



**Walworth County Board Finance Committee
MEETING MINUTES
Thursday, December 22, 2011**

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 Killenny, Nancy Russell, Joseph Schaefer, and Rick Stacey. A quorum was declared.

Board members present: There were no other County Board members present.

County staff present: David Bretl-County Administration/Corporation Counsel; Jessica Lanser-Finance; Linda Seemeyer-Health & Human Services; Shane Crawford, Peggy Watson-Public Works; Kevin Williams-Sheriff's Office; Kathy Du Bois-Treasurer's Office.

Public in attendance: Michael Van Den Bosch, Executive Director of the Walworth County Economic Development Alliance (WCEDA).

Agenda approval — There were no agenda withdrawals. Supervisor Russell corrected an error on Agenda Item 11, the next meeting date. It should be January 19, 2012. **Motion by Supervisors Stacey and Grant to approve the agenda as amended; carried 5-0.**

Approval of minutes of last meeting(s) — November 17, 2011 — **Supervisor Stacey moved to approve the meeting minutes. Upon second by Supervisor Grant, the motion carried 5-0.**

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

Unfinished business — There was no unfinished business presented.

Consent items — Russell asked that Agenda Item 8B1, related to sale of tax foreclosure properties, be pulled for separate consideration. Grant requested that Agenda Item 8A3, budget amendment SH010, also be considered separately. **Supervisors Stacey and Grant moved and seconded approval of the remaining consent items. Motion carried 5-0.**

Budget amendments

Health & Human Services (HHS)

- HS010 — Redistribute budget to reflect higher than anticipated respite services
- HS011 — Redistribute budget to reflect higher than anticipated court-ordered doctor evaluations
- HS012 — Redistribute payroll budget for Emergency Preparedness Program

Public Works

- PW012 — Offset shortfall in unleaded fuel accounts

Sheriff's Office

- SH010 — Transfer funds for unanticipated Enhanced 911 expenses — This amendment pertains to a statutory way to fund Enhanced 911 service, according to Bretl. State statutes allow a 40 cent fee to be charged on every land line. These funds go to AT&T to offset the cost of providing the service. However, the statutory amount no longer fully pays for it and the maximum allowable fee has not been increased. In addition, there is no statutory provision to assess the charge on cellular phones. Coupled with the proliferation of cell phones and many people dropping land lines, the amount AT&T can collect no longer covers the cost.

Williams said Enhanced 911 service currently costs 46 cents per phone, which is above what the statute allows the company to bill individuals. Our initial contract with AT&T is about 10 years old. Land lines have decreased from about 60,000 at that time to 47,000 currently with a corresponding decrease in the revenue stream. This new 3-year agreement locks the county into paying the additional 6 cents per land line. Williams anticipates that if there is no change at the State level, the amount the county is required to pay will increase again because there continues to be reduction in the use of land lines. Bretl said we were under the impression the county could pass an ordinance to require cell providers to include a charge on their bills or, alternatively, allow a larger charge on the land lines. However, the statutes don't permit that. AT&T has been polite about this but the company is requiring us to pay the additional expense and sign a new contract with them in order to continue our Enhanced 911 service, according to Williams. We aren't the only county in this situation.

Grant's feeling is that the charge should also be included on cellular phone bills, not just land lines. He asked if the Sheriff's Association is trying to apply any pressure to change the statutes. Williams agreed with Grant. Sheriff Graves has been reporting on this issue at Association meetings and trying to keep it on the table. As time progresses, more counties may be getting similar agreements from AT&T and having to pay the increased cost for the Enhanced 911 service. Williams added that his communications peers are also concerned. Grant asked if state legislators had been contacted. Williams was aware that Graves talked to Kedzie and Knox, and perhaps others. He commented that AT&T caught us off guard. They said our contract was overdue and wanted to review it; then the charges came up. We have been scrambling to address this unanticipated expense without creating a huge burden on the county's budgetary process. **Supervisors Kilkenny and Schaefer moved to approve budget amendment SH010; carried 5-0.**

Treasurer

- TR002 — Offset shortfall on sale of tax deeds

Bids/contracts

- Award sale(s) of tax foreclosure property — Other than the parcels brought to the committee today, there are 6 more foreclosures remaining for sale, according to Crawford.
- MPLA 00160 — Crawford said we received two bids on this parcel which were identical. The county procedure is to give the bidders 24 hours to submit a new bid. John Kollross submitted the qualified highest price tiebreaker bid of \$552.00. **Supervisors Kilkenny and Stacey moved to award the bid to John Kollross; carried 5-0.**
- JLCB 02025 — We received one bid on this parcel. The qualified highest price bid was \$55.00. The property is zoned residential but is too small to be buildable on its own. **Supervisors Schaefer and Kilkenny moved to award the bid to WFN Alternative Energy, Inc.; carried 5-0.**
- JLCB 02264 — Crawford said we received one bid on this property. The qualified highest price bid was \$289.00 resulting in a \$4,296.09 loss to the county. **Supervisors Kilkenny and Stacey moved to award the bid to Alexander J. Turlakes II. Motion carried 5-0.**
- OHL1 00085 — One bid was submitted on this parcel. The qualified highest price bid was \$250.pp, resulting in a loss to the county of approximately \$5,000. **Supervisors Grant and Stacey moved to award the bid to John Kollross; carried 5-0.**
- GLW 00077 — One bid was submitted on this parcel. The qualified highest price bid of \$105.00 results in a loss of approximately \$1,100 to the county. **Supervisors Stacey and Grant moved to award the bid to WFN Alternative Energy, Inc.; carried 5-0.**

Reports

- Underground fuel tank remediation
- Update on tax incremental financing (TIF) district(s)
- Quarterly sales tax report – July-September, 2011
- Out-of-state travel:
 - Health & Human Services (HHS)
 - Judy Tippel, Conference Name, Tucson, AZ

New business

Ordinance **-01/12 Amending Section 30-259 of the Walworth County Code of Ordinances Relating to Capital Asset Useful Life of Bridges — Bretl explained that this ordinance relates to an accounting issue. Our newer bridges are expected to last longer than previously stated so we will be depreciating new bridges in 70 years, according to Lanser. **Supervisors Stacey and Schaefer moved to approve the ordinance; carried 5-0.**

Discussion and possible action regarding ordinance revisions related to Walworth County revolving loan fund — Bretl commented that Agenda Items B, C and D – i.e., the ordinance pertaining to the revolving loan fund, the revolving loan fund manual, and the proposed agreement with Crunch Holding Corporation, respectively – are closely related. They all relate to the county's role in the Crunch Holding Corporation's grant from the State. The committee may wish to refer to them together, during discussion. He reminded the committee that Crunch's grant application was presented to the County Board several months ago. In order for them to obtain the funding, the County needs to be involved. They can't get it directly. Bretl noted that we did attempt soliciting bids to potentially outsource the grant administration. He said Van Den Bosch has done a good job with public hearings and coordinating between the State, Walworth County and Crunch. A number of significant documents have been pulled together, all of which are required to be in place by state and federal law in order for the grant to proceed. An ordinance and revolving loan fund manual must be adopted to govern administration of the funds. Bretl added that we had contemplated scheduling a special County Board meeting but Van Den Bosch received word from the State that the agreement could be approved and the check cut in January.

Van Den Bosch said Walworth County will apply for the grant on behalf of Crunch. The agreement outlines the terms of the revolving loan. If they were to default on their agreement, the revolving loan fund will govern how future loans are made. Grant asked if the county would have to pay back funds if Crunch were to default. Bretl said that would not be the case. Kilkenny expressed concern about the county being "in the loan business" and that the jobs Crunch proposes to create be retained. **Supervisors Stacey and Grant moved to approve the ordinance creating Chapter 28 related to economic development and loan administration; carried 5-0.**

Discussion and possible action regarding Walworth County Revolving Loan Fund Manual — Supervisors Stacey and Grant moved to approve the Revolving Loan Fund Manual. Russell provided finance staff with minor revisions to word tenses and punctuation, none of which change the meaning of the manual. She asked the Committee to approve these changes in concept, rather than reviewing them individually. Russell then requested that the manual include adult entertainment businesses in the list of businesses the county specifies as being ineligible to receive program funds. **Supervisors Stacey and Grant amended the motion to include revisions to the Revolving Loan Fund Manual specified by Supervisor Russell. The motion carried as amended 5-0.**

Discussion and possible action regarding agreement between Wisconsin Development Corporation, Walworth County, and Crunch Holding Corporation (Birds Eye) related to the

\$1.3 million State loan — Supervisor Schaefer moved approval of the agreement. Supervisor Stacey seconded the motion. Van Den Bosch explained that Crunch is the parent company to Pinnacle, which is the parent company to Birds Eye. **Motion carried 5-0.**

Discussion and possible action regarding award of the Government Finance Officers Association (GFOA) Certificate of Achievement for Excellence in Financial Reporting for Fiscal Year 2010 — Bretl congratulated Lanser for her efforts in producing the county's Comprehensive Annual Financial Report (CAFR), to which this award pertains. Although we have received this recognition for several years, it is still a big deal and is not awarded to many entities. **Supervisors Stacey and Kilkenny moved to request a Special Order of Business at the January 10, 2012 County Board meeting for a formal award presentation; carried 5-0.**

Correspondence — There was no correspondence presented.

Confirmation of next Finance Committee meeting:

- The next Finance Committee meeting was confirmed for **Thursday, January 19, 2012** at 9:30 a.m. in County Board Room 114 at the Government Center

Adjournment of Finance Committee

Upon motion and second by Supervisors Kilkenny and Stacey, Chair Russell adjourned the meeting at approximately 10:06 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 Health and Human Services Committee
MINUTES

December 21, 2011 Meeting – 1:15 p.m.

Walworth County Board Room
Government Center – Elkhorn, Wisconsin

The meeting was called to order by Chairman Grant at 1:15 p.m.

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

Others present – Linda Seemeyer, Director of Health and Human Services/Lakeland Health Care Center Superintendent; Elizabeth Aldred, Deputy Director Health and Human Services; Juliet Young, Health and Human Services; Nancy Russell, County Board Chairperson; Pat Grove, Health and Human Services Manager, Janis Ellefsen, Health and Human Services Supervisor; Susan Schuler, Public Health Consultant; Carlo Nevicosi, Health and Human Services Manager; David Bretl, County Administrator

Public in attendance – There was a member of the public in attendance.

There were no agenda withdrawals. **Motion and second made by Citizen Representative Wagie-Troemel/Supervisor Schaefer to approve the agenda. Motion carried 7-0.**

The Health and Human Services minutes from the November 16, 2011 meeting were approved with one minor change. **Motion and second made by Supervisor Ingersoll/Citizen Representative Wagie-Troemel to approve the minutes. Motion carried 7-0.**

Public comment – There were no comments from the public.

Unfinished business –

Urban/Rural Women's AODA Grant Update– Deputy Director Elizabeth Aldred informed the committee that Walworth County Department of Health and Human Services was awarded a grant in the amount of \$250,000 a year for 2-4 years to address women's AODA issues. Of the individuals treated at DHHS 80% of the men successfully completed treatment as opposed to 37% for women. In 2010 there were 6,837 days of care for foster care and in the past 12 months four pregnant women were put into protective custody. In October of this year 40% of the women in jail were in for driving under the influence charges. This grant will help provide for day care services, transportation, in-home mentoring, providing medication for opiate addiction, case management, coordination of services, trauma screening and additional referrals to Public Health and the Birth to Three programs.

The goals are to increase the success rates among women, decreasing Child Protective Service referrals and protective custodies and providing treatment to women in jail to prevent future incarcerations. Ms. Aldred noted that thirteen counties applied for the grant. Ms. Aldred thanked Carlo Nevicosi, Mental Health/AODA Manager, Janis Ellefsen, Public Health Supervisor, Pat Grove, Public Health Officer and ETTY Wilberding, Children's Unit Manager for putting together a fine grant.

Ms. Aldred stated that this grant will be on the Human Resources and Finance agendas for January 2012 to approve a budget amendment to accept the money, add this grant to the reoccurring grant list and to approve two new staff positions.

Supervisor Grant asked if the two new staff members would be hired from the outside or promotions within Health and Human Services. Ms. Aldred explained the job would be offered to both and was not sure if anyone internally would be interested in applying.

Supervisor Grant asked what will happen to these positions when the grant is no longer available. Ms. Aldred explained the job posting would indicate this is a grant position and applicants will be made aware of this during the interview process.

Supervisor Ingersoll asked for clarification on the duration and amount of this grant. Ms. Aldred stated the grant is for a minimum of two years with a maximum of four years. The \$250,000 is a per year amount so it could be a million dollars if all four years are received.

Ms. Seemeyer stated she hopes that if this program is a success there will be a reduction in other service costs such as foster care and hospitalizations and that costs can be offset by billing Medicaid to make this program monetarily viable.

Citizen Representative Wagie-Troemel asked for an update in six months.

New Business –

Community Health Improvement Plan and Process (CHIPP) – Ms. Seemeyer introduced Susan Schuler who was hired as a consultant to work on this plan. Ms. Schuler went over a synopsis report on CHIPP. This plan was mandated in the State statutes. Ms. Schuler interviewed many individuals and created a steering committee with community members and Health and Human Services staff to review the information gathered. Transportation, dental care and environmental health issues were among the bigger issues.

After a comprehensive review of all the information, the steering committee identified and prioritized strategic issues. The number one identified need was access to a free medical clinic or other model (FQHC) to serve the uninsured. The second priority was access to free, low cost or Medicaid reimbursable dental services. The Steering Committee also identified prevention services with a focus on the "Life Course Model" and services to high risk families as priority needs.

Ms Schuler reported that there are workgroups working on the free medical clinic and it is progressing. There is a dental group working on increasing dental services for Walworth County residents.

Dr. Seegers asked about liability issues with a free clinic. Ms. Schuler explained that volunteers are covered under State statutes.

Supervisor Grant asked who would work at the free clinics. Ms. Schuler stated it is nurses, doctors, social workers and so on. Supervisor Grant asked if these volunteers are mostly retirees or professionals that take time away from their work. Ms. Schuler stated normally in dental services take time out of work and with some retirees and medical services is usually more retirees.

A report with the data and objectives will be made available to the Board. Ms. Schuler asked the Board for suggestions for people who would be willing to volunteer to implement this plan.

Supervisor Grant asked where the free clinic would be located and when it would be available. Ms. Schuler stated she hopes it will be up and running in eight months and hopefully located in Elkhorn probably with a church. It may also be a traveling free clinic.

Ms. Seemeyer noted that budget constraints make it unlikely that WCDHHS would be able to lead an effort on its own but said that the agency should be a part of implementing the recommendations of the CHIPPs. As an example, Ms. Seemeyer said that WCDHHS could perhaps help agency to write grants, obtain equipment, or provide transportation and Medicaid billing. Ms. Seemeyer said she would return to the Board with more concrete proposals as the various workgroups develop firm plans and she hoped for the Board's support.

Supervisor Ingersoll feels that the timing is good to have a free clinic in Walworth County.

Supervisor Grant is stated that with the status of Family Care and BadgerCare in Wisconsin that a free clinic would be beneficial. Ms. Schuler stated that approximately 16% of the citizens of Walworth County are uninsured. Supervisor Ingersoll is encouraging publicity for the clinic.

Gateway Technical College Resolution – Ms. Seemeyer stated that Gateway students helped tape some inservice training for DHHS and the department would like to recognize their efforts with a County Board resolution.

Motion and second made by Supervisors Ingersoll/Schaefer to recommend the Gateway Technical College resolution be forwarded to the County Board. Motion carried 7-0.

Reports -

Income Maintenance Update – Ms. Seemeyer has good news this month. The state and the counties have agreed upon contract language. Counties won several key concessions including the ability to withdraw if the state makes major changes, the ability to share in incentive money, and improved performance standards. Fond du Lac, as the Moraine Lakes lead agency will sign on our behalf and we will sign a Memorandum of Understanding (MOU) with Fond du Lac.

Ms. Seemeyer also reported that DHHS staff are preparing for operational changes with the new call center format. As of January 3, 2012, clients will need to call the centralized call center number and may speak to workers in other counties. There are sure to be some challenges and everyone's patience is greatly appreciated.

Supervisor Grant asked if the Board could review the MOU. Ms. Seemeyer stated it was currently being reviewed by Corporation Counsel and would be reviewed by Mr. Bretl.

LogistiCare October Report – Ms. Seemeyer announced there was just one logged complaint.

Supervisor Grant asked if complaints from doctors refusing to see patients that used Logisticare have been resolved. Ms. Seemeyer did not know if the problems were resolved or if they were contacting Logisticare directly.

Correspondence –

Correspondence from Cynthia D. Simonsen, Executive Director of VIP Services, Inc. in regard to applying to Wisconsin Department of Transportation for federal grant to assist in meeting transportation needs of the elderly and persons with disabilities in the area
– Ms. Seemeyer stated this is a routine letter and recommended to place on file.

Ingersoll/Redenius

Motion and second made by Supervisors Ingersoll/Redenius to recommend this correspondence be placed on file. Motion carried 7-0.

Announcements –

Holiday Care Wrap Up - Ms. Seemeyer stated that it was another successful year and almost 500 families, seniors and disabled adults were helped. Food gift certificates and/or presents were provided for the approximately 1,300 children in the Holiday Care Program.

Next Meeting Date – The next meeting is scheduled for January 18, 2012 at tentatively 1:15 p.m. following the Lakeland Health Care Board of Trustees meeting

Adjournment – **On motion and second by Citizen Representative Seegers/Supervisor Schaefer, Chair Grant adjourned the Health and Human Services meeting at approximately 2:15p.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.

Walworth County Human Resources Committee

MINUTES

December 21, 2011 – 2:30 p.m.

County Board Room 114 – Government Center

Elkhorn, Wisconsin

Draft

The meeting was called to order at approximately 2:30 p.m. by Chairperson Ingersoll.

Roll call – In attendance were Chairperson Ingersoll, Vice Chairperson Grant, Supervisors Redenius, Brandl and Wardle. A quorum was declared.

Others present – Supervisor Nancy Russell; David Bretl, County Administrator; Suzi Hagstrom, Labor/Employee Relations Director; Linda Seemeyer, LHCC Superintendent/HHS Director; Dale Wilson, Payroll/Benefits Manager; David Graves, Sheriff; Kurt Picknell, Undersheriff; John Delaney, Jail Administrator; Tracy Moate, Director of Special Education; Peggy Watson, Office/Purchasing Manager; Shane Crawford, Deputy County Administrator – Central Services.

Approval of the agenda was moved and seconded by Supervisor Brandl and Vice Chairperson Grant, with no withdrawals, and carried 5 – 0.

Approval of the November 16, 2011 Human Resources Committee meeting minutes was moved and seconded by Vice Chairperson Grant and Supervisor Brandl. The motion carried 5 – 0.

Public comment period – none

Discussion and Possible Action Regarding an Amendment to Chapter 15 of the Code Relating to the Elimination of the Position of Deputy County Administrator – Central Services and the Creation of a Director – Central Services. Bretl stated that Crawford had gotten a new position as the City Manager of Madeira Beach, Florida, leaving the Deputy County Administrator – Central Services position vacant. Bretl stated that the position was changed to a deputy county administrator when Crawford began working for the county. With Crawford's departure, Bretl recommended that the position revert back to a director position. The job description would also change slightly. The legislative aspects of the position of deputy county administrator (such as working with the Intergovernmental Cooperation Council, WCA and the German sister county partnership) could be assigned to other positions as needed. Bretl believes these changes will make it easier to recruit for the position. Chairperson Ingersoll questioned if the deputy county administrator would move into the county administrator position if something were to happen to Bretl. Bretl clarified that if something happened to the county administrator, the county board chair would take over.

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Vice Chairperson Grant and Supervisor Redenius moved and seconded approving the Amendment to Chapter 15 of the Code Relating to the Elimination of the Position of Deputy County Administrator – Central Services and the Creation of a Director – Central Services. The motion carried 5 – 0.

Discussion and Possible Action Regarding an Amendment to Section 15-17 of the Code relating to the Jail Administration Reorganization Plan. Bretl stated that in order to help meet the tax levy freeze, the Sheriff created this proposal. The Sheriff explained that the proposal maintains public safety while helping the budget and putting off the jail expansion. Delaney explained that one of the objectives of 2012 is to expand the electronic monitoring program, which will allow them to delay the expansion of the facility. They will be making physical changes at the jail as part of the reorganization plan. In addition, they will be reducing the number of correctional officers from 85 to 75. The assistant jail administrator will be eliminated and two superintendents will be added. One of the superintendents will be in charge of programs, including electronic monitoring. The other superintendent will be responsible for operations of the jail itself. It was clarified that the Sheriff had previously requested that two deputies be unfrozen to work with the electronic monitoring; this was not a request for an increase in the number of deputies. Hagstrom added that the number of jail administration positions was being decreased by the elimination of the assistant jail administrator position. She further explained that two corrections sergeants would be reclassified to superintendents.

Supervisor Wardle and Vice Chairperson Grant moved and seconded approving the Amendment to Section 15-17 of the Code relating to the Jail Administration Reorganization Plan. The motion carried 5 – 0.

Discussion and Possible Action Regarding an Amendment to Sections 15-513, 15-514, 15-707, 15-1050 and 15-1323 of the Code Relating to Vacation and Sick Leave Accruals, Extended Sick Leave Banks, Absence due to School Closure and Longevity Pay.

Hagstrom stated that as she went through the Chapter 15 trainings, a few issues came up that had been missed when the Chapter 15 changes were first made. There had also been a few program changes that necessitated amendments to Chapter 15 as well. Hagstrom went over the changes in each of the sections.

Vice Chairperson Grant and Supervisor Brandl moved and seconding approving the Amendment to Sections 15-513, 15-514, 15-707, 15-1050 and 15-1323 of the Code Relating to Vacation and Sick Leave Accruals, Extended Sick Leave Banks, Absence due to School Closure and Longevity Pay. The motion carried 5 – 0.

Discussion and Possible Action Regarding Approval of a Collective Bargaining Agreement by and between Walworth County and the Deputy Sheriffs Association for the Period of January 1, 2012 to December 31, 2013. Hagstrom stated that in the spring, the Board had given staff bargaining parameters. The Board had given authority for a

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one-year contract with a wage increase of zero percent. Staff was able to reach a tentative agreement with the deputies for two years at zero percent. The deputies understood that their health insurance would change in 2013. Because staff's authority was only for a one-year contract, they are now requesting the Board's approval of the two-year contract. Bretl added that this is the one group that can still bargain under state law. He advised the committee to keep arbitration in mind. The only variable is the health insurance. The way the law reads, the employer can unilaterally change the health plan, and that is not negotiable. Beyond that, wage increases and contributions to WRS are issues that would go to arbitration. Bretl feels the tentative agreement accomplishes what we need it to. It freezes wages. Deputies would still not be contributing to WRS, but that wouldn't be guaranteed in arbitration either. The proposed health plan changes for deputies in 2013 and new hires in 2012 were designed to be comparable to a 5.8% contribution to WRS. He added that there is litigation statewide challenging the ability of the employer to unilaterally change the health plan. If it turns out that the employer cannot change the health plan unilaterally, the county will not be out a great deal.

Supervisors Brandl and Redenius moved and seconded approving a Collective Bargaining Agreement by and between Walworth County and the Deputy Sheriffs Association for the Period of January 1, 2012 to December 31, 2013. The motion carried 5 – 0.

Chairperson Ingersoll did not have any reports.

The next regular meeting of the human resources committee was confirmed for January 18, 2012 at 3:00 p.m.

Adjournment. On motion and second by Supervisors Brandl and Wardle, Chairperson Ingersoll adjourned the meeting at approximately 3:03 p.m.

Respectfully submitted by Tammy Werblow, assistant to the county administrator.
These minutes are subject to approval by the committee.

HONEY LAKE PROTECTION AND REHABILITATION DISTRICT

BOARD OF COMMISSIONERS

JOHN LUTZ: CHAIRMAN; (re-elected for 3-year term, 8/22/10.)

JUDITH CORRELL: SECRETARY; (re-elected for 3-year term, 8/28/11.)

GERALD SCHWARTEN: TREASURER; (re-elected for 3-year term, 8/23/09.)

MICHAEL WEINKAUF: ROCHESTER VILLAGE TRUSTEE REPRESENTATIVE

DONALD TRIMBERGER: SPRING PRAIRIE TOWN SUPERVISOR AS OF APRIL 2011

ROBERT E. McINDOE: REP. OF WALWORTH COUNTY CONSERVATION AS OF 8/15/11

DEC. 20, 2011 MONTHLY MEETING:

Present: Lutz, Correll, Schwarten, McIndoe, Trimberger, Weinkauf

Meeting was called to order at 7:08 p.m. Secretary Correll read the minutes of the November 15, 2011 meeting which were subsequently approved. Treasurer Schwarten read the November, 2011 Treasurer's Report which was subsequently approved. (copies of these minutes and Treasurer's Report are attached, along with the agenda for this meeting.

Old Business:

Chaulklin property on Crescent Place: Mr. Chaulklin had not given any response to the 10/25/11 letter from the District's Attorney, Mr. Dubis, so he has been served with a notification of legal action being initiated.

Dam & dike survey and inspection: Chairman Lutz indicated he has the formalized final survey and inspection report which has no changes from the preliminary copies distributed at the November meeting. The report has now been forwarded to the DNR and all that now needs to be done is to finalize with them what the District needs to do for compliance.

Workman's Compensation Coverage: As reported at the November meeting, Employer's Mutual has advised the District that they are discontinuing our coverage. Initial steps have been taken through our insurance agent to obtain future coverage.

On July, 26, 2011, Attorney Dubis wrote a letter to Charles Hinds (35417 Lakeshore Dr.) relative to his continued personal usage of District-owned property adjacent to his. (i.e., "...treating said land as though it was your own property" for storage etc.) This has been an issue for several years, with a letter sent to him back in 2007. This issue will now be pursued legally, to be then followed by the Chaulklin issue, noted above.

New Business:

As reported in November, Racine County Sheriff's Deputy Tony Castillo, who has covered the Honey Lake area for some time, has now been promoted. His replacement, Don Vandervest, was present at this meeting and introduced himself, as the Board members likewise introduced themselves to him. Don is from the Rochester area, is familiar with the Honey Lake area, and plans on attending our monthly meetings.

Several years ago, Spring Prairie improved both East Lakeshore and West Lakeshore roads in the Walworth County portion of Honey Lake, with the intention that both roads would officially become the property of Spring Prairie when Honey Lake completed payments for those improvements. That has now been done. Since those two "undersized" roads are too narrow for the Town's snowplows, Honey Lake will continue to have them plowed along with the other District's roads. Still to be resolved is the compensation from Spring Prairie for having that done. Signage poles have been placed, and "No Parking" signs will be attached as soon as the signs are received.

Pending bills were approved for payment.

Meeting was adjourned at approx. 7:50 p.m.

Respectfully submitted,



Robert E. McIndoe 12/21/11

HONEY LAKE

**Protection and
Rehabilitation District**

P.O. Box 565

Burlington, WI 53105



COMMISSIONER'S MEETING

ROCHESTER PUBLIC LIBRARY

December 20, 2011 -- 7:00 P.M.

AGENDA

Call the Meeting to Order

Secretary's Report: November 15, 2011

Treasurer's Report: November 2011

OLD BUSINESS

1. Reports
2. Lake Project

NEW BUSINESS

1. Monthly Bills

ADJOURN

HONEY LAKE Protection and Rehabilitation District

P.O. Box 565

Burlington, WI 53105



Commissioner's Meeting

November 15, 2011

Chairman Lutz called the meeting to order at 7:03 P.M. at the Rochester Public Library.

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

The minutes of the October 2011 meeting were read. A motion to approve the minutes was made by Robert McIndoe, seconded by Michael Weinkauf and carried.

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

OLD BUSINESS

Chairman Lutz read the letter dated Oct. 25, 2011 that Attorney Dubis sent to Donald Chaulklin. As of 5:15 P. M. today Mr. Chaulklin has not gotten in touch with Attorney Dubis.

We received the report on the dam safety inspection from Ayres Associates outlining the repairs that they found would be necessary with a date to have the repairs done by. Chairman Lutz went over the attached list. The last inspection that is listed on the Dam website is 1994.

The tree has been taken down on Casa Loma.

The roadside trimming has been completed on the Racine side. They will start tomorrow on the Walworth side.

Employer's Mutual will no longer be servicing as carrier for Wisconsin Workman's Compensation. We will contact our insurance agent to see what other company is available.

Deputy Tony Castillo was in attendance and reported that Halloween was very quiet. All who participated had a good time. The house at 5416 Lakeshore has a lot of junk in the yard. Deputy Castillo is working with the landlord to get it cleaned up. He also told us that this would be his last meeting as he has been promoted to investigator. The new deputy will be at the December meeting.

Curt will be raising the dam boards this week.

The last payment on the roads has not been paid because Debbie, the Spring Prairie Town clerk, made an error. Instead of putting the \$15,000.00 into our road fund she returned it to us in the regular tax payments. Hopefully we will be able to reverse this payment. The balance in our road fund for Spring Prairie is only \$8,423.27. The Rochester road fund is \$45,243.00.

American Maintenance put a bid in for crack-filling the roads in the district for a total of \$16,000.00. The Walworth side is \$5,790.40 & Racine side is \$10,208.40. A motion to approve the bid was made by Michael Weinkauf, seconded by Donald Trimberger and carried.

BILLS SUBMITTED AS FOLLOWS:

Comm. Comp.	John Lutz	\$ 175.00
“ “	Judith Correll	\$ 1 50.00
“ “	Gerald Schwarten	\$ 150.00
“ “	Donald Trimberger	\$ 25.00
“ “	Michael Weinkauf	\$ 25.00
W E Energies	Del Rio light	\$ 19.10
Cutting Edge Lawn Care	Mowing & Trimming 10-10 & 10-26, 2011	\$ 250.00
Southern Lakes Newspapers	Snowplowing Ad (2nd payment)	\$ 55.30
Bulletin Office Supplies	H L D Dam Info Copies	\$ 26.45
American Maintenance	Crackfilling Racine side \$10,208.40 Crackfilling Walworth side \$ 5,790.40 Payments on hold	

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Ayres Associates	Honey Lake Dam Inspection	\$ 2,200.00
“ “	EAP / IMOD	\$ 185.86

A motion to approve the bills was made by Robert McIndoe, seconded by Donald Trimberger and carried.

A motion to adjourn, subject to recall, was made by Michael Weinkauff, seconded by Robert McIndoe and carried at 7:57 P. M.

Respectfully submitted,



Judith Correll,
Secretary, HLPRD

HONEY LAKE DISTRICT TREASURERS REPORT

For The Month of November 2011

District Regular Checking

11/01/2011 Balance.....			\$	44,099.01
Interest 11/30/2011		\$	0.20	<u>0.20</u>
			\$	44,099.21
Checks				
3865 Snow Solutions	Snowplowing Contract 1 of 6	\$	6,200.00	
3866 H L D Non-Sinking Fund	Transfer Funds		15,000.00	
3867 John Lutz	Commissioners Compensation		175.00	
3868 Judy Correll	Commissioners Compensation		150.00	
3869 Gerald Schwarten	Commissioners Compensation		150.00	
3870 Donald Trimberger	Commissioners Compensation		25.00	
3871 Mike Weinkauff	Commissioners Compensation		25.00	
3872 W E Energies	Del Rio Light		19.10	
3873 Cutting Edge Lawn Care	Mowing & Trimming 10/10 & 10/20		250.00	
3874 Southern Lakes Newspapers	Snow Plowing Ad [2 nd Ad]		55.30	
3875 Bulletin Office Supplies	Photo Copies/ Dam Info.		26.45	
3876 Ayres Associates	Honey Lake Dam Inspection		2,200.00	
3877 American Maintenance	Roadway Sealing-Racine County		10,208.40	
3878 American Maintenance	Roadway Sealing-Walworth County		<u>5,790.40</u>	
		\$	40,274.65	<u>40,274.65</u>
	Balance on Hand November 30 th 2011.....	\$		3,824.56

District Payroll Account

11/01/2011 Balance.....			\$	4,794.27
Interest 11/30/2011		\$	0.04	<u>0.04</u>
Checks:			\$	4,794.31
1212 Derek Koenig	Wages 10/30 to 11/02/2011	\$	61.33	<u>61.33</u>
				4732.98
Chase Bank	Service Fee	\$	14.00	<u>14.00</u>
	Balance on Hand November 30 th 2011.....	\$		4,718.98

District Non-Sinking Fund

10/01/2011 Balance.....			\$	40,848.43
Interest 10/31/2011		\$	0.40	<u>0.40</u>
			\$	40,848.83
	Transfer Funds	\$	15,000.00	<u>15,000.00</u>
	Balance on Hand November 30 th 2011.....	\$		55,848.83

Gerald Schwarten
 Treasurer
 Total Cash on Hand \$ 64,392.37

Walworth County Board Executive Committee
Meeting
December 19, 2011 - 10:00 AM
County Board Room 114
Walworth County Government Center
100 W. Walworth St., Elkhorn, Wisconsin

Draft Minutes

Chairman Weber called the meeting to order at 10 AM.

Committee members in attendance included Chairman Weber, Vice Chairman Kilkenny, and Supervisors Brandl and Russell. Supervisor Hawkins was absent excused.

Others in attendance included Michael Cotter, Deputy Corporation Counsel/Land Use and Resource Management Director; Captain Kevin Williams - Sheriff's Communications Division; Lieutenant John Ennis, Emergency Management Director; and, Dave Bretl, County Administrator/Corporation Counsel.

Agenda approval was moved and seconded by Supervisors Brandl and Russell, with no withdrawals or changes. The motion carried 4 – 0.

Approval of the executive committee November 8, 2011 and November 14, 2011 minutes was moved and seconded by Supervisors Russell and Brandl. The motion carried 4 – 0.

Public comment period. There was no public in attendance and no comment.

Appointments

Veterans Service Commission. County Administrator Bretl's nomination of Jerry Peters for an additional three-year term was moved and seconded for approval and forwarding to the county board by Vice Chairman Kilkenny and Supervisor Brandl. The motion carried 4 – 0.

Local Emergency Planning Committee (LEPC). County Administrator Bretl had submitted his nomination of Taylor Vanness to fill the position representing industry. He explained that Mr. Vanness has a position with Birds Eye in Darien and that because of his background and experience he would be a valuable addition to the LEPC given Birds Eye's storage of certain chemicals. Mr. Bretl indicated that there is no requirement that an LEPC member reside in this county. **Supervisors Brandl and Russell moved and seconded recommending appointment of Mr. Vanness; the motion carried 4 – 0.**

Lakeshores Library System Board. Supervisors Kilkenny and Russell moved and seconded support of County Administrator Bretl's nomination of Royce DeBow and Jay Karow for reappointment, each for an additional three-year term of service. The motion carried 4 – 0.

Consent items. Supervisors Kilkenny and Brandl moved and seconded approval of all of the expense reimbursement claims listed below; the motion carried 4 – 0.

- Mileage and per diem reimbursement expense claim of Richard Kuhnke, Citizen Representative, Wisconsin River Rail Transit Commission, in the amount of \$122.15
- Mileage and per diem reimbursement expense claim of Allan Polyock, Citizen Representative, Wisconsin River Rail Transit Commission, in the amount of \$132.50
- Mileage expense claim of County Board Supervisor Rick Stacey in the amount of \$18.87

New business

Resolution Authorizing an Increase in the Per Diem Rate for Citizen Members of the Walworth County Board of Canvass. County Clerk Bushey explained that the members of this board put in long hours. She surveyed other counties regarding the rate they pay their boards of canvass. Examples include Racine County, which pays \$75 a day and Kenosha County, which pays \$40/day. Ms. Bushey stated that the increase she was requesting was modest, from \$30/day to \$50/day. As indicated in her memo to the committee, there has been no adjustment in the per diem rate for the Walworth County Board of Canvass during her 14-year tenure as county clerk. Bushey was uncertain when the last adjustment had occurred prior to then. Funding was included in the county clerk's 2012 budget to cover the cost of an increase in the per diem rate. **Vice Chairman Kilkenny moved and Supervisor Russell seconded approving a per diem increase for the Walworth County Board of Canvass. The motion carried 4 – 0.**

Discussion and possible action regarding Agreement for Enhanced 9-1-1 Service. This agreement will allow Walworth County to continue to use 911 emergency service, permitting dialing the number 911 to access emergency service instead of dialing a ten-digit telephone number. Without the agreement, emergency service will only be able to be accessed by dialing a ten-digit telephone number. We have been operating under an agreement that expired approximately six years ago. The local telephone companies did not provide an updated agreement to sign until recently. There are several phone companies that provide service in Walworth County. AT&T is steering the agreement, which will involve all of the companies in the county. Captain Williams said he and County Administrator Bretl have met with AT&T staff and reviewed the agreement for enhanced 911 service. AT&T is looking to the counties as the appropriate jurisdiction from which to obtain the difference in cost which can't be recovered from land line users. Williams indicated that \$33,915.60 is the annual cost of the agreement to cover the amount that cannot be assessed to personal users of enhanced 911 service. Captain Williams said there is nothing budgeted in the sheriff's communications 2012 budget to cover this cost. He said the issue of renewing the agreement did not arise prior to the 2012 budget review process. Williams indicated that AT&T is not willing to negotiate the amount of the charges. Mr. Bretl said the finance committee would be discussing the 911 service contract on December 22, 2011 to determine the means and source of funding. He indicated that the provision of enhanced 911 emergency service and assessment of the costs needs to be resolved at the state level. If the county does not want to incur the cost, the agreement does not have to be executed. If it is not executed, however, access to 911 emergency service will revert to the old fashion way, i.e., dialing a ten-digit number. Mr. Bretl indicated that if 2011 funds could be encumbered to pay for the 911 emergency service agreement, he would be supportive of it.

Alternatively, money could be appropriated from the county's contingency fund. While our cost will be approximately \$34,000, other counties are looking at six-figure costs for continuation of 911 emergency service. There can be a significant fiscal impact, particularly in counties with a small population where 911 emergency service can be costly but there are few land lines to which the cost can be assessed. Both land lines and cell phones can access emergency services by dialing 911; however, only land lines can lawfully be assessed for the cost of the service. While cell phone use has steadily increased, many people are ditching their land lines, Bretl said. Vice Chairman Kilkenny said it would be unacceptable if, as an example, a child were to dial 911 to access emergency service, and the call did not reach the emergency dispatch center. **Kilkenny moved approval of the agreement for enhanced 911 services. Supervisor Russell seconded the motion and asked for clarification regarding exchanges listed in the agreement that provide service to areas outside of Walworth County.** Captain Williams explained that the premise of the 911 emergency system was identification of the caller's address and location, and he said it was his understanding that we will only be charged for 911 service to the exchanges that are in Walworth County (reference Schedule B of the agreement). Williams noted that Whitewater, Delavan and Lake Geneva have their own dispatch centers. 911 emergency service costs are assessed per each land line in the county served by one of the carriers. Williams indicated that \$33,915 was the fixed annual cost for the length of the agreement, which is a three-year agreement so for each of the three years, the annual expense would be \$33,915. He said he did anticipate that the cost would increase after the term of the agreement. AT&T has looked at the 911 service by county not by dispatch centers and the projected cost is based strictly on the number of land lines. Chairman Weber said the most equitable arrangement would be for cellular service providers to share the cost of 911 emergency service. Mr. Bretl agreed that would be ideal, however, was not sure how, technologically, that would work. **Chairman Weber called the question to end discussion. The Kilkenny/Russell motion carried 4 – 0.**

Sheriff's Office VHF WISCOM Radio grant application. John Ennis, Emergency Management Director, explained that all public agencies, including fire and rescue are eligible to apply for this grant. Fourteen sheriff's marked squad cars were equipped last year with WISCOM interoperability radio systems using grant funding. This year's grant funding would provide up to 12 units at \$5,000/WISCOM unit. Ennis said the sheriff's office would be requesting 10 units at \$50,000 to equip another 27 cars in the fleet and obtain 2 portable radios to accompany that. The cost to the county would be nothing; it's fully funded by the grant. Lieutenant Ennis was seeking permission to apply for the grant. **Vice Chairman Kilkenny moved approval to apply for the grant; Supervisor Russell seconded the motion, which carried 4 – 0.**

Update regarding Open Range bankruptcy filing. Deputy Corporation Counsel Cotter provided background and an update on the following items: Motion for an Order Rejecting All Remaining tower Space Agreements and Authorizing the Debtor To Abandon Certain Personal Property; Correspondence regarding Open Range's termination of all tower lease agreements; and, Notice of Hearing on Application of Debtor for Authority To Employ and Retain Counsel. Cotter indicated that the cell tower provider filed bankruptcy. We were told to submit a bill

through November 18, 2011; a check was cut earlier and deposited. There is \$2,377.74 still owed to the county by Open Range, which still has equipment on our towers. There is a certain cost associated with keeping the equipment on the towers. Open Range has notified the county that its equipment will be removed. Based on what we can bill for, the county will take a loss of \$1,890 for 2011. There is no other cellular carrier that wishes to put its equipment on the county towers at present, and the county will lose some revenue from the lease of our tower space to Open Range. Mr. Bretl indicated it was uncertain whether Open Range would, in fact, come and remove its equipment from our towers. If not, it would then become an expense to the county to remove it. We have not filed any legal action because so far we have been paid what is owed the county. Within the last month we have been approached by AT&T regarding additional communications tower availability on more conventional (large) towers, said Mr. Cotter. In the not-too-distant future, however, those will come down and smaller, more modern towers that are more like the size of street lamps will be erected. There was no committee action regarding this update.

Chairperson Weber had no reports or announcements.

The next executive committee meeting was confirmed for January 16, 2012 at 10 AM.

Chairman Weber adjourned the meeting at approximately 10:35 AM on motion and second by Supervisors Brandl and Kilkenny.

Submitted by Suzanne Harrington, administrative assistant to the County Administrator.
Minutes are subject to approval of the executive committee.

DRAFT

**Walworth County Land Conservation Committee
MINUTES**

Monday, December 19, 2011 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, Grant, and Citizen Member Burwell. Supervisor Hawkins and USDA/FSA Representative Bellman were absent, excused. 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; Audrey Greene, Lakes Specialist; and Joann Douglas, Recording Secretary.

Also in attendance – Nancy Russell, Walworth County Board Chair; and Greg Igl, USDA, NRCS.

Approval of the Agenda – **Supervisor Grant and Citizen Member Burwell moved and seconded approval of the agenda. Motion carried 3-0.**

Approval of the Minutes – **Citizen Member Burwell and Supervisor Grant moved and seconded approval of the October 17, 2011 LCC meeting minutes as presented. Motion carried 3-0.**

Public Comment – none

WLWCA Conference Report – Dorothy Burwell gave a brief overview of the conference, that included information about sand mining in Chippewa County and the ramifications. She had hard copies of three reports for those interested: The NRCS Wisconsin 2011 Report; Wisconsin Grazing Land Conservation Initiative; and the NRCS Great Lakes Restoration

WLWCA/WALCE Draft Letter to Scott Walker re: DATCP Budget Lapses (response due December 12, 2011) – Dorothy Burwell/Louise Olson explained the letter was drafted because of the response deadline that was prior to the LCC Meeting. There were no objections from the LCC.

Resolution Related to Allocation of 2012 DATCP Staffing Grants/Support of Conservation Funding – Dorothy Burwell/Louise Olson said the resolution is related to the Budget Lapses letter and in the case of Walworth County there will be a shortfall of funds. **Supervisor Grant and Citizen Member Burwell moved and seconded to approve the resolution/policy fiscal note opposing further Land Conservation staffing grant cuts.** Discussion followed suggesting further clarifying the fiscal impact on the fiscal note. **Motion carried 3-0.**

Aquatic Invasive Species Grant Re-application – Louise Olson said this is a re-application of the Aquatic Invasive Species Grant ending 2012. This AIS Grant would run from 2013-2015 at 50% cost sharing. **Citizen Member Burwell and Supervisor Grant moved and seconded approval of the Aquatic Invasive Species Grant Re-application. Motion carried 3-0.**

Letter Regarding the Lake District County Representative Ordinance – Dorothy Burwell explained the present ordinance states the representative position shall be offered to a Land Conservation Committee member, county board member and then advertised for a county citizen. She suggested the ordinance be amended to say that the citizen member not reside within the district where they are appointed. Discussion followed. The Lake District Appointment Ordinance will be revisited at the next LCC Meeting.

Communication from DNR Regarding Land Acquisition in Town of East Troy for Recreation and Public Recreational purposes (County Board Referral) – There was discussion regarding resolutions and/or endorsements of stewardship grant applications and who should be involved in the process. **Citizen Member Burwell and Supervisor Grant moved and seconded to have staff write a letter of support on behalf of the Land Conservation Committee for the Knowles-Nelson Stewardship Program acquisition of 7.8 acres in town of East Troy. Motion carried 3-0.** Further discussion clarified that codification would be discussed at a later date.

Next Meeting Date – Monday, January 16, 2012 at 1:30 p.m.

Adjournment – **On motion and second by Supervisors Grant and Citizen Member Burwell, Chair Kilkenny adjourned the meeting at 2:30 p.m. Motion carried 3-0.**

Submitted by Joeann Douglas, Recording Secretary. 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 NOTICE
Monday, December 19, 2011
Walworth County Government Center, County Board Room 114
100 West Walworth Street, Elkhorn, Wisconsin**

Call to order and roll call. Chair Russell called the meeting to order at 4:00 p.m.

Roll call was conducted with a quorum of members present: Kathy Ingersoll, Nancy Russell, Joe Schaefer and Rick Stacey. Supervisor Russ Wardle was absent with excuse.

Others present:

County Board Supervisors:

Carl Redenius

County Staff:

County Administrator David Bretl; Deputy County Administrator-Central Services Shane Crawford; County Controller Jessica Lanser; Public Works Assistant Superintendents John Miller, Jack Delaney and Dale Poggensee; Business Office/Purchasing Manager Peggy Watson; Captain Dave Gerber; Lieutenant Jamie Green; District Attorney Phil Koss

Members of the Public:

Robert Arnold and James Nerud, Elkhorn Pistol Club; Paula Hocking, Children's Service Society of Wisconsin; Dan Kehoe and Bill Henry, Kehoe-Henry Architects; Margaret Downing; Sandra Wagie-Troemel; Sean Sweetman, Senior Pastor, Southern Lakes Evangelical Free Church

Agenda withdrawals/approval

Motion by Supervisors Schaefer and Stacey to approve the agenda as presented. The motion carried 4-0.

Approval of November 14, 2011 meeting minutes

Supervisors Ingersoll and Schaefer moved approval of the November 14 meeting minutes as prepared. The motion carried 4-0.

Public comment period

No one asked for recognition from the Chair.

Regular Business

Discussion/action on Walworth County Child Advocacy Center (WCAC)

Mr. Bretl said this item comes back from the December 13 County Board meeting. The vote was to convey 5 acres of land immediately west of the Health and Human Services Center for a Child Advocacy Center. Bretl recommended an agreement with the WCAC containing three conditions: 1) the agreement would need to be approved by the County Board; 2) Plat approval needs to be obtained from the City of Elkhorn and the Town of Geneva needs to grant zoning approval; 3) a commitment for sufficient financing to construct the facility needs to be proven by the WCAC. At that point a deed can be executed to convey the property. The only deed restriction Bretl recommends is that the County have the ability to match the best offer the WCAC receives, should the Alliance decide to sell the property. He also recommended an

easement to the WCAC for the use of the driveway owned by the county. District Attorney Phil Koss said that Children's Hospital has given a five-year lease commitment to the Alliance, but is not involved in the financing. Chair Russell suggested that if the construction of the Center doesn't commence within a reasonable period of time (up to three years, she added) that the property would revert to the county. Bretl agreed that there should be a covenant as to a construction timeline; however, he recommended the timeline begin after the plans are finalized and the required zoning, permits and financing are obtained. **Supervisors Ingersoll and Schaefer moved to direct the County Administrator to prepare an agreement for County Board approval for the conveyance of a 5 acre parcel of county land to the Walworth County Alliance for Children for the construction of a Child Advocacy Center (WCAC). Pursuant to the agreement, the WCAC would be required to obtain plat and zoning approval and submit proof of adequate financing for the project. The deed would contain a provision allowing the county to match the best offer that the WCAC might receive for sale of the land in the event it becomes necessary for the WCAC to sell the parcel. The county would grant the WCAC an easement on the county owned driveway west of the Health and Human Services building. After the Board approves the agreement and the conditions of the agreement are met, appropriate county staff is authorized to execute a deed to convey the property to the Walworth County Alliance for Children, without requiring further action from the Board of Supervisors. The motion carried 4-0.**

Referral from December 13, 2011 County Board of Supervisors meeting: Request from Southern Lakes Evangelical Free Church for space in Government Center west wing for a Teen Center

In the packets is a letter of request from the Southern Lakes Evangelical Free Church for space in the west wing to house their Teen Center. Crawford has been asked by numerous outside entities whether the county has vacant space to lease. Without the unfinished courtrooms at the Judicial Center, the west wing is the last remaining vacant space in the county for potential expansion. There is \$250,000 included in the 2012 capital improvement plan for finishing the west wing space for additional meeting rooms. As discussed at the CIP review, Crawford said the proposal was to finish that space with the funds and allow UW Extension to use it for their meetings after hours. It would be an ideal area for them, and could be secured from the center and east wings of the Government Center. That in turn would free up space in the former county board room and Room 214 for county departments to use. Sean Sweetman, Senior Pastor at Southern Lakes Evangelical Free Church, N6686 Highway 12, Elkhorn, was recognized by the Chair. He stated that their interest in the west wing space was to house their teen mentoring program. They would like to expand their program and partner with other churches and community leaders. Chair Russell said that this meeting was being videotaped and she hoped that someone in the community would see it and offer available space for the worthwhile program. She said the county has already committed to using the space and feels sorry we cannot accommodate their request. Mr. Sweetman thanked the committee for their consideration.

Correspondence from City of Lake Geneva Administrator Dennis Jordan concerning transfer of a portion of CTH H in the City of Lake Geneva

Crawford said that he approached the City and offered to bring the segment of roadway within the City up to city standards, and then transfer ownership and maintenance of the roadway to the City in perpetuity. The City Council turned down our offer because of City budget constraints. Crawford advised the committee to keep the offer in mind for the future should funds become available to upgrade that segment and turn it over to Lake Geneva.

Memo from Lakeland Health Care Center Administrator concerning 2011 State Survey

Crawford drew attention to the memo from Lakeland Health Care Center Administrator Bernie Janiszewski, praising nursing home and Public Works staff for their competency and dedication, which helped avoid citations from the State during their inspection this year. Crawford commended Public Works Assistant Superintendent John Miller for working proactively with the State inspectors and nursing home staff this year, which led to the best report from the State we've ever received. Miller addressed the committee. The state inspectors come into the facility unannounced for their annual survey. Code changes throughout the year are not communicated to staff, which is frustrating. The minor deficiencies this year included positive latching changes on the door locks, for example. Last year they were sufficient with a maximum 5 pound limit, and during the year, the code changed to above 5 pounds, so the changes need to be made. There was a change in the sprinkler requirements on cabinets, so the plan of correction by maintenance staff is to cut holes in the cabinets to avoid the expense of installing sprinklers. Miller gave credit also to Administrator Bernie Janiszewski and Assistant Public Works Superintendent Brent Blehinger for their work in anticipating and correcting citations.

Review of county security (requested by Supervisor Hawkins)

Supervisor Hawkins requested the information in the two memos from Crawford enclosed with the packets. The first memo lists all the security enhancements in place within county facilities, including the WAVE (panic) alarm system, and the locking of certain doors throughout the day. On the second page of that memo is a breakdown of costs to add security personnel and weapons screening equipment at county facilities other than the Judicial Center. The second memo contains information on weapons screening in Wisconsin Counties. Of the 29 counties who responded, 3 of them will not be considering the ban until this month. Twenty-two of the counties have enacted a prohibition on concealed carry and have posted notices advising the public of the ban. None of the counties who responded, both those prohibiting and allowing concealed carry, will be adding any additional weapons screening/security within their buildings. Supervisor Ingersoll questioned whether Crawford ascertained what security those counties currently have in place. Crawford responded that the other counties were relatively close mouthed about their security procedures and that to compile this information would be extremely difficult and time consuming. **Supervisors Stacey and Schaefer moved to place the information on file. The motion carried 3-1, with Supervisor Ingersoll voting no.**

Recommendation to award mechanical repair services for heavy trucks and off-road equipment

Crawford recommended approval of the seven pre-qualified vendors on the bid recommendation sheet for mechanical repair of heavy trucks and off-road equipment as needed. **Supervisors Stacey and Ingersoll moved approval of the pre-qualified vendor list. The motion carried 4-0.** Chair Russell commented that she is pleased to see that we received so many qualified responses.

Bretl asked if the committee would consider moving the Sheriff's Office shooting range next in consideration of the members of the audience who are present.

Sheriff's Office shooting range study/plan

Bretl said that this item has been in the out years of the CIP for several years, with varying amounts requested. Since there is so much information, the committee should take a preliminary look at it now. Crawford introduced Captain Gerber and Lieutenant Green, who addressed the committee. No repairs/renovations have been done at the range for several years. Gerber said he

took over supervising the range in 2003, and they began asking for some money to do improvements. A cost benefit analysis was done in 2004, revealing that it would be more cost effective to remodel the range than to build a new one. The range was built circa 1968, and it continues to deteriorate. They distributed copies of the range remodel study done in 2010 by Plunkett Raysich Architects. The furnaces are not industrial quality and are breaking down and beyond repair. The entire HVAC system needs replacement. Green reported that the architect presented a number of options in the study: do nothing, and the range will eventually deteriorate to the point of being unusable; renovate the existing facility at an estimated cost of \$920,000; renovate and expand to the property adjacent to the range (formerly a landfill, which could come with costly environmental regulations) at a cost of \$2 million; or abandon the current location and relocate to property behind the burn bit for \$2.2 million, which is not feasible since the nursing home and Lakeland School are located in close proximity. Green said the Sheriff's Office best fiscal option would be to renovate the existing structures and make the necessary upgrades to improve the air quality, which are contained in the study. Crawford said that the study is a large document and encouraged the committee to take it home and review it carefully. Currently, Bretl said there is \$700,000 in the CIP for 2013, \$280,000 in 2014 and \$395,000 in 2015. Public Works staff took a video of the range and the property which the committee viewed as Lt. Green explained the video. Supervisor Schaefer asked if the range takes in revenue from other municipalities and entities and Gerber replied that they only collect \$6,000-\$7,000 annually in rent, which is barely enough to cover expenses. The use of the indoor range is restricted because of the poor air flow, and shooters are restricted to standing in a 4-foot wide cubicle, which doesn't allow for lateral movement or kneeling, which is crucial in law enforcement training. Green reported that the project was initially put into phases because of county financial constraints. If the renovations were performed in three phases, it would cost over \$950,000, he said. The Simmunition shoot house was not included in the project. Green said they are planning on an electronic target retrieval system as part of the renovations. The current retrieval system is manual, and deputies have to walk through the lead dust to reposition the targets. Supervisor Stacey asked about the possibility of grant funding, and Gerber replied that the grants they investigated required that the range be open to the public. Gerber said the Elkhorn Pistol Club is an active partner and has donated funds and many hours of labor toward repairs and keeping the range running. James Nerud, 5359 Plantation Road, introduced himself as the President of the Elkhorn Pistol Club. He said he attended the meeting because of his interest in the plans for the range. They are currently working with the Sheriff's Office to fix the target retrieval system and performing other minor repairs as needed. He said they have a lease with the county for use of the range and would like to continue the agreement after the renovation. Chair Russell thanked the Pistol Club, Public Works and the Sheriff's Office for their informative presentation. She suggested considering moving the CIP funding around to perhaps do the entire project in one year instead of in phases, to save money.

Committee consensus was to agendaize this item for discussion at the May Public Works Committee meeting, after the election.

Report on CTH O bridge replacement

Crawford introduced Assistant Superintendent Dale Poggensee, who took the lead on the bridge replacement project. The bridge had deteriorated to a 5 ton weight limit, which prohibited heavy trucks, emergency vehicles and school buses from traveling over it. Poggensee gave a slide presentation on the process undertaken in the bridge replacement. The bridge was originally budgeted for only engineering this year, but because of its condition and circumstances, it had to be replaced this year. The entire replacement was accomplished within 6 days, from the time of the road closing. Public Works crews rotated 24-hour shifts to monitor the water flow when the stream was diverted during the work. The total cost of the project was \$107,000, accomplished

through innovative thinking and Public Works labor, a great cost savings compared to the original estimate of \$450,000. The longevity and integrity of this bridge is the same as the more costly design.

CTH D roadwork project specifications

Crawford said the summarized bid specifications were prepared by our engineering firm. Because of the remaining funds from the 2011 project, CTH D can be done next year.

Supervisors Schaefer and Ingersoll moved approval of the CTH D roadwork project specifications. The motion carried 4-0.

2012 Routine Maintenance Agreement with the State of Wisconsin Department of Transportation

Crawford said he got the finalized document last week; however, the State has yet to include the requested language guaranteeing payment for mandated work. The transition of employees at the Department of Transportation has made it difficult to pursue receiving the documents in time for our county budget preparation, he added. **The committee directed that this item be placed on the February 2012 agenda for consideration.**

Capital project final pay requests – CTH A, J and ES roadwork

Crawford said our engineer was still waiting for final items from the contractor. **Supervisors Stacey and Ingersoll moved to defer approval of the final pay requests for 30 days. The motion carried 4-0.**

Major capital projects

Public Works Department roadwork plan (continued from November 14, 2011 meeting)

Crawford distributed the draft of the Public Works Department's 2012 10-year road maintenance plan. Peggy Watson and staff spent a great deal of time compiling the document, which is not yet complete, and has not been reviewed by the County Administrator and Deputy Administrator-Finance. Each segment of road is on the handout, and it is segregated by scheduled maintenance and road rehabilitation projects. Crawford explained that if the department were to perform the work as listed on the schedule next year, funds would be approximately \$100,000 short. Bretl commented that he would ultimately like a policy statement from the Board as to maintenance vs. reconstruction. He suggested that the committee investigate the costs and put in present value terms. **Committee directive was to place this on subsequent agendas indefinitely and to investigate what costs would be for reconstruction without performing scheduled maintenance on roadway segments, or if maintenance were performed less frequently than the 3 and 7 year cycles.**

Potential postponement/rescheduling of further CIP presentations due to the departure of Shane Crawford

Bretl hoped to keep on track with ongoing items after Crawford leaves. Crawford said that two other project scheduled for discussion might have to be postponed: the unfinished courtrooms at the Judicial Center and the Public Works shop upgrade. Bretl said there was an article in the most recent *Wisconsin Law Bulletin* that favorably featured our facilities at the Judicial Center. The finishing of the courtrooms is multi-faceted – there is an additional elevator included in the future plans, and a decision would need to be made as to whether or not to ultimately finish both courtrooms, or do them one at a time, or not do anything in the near future. Chair Russell suggested considering the shop upgrade first. She has a lot of angst about finishing the courtrooms at great expense and not fully utilizing the added space. In addition, if it were done too soon it may not be configured correctly for future needs. **Supervisors Stacey and Schaefer**

moved to consider the shop upgrade at the August committee meeting and to defer consideration of the courtrooms until 2013.

Next regularly scheduled Public Works Committee meeting date and time: Monday, January 16, 2012 - 4:00 p.m.

Adjournment

Supervisors Stacey and Schaefer moved to adjourn. The motion carried 4-0, and the meeting concluded at 5:40 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 committee meeting.

County Zoning Agency
MINUTES
December 15, 2011 – 4:00 p.m.
100 West Walworth Street
Elkhorn, Wisconsin

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

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

County Staff present – Land Use and Resource Management Department Director Michael P. Cotter, Associate Planner Matt Weidensee and Senior Zoning Officer Deb Grube. Also present at all or a portion of the 4:00 p.m. portion of the meeting were County Board of Supervisors Chair Nancy Russell, County Treasurer Kathy Du Bois and from the Land Use and Resource Management Department, Deputy Director Louise Olson, Senior Planner Neal Frauenfelder and Code Enforcement Officer Nancy Welch.

A “sign-in” sheet listing attendees on December 15, 2011, is kept on file as a matter of record.

Details of the December 15, 2011, meeting are on a recorded disc which is on file and available to the public upon request.

Rich Brandl motioned to approve the agenda. Second by Dave Weber. Motion carried. 6-favor 0-oppose

Dave Weber motioned to approve the November 17, 2011, Minutes. Second by Rich Brandl. Motion carried. 6-favor 0-oppose

Zoning / Sanitation / Land Conservation Enforcement – Michael Cotter / Disc JR1 Count #4:02:21 – 4:04:51

Subdivision Items – Old Business - None

Subdivision Items – New Business / Disc JR1 Count #4:04:52 – 4:08:48

John and Kristina Summers, proposed 1-lot Certified Survey Map, Section 28, Town 2 North, Range 16 East, Town of Delavan. Parcel #'s FS 00010, and F D 2800011B2A. The proposed CSM contains .66 acres of land and is zoned R-2A Single Family Residence District (Sewered). This lot line adjustment / parcel consolidation CSM between parts of lots 15, 16, 17 and discontinued 16' alley of St. Mary's Subdivision of Delavan Lake and unplatted lands requires County Zoning Agency review and approval because it crosses the exterior boundary of an existing subdivision plat (St. Mary's Subdivision).

Jim Van Dreser motioned to approve with the following conditions: 1) Approval is subject to meeting all requirements of State Statutes and County Ordinances. Second by Rich Brandl. Motion carried. 6-favor 0-oppose

Old Business – Discussion Items

Discussion and Possible Action – Septic Maintenance Reporting Fee / Disc JR1 Count #4:08:49 – 4: 27:55

Jim Van Dreser motioned to institute a \$7 septic maintenance reporting fee. Second by Dave Weber.

Jim Van Dreser withdrew his motion. Dave Weber withdrew his second.

Discussion and Possible Action – Regarding violation process / Disc JR1 Count #4:27:56 – 4:48:45

New Business – Ordinance Amendment / Disc JR1 Count #4:48:46 – 5:18:41

Amendment to Section(s) 74-44, 74-51 and 74-52 of the Zoning Ordinance and to Section(s) 74-171, 74-178 and 74-179 of the Shoreland Zoning Ordinance, Walworth County Code of Ordinances relative to agricultural street yard, rear yard and side yard setbacks.

Jim Van Dreser motioned to table this item to the January 19, 2012, meeting, to give Staff time to explore how to either adopt this ordinance amendment or create a different ordinance to help people that meet the less than 10-animal units and small lot sizes criteria. Second by Richard Kuhnke, Sr. Motion carried. 6-favor 0-oppose

New Business – Discussion Items

Discussion and Possible Action - Correspondence from Town of Linn re: creating Agri-business Zoning District / Disc JR1 Count #5:18:42 – 5:19:25

Rich Brandl motioned to table this item until we hear from the Town of Linn. Second by Dave Weber. Motion carried. 6-favor 0-oppose

Discussion and Possible Action – November 16, 2011, correspondence from Penelope J. Wagner / Disc JR1 Count #5:19:26 – 5:27:59

Rich Brandl motioned to forward this item to the January 19, 2012, agenda. Second by Dave Weber. Motion carried. 6-favor 0-oppose

Discussion and Possible Action – Shores of Delavan Lake / Shodeen conservation subdivision design joint Town-County site visit date & time / Disc JR1 Count #5:28:00 – 5:35:31

Rich Brandl motioned to recess before the public hearing portion of the meeting. Second by Dave Weber. Motion carried. 6-favor 0-oppose

Public Hearing:

Chair Rick Stacey called the meeting to order at 5:43 p.m.

Ordinance Amendments - none

Rezoning - none

Conditional Uses

Keske Living Trust (Owner) Charles Bucci (Applicant), Section 6, Troy Township. Applicant is requesting conditional use approval for an agricultural landing pad for agricultural use by a personal helicopter. Tax Parcel L T 600032 / Disc JR1 Count #5:43:25 – 5:53:10

Jim Van Dreser motioned to approve. Second by Dave Weber. Motion carried. 6-favor 0-oppose

Conditional use approval for a 50 foot by 50 foot agricultural helicopter landing pad to be used to provide helicopter services to local farmers for surveying crop, flooding and fencing damage and searching for lost livestock

Has been APPROVED subject to the following conditions:

General:

1. Approved per plans and plan of operations submitted for a private agricultural helicopter landing pad with all additional conditions.
2. Use of the site shall be limited as described by the plan of operations. No loading or unloading of cargo shall occur on site. No outside storage of materials or cargo will be allowed on site.
3. The project must meet all applicable Federal, State, County and local regulations including any existing or new regulations from the State Department of Transportation and the Federal Aviation Administration.

4. The owner must meet all Town, County and/or State highway access requirements.
5. The applicant must obtain a Land Disturbance, Erosion Control and Stormwater Permit from the County Land Conservation Office if required by ordinance.
6. All vehicles shall be parked in marked spaces as identified on the approved plan of operations. Parking must meet with requirements of the county zoning ordinance. All parking must be setback 25 feet from the roadway. The off street parking area shall be graded and surfaced so as to be dust free and properly drained. All parking areas shall be clearly marked. All parking must be in compliance with County requirements within 60 days of this approval.
7. If the Land Management Department determines that changes in either the character of the use or the intensity of the use are not consistent with this approval, then those changes must be brought before the County Zoning Agency for approval.
8. Failure to actively exercise this conditional use within three years of the approval date shall result in automatic dismissal without prejudice. The property owner may request a time extension for actively exercising the conditional use. A time extension for actively exercising the conditional use must be requested in writing during the original three year period. Any extension requested during the three year active exercise period greater than one year beyond the original three year period shall require additional Town and County committee approvals.

Specific:

9. Use of the helicopter landing pad shall be considered private and for the owner's one helicopter as specified by size. The maximum size of the helicopter for use shall be five thousand pounds and two-passenger capacity as per the Town. The landing pad shall be available for agricultural purposes including use to assist the owner or operator of the farm with a means of transportation to and from the site and to provide services to surrounding farms.
10. The owner must submit a copy of the Federal Aviation Administration and/or Department of Transportation approvals for use of the property for landing a helicopter.
11. The owner must submit a copy of private liability insurance covering use of the property for landing a helicopter.
12. The helipad shall meet with all applicable design standards of the FAA Advisory Circular (AC) 150/5390-2.
13. The County shall not be liable for any claims for crop damage to property

resulting from the helicopter use.

Heritage Swine Genetics LLC (Arthur Mueller, applicant). Section 33, Sugar Creek Township. Applicant is requesting conditional use approval to expand an existing swine farm operation from 420 animal units to 644 animal units by construction of a new swine housing building with a manure storage structure below the building. Tax Parcel GA395200001A / Disc JR1 Count #5:53:11 – 5:55:21

Jim Van Dreser motioned to put this item on the January 19, 2012, agenda. Second by Rich Brandl. Motion carried. 6-favor 0-oppose

Adjournment

A motion was made by Rich Brandl to adjourn. Second by Dave Weber. Motion carried. 6-favor 0-oppose

The meeting was adjourned at 5:55 p.m.

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

Walworth County Board of Adjustment
MINUTES

December 14, 2011 - Hearing – 8:00 AM
December 15, 2011 – Meeting – 8:00 AM
County Board Room
Government Center – Elkhorn, Wisconsin

A hearing and decision meeting of the Walworth County Board of Adjustment was held on December 14 & 15, 2011, in the County Board Room of the Government Center in Elkhorn, Wisconsin. Those present on December 14, 2011, were Chair John Roth, Secretary Ann Seaver and 1st Alternate Elizabeth Sukala. Deb Grube, Senior Zoning Officer, and Wendy Boettcher, recording secretary of the Land Use & Resource Management Department were in attendance. Those present on December 15, 2011, were Chair John Roth, Secretary Ann Seaver and 1st Alternate Elizabeth Sukala. Deb Grube, Senior Zoning Officer, and Wendy Boettcher, recording secretary of the Land Use & Resource Management Department were in attendance. “Sign-in” sheets listing attendees on December 14, 2011, and December 15, 2011, are kept on file as a matter of record.

The December 14, 2011, hearing was called to order by Chair John Roth at 8:00 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 #6.A.1. and Item #6.A.3. to be tabled until January 2012. Seconded by Elizabeth Sukala. Motion carried. 3-favor, 0-oppose. Elizabeth Sukala motioned to approve the November 9 & 10, 2011, Minutes and dispense with the reading. Seconded by Ann Seaver. Motion carried. 3-favor, 0-oppose. After testimony of all cases, Elizabeth Sukala motioned to recess until 8:00 A.M. on Thursday, December 15, 2011. Seconded by Ann Seaver. Motion carried. 3-favor, 0-oppose.** The December 14, 2011, hearing went into recess at approximately 9:13 A.M.

On December 15, 2011, at 8:00 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. **Ann Seaver motioned to approve the agenda as amended to remove Item #6.A.1. and Item #6.A.3. to be tabled until January 2012. Seconded by Elizabeth Sukala. Motion carried. 3-favor, 0-oppose. After the decisions were completed, John Roth motioned to adjourn until the January 11, 2012, hearing at 8:30 A.M. Seconded by Ann Seaver. Motion carried. 3-favor, 0-oppose.** The December 15, 2011, decision meeting adjourned at approximately 8:27 A.M.

Four variance hearings were scheduled and details of the December 14, 2011, hearings and the December 15, 2011, decisions are on audio recorded discs which are on file and available to the public upon request / video to view on our website: www.co.walworth.wi.us.

Old Business – Variance Petitions

Disc #2 – Decision – Count #8:02:50 – 8:05:47
Russell E. White, Sr., Joan M. White, Russell E. White, Jr., owners / Russel White, applicant –
Section(s) 28 – Geneva Township

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

REQUIRED BY ORDINANCE: The Ordinance requires accessory structures to be located in the side and rear yards. Unless located in the rear yard, the accessory structure is required to maintain a 25' rear yard setback.

VARIANCE REQUEST: The applicants are requesting an accessory structure in the street yard and a 20' rear yard setback. The request is a variance from Section(s) 74-163 / 74-181 of Walworth County's Code of Ordinances – Shoreland Zoning to construct an accessory structure (garage).

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting on December 15, 2011, for the petition of Russell E. White, Sr., Joan M. White, Russell E. White, Jr., owners / Russel White, applicant, voted to **APPROVE** the request for an accessory structure in the street yard and a 20' rear yard setback.

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

BOARD OF ADJUSTMENT FINDINGS: The Board found the cottages existed before purchase of the property by the current owner and prior to the adoption of the Walworth County Code of Ordinances. The Board found the two existing cottages at the rear of the property limited the choice of location of the proposed accessory structure garage. The Board found the applicant did attempt to locate the proposed accessory structure to be as code compliant as possible. There was a letter of support from the Town of Geneva. There was no opposition.

New Business – Variance Petitions

Disc #1 Hearing - Count #N/A / Disc #2 Decision – Count #N/A
The First Hearing was George E. & Kelly A. Becker, owners – Section(s) 11 – Linn Township

Applicants are requesting a variance from Section(s) 74-181 / 74-221 / 74-232 of Walworth County's Code of Ordinances – Shoreland Zoning to construct a deck.

REQUIRED BY ORDINANCE: The Ordinance requires an 18.8' street yard setback (established yard calc).

VARIANCE REQUEST: The applicants are requesting a 16' street yard setback. The request is a variance from Section(s) 74-181 / 74-221 / 74-232 of Walworth County's Code of Ordinances – Shoreland Zoning to construct a deck.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting on December 14 & 15, 2011, did not vote on the petition of George E. & Kelly A. Becker, owners.

BOARD OF ADJUSTMENT FINDINGS: This petition has been postponed until the January
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11 & 12, 2012, meeting at the applicant's request.

Disc #1 Hearing – Count #8:08:12 – 8:31:22 / Disc #2 Decision – Count #8:05:48 – 8:08:29

The Second Hearing was David E. Greenwald, Jr., owner – Section(s) 4 – East Troy Township

Applicant is requesting a variance from Section(s) 74-166 / 74-167 / 74-181 / 74-221 of Walworth County's Code of Ordinances – Shoreland Zoning to reconstruct a residence.

REQUIRED BY ORDINANCE: The Ordinance requires a 75' shore yard setback and a 25' street yard setback to a right-of-way.

VARIANCE REQUEST: The applicant is requesting a 21' shore yard setback (outlet creek), a 48' shore yard setback (creek – north) and an approximate 13.8' street yard setback to a right-of-way. The request is a variance from Section(s) 74-166 / 74-167 / 74-181 / 74-221 of Walworth County's Code of Ordinances – Shoreland Zoning to reconstruct a residence.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting on December 14 & 15, 2011, for the petition of David E. Greenwald, Jr., owner, voted to **APPROVE** the request for a 21' shore yard setback (outlet creek), a 48' shore yard setback (creek – north) and an approximate 13.8' street yard setback to a right-of-way.

A motion was made by Ann Seaver to approve the petition. Seconded by Elizabeth Sukala. Motion carried. 3-favor 0-oppose

BOARD OF ADJUSTMENT FINDINGS: The Board found unique property limitations in the location of the creeks (outlet creek and north side creek) and a right-of-way that goes to an unbuildable parcel. The Board found the applicant worked with staff to have the least amount of variance requested. The Board found that while there is a dam failure issue it does not affect the variance request. The Board found floodplain not to be an issue regarding the variance request. The Board found the existing house has outlived its usefulness and to deny the variance request would cause unnecessary hardship. The Board found to approve the variance request and to permit the owner to rebuild would improve the neighborhood. The Board found to approve the variance request would cause no harm to public interests in navigable waters. There was one letter of support from the Town of East Troy and a neighboring property owner spoke in support. There was no opposition.

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

The Third Hearing was Mary Katherine Roesser, James & John Roesser, Linda Mae Roesser, owners / Attorney Brian Schuk, Wassel, Harvey & Schuk, LLP, applicant - 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 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. 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 December 14 & 15, 2011, did not vote on the petition of Mary Katherine Roesser, James & John Roesser, Linda Mae Roesser, owners / Attorney Brian Schuk, Wassel Harvey & Schuk, LLP, applicant.

BOARD OF ADJUSTMENT FINDINGS: This petition has been postponed until the January 11 & 12, 2012, meeting at the applicant's request.

Disc #1 Hearing – Count #8:31:23 – 9:12:18 / Disc #2 Decision – Count #8:08:30 – 8:20:34
The Fourth Hearing was Ross J. & Monica Nelson, owners / Rick Lynam, South Shore Custom Homes LLC, applicant – Section(s) 34 – Whitewater Township

Applicants are requesting a variance from Section(s) 74-167 / 74-181 / 74-221 of Walworth County's Code of Ordinances – Shoreland Zoning to reconstruct an approximate 6' x 78' deck at the shore.

REQUIRED BY ORDINANCE: The Ordinance requires a 56.75' shore yard setback (average).

VARIANCE REQUEST: The applicants are requesting an approximate 3.3' shore yard setback. The request is a variance from Section(s) 74-167 / 74-181 / 74-221 of Walworth County's Code of Ordinances – Shoreland Zoning to reconstruct an approximate 6' x 78' deck at the shore.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting on December 14 & 15, 2011, for the petition of Ross J. & Monica Nelson, owners / Rick Lynam, South Shore Custom Homes LLC, applicant, voted to **MODIFY AND APPROVE** the request for an approximate 3.3' shore yard setback for a deck.

A motion was made by Elizabeth Sukala to approve for purposes of discussion. Seconded by John Roth.

Elizabeth Sukala withdrew her motion to approve the variance request. John Roth withdrew his second.

Elizabeth Sukala made a motion to modify and approve the variance request for a walkway parallel to the shore with a 3.3' shore yard setback not to exceed a length of 5' beyond the stairway that accesses the pier. Seconded by Ann Seaver. Motion carried. 3-favor 0-oppose

BOARD OF ADJUSTMENT FINDINGS: The Board found no unique property limitations not generally found on neighboring properties. The Board found no evidence a permit had been approved and issued for the deck. The Board found no hardship to remove a portion of the

existing deck. The Board found to modify and approve the variance request does not interfere with the one stairway permitted to access the shoreline. The Board found to modify the variance request and approve a walkway parallel to the shore with a 3.3' shore yard setback not to exceed a length of 5' beyond the stairway that accesses the pier would both provide a usable deck area and help protect the shoreland for future generations by reducing the impervious surface near the shore. The Board found that an approval of the full 78' of deck would be a harm to the public interests and would set a precedent for other projects along the shore. A neighboring property owner spoke.

Other

- A. Discussion / possible action regarding status of Board of Adjustment alternate member
The Board was informed a 3rd Alternate will not be appointed to the Board. Publishing for three committee members needed will be done as the terms of the current Board expire.
- B. Discussion / possible action on Township correspondence - none

Staff Reports

- A. Court cases update - none
- B. Distribution of reports, handouts and correspondence
Board members were reminded of the new 8:30 A.M. start time in 2012.

Proposed discussion for next agenda

The following items were requested to be put on the January 2012 agenda:

- A. Discussion / possible action regarding status of Board of Adjustment alternate member
- B. Discussion / possible action on Township correspondence - none
- C. Court cases update – none
- D. 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 Human Resources Committee

MINUTES

December 13, 2011 – 5:00 p.m.

County Board Room 114 – Government Center

Elkhorn, Wisconsin

Draft

The meeting was called to order at approximately 5:05 p.m. by Chairperson Ingersoll.

Roll call – In attendance were Chairperson Ingersoll, Vice Chairperson Grant, Supervisors Redenius and Brandl. Supervisor Wardle was excused. A quorum was declared.

Others present – Supervisors Nancy Russell and Dave Weber; David Bretl, County Administrator; Suzi Hagstrom, Labor/Employee Relations Director; Linda Seemeyer, LHCC Superintendent/HHS Director; Dale Wilson, Payroll/Benefits Manager; Kurt Picknell, Undersheriff; John Orr, Information Technology Director; Nicki Andersen, Deputy County Administrator – Finance; Tracy Moate, Director of Special Education; Shane Crawford, Deputy County Administrator – Central Services; David Thompson, Deputy HHS Director.

Approval of the agenda was moved and seconded by Supervisor Brandl and Vice Chairperson Grant, with no withdrawals, and carried 4 – 0.

Public comment period – none

Ordinance No. 702-12/11 – Amending Sections 15-531 and 15-532 of the Walworth County Code of Ordinances Relating to Health Insurance for New Hires and Sworn Staff. Hagstrom explained that this item was on the HR agenda last month. The proposal is for a new two tier health plan for new hires as of January 1, 2012 and for sworn staff as of January 1, 2013. A provision in the ordinance explains that sworn staff members who retire in 2012 will retire under the current plan but will retire under the new plan if they retire in 2013 or after. Bretl reminded the committee that when the county eliminated retiree health insurance, they began by eliminating it for new hires. Bretl pointed out that even with the changes to the plan, the plan is still better than most plans in the private sector. Bretl does not think that the changes will be an impediment to recruitment. Bretl added that non-represented employees have been paying into WRS since mid-year, and the AFSCME Units and HHS Professionals will begin paying as of January 1st. Sworn staff are not paying into WRS. The changes to the health plan for sworn staff equate to approximately the same dollar amount as if sworn staff contributed 5.8% to WRS. Wilson explained that the major change with the tier two plan was the deductible and slight increase in co-insurance. Andersen stated that the annual deductible is \$1250 per participant and \$2500 per family. The co-insurance is 20% of the next \$5000 per member. The maximum out of pocket is \$100 per participant and \$2000 per family. Other changes included the specialist and ER co-pays being increased. Andersen

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clarified that whichever plan sworn staff are on when they retire, that is the plan that they would stay on. Bretl added that currently, there is a question as to whether or not employers can unilaterally change the plan for sworn staff. There is a provision in the state law that appears to allow this. All other issues with deputies must be bargained. There is currently litigation pending in another county over the issue of health insurance. With a year before the two tier plan goes into effect for sworn staff, the county can see how the litigation is resolved. Bretl added that employees can adjust their Section 125 and set aside more money or switch to their spouse's plan. Chairperson Ingersoll questioned how the sworn staff took the changes. Hagstrom stated that she spoke to management, and the sheriff sent out correspondence to staff to make them aware of the changes. The county came to a tentative agreement with the Deputies, and they are aware and understanding of the health plan changes.

Vice Chairperson Grant and Supervisor Brandl moved and seconded approval of Ordinance No. 702-12/11. The motion carried 4 – 0.

Ordinance No. 703-12/11 – Amending Section 15-17 of the Walworth County Code of Ordinances Relating to an HS Worker IV Position in Health and Human Services.

Hagstrom explained that there was a minor clerical error in the adopted version of the amendment to Section 15-17 relating to the 2012 budget. An HS Worker IV SAC – IT should have been eliminated. This amendment corrects that error and puts the ordinance in line with what is actually in the budget.

Vice Chairperson Grant and Supervisor Redenius moved and seconded approval of Ordinance No. 703-12/11. The motion carried 4 – 0.

Resolution No. 72-12/11 Adopting Revised Insurance Premium Equivalents for 2012.

Bretl explained that there had been controversy over raising the health insurance premium. He added that the county has a healthy reserve in the health insurance fund. Based on the actuary's advice, staff had recommended a 4.4% increase in rates. This recommendation was not met with universal approval. The committee questioned whether the 4.4% should be split between the employer and employee. Staff is now recommending no increase. The bids for re-insurance came in at \$300,000 less than expected. Bretl thinks that the balance in the health fund is sufficient to maintain the integrity of the plan. He recommended a 0% increase in the rate and a new two-tier program. Vice Chairperson Grant was concerned that the county will have to increase the rate and the cost to taxpayers in 2013. Bretl added that the funds have already been included in the budget for the 4.4% increase.

Vice Chairperson Grand and Supervisor Brandl moved and seconded approval of Resolution No. 72-12/11. The motion carried 4 – 0.

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Resolution No. 75-12/11 Establishing a Committee of the Whole Date for a Presentation by the Walworth County Finance Department Regarding Health Insurance. This was a request by Dale Wilson. Chairperson Ingersoll agreed that it would be a good idea to have a Committee of the Whole on health insurance.

Supervisors Brandl and Redenius moved and seconded approval of Resolution No. 75-12/11. The motion carried 4 – 0. The Committee of the Whole will be on January 10th at 5:00 p.m.

Chairperson Ingersoll did not have any reports.

The next regular meeting of the human resources committee was set for December 21, 2011 at 2:30 p.m.

Adjournment. On motion and second by Supervisor Brandl and Vice Chairperson Grant, Chairperson Ingersoll adjourned the meeting at approximately 5:26 p.m.

Respectfully submitted by Tammy Werblow, assistant to the county administrator.
These minutes are subject to approval by the committee.

Walworth County Health and Human Services Committee
MINUTES

November 16, 2011 Meeting – 1:15 p.m.

Walworth County Board Room
Government Center – Elkhorn, Wisconsin

The meeting was called to order by Chairman Grant at 1:15 p.m.

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

Others present – Linda Seemeyer, Director of Health and Human Services/Lakeland Health Care Center Superintendent; Elizabeth Aldred, Deputy Director Health and Human Services; Juliet Young, Health and Human Services; Liza Drake, Health and Human Services Supervisor, Lori Muzatko, Health and Human Services Manager; Röger Zierfuss, Health and Human Services Supervisor; David Bretl, County Administrator

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

There were no agenda withdrawals. **Motion and second made by Supervisors Hawkins/Ingersoll to approve the agenda. Motion carried 8-0.**

The Health and Human Services minutes from the October 19, 2011 meeting were approved. **Motion and second made by Supervisor Schaefer/Citizen Representative Wagie-Troemel to approve the minutes. Motion carried 8-0.**

Public comment – There were no comments from the public.

Unfinished business –

Screening, Brief Intervention, Referral and Treatment (SBIRT) Grant – Ms. Seemeyer announced DHHS received this grant to pay for training of DHHS staff.

DHHS Security Update – Ms. Seemeyer had a visual aid and explained the panic buttons. She also explained that a future budget will include costs for improvements to security doors to make them in compliance with the American Disabilities Act.

Supervisor Grant asked how the buttons are activated. Ms. Seemeyer explained staff just push the button and that sends a signal to the Sheriff's Department giving the location of the room at Health and Human Services is in need of law enforcement.

New Business –

2012 Grant Application for the Specialized Training Assistance Program – Ms. Seemeyer introduced Lori Muzatko who presented the 85.21 grant. Grant application of \$232,501

which requires a 25% county match. This grant is on the reoccurring grant list. Ms. Muzatko is working with VIP on purchasing the new vehicles.

Supervisor Grant asked why there isn't a transportation route in Whitewater. Ms. Muzatko stated that there is not a dedicated date for transportation in Whitewater due to a lack of transportation needs of Whitewater residents.

Crisis Respite Pilot – Ms. Seemeyer introduced Liza Drake, supervisor of the Crisis Intervention unit. The largest and most expensive mandated program at DHHS is Crisis Intervention. Ms. Aldred addressed the history of efforts to reduce hospitalizations over the years. A combination of training staff, law enforcement officers and community providers, improving procedures, weekly hospitalization meetings and the out-of-county residency ordinance have helped significantly reduce costs in this area. DHHS is now focused on stabilization or respite. Ms. Drake explained it is not a locked facility and the goal is to reduce emergency detentions and inpatient hospitalizations. An example of consumers in need of this service is someone who had a major change in medication and needs to be observed in case of a bad side effect.

Ms. Drake explained this will be a change in the thought process for our staff. Ms. Aldred stated that a pilot program will begin this month with four reserved beds. Ms. Drake stated that DHHS has worked with the provider for most of the year and is impressed with the facility.

Supervisor Grant asked if the cost included the medications for the consumer. Ms. Drake stated it did not but most consumers are provided medications through samples, the Prescription Assistance Program (PAP) or through their insurance.

Supervisor Schaefer asked how many clients were inpatients this year. Ms. Drake stated that there have been 72 so far this year and there were 67 last year. Consumers are also staying longer. Supervisor Schaefer asked what hospitals are currently used. Ms. Drake said some of the hospitals are Rogers in West Allis, St. Luke's South Shore and one in Waukesha.

Ms. Drake explained that the pilot program will run for 120 days with four reserved beds. After the 120 days factors such as consumer well-being and finances will be reviewed and this data will be presented to this Board. If the program is successful, it is hoped that in the future a crisis respite center could be built in Elkhorn.

Supervisor Grant asked if there are any consumers currently in any institutions. Ms. Drake stated there are two consumers that have recently been placed in institutions.

Federal Drug Administration (FDA) Adverse Event Reporting – Ms. Aldred announced that our medical director will be reporting adverse incidents involving consumers on the medication Clozaril. These incidents have ranged from clotting and embolisms to a death over the past four years. There have been just four instances reported in the four years and

there are approximately 40 consumers using Clozaril. This type of reporting is not uncommon.

Reports -

Income Maintenance Update – Ms. Seemeyer briefed this Board on the continuing saga of consortium. There have been some difficulties working on a contract agreement between the state and the consortiums. The counties are looking for some protection regarding funding and time requirements.

Supervisor Grant asked what happens if a contract is not signed. Ms. Seemeyer stated the state would probably have to take over the cases and there is not adequate staff at the state level to handle this caseload. It is a federal program and there could be sanctions. The county would also lose the tax levy.

Supervisor Grant asked who took the tax levy. Ms. Seemeyer explained it was part of the governor's budget. Supervisor Grant asked if Board members should be making contact with federal politicians regarding. Ms. Seemeyer stated she was not sure if this would help. Mr. Bretl stated that there are parallels between this situation and Family Care and does not think pressure from federal politicians will work. He stated the state is aware of the consequences of their actions. Supervisor Grant asked if letters should be sent to Wisconsin representatives and the Federal Health and Human Agency. Ms. Seemeyer stated she would like to consult with the consortium first.

Mr. Bretl stated that the Board needs to consider what to do if a contract is not in place. Citizen Representative Wagie-Troemel asked how much notice we need to give to affected staff. Mr. Bretl stated there is no requirement. At this time the county could only fund a few months of Economic Support on its own. Supervisor Hawkins feels affected staff should be notified.

Ms. Seemeyer stated there is a meeting with the consortium on Monday and she will mention the Board's recommendation for writing letters to representatives.

Supervisor Grant asked if other counties have the funding to support Economic Support staff. Ms. Seemeyer stated she did not know and that other counties may just sign the contract.

Motion and second made by Supervisors Hawkins/Ingersoll to request the counties in the consortium to draft letters to the state delegation urging prompt action in regards to the contract between the state and counties. Motion carried 8-0.

Citizen Representative Wagie-Troemel asked about notifying the public. Ms. Seemeyer stated there is a communication work group that is working on letters to send to each participant statewide about the upcoming changes. Ms. Wagie-Troemel asked if there should be a press release about contract situation. Ms. Seemeyer stated none have been done and there is hope that the state will work with the counties. Mr. Bretl stated the

public usually shows interest once it has become a problem as in the case of Family Care. Supervisor Grant feels there should be some press on this issue at this time.

LogistiCare October Report – Ms. Seemeyer announced no complaints. Mr. Bretl stated a consumer called him personally upset over a problem with LogisitiCare yesterday. Ms. Muzatko stated she worked with this consumer and she did eventually receive transportation.

Supervisor Grant asked about doctors not taking patients with MA due to transportation issues. Ms. Muzatko stated she only knows of one doctor in the Lake Geneva area that threatened not to take MA patients.

Transportation Public Hearing October 17, 2011 – Ms. Seemeyer stated that no one from the public attended the transportation public hearing and thanked Supervisor Ingersoll for being present for the hearing.

Community Support Program (CSP) Audit – Ms. Seemeyer stated she was happy to announce that this program received the maximum certification allowable and that the auditor stated that he refers other counties to the Walworth County model.

Correspondence –

Possible discussion concerning employee recommendations/concerns – Ms. Seemeyer stated that there was a letter from nurse sent to Board. There was no further discussion.

Announcements –

Collaboration with Salvation Army/Marines Toys for Tots for the Holiday Care Program - Ms. Seemeyer stated that for the first time DHHS is working with the Salvation Army to get toys for the Holiday Care distribution and thanked everyone for the generosity. There are currently over 400 families with minor children and close to 200 adults who will be receiving some type of assistance for the holidays this year from Holiday Care.

Supervisor Ingersoll asked what was the date of the toy distribution. Ms. Seemeyer stated it was Wednesday, December 14th and anyone interested in volunteering should contact Jo Anne Willming.

Ms. Seemeyer stated that the Board also received a handout of a table that was in the Janesville Gazette regarding juvenile delinquents. The numbers are down for Walworth County and DHHS has played a part in this result.

Next Meeting Date – The next meeting is scheduled for December 21, 2011 at tentatively 1:15 p.m. following the Lakeland Health Care Board of Trustees meeting

Adjournment – **On motion and second by Citizen Representative Wagie-Troemel/ Supervisor Hawkins, Chair Grant adjourned the Health and Human Services meeting at approximately 2:15p.m. Motion carried 8-0.**

Enclosure 1

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

Walworth County Human Resources Committee

MINUTES

November 16, 2011 – 3:00 p.m.

County Board Room 114 – Government Center

Elkhorn, Wisconsin

Draft

The meeting was called to order at approximately 3:00 p.m. by Chairperson Ingersoll.

Roll call – In attendance were Chairperson Ingersoll, Vice Chairperson Grant, Supervisors Redenius and Brandl. Supervisor Wardle was excused. A quorum was declared.

Others present – Supervisor Nancy Russell; David Bretl, County Administrator; Suzi Hagstrom, Labor/Employee Relations Director; Linda Seemeyer, LHCC Superintendent/HHS Director; Dale Wilson, Payroll/Benefits Manager; David Graves, Sheriff; John Orr, Information Technology Director; Liz Aldred, Deputy HHS Director; Nicki Andersen, Deputy County Administrator – Finance; Maureen Vander Sanden, Elkhorn Independent Reporter.

Approval of the agenda was moved and seconded by Supervisors Brandl and Redenius, with no withdrawals, and carried 4 – 0.

Approval of the October 19, 2011 Human Resources Committee meeting minutes was moved and seconded by Vice Chairperson Grant and Supervisor Brandl. The motion carried 4 – 0.

Public comment period – none

Sheriff's Office request for exception to nepotism ordinance – Jail Administrator appointment. **Vice Chairperson Grant and Supervisor Brandl moved and seconded approval of the Sheriff's Office request for an exception to the nepotism policy.** Sheriff Graves explained that John Delaney has been serving as the jail administrator for the past seven months, which has been working out well. After conducting interviews for the position, the Sheriff has recommended John Delaney for the position. He was the top candidate by far. Sheriff Graves will do the performance evaluations for Delaney and will handle any discipline issues, counseling, etc. The Undersheriff will handle the day to day supervision of the Jail Administrator, but the Jail Administrator will ultimately answer to the Sheriff. Sheriff Graves stated that the committee would be approving an exemption to the nepotism policy. Bretl added that the ordinance allows for such exemptions. Sheriff Graves added that if Picknell became Sheriff, the new Undersheriff would take over these duties. **The motion carried 4 – 0.**

Discussion and possible action regarding alternative health plan design(s). (Staff distributed ordinance draft). Bretl explained that as a result of the hiring freeze, there

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was a fairly large demand for frozen positions. Bretl had encouraged staff to wait on refilling positions because of lower wage rates and benefit packages for new hires after January 1st. He stated that from a morale standpoint, it is better to make new rules for the new hires than to change the rules for current employees. Staff is suggesting changes to the health plan to reduce the costs to the county. The question is whether or not the committee wants to apply these changes to just new hires, or other employee groups as well. Bretl suggested considering this at a special Human Resources Committee meeting. For right now, he recommended only applying the changes to new hires. Andersen explained that there would be a Tier 1 and a Tier 2 under the proposal. The percentage paid by the employee would remain at 7, 10 or 12 percent. Tier 2 would be the plan for new hires as of January 1, 2012. Vice Chairperson Grant agreed that the committee should hold a special meeting on county board night for further discussion. Bretl stated that the item could also go on the county board agenda that night for approval. Andersen stated that the plan design affects the stop loss, so we would need to know about any plan design changes so that we can get a final quote. Hagstrom stated that the changes to Tier 2 involve an increase in the cost of co-pays and co-insurance. There is also a significant difference in the deductible and out-of-pocket costs. Andersen stated that the proposal for the stop loss carrier is on tomorrow's finance agenda. Wilson stated that the proposal before the finance committee includes these rates [as distributed], unless other plan design changes are made. Chair Ingersoll was concerned about the large increase in the deductible. Hagstrom stated that a higher deductible is very common, even in the public sector. Bretl stated that the county needs to remain competitive. Supervisor Russell stated that even with these fairly dramatic changes, the plan is still probably one of the better plans. She added that employees can put pre-tax money into an HAS for things like the deductible. She feels that the committee really needs to consider what taxpayers are footing the bill for. Wilson stated that while there were drastic changes in the deductible, an employee may never get to that deductible. There is an individual cap on the cost structure, so employees are going to pay a bit more each time. Bretl suggested having a special Human Resources Committee meeting on December 13 prior to the 6:00 board meeting. **Vice Chairperson Grant and Supervisor Brandl moved and seconded holding a special Human Resources Committee meeting on December 13th to continue discussion on this item and make a recommendation. The motion carried 4 – 0.**

Amendment to Chapter 15 of the Code relating to Contributions and Military Leave.

Wilson explained that when an employee is on military leave, those hours would count toward WRS. In the past, the county would have just paid that. Now that employees are contributing to WRS, staff requested guidance from WRS on how to handle contributions during military leave. The guidance was that the employee can choose whether or not they want the hours to count toward WRS. If they choose to count the hours, the employee will have to pay the employee portion of WRS during that time. With the deputies, however, the county is still paying the employee portion. The ordinance needs to delineate between the different groups. If an employee on military leave uses benefit

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time the entire time they are off, the WRS contribution will be taken from their check like normal. It is when the employee receives no pay during the leave that it becomes an issue. **Vice Chairperson Grant and Supervisor Redenius moved and seconded approving the amendment to Chapter 15 relating to contributions and military leave. The motion carried 4 – 0.**

Discussion and possible action regarding revision of 2012 health insurance rates.

Andersen distributed a memo relating to this item. She explained that the county is in a very competitive stop loss market this year. Two carriers have been competitively bidding on the stop loss. Ultimately, they were able to reduce the premium to about a 12% increase. The county has had a positive trend with claims history. The county's consultant has come up with two new rate schedules. Staff is requesting that the committee approve both rates pending finance's decision on the selection of a carrier. If finance chooses Sun Life, the committee would be approving those rates, and if RMTS is chosen, those rates would be approved. It was clarified that if the board elects to have a second plan option, the Tier 2 rates would apply. The Tier 2 rates could be put back on the agenda for the special HR meeting if the committee decides they ultimately want to go with a the two-tier plan. **Supervisor Brandl and Vice Chairperson Grant moved and seconded adopting the Tier 1 rates pending the Finance Committee's selection of a carrier.** Bretl explained that the special county board meeting in September had been held to debate the health insurance rates and the administrator's proposed increase of 4.4%, which was based on the actuary's advice. He added that the timing of the stop loss information is always a problem. He does not feel that lowering the rates now is inconsistent with the board's advice. The re-insurance rates were the primary driver behind this decision. Andersen anticipates that the fund balance will be sufficient. **The motion carried 4 – 0.**

Chairperson Ingersoll did not have any reports.

The next regular meeting of the human resources committee was confirmed for December 21, 2011 at 3:00 p.m. There will be a special meeting on December 13, 2011 (time to be determined).

Adjournment. On motion and second by Supervisor Brandl and Vice Chairperson Grant, Chairperson Ingersoll adjourned the meeting at approximately 3:37 p.m.

Respectfully submitted by Tammy Werblow, assistant to the county administrator.
These minutes are subject to approval by the committee.

WALWORTH COUNTY METROPOLITAN SEWERAGE DISTRICT
975 W. Walworth Ave. • Delavan, WI 53115

November 15, 2011
1:00 p.m.

CALL TO ORDER

The Regular Meeting was called to order at 1:03 p.m. by Commissioner Logterman.

ROLL CALL

Present: Dean Logterman, Ron Henriott, Thomas Eck, Harold Shortenhaus, Brandon Johnson
(arrived at 1:20 p.m.)

Others Present:

Karla Eggink, Administrator
Cindy Moehling, Assistant Administrator
Gail Vangen, Confidential Secretary
Timothy Fenner, Axley Brynelson
Steven Scheff, Maintenance Manager
Ron Altmann, Operations Manager
Tom Johnson, Collection System Services Manager
Barbara Stebnitz, City of Delavan, Water Utility Director
Denise Pieroni, City of Delavan, Administrator
Gary Stebnitz, City of Delavan
Diana Dykstra, Village of Darien, Administrator/Treasurer/Clerk
Doug Snyder, Baxter & Woodman

VISITOR COMMENTS AND PUBLIC COMMUNICATIONS:

None.

PUBLIC HEARING – YEAR 2012 BUDGET

Commissioner Logterman declared the Public Hearing – Year 2012 Budget open at 1:05 p.m.

Administrator Eggink presented the proposed 2012 Budget. The proposed budget represents a near balanced budget with revenues predicted to exceed expenses by approximately \$3,000. The budget represents a 0.1% decrease in operating expenditures, and a total budget decrease of 15%. Commissioner Logterman asked for public comments or questions.

Public comments made addressed the proposed increase to the Customer Unit charge and complimented WalCoMet staff on the operating budget decrease.

No further public comments or questions.

Commissioner Logterman asked Ms. Pieroni, Administrator for the City of Delavan to clarify her request to change the revenue prediction for connection fees. Discussion continued on that topic.

A concern with the delivery of the Notice to hold the public meeting was expressed.

Commissioner Logterman asked three times for additional comments and hearing none then declared the public hearing closed at 1:25 p.m.

Commissioner Logterman stated that regarding the impact to people on fixed incomes, WalCoMet does not dictate how entities pass on Customer Unit charges.

Attorney Fenner stated that the Customer Unit fee is not an impact fee and that WalCoMet does not have the authority to impose impact fees, as WalCoMet has a completely different statutory basis. The Customer Unit fee came into being as part of the Rate structure for the following reason: millions had to be borrowed to build the facility. Because WalCoMet was not a proven facility, it required funding be obtained through general obligation bonds which require an irrepealable property tax. WalCoMet is able to abate the tax levy because of its cash reserves. A rate structure which would not levy taxes was developed at the request of the communities.

Further discussion on the amount of reserves held by WalCoMet and the appropriateness of the Customer Unit fee proceeded.

Commissioner Logterman stated that to adjust the Rate Study would take time and not allow WalCoMet to pass the Rate Study today and that he would prefer to pass it today. An adjustment could be made after it is reviewed. He commented that an interesting point was raised; that maybe what is being done with the formula is not exactly correct and could be adjusted.

Discussion continued regarding reserves and rates.

Commissioner Logterman stated that given all the discussion, the biggest concern seemed to be to reduce the Customer Unit Rate in some fashion, but at this point – not having any other Customer Connection fee as proposed revenue to justify doing so - it would in essence be taking money out of reserve funds.

Commissioner Johnson stated that a lot of work had been done to create the Rate Study and that all entities were involved several years ago with the process of developing the methodology used currently to determine Rates; the same methodology used for determining other recent years' Rate studies. He suggested that the Budget be passed.

Commissioner Johnson made a motion to adopt the 2012 Proposed Budget and Rate Study. Commissioner Eck seconded. All those in favor: Commissioner Shortenhaus, Johnson, Eck and Logterman. Those opposed: Commissioner Henriott. Motion passed.

APPROVAL OF MINUTES OF REGULAR MEETING, SEPTEMBER 13, 2011

Commissioner Eck made a motion to approve the minutes of the Regular Meeting, October 11, 2011 with a correction to page 4, paragraph 3, under 2012 Preliminary Budget Review, changing motion seconded from Commissioner Henriott to Commissioner Eck. Commissioner Henriott seconded and the motion carried.

ADMINISTRATOR'S REPORT

a. YEAR 2011 MAINTENANCE PROJECTS STATUS REPORT

A summary of the 2011 scheduled treatment plant and lift station/interceptor projects was reported. Costs in the project summaries are estimates based upon past experience or actual estimates by contractors. Actual costs frequently differ from estimates. Revenue for WalCoMet is running roughly 8% below projected and if this trend continues will result in over a \$300,000 deficit in actual revenues compared to predicted revenues. Managers have been asked to closely evaluate all projects for 2011 and 2012 and if possible, defer them. There continues to be sufficient funds in reserve to cover operating expenditures, but it is critical to understand that these funds have been drawn down considerably over the past few years (mostly due to debt service payments and the lack of connection fee revenues). The Treatment Plant Maintenance Budget is roughly 65% spent. Major expenditures during the month included the Concrete Structure Rehabilitation. The Collection System Services Budget is roughly 52% expended. The installation of approximately 1180 feet of liner in the 42" gravity sewer main and repair of three manholes has begun. This, along with the lining of the 27" line along Borg Road and Theatre Road, should be completed in November. Other major expenditures included ordering of the wet well grinder cutter units for the Elkhorn Lift Station #2 and the cathodic protection project at the Inspiration Ministries Lift Station. The Asset Management Program team has moved forward with creating an Excel based equipment inventory system in order to provide needed answers to financial questions, while still evaluating the best software to purchase to manage the data.

b. PERMIT COMPLIANCE UPDATE

The wastewater facility met all permit requirements for the month of October.

c. STAFF TRAINING ACTIVITIES

Staff received training on the new chlorine system and emergency procedures. Harry Domask is in training to replace an operator that is retiring in December.

d. BLOWER PROJECT UPDATE

The Blower Project is on schedule and a November installation is still anticipated with completion in December.

e. DELAVAN LAKE WIN

Administrator Eggink attended several meetings of the Delavan Lake WIN (WIN) subcommittees. The Land Management subcommittee's activity has revolved around identifying areas in the Delavan Lake watershed that contribute to nutrients and sediment transported to water bodies within the watershed. The Lake Monitoring subcommittee met with all stake

holders to discuss the needs and outcomes each is seeking. WalCoMet discussed the fact that its involvement in the WIN and monitoring program revolves around the need to determine the amount of nutrient contributed to Swan Creek and eventually to Turtle Creek from the watershed, which will aid WalCoMet in finding nutrient trading opportunities in the future. Sample collection and analysis, and the ability (appropriateness) of WalCoMet's laboratory and staff to participate in these efforts were discussed.

f. ADMINISTRATOR'S REVIEW

Administrator Eggink requested a Closed Session during the December 13, 2011 Commission Meeting to conduct the annual Administrator's review.

RECEIPTS AND DISBURSEMENT REPORT

Commissioner Eck made a motion to accept the Receipts and Disbursements Report for the month of October, 2011 as presented. Commissioner Henriott seconded and the motion passed.

ACCOUNTS PAYABLE LISTING

Commissioner Johnson motioned to approve the Accounts Payable Listing for November, 2011 in the amount of \$184,945.80. Commissioner Shortenhaus seconded and the motion passed.

OLD BUSINESS

None

NEW BUSINESS

a) Abating Levy of 2011 Real Estate Taxes - Resolution 2011-15: Section 67.05 (10) of the Wisconsin Statutes provides that every general obligation debt requires the levy of a property tax sufficient to pay the interest and principal of the obligations unless there are sufficient reserve funds to pay that year's obligations. By adopting this resolution, the Commission certifies that there are sufficient reserve funds to fully abate the tax levy. Commissioner Henriott made a motion to adopt Resolution 2011-15 to abate the tax levy and direct the officers of WalCoMet to pay the 2012 obligations when due from the funds on hand. Commissioner Johnson seconded and the motion passed.

b) Williams Bay No. 2 Lift Station Pump Drive Replacement: Staff is recommending replacing the LP-2 Pump Variable Frequency Drive at the Williams Bay No. 2 Lift Station, which failed in October, 2011. The unit was installed in 2001 and has reached the end of its useful life. Commissioner Shortenhaus made a motion to approve the purchase and start-up of a new Allen Bradley V.F. Drive from low bidder, Werner Electric Supply, for the Williams Bay No. 2 Lift Station LP-2 pump, for \$5,901, plus shipping costs. Commissioner Eck seconded and the motion passed.

ADJOURN

Commissioner Eck made a motion to adjourn, seconded by Commissioner Henriott and the Regular Meeting adjourned at 2:30 p.m.

Thomas Eck, District Secretary

APPROVED: _____

PUBLISHED: _____

Walworth County Board Executive Committee
Monday, November 14, 2011
10:00 AM
County Board Room 114
Walworth County Government Center
100 W. Walworth St., Elkhorn, Wisconsin
Draft Minutes

Chairman Weber called the meeting to order at 10 AM.

A quorum of committee members was in attendance, including Chairman Weber, Vice Chairman Kilkenny and Supervisors Brandl, Hawkins and Russell.

Others in attendance: Captain Scott McClory and Undersheriff Kurt Picknell of the Sheriff's Office; County Board Supervisor Kathy Ingersoll; Maureen Vandersanden, writer for the *Elkhorn Independent*; Nicole Andersen, Deputy County Administrator – Finance; Carl Adams, Chief Operating Officer, Live Nation (representing Alpine Valley Music Theatre); Lois Wood, Wisconsin Division of Community Corrections; Michael Cotter, Deputy Corporation Counsel/Director of Land Use and Resource Management Department; and, Dave Bretl, County Administrator/Corporation Counsel.

Agenda approval was moved and seconded by Supervisors Brandl and Russell. The motion carried 5 – 0.

Approval of the October 17, 2011 Executive committee minutes was moved and seconded by Supervisors Hawkins and Brandl. The motion carried 5 -0.

There was no comment during the Public Comment Period.

Public hearing and consideration of application for renewal of Alpine Valley Music Theatre 2012 business license. Carl Adams was in attendance on behalf of Alpine Valley Theatre and Live Nation. Chairman Weber read a portion of County Administrator Bretl's memo, which stated in part, "The committee's role is not to determine whether the concert facility is an appropriate land use but to apply the criteria set forth in the County ordinance in determining whether to re-issue the license for the 2012 concert season. The county also has the ability to require a "per ticket" charge to offset the extraordinary costs of law enforcement." Chairman Weber asked if the Sheriff's Office had any issues with the operations plan. Undersheriff Picknell stated there were no issues. Mr. Adams was asked if there were any issues regarding the license; he said there were none that came to mind. He stated that there has come to be a level of comfort between the Sheriff's Office and Alpine Valley staff and that any issues brought to Alpine staff's attention by the Sheriff are addressed. There is a good business relationship between them. Chairman Weber asked whether there were any comments from the public; there were none. Vice Chairman Kilkenny asked Mr. Bretl if he had any questions or comments regarding the business operations plan and license application. Mr. Bretl stated that considering the large size of the Alpine Valley Theatre, it is difficult to ensure everyone is always happy. He indicated that he had not received any correspondence or [complaint] phone calls this year from

the public. Bretl asked Carl Adams if there were any plans for camping at the venue during the 2012 concert season. (The County Zoning Agency issued a conditional use permit for camping, which is still valid.) Mr. Adams indicated that it was never the intent to offer camping at every show but to have the option if Alpine wanted to. There are a limited number of campsites. Mr. Bretl and Undersheriff Picknell confirmed that Alpine has been and continues to be in compliance with Walworth County ordinances. Mr. Bretl asked Sheriff's staff whether the \$1.90 per ticket surcharge in 2011 had been sufficient. (The surcharge pays for extra police protection, refuse collection and traffic control; it is paid to and maintained by the County in a separate fund.) Bretl asked Undersheriff Picknell if he anticipated the surcharge to be adequate for the upcoming 2012 concert season. Picknell said the surcharge had been adequate in 2011 and he projected that it would be for 2012. Bretl stated no specific concerns with respect to the operations and business plan and indicated that the committee was free to issue the 2012 license. **Supervisor Russell moved to close the public hearing; the motion was seconded and carried 5 – 0. Supervisors Russell and Hawkins moved and seconded approval of the 2012 Alpine Valley Theatre business plan and license as submitted to the committee in the agenda packet. The motion carried 5 – 0.**

Appointments

Local Emergency Planning Committee (LEPC). County Administrator Bretl's nomination of sixteen members for reappointment was included in the committee's agenda packet. Emergency Management Director John Ennis had indicated he might have one additional applicant; however, Bretl's office had not received any information about it yet. Supervisors Brandl and Hawkins moved and seconded recommending reappointment of the sixteen LEPC incumbents. The motion carried 5 – 0.

Consent items. The following claims were approved unanimously (5 – 0) on motion and second by Supervisors Kilkenny and Brandl:

- Rich Kuhnke's claim for per diem in the amount of \$50.00, for attendance at the September 2011 Wisconsin River Rail Transit Commission meeting.
- Mileage claims (3) of Supervisor Stacey totaling \$56.61.

New business

Division of Community Corrections information regarding County jail bed population data.

Lois Wood, Field Supervisor, Department of Corrections (DOC), was in attendance to explain the data. She indicated that the combined summary showed a rate of \$55.00/day as the cost of payable probation holds. That amount had been provided by the jail administration. Ms. Wood indicated the correct amount is \$29.93/day. Wisconsin Statutes provide for a \$40/day maximum payable rate. Each year the State budget provides for a total amount of money to be reimbursed to each county. The total amount to be paid to Walworth County for probation holds in 2011 is \$127,082.78. Summary data was provided for Unit 202, the sex offender unit and for Unit 206, the comprehensive unit, which includes all different kinds of violators supervised by the DOC. Sometimes offenders are placed in our jail temporarily while under supervision of another county; they are transferred within a few days. Wood explained that the "payable holds" category represents those in the county jail for rule violations. For every day in the jail, the DOC reimburses the county at a specific rate. Non-payable holds are related to new criminal behavior. Supervisor Kilkenny asked for clarification regarding probation holds for rule violations versus

new charges. Ms. Wood said a person could be held on both. Being placed in jail (while on probation) occurs when a hold is invoked for a new criminal behavior. The DOC could drop a hold on someone who's on probation, but there may be new criminal charges that would result in additional jail time, said Wood. It would be rare for the DOC not to hold someone who is charged with a new violation, she said. Ninety-day sanctions are permitted instead of returning individuals to prison. Chairman Weber requested clarification about reimbursement and where the funding comes from. Wood said reimbursement is pay-as-you-go for sanctions, and payable holds are paid to the county at fiscal year-end by the State. Offenders pay supervision fees based on their income, \$20, \$40 or \$60, which goes to a fund in Madison. Rates are currently low based on economics, said Ms. Wood. Supervisor Kilkenny asked if there could be a pre-determination or process to facilitate secondary review that might help to reduce the number of days an inmate is held. Mr. Bretl indicated he could pose that question to the county's CJCC consultant (Mike Jones). Kilkenny asked what DOC's overall goal on holds is and whether the current system is addressing holds in the most efficient manner. Ms. Wood explained there is a mandatory custody policy. Evidence of assaultive behavior requires a mandatory hold. Holds are expedited fairly quickly, she said. She said she was looking forward to working on these issues with the county's CJCC. In Walworth County, alcohol use is part of the problem with regard to a lot of jail bed space. There are significant drug and alcohol abuse issues in this county, said Wood, and there are no halfway house services here. There are many inmates on 2-3 day holds and a few on much longer jail holds; they are all part of the equation resulting in the 17-day average probation hold stay in jail. The average for number of holds can become very skewed by one or two extraordinarily long probation holds, said Wood. With respect to alternatives, electronic monitoring and GPS equipment, sometimes it is a week or more before equipment arrives from Madison. Vice Chairman Kilkenny said he wondered if Walworth County may have more conditions of probation than other counties. He hopes the CJCC will review the goal of probation and jail holds. Ms. Wood agreed with Kilkenny that CJCC review would be appropriate. She said not every rule violation results in a custody hold. Most holds result from police stops and arrests. There were six over the weekend, she said. Wood stated that she has been in Walworth County for six months and was previously in Milwaukee County for five years. There were 430 fewer probation holds this year in Walworth County than there were the previous year. One of the OWI court's goals is to reduce jail bed days, she said. Training for staff on the COMPAS assessment tool will be conducted in January 2012. Since long probation holds can tend to skew the report data, Supervisor Russell suggested it might be helpful to report the specific number of days for each different hold versus showing an average. Ms. Wood said the CJCC is making progress in how jail issues can be addressed collaboratively. Mr. Bretl asked for clarification regarding the "no alcohol" provision of probation and violations being far more common here than in some other counties. Ms. Wood stated that no alcohol or drugs is a typical condition of probation because there is a proven correlation between substance use and criminal behavior. She said, however, that not all criminal behavior is alcohol-related. She said Minnesota incarcerates at half the rate Wisconsin does, and noted that greater efficiencies can still be achieved. To avoid long prison sentences, DOC staff makes every effort to avoid probation revocation, including invoking ninety or 120-day jail stays, which statistically run up the number of jail bed days. Chairman Weber asked if this issue could be placed on file. Administrator Bretl said it could and indicated that the committee would continue to be provided with regular updates regarding the work the CJCC is doing to address incarceration alternatives.

There was no action on this item. Chairman Weber thanked Ms. Wood for attending the meeting.

Correspondence from U.S. Department of the Interior Bureau of Indian Affairs concerning a proposal to develop a commercial property in Kenosha, Wisconsin and offer Class III gaming to the public. County Administrator Bretl indicated that he had never received a letter like this over the years. The Bureau of Indian Affairs seeks the county's input before the U.S. Department of the Interior makes a decision regarding use of the former dog track in Kenosha for proposed gaming. **Supervisor Hawkins moved to place the correspondence on file.** Mr. Bretl said the BIA is requesting a response within sixty days from November 4, 2011. LURM Director Cotter confirmed that the location of the proposed gaming activities is outside of Walworth County's zoning jurisdiction. Mr. Bretl said it was reasonable to assume that the proposed use is far enough from our borders not to create a land use issue. In addition, no law enforcement issues are anticipated as a result of the proposal, according to Sheriff Graves. Mr. Bretl said it would not be unreasonable to inform the BIA that the county does not object to its proposal to conduct gaming activities in the City of Kenosha. **Supervisor Hawkins withdrew his motion. Supervisors Kilkenny and Hawkins moved to respond to the BIA consistent with Administrator Bretl's advice.** Chairman Weber said Wisconsin has numerous gaming facilities throughout the state. There is always the possibility of some people becoming addicted to gambling. He said that from his perspective, it appears to be senior citizens and people recreating that are frequenting the casinos. The casinos offer entertainment and other activities besides gambling. Supervisor Weber said he has driven past the Kenosha facility many times and is well familiar with the facility and other land uses in the area, including a nearby airport. The facility and land are not near housing developments. He stated his preference that Mr. Bretl respond to the seven specific points in the BIA's letter. Supervisor Russell stated that she believes there is plenty of documentation showing people spend too much money at gambling facilities, sometimes their entire paycheck. She said she would not favor stating that the committee supports opening the casino in Kenosha. She said she was not against going on record as being neutral on the issue but did not think the committee should express support of the proposal. Vice Chairman Kilkenny indicated that his intent was to be neutral in our response to the BIA. **The Kilkenny and Hawkins motion to respond to the BIA consistent with Administrator Bretl's advice was voted on and carried 4 – 1 (Weber opposed).**

Genoa City, Wisconsin Resolution No. 10-13-2011 Amending the Village of Genoa City's Comprehensive Plan. Mr. Bretl explained that this communication had been provided for information only and could be placed on file. Vice Chairman Kilkenny noted that the communication indicated Genoa City's comprehensive plan is for the year 2025, not 2035 like the county's. **Supervisors Kilkenny and Brandl moved and seconded placing the correspondence on file. The motion carried 5 – 0.**

Lincoln County Resolution no. 2011-10-60 Supporting H.R. 1496 in the U.S. House of Representatives and U.S. Senate Bill 202 To Amend Title 31 United States Code to Audit the Federal Reserve System of the United States. Supervisors Russell and Kilkenny moved and seconded placing this resolution on file; the motion carried 5 – 0.

Outagamie County Resolution no. 41-2011-12 Supporting Criminalizing Violations of 72-hour Non-contact Condition for Domestic Abuse Offenders. Administrator Bretl indicated that District Attorney Koss stated his support of urging passage of the proposed legislation. Mr. Bretl indicated that if the committee wished to express its support, it would be appropriate to draft a County resolution urging support of the proposed legislation and forward it to legislators representing Walworth County as well as the governor's office. Mr. Bretl clarified that LRB 2647/2, attached with the Outagamie resolution, was a draft bill of the proposed legislation. Vice Chairman Kilkenny stated his preference to place the Outagamie resolution on file and not adopt a resolution in Walworth County. He said that during mediation sessions, he had encountered instances in which individuals needed to take children to a doctor appointment, for example. He said he wouldn't want to see violations of no-contact conditions criminalized. He indicated that he preferred to take no position on the matter and to place the Outagamie County resolution on file. **Vice Chairman Kilkenny moved to place the resolution on file; Chairman Weber seconded the motion, which carried 4 – 1 (Supervisor Hawkins opposed).**

Reports/announcements by Chairperson. Chairman Weber had no reports or announcements.

The next Executive committee meeting was confirmed for December 19, 2011 at 10 AM.

Claims and litigation. On motion and second by Supervisors Kilkenny and Russell and an affirmative vote by all members, the committee convened in closed session at 11:00 AM pursuant to the exemption contained in Section 19.85 (1) (g) of the Wisconsin Statutes, "conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved," relative to the item listed below. Staff members remaining during the closed session included Ms. Andersen and Messrs. Bretl and Cotter.

Notice of Claim received from Richard J. Rakita, Weiss Berzowski Brady LLP in regard to easement issue of Mr. and Mrs. Jess Dyunek and Mr. and Mrs. Victor Stepaniuk of East Troy, Wisconsin.

At approximately 11:10 AM, Supervisors Kilkenny and Brandl moved and seconded reconvening in open session; motion carried 5 – 0. Supervisors Brandl and Kilkenny moved and seconded Corporation Counsel proceeding consistent with the committee's closed session discussion. The motion carried 5 – 0.

Chairman Weber adjourned the meeting on motion and second by Supervisors Hawkins and Kilkenny.

Submitted by Suzanne Harrington, administrative assistant to the County Administrator. These minutes are subject to approval by the Executive committee.

DRAFT

**Walworth County Board of Supervisors
Public Works Committee
MEETING MINUTES
Monday, November 14, 2011
Walworth County Government Center, County Board Room 114
100 West Walworth Street, Elkhorn, Wisconsin**

1. Call to order and roll call

Chair Nancy Russell called the meeting to order at 4:03 p.m.

Roll call revealed the following members present: Kathy Ingersoll, Nancy Russell and Joe Schaefer. Supervisors Russ Wardle and Rick Stacey were absent with excuse.

Others present:

County Board Supervisors: None

County staff: County Administrator David Bretl; Deputy County Administrator-Central Services Shane Crawford; Public Works Director of Operations Larry Price; Public Works Office/Purchasing Manager Peggy Watson; Deputy County Administrator-Finance Nicki Andersen; Lakeland School Administrator Tracy Moate; District Attorney Phil Koss; HHS Director Linda Seemeyer; Assistant Superintendent-Facilities John Miller.

Members of the Public: Paula Hocking and Sandra Wagie-Troemel, Walworth County Alliance for Children; William Henry, Kehoe-Henry & Associates Architects; Gen Krahn-Reed

2. Agenda withdrawals/approval – Chair Russell asked to move item 5d up to immediately follow public comment. Supervisors Ingersoll and Schaefer moved and seconded approval of the agenda with item 5d immediately following public comment. The motion carried 3 – 0.
3. Approval of meeting minutes: Supervisors Schaefer and Ingersoll moved and seconded approval of the October 17, 2011 and November 8, 2011 minutes. The motion carried 3 – 0.
4. Public comment period. There was no public comment.
5. Regular Business
 - a) Referred from October 11, 2011 County Board meeting: Communication from State of Wisconsin Division of Transportation Investment Management regarding current estimate of 2012 General Transportation Aids (GTA) for Walworth County (p. 7-8). Crawford explained that this is just an estimate, and the final number comes in December. He recommended the committee receive the item and place it on file. **Supervisors Ingersoll and Schaefer moved and seconded placing the item on file. The motion carried 3 – 0.**

- b) Referred from November 8, 2011 County Board meeting:
- October 31, 2011 correspondence from John McHugh offering property for sale in the City of Lake Geneva (pp. 9-11). Chair Russell stated that it appeared that there was a mistake in the acreage mentioned in the letter. It should read 0.19 acres. This is for two residential lots. Chair Russell suggested that staff send a polite letter explaining that this is not the type of land the county would want to use. **Supervisors Schaefer and Ingersoll moved and seconded directing staff to send a letter to Mr. McHugh indicating that the county would not have any interest in use of the property. The motion carried 3 – 0.**
 - November 1, 2011 correspondence from Supervisor Randy Hawkins concerning concealed carry ordinance (p. 12) – Crawford explained that some of Supervisor Hawkins's questions had been answered, but now that the concealed carry ordinance had been adopted, Supervisor Hawkins wanted a study completed on how security is handled. Crawford stated that not all county buildings have push button security. Crawford will report back to the committee on the push button system at the next meeting. Staff can put together a quote on security in each building. Bretl was very supportive of providing secure access to County buildings and conducting a study. **Supervisor Schaefer moved to place the letter on file.** Chair Russell felt that there was nothing wrong with gathering the information and letting the county board make a decision on it. Bretl asked what the aim of the study would be. If the committee is looking at airport-style security, it would take some time to get figures on the cost of that. If the committee is looking at which departments have panic buttons and how much it would cost to get more of those, that is something that staff could easily look into. Bretl questioned whether or not the committee is just interested at looking at airport-style security for HHS. **Supervisor Schaefer withdrew his motion.** Bretl stated that some gun advocates argue that if you put signs up prohibiting guns, there needs to be security measures in place. He added that there is a limit to the value of having panic buttons. If the committee would like to see other security measures in place, the County may have to budget for that in the future. Supervisor Ingersoll thinks that some sort of follow-up study on security would be beneficial. She was curious about the cost of securing all of the doors. Bretl suggested taking this in pieces. He suggested that maybe the committee would like to look into having a security guard at night and a deputy at meetings. Seemeyer stated that HHS has two reception areas – a public health reception area and a main reception area. All other doors are locked, but employees can use their ID cards to enter. Many people want security in those areas. Supervisor Schaefer pointed out that there used to be a deputy as you entered the Government Center, but that was eliminated with budget cuts. He was concerned that the committee was opening something up that is going to cost more in the future. Bretl stated that the panic buttons may be a logical first step for the County to begin looking at in terms of security. There are many doors in the County, and installing card readers on all of them could be a major undertaking. That may be the next step. However, simply having the card readers would not

be worthwhile without security. Miller explained that most of the doors already have card readers on them, such as at the Government Center, but those readers are only used after hours to gain entry. Lakeland School, on the other hand, is locked down. Miller added that all of the doors can be locked, but one person with a card to gain access could let someone in behind them. Security is only as good as the person watching it. Chair Russell pointed out that there is security at the Judicial Center, and at the Sheriff's Office, the public cannot get past the lobby. She questioned why it is not that way at the Government Center. She acknowledged that security will cost money, but she felt that the money should be spent to keep people safe. Supervisor Schaefer questioned what other counties are doing. Bretl stated that judicial centers are screened. Seemeyer stated that in Milwaukee County, only the courthouse was screened. Walworth County would be unique in screening at the Government Center. The JVI contract is for approximately \$35,000 a year for a security guard. The County could not afford to have an armed deputy working security. Chair Russell felt that at the very least, there should be a deputy at county board meetings, but she wasn't sure about committee meetings. Bretl stated that the Sheriff and Undersheriff have not consistently been at meetings. Even if they are at meetings, he did not think it was necessarily fair to have them provide security. **Chair Russell and Supervisor Ingersoll moved and seconded defining the cost for push buttons, determining who has them and who doesn't, and defining the cost to provide security at HHS and the Government Center, or alternatively, have a security guard or Sheriff's Office employee at county board meetings.** Supervisor Schaefer requested that staff survey all of the other Wisconsin counties to see how they handle security in all of their buildings. **He requested that this be included in the motion.** Supervisor Ingersoll questioned whether all Wisconsin counties needed to be surveyed. Supervisor Schaefer then suggested perhaps only surveying southern Wisconsin. Bretl stated that staff can do their best, but they will not get everyone to respond. **The motion carried 3 – 0.**

- c) Letter from William Wucherer commending county roadwork (p. 13) – Chair Russell appreciated the letter. **Supervisors Schaefer and Ingersoll moved and seconded placing the letter on file. The motion carried 3 – 0.**

- d) Presentation of proposal by Walworth County Alliance for Children for Child Advocacy Center for conveyance of county property for Child and Family Center (pp. 14-18) – Crawford stated that the Walworth County Alliance for Children had approached the County about wanting to develop approximately 2.2 acres of county property. The WCAC is interested in building the facility with a specific contractor who has agreed to do some of the services at cost or for free. If the county leased the property to WCAC, it would remain county property, and the construction would have to be bid out. If the County were to deed the property to WCAC, the construction would not have to be bid out. The City of Elkhorn, however, won't allow less than 5 acres to be subdivided, so the County wouldn't be able to deed only 2.2 acres to WCAC. Koss clarified that the WCAC does not need 5 acres. The Lakeland Builders Association had tentatively offered to take

the construction of the CAC on as one of their projects. Koss stated that the question was how comfortable the county was with the 5.2 acres and the sale of the land versus a lease. Bretl stated that the county has never had a request quite like this. In order for the WCAC to have their own builder, the County cannot retain ownership of the land. There could be a reversion clause that would allow the county to get the land back if the CAC did not work out. If the county retained ownership of the land, the construction would have to be publicly bid. The other alternative would be for the County to be the landlord, but WCAC would have to consent to that. Koss was concerned that this would significantly increase the cost. Henry stated that Randy Thelen, who had agreed to lead the Lakeland Builders Association in this project, was soliciting members to see what they could get in terms of labor and materials. The cost would be less than if it were publically bid, so it may or may not be worth it. Chair Russell asked if the members would have any advantage in declaring some of the materials/labor as a donation when the project is bid out. Henry said no. Chair Russell did not want to do a quit claim deed. She was also concerned about the 5 acres in the event the public works department was looking to expand. Crawford stated that the department could probably expand to the east. Henry stated that the dashed line that goes down the center of the drawing is the original two-acre parcel. The WCAC could grant an easement to the county for the other three acres to be used by the County in the future. Chair Russell asked if any of the people who had donated money for the CAC would have a problem with the group leasing versus building. Koss had not considered that, but he thinks the people would just be happy that the CAC had a place to go. Chair Russell's preference was for the county to retain ownership of the land, build a building, and then lease it to the WCAC. Crawford stated that funding becomes a problem if the county must build the building. Bretl stated that if the committee does not want to deed the land over, staff can look into building the building, but if this can be done cheaper with donated labor, the committee is back to talking about a deed. Chair Russell reiterated that she was very uncomfortable with a reversion clause. She thought that it would be very unpopular with the public if the land were to be returned to the County after this group had paid for it. She feels that the county should retain ownership and lease the land. She did not feel that the County should necessarily make money on this, but the County should at least recoup the cost. Koss stated that if the committee would like the County to own the land and lease it to the WCAC, he would like to let the Lakeland Builders Association know right away before they invest their time and money. Supervisor Schaefer thought that all five members of the committee should be present to make this decision. Bretl stated that this would go on to the County Board as well. Crawford explained that the plan that was presented could still be used, and the Lakeland Builders Association could still bid on the project. Reed asked if it was still a possibility for any expansion to include space for APFV. Bretl stated that they could look at a different design right now to include space for APFV. Henry stated that if the County were to build the facility, one thing to look at would be the County standards for buildings versus how the WCAC envisioned the facility. For example, the County typically uses heavy duty Best locks for its doors, which run approximately \$570 each to install. The WCAC's plan was to use lighter duty locks that are approximately \$150 each. Bretl stated that if the building housed the CAC and APFV, it would be much easier to do a lease. Otherwise, if the groups were to leave, he was not sure who would own the building. Wagie-

Troemel asked if WCAC could retain naming rights of rooms in the building if the County built it. Bretl said yes. Chair Russell stated that when the Elkhorn Police Department moved into the West Wing, the County stayed out of the construction and design process. Koss asked what the next step would be. Bretl stated that if the WCAC is comfortable with the County being the landlord, the project can move forward. Hocking stated that the most important thing was to build the building to help the kids. WCAC was prepared to rent before, so Koss did not see any reason why they would not be agreeable to this arrangement. Crawford stated that WCAC needs to be comfortable with the possibility of not going with Lakeland Builders. Also, if the committee is looking at including space for APFV and the housing authority, there will be architect fees. Chair Russell stated that perhaps they should have the full board weigh in on a ballpark number for building the new expanded version of the building. Bretl stated that he was not sure what the space needs for APFV were, but it would make sense to build what is needed right away rather than having to expand later. Bretl suggested that perhaps the committee could forward this on to the board for their advice on whether or not they want to build a building and lease it to the CAC and APFV. This would allow staff and the board to look at the numbers. Chair Russell wanted to make sure that the parties came up with a ballpark figure to take to the County Board. **Supervisors Ingersoll and Schaefer moved and seconded forwarding an advisory resolution to the board that would call for the county to build the building and lease space to CAC with space being provided for APFV as well.** It was decided that the space would not be compatible with the housing authority, so space would not be included for them. The parties would have to provide a ballpark cost. **The motion carried 3 – 0.**

- e) Use of Lakeland School facility by employees (item requested by Tracy Moate, Director of Walworth County Children With Disabilities Education Board) – Crawford stated that this has been an ongoing issue for years since the school was built. CDEB gave Moate the authority to allow Lakeland School employees to use the facility after hours. Moate explained that the school has many unique features. Her recommendation to CDEB was to reserve the right to use the facilities to those activities directly related to student or staff development. She stated that Friends of Lakeland School, Special Olympics, and ARC are three organizations that are directly related to the function of Lakeland School. It was reiterated that school use would be reserved for students and staff. **Supervisors Schaefer and Ingersoll moved and seconded allowing students and staff to use the facilities at Lakeland School as discussed. The motion carried 3 – 0.**

- f) Bid specifications for crackfilling tub (p. 19) – Crawford stated that this is a complex issue. A year and a half ago, staff came to the committee with bid specifications, which the committee approved. Calumet County then went out and bid this, and the vendor was willing to give Walworth County the same price. Crawford stated that the piece of equipment is needed, and this is a very good deal. Crawford was asking for the committee's approval of the bid specifications as well as the committee's endorsement of Bretl signing a sole source to obtain the 2008 pricing for this piece of equipment. Crawford added that this is in the 2012 budget. **Supervisors Schaefer and Ingersoll moved to approve. The motion carried 3 – 0.**

g) Capital Improvement Plan projects

- Public Works Department roadwork plan – Price gave a PowerPoint presentation on the department’s roadwork plan. Price proposed a plan to spend more maintenance dollars on newly-constructed roads. Price stated that the goal is to prolong the life of the road by doing more chip sealing and crack filling. Price will identify which roads need to be repaired and return in December to come up with plan. Price stated that with proper and timely preventative maintenance, the department can, in theory, keep the pavement going much longer. Price explained that once a new road is put down, they try to come out the next year to put a seal coating on it. If they come back and chip seal the road every seven years, they can keep the road going indefinitely and not have to tear it out and start over. Price stated that there were 16 or 17 claims filed this year due to damage to vehicles after the chip sealing was done. Bretl stated that this damage is typically the result of people driving over the road too fast for conditions. From a legal standpoint, that is not the County’s fault. Crawford stated that he would like to transition the new roads to this new maintenance plan. Next month, staff will bring a plan to get out of the current plan and transition to the new plan. Price added that some roads may not need all of this preventative maintenance because of low traffic. Price further explained that the preventative maintenance is performed by County employees. Supervisor Schaefer feels that preventative maintenance will pay off well in future years. Andersen questioned how much of the cost of the maintenance is for materials. Currently, the county bonds for roads, and maintenance may increase operating costs. Crawford stated that staff could get that breakdown. **The committee did not take any action on this item.**

h) Next regularly scheduled Public Works Committee meeting date and time: Monday, December 19, 2011 - 4:00 p.m.

6. Adjournment Motion and second: Supervisors Schaefer and Ingersoll. Time of adjournment: 6:19 p.m.

Minutes recorded by Tammy Werblow, County Administration

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

Wisconsin River Rail Transit Commission

Full Commission – Friday, 04 November 2011 @ 10am • Dane Co. Hwy, 2302 Fish Hatchery Rd, Madison, WI

1. Karl Nilson, Chair, called the meeting to order at 10:00 a.m.
2. Those present for all or part of the meeting:

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

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

Others present for all or part of the meeting:

Amy Seeboth (SWWRPC / WRRTC Administrator); Frank Huntington (WisDOT); Ken Lucht (WSOR); Jim Matzinger (WRRTC Accountant / Dane County).

3. Motion accepting Seeboth's certification of Public Notice. *Gustina / M. Ruf- passed unanimously.*
4. Motion accepting the Agenda prepared by Seeboth. Moving Item 13 to item 14. *Grant / Cornford - passed unanimously.*
5. Motion approving the draft October Minutes. *Manke / Sinklair – passed unanimously.*
6. Public Comment – None
7. Correspondence & Communications – Seeboth passed around a couple of news articles.

REPORTS & COMMISSION BUSINESS

8. **WRRTC Financial Report**– Jim Matzinger, Dane County CPA / WRRTC Accountant provided Commissioners with a copy of the treasurer's report.
 - Motion accepting the October treasurer's report– *Anderson / Sinklair – passed unanimously*
 - Motion accepting the payment of bills. – *Sweeney / Gustina – passed unanimously*
9. **Wisconsin & Southern Railroad's Report on Operations** – Ken Lucht, WSOR, presented on the following:

Update on Monthly Maintenance Activities – WSOR installed about 2200 ties between Waukesha and Milton. They will share year-end numbers on these ties in January. They continue to replace public crossings in WRRTC area, two in Stoughton and one in Madison (Brearily Street). They are going to replace Dickenson St. crossing in Madison soon and resurfacing another crossing in Dane County. On Cottage Grove Line, they recently did some repairs to bridge decking. On the Reedsburg Line, they will be doing some maintenance repairs. WSOR is also brush cutting right now.

Update on 2010 & 2011 Capital Projects- WSOR is doing a rail inspection trip next week Nov. 14th. The Commissioners are all invited. WSOR has a lot of the welding done on the Madison sub, and will be done with the project next year. They laid 1.2 miles of welded rail in Waukesha.
11. **WRRTC Administrator's Report** – Seeboth updated the Commission on the DOT Freight Rail Conference that Forrest and her presented at earlier this week. The Commission also reviewed the 2012 Commission meeting dates, they switched May 4th to the 11th and July 6th to the 13th.

- 12. WDOT Update** – Frank Huntington, WDOT, said that the Freight Rail Conference went very well and that they had about 115 attendees. He also said that the rehab projects are moving along nicely and they are working on getting the appraisal information for the UP acquisition right now. It will be a few months before they know what that will be.
- 13. Consideration and approval of bill of sale for Town of Bradford Bridge in Rock County, WI** – Commissioner Coopman explained that a local bridge in the Town of Bradford has been approved for DOT replacement funding, but there is uncertainty about who the bridge belongs to. It is an old timber bridge that came with the old railroad right-of-way. Under the DOT Local Bridge program, railroad bridges cannot generally be done because they are considered a private not public ROW. The Commission must transfer the bridge to the town so that it can be fixed. WSOR is comfortable with the language the Eileen put in the proposed Bill of Sale. This agreement would set precedent for above-grade crossings. WSOR has also said that they have agreed to participate in rebuilding this bridge and therefore will finance a part of this project.
- **Motion to approve the bill of sale as presented** –Gaalswijk / Van Schwartz – passed

The Commission returned to public comment – The new Commissioner, Jeff Plale, showed up at about 10:00am. He apologized for being late. Plale was appointed two months ago and confirmed last week. He was a legislature for many years prior to this. He said that he is glad to be learning about RTC's and hopes to be a regular presence at these. He also extended an invite that Commissioners should feel free to be in touch with his office if you need this.

The Commission recessed for a 10 minute break at 10:10

- 14. Discussion regarding WRRTC communication methods and practices.** Seeboth had added this item to the agenda per the Commission's earlier request. The Commission agreed that they like their communication methods at present time, that this group does a good job at reaching out to elected officials on specific issues as they arise. Sweeney pointed out that the Commission should be aware that they have to do outreach on two-levels; at their county and at the state levels. He also suggested that it might be good for the Commission administration to visit each county every other year or so to keep them updated on the Commission and what the Commission does. Lucht suggested that the Commission might want to invite a legislature every other month to WRRTC meeting. The idea of establishing a newsletter or getting more involved with the WI Counties Association also came up. The Commission requested that this item be put on the agenda again for a future meeting.
- 15. Presentation by Commissioner Forrest Van Schwartz (WR)RTC 101.** Commissioner van Schwartz presented on the history of Rail Transit Commissions in Wisconsin and, specifically, on the history of WRRTC. The presentation is available on www.wrrtc.org
- 16. Motion adjourning the meeting at 12:12 p.m.** –Manke/ M. Ruf - passed unanimously.

DRAFT

Walworth County Children with Disabilities Education Board

MINUTES

October 19, 2011– 5:00p.m.

County Board Room 114 – Government Center

Elkhorn, Wisconsin

The meeting was called to order at 5:05 p.m. by Secretary Kilkenny.

Roll call – In attendance were Secretary Kilkenny, Supervisors Ingersoll, Schaefer and Hawkins. Supervisor Weber was excused. A quorum was declared.

County Staff present – Director WCCDEB Tracy Moate, and County Administrator Dave Bretl, Lakeland School Principal, Greg Kostechka, and Deputy County Administrator Central Services..
Shane Crawford,

County Supervisors Present – County Chair Nancy Russell.

Agenda withdrawals – None

Agenda Approval - Approval of the agenda was moved and seconded by Supervisors Schaefer and Ingersoll with no withdrawals, and carried 4- 0.

Minute approval – Supervisors Ingersoll/Hawkins moved and seconded approval of the September 21, 2011 minutes as prepared. Motion carried 4-0.

Public comment period – None

New Business – Facility Use – Tracy Moate would like discuss and review the facility use policy at Lakeland School. Administrator David Bretl sent out a memo the first year the school was opened outlining facility use. Discussion followed. Some of the comments made regarded use of the pool and equipment by students and staff only. Many items have been donated with the understanding that it was for the children at Lakeland School and not for public use. Wear and tear on the equipment and replacement cost was also mentioned as a reason to not open up the facilities to the general public. **Motion to direct Tracy Moate to draft an ordinance for facility use to be available to school staff only. Motion and second by supervisors Schaefer and Hawkins, motion carried 4-0.**

Tuition Request – A tuition request from Beloit School District has been received by Tracy Moate. Currently a estimate is being worked on and Tracy is seeking approval from the board. **Motion to approve was made by Supervisor Hawkins, seconded by supervisor Ingersoll, carried 4-0.**

DRAFT

Discussion and approval of Resolution No XX-11/11 – Kikkoman Foods Foundation has donated \$10,000 to Walworth County to be used at Lakeland School. The donation will be used to support educational programs for students with Autism and others who may need a sensory break. **Motion and second were made by Supervisors Hawkins and Schaefer to accept the donation, motion carried 4-0.**

Reports and Correspondence --

CDEB Director, Tracy Moate reported on a request from the music teacher for help with the Holiday Show. The School Alumni Dance was held on October 1st. Approximately 70 former students attended. The UNICEF Carnival will be held Thursday, October 20th. Students from Turtle Creek and Williams Bay will join the Lakeland School students. The administration has met with teachers regarding the Alternative Compensation Team and team members soon will be selected.

Time and Date of Next Meeting – November 16, 2011, at 5 o'clock.

Adjourn – Motion to adjourn was made by Supervisor Schaefer, seconded by Supervisor Hawkins, meeting adjourned at 5:35 pm.

Minutes recorded by Kathy Kramer, CDEB

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

BOOTH LAKE MANAGEMENT DISTRICT
P.O. BOX 778
EAST TROY, WISCONSIN 53120-0778
REGULAR MEETING OF THE BLMD COMMISSIONERS
July 17, 2011

Present:

Hank Hubbell, Bill Sullivan, Gary Hegeman, Barry Loveland, Greg McElwee, Stan Muzatko (County Board Rep.), Kathy Tober (Town Board Rep.)

1. Meeting called to order at 12:47 pm.
2. APPROVAL OF MINUTES
June 25, 2011 Meeting
Motion for approval of the minutes of the June 25, 2011 meeting by Stan Muzatko, 2nd by Bill Sullivan. Motion approved.
3. ELECTION OF COMMISSIONERS
The newly re-elected Commissioners who previously held offices/positions on the Board of Commissioners will continue in the same office/position: Hank Hubbell will continue as Chairman, Gary Hegeman will continue as Secretary, Bill Sullivan will continue as Treasurer.
4. APPROVAL AND ADOPTION OF BUDGET FISCAL 2012
Motion to approve and adopt a property tax levy of \$200 as approved by the Electorate at the 7/17/11 Annual Meeting by Greg McElwee, 2nd by Barry Loveland. Motion approved. This results in a budget/total expenditures of \$17,360 with \$1,260 designated for Water Quality Study. The approved 2012 budget is attached.
5. OTHER BUSINESS
 - Hank Hubbell will send letter to the Town Chair informing him of the motion approved by the Electorate at the 7/17/11 Annual Meeting (Statement of Feeling of the Electorate) that Booth Lake ordinances do not need to be changed unless required by state law.
 - The Commissioners discussed the issue of working with the DNR to allow full public access to Booth Lake, pros and cons of such action, and the history of previous attempts to work with the DNR, Town Board, and property owners on Lake access. No new actions will be initiated at this time.
6. PUBLIC/COMMISSIONER'S COMMENTS
 - The Commissioners discussed updating the District membership list and establishing a database of addresses and other information; Greg and Barry will work on this project.
 - Hank Hubbell will keep the Commissioners informed of any developments and/or new/additional information concerning the elevated nitrogen levels in the Lake and overall water quality.
 - Kathy Tober indicated she would provide the Board with contacts for water quality government groups that might be helpful to the Board.

7. Motion to adjourn the meeting by Greg McElwee, 2nd by Barry Loveland. Meeting adjourned at 1:13 pm.

Respectfully submitted by
Gary Hegeman – BLMD Secretary

BOOTH LAKE MANAGEMENT DISTRICT

BUDGET FISCAL 2012

APPROVED BY ELEC TORS
JULY 17, 2011

EXPENDITURES

5000 ADMINISTRATIVE EXPENSE	\$800
5030 EDUCATION	\$500
5040 INSURANCE	\$2,000
5100 LAKE MANAGEMENT	\$8,000
5150 LAKE HABITAT FUND	\$100
5200 LEGAL & PROFESSIONAL	\$0
5300 MAINTENANCE & REPAIR	\$500
5600 SEPTIC SYSTEM PUMPING	\$4,200
5700 WATER QUALITY STUDY	\$1,260
TOTAL EXPENDITURES	<u>\$17,360</u>

TAX LEVY

SOURCES OF FUNDING

INTEREST INCOME	\$31
TOWN OF TROY	\$500
PROPERTY TAX LEVY	\$17,800
SUB-TOTAL	<u>\$18,331</u>
LESS 2011 BUDGET DEFICIT	-\$971
TOTAL FUNDING	<u>\$17,360</u>

\$200