

County Zoning Agency
MINUTES
February 21, 2013 – 4:30 p.m.
100 West Walworth Street
Elkhorn, Wisconsin

Chair Rick Stacey called the meeting to order at 4:30 p.m.

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

County Staff present – Land Use and Resource Management Department Director Michael P. Cotter, and Associate Planner Matt Weidensee.
Present for a portion of the meeting / hearing were Senior Planner Neal Frauenfelder and Senior Zoning Office Debora Grube.

A “sign-in” sheet listing attendees on February 21, 2013, is kept on file as a matter of record. The public chose not to sign in.

Details of the February 21, 2013, meeting / hearing are on a recorded disc which is on file and available to the public upon request / video to view on our website:
www.co.walworth.wi.us

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

Dave Weber motioned to approve the January 17, 2013, Minutes. Seconded by Rich Brandl. Motion carried. 6-favor 0-oppose

Zoning / Sanitation / Land Conservation Enforcement – Michael Cotter
Disc Count #4:30:22 – 4:32:24

Subdivision Items – Old Business - none

Subdivision Items – New Business

Margaret T. Borg Trust restriction modification and affidavit of correction request on lot 2 of Trinke Estates Subdivision also identified as Tax Parcel #ITE 00002 located in Section 10, Town 1 North, Range 17 East, Town of Linn. The applicant is requesting the County Zoning Agency to modify a previously approved building setback limitation identified on the Subdivision Plat. – Neal Frauenfelder

Jim Van Dreser motioned to approve this item with the following conditions:

1. Approval is subject to the applicant recording the Affidavit of Correction with the Register of Deeds Office making clear that it is not a conveyance; that it is a correction instrument to show the modification of a previously recorded setback restriction. The applicant should include a copy of the County Zoning Agency Minutes showing the granting of the restriction modification, or the applicant may use an attachment signature sheet signed by the County Zoning Agency chairman to indicate that the restriction modification as requested was approved by the committee.
2. Approval is subject to meeting all applicable State Statutes and County Ordinances.

Seconded by Rich Brandl. Motion carried. 6-favor 0-oppose
Disc Count #4:32:25 – 4:44:21

Old Business – Discussion Items - none

New Business – Discussion Items

Discussion / possible action re: Correspondence from Gregory M. Reesman requesting a determination on Boss property – Michael Cotter

Jim Van Dreser motioned to approve this item proceed to Conditional Use or to rezone back to A-1. Seconded by Rich Brandl. Motion carried. 6-favor 0-oppose
Disc Count #4:44:22 – 4:57:48

Discussion / possible action re: County Zoning Agency starting time – Rich Brandl

Rich Brandl motioned to amend the County Zoning Agency starting time. Seconded by Dave Weber. Motion carried. 6-favor 0-oppose
Disc Count #4:57:49 – 5:02:16

At 5:02 p.m. Rich Brandl motioned to recess before the public hearing portion of the meeting. Seconded by Tim Brellenthin. Motion carried. 6-favor 0-oppose

Public Hearing:

Chair Rick Stacey called the meeting to order at 5:30 p.m.

Ordinance Amendments - none

Rezoning with Conditional Uses - none

Rezoning

Prairie Land Ventures, LLC (Paul Demchenko – Representative), Section 34, Sugar Creek Township. The property owner is requesting to rezone a 34.95 acre parcel from A-1 to C-2 and C-1 in order to be able to divide the property into three farmette parcels ranging in size from 7.85 acres, 12.78 acres and 14.32 acres. Tax Parcel G SC-34-3. – Matt Weidensee

Rich Brandl motioned to approve option 2, recommended by staff, and to forward this item to the March 12, 2013, session of the Walworth County Board for possible action subject to providing a deed restriction preventing further division of the lots to the Land Use & Resource Management Department prior to being sent to the County Board. Seconded by Dave Weber. Motion carried. 6-favor 0-oppose
Disc Count #5:30:00 – 5:35:33

Willow Bend Park Home Owner’s Association, Inc. (Christopher Welch – President) / Pedro Segura (purchaser), Section 15, Geneva Township. The property owner is requesting a rezone from the A-2 zone district to the C-1 and C-4 zone districts in order to correct the wetland boundary to match delineated wetland field conditions. The wetland zoning correction is required as part of a future (to be proposed) lotline adjustment of lands between the Willow Park Home Owner’s Association and Pedro Segura (neighboring property owner). Part of Tax Parcel JWSB-18. – Matt Weidensee

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

The rezone petition will move forward to the March 12, 2013, Walworth County Board for possible action.

Disc Count #5:35:51 – 5:40:09

The two Wisconsin Department of Natural Resources items will be taken on one vote.

Walworth County at the request of The Wisconsin Department of Natural Resources (DNR) is required to remove a stream tributary to Lake Como from the navigable stream inventory. The DNR determination of non-navigability shall result in adjustment of the shoreland boundary by removal of the shoreland designation outside of the 1000 foot shoreland designation from the Lake. The water course of concern is located in the NW ¼ of Section 28 of Geneva Township beginning near the intersection of Uranus Road and Longfellow Drive flowing southeast to Lake Como. – Matt Weidensee

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

The DNR determination of non-navigability request will move forward to the March 12, 2013, Walworth County Board for possible action.

Disc Count #5:40:10 – 5:42:32

Walworth County at the request of The Wisconsin Department of Natural Resources (DNR) is required to remove a stream tributary to Lake Como from the navigable stream inventory. The DNR determination of non-navigability shall result in adjustment of the shoreland boundary by removal of the shoreland designation outside of the 1000 foot shoreland designation from the Lake. The water course of concern begins in the SW ¼ of Section 22 of Geneva Township at the intersection of Rosewood Road and Park Drive flowing southeast to Lake Como. – Matt Weidensee

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

The rezone petition will move forward to the March 12, 2013, Walworth County Board for possible action.

Disc Count #5:40:10 – 5:42:32

Conditional Uses

B.R. Amon & Sons, Inc. – Thomas Amon Owner, Section 36, Delavan Township. The property owner is requesting conditional use approval to operate a temporary asphalt plant in an existing gravel pit zoned M-3 Mineral Extractive District. The asphalt plant would operate in the gravel pit during the 2013 road construction season and then be removed from the site. Tax Parcel F D 3600107. – Matt Weidensee
Has been APPROVED subject to the following conditions:

General:

1. Approved as per plan submitted for a temporary asphalt plant at site #2 for use by the “Bay Pit” owner Amon and Sons, Inc. during the Hwy 50 road improvement projects with all additional conditions.
2. Must meet all applicable Federal, State, County and local regulations.
3. Outside lighting shall be shielded and directed on site.
4. The applicant must obtain all required zoning permit approvals including a sign permit.
5. No fill, debris, branches or leaves may be brought back and disposed of on site. No burning of waste materials shall occur on site.
6. The applicant must obtain a County Land Disturbance Erosion Control and Stormwater Management Permit from the County Conservation Office. The applicant must submit and obtain approval of a landscaping plan from the County Conservation Office.

7. All parking and access to the site shall meet County requirements. All parking shall be installed according to County requirements within 60 days of this approval.
8. The project site must be kept neat and clean.
9. Implementation of dust and noise control measures shall occur at all times on site.
10. 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.

Specific conditions:

11. On site hours of operation shall be from 7:00 a.m. to 6:00 p.m. Monday through Thursday and 7:00 a.m. through 5:00 p.m. on Fridays with no work on Saturday, Sunday or Holiday as per the Town.
12. The temporary asphalt plant may be located in the "Bay Pit" according to the plan submitted between the dates of May 1st, through September 30th, 2013 for a single continuous 45 day period.
13. No operation involving asphalt production shall occur after operation hours with the exception of the operation of the heating element for the plant.
14. The operation of the plant shall be in accordance with the Wisconsin DNR Bureau of Air Management permit requirements.
15. Odor control agents shall be used during operation of the asphalt plant to reduce nuisance odors as per the Town.
16. The DNR - Ted Couwels (262) 884-2334 shall be contacted regarding nuisance odor complaints as per the Town.
17. No general public sales of asphalt shall be allowed on premises.
18. The applicant shall submit an acceptable form of bonding – The bond shall remain in place for the life of the pit plus one full year after final restoration to allow for final stability review. A copy of the bond and any renewals shall be submitted to the County Land Conservation Office. Renewals of bonds shall be submitted prior to expiration on a two year limited basis.
19. No storage of chemicals and petroleum products shall occur on site unless stored in a containment facility meeting State requirements.

20. Recycled asphalt shingles may be used in the asphalt production but must be stored in a containerized fashion prior to being incorporated into the asphalt plant.
21. The owner shall amend the reclamation plan for the gravel pit to include measures to be taken to remove the asphalt plant from the site to the satisfaction of the County Conservation Office.
22. The asphalt plant will be removed and the site cleaned up with a sunset date of November 30, 2013.

Dave Weber motioned to approve. Seconded by Carl Redenius. Motion carried. 6-favor 0-oppose

Disc Count #5:42:33 – 5:48:55

Adjournment

Rich Brandl motioned to adjourn. Seconded by Dave Weber. Motion carried. 6-favor 0-oppose

The meeting was adjourned at 5:49 p.m..

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



**Walworth County Board Finance Committee
MEETING MINUTES
Thursday, February 21, 2013**

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

The meeting was called to order by Chair Russell at 9:34 a.m.

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

Others in attendance included:

- County Staff: David Bretl-County Administration/Corporation Counsel; Nicki Andersen, Jessica Lanser-Finance; Linda Seemeyer-Health & Human Services; Kevin Brunner-Public Works; Amanda Lagle-Sheriff's Office; Valerie Etzel-Treasurer's Office
- Members of the public: Mary Fedorak & Jeff Schroeder, PFM Asset Management, LLC.

Agenda withdrawals — There were no agenda withdrawals. **Motion by Supervisors Schaefer and Stacey to approve the agenda; carried 5-0.**

Approval of minutes of last meeting(s) — February 12, 2013 — **Supervisor Stacey moved approval. The motion was seconded by Supervisor Grant and carried 5-0.**

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

Unfinished business

Discussion and possible action regarding concerns of Ben, Ron and Shirley Kastein relating to their purchase of a tax foreclosed property — Bretl said he reviewed the opinion from Attorney Russ Devitt. Etzel conveyed the decision to Mrs. Kastein, noting that the last time the Kasteins bought foreclosed property was a different situation due to the timing. Staff will develop internal procedures with regard to future inquiries, according to Bretl. There is no point referring these matters to the Finance Committee because there is no discretion under the Statutes to take action. **Supervisors Grant and Stacey moved to place Attorney Devitt's correspondence on file; carried 5-0.**

Discussion and possible action regarding Other Post Employment Benefits (OPEB) investment policy — Bretl clarified that our investment advisors, PFM Asset Management, LLC, expressed serious concerns about our intent to convert portfolio bond funds into cash. At the January 17, 2013 meeting, the committee directed staff to liquidate 70% of the portfolio within 30 days. County staff and Chair Russell met recently with PFM to discuss these concerns. As a result, the direction was temporarily amended to a 20% cash, 30% equity and 50% bonds portfolio. The committee was notified of this action at a special meeting on February 12, 2013. Bretl added that the question of how we want the OPEB portfolio invested still remains. Staff recommend 50% equity and 50% bonds. If you want to stick with the original game plan to provide retiree benefits similar to the benefit we provide ac-

tive employees, we assume a certain rate of return for these funds. That would suggest a 30/70 or 50/50 equity/bonds mix rather than a large cash position. If you want to deviate from that, then the only good justification he sees is a different approach towards the OPEB issue. There could be ramifications with regard to employee retention, morale and legal issues, all of which we would need to research. If the committee wants to stick with the current game plan, then the 50% equity/50% bonds mix is probably where we want to be. Kilkenney asked what our exit strategy might be in terms of investments if a change to OPEB were to be contemplated, given Act 10 and the Federal Affordable Health Care Act.

Schroeder said he and Fedorak are not medical benefits experts so their comments will be limited to the investment portfolio. As the 30-year timeline for the county's OPEB liability progresses, this will become a "terminal plan." The asset allocation mix would theoretically change, given the same risk parameters. He stressed that PFM is a fiduciary agent required to act in the best interests of the county. They are not a broker/dealer so there is no self-interest on their part. They are paid based on the assets under management. Most OPEB portfolios PFM manages are similar to pension portfolios and are of a 60% stocks/40% bonds nature. With the county having 70% of its investment in bonds, there has been some concern about the performance of bond funds in general. PFM suggested shifting some of our bond investments to equity, though not exiting the bond market entirely. Think of investing as a "total," balanced portfolio since stocks and bonds generally move inversely to each other. Walworth County had the foresight to establish a trust, lay out an investment course and set aside reserves for the OPEB liability. Not everyone has done that, and some don't have the money to fund it. For the 2.5 years since inception of the portfolio, the county has earned 7.8% which can act as a cushion to help absorb any future stock or bond volatility. Schroeder added that the county's portfolio returns are very respectable, especially considering the 30/70 mix.

Kilkenny asked the purpose of trying to hit particular yields. Health insurance is a defined benefit, according to Bretl. Over the years, we have negotiated every nuance of that. The original philosophy behind the plan was to offer retirees the same product as active employees. Kilkenny commented that if he were an employee, he would prefer a risk-averse program. He feels we have introduced speculation into the portfolio on the bond side, especially when we can cut back on expenses. Schroeder commented that entities which have not established OPEB trusts are funding their obligations with the "pay as you go" method. The rate of return on the portfolio ties into the county's actuarial study, to the discount rate that is a key variable in that study. Changing the rate of return would increase or decrease our OPEB liability. We are able to have a higher discount rate with the liability being funded than if it were not. Andersen affirmed. The liability would be part of the county's annual operating budget if it were not funded. That's what we used to do before the trust was established. The liability depended on factors such as contract negotiations specifying how much of the retiree premium the county would pay, when retirees become eligible for Medicare, the fact that retirees probably cost more than younger employees, and the number of employees who were retiring each year. As far as the yield is concerned, we aren't "chasing a yield" on these investments. We are doing what we think is prudent in the market. We have to make an assumption regarding a reasonable rate of return for our actuarial assessment and chose 4.5%. She added that we are not buying riskier investments, trying to achieve that 4.5% return. Kilkenny said he under-

stands but feels that, to varying degrees, we are taking the risk of losing principle. Schroeder agreed that this program is different from how the short-term operating funds of a municipality would be invested. The difference is that these are long-term assets to fund long-term liabilities. It's up to the county to decide the term of the liability. If that changes, then the investment program would likely change. The mix is still fairly conservative for a long-term portfolio. There are no big bets on high yield bonds, any one sector or one strategy. This is a diversified, fairly conservative portfolio. Further discussion ensued regarding investing in bond funds. Russell spoke in favor of a 50/50 mix and keeping an eye on our ultimate goal.

Andersen distributed a report Lanser prepared summarizing the county's OPEB investments. Schaefer asked if we could invest in mutual funds like Hartford or Franklin Templeton, and what input we have with regard to specific stock investments such as IBM. Schroeder replied that the 30% equity portion of the portfolio already contains mutual funds. Fedorak explained that PFM goes through exercises to determine appropriate investments. First, they assess the world markets. Second, they look at each different "bucket" someone can invest in within the entire universe of investments. They do a great deal of statistical work and quantitative exercises to understand how each "bucket" behaves in both good and bad markets. They run thousands of scenarios and customize portfolios based on each client's needs and objectives. PFM holds over 300 management meetings a year to get the best minds in the business working with their clients' money.

Schroeder stated that the recommendation is to use the 20% cash portion to increase the stock component of the county's portfolio from 30% to 50%. Schaefer, Stacey and Grant said they would be comfortable with a 50/50 mix. **Supervisors Schaefer and Grant moved to convert the county's OPEB portfolio to 50% equity/50% bonds, adopt the proposed asset allocation, and amend the county's Investment Policy accordingly. After discussion, the motion was amended to include reporting back to the committee every 6 months. Motion carried 5-0.**

Consent items — Supervisor Kilkenny asked that Item 8C2, the TIF report, be pulled for separate discussion. **Supervisors Grant and Schaefer moved to approve the remainder of the consent items; carried 5-0.**

Budget amendments

2012

Lakeland Health Care Center (LHCC)

- LH004 — Redistribute budget to reflect actual staffing

Public Works

- PW010 — Reallocate payroll budget
- PW011 — Increase engineering budget for CTH O

Sheriff

- SH010 — Reconcile yearend compensatory and holiday bank payouts

2013

Clerk of Courts

- CT001 — Increase budget for temporary help

Health & Human Services

- HS002 — Reflect Children's First Program grant award
- HS003 — Transfer funds to cover client moving into adult family home from intensive care facility
- HS004 — Reflect award of OCI OWI Court grant and redistribution of payroll budget

Bids/contracts

- Award contract for finance department Indirect Cost Allocation Plan — By earlier motion, the committee approved awarding the contract to MGT of America, Inc.

Reports

- Quarterly investment report
- Update on tax incremental financing (TIF) district(s) — Kilkenny asked if the City of Lake Geneva provided the TIF financial reports we requested. Russell said they have been received but were fairly uninformative. Andersen agreed the data was sparse. Staff had discussed sending a follow-up letter. Kilkenny will talk with Andersen about any specific questions he may have for the City.

New business

Discussion and possible action regarding proposed County Board 2013-2014 meeting schedule — Bretl said the Executive Committee recommended eliminating the August 2013 County Board and Committee meetings. The proposed schedule will be forwarded to the Board. **Supervisors Stacey and Grant moved to approve the 2013-2014 meeting schedule with deletion of the August 2013 meeting; carried 5-0.** Russell commented that the Committee of the Whole meeting on July 9, related to SEWRPC, should be added. Stacey asked if there would be a zoning meeting in August. Bretl replied that the schedule is on tonight's zoning agenda. They may call a special meeting if it becomes necessary but he feels there should be enough notice to forgo.

Discussion and possible action concerning financing options in the event the County purchases park land in the Town of Lyons — This item was on the Parks Committee agenda, according to Bretl, and included here to discuss potential funding. We already have a parkland acquisition fund with the practice of making annual contributions. It isn't large enough to cover this entire purchase, however. Half of the purchase would conceivably be paid by a grant from the DNR. We will have to determine how to fund the remaining balance, keeping in mind the county's long-term vision with regard to parkland acquisition. For example, our philosophy could be to use parkland acquisition funds combined with a loan from the general fund to be repaid over time with our annual \$50,000 contribution to the parkland acquisition fund. We would pay off one loan before acquiring the next piece of land. If something were to crop up earlier, we could advance funds again and extend the payment schedule. Kilkenny said making the loan and repaying it with our annual appropriation of \$50,000 for parkland acquisition would not change the tax levy. Bretl recommended including this item on the March Finance Committee agenda. The public hearing related to park acquisition will be held on March 18th. At some

point, this will have to come together quickly. **Supervisor Kilkenny moved to recommend using undesignated funds to purchase park land in the Town of Lyons, with the loan being paid back from future appropriations to the parkland acquisition fund, if the county decides to move forward with the purchase after the public hearing and receipt of the DNR grant funds.** He added that the motion would not be binding but would establish the process. **Supervisor Grant seconded the motion.** Brunner asked if staff are authorized to apply for the grant. This portion of the funding will be based on an appraisal by the DNR, which will be used to verify the county's appraisal of the land. Bretl feels today's agenda topic is not explicit enough to include grant authorization. County Board approval would be needed because the county will be matching the grant funds. He recommended a special Parks Committee meeting prior to the March County Board to authorize the application. **Supervisor Kilkenny clarified that his motion was "if" the County Board approves the purchase, then, conceptually, county funds would be used first from the parkland acquisition fund and then funds from the undesignated fund would be applied and paid back.** The final financing plan will require County Board approval, according to Bretl. He views this as a conceptual plan. Schaefer asked how much money is available in the parkland acquisition fund, what we might anticipate from the DNR grant, and what might be borrowed from the undesignated fund. Brunner anticipates the DNR grant will pay half, which would be \$955,000. The county would have to match that amount. Andersen added that we currently have \$277,000 in the parkland acquisition fund. The remainder would be an interfund loan from the general fund. It would be up to the County Board to set the interest rate, if any, for that loan. There are variables to consider, according to Bretl. There will be two appraisals, the county's and one by the DNR. They will award grant funds based on the lower of the two appraisals. The second issue is a house located on the property. Brunner commented that the land contract is subject to negotiation because the DNR has never awarded funding with a house being part of the property. They recommended that the house and one acre be separated out. That would give us flexibility to lease out the house, if we desired. The grant would preclude doing so if we include it. He added that we would have to allow hunting, trapping, fishing, trails, and cross country skiing on the property to be compliant with DNR requirements for use of the property. **The motion carried 5-0.**

Correspondence — There was no correspondence presented.

Confirmation of next Finance Committee meeting:

- The next Finance Committee meeting was confirmed for Thursday, March 21, 2013 at 9:30 a.m. in County Board Room 114 at the Government Center

Adjournment of Finance Committee

Upon motion and second by Supervisors Stacey and Grant, Chair Russell adjourned the meeting at approximately 11:09 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.

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, 8/26/12.)
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

FEBRUARY 18, 2013 MONTHLY MEETING

Present: Lutz, McIndoe, Correl, Weinkauf, Trimberger.

Absent: Treasurer Schwarten (illness)

Meeting was called to order at 7:00 p.m by Chairman Lutz

Also present was: Racine County Deputy Cindy Milam.

Secretary Correll read the minutes of the January 15, 2013 monthly meeting which were subsequently approved. (copy of these minutes is attached. (Treasurer's report was not read due to the absence of the Treasurer.)

Old Business:

Explanation of the \$14.00 service fee by Chase Bank not addressed due to absence of the Treasurer. (ref: January report)

Deputy Milam reported that she and a representative of the Village of Rochester have paid visits to the Kempken residence. (Ref: January 2013 report). As previously indicated, he has been issued various citations (3). (Initial costs connected with these citations is \$800.00) Deputy Milam indicated she had made a certified mailing to his residence address plus another mailing to his P.O. Box. No response had been received, and he missed his Feb 1, 2013 Court appearance. Therefore, the citations are in default. A new Court date has been set for March 1, 2013. Of primary concern is the dump truck parked on a concrete slab at his residence.....expired plates, and not registered. This is a "business" vehicle, thus a violation of the residential zoning. Deputy Milam is documenting the vehicle placement each day she is working, resulting in mounting charges connected with the aforementioned citations. Mr. Kempken has an outbuilding which he claims is for his own "hobby" usage, but Deputy Milam and the Rochester Rep. are aware of four (4) "business-related" concrete saws being stored in that facility. Discussion held on what to do with the dump truck if Mr. Kempken does not remove it. It was mutually agreed that it should be towed away to storage.....and it was also agreed that this was a Village of Rochester matter to attend to, physically and financially, not a Honey Lake responsibility.

NEW BUSINESS

Deputy Milam reported on some "events" which she is working on. April 27, 2103, will be a "clean sweep" to accumulate old/outdated/unused prescriptions and other drug items. She is also working on a Bicycle helmet fitting and distribution plus a "Stranger Awareness"

presentation. Scheduling for these to be determined....possibly in conjunction with other yearly events held in the Spring at Honey Lake.

Very brief discussion held relative to the boards which will be needed to replace those currently on the Service Bridge this Spring, and the dam boards this Fall. Chairman Lutz indicated that he will do further examination and measurements of what will be required, plus he will have the man who customarily does that installation check the sites and give his opinions.

Since Arlene Avadian was given more meeting info. to be scanned, we are still not in a position to determine her compensation for all of the work she has done thusfar for the District.

A motion was made and seconded to adjourn the meeting at 7:40 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'R. McIndoe', with a horizontal line underneath.

Robert E. McIndoe 2/20/13

Walworth County Board of Adjustment

MINUTES

February 13, 2013 - Hearing – 8:30 AM

February 14, 2013 – Meeting – 8:30 AM

County Board Room

Government Center – Elkhorn, Wisconsin

A hearing and decision meeting of the Walworth County Board of Adjustment was held on February 13 & 14, 2013, in the County Board Room of the Government Center in Elkhorn, Wisconsin. Those present on February 13, 2013, were Vice-Chair Gregory E. Guidry, 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 February 14, 2013, Vice-Chair Gregory E. Guidry, Secretary Ann Seaver and 1st Alternate Elizabeth Sukala. Deb Grube, Senior Zoning Officer, Fay Amerson, Urban Conservation Specialist, and Wendy Boettcher, recording secretary of the Land Use & Resource Management Department were in attendance. “Sign-in” sheets listing attendees on February 13, 2013, and February 14, 2013, are kept on file as a matter of record.

The February 13, 2013, hearing was called to order by Vice-Chair Gregory E. Guidry at 8:30 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 printed. Seconded by Elizabeth Sukala. Motion carried. 3-favor, 0-oppose. Elizabeth Sukala motioned to approve the January 9 & 10, 2013, 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 8:30 A.M. on Thursday, February 14, 2013. Seconded by Ann Seaver. Motion carried. 3-favor, 0-oppose.** The February 13, 2013, hearing went into recess at approximately 10:28 A.M.

On February 14, 2013, at 8:30 A.M., Vice-Chair Gregory E. Guidry 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 printed. Seconded by Elizabeth Sukala. Motion carried. 3-favor, 0-oppose. After the decisions were completed, Elizabeth Sukala motioned to adjourn until the March 13, 2013, hearing at 8:30 A.M. Seconded by Ann Seaver. Motion carried. 3-favor, 0-oppose.** The February 14, 2013, decision meeting adjourned at approximately 9:50 A.M.

Three variance hearings were scheduled and details of the February 13, 2013, hearings and the February 14, 2013, 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.

New Business – Variance Petitions

Disc #1 Hearing – Count #8:32:54 – 9:27:30 / Disc #2 Decision – Count #8:32:20 – 9:00:31

The First Hearing was Jennifer Leischner Litowitz Trust, owner / Attorney David A.

O’Callaghan, Michael Best & Friedrich LLP, applicant – Section(s) 31 – Delavan Township

Applicants are requesting a variance from Section(s) 74-167 / 74-219 of Walworth County's Code of Ordinances – Shoreland Zoning to permit a boathouse to exceed the envelope of a substandard structure.

REQUIRED BY ORDINANCE: The Ordinance requires an existing substandard structure to be reconstructed to their original design (building envelope) and location (footprint).

VARIANCE REQUEST: The applicants are requesting to permit changes to the roofline (exceed envelope) of a boathouse. The request is a variance from Section(s) 74-167 / 74-219 of Walworth County's Code of Ordinances – Shoreland Zoning to permit a boathouse to exceed the envelope of a substandard structure.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of February 13 & 14, 2013, for the petition of Jennifer Leischner Litowitz Trust, owner / Attorney Daniel A. O'Callaghan, Michael Best & Friedrich LLP, applicant, voted to **DENY** the request to permit changes to the roofline (exceed envelope) of a boathouse.

A motion was made by Gregory E. Guidry to deny the variance request. Seconded by Ann Seaver for discussion. Motion carried. 3-favor 0-oppose

BOARD OF ADJUSTMENT FINDINGS: The Board found the property owner did not prove exceptional or unique circumstances to the property not generally found on other neighboring properties rather than considerations personal to the property owner. The Board found the owner satisfied the safety issue and drainage issue with the completion of the watershed project by moving the dirt away from the structure thereby eliminating the need to alter the roof and to raise the walls. The hardship was self-created in not researching the ordinance requirements for compliance before increasing the envelope of the boathouse. The Board found compliance with the strict requirements of the zoning ordinance would not unreasonably prevent the owner from using the property for a permitted purpose. The Board found to approve such a large increment of relief would set a precedent. There was one letter of support from the Town of Delavan. There was no opposition.

The owner / applicant shall contact the Walworth County Land Use & Resource Management Department immediately to bring the property into compliance with the requirements of the Walworth County (Shoreland) Zoning Ordinance.

Disc #1 Hearing – Count #9:27:31 – 9:55:52 / Disc #2 Decision – Count #9:00:32 – 9:10:48
The Second Hearing was Mary Pat Monson, owner / Adams Remodeling, applicant – Section(s) 21 – Delavan Township

Applicants are requesting a variance from Section(s) 74-181 / 74-219 / 74-221 of Walworth County's Code of Ordinances – Shoreland Zoning to permit an addition and alterations to a residence.

REQUIRED BY ORDINANCE: The Ordinance requires a 9.2' (established) side yard setback for an addition and a 5' (substandard) side yard setback for an alteration that exceeds the envelope.

VARIANCE REQUEST: The applicants are requesting an addition with a 5.2' side yard setback and a 1.1' side yard setback for an alteration (basement) to increase the envelope of a residence. The request is a variance from Section(s) 74-181 / 74-219 / 74-221 of Walworth County's Code of Ordinances – Shoreland Zoning to permit an addition and alterations to a residence.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of February 13 & 14, 2013, for the petition of Mary Pat Monson, owner / Adams Remodeling, applicant, voted to **DENY** the request to permit an addition with a 5.2' side yard setback and to **APPROVE** a 1.1' side yard setback for an alteration (basement) to increase the envelope of a residence.

A motion was made by Ann Seaver to approve the variance request for a 1.1' side yard setback (west side) for the alteration of a basement to increase the envelope. Seconded by Elizabeth Sukala . Motion carried. 3-favor 0-oppose

A motion was made by Elizabeth Sukala to deny the variance request for the east side addition. Seconded by Ann Seaver for discussion. Motion carried. 3-favor 0-oppose

BOARD OF ADJUSTMENT FINDINGS:

APPROVAL of a 1.1' side yard (west side) setback for an alteration (basement) to increase the envelope of a residence.

The Board found the small lot size to be a unique property limitation. The Board found to deny the variance request would cause unnecessary hardship. The Board found to permit the owner to raise the basement would help alleviate the water problems caused by settling of the house. The Board found to approve the request would cause no harm to public interests or to the public's interests in navigable waters.

DENIAL of addition with a 5.2' side yard (east side) setback.

The Board found the owner has code compliant options to incorporate a stairwell from the existing home into the new basement addition. The Board found the variance request to be a large increment of relief. The Board found compliance with the strict requirements of the zoning ordinance would not unreasonably prevent the owner from using the property for a permitted purpose.

There was no support. There was no opposition.

Disc #1 Hearing – Count #9:55:53 – 10:27:35 / Disc #2 Decision – Count #9:10:49 – 9:48:25

The Third Hearing was Philip & Victoria Corcoran, owners / Jonathan Krubert, Kruboy Services, applicant – Section(s) 26 – La Grange 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 do grade changes in the shore yard and to construct retaining walls, patios, walkways and a fire pit in the shore yard.

REQUIRED BY ORDINANCE: The Ordinance prohibits grade changes in the shore yard, permits retaining walls only where necessary for erosion control, all structures are required to meet a 75' shore yard setback, and permits one access to the shore on this parcel.

VARIANCE REQUEST: The applicants are requesting to make grade changes for a patio, and retaining walls, patios, walkways, cobble and fire pit within the shore yard. The request is a variance from Section(s) 74-167 / 74-181 / 74-221 of Walworth County's Code of Ordinances – Shoreland Zoning to do grade changes in the shore yard and to construct retaining walls, patios, walkways and a fire pit in the shore yard.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of February 13 & 14, 2013, for the petition of Philip & Victoria Corcoran, owners / Jonathan Krubert, Kruboy Services, applicant, voted to **MODIFY AND APPROVE WITH CONDITIONS** the request to make grade changes for a patio, and retaining walls, patios, walkways, and cobble within the shore yard. The request for the fire pit was withdrawn at the applicant's request.

A motion was made by Elizabeth Sukala for the purpose of discussion to approve the variance request. Seconded by Gregory E. Guidry.

A motion was made to modify and approve with conditions the variance request. Seconded by Gregory E. Guidry. Motion carried. 3-favor 0-oppose

BOARD OF ADJUSTMENT FINDINGS: The Board found to approve the modified variance request improves the safety of the property which has steep slopes to the water. The Board found improvements were needed as the existing shoreyard structures are deteriorating. The Board found the owner is replacing what is existing, using different materials, and adding a buffer/planting area. The Board found there are existing patio areas on two different levels and an existing stairway. The Board found to reduce the size of the proposed upper patio request, by 8 inches, will improve walkway safety on the lower level and allow for a native planting bed to screen the proposed retaining wall. The Board approved the modified variance request with the following conditions:

- 1) Move the retaining wall that holds the upper patio, back 8 inches to keep the planting areas in a straight line decreasing the size of the upper patio area by 8 inches, as discussed with the contractor at the public hearing.
- 2) Establish native plantings in front of the retaining wall and cobble area to comply with Conservation standards.
- 3) The retaining wall is not to exceed the height of the patio.(eliminate garden wall)
- 4) As recommended by the Walworth County Land Conservation Division:
 - a. Obtain Wisconsin Department of Natural Resources approval for the work on the seawall.

The Board found to approve the modified variance request would cause no harm to public interests. There was one letter of support from the Town of LaGrange. There was a letter of comment from the Walworth County Land Conservation Division. There was no opposition.

Other

- A. Discussion / possible action on Township correspondence - none

Staff Reports

A. Court cases update - none

B. Distribution of reports, handouts and correspondence - none

Proposed discussion for next agenda

The following items were requested to be put on the March 2013 agenda, if applicable:

A. Discussion / possible action on Township correspondence

B. Court cases update

C. Distribution of reports, handouts and correspondence

ANN SEAVER

WALWORTH COUNTY BOARD OF ADJUSTMENT

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



**Walworth County Board Finance Committee
MEETING MINUTES
Tuesday, February 12, 2013**

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

The meeting was called to order by Chair Russell at 4:38 p.m.

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

Others in attendance included:

- Board members: Richard Brandl, Tim Brellenthin, Ken Monroe, David Weber.
- County Staff: David Bretl-County Administration/Corporation Counsel; Jessica Lanser, Dale Wilson-Finance; Linda Seemeyer-Health & Human Services.

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

Approval of minutes of last meeting(s) — January 17, 2013 — **Supervisors Grant and Schaefer moved to approve the meeting minutes; carried 4-0.**

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

Unfinished business — There was no unfinished business.

New business

Update from County Administrator regarding status of sale of Other Post Employment Benefits (OPEB) bond funds — Bretl summarized that the county's policy currently directs 30% equity and 70% bond investments. Representatives from the county's OPEB investment advisory firm, PFM Asset Management, LLC, recommend rebalancing our portfolio more towards equity investments. They feel bond returns are likely to decrease, given the current market. At the January 17, 2013 meeting, the committee directed staff to liquidate our entire bond position before the next meeting and hold said funds in cash. PFM was concerned about immediately executing those instructions. They feel any return from cash would be so low as to be negligible and a waste of our assets. Also, it would not be in our best interests to convert to cash without determining how we want our portfolio to be structured. Bretl, Russell, Lanser and Andersen met with PFM. We decided to liquidate 20% to cash now, rather than our entire bond position. That changed our portfolio to 50% bonds, 20% cash and 30% equity. Bretl feels there are decisions to be made. First, if we are comfortable with our original idea of providing a health benefit to retirees similar to what we offer now, we need a higher return on our investments to fully amortize. Lanser said we projected 4.5%. Bretl's recommendation would be 50% bonds and 50% equities. We can't keep 70% in cash if we are still committed to the retiree health benefit program. The original proposition was pre-Act 10. If our goal has changed, staff will need to research this issue.

We received confirmation this morning that \$4 million was liquidated, according to Lanser. For 2012, our return was 11.5% compared to the 4.5% we hoped for. Since inception, we are almost

at an 8% return. Currently, the entire portfolio is \$20.4 million. Interest income in 2012 alone was \$1.8 million. Kilkenney asked if there was a problem keeping the portfolio at 50% bonds, 30% equity and 20% cash. Act 10 gives us greater flexibility to work with employee plans and there will be changes in the way health care is handled under “Obamacare.” He feels we should have a better idea how to proceed after January 1, 2014 and is comfortable with 20% in cash. Lanser said we take a loss with cash because we pay a fee to PFM. It’s a sliding scale moving to as high as a half percent. PFM recommends converting our \$4.2 million from cash to equity. Grant said that makes sense. Schaefer asked how equities are invested. Can we ask to invest in specific dividend stocks? Lanser replied that PFM is recommending 33% domestic and 17% international. PFM staff make those decisions on their own within the allowable range. County staff ensure investments are within the scope of our policy.

Bretl recommended including the topic of investment policy on the February 21st Finance Committee agenda and asking if our PFM advisors could attend. Also, if we are in this for the “long haul,” then he suggested making portfolio allocations and not reviewing this as frequently. **Supervisor Kilkenney moved to approve portfolio investments of 50% bonds, 30% equity and 20% cash and revisiting this issue with PFM at the next committee meeting. Supervisor Grant seconded the motion; carried 4-0.**

Discussion and possible action regarding revision of Walworth County investment policy — Supervisors Kilkenney and Grant moved to make our investment policy consistent with portfolio investments of 50% bonds, 30% equity and 20% cash; carried 4-0.

Discussion and possible action to modify the motion from the January 17, 2013 Finance Committee meeting to sell OPEB bond investments — Supervisors Kilkenney and Grant moved to modify the January 17, 2013 motion to reflect conversion of 20% bond funds to cash; carried 4-0.

Discussion and possible action to reallocate OPEB cash received from sale of 20% bonds to equity purchase — The reallocation of cash will be deferred to the February 21, 2013 meeting. No motion is needed on this item, according to Bretl.

Correspondence — There was no correspondence presented.

Confirmation of next Finance Committee meeting:

- The next Finance Committee meeting was confirmed for Thursday, February 21, 2013 at 9:30 a.m. in County Board Room 114 at the Government Center

Adjournment of Finance Committee

Upon motion and second by Supervisors Kilkenney and Grant, Chair Russell adjourned the meeting at approximately 4:58 p.m.; carried 4-0.

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

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

WISCONSIN RIVER RAIL TRANSIT COMMISSION

FULL COMMISSION MEETING - FRIDAY, FEBRUARY 8, 2013 @ 10AM
 DANE COUNTY HWY GARAGE, 2302 FISH HATCHERY RD, MADISON, WI

1. 10:00 AM **Call to Order – Karl Nilson, Chair**

2. Roll Call. **Establishment of Quorum – Mary Penn**

Crawford	Tom Cornford, 3 rd Vice Chair (XCom)	excused	Rock	Ben Coopman, Alternate	
	Rocky Rocksford			Wayne Gustina	x
	Vacant			Alan Sweeney, 1 st Vice Chair (XCom)	x
				Terry Thomas (was excused, arrived 10:53AM)	x
Dane	Gene Gray, Treasurer (XCom)	x	Sauk	Marty Krueger, Alternate	
	Jim Haefs-Fleming	x		Carol Held	x
	Chris James	x		John Miller	x
				Dennis Polivka, Asst. Secretary (XCom)	x
Grant	Gary Ranum	x	Walworth	Jerry Grant	x
	Vern Lewison			Richard Kuhnke, 4 th Vice Chair (XCom)	
	Robert Scallon, 2 nd Vice Chair (XCom)	excused		Allan Polyock	
Iowa	Charles Anderson, Secretary (XCom)	excused	Waukesha	Karl Nilson, Chair (XCom)	x
	William G Ladewig	x		Richard Manke	x
	Jack Demby	x		Fritz Ruf	x

Others present for all or some of the meeting:

<ul style="list-style-type: none"> Mary Penn, WRRTC Administrator Ken Lucht, WSOR Eileen Brownlee, WRRTC Attorney Chuck Bomgard, MSA Vicki Bruegie, Village of Sauk City Administrator 	<ul style="list-style-type: none"> Frank Huntington, Roger Larson, Marty Morin, Ron Adams, Lia Bonneville, WisDOT Forrest Van Schwartz William Wenzel Alan Anderson, Pink Lady RTC
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3. Action Item. **Certification of Meeting’s Public Notice – Noticed by Penn**

- Motion to approve public notice of meeting – *Sweeney/Ruf, Passed Unanimously*

4. Action Item. **Approval of Agenda – Prepared by Penn**

- Motion to approve agenda – *Polivka/Manke, Passed Unanimously*

5. Action Item. **Approval of draft January Meeting Minutes– Prepared by Penn**

- Motion to approve draft January Meeting Minutes – *Gustina/Ruf, Passed Unanimously*

Karl Nilson made a correction to the draft January minutes, noting that the word “Berrian” on the top of page 2 should be “Barron”.

6. Updates. **Public Comment – No Comments Reported**

7. Updates. **Correspondence & Communications – Discussion may be limited by the Chair**

Penn told the Commission that she had received an email from Nancy Griego, who worked for the WRRTC in the past, regarding unclaimed property attributed to the WRRTC. Ms. Griego’s email contained the parcel number and instructions on how to investigate the possibility. She suspected that the parcel in question was in Fennimore, probably Mr. Nick Kramer’s law office. Penn said she would look into it and let the Commission know if she found anything. Penn next related the content of a phone conversation she had had with Mr. Dan Deneen on his frustrations associated with his crossing permit. Next Penn said she had received an email from Kim Tollers, WDOT regarding a potential crossing application which may or may not come up on a future agenda. Penn also distributed a handout from Forrest Van Schwartz who explained that it was an article discussing new freight car orders in relation to the American economy.

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8. Updates. **Announcements by Commissioners – No Discussion Permitted**

Nilson explained this new agenda item, saying it was an opportunity for commissioners to give any announcements they believed would be topical to the WRRTC and/or their counties and that no questions (other than location or time, for instance) could be asked during this agenda item. He added that he had received confirmation from Eileen Brownlee, WRRTC Attorney as to the legality of this item. As an example, Nilson announced that the Model Train Show in Madison will be next weekend.

REPORTS & COMMISSION BUSINESS

9. **WRRTC Financial Report – Jim Matzinger, Dane County CPA / WRRTC Accountant**

Jim Matzinger distributed the treasurer's report, highlighting some items for closing out 2012 and presenting the bills.

- Motion to approve Treasurer's Report and Bills – *Gray/Ruf, Passed Unanimously*

10. **Wisconsin & Southern Railroad's Report on Operations**

Ken Lucht reported a number of current bridge projects in the Commission's area, saying there is some work east of Avoca on its bridge. Winter is typically the time for rail and engine maintenance and switch cleaning.

On Capital Projects, Lucht said that WSOR had submitted 5 projects, including the rehabilitation of track between Madison and Oregon (for the Lycon Redi-mix facility) coming to Class 2 standards, tie replacement on about 33 miles the Watertown line between Madison and Watertown, the installation of about 32 miles of welded rail between Waukesha and Milton (a continuation of a previously funded project and is a 3-4 year project). Lucht said this line is critical due to turn around time restrictions for WSOR getting to and from Chicago. He said the Prairie du Chien sub has had an influx of business and there are no passing lanes on that sub. Therefore, WSOR has submitted an application for an 880' passing track. Lucht said there are currently some stretches that would be suitable for this. Finally, they have submitted an application for bridge work as there are 65 bridges rated Priority 2 needing work (Priority 1 is out of service; 6 is good condition). These applications were submitted February 1st and were for over \$50M over a number of years. Lucht added that WSOR had some previous applications in that they were still waiting on to hear if they were awarded (including welded rail on the Fox sub).

Lucht then informed the Commission that WSOR is now on its 6th sand train heading to a UP train going to Texas. This is the 6th train since November. Since WSOR's 2013 revenue will be lower due to lack of grain shipment (representing about 30% of their business), Lucht said WSOR was hopeful that sand and northern district traffic (military trucks) would help make up the loss.

Gary Ranum asked where the projected passing track areas might be but Lucht said they have not been identified yet. Ranum also wanted to know the number of cars hauling out of Prairie du Chien. Lucht said there were about 100 to 110 cars, traveling at 10 to 25 mph on the sub. Jack Demby asked if Lucht if he knew about increased mining in Crawford County. Lucht said WSOR was aware of it but were on the outside of the discussion to date. Demby said it would be nice to bring some numbers to the Riverway Board and Dennis Polivka said that he understood that sand coming out of Grant County was being trucked to Iowa for cleaning. Gene Gray asked about car size and for an update on an issue with a grain elevator in Mazomanie. Chris James also asked about this.

11. **WRRTC Administrator's Report – Mary Penn, WRRTC Admin.**

Penn passed around a handout highlighting those Commissioner's whose terms ended in 2013 and asked that they check with their respective counties as to their appointments, pointing out that knowing in advance a potential Commissioners contact information was very helpful. She also told the Commission she had emailed and mailed copies of the 2011 WRRTC approved audit report.

12. **WDOT Report– Frank Huntington, WDOT**

Frank Huntington commented on the Mazomanie grain business asked about in Item 10 saying the business was not awarded a loan. He then said there are a lot projects going on in the state, including the acquisition of the Reedsburg line. He reported that WDOT had received the appraisal, the review of which is almost complete. WDOT hopes to start discussing a price with the seller in about another month.

He next reported that a project between Plymouth and Kohler has had its preliminary work completed and hopefully bids will be sent out in late summer, adding that most of the work should be done by late 2014. He noted that about 60 bridges are in need of work. In regard to the budget, WDOT has submitted its budget to the Governor asking for \$60M for the next 2 years which would return funding to previous year's funding levels. However, WDOT will not know until the budget is adopted.

In regard to applications for grant funding, Huntington said the City of Baraboo has submitted an application, in addition to those submitted by WSOR as highlighted by Ken Lucht. He noted this was one of a few projects not submitted by WSOR.

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Bill Ladewig asked if money had been set aside for the Reedsburg purchase and Huntington said the WDOT had not but hoped that the new budget will provide necessary funding. Huntington said their goal is to get a price negotiated so the budget can reflect that. Gray asked about the funding for acquisition and Huntington said it would be paid via bonding, not through any budget surplus.

13. UW- Madison Freight Rail Study Presentation– *Forrest Van Schwartz*

Forrest Van Schwartz presented the UW-Madison freight rail economic impact study to the Commission via a PowerPoint, explaining the background of the project, the needs driving it, and the people involved in its creation. He explained the need for the study and how and when study objectives were met including the survey of participants. He told the Commissioners that they would get a hard copy and said it was important to “get the word out” on the study, adding that the study would be available on the WRRTC website. He asked the Commission to help “talk up rail” and bring the study to their counties and commissioners, emphasizing how important rail is to the state’s economy.

John Miller asked about the types of companies in the study and Van Schwartz said all the surveyed companies and their information were in the study’s appendix. Ladewig asked if there were any negatives associated with the study and Van Schwartz said some companies commented on rising rail rates, saying this was due to railroads being over capacity. Demby asked whether the loss of gas tax (from trucks) had been taken to account to the figures. Nilson pointed out there were hard copies for each commissioner and one for each county; Van Schwartz said the study was also available on CD.

Nilson called a break at 11:14. The meeting reconvened at 11:24.

- Motion to accept freight rail study as presented – *Grant/Ladewig, Passed Unanimously*

After reconvening, Ladewig reminded the Chair that the item #13 on the agenda was an action item and they needed to take action on it. The Commission returned to item #13 to do the motion.

14. Village of Sauk City Track Request to Remove Track between ROW at Intersection of Monroe and Van Buren Streets With Understanding That Track to be Reinstalled If Line Is Reactivated – *Kathy Jennings, MSA*

Sauk City asked for permission to remove a segment of rail (a crossing) in the Village. Chuck Bomgard of MSA, presenting on behalf of the Village of Sauk City, distributed a handout showing the location of crossings in the Village. Bomgard said that once the Wisconsin River Bridge was removed, the Village requested the removal of a rail crossing on Jefferson Street that was granted (with stipulation that if rail be returned the crossing would be replaced). The Village has gotten permission to remove rail on a other crossings, including the removal of #2 and #3 as shown on the distributed diagram. For those removals, the Commission asked the Village to put up a bond. The Village did not want to put up the money, considering that their word was their bond and instead wanted to use agreements, backed by resolution. Bomgard, referring to his handout showing photos of the requested crossing, said that the Village’s would return the crossing to rail if rail returned in the future. He said that this was simply a request to work on their streets under similar conditions that had been made in the past, adding that Prairie du Sac had made a similar request in 2011 that had been granted.

Nilson asked if Lucht had any comments on the issue. Lucht told the Commission that the cost to put the crossing back in was \$1300 per foot. Lucht said that four crossings had been removed so far and this is the fifth request, adding that this is a substantial amount of money. He said due to the potential acquisition of the Reedsburg line from UP and the hope that the state budget would give WSOR the funding for this, WSOR would have to wait for a “couple of pieces”. He acknowledged that with the possibility of some of this corridor becoming trail, this request may be moot. Ultimately, WSOR wants to see continued public access into the county. Polivka asked about the timeline and Bomgard said the project would be out to bid this month and thus it was important for the Village to get this resolved in a timely manner. Bomgard said he thought the \$1300/foot was high based on his own experience with other clients. He said the Village had the money to replace the crossings if necessary. Polivka asked if the Commission was close to knowing whether the line will be acquired should the acquisition be approved. Ranum asked if the reestablishing this line included the bridge and stated that would cost a great deal more in comparison to the costs associated with a crossing. Lucht said getting the bridge back in is a county issue. Huntington said there were scenarios that could present a need for rail on the north side of town but those were unknowns. Carol Held said that her community had a similar experience with a crossing that was replaced. Brownlee said her main concern was the ability of the Village to re-pay and she assumed that this would show up as a village liability and asked what would be that value. Vicki Bruenig said that the Village had the money available and it was budgeted. Bruenig had also checked with the Village of Prairie du Sac, saying that the exact same agreement was agreed to by the Commission last year and that was one much more lenient in terms of the costs and liability. She said the crossing is important in terms of safety for car and truck transportation but understood the potential issues, but based on the Village of Prairie de Sac’s agreement was asking for permission. Brownlee said the concern is the number and noted that she had spoken with the Village’s attorney. She said all of the crossings could come in at the same time. Bruenig said that this would also be true in Prairie du Sac. Nilson said the potential (of rail returning) is getting better. Lucht asked if there was a crossing approved in 2011. Bruenig said there was and had the agreement with her. She said the Village is

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simply asking for the same agreement. With an early bid process, the Village gets a better bid which is why they wanted permission now. Demby asked if they do not show this on their municipal books it might not be binding. Brownlee said she just wondered what the Village was carrying (liability) since it is by Village resolution and is not a note or a mortgage obligation and therefore not necessarily binding: the Village is asking to be accepted on good faith. Brownlee asked if the Commission was satisfied that if the permit was approved under contingency that the cost of reinstalling the crossing becomes the Villages's responsibility, does the Village have the money to meet the obligation. Jerry Grant asked what the cost was to put the crossing into road traffic. Ranum said that since they got permission to remove the bridge, would that not show no need for track in the foreseeable future as a viable line. Richard Manke asked if this went to rails-to-trails wouldn't that make it even less likely to go back to rail. Van Schwartz said that is not true: the railroad could come back on request. Nilson said if the Village signs an agreement proving that they will replace the crossing that would be sufficient.

- Motion to approve the removal of the crossing in Village of Sauk City – *Ruf/Gray, Passed Unanimously*

15. Renewal of Lamar Lease (Panel #11531, 11541) on Route 12, McHenry County, Illinois – Mary Penn, Admin, Eileen Brownlee, Corp. Counsel

Brownlee explained that she had received this lease from Penn and had been asked to review it. She explained the location and conditions of the existing lease. She said Lamar had sent a new lease proposal that she had problems with throughout almost the entire document, saying there were many points that in the proposed lease that made it extremely favorable to the renter and her response to all of it was "No", adding that it was not worth it at \$500/year. Alan Sweeney asked that Brownlee author a Commission lease and send it to Lamar. Ladewig suggested sending the old lease. Ruf said "Just say no" and Terry Thomas concurred. Roger Larson commented that this might come under the "Lady Bird" Act and the company may be looking for a less stringent situation. Brownlee said her biggest concern was that the lease is dictating to the Commission rather than on the company's part. Huntington said he believed the property was bought back in the 80's and in the mid-90s Lamar came and asked for significantly less rent and the Commission agreed, adding that the rent is probably about \$800 – \$1000/year now.

- Motion to refuse renewal of the lease of Panel #11531, 11541 on Route 12, McHenry County, Illinois – *Ruf/Gray, Passed Unanimously*

Grant said if there was enough money involved, Lamar can come back to make another offer.

16. Discussion and Possible Action Regarding Removal of Track Infrastructure in the Badger Army Ammunition Plant – Frank Huntington, WDOT

Huntington said there had been an agreement in the past turning the track over for trail purposes due to WDOT having an easement stipulating either rail or trail. There was a requirement that if neither came up then the track could be removed. He said he had met with the Sauk County Board. The Board took action supporting the turning of track into trail once the Reedsburg line is acquired. Huntington said he suspected that the Reedsburg line acquisition may be a fact. He said he had spoken to WDNR and WSOR and hopefully this will be resolved within the next couple of months.

17. Appointment of Forrest Van Schwartz as Pro Bono Consultant to WRRTC After Completion of the UW Economic Study – Karl Nilson, WRRTC Chair

Nilson said he had asked Van Schwartz to act as a consultant to the WRRTC because since the railroad is doing well and the Commission is bigger and busier than ever, the Commission needed all the expertise it could get. He added that he had asked Van Schwartz to be a resource to the Commission with Brownlee's legal review. Nilson asked if this would need to be renewed every year. Brownlee said this would depend on the motion and would be a sort of ad hoc thing. Nilson said this way he (Van Schwartz) can sit at the table and that it would be nice to get the input from a railroad expert: that was the logic behind the agenda item. Polivka asked Van Schwartz for his credentials and Van Schwartz said he had handed out a copy of his resume to the Commissioners and had 45 years of experience in railroading, including 10 years on the WRRTC. Van Schwartz said he had certainly learned about the political side of railroading. He then gave some more background as to his work on Wisconsin railroads since 1969. He said his company is very committed to giving back to others (he mentioned museums and transportation research boards) and said that he was here to tell the truth and sometimes that would not be what some want to hear. Polivka said he appreciated knowing the facts. Held commented very favorably as to his qualifications.

- Motion to appoint Forrest Van Schwartz as a pro bono consultant – *Ladewig/Held, Passed Unanimously*

18. Discuss members' upcoming local spring elections and WRRTC membership terms

Penn said she had already handed out the piece showing the appointment dates during her Administrator's Report. There was some discussion about upcoming county elections (it was noted there are none this year) and the need for appointments to the Commission. Richard Manke said he was not going to be reappointed. Nilson thanked Manke for his service.

19. Action Item. Adjournment

Motion to adjourn at 12:11 – *Gustina/Ruf, Passed Unanimously*

DRAFT

**Walworth County Board of Supervisors
Walworth County Park Committee
MEETING MINUTES
Monday, January 28, 2013
Walworth County Government Center, County Board Room 114
100 W. Walworth Street, Elkhorn, Wisconsin**

Call to order: Chair Timothy Schiefelbein called the meeting to order at 2:30 p.m.

Roll call was conducted with members present: Chair Tim Schiefelbein, Vice Chair Dan Kilkenny, Supervisor Nancy Russell, and Citizen Member Mariette Nowak. Citizen Member Michael Hurlburt was absent with excuse.

Others present:

County staff: Public Works Director of Operations Larry Price. County Administrator David Bretl at 2:37 p.m.

County Board Members: Carl Redenius, David Weber, Tim Brellenthin, Jerry Grant. At 3:20 Joseph Schaefer, at 3:21 Ken Monroe and Rick Stacey.

Kilkenny and Nowak moved to approve the Agenda as presented. The motion carried 4-0.

Public comment period. None

Closed session: The committee convened in closed session pursuant to the exemption contained in Section 19.85 (1) (e) of the Wisconsin Statutes, "Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session."

- **Potential acquisition of parkland property in the Town of Lyons.**

Supervisors Kilkenny and Nowak moved to convene in closed session. Roll call vote was taken, and with a vote of 4-0 the meeting went into closed session.

Supervisors Kilkenny and Russell moved to convene in open session. The motion carried 4-0.

Supervisors Kilkenny and Russell moved to direct staff to proceed as discussed in closed session. The motion carried 4-0.

Discussion and possible action regarding scheduling a Public Information meeting relative to acquisition of parkland in the Town of Lyons. Supervisors Kilkenny and Nowak moved to table this item until next meeting. The motion carried 4-0.

Next meeting date and time: Monday, February 18, at 1:00 p.m.

Supervisors Kilkenny and Nowak moved to adjourn. The motion carried 4-0 and the meeting concluded at 3:31 p.m.

Minutes recorded by Vicki L Price, Public Works Department.

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

Walworth County Health and Human Services Committee
MINUTES

January 16, 2013 Meeting – 1:15 p.m.

Walworth County Board Room
Government Center – Elkhorn, Wisconsin

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

Roll call – Committee members present included Supervisors Grant, Schaefer, Brellenthin, Schiefelbein, and Citizen Representatives Seegers, Pious, Wagie-Troemel and Wucherer. Supervisor Monroe 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; David Bretl, County Administrator; Dawn Stack, Health and Human Services Supervisor; Roger Zierfuss, Health and Human Services Supervisor; Nancy Russell, County Board Chair; Lori Muzatko, Health and Human Services Manager; Anne Prince, Health and Human Services Supervisor; Carol Wicklund, Health and Human Service Supervisor; Mia Anderson-Inman, Health and Human Services Supervisor; Carlo Nevicosi, Health and Human Services Manager;

Public in attendance – There were one 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 8-0.**

The Health and Human Services minutes from the November 13, 2012 meeting were approved as amended. **Motion and second made by Supervisors Schaefer/Schiefelbein to approve the minutes. Motion carried 8-0. Tim S and**

Public Comment – There were no comments from the public.

Unfinished business – There were no items of unfinished business.

New Business –

Intoxicated Drivers Program (IDP) Improvement Grant – Mr. Nevicosi appeared before the Board seeking approval for 2013 IDP grant and approval to place the IDP on reoccurring grant list.

Citizen Representative Wucherer asked about the reoccurring grant list. Mr. Nevicosi stated that once this grant is approved to be on the list it does not need to come to this committee again for renewal.

Supervisor Schiefelbein asked if there was a county requirement for this grant. Mr. Nevicosi stated there is not.

Motion and second made by Citizen Representatives Wagie-Troemel/Pious to approve this grant application. Motion carried 8-0.

Specific, Methodical and Consistent (SMaC Recipe) – Ms. Seemeyer stated this is part of the Department's strategic planning. She has brought it to this committee for discussion and would like to codify it for ordinances.

Supervisor Grant asked if there was any documentation for the items listed in this plan. Ms. Seemeyer stated there was not any written documentation but gave examples.

Supervisor Schiefelbein asked if DHHS works with high school or college students. Ms. Seemeyer stated mostly college students, many times students working towards a master's degree.

Supervisor Schiefelbein was concerned about returning people to the community too soon. Ms. Aldred stated DHHS has a strong community program and that recidivism is monitored.

Citizen Representative Wucherer asked about pilot programs and whether the Department is flexible on taking a chance on non-evidence-based programs. Ms. Seemeyer stated that the Department has conducted pilot programs that were not evidence-based.

Mr. Bretl agrees with codifying this plan but urged careful consideration before granting Board approval..

Citizen Representative Wucherer asked if other departments have done something similar to this plan. T DHHS would be the first department.to has such a plan. .

Supervisor Russell wants something added to address that all contacts are treated with respect and consideration.

Citizen Representative Wucherer asked if the expect excellence item was in regards to performance evaluations. Ms. Seemeyer stated that performance evaluations do play a part. It reflects an expectation that staff will work to improve themselves.

Citizen Representative Wucherer asked which schools the Department works with for student placements. Ms. Aldred stated the Department works with the University of Wisconsin-Whitewater, Milwaukee and Madison, Adler Institute and Aurora George Williams University.

Supervisor Schiefelbein asked how much students cost the Department. Ms. Seemeyer stated students are not paid.

Supervisor Grant asked if the students placed are working on internships. Ms. Seemeyer stated that they were.

Citizen Representative Wagie-Troemel asked who wrote this SMaC recipe. Ms. Seemeyer stated that it started with managers and supervisors. It was been sent to all DHHS staff for their input. Ms. Wagie-Troemel asked for this to be on the agenda next month for feedback.

Aging, Nutrition and Transportation Program Overview –Lori Muzatko, Aging and Disabilities Manager, Anne Prince, Nutrition Supervisor and Roger Zierfuss gave PowerPoint presentation on their units.

Supervisor Schiefelbein asked why meals on wheels are not delivered in Whitewater. Ms. Prince explained that Whitewater has their own home delivered meal program run by Fairhaven.

Supervisor Grant asked if participants pay a fee for meals on wheels. Ms. Prince stated that a donation only is requested.

Citizen Representative Seegers asked about liability insurance for the volunteer drivers. Ms. Prince stated that the county provides coverage. Dr. Seegers asked if there had been any claims or lawsuits. Ms. Prince stated there have not been any claims.

Citizen Representative Wagie-Troemel asked how Kandu Industries, the new vendor, is performing. Ms. Prince stated she has received many positive comments from the participants. Any complaints that have been received have been worked out with the vendor. There will be a survey in the spring that will hopefully result in more feedback.

Citizen Representative Wucherer asked how many people 60 or older live in Walworth County. Ms. Muzatko stated that population is around 16,000. Mr. Wucherer asked how many of those people are considered low-income. Ms. Muzatko will have to check and get back to him.

Supervisor Grant asked if the Department worked with Ms. Wehmeier at UW-Extension. Ms. Prince stated the Department works with UW-Extension's educators.

Citizen Representative Wucherer asked about referrals for elder rights. Ms. Muzatko stated that the information is published in a monthly newsletter, public media, with the Sheriff's department and in brochures. Referrals are through either the Aging and Disability Resource Center (ADRC) or Crisis Intervention. There is a standardized form and confidential referrals are allowed. All referrals are reviewed thoroughly. Citizen Representative Wagie-Troemel stated that based on her experiences this program works really well.

Supervisor Schiefelbein asked about transportation for veterans. Mr. Zierfuss stated that they pay a co-payment and must be over 60 or disabled to qualify for transportation.

Supervisor Grant asked about radius of transportation rides. Mr. Zierfuss stated that it is a 70 mile radius but that there is some flexibility.

Citizen Representative Wagie-Troemel asked for clarification on the co-payments on the transportation rides. Mr. Zierfuss stated that shopping and nutrition site payments are \$6 and other in town transports are \$8 each.

Supervisor Schiefelbein asked if people in the rural communities receive transportation services. Mr. Zierfuss stated that all Walworth County residents who are eligible receive transportation services.

Supervisor Schaefer asked about the discontinuation of transport for Aurora Lakeland Medical Center. Mr. Zierfuss stated that the Department had a contract with the Emergency Room and that is no longer done due to very low demand and added that Aurora found other vendors.

Supervisor Schaefer asked about Southport Transportation. Ms. Muzatko stated that they are a private company used by LogistiCare.

Citizen Representative Pious complimented DHHS Transportation drivers who transported consumers in need of dialysis services.

Supervisor Grant asked if drivers wait in the parking lot while consumers are shopping. Mr. Zierfuss stated that in an effort to eliminate down time drivers are asked to make other runs while consumers are shopping.

Citizen Representative Wucherer praised the Department's efforts to fill in the gaps of transportation needs in the County. Ms. Seemeyer added that transportation is one of the bigger problems in Walworth County due to the huge need.

Supervisor Schaefer asked if drivers wait during medical appointments. Mr. Zierfuss stated it depends on the length of the appointment.

Supervisor Schiefelbein asked if consumers can bring chaperones. Mr. Zierfuss stated they can bring attendants and they ride for free. Supervisor Schiefelbein thanked Ms. Muzatko, Ms. Prince and Mr. Zierfuss for the presentation.

Citizen Representative Wucherer asked about nutrition program funding. Ms. Prince stated there will be cuts this year and waiting lists may have to be introduced for the first time.

Reports –

IM/Health Exchange Update – Ms. Seemeyer reviewed handouts.

Supervisor Grant asked if this was the same item that Governor Walker asked the Federal government to handle. Ms. Seemeyer stated it is and that the state will be utilizing a federal exchange rather than a state exchange.. Supervisor Grant asked for this item to be on the next month's agenda. Ms. Seemeyer stated that the Department is still trying to learn answers and would report back to this committee with more information.

Correspondence – There were no correspondences.

Announcements –

Ms. Aldred stated that Walworth County did not receive that grant for the East Troy Municipal Court pilot.

Supervisor Grant asked if the Department as given a reason. Ms. Aldred stated that there were a lot of applicants and that Walworth County was not chosen.

Next Meeting Date – The next meeting is scheduled for February 20, 2013 at tentatively 1:15 p.m. following the Lakeland Health Care Board of Trustees meeting.

Adjournment – **On motion and second by Supervisors Schiefelbein/Brellenthin Chair Grant adjourned the Health and Human Services meeting at approximately 2:30. Motion carried 8-0.**

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

Walworth County Lakeland Health Care Center Board of Trustees

MINUTES

January 16, 2013 Meeting – 1:00 p.m.

Walworth County Meeting Room 111
Government Center – Elkhorn, Wisconsin

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

Roll call – Committee members present included Supervisors Grant, Schiefelbein, Brellenthin and Schaefer. Supervisor Monroe 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; Bernadette Janiszewski, Nursing Home Administrator ; Juliet Young, Health and Human Services; David Bretl, County Administrator; Dawn Stack, Health and Human Services Supervisor; Roger Zierfuss, Health and Human Services Supervisor; Nancy Russell, County Board Chair; Lori Muzatko, Health and Human Services Manager; Anne Prince, Health and Human Services Supervisor; Carol Wicklund, Health and Human Service Supervisor; Mia Anderson-Inman, Health and Human Services Supervisor; Carlo Nevicosi, Health and Human Services Manager; James Seegers, Health and Human Services Board Citizen Representative; Ella Eva Pious, Health and Human Services Board Citizen Representative; William Wucherer, Health and Human Services Board Citizen Representative

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

There were no agenda withdrawals. **Supervisor(s) Schaefer/Brellenthin moved to approve the agenda. Motion carried 3-0.**

The Lakeland Health Care Center Board of Trustees committee minutes of the December 19, 2012 were approved. **Motion and second made by Supervisor(s) Schaefer/Brellenthin to approve the minutes. Motion carried 3-0.**

Public Comment – There were no comments from the public.

Unfinished Business –

Strategic Planning - Planning for the Future Presentation – Ms. Janiszewski continued the monthly presentations regarding future planning for the operation of Lakeland Health Care Center, this month focusing on the memory care unit. There are financial as well as philosophical reasons to consider a gradual reduction in the number of beds on this unit.

Supervisor Grant asked if all 60 beds on the memory unit are full? Ms. Janiszewski stated there were some open beds during the freeze on admissions due to influenza, but that all beds on that unit are once again filled.

New Business – There were no items of new business.

Reports –

LHCC Administrator's Report and Financial Update – Ms. Janiszewski stated that the budget is on track and there were just four worker's compensation claims in December.

Yearly Workers Compensation Summary Report – Ms. Janiszewski wanted to make the Board aware of the 45% decrease in workers comp claims in 2012.

Supervisor Schiefelbein asked if a reduction in staff was a factor in the decrease in claims. Ms. Janiszewski stated that staff reduction was a factor when we moved into the facility, but no longer is an issue. .

Influenza Outbreak and Admissions – Ms. Janiszewski stated that there was an influenza outbreak during the holidays. In response to this outbreak admissions were stopped on December 26. The health care center started admitting again on January 3rd, after no new symptoms occurred for five days.

Supervisor Grant asked why staff decide not to receive a flu shot. Ms. Janiszewski stated that most people cite religious beliefs or medical conditions as the reason they choose not to receive a flu shot. Lakeland Health Care Center is well above the average of staff receiving flu shots. Ninety-eight percent of residents and 86% of employees received this year's flu shot. The national average in health care facilities is 63%.

Correspondence – There were no correspondence.

Announcements –

Ms. Janiszewski stated that the state surveyors are in the process of performing the annual survey. They arrived on January 10th and should exit tomorrow. There are no major concerns at this time.

Next Meeting Date – The next meeting is tentatively scheduled for February 20, 2013 at 1:00 p.m.

Adjournment – **On motion and second by Supervisor(s) Schaefer/Brellenthin, Chair Grant adjourned the Lakeland Health Care Center Board of Trustees meeting at approximately 1:15PM. Motion carried 4-0.**

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

January 16, 2013 – 3:00 p.m.

County Board Room 114 – Government Center
Elkhorn, Wisconsin

DRAFT

The meeting was called to order at approximately 3:01 p.m. by Chairperson Brandl.

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

Others present – Supervisor Nancy Russell; David Bretl, County Administrator; Nicki Andersen, Deputy County Administrator – Finance; Dale Wilson, Payroll/Benefits Manager; Suzi Hagstrom, Labor/Employee Relations Director; Linda Seemeyer, HHS Director; Louise Olson, Deputy LURM Director; Michael Cotter, Deputy Corporation Counsel/LURM Director; Liz Aldred, Deputy HHS Director; Donna Pruess, Register of Deeds; Jenny Wehmeier and Chrissy Wen, UW-Extension; Citizen Linda Eastburg.

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

Approval of the December 19, 2012 and December 20, 2012 Human Resources Committee meeting minutes was moved and seconded by Supervisor Brellenthin and Vice Chairperson Grant, and carried 5 - 0.

Public comment period – none

Update Regarding Health Insurance and Employee Wellness Initiatives. Bretl explained that this item was placed on the agenda to make sure everyone is on the same sheet of music with the committee's direction from last month. The committee had directed staff to look at the State health plan and fully insured health plans, but Bretl wants to clarify that the information staff is seeking is what the committee wants. Wilson distributed a memo to the committee. Wilson explained that the memo summarizes the meeting staff had with M3 to formulate a game plan. Essentially, there are two items: 1. Research the State health plan and 2. Identify fully insured carriers similar to the county's Tier 1 health plan. Wilson stated that the plan is to try to identify pros and cons of the State plan. As for the fully insured plans, M3 has identified three carriers who could provide coverage similar to what the county currently provides. They gave the carriers demographic information but not specific health data. They also provided them with the Tier 1 information. Wilson pointed out that carriers may ask for more detailed information in order to provide rates. If the carriers asked for more detailed information, they would have to get that information from Auxiant, which might mean that the process takes a bit longer. Andersen pointed out that the county's contracts with the TPA and Pharmacy Benefit Manager are through 2015, and the current TPA requires 120-days' notice to terminate the contract. Wilson stated that they are hoping that a side by side comparison of the other plans can be completed.

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Chairperson Brandl stated that he feels this is exactly what the committee was looking for. It was clarified that the county was asking for quotes, not actual bids, and the quotes will not be binding. It was also clarified that the county is looking for comparable coverage and pricing. Staff will proceed as discussed.

The committee did not take any action on this item.

Consideration of a Committee of the Whole Presentation Concerning the County's Health Plan.

Bretl explained that staff wants everyone to understand what the county currently offers in terms of the health. The fully insured plans that are going to be looked at will be tailored toward the Tier 1 plan. It is up to the committee as to what sort of format they would like the presentation to be. This could be done as a committee of the whole or as a presentation to the human resources committee with an invitation to all Supervisors. The goal is to get as many Supervisors in attendance as possible. Chairperson Brandl thought that a committee of the whole presentation would be the best format, and it should take place as soon as possible. Andersen questioned whether the committee of the whole would be to look at the results of staff's research on other plans or just look at the current plan. Bretl suggested doing both. Wilson did not think March would be a problem for the county's consultant. Chairperson Brandl suggested tentatively scheduling a committee of the whole for March with the option to push back to April if necessary. Bretl suggested allowing for an extra half hour of time.

Supervisors Monroe and Redenius moved and seconded the recommendation of a committee of the whole at 4:30 p.m. on March 12th for a presentation on the current health plan and the comparison to other plans. The motion carried 5 – 0.

Discussion and Possible Action Regarding an Amendment to Section 15-17 of the Code Relating to a Reorganization in Land Use & Resource Management.

Cotter explained that he and Olson worked together to formulate their request. With a recent retirement and a resignation, they are looking to eliminate those two positions and create a new position. He stated that there were three things allowing this. The first thing was cutting services. For example, there is no more tree program. Also, they have changed the way meeting minutes are provided which has freed up lots of time to allow support staff to do other things. He added that the public uses the meeting recordings more often than we realize. Another factor is the reduction in permit revenue, which means that staff is not as busy with counter traffic. Lastly, staff has agreed to take on additional work that wasn't originally part of their job duties. These reasons combined have allowed the reduction in positions. While the current request is to eliminate two positions and create one position, Cotter added that he does foresee coming back to the board at some point to ask for more help in LURM. He does not want to sacrifice the level of service being provided to the public. There is one sanitarian right now, and they are currently cross-training code enforcement officers to help with pulling sanitation permits. Deb Grube and Olson approached Cotter about having an intern, which is also part of the plan. Chairperson Brandl asked where the new position would fall. Cotter stated that it would not be management. It might be its own column. Cotter added that the intern would start in May or June and work for a few months. They have

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been working with UW-Stevens Point on getting an intern for three months. Hagstrom stated that the starting wage for the new hourly position will be \$20.90. Cotter added that the new position would be assigned to cover night meetings to eliminate overtime. For example, if the meeting is until 7:00 p.m., he would have the person start at 10:00 a.m. that day. Bretl pointed out that this request coincides with the change to minute-preparation. The “new” minutes reference the video. If the committee is not comfortable with that, this plan will not work. It takes a lot of time to prepare full minutes. If the board is satisfied with the quality of minutes, then the plan can proceed as proposed. Bretl is in support of this proposal; however, finding a qualified person for the position may be very difficult. Vice Chairperson Grant questioned why they would go with an intern from UW-SP rather than Whitewater. Cotter stated that UW-SP has a great natural resource program, and they reached out to LURM. Supervisor Russell is not in favor of the abbreviated minutes. She cannot often make it to the CZA meetings, and she would like to see more information on the re-zones or other issues that go on to the county board. Cotter stated that LURM will continue as they have been with respect to minute-preparation because they are not staffed to do otherwise. Bretl stated that the minute portion is a very large piece of this. Bretl pointed out that six reams of paper are used every month on mailings. Chairperson Brandl thinks they should continue as they have been with the minutes and look at the process to determine ways to improve it. Bretl stated that if the committee wants to see all of the details in the minutes, Cotter would have to add another position. Cotter added that they have been able to reduce positions in the department because of changes like cutting back on the minutes. If the committee is not comfortable with this, Cotter was agreeable to holding the item until the committee was ready to make a decision. In the meantime, however, he may need to hire a temp. Cotter clarified that the intern would be going out in the field to do the actual surveys and readings. Cotter explained that if they go back to the old way of preparing minutes, he would most likely need to refill two positions, possibly one of those just for clerical. LURM supports three committees: county zoning agency, land conservation committee and board of adjustment.

Supervisors Monroe and Brellenthin moved and seconded approval of the amendment to section 15-17 of the Code relating to the reorganization in LURM. The motion carried 5 – 0. Vice Chairperson Grant asked if staff was still going to look into how many people have similar complaints about the abbreviated minutes. Bretl stated that is one of his goals for the upcoming year.

Discussion and Possible Action Regarding an Amendment to Section 15-17 of the Code Relating to the Creation of a Clerk III Position in UW-Extension. Hagstrom stated that UW-Extension had previously wanted to refill the Clerk III position, but instead, an employee from a temp agency has been performing the duties. She feels it is time to put the Clerk III position back in. Wen explained that as programs keep expanding, they need the Clerk III for consistency. They have been using the same person from the temp agency for the last year and a half. Hagstrom stated it makes sense to make this a county position again. This will actually result in a cost savings. Bretl added that when UW-Ext first came to the committee requesting that the position be refilled, the county was not sure what the benefit structure was going to be due to Act 10

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changes. Supervisor Russell added that the Ag-Extension committee unanimously approved making the Clerk III a permanent position.

Vice Chairperson Grant and Supervisor Brellenthin moved and seconded approval of the creation of the Clerk III position in UW-Extension. The motion carried 5 – 0.

Discussion and Possible Action Regarding an Amendment to Section 15-531 of the Code Relating to Eligibility and Exclusions of the Group Health and Dental Insurance Benefits.

Hagstrom explained that significant changes were made last fall with respect to health insurance eligibility from 0.5 FTE to 0.75 FTE. The proposed ordinance amendment more clearly defines that an employee would have to have been enrolled as of November 1st.

Vice Chairperson Grant and Supervisor Monroe moved and seconded approval of the amendment to Section 15-531 of the Code Relating to Eligibility and Exclusions of the Group Health and Dental Insurance Benefits. The motion carried 5 – 0.

Update Regarding Performance-Based Pay Plan for Management. Bretl stated that he would like to come back in the future to go into more detail regarding this item. He explained that the committee had looked at moving employees through the pay range faster if they are high level performers. There were some tangible raises associated with that. He added that the county has switched to the new software for evaluations. There have been some minor bugs with the program, and the departments did a good job working through that. With the old performance evaluation instrument, there were many canned comments, and it is just human nature to leave those in there. The new software eliminated those canned comments and forced managers to sit down and really come up with comments. Part of the new plan is that Bretl looks at all of the high level performers and makes sure they met their goals. Going forward, he hopes staff continues to make better, more thoughtful, measurable goals. He added that like any plan administered by many managers, there is not necessarily continuity in how departments rated employees. The range of raises provided prompted thoughtful interaction between supervisors and subordinates. Bretl would like to revisit this again in the first quarter of the year.

The committee did not take any action on this item.

Chairperson Brandl had no announcements.

The next regular meeting of the human resources committee was confirmed for February 20, 2013 at 3:00 p.m.

Adjournment. On motion and second by Supervisor Brellenthin and Vice Chairperson Grant, Chairperson Brandl adjourned the meeting at approximately 4:01 p.m.

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

County Board Executive Committee
MEETING NOTICE
January 14, 2013
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.

A quorum of executive committee members was in attendance, including Chairman Weber and Supervisors Brandl, Russell and Schiefelbein. Vice Chairman Kilkenny was absent, excused. Others in attendance include Kathy Idzerda, staff writer for the *Janesville Gazette*; Louise Olson, Deputy Director – Land Use & Resource Management; Michael Cotter, Land Use & Resource Management Director/Deputy Corporation Counsel; Sheila Reiff, Clerk of Circuit Court; Jail Superintendent Steve Sax; Katie Behl, intern for the Clerk of Circuit Court’s office; Nicole Andersen, Deputy County Administrator - Finance; Dave Bretl, County Administrator/Corporation Counsel.

Agenda approval was moved and seconded by Supervisors Brandl and Russell, with items ‘c’ and ‘j’ moved to the beginning under new business. The motion carried 4 – 0.

The December 17, 2012 executive committee minutes were approved 4 – 0 on motion and second by Supervisors Brandl and Russell.

There was no comment provided during public comment period.

Ongoing/unfinished business.

Ordinance Creating Section 38-9 of the Walworth County Code of Ordinances Relating to Alcohol Licensing Violations. This was a follow-up to the committee’s extensive discussion at its December 17, 2012 meeting. Recommendation for county board adoption was moved and seconded by Supervisors Russell and Schiefelbein; the motion carried 4 – 0.

Health and Human Services (HHS) Board appointments. Administrator Bretl’s nomination of Supervisors Brellenthin and Schaefer, and citizen member Ella Pious for reappointment was moved and seconded for recommendation by Supervisors Brandl and Russell, each appointee to serve for an additional three-year term of service. Bretl explained that membership of the committees is established at the biennial county board organizational meeting. Supervisors are appointed to the HHS Board for three-year terms; the terms do not necessarily coincide with the elected supervisory terms. Supervisors Brellenthin and Schaefer’s current HHS Board terms ended on January 7, 2013; citizen member Ella Pious’ term ended on April 30, 2012. **The Brandl/Russell motion to recommend reappointment of all nominees carried 4 – 0.**

Consent items. Supervisors Schiefelbein and Brandl moved and seconded approving expense claims submitted by Rick Stacey totaling \$38.08, Richard Kuhnke in the amount of \$122.15 and Allan Polyock in the amount of \$133.25. The motion carried 4 – 0.

New business

Resolution Requesting the State Legislature To Restore Circuit Court Funding for Guardian ad Litem and Court Support Programs. The committee had discussed Sheboygan County's position paper in December. Sheila Reiff drafted a resolution tailored to Walworth County. She requested the title state, "Requesting the State Legislature To Restore Circuit Court Funding for Guardian ad Litem and Court Support Programs." **Supervisors Schiefelbein and Russell moved and seconded support of the resolution with the above-stated title. The motion carried 4 – 0.**

Authorize application for federal enhancement grant to expand OWI court. Mr. Bretl said the grant makes sense and funding would be used consistent with the CJCC goal of expanding OWI court. The CJCC requested the executive committee authorize submitting the application; the deadline is February 21, 2013. Katie Behl said the grant is similar to the JAG problem-solving grant; however, the funding amount would be \$200,000 over two years. This is a federal grant, not a state grant. There is no maintenance of effort component in the grant requiring continued county support when funds are exhausted. The in-kind county match is \$66,000. The grant will be used to enhance options for fourth offenders as well as for training for team members. Eligible participants cannot have a history of violence or felony charges. Supervisor Schiefelbein said from his perspective, third offenders who had children in the car during the offense for which they're convicted should serve jail time. **Russell and Brandl moved and seconded authorizing the application. The motion carried 4 – 0.**

Resolution establishing June 11, 2013 as a committee of the whole date for a presentation by the Wisconsin & Southern Railroad (WSOR). Mr. Bretl said it had been a few years since the board had heard a presentation by the railroad. Walworth County owns railroad tracks together with the WRTC consortium; WSOR operates the rail. When train companies were abandoning their operations some years ago, WSOR and WRTC remained to furnish service grain elevators to areas in Linn and Sharon townships. It is an economic development issue. Chairman Weber said industrial parks that have rail access have clear economic advantages for businesses wishing to locate because rail transport saves money over semitrailer transport. **Brandl and Schiefelbein moved and seconded recommending a June 11 committee of the whole meeting; motion carried 4 – 0.**

Resolution Requesting the State Legislature To Eliminate Antiquated Tax Rate Limits for Counties. Sheboygan County's resolution and position paper on this issue was discussed at the December executive committee meeting. The position paper states that since counties are under a virtual levy freeze, the old rate cap is antiquated. Bretl stated that it makes little sense to tie spending increases to equalized value, which doesn't equate to a county's cost of running programs. A draft resolution for Walworth County was included in the January agenda packet. **Russell and Schiefelbein moved and seconded recommending the county board adopt the resolution; the motion carried 4 – 0.**

Sheboygan County issue paper requesting the state enhance cell phone emergency response funding. In December, the committee requested that Mr. Bretl ask the Sheriff's Office for input regarding this issue. The issue of 911 emergency response funding came up last year when the county had to come up with \$33,900 to supplement funding for 911 emergency services due to lack of state funding. Sheriff Graves recommended moving forward with a county resolution of support for enhanced state cell phone emergency response funding. Bretl said the number of land lines has been steadily declining, and people more commonly use cell phones. Presently, those with land lines are subsidizing 911 emergency dispatch services for those using cell phones. Supervisor Russell

suggested that Walworth County's resolution also address funding for other types of emergencies. Chairman Weber suggested following Sheriff Grave's recommendation to introduce legislation to tax any devices, land line, cell phone or other devices that are capable of dialing 911. **Supervisors Russell and Brandl moved and seconded support of forwarding an advisory resolution to the county board. The motion carried 4 – 0.**

Input from the Sheriff concerning requesting that the state enact legislation requiring law enforcement employee pension contributions. Bretl said there is disagreement among groups that sheriff's organizations in the state use to lobby the state legislature and organizations that lobby for counties. He said it is hoped the court will answer the ambiguities in the law. This issue encompasses the pension component of protected classes of state and municipal employees. Bretl said it would be acceptable for the committee to stand down on this issue. He stated his opinion that it was unlikely the legislature would address it. **Supervisors Brandl and Schiefelbein moved and seconded placing the Sheboygan County issue paper on file. The motion carried 4 – 0.**

Resolution requesting the State to amend the Wisconsin Open Records Law. Mr. Bretl said Walworth and other counties have experienced an increase in open records requests filed with the intention of using the Open Records Law as a means to inspect election ballots. The law is written to provide the broadest ability for the public to obtain records. Labor, in the instance of the request to review election ballots, literally meant county staff sitting with the requestor and handling each ballot to ensure they are protected from tampering. Open access to government is great, but there's a tremendous cost involved in complying with such a request. Canvassing and re-counting are still available options under the law. **Russell and Schiefelbein moved support of a resolution requesting the legislature to change the Open Records Law. The motion carried 4 – 0.**

Advisory resolution requesting the State of Wisconsin to take action concerning high incarceration rates. Bretl indicated that Supervisor Kilkenny had provided one of the news articles in the committee agenda packet. The CJCC is going to provide a recommendation about the Outagamie County resolution. Bretl said counties throughout the country are dealing with high incarceration rates and trying to develop alternatives. The committee agreed to discuss this again at an upcoming meeting.

Advisory resolution requesting that the State restore base-level funding as supported by the Wisconsin Counties Association (WCA) and the Wisconsin Farm Bureau. Lou Olson received the advisory resolution from the Wisconsin Land and Water Conservation Association executive director. There have been significant funding cuts over the last few years, and the state is considering additional cuts. Olson said meanwhile, staff time supporting conservation practices and nutrient management has increased. Walworth County has more than 400 participants in the farmland preservation program. County revenue for this program was reduced by \$30,000 in 2011 and \$40,000 in 2012. If state funding is reduced additionally, revenue would only pay for approximately 1.25 FTEs to support conservation programs. Olson said it's difficult to know the level of state funding we'll receive at the time of county budget preparation. The state fiscal year ends in June and notice from the state is typically received in April. It's important that farmers participate in nutrient management practices because the practices protect the county's water quality. Property values decline if lake quality is not good. Lake property taxes are already very high. **Supervisors Russell and Brandl moved and seconded forwarding a resolution of support. The motion carried 4 – 0.**

Discussion regarding County Administrator's 2013 performance goals. Bretl asked if the committee had any suggestions for his goals and whether they were agreeable to postponing this to February. Chairman Weber said management of the county was in good shape, from his perspective. Supervisor Russell suggested the goal of keeping the county tax rate at 0% increase for 2014. Bretl stated he wanted to provide education and work to improve the reporting mechanism for citizen committee members appointed by the county to serve on community organizations, such as WalCoMet. He also suggested establishing a mechanism for receiving regular input from citizen members. He requested committee members let him know about any additional goals prior to their February meeting. Brandl suggested working on a process for consistency in committee minute preparation. Brandl and Russell said they thought minutes should include more than simply motions and votes. Bretl said it is a high priority to keep supervisors informed. Asking supervisors to review meetings on video is not a reasonable solution. Determining what, among the 3,000 pages that are distributed each month, is also a good idea. Production of the informational materials in packets is a significant expense. Standardizing minutes and the information in packets is a good idea. Schiefelbein said a monthly report from the Sheriff's Office would be preferable to an annual report. Russell agreed and said she'd prefer a monthly sheriff's summary versus an annual report stating things that already are known and don't change from year to year. Bretl said he would review minute taking and distribution with an eye to standardizing and streamlining the process. Bretl's goals will be discussed again in February.

Chairman Weber had no reports or announcements.

The next executive committee meeting date was confirmed for February 18, 2013 at 10 AM.

Claims and litigation. On motion and second by Supervisors Brandl and Russell, the committee convened in closed session 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 items listed below. All members voted "aye" to convene in closed session.

- a) Notice of Claim and Notice of Injury – WCDSA and Robert Schiltz v. Walworth County
- b) Subcontractor notice of Intention To File claim for Lien received from Straight Edge Concrete LLC
- c) Notice of Claim from Lee Fleming, on behalf of Pamela Bockelmann, for reimbursement of lost keys

The committee reconvened in open session on motion and second by Supervisors Russell and Brandl and a vote of 4 – 0. On motion and second by Supervisors Brandl and Schiefelbein, the committee voted 4 – 0 to hold and take no action on items 'a' and 'b' listed above and to recommend denial of the claim listed in item 'c.'

Chairman Weber adjourned the meeting at 11:35 AM on motion and second by Supervisors Brandl and Schiefelbein.

Submitted by Suzanne Harrington, County Administrator's office. Minutes are subject to committee approval.

Telephone: (262) 728-4140

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WALWORTH COUNTY METROPOLITAN SEWERAGE DISTRICT

975 W. Walworth Ave. • Delavan, WI 53115

January 8, 2013

1:30 p.m.

CALL TO ORDER

The Regular meeting was called to order at 1:30 p.m. by Commissioner Logterman.

ROLL CALL

Commissioner Hensch, Commissioner Henriott, Commissioner Logterman, Commissioner Shortenhaus, Commissioner Eck by speakerphone.

Others present:

Cindy Moehling, Assistant Administrator

Gail Vangen, Confidential Administrative Assistant

Timothy Fenner, Axley Brynelson

Ron Altmann, Operations Manager

Tom Johnson, Collection System Services Manager

Steven Scheff, Maintenance Manager

Arlene Buttke, We Energies

Vicki Wedig, Delavan Enterprise

VISITOR COMMENTS/PUBLIC COMMUNICATIONS/OTHER BUSINESS

None

APPROVAL OF MINUTES OF REGULAR MEETING, DECEMBER

Commissioner Shortenhaus made a motion to approve the minutes of the Regular Meeting of December 11, 2012 as presented. Commissioner Eck seconded and the motion unanimously passed.

STAFF REPORT

Assistant Administrator Cindy Moehling reviewed and summarized the Staff Report for January, 2013. The report was accepted as presented.

a. YEAR 2012 MAINTENANCE PROJECTS STATUS REPORT

Spreadsheet summaries of the 2012 treatment plant and lift station/interceptor project reports containing a description of projects scheduled for 2012 were provided. The itemized listing includes items above the \$5,000 authorization given to staff. Items under \$5,000 are presented in an informational format in staff memos.

The Collection System Services Budget is approximately 97% expended. November expenditures were for lab contracted testing and lab supplies.

The Maintenance Budget is approximately 57% expended. The major expenditure in December was for UV disinfection equipment maintenance. Some projects with 2012 budgeted expenditures are not yet complete or invoiced.

b. PERMIT COMPLIANCE UPDATE

The wastewater facility met all Permit requirements for the month of December.

c. STAFF TRAINING ACTIVITIES

In December, Ron Altmann attended a meeting on permit renewal for the Rock River Basin.

Staff training for the month of January will include CPR/First Aid training, respiratory physicals, and DOT physicals.

d. SEPTIC RECEIVING STATION

The completed *Intent to Apply* and *Priority Evaluation and Ranking* forms were received from Sandy Kimmler of Donohue and Associates. Staff signed and attached the additional required information and the packet was sent to the Department of Natural Resources before the December 31, 2012 deadline.

e. ADMINISTRATOR SEARCH

Six of the thirty-eight applicants to date have passed the first review and phone screening is in process. MRA plans to present potential candidates in February.

RECEIPTS AND DISBURSEMENT REPORT

Commissioner Henriott made a motion to accept the Receipts and Disbursements Report for the month of December, 2012 as presented. Commissioner Shortenhaus seconded and the motion unanimously passed.

ACCOUNTS PAYABLE LISTING

Commissioner Eck made a motion to approve the Accounts Payable listing for January, 2013 in the amount of \$78,171.33. Commissioner Shortenhaus seconded and the motion unanimously passed.

OLD BUSINESS

- a) **Gas Pipeline License Agreement with We Energies:** Attorney Fenner is working through the final details with We Energies and is in the process of finalizing the license agreement. Attorney Fenner suggested that the final approval can either wait until the February meeting or authority to sign be delegated to Assistant Administrator Moehling. Commissioner Shortenhaus made a motion to approve the license agreement with We Energies as written by Attorney Fenner and that Assistant Administrator Moehling be authorized to sign the agreement when received. Commissioner Henriott seconded and the motion unanimously passed.

NEW BUSINESS

- a) **Resolution 2013-01, Designation of 2013 Officers:** Commissioner Shortenhaus motioned to designate existing officers again for 2013. President, Dean Logterman; Secretary, Thomas Eck; Assistant Secretary, Ron Henriott. Commissioner Henriott seconded and the motion unanimously passed.
- b) **Resolution 2013-02, Designation of 2013 Official Newspapers:** Commissioner Shortenhaus motioned to keep the existing two newspapers, The Delavan Enterprise and the Elkhorn Independent, as the official designated newspapers of WalCoMet for 2013. Commissioner Hensch seconded and the motion unanimously passed.

CLOSED SESSION

Commissioner Henriott made a motion to convene into a Closed Session. Commissioner Hensch seconded. Roll Call as follows: Commissioner Hensch, yes; Commissioner Henriott, yes; Commissioner Logterman, yes; Commissioner Shortenhaus, yes; Commissioner Eck, yes (by speakerphone). The Closed Session convened at 1:45 p.m.

Commissioner Henriott made a motion to reconvene into Open Session. Commissioner Shortenhaus seconded and the motion unanimously carried. The Regular Open Session meeting reconvened at 2:58 p.m.

ACTION IF ANY ON CLOSED SESSION ITEMS:

None

ADJOURN: Commissioner Eck made a motion to adjourn, seconded by Commissioner Shortenhaus and the Regular meeting adjourned at 3:04 p.m.

Thomas Eck, District Secretary

APPROVED:

PUBLISHED:

Walworth County Park Committee
January 8, 2013
5:30 PM
County Board Room 114
Walworth County Government Center
100 W. Walworth St., Elkhorn, Wisconsin
Draft Minutes

The meeting was called to order at 5:33 PM by Supervisor Kilkenny, who chaired the meeting in the absence of Supervisor Schiefelbein, Committee Chairman.

A quorum of committee members was in attendance, including Supervisor Kilkenny, Supervisor Russell and citizen member Mariette Nowak. Committee Chairman Schiefelbein and citizen member Mike Hurlburt were absent--excused.

There were no agenda withdrawals. The agenda was approved 3 – 0 on motion and second by Supervisor Russell and Mariette Nowak.

Supervisor Kilkenny called for any public comment; there was none.

On motion and second by Supervisor Russell and Mariette Nowak, all members voted “aye” to convene in closed session pursuant to the exemption contained in Section 19.85 (1) (e) of the Wisconsin Statutes, “Deliberating or negotiating the purchasing of public properties, the investing of public funds or conducting other specified public business, whenever competitive or bargaining reasons require a closed session,” relative to the item listed below. County Board Supervisors and staff remaining during the closed session included Rich Brandl, Ken Monroe, Tim Brellenthin, Rick Stacey, Carl Redenius, Jerry Grant, Joe Schaefer, Dave Weber, Michael Cotter, Dave Bretl, Kevin Brunner, Jessica Lanser and staff taking minutes for the committee.

- Discussion regarding potential acquisition of parkland property in the Town of Lyons

The committee reconvened in open session on motion and second by Supervisor Russell and Mariette Nowak. On motion by Russell, seconded by Nowak, the committee voted 3 - 0 to direct staff to proceed pursuant to the consensus reached by the committee in closed session.

Supervisor Kilkenny adjourned the meeting at approximately 6:08 PM on motion and second by Supervisor Russell and Mariette Nowak.

Submitted by Suzanne Harrington, County Administrator’s Office. Minutes are subject to approval of the Park Committee.

DRAFT

**Walworth County Board of Supervisors
Walworth County Park Committee
MEETING MINUTES
Monday, December 17, 2012
Walworth County Government Center, County Board Room 114
100 W. Walworth Street, Elkhorn, Wisconsin**

Call to order: Chair Timothy Schiefelbein called the meeting to order at 1:12 p.m.

Roll call was conducted with all members present: Chair Tim Schiefelbein, Vice Chair Dan Kilkenny, Supervisor Nancy Russell, Citizen Members Michael Hurlburt and Mariette Nowak

Others present:

County staff: Director of Central Services Kevin Brunner and County Administrator David Bretl

Members of the public:

Dave Schilling, Principal Planner, Southeastern Wisconsin Regional Planning Commission (SEWRPC)

Gerald Peterson, Kettle Moraine Land Trust

Kilkenny and Nowak moved to approve the Agenda as presented. The motion carried 5-0.

Nowak and Hurlburt moved to approve the October 15, 2012 meeting minutes as prepared. The motion carried 5-0.

Public comment period. Gerald Peterson, President of the Kettle Moraine Land Trust, N7526 Cardinal Drive, Elkhorn, introduced himself.

**Ongoing/unfinished business from February meeting - Presentation by Dave Schilling, Principal Planner of Southeastern Wisconsin Regional Planning Commission.
Continued discussion of preliminary plan recommendations – Walworth County 2035 Park and Open Space Plan**

Schilling directed the committee's attention to the map of the Recreation Corridors in Walworth County, showing the existing and proposed recreation trails. The map includes proposed off-road bicycle trails, and during the comprehensive plan process, the Towns of Lafayette, Richmond, Spring Prairie, Troy and Whitewater expressed concern about these off-road trails. At that time, the recommendation was to consult with the affected towns when revising and refining the plan. Supervisor Kilkenny mentioned the on road bicycle trail in the Village of Sharon and suggested that SEWRPC contact Diana Dykstra, the Village President. Schilling commented that there are other trails that provide off-road connections to the road trails and encouraged local communities to provide such links. Supervisor Nowak expressed concern about safety on the proposed on-road trails. Schilling said the next step is to procure local input on the mapping, and suggested options to accomplish that task: 1) make a presentation on the recreation corridors at the next Intergovernmental Cooperation Council (ICC) meeting, identify trails and get input from the communities and they in turn can present the information to their boards; 2) convene a joint meeting of the five towns who raised concerns about the trails; or 3) meet individually with each town to go over the plan. Various options were discussed by the County Administrator and committee members. Kilkenny said even though the county is not obligated to do so, historically, the Board has not endorsed such plans without community consensus, and it is important to gauge how our communities feel. Schilling said he could

Page 1 of 3

provide preliminary plans to the ICC before the meeting, or the committee could agree on a plan and then develop a map and provide it to the communities. Supervisor Russell suggested Schilling make a presentation to the ICC and then have four meetings with the towns in each of the four quadrants of the county to obtain their input and explain the proposed plan. Discussion ensued. **Supervisors Russell and Kilkenny moved that SEWRPC make a preliminary presentation on the recreational corridors at the March ICC 2013 meeting, and then in April of 2013 hold four "quadrant meetings," in facilities large enough to accommodate the public, to present the preliminary plans for trails and parks in each specific quadrant and obtain input from the affected towns.** Central Services Director Kevin Brunner suggested that data on the economic impact of trails be addressed at those meetings. Schilling said that Brown County has researched revenue and increased property values along the trails. Gerald Peterson of the Kettle Moraine Land Trust said their organizations toured Hunter's Lake subdivision in Waukesha County and their homeowners are very supportive of trails. Kilkenny cautioned against "selling the plan." **Chair Schiefelbein called for a vote and the motion carried 5-0.**

New Business

Update on selective harvesting of pine trees at Price and Natureland Park

Brunner reported that staff removed selected pines at both Price and Natureland Parks. The process is a bit messy, and notices are being posted at both parks indicating that this is a planned effort to allow new growth. Crews will be cleaning up the immediate areas around the trail so the areas look better aesthetically. A press release was issued a couple of weeks ago, and staff have received a few phone calls, and reassured citizens that the harvest was planned and will benefit the parks. Brunner projected that the sale of the harvested pines should generate approximately \$8,000 in revenue, all of which will be put back into the park system.

Discussion and possible action regarding adding a dog park to Price Park

Supervisor Russell had asked about the potential for a dog area in one of our parks. Price Park has an area along Hodunk Road, Brunner said. Most dog parks are typically one or two acres, fully fenced, often with a separation of large and small dogs. The area along Hodunk Road could easily be fenced and seeded. Brunner passed out a sheet of cost estimates to accomplish this. The remaining area, formerly rented as farmland, would be planted as a natural prairie. The total projected cost, if our DPW crews install the fencing and do the seeding, would be \$9,230. Brunner reminded the committee that this project was not budgeted for in 2013; however, there might be a possibility of transferring funds if the committee wanted to proceed before 2014. Supervisor Russell asked if the county could solicit contributions from civic organizations. Chair Schiefelbein asked about liability to the county, and Administrator Bretl said there are obvious assumed risks and that the county would have to post rules and notices. Kilkenny asked if the dog area could be undertaken this summer. Bretl said that poses a conundrum – if the department can come up with necessary funds, do they then give up another project? Nowak expressed concern that the area next to the proposed dog area will be prairie planting, and wondered if an acre would be large enough for the dog area. She worries about the prairie land and the seed is very expensive, she added. Schiefelbein suggested looking at the area in the back of the park near the old residence. Brunner will investigate other areas, and contact service organizations in the area. **Committee consensus was to investigate possible alternative funding ideas and locations for the dog area and to bring the information to the next park committee meeting.**

Closed session: The committee convened in closed session pursuant to the exemption

contained in Section 19.85 (1) (e) of the Wisconsin Statutes, "Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session."

- **Potential acquisition of parkland property in the Town of Lyons.**

Supervisors Kilkenny and Hurlburt moved to convene in closed session. Roll call vote was taken, and with a vote of 5-0 the meeting went into closed session.

Supervisors Russell and Nowak moved to convene in open session. The motion carried 5-0.

Supervisors Russell and Hurlburt moved to direct staff to proceed as discussed in closed session. The motion carried 5-0.

Next meeting date and time: Monday, February 18, at 1:00 p.m.

Supervisors Hurlburt and Russell moved to adjourn. The motion carried 5-0 and the meeting concluded at 2:45 p.m.

Minutes recorded by Becky Bechtel, Public Works Department.

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

Walworth County Executive Committee
December 11, 2012 - 4:45 PM
Walworth County Government Center
100 W. Walworth
Elkhorn, Wisconsin
Draft Minutes

Chairman Weber called the meeting to order. A quorum of executive committee members was in attendance, including Chairman Weber, Vice Chairman Kilkenny and Supervisors Russell, Brandl and Schiefelbein.

Agenda approval. The agenda was approved 5 – 0 on motion and second by Supervisors Brandl and Russell.

There were no comments offered during the public comment period.

Chairman Weber stated that he had no announcements or reports.

Claims and litigation. At 4:50 PM, on motion and second by Supervisors Russell and Kilkenny, the committee convened in closed session 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. All members voted “aye” to convene in closed session. Remaining in closed session in addition to committee members were Supervisors Brellenthin, Stacey, Schaefer, Grant, Redenius and Monroe. Staff members remaining included Dave Bretl, Nicole Andersen, and support staff taking minutes.

- Claim of Jeffrey S. Akright

The committee reconvened in open session at approximately 4:56 PM on motion and second by Supervisors Brandl and Schiefelbein. Supervisor Russell moved and seconded proceeding as discussed in closed session. The motion was seconded by Supervisor Schiefelbein and carried 5 - 0.

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

Submitted by Suzanne Harrington, Walworth County Administrator’s office. These minutes are subject to approval by the executive committee.



DRAFT

Walworth County Children with Disabilities Education Board

MINUTES

November 13, 2012 5:30 pm

County Board Room 114 – Government Center

Elkhorn, Wisconsin

The meeting was called to order at 5:30p.m. by Chair Weber.

Roll call – In attendance were, Chair Weber, Secretary Grant, Supervisors Monroe, Schaefer, and Schiefelbein. A quorum was declared.

County Staff Present – CDEB Director Tracy Moate, County Administrator Dave Bretl, and Supervisor Nancy Russell

Agenda Approval - **Approval of the agenda, as presented, was moved and seconded by Supervisors Monroe and Schiefelbein and with no withdrawals. Motion carried 5-0.**

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

Unfinished Business – Discussion and approval of Tuition Request Policy. A draft policy was handed out for review and discussion. Additions to the existing policy were discussed in detail. New language included the resident district's involvement with the student and criteria to terminate the agreement if needed. The additions to the policy were explained by Tracy Moate. **Motion to approve the policy was made by Supervisor Grant, seconded by Supervisor Schiefelbein, motion passed 5-0.** The Policy will go to the County Board for approval at their December meeting.

Reports and Correspondence

CDEB Director Tracy Moate reminded the Board members about the Lakeland School Holiday Program, December 13th at 1:15 pm and Waffles with Santa on December 8th from 8:00am to 11:30 am.

Set time and date of next CDEB meeting

December 19, 2012 at 5:00 pm

Adjourn –

Supervisors Monroe and Schiefelbein moved to adjourn the meeting at 5:345 pm; motion carried 5-0.

Minutes recorded by Kathy Kramer, recording secretary, CDEB

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

Children with Disabilities
Education Board