistant Secretary	X
	Scott Alexander		X
	Marty Krueger	Alternate	
Walworth	Jerry Grant		
	Richard Kuhnke	X- Committee	
	Allan Polyock		
Waukesha	Karl Nilson	Chair	X
	Richard Manke		X
	Fritz Ruf		

Others present for all or part of the meeting:

Amy Seebth (SWWRPC / WRRTC Administrator); John Oimoen, Roger Larson, & Frank Huntington (WisDOT); Ken Lucht (WSOR); Alan Anderson (Pink Lady RTC)

3. Motion accepting Seebth's certification of Public Notice. Dorscheid / Cornford- passed unanimously.
4. Motion accepting the Agenda, prepared by Seebth. Van Schwartz / Sinklair - passed unanimously.
5. Motion approving the draft July Minutes. Van Schwartz / Gray – with the following changes: correct spelling of Marty Krueger's name, make note in Item 16 that the meeting was attended by WRRTC representatives, and the spelling of Wilmot Road should be corrected.
6. Public Comment – Nilson introduced the newest WRRTC Commissioner, Robert Zink, to the Commission. Zink is a County Supervisor for District 2 in Iowa County.
7. Correspondence & Communications – Seebth shared notice of insurance and of construction with the Commissioners, she also updated the Commission on her communications with the Village of Spring Grove, who has moved ahead on properly removing the asphalt millings from Commission property. Commissioner Van Schwartz reported on an article by Don Phillips in Trains Magazine.

REPORTS & COMMISSION BUSINESS

8. Wisconsin & Southern Railroad's Report on Operations – Ken Lucht, WSOR, reported on the following:
 - *Monthly Maintenance Activities* – WSOR has completed their weed control program for 2010. All lines on southern division are controlled, they have been considering a second application because some weeds are coming back, but don't have the money at this time so they likely will not do it. They have rail test detector car out, will put it on Prairie and Reedsburg subdivisions this fall. This tester car sends an ultrasonic beam through rail. WSOR is focusing on testing 90 lb or less rail, and, at this time, not on welded rail. Lucht said he will share results of these tests with the Commission once completed.
 - *Update on 2009 & 2010 Capital Rehab Projects* - 2009 capital projects are underway. WSOR has two welded rail trains and both will be installing welded rail between Milton Junction and Stoughton. Vincent Street in Milton to Collins road, 16 miles. WSOR is very happy with this so far and considering possibly ordering a third train for this subdivision. This project should be completed within three years. A second project underway is the installation

of 40,000 ties between Janesville and Monroe. WSOR has not yet received official notice from WDOT on which 2010 projects may be funded. Lucht said that It looks like they are ranking well on replacing or reconstructing six bridges system-wide and realigning rail in Waukesha. Lucht also said that WSOR is hiring, and they would like to hire up to 10 people. The Class One industry, however, is also hiring at this time and competing for the existing train engineers/conductors. Right now, WSOR has 3-5 day/week service across system. Rail traffic is rebounding on WSOR and nationally, rail traffic is up 10% from one year ago last week. Lucht distributed copies of the Cripple Effect – a DVD recently produced by WSOR. Lucht also said that WSOR is planning an event near Milton and that everyone is welcome to attend to see how the welded rail is installed – he will let Seeboth and the Commissioners know the date for that event.

9. **WRRTC Financial Report**– Jim Matzinger, Dane County CPA / WRRTC Accountant presented the treasurer’s report and bills to the Commission. After some discussion, it was decided that Matzinger would bill Crawford County for \$10,000 to begin payments owed to the Commission, per Cornford’s request. Cornford reported that Crawford County will begin making back payments to the Commission, but they do not have a defined schedule for that at this time.

- **Motion accepting treasurers report for months of July and August, and payment of bills- Sweeney / M. Ruf – passed unanimously**

10. **WRRTC Administrator’s Report** – Amy Seeboth, SWWRPC Transportation Planner, reported that the Sauk County Economic Development Committee would like a representative from WRRTC to attend their meeting and request the annual Commission contribution. Commissioner Sinklair volunteered to do this. Seeboth also shared the dates of the next Sauk County Rails-to-Trails meeting (6:30) and it was decided that she would continue to attend on behalf of the Commission for this meeting.

11. **WDOT Update** – Frank Huntington reported that the WDOT is in process of finalizing evaluation of FRIPP and FRAP loan and grant programs. They have about \$30 million that will be awarded, and have received about \$55-60 million in funding requests. He said that he is not yet able to say which projects are funded, but said that bridges are a priority. WDOT is Also looking at buying tracks, including the CP line from Madison to Windsor, and up through the Madison area.

12. **Considerations of resolution in support of track and corridor changes and management of project details needed to complete improvements necessary to implement the proposed passenger rail service between Milwaukee and Madison, Wisconsin.** WDOT requested a resolution of this sort at the July Commission meeting. Sweeney asked who was responsible for the rail once completed, Huntington explained that WDOT is responsible for it from end point to end point. Some Commissioners expressed concern over the cost and purpose of the project, Huntington clarified that the resolution would allow use of the corridor for passenger rail, but is not an endorsement of the concept of the project. Huntington further explained that there is already an agreement to this end in place between WSOR, DOT and Amtrack. He said the resolution is non-binding and freight rail will always be a priority on this line, and improvements will be made at no cost to the Commission.

- **Motion to table the resolution – Manke / Sinklair – Roll Call vote:**

Crawford	Tom Cornford	X- Committee	N
	Rocky Rocksvold		
	Vacant		
Dane	Gene Gray	Treasurer	N
	Jim Haefs-Fleming		N
	Forrest Van Schwartz	Advocate	N
Grant	Ivan Farness		
	Margaret Ruf	Secretary	N
	Robert Scallon	2nd Vice Chair	
Iowa	Charles Anderson	X- Committee	
	Gerald Dorscheid	Vice Treasurer	N
	Robert Zinick		Y

Rock	Ben Coopman	Alternate	
	Wayne Gustina		
	Alan Sweeney	Vice Chair	N
	Terry Thomas		
Sauk	Joel Gaalswijk		N
	Rob Sinklair	Assistant Secretary	Y
	Scott Alexander		N
Walworth	Marty Krueger	Alternate	
	Jerry Grant		
	Richard Kuhnke	X- Committee	
Waukesha	Allan Polyock		
	Karl Nilson	Chair	N
	Richard Manke		Y
	Fritz Ruf		

Motion does not pass.

- **Call to question by Manke, seconded by Van Schwartz-**
- **Vote to adopt resolution as is. Roll Call Vote:**

Crawford	Tom Cornford	X- Committee	N
	Rocky Rocksvold		
	Vacant		
Dane	Gene Gray	Treasurer	N
	Jim Haefs-Fleming		N
	Forrest Van Schwartz	Advocate	N
Grant	Ivan Farness		
	Margaret Ruf	Secretary	N
	Robert Scallon	2nd Vice Chair	
Iowa	Charles Anderson	X- Committee	
	Gerald Dorscheid	Vice Treasurer	Y
	Robert Zinick		N

Rock	Ben Coopman	Alternate	
	Wayne Gustina		
	Alan Sweeney	Vice Chair	N
	Terry Thomas		
Sauk	Joel Gaalswijk		Y
	Rob Sinclair	Assistant Secretary	N
	Scott Alexander		N
	Marty Krueger	Alternate	
Walworth	Jerry Grant		
	Richard Kuhnke	X- Committee	
	Allan Polyock		
Waukesha	Karl Nilson	Chair	Y
	Richard Manke		N
	Fritz Ruf		

Motion does not pass.

- **Motion to reconsider the resolution at hand – Sweeney / Alexander. Three opposed, motion passes.**
- **Motion to approve the resolution, with the following change: removal of “and the implementation of passenger rail service” from the last paragraph on page one. Van Schwartz / Sweeney. Three opposed, motion passes.**

The Commission recessed for a ten-minute break at 11:10

- 13. Possible presentation by the Office of the Commissioner on Railroads – cancelled, the Commissioner was not available, will reschedule for a later date.**
- 14. Review and possible concurrence with Mazomanie TE project, ralls with trails.** Huntington explained the background on this project: Mazomanie is applying for State TE funds to develop a pedestrian/bike trail through the community that would use railroad property in one place, parallel to the tracks. The Village requested a letter of support from the Commission for their application. Seeboth authored a letter to the Village prior to this meeting (they needed the letter prior to the meeting for the grant deadline). The letter was passed around to Commissioners for review – it stated that the Commission is aware of this project and willing to discuss it with the Village if the project is also supported by WDOT and WSOR. The Commission will return to this topic if the Village is awarded the requested funds.
- 15. Plymouth to Sheboygan freight-rail line rehab status.** Huntington provided background on this topic- In 2006 or 2007, the Union Pacific discontinued their line from Kohler west, so 4-5 shippers no longer had service. The communities who lost service worked with WSOR and submitted application for rehabilitation of the line. Two years ago, WDOT awarded funds for this project to reconstruct the line from Plymouth to Sheboygan falls. The Communities arrangement with WSOR was to essentially make the local match a loan from WSOR to the communities, and WSOR has indicated that they are no longer willing or able to do that. The communities are now instead applying for a TIGER grant, which reduces the need for a local match, should they be successful. They may also reduce the size of the project.
- 16. Motion adjourning the meeting at 11:57 p.m. - Cornford / Sinclair - passed unanimously.**

BOOTH LAKE MANAGEMENT DISTRICT
P.O. BOX 778
EAST TROY, WISCONSIN 53120-0778
REGULAR MEETING OF THE BLMD COMMISSIONERS
July 18, 2010.

Present:

Hank Hubbell, Bill Sullivan, Gary Hegeman, Stan Muzatko (County Board Rep.).

1. Meeting called to order at 12:17 pm.
2. APPROVAL OF MINUTES
June 24, 2010 Meeting
Motion for approval of the minutes of the June 24, 2010 meeting by Bill Sullivan, 2nd by Hank Hubbell. Motion approved.
3. APPROVAL AND ADOPTION OF BUDGET FISCAL 2011
Motion to approve and adopt budget of \$17,600 and a property tax levy of \$166 by Stan Muzatko, 2nd by Gary Hegeman. Motion approved. It was noted the budget line item "Education" would be changed to "Communications." The budgeted amount will remain the same.
4. OTHER BUSINESS
 - Motion to approve the establishment of a volunteer Communications Coordinator position as recommended by the electorate at the July 18, 2010 Annual Meeting by Gary Hegeman, 2nd Bill Sullivan. Motion approved. Dee Gibson will accept position.
 - Motion to approve the dissolution of the Ad-Hoc Water Quality Committee as recommended by the electorate at the July 18, 2010 Annual Meeting by Gary Hegeman, 2nd Bill Sullivan. Motion approved.
 - Motion to approve the appointment of Barry Loveland to the BLMD Board of Commissioners as recommended by the electorate at the July 18, 2010 Annual Meeting by Gary Hegeman, 2nd Bill Sullivan. Motion approved.
 - Motion to change the BLMD bank account to the First Citizens State Bank, open a checking account and purchase Certificates of Deposit from the First Citizens State Bank by Gary Hegeman, 2nd Stan Muzatko. Motion approved.
5. PUBLIC/COMMISSIONER'S COMMENTS
The Commissioners discussed the problem of communicating and enforcing rules and boating regulations for people coming on the lake from the Park launch. The violation of rules and regulations seems to primarily occur by individuals coming on the lake and not by lake residents. The BLMD Board of Commissioners will continue to monitor the situation and will remain in contact with the water patrol as necessary.
6. Motion to adjourn the meeting by Stan Muzatko, 2nd Gary Hegeman. Meeting adjourned at 12:31 pm.

Respectfully submitted by
Gary Hegeman – BLMD Secretary

**Booth Lake Management District
Annual Meeting of the Electorate
July 18, 2010**

1. Meeting called to order by Chairman Henry Hubbell at 11:05 am.
2. Motion for approval of minutes of the July 19, 2009 Annual Meeting by Dave Knoernschild, 2nd by Sue Hubbell. Motion approved.
3. Motion for approval of Treasurer's report by Kurt Smith, 2nd Shea McCue. Motion approved.
4. **AUDIT COMMITTEE REPORT**
Thanks go to Marlene Bialek and Kathy Jens for doing the audit. No accounting errors or irregularities were found. A recommendation to provide additional information regarding CD activity was made.
5. **AD-HOC COMMITTEE REPORT**
 - Joan Wolf, Chair, Ad-Hoc Water Quality Committee, presented and discussed the reasoning behind two (2) motions concerning the establishment of a volunteer Communications Coordinator position and the dissolution of the Ad-Hoc Committee (see attached motions).
 - A motion was made by Joan Wolf, 2nd by Dave Knoernschild, to recommend the BLMD Commissioners establish a volunteer Communications Coordinator position. Motion unanimously approved. Dee Gibson will accept the Communications Coordinator position if approved by the BLMD Commissioners.
 - A second motion was made by Joan Wolf, 2nd by Mike Felske, to recommend the BLMD Commissioners dissolve the Ad-Hoc Water Quality Committee. Motion unanimously approved.
 - Joan Wolf reviewed the accomplishments of the Ad-Hoc Committee and publicly thanked the individuals who were involved in achieving these accomplishments; Dave Knoernschild, Lonnie Casper, Lisa Casper, Sandy Hegeman, Laura Eichholz, Mary Vaccarello, Santa Consiglio, Delores VanderBeke, Donna McElwee, Mary Harding, Dee Gibson, and the BLMD Commissioners.
6. **CHAIRPERSON'S REPORT**

No Wake Resolution

 - The history of lifting the No Wake Resolution was reviewed. The Resolution was formally lifted by the Troy Town Board at the June 2010 Board Meeting. In follow-up to this action, the BLMD Chair sent out an open letter to Booth Lake property owners and area residents with Booth Lake access regarding good lake stewardship (copy attached).
 - The electorate discussed boating issues and concerns with no buoys in the lake, and measuring high water levels.

Water Quality Study

 - BLMD participates in the Citizen Lake Monitoring Network initiative to measure and track water clarity. Mike Poliak has volunteered to take water clarity readings; water clarity in May 2010 was at 12', but had dropped to 5' in July. It is expected the water clarity will improve as the algae bloom sinks.

- BLMD is currently doing on-going water quality testing through the UW-Stevens Point spring and fall water sampling program. Plans are to continue the water quality study for a 5 year period.
- The BLMD Chair reviewed 2003 to spring 2010 water quality study results: no change in phosphorous levels; a drop in nitrogen levels; no significant change in alkalinity; no significant change in PH level; Trophic Status has remained the same.

Weed control:

- The Eurasian water-milfoil is the worst it has been since efforts began to control the invasive species 22 years ago. This is probably the result of the high water and the late treatment that was done last year. Milfoil is located at spots all around the lake and in total is estimated to cover approximately 8 acres. One treatment covering most of the lake was completed, and a second treatment will be done in the next few weeks.
- The electorate discussed and asked several questions regarding control and treatment of the Eurasian water-milfoil.

Habitat restoration:

- The BLMD Chair noted fish cribs that were put into the lake and the general impression the health of the fish population is improving.

BLMD Board Opening

- Barry Loveland has expressed interest in filling an opening on the BLMD Board of Commissioners. A motion was made by Bill Sullivan, 2nd by John Hesse, to recommend the BLMD Commissioners appointment Barry Loveland to the BLMD Board of Commissioners. Motion unanimously approved.

7. BUDGET FISCAL 2011

Bill Sullivan discussed proposed budget. Motion by Tina Sullivan, 2nd John Hesse, for a \$166 tax levy and a budget of \$17,600. Motion unanimously approved.

8. PUBLIC COMMENT

Discussion of Park not monitoring boat launch and posting boating regulations at the launch; on-line water quality and tracking resources; BLMD participation/membership with lake associations, and Marion Guild read poem "Advice from Booth Lake."

9. OTHER BUSINESS

The BLMD would like to make use of email to send out information, updates, announcements, etc. to BLMD members. Members are asked to provide email addresses or update email addresses by contacting one of the Commissioners or the Communication Coordinator if the position is established.

10. Motion to adjourn by John Wolf, 2nd by Kurt Smith; adjourned 12:08 pm.

Respectfully submitted by
Gary Hegeman – BLMD Secretary