



**Walworth County Board Finance Committee
MEETING MINUTES
April 24, 2014**

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

The meeting was called to order by Dave Bretl at 9:33 a.m.

Roll call — Finance Committee members present included Supervisors Kathy Ingersoll, Daniel Kilkenny, Nancy Russell, Joseph Schaefer, and Paul Yvarra. A quorum was declared.

Others in attendance included:

- County Staff: David Bretl-County Administration/Corporation Counsel; Nicki Andersen, Jessica Conley-Finance; Sheila Reiff-Clerk of Courts; Linda Seemeyer-Health & Human Services; Dale Wilson-Human Resources; Tracy Moate-Lakeland School; Kevin Brunner, Peggy Watson-Public Works; Amanda Lagle-Sheriff's Office; Valerie Etzel-Treasurer's Office
- Members of the public: Mary Fedorak, PFM Asset Management, LLC.

Special order of business

- Election of Finance Committee Chair — County Administrator Bretl called for nominations for Finance Committee Chair. Supervisors Kilkenny and Ingersoll nominated Supervisor Russell. **Supervisors Kilkenny and Schaefer moved to close the nominations for committee Chair and cast a unanimous vote of support for Supervisor Russell; carried 5-0.** Bretl turned the meeting over to Chair Russell.
- Election of Finance Committee Vice-chair — Russell opened nominations for vice chair. **Supervisors Schaefer and Ingersoll nominated Supervisor Kilkenny; motion carried 5-0.**
- Role of the Finance Committee — Bretl referred to Chapter 2 of the Walworth County Code of Ordinances for a description of the Finance Committee's duties.

Agenda withdrawals — There were no agenda withdrawals. **Supervisors Ingersoll and Kilkenny moved to approve the agenda; carried 5-0.**

Approval of minutes of last meeting(s) — March 20, 2014 — **Supervisors Schaefer and Kilkenny moved to approve the meeting minutes; carried 5-0.**

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

Unfinished business

Discussion and possible action regarding county corporation counsel's review of the definition and legality of incurred expenses with regard to Tax Incremental Financing (TIF) Districts — Pursuant to Bretl's recommendation, this item will be discussed in conjunction with the TIF item under new business.

Consent items – Russell asked what items the committee wanted to hold for separate discussion. Kilkenny asked that item 8B1 related to surplus property be held. **Supervisor Schaefer moved to approve the remaining consent items. The motion was seconded by Supervisor Kilkenny and carried 5-0.**

Budget amendments

Clerk of Courts

- CT01 — Reflect Office of Justice Assistance grant award for Drug Court Program
- #### Health & Human Services
- HS005 — Transfer funds for temporary help due to vacancies in mental health nursing

Public Works

- PW002 — Reallocate sodium chloride budget to sand & gravel due to a change in winter operations

Declaration of surplus

- Recommendation to declare vehicles seized by the Detective Bureau in 2014 as surplus and to sell said vehicles at auction — Kilkenny said the memo indicated 50% of the proceeds goes to the state school fund. Where does the other 50% go? Lagle said the remaining 50% offsets expenses to seize and store the vehicles, offset payroll, registration, and the time needed to list them for auction. **Supervisors Schaefer and Kilkenny moved to declare the vehicles as surplus and authorize staff to sell them at auction; carried 5-0.**

Reports

- Quarterly delinquent tax report – 1st Quarter 2014
- Quarterly property insurance report – 1st Quarter 2014
- Out-of-state travel
Sheriff's Office
 - Jonathan Albrecht, Wisconsin Department of Justice (DOJ) Statewide Law Enforcement Computer system Research, Los Angeles, CA

New business

Discussion and possible action regarding PFM Asset Management, LLC presentation of the 2013 Other Post Employment Benefits (OPEB) Investment Report — Andersen introduced Mary Fedorak from PFM Asset Management, LLC. Fedorak congratulated Walworth County on being part of the 2% of counties that have dealt with this liability. She noted that the county switched from 30% equity/70% fixed income to a 50/50 equity/fixed income portfolio in 2013. Over the course of last year, the county earned \$2.3 million in additional revenue. At the end of 2013, the market value of all of the county's portfolios combined was \$23 million. There are some negative numbers on the fixed income side on a total return base over the year. As the fixed income interest rate increases, the price decreases. PFM thinks that trend will continue over the next year and a half. The U.S. economy is recovering slowly but in the right direction. Looking forward, PFM feels domestic equities are the best place to be in terms of the broad spectrum of where to invest. International equities are on the upswing but PFM is very cautious about the less developed parts of the emerging market. They try to diversify all fixed income portfolios away from interest rate sensitivity.

Fedorak commented that the county's portfolio did well last year. PFM does not think that equities will continue returning that kind of value on a year in/year out basis. The county's portfolio is overweight in domestic equity with exposure to international equities but there is no exposure to emerging markets. Based on what they have seen and the actuarial recommendation, PFM recommends that the county maintain a 50/50 portfolio for the time being. Russell expressed concern about the bond section of fixed income. She suggested putting 20% of those funds into a cash equivalent. A continued decline in the bond market with anticipation that bonds will go up in interest rates means current holders will lose money on the bonds they hold. That was her concern the last time we talked about this. Fedorak said that, with inflation running around 3% a year, we would be losing money if it's in cash and not earning interest. PFM does not encourage anyone to be in cash. The fixed income portion of the portfolio provides a cushion in case there is another calamity that would affect equities. If our funds were in cash, we would not have that cushion. Schaefer asked if the cash could be put into mutual funds. Fedorak said earnings on money market funds is only a fraction of a percent. Russell asked Fedorak to provide the county's total fixed income for the first quarter and year-to-date and the 1-year return on those funds. It's hard to pick that out of the current report.

Bretl referenced the 2-year actuarial report on the county's OPEB liability. Our portfolio and the liability are very close but he is not clear as to all of the assumptions that went into calculation of the liability. For example, if we end up with \$40 million in this account and owe our retirees \$23 million, what happens? Our investment strategy assumes rates of return, and medical inflation when calculating our OPEB liability but he is not sure if we established a specific rate of return. Andersen said we need a 5.5% discount rate for the life of this fund. We are well over that, at this point. Kilkeny referred back to Bretl's comment about what would happen if we ended up with an overage in the fund. Does that accrue to the employees? Andersen said the county would get those funds back when the fund closes and the OPEB liabilities are paid off. We have a finite number of employees so, at some point, the liability will be 0. Russell asked Andersen if

inflation in the cost of insurance premiums is calculated. Andersen affirmed that an inflationary market adjustment is included. She referred back to Fedorak's comments about a balance between equity and fixed income versus cash. She looks at fixed income investments like an insurance policy. If something happens in the market and equity drops, fixed income investments will help offset those losses. If our funds were in cash and equities and our portfolio saw a loss in equity, the cash wouldn't help offset those losses. Russell agreed that was a good point.

Fedorak said PFM recommends sticking with a 50/50 portfolio for the time being to reach the discount rate of 5.5%. Kilkenny asked if our liability could drop if changes in the health care plan become more favorable cost-wise or retirees shift to Medicare with the county's policy being supplemental. Andersen affirmed. She added that many retirees drop off the plan as their credits are exhausted. Bretl noted that deputies and teachers have actual years of benefit whereas other employees earn health care credits. We pay 50% of deputy premiums until they reach age 65. For teachers, we pay 5 years of a single premium. Fedorak thanked the committee for their time and said she would follow up on the questions raised.

Discussion and possible action regarding Other Post Employment Benefits (OPEB) actuarial study as of December 31, 2013 — Kilkenny asked if we have the ability to shift reserves from one fund to another. Andersen explained that the OPEB trust account is set up as a single account. We track the subsections internally but, legally, this is just one fund. Conley said we moved from the trust being established in 2005 to now having \$23 million set aside to meet this liability. At this point, we are considering ourselves fully funded. The next step is to start withdrawing from the trust to pay the benefits the actuary calculated. That amount would be \$819,931 in 2014. Andersen noted that the money will be transferred to our health insurance fund to pay for retiree health claims. There will be pluses and minuses over the years but our withdrawals will be based on the actuarial numbers. Kilkenny asked how the retirees receive the benefit. Conley explained that typically retiree premiums are higher because they are more expensive on health plans. Funds from the OPEB Trust offset the higher premium so they pay the same amount as active employees. Andersen added that we calculate retiree health credits on an individual basis so we know at what point each person would have to start paying for their premiums. There shouldn't be any additional costs to the levy because we have enough money set aside in the OPEB trust to help support the health insurance fund. The retiree benefit is calculated at sick leave hours x 60% x their final wage to determine the fixed dollar amount of their health credits. Depending on our premium, that will buy them a certain number of months of insurance. The OPEB fund helps pay the claims for that number of months. Bretl noted that the benefit differs for teachers and sworn officers. Also, employees hired in 2005 or thereabouts are not eligible for retiree benefits. Conley said we can move money back and forth between the groups but don't want to do that on a regular basis. There are a number of accounting and technical issues that would affect grants, etc. **Supervisors Kilkenny and Schaefer moved to accept the report; carried 5-0.**

Ordinance **-05/14 Amending Section 30-183(b) of the Walworth County Code of Ordinances Relative to Post Employment Benefits Fiduciary Trust Fund — We have been doing well with the OPEB fund, according to Andersen, and are looking to reduce the amortization pe-

riod from 20 to 11 years as recommended by our actuary. **Supervisors Schaefer and Ingersoll moved to approve the ordinance; carried 5-0.**

Ordinance **-05/14 Amending Section 30-286 of the Walworth County Code of Ordinances Relative to Sheriff's Office Writ of Restitution/Assistance Deposits/Fees — Lagle explained that the fee schedule is being updated to reflect a statutory change on March 1, 2014 providing options for evicting property owners rather than making them all pay the same deposit. **Supervisors Ingersoll and Schaefer moved approval of the ordinance; carried 5-0.**

Discussion and possible action regarding 2013 donations and fundraisers — Andersen credited departments for the significant amount of fundraising they have been able to do each year. **Supervisors Schaefer and Ingersoll moved to accept the report; carried 5-0.**

Resolution **-05/14 Closing Fiscal Year 2013 — Schaefer asked what the sheriff's department percentage is. Bretl replied that 37.6% of the levy supports that department. Kilkenny wanted to know what was included under non-departmental general. Andersen explained that in 2013 we budgeted for a slight increase in 2014 health insurance premiums but, with Board action, we ended up not changing the premiums. Funds in excess of the actual rate were transferred back from the departments. We had some IT repair and maintenance for countywide systems, unused contingency funds, and a TIF closure. Kilkenny asked about the \$640,000 that lapsed from the treasurer's office. Andersen said that was mostly interest and penalties on delinquent tax collections. They also had a gain on tax foreclosure properties. Bretl noted that a large amount of lapsing funds can reflect prudent management and careful spending but can also result from overbudgeting. We strive to be accurate in our budgeting. **Supervisors Kilkenny and Schaefer moved to approve the resolution closing fiscal 2013.** Schaefer asked about future plans. Bretl said the key going forward is to stay on top of this. None of our costs are going down in terms of budget projections. One of the reasons we are in such a good place is that we paid off bonds when they became callable. The challenge is to not say "that's great" and let everything deteriorate. We introduced a building and equipment fund to stay on top of that. **The motion carried 5-0.**

Resolution **-05/14 Committing Fund Balances as of December 31, 2013 — Andersen explained that the resolution identifies funds we have, or will, commit by Board action for specific purposes. In 2013, we committed an additional \$5 million for buildings and equipment bringing that total to \$6.5 million. Health & Human Services is returning funds to the general fund from operational savings in 2013. CDEB currently has a \$600,000 balance in their building and equipment fund. They also set aside \$4.6 million to call debts when they become callable. We have \$3.2 million in our road construction fund. Other funds are related to operational commitments. **Supervisors Kilkenny and Schaefer moved to approve the resolution; carried 5-0.**

Resolution **-05/14 Committing Children with Disabilities Education Board 2013 Fund Balances — **Supervisors Kilkenny and Schaefer moved to approve the resolution; carried 5-0.**

Discussion and possible action regarding 2015 budget process — Andersen explained that the dates in the calendar provided in the agenda packet incorporate those already approved by the Board as well as associated Committee dates. The calendar is informational only.

Bretl said staff have already started on the 2015 budget process. At the Committee level, we usually start talking about budget goals and potential levy increase in April or May. He distributed pages from the 2014 Adopted Budget Book that summarize our levy history in recent years. Regardless of the budget guidance we establish, we are limited by State caps which can change. Finance staff spend a fair amount of time putting together budget projections. We refine the number the closer we get to budget adoption as things change and we are notified about State aids, contracts and expenditures. Bretl suggested setting a levy limit target of 1% or under. Factors that gave us the ability to freeze the levy at 0% have run their course. A 1% levy increase would allow us to maintain our base budget and provide the same services. If we tried a 0% increase, we would have to reduce our base budget by about a half million which would be fairly difficult without cutting some departments to the bone. Kilkenny asked about the county's debt service. Andersen said we utilize opportunities for debt calls. She added that debt such as the school debt is excluded from the levy cap. Russell thinks 1% or under is reasonable. She agreed with Bretl's concern about getting ourselves in the position of not going above 0%. That can be a problem in future years. Sooner or later, the whole thing collapses into itself and you face a 10% increase. That doesn't do the taxpayers any favors. Putting out what she considers to be a "false face" as to what our actual needs are is not prudent. Kilkenny agreed that 1% is prudent but thinks we could still reach a 0% levy increase. Russell brought up the subject of special charges and special assessments. She thinks we should move forward and announce soon that we will no longer make municipalities whole for specials. We are running into more problems now with the City of Whitewater developer agreement that we thought we had already solved. Russell polled the committee regarding the levy increase. Schaefer, Ingersoll and Yvarra agreed with the proposed 1%. Bretl recommended agendaizing the special assessment issue next month to go into more detail. **Supervisors Ingersoll and Schaefer moved to establish a budget guideline setting the county's 2015 levy increase at 1% or less. The motion carried 4-1 with Supervisor Kilkenny voting no.**

Discussion and possible action regarding county corporation counsel's review of the definition and legality of incurred expenses with regard to Tax Incremental Financing (TIF) Districts — This item was moved from unfinished business to be discussed in conjunction with the following agenda item.

Discussion and possible action regarding Tax Incremental Financing (TIF) districts — Conley explained that the Village of Fontana is requesting that their TIF be designated as distressed. At the first meeting of the Joint Review Board (JRB), she requested that the Project Plan include costs for the proposed projects and put a limit on those projects. She also suggested wording to reconvene the JRB to discuss and approve spending related to proposed projects. Her suggestions were taken into consideration but Conley doesn't know if all of the requested changes will be included in the Project Plan. The JRB will meet again on May 28 to vote on the Project Plan. Conley hopes to receive a more specific Project Plan before the Finance Committee's

May meeting. Kilkenny expressed concern about extending the Village's TIF. He feels we need to know what the Village defined as incurred expenses under the legal opinion provided by Bretl. **Supervisor Kilkenny moved to direct the County Administrator to send a letter to the Village of Fontana requesting an explanation and breakdown of incurred costs in their Project Plan.** Bretl said if the Village hasn't spent any money on TIF projects in the past few years, a more appropriate question may be how they define incurred expenses under the statutes. Russell thinks Conley is on the right track asking for another JRB meeting. Conley explained that the Project Plan dollar amount is currently \$33 million, of which \$11 million has not yet been spent. The Village wants the Project Plan language to be broad so they can spend that money if they can meet their obligations and want to do some new projects. **Supervisor Kilkenny withdrew his motion.** He asked Conley to report back at the next Finance Committee meeting.

Correspondence — There was no correspondence presented.

Confirmation of next Finance Committee meeting:

- The next Finance Committee meeting was confirmed for May 22, 2014 at 9:30 a.m. in County Board Room 114 at the Government Center

Adjournment of Finance Committee

Upon motion and second by Supervisors Kilkenny and Schaefer, Chair Russell adjourned the meeting at approximately 12:01 p.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.

County Zoning Agency

MINUTES

April 22, 2014 – 4:30 p.m.

100 West Walworth Street

Elkhorn, Wisconsin

LURM Director Michael Cotter called the meeting to order at 4:30 p.m.

Roll call – Committee members present were Supervisors Rick Stacey, Dave Weber, Paul Yvarra and Tim Brellenthin, and Citizen Members Richard Kuhnke, Sr. and Jim Van Dreser. Rich Brandl was absent, excused. A quorum was present.

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 was County Administrator David Bretl, Neal Frauenfelder, Senior Planner, Debora Grube, Senior Zoning Officer.

A “sign-in” sheet listing attendees on April 22, 2014, is kept on file as a matter of record.

Details of the April 22, 2014 meeting / hearing are on a digital recording which is on file and available to the public upon request / video to view on our website: www.co.walworth.wi.us

Chairperson nominations

Dave Weber motioned to nominate Supervisor Rick Stacey for Chairperson. Second by Jim Van Dreser. Richard Kuhnke motioned to close nominations for Chairperson. Second by Dave Weber. Motion carried. 6-favor 0-oppose

Chairperson elections

Dave Weber motioned to elect Rick Stacey to the position of Chairperson. Second by Richard Kuhnke. Motion carried. 6-favor 0-oppose Chair Rick Stacey presided over the remainder of the meeting.

Vice-Chairperson nominations

Tim Brellenthin motioned to nominate Dave Weber as Vice-Chair. Second by Richard Kuhnke.

Dave Weber motioned to close nominations for Vice-Chair and elect Dave Weber to the position of Vice-Chair unanimously. Second by Jim Van Dreser.

Motion carried. 6-favor 0-oppose

Role of the County Zoning Agency

Tim Brellenthin motioned to approve the agenda as amended to withdraw item 13.f.2 and 13.f.3.) Whitewater Limestone, Inc. Seconded by Dave Weber. Motion carried. 6-favor 0-oppose

Richard Kuhnke motioned to approve the March 20, 2014, Minutes. Seconded by Dave Weber. Motion carried. 6-favor 0-oppose

Zoning / Sanitation / Land Conservation Enforcement – Michael Cotter

Disc Count #4:35:08 – 4:39:14

Subdivision Items – Old Business - none

Subdivision Items – New Business –

1. Lyn Madigan Sills Trust, proposed 2-lot Certified Survey Map, Section 8, Town 1 North, Range 17 East, Town of Linn. Parcel #'s ISI 00001 and ISI 00002. The proposed CSM contains 5.32 acres of land and is zoned C-2 Upland Resource Conservation Land District and R-1 Single Family Residence District. This CSM requires County Zoning Agency review and approval because Lot 1 is dual zoned containing both C-2 and R-1 zoned lands. The proposed CSM crosses the exterior boundary of an existing subdivision plat including lots 115 through 123 of Lake Geneva Highlands Subdivision. The existing 2 unit condominium plat on this parcel will be vacated with the required document at such time when this CSM is approved and recorded at the Register of Deeds Office.

Jim Van Dreser motioned to approve with the following conditions: 1) Approval is subject to removing the garage on lot 1 or obtaining temporary use approval and a street yard setback variance from the Walworth County Board of Adjustment; 2) Approval is subject to eliminating the note on sheet 2 that states “Garage Is Subject To A Board of Adjustment Approval” if the applicant decides to remove the garage; 3) Approval is subject to obtaining a letter from the Town of Linn that they are aware of, and approve, the change from the original CSM they reviewed and approved regarding the removal of the garage; 4) Approval is subject to the access for lot 2 being through the private access easement as shown on the CSM; 5) Approval is subject to obtaining a Construction Site Erosion Control Permit prior to any land disturbing activities, including the removal of vegetative cover; 6) Approval is subject to recording the required document to vacate the existing 2 unit condominium plat; 7) Approval is subject to meeting all requirements of state statutes and county ordinances. Seconded by Richard Kuhnke. Motion carried. 6-favor 0-oppose

Disc Count #4:39:15 – 4:50:32

Old Business - Ordinance Amendments – None

Old Business – Discussion Items

1. Discussion / Possible action re: Zoning Information Certification Concept – Rick Stacey.

No action was taken.

Disc Count #4:50:33 – 5:01:49

New Business - Ordinance Amendments -

1. Discussion / Possible action re: amendment to the Zoning and Shoreland Zoning Ordinance to permit Planned Campgrounds as a conditional use in P-1 Recreational Park District and P-2 Institutional Park District – Rich Brandl, Deb Grube

Dave Weber motioned to move the amendment forward to public hearing. Seconded by Jim Van Dreser. Motion carried. 6-favor 0-oppose
Disc Count #5:01:50 – 5:07:40

New Business – Discussion Items

1. Discussion / Possible action re: Shores of Delavan Lake Conservation Plan: joint town/county site inspection – Matt Weidensee

Richard Kuhnke motioned to have Matt make a video tape of the site to show at the next County Zoning Agency meeting. Seconded by Dave Weber. Motion carried. 6-favor 0-oppose
Disc Count #4 5:07:41 – 5:14:22

Dave Weber motioned to adjourn. Seconded by Tim Brellenthin. Motion carried. 6-favor 0-oppose

Public Hearing: 5:30

Ordinance Amendments – none

Rezones with Conditional Uses

1. **Timothy and Renee Richter**, Section 24, Spring Prairie Township. Rezone 2.1 acres of A-1 Prime Agricultural district land to P-1 Recreational Park district to allow for a conditional use for rental of a barn for family events (weddings, weddings and baby showers, anniversaries, family reunions) as public assembly. Tax Parcel OA215300001.

General:

1. The Conditional Use is approved and per plan and plan of operations submitted for seasonal rental of a portion of a barn for family events (weddings, baby showers, anniversaries, family reunions, and similar family related events) as public assembly. Area around the barn as shown shall be used for hosting the same events outside including outdoor food, beverage and music.
2. Use of the grounds shall be limited to the uses as stated in the plan of operations.
3. The project must meet with all State, Federal and local approvals.

4. The applicant must obtain all required County Zoning permit including a sign permit for any proposed signage.
5. Sufficient adult supervision must be present at all times when facilities are in use.
6. The applicant must obtain an approved Land Disturbance, Erosion Control and Stormwater permit from Land Conservation if required by Ordinance.
7. The applicant is responsible for obtaining adequate liability insurance and keeps the insurance current during the life of this conditional use.
8. All lighting must be shielded and directed on to the property.
9. All parking must occur in the areas identified on the approved plan. Parking must meet with requirements of the county zoning ordinance. All parking must be graded and surfaced so as to be dust free. All parking must be in compliance with County requirements within 60 days of this approval.
10. The property owner must obtain the required County sanitary permit approval for facilities to be located on site.
11. 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.
12. Failure to actively exercise this conditional use within three years of the approval date shall result in automatic dismissal without prejudice. The property owner may request a time extension for actively exercising the conditional use. A time extension for actively exercising the conditional use must be requested in writing during the original three year period. Any extension requested during the three year active exercise period greater than one year beyond the original three year period shall require additional Town and County committee approvals.

Specific:

13. The barn shall have a maximum capacity of 96 guests and the combined area including the outside shall have a maximum capacity of 200 people including caterers, band employees, and staff.
14. The use of the barn for family gatherings or events shall be limited to three per week during the use season.
15. The hours of operation shall be Monday thru Thursday 9:00 a.m. to 9:00 p.m., Friday and Saturday from 9:00 a.m. to 12:00 a.m. (midnight) and Sundays 9:00 a.m. to 5:00 p.m.
16. Use of the property for family gatherings and events shall be seasonal from May 1st to October 15th each year.
17. The property owner shall keep of log of all family gatherings and events held on site including the name of the family, purposes of the gathering, dates, times and total capacity proposed. The property owners shall make the log available to the Town and or County upon request.
18. Modification of the sign code is included in this approval to allow the sign serving the P-1 zoned area to be located on site in the A-1 zone district along the road as shown.
19. Directional traffic signage shall be provided indicating the one-way use of the drive access and exit to the site.

20. The property owner shall provide a copy of approval from the appropriate building inspector for the County file prior to use of the barn for family gatherings and events.

Dave Weber motioned to approve with the changes recommended by Jim Van Dreser stating “three” per week in #14 and Sundays 9:00 a.m. to “5:00” p.m. in #15 Seconded by Jim Van Dreser. Motion carried. 6-favor 0-oppose.

The rezone petition will move forward to the May 13, 2014, Walworth County Board for possible action.

Disc Count #5:31:21 – 5:42:08

2. **Walworth County C/O Kevin Brunner Director of Central Services, Section 16, Lyons Township.** Rezone approximately 137 acres of A-1 Prime Agricultural, C-2 Upland Resource Conservation and C-4 and C-1 Lowland Resource Conservation (shoreland and non-shoreland) Districts to the P-1 Recreational Park District for creation of a County park and C-4 and C-1 Lowland Resource Conservation (shoreland and non-shoreland) Districts for correction of the wetland boundaries to match field conditions. The rezone is accompanied by a conditional use petition for a caretaker’s residence in an existing dwelling. Part of Tax Parcel N LY-16-6.

General:

1. Approved as per plan submitted for a caretaker’s/watchmen’s quarters with all additional conditions.
2. The applicant shall be required to obtain an approved Sanitary Permit from the County.
3. Use of the residence shall be limited to use by a caretaker’s and shall be removed from premises or converted to a compatible use in the P-1 zone district at the time it is no longer needed in connection with the operation.
4. If the residence is no longer used for housing a caretaker, the applicant must notify the Walworth County Zoning Office.
5. The applicant must obtain the required County zoning permit prior to any new construction.
6. The residence must meet with County, State, Federal and local regulations.
7. If the Land Management Department determines that changes in either the character of the use or the intensity of the use are not consistent with this approval, then those changes must be brought before the County Zoning Agency for approval.
8. Failure to actively exercise this conditional use within three years of the approval date shall result in automatic dismissal without prejudice. The property owner may request a time extension for actively exercising the conditional use. A time extension for actively exercising the conditional use must be requested in writing during the original three year period. Any extension requested during the three year active exercise period greater than one year beyond the original three year period shall require additional Town and County committee approvals.

Specific:

Dave Weber motioned to approve. Seconded by Tim Brellenthin. Motion carried. 6-favor 0-oppose.

The rezone petition will move forward to the May 13, 2014, Walworth County Board for possible action.

Disc Count #5:42:09 – 5:49:15

Rezones – none

Conditional Uses

1. **BR Amon & Sons Inc. and Kenneth and Bonny Amon**, Section 26, Lafayette Township. Conditional use for a one lot Planned Residential Development PRD zoned A-5 Agricultural-Rural Residential District. Parts of Tax Parcels K LF-26-1, 10 and 10A.

General:

1. Approved as per plan submitted for a one lot Planned Residential Development (PRD) with all additional conditions.
2. The owner must obtain a Land Disturbance, Erosion Control & Stormwater approval from Land Conservation Office prior to construction. All grading must be conducted consistent with the approved Land Disturbance Erosion Control and Stormwater Management plan. All topsoil generated from the site must be evenly distributed back onto the site on the areas from which it was removed or in areas in need of the topsoil. The quantity of topsoil generated from one lot may not be located on another lot within the development at the expense of the lot from which the topsoil was generated. No materials may be removed from the site. A long-term maintenance plan and agreement must be prepared for the storm water management practices and storm water management areas proposed on this development. The storm water management plan maintenance agreement, approval and recording provisions must comply with Section 26-16 of the Walworth County Code of Ordinances.
3. The owner must obtain all required zoning and sanitary approvals.
4. The owner must meet all Town, County and/or State highway access requirements.
5. The project must meet all Federal, State, County and local Ordinances.
6. The proper preservation, care and maintenance by the original and all subsequent owners of the design of the PRD and all common structures, facilities, essential services, access and open spaces shall be assured by deed restriction referencing the C.S.M and shall be recorded meeting standard document format as per 59.43(2m). All property within the PRD must remain as part of the PRD and may not be removed from the PRD without County approval.
7. If the Land Management Department determines that changes in either the character of the use or the intensity of the use are not consistent with this approval, then those changes must be brought before the County Zoning Agency for approval.

Specific:

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

Disc Count #5:49:16 – 5:52:14

2. **Whitewater Limestone Inc.**, Section 9, Whitewater Township. Conditional use to extend the life of an existing limestone quarry operation by 15 years and to deepen the limestone quarry excavation by 60 feet. Tax Parcel D W-9-4.

No action taken - not heard

3. **Whitewater Limestone Inc.**, Section 9, Whitewater Township. Revised nonmetallic mining reclamation plan. Tax Key Parcel # D W-94.

No action taken – not heard

4. **Mark McKibben/Uriel Pharmacy**, Section 21, Town of Troy. Conditional use to allow expansion of an existing herb/medicine production facility called Uriel Pharmacy by addition of a visitor's center, facility tours, child care/daycare center, a clinic including dispersion bath therapy, and a retail store on lands zoned B-4 Highway Business District. Part of Tax Parcel #LA275300001.

General Conditions:

1. Approved per plans submitted for a visitor's center/retail sales/day care center/ clinic with dispersion bath therapy in conjunction with a products pharmacy in the B-4 zone district in conjunction with a natural herb pharmaceutical productions facility in the A-4 zone district with all additional conditions.
2. The site shall meet all applicable federal, state, county and local regulations.
3. Use of the daycare facility shall be limited to a maximum of seven children consistent with the state license and according to the operations plan submitted.
4. Outdoor lighting shall be shielded and directed on site.
5. The applicant/owner shall obtain and maintain adequate liability insurance.
6. The owner/applicant must obtain access approval from the Town of Troy Highway Department.
7. No outside display area shall be allowed on site.
8. No food and or beverage shall be sold on site.
9. All storage areas, materials and equipment shall be located as defined on the plan of operations.
10. The applicant must obtain a Walworth County Land Disturbance, Erosion Control & Stormwater approval from the Walworth County Land Conservation Office prior to construction if required by Section 26 of the Walworth County Code of Ordinances. The construction activities of this development must comply with

the Walworth County Land Disturbance, Erosion Control and Stormwater Management Standards contained in Section 26 of the Walworth County Code of Ordinances. An operation and maintenance plan for each stormwater best management practice must be prepared. The plat prepared for this property must show the location and label each stormwater best management practice planned to serve the development. All grading must be conducted consistent with the approved Walworth County Land Disturbance Erosion Control and Stormwater Management Plan. All topsoil generated from the site must be evenly distributed back onto the site on the areas from which it was removed or in areas in need of the topsoil. No materials may be removed from the site without county approval. The applicant must submit and obtain approval of a landscaping plan from the Walworth County Conservation Office.

11. No fill, debris, branches or leaves may be brought back and disposed of on site. No burning of waste materials shall occur on site.
12. The owner shall notify the County if any changes are made regarding operation of this site including size, location, type of materials and services to be on site or sold on site.
13. All cars shall be parked in the marked spaces as identified on the approved plan of operations. Use capacity of the site shall be restricted by the cars capable of being parked in the marked spaces as identified on the plan. Parking must meet with requirements of the county zoning ordinance. The off street parking area shall be graded and surfaced so as to be dust free and properly drained. All parking areas shall be clearly marked. All parking must be in compliance with county requirements within 60 days of zoning permit approval.
14. The applicant must obtain all required zoning permit approvals including a sign permit.
15. The project site must be kept neat, clean, and mowed.
16. Any changes to the character, intensity or use of this site not capable of being discerned by the Walworth County Land Use and Resource Management Department as consistent with this approval must be brought before the Walworth County Zoning Agency for additional conditional use review.
17. Failure to actively exercise this conditional use within three years of the approval date shall result in automatic dismissal without prejudice. The property owner may request a time extension for actively exercising the conditional use. A time extension for actively exercising the conditional use must be requested in writing during the original three year period. Any extension requested during the three year active exercise period greater than one year beyond the original three year period shall require additional Town and County committee approvals.

Specific Conditions:

18. Retail sales shall only be allowed in the area specified on the approved plan.
19. All waste and medical disposal must meet with local, state and federal regulations.
20. Hours of operation for oil dispersion bath therapy and use of the clinic and visitor's center shall be from 8:00 a.m. to 5:00 p.m. Monday – Saturday with special hours of operation from 5:00 p.m. to 10:00 p.m., 12 days per year, including tours of the production facility during the special hours. The owner shall keep record of all classes/meetings held during the special hours and make the record available to the Town and/or County upon request. Hours for the child daycare shall be from 7:00 a.m. to 6:00 p.m. Monday to Friday.
21. Use of the visitor's center shall be limited to a maximum capacity of 50 people.
22. All events/meetings shall be scheduled and shall be by reservation only.
23. There will be no adult entertainment allowed on site.

24. Dispersion bath therapy shall be by appointment only and strictly for medicinal proposes.
25. The oil dispersion bath therapy shall be conducted in the area shown on the plan in the pharmacy building on a temporary two year basis. The oil dispersion bath therapy shall move from the pharmacy building to the clinic portion of visitor's center building once constructed.
26. The oil dispersion bath therapy use shall be compliant with state statutes and any licensing requirements from the state of Wisconsin.
27. Use of the clinic shall be limited to a maximum of one full time, doctor, one receptionist/office manager, one technician or physician's assistant and occasional guest health practitioners who will share the clinic space with the full time staff.
28. A log of the times and dates that guest health practitioners are present on site shall kept by the property owner and made available to the Town and or County upon request. Guest health practitioners shall not make use of the facility as a location for permanent or semi-permanent work.
29. The original March 2008 floor plan submittal of the visitor's center, child daycare center, clinic building is adopted by this approval.
30. The clinic space shall not expand into the visitor's center/multipurpose rooms, storage, child daycare center and kitchen area without additional Town and County conditional use review and approval.
31. The clinic shall be limited to practice of natural herbal medicine and therapies in support of onsite products production and the Uriel Pharmacy.
32. The Visitor's Center including the clinic with oil dispersion therapy and child daycare are approved in support of and in conjunction with the products pharmacy in the B-4 zone district and a natural herb pharmaceutical productions facility in the A-4 zone district. Should the pharmacy and or production facility terminate then the supporting Visitor's Center shall be required to cease.

Jim Van Dreser motioned to approve w/ amending condition #26 to read:

The oil dispersion / bath therapy use shall be subject to any licensing requirements of the State of Wisconsin.

and with abiding by Option 2 given by Matt Weidensee to amend the existing conditional uses to state the new conditional use replaces the exiting conditional uses and permitting the applicant to build the visitor's center within two years. Seconded by Dave Weber. Motion failed. 3-favor (Dave Weber / Jim Van Dreser / Paul Yvarra) 3-oppose (Rick Stacey / Richard Kuhnke / Tim Brellenthin)

Tim Brellenthin motioned to send a letter to apprise the Town of the CZA hearing result and to invite the Town to come to the County Zoning Agency meeting in May 2014 for discussion at the 4:30 p.m. portion of the meeting. Richard Kuhnke seconded. During discussion staff was directed to include a statement in the letter asking the Town if the recommended conditions of the staff report resolve concerns of the visitors center being "conceptual only" as expressed in the Town's recommendation. Motion carried. 6-favor 0-oppose

Disc Count #5:52:15 – 6:36:19

5. **JAR III LLC C/O Forseti Consulting - Receiver, Robert Yonkee – Applicant**, Section 19, Lyons Township. Conditional use approval for U-Haul rental and sales, automotive body repair and painting and multiple on premise business signs. In addition, the applicant is requesting the conditional use approval as a Planned Unit Development to allow the requested uses in conjunction with automotive repair and mini-warehouse storage facilities on the same site. Tax Parcel NIP-6.

General:

1. Approved as per plan submitted for automotive repair, painting and body work, U-haul rental, multiple on premise business signs in conjunction with a Planned Unit Development with mini-warehouse storage facilities with all additional conditions.
2. All uses shall meet applicable Federal, State, County and local regulations including commercial building inspection.
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 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. Vehicle parking shall be located as identified on the approved plan of operations.
8. The project site must be kept neat, clean, and mowed. The site shall be maintained in a nuisance free condition. The owner shall be held solely responsible for the control of dust, odors, fire, vermin, insects, rodents, filth, groundwater and surface water contamination and windblown materials resulting from past and future operations on this site.
9. Implementation of dust and noise control measures shall occur at all times on site.
10. On site hours of operation shall be from 6:00 a.m. to 6:00 p.m. Monday through Sunday with No operation on Holidays.
11. No general public sales allowed on premises.
12. No business activities other than specified in the plan of operations may be conducted from out of the facilities.
13. Outside storage shall be limited to the type, quantities and location of material identified on the plan of operations. No outside storage areas including displays of goods shall be allowed in the required setback areas.
14. No storage of chemicals, petroleum products and flammable materials shall occur on site unless stored in a containment facility meeting State requirements.
15. The owner must provide a waste disposal plan stating where all trash, drain oil and other auto fluids are disposed.

16. Staff may conduct inspections necessary to ensure site is operated and maintained according to applicable regulations.
17. Any changes to the PUD that may affect County approval of must obtain additional County conditional use review and approval.
18. The proper preservation, care and maintenance by the original and all subsequent owners of the design of the PUD and all common structures, facilities, essential services, access and open spaces including use of the open space shall be assured by deed restriction referencing the plat.
19. 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.
20. Failure to actively exercise this conditional use within three years of the approval date shall result in automatic dismissal without prejudice. The property owner may request a time extension for actively exercising the conditional use. A time extension for actively exercising the conditional use must be requested in writing during the original three year period. Any extension requested during the three year active exercise period greater than one year beyond the original three year period shall require additional Town and County committee approvals.

Specific:

21. The painting and finishing area of the industrial building must have proper ventilation meeting the requirements of the State and Federal codes. Exhaust system shall meet all requirements of the code including hours of operation and noise.
22. No outside storage of chemicals shall occur on site.
23. No outside storage including drying of rags, products or materials shall be allowed on site.
24. All waste materials shall be stored in a non-flammable, enclosed container and be gated in a non-combustible fence.
25. The owner shall obtain approval of a pollution prevention plan from the County Land Conservation Office and a hazardous spill plan from the State if required by law.
26. No occupancy shall be allowed for the business activity approved by this conditional use until all conditions of approval are met.
27. No dumping of chemical waste shall be conducted outside of the building. All discharge of chemical waste to the sewer system shall be pre-approved by the sanitary sewer district.
28. The owner must identify a code compliant location for the U-hauls to be stored on site on the site plan within 30 days of this approval.

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

Disc Count #6:36:20 – 6:47:42

Adjournment

**Dave Weber motioned to adjourn. Seconded by Tim Brellenthin. Motion carried. 6-favor
0-oppose**

The meeting was adjourned at 6:47 p.m.

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

WALWORTH COUNTY ZONING AGENCY

April 22, 2014 (Tuesday)

Name	Address
Merilee Hdst	Geneva Lake Conservancy, Fontana
Nancy Russell	County Board
DAVID PATZELT	77 N. First St. Geneva IL 60134 item 13.6.
Peter Gordon	7 Briogway Ct Elk Horn 53121
Kenneth Ohryn	W 2992 State Road 11. Elkhorn WI
Tim Richartz	W 212 SPRING PRAIRIE RD. BURLINGTON, WI 53105
Donald Sturdy	N 3343 Rosewood Rd Lake Geneva WI 53147
Mark McKibben	N 8464 Steyman Rd. E Troy 53120
KEVIN BRUNNER	1155 W. SOUTH STREET WHITEWATER, WI 53190

Walworth County Land Conservation Committee

MINUTES

April 21, 2014 – 2:00 p.m.

County Board Room 114 – Government Center

Elkhorn, Wisconsin

The meeting was called to order by LURM Director Michael Cotter at 2:00 p.m.

Roll call - Committee members present included: Supervisors, Kilkenny, Russell, Staples. USDA/FSA Representative Leedle and Citizen Member Badame. A quorum was declared.

County staff present – David Bretl, County Administrator; Michael Cotter, Director of Land Use & Resource Management (LURM); Louise Olson, Deputy Director, LURM; and Wendy Boettcher, Recording Secretary.

Others present – Greg Igl, NRCS/ Area Representative, David Gundlach, NRCS Acting DC, Merilee Holst.

Approval of the agenda was moved and seconded by Kilkenny and Russell, with no withdrawals, and carried 5 – 0.

Approval of the February 17, 2014 Land Conservation Committee meeting minutes were moved and seconded by Kilkenny and Russell, with no withdrawals, and carried 5 – 0.

Public comment: None.

Chairperson Nominations/Elections – **Supervisor Kilkenny nominated Supervisor Nancy Russell, seconded by Badame; there were no other nominations. Nominations were closed. Motion carried 5-0**

Supervisor Kilkenny moved to close nominations and asked for unanimous consent for the election of Supervisor Nancy Russell as Chair. Seconded by Supervisor Staples. Motion carried 5-0

Vice-Chairperson Nominations/Elections – **Supervisor Kilkenny nominated Charlene Staples as Vice-chair, seconded by Badame. There were no other nominations. Nominations were closed. Motion carried 5-0.**

Supervisor Kilkenny moved to close nominations and appoint Charlene Staples as Vice-Chair by unanimous consent. Seconded by Badame. Motion carried. 5-0.

Role and Responsibilities of the Land Conservation Committee - Louise Olson briefly reviewed the LCC's programs and statutory requirements and offered to talk with anyone who had questions. The roles and responsibilities booklet have been distributed and briefly reviewed at the meeting.

Walworth County Lake Districts, 2014 – Louise Olson said she had started contacting people who were incumbents or showed interest; all incumbent citizen members expressed interest in the various lake districts. First choice to sit on a lake district goes to interested LCC members

followed by county board members and then interested citizens. Chair Kilkenny said he would be interested in Lake Comus for another term. Mr. Bretl will be sending a letter with the list of interested individuals and notifying county board members of their right to request appointments to the various Lake District positions. Selections would then go to the County Board as appointments.

Discussion/Possible Action – 2014 USDA Farm Bill Highlights – Louise Olson (enclosure) Olson introduced USDA/ NRCS Representative Greg Igl to address the recent Farm Bill Highlights with more to come.

NRCS District Conservationist Greg Igl commented on the 2014 Farm Bill, the NRCS WI Report 2013, and announced staff changes. Greg Igl is now an Area Resource Conservationist responsible for 18 counties. David Gundlach, a District Conservationist in Rock County, will take on Greg Igl's responsibilities in Walworth County. Also a new soil conservationist will be hired for the Elkhorn USDA office.

Discussion/Possible Action - 2013 summary of Wisconsin conservation from the USDA Natural Resources Conservation Service (enclosure)

Some highlights this year, in addition to program reports:

- Winter Bale Grazing in Waupaca, Wisconsin – page 4
- Landscape Initiatives – Great Lakes and Phosphorus Reduction in the Fox River, Green Bay, page 10-11
- Top 40 Conservation Practices - Page 18-19

Discussion/Possible Action - "WLWCA Opposes Changes to Existing Regulations of High Capacity Well Permits until the Completion Of DNR Initiated Groundwater Studies." – Lou Olson (enclosure). No action was taken.

Chairperson Russell did not have any announcements but did ask the LURM conservation staff attend a future meeting in order to give the Committee a rundown of the responsibilities of the LURM conservation staff.

The next regular meeting of the Land Conservation Committee was confirmed for Monday, May 19, 2014, 2:00 p.m.

Adjournment. On motion and second by Supervisor Kilkenny and Citizen Member Badame, Chairperson Russell adjourned the meeting at approximately 2:38 p.m.

Respectfully submitted by Oldenburg/ Boettcher, LURM Assistant.
These minutes are subject to approval by the committee.

DRAFT

**Walworth County Board of Supervisors
Public Works Committee
MEETING MINUTES
Monday, April 21, 2014
Walworth County Government Center, County Board Room 114
100 West Walworth Street, Elkhorn, Wisconsin**

Director of Central Services/Public Works Kevin Brunner called the meeting to order at 3:30 p.m. Roll call was conducted with all members present: Ken Monroe, Nancy Russell, Joe Schaefer, Rick Stacey and Paul Yvarra.

Others present:

County Board members: Tim Brellenthin; Kathy Ingersoll

County staff: Kevin Brunner, Director of Central Services/Public Works; Larry Price, Highway Operations Manager; John Miller, Facilities Manager; Peggy Watson, Business Services Manager; County Engineer Joe Kroll; County Administrator David Bretl; Undersheriff Kurt Picknell; Lt. Jamie Green; Deputy County Administrator-Finance Nicki Andersen

Members of the public: Mary Jo Fesenmaier, 955 George Street, Lake Geneva; Terry O'Neill, 954 George Street, Lake Geneva; Robert Bauer, 529 Valencia Drive, Delavan; Don Reuss, 533 Valencia Drive, Delavan

Supervisors Schaefer and Stacey moved approval of the Agenda as presented. Motion carried 5-0.

Supervisors Schaefer and Monroe moved approval of the March 17, 2014 meeting minutes as prepared. Motion carried 5-0.

Public comment period. No one in the audience asked for recognition to speak.

Special Order of Business

Nominations and election of Public Works Committee Chair. Brunner asked for nominations.

Supervisors Russell and Schaefer nominated Supervisor Rick Stacey for Committee Chair. Brunner asked twice more for other nominations. **Supervisor Russell, seconded by Supervisor Monroe, moved to close nominations and for unanimous consent to elect Rick Stacey Chair. The motion carried 5-0.**

Nominations and election of Public Works Committee Vice Chair. Chair Stacey asked for nominations for Vice Chair. **Supervisor Monroe nominated Nancy Russell, second by Schaefer.** The Chair asked for other nominations. **Monroe and Schaefer moved to close nominations and ask for unanimous consent. The motion carried 5-0. Monroe nominated Russell, second by Schaefer. Monroe moved to close, second by Schaefer. Motion carried 5-0.**

Role of the Public Works Committee. County Administrator Bretl said Chapter 2, Article II, sec. 2-140 of the county Code of Ordinances gives a description of the duties and membership of the Public Works Committee. He added that this agenda's business is a good representation of the diverse issues brought to this committee. Bretl said he hoped the committee would remain engaged in committee business and request any information from staff necessary to make informed decisions.

Regular Business

Drainage issue on Valencia Drive, Town of Delavan. At the last meeting, Mr. Bauer requested that the county investigate the cause of the water flowing onto his property. His contention is that the water problem is caused by county culverts under CTH F. Brunner said a superintendent and our engineer investigated the problem, and staff does not believe the problem is caused by our roadway or culverts, but

that it is a result of the natural slope of the land to Mr. Bauer's property. A letter (copy in the packet) was sent to Mr. Bauer on April 5 advising him of the findings. Chair Stacey recognized Robert Bauer, who stated that when snow melts, it goes through the west side of F and flows through Valencia Drive, flooding his property, and then to the inlet. He said he has taken his issue to Delavan Township numerous times and officials there tell him it is the county's issue. Bauer asked where he should go from here for a resolution, and said he feels that enhancing the ditch on the west side of CTH F would assist the water to run down the ditch. Bauer again showed the committee photographs from flooding in 2008. Brunner said from the aerial photographs that staff reviewed, the water flow has been the same for decades and before the roadway was in place. Developers should have addressed the water drainage at the time the subdivision was created. Brunner added that when the proposed subdivision nearby is developed by Shodeen, the water issues will have to be addressed and approved by the county's Land Use and Resource Management department. County Engineer Joe Kroll added that he has seen the preliminary plans from Shodeen and retention ponds are included. Don Reuss, 533 Valencia Drive, spoke and said he has also experienced flooding problems, claiming that since the county culverts were enlarged, the water problem has gotten worse and he is concerned about water contamination from pesticides and fertilizer draining from an adjacent field. Vice Chair Russell empathizes with Mr. Bauer, and suggested that Fay Amerson, urban manager with LURM, could perhaps investigate the problem and possibly offer solutions for the residents to pursue. **Supervisors Russell and Schaefer moved to request a review of the drainage issue by LURM; however, the county will bear no financial responsibility for the review or recommended solution, if any, as a result of the review by LURM. The motion carried 5-0.**

Discussion/possible action concerning property issues associated with the Sheriff's Range renovation project. Brunner said Supervisor Schaefer and he approached members of the Mann family to discuss the conveyance of the property to the county. Richard and David Mann both expressed their wish to do so as soon as possible, and were surprised that the conveyance was never officially completed. Engineer Joe Kroll did some title research and there was a County Board resolution passed in 1968 to complete the transaction, but apparently the quit claim recording was never accomplished. Brunner said he hopes the issue will be resolved soon so the range renovation project can move forward.

Discussion and possible action concerning bid award for CTH M roadwork project. Staff recommends award to Payne & Dolan in the amount of \$1,719,777.61, not including the alternate for the hot in place recycling, which the county's consulting engineers are not recommending. **Supervisors Russell and Monroe moved to award the bid for the CTH M rehabilitation project to Payne & Dolan, Inc. The motion carried 5-0.** Brunner reported that the bid award is close to the project budget total and a small budget amendment might have to be done; however, as the bids on CTH H came in significantly lower than budget, there should be sufficient funds in that project budget to transfer if needed.

Proposed maintenance agreement with the City of Lake Geneva for segment of CTH H within the City limits. Brunner said that the committee's directive was to enter into a maintenance agreement and/or jurisdictional transfer agreement with the City of Lake Geneva before approving the roadwork bid on the segment of CTH H in the City. A draft agreement was prepared and submitted to Lake Geneva and the Lake Geneva City Council approved the document in the agenda packet. Brunner reminded the committee that this is not a jurisdictional transfer agreement, but an agreement for snow removal, sanding/salting and sweeping of portions of CTH H in Lake Geneva. Also included are the other portions of CTH H that will be done in future years, including the traffic signal maintenance at Geneva Square. Terry O'Neill, resident at George Street, expressed his concern over item 11, stating that the City could terminate the agreement with one year advance notice, asking that the advance notice be extended. Bretl said that this is not a jurisdictional transfer and that the document is a contract and should be honored as such by the parties to the agreement. **Vice Chair Russell moved to approve the Maintenance Transfer Agreement for County Trunk Highway H Segment from Lake Geneva City Limits to STH 120. Schaefer seconded and the motion carried 5-0.**

Discussion and possible action concerning bid award for CTH H in Lake Geneva (Lake Geneva city limits to Williams Street). Supervisors Schaefer and Russell moved to approve the bid award to Wolf Paving Co., Inc., in the amount of \$252,364.55. Brunner reported that staff hopes to do the construction management internally on this project. Mary Jo Fesenmaier, George Street resident, asked for a detailed description of the process for the roadwork, and how the decision was arrived at as to how much patching, overlay, etc., would be needed. Highway Operations Manager Larry Price said the construction manager would be the contact person on those questions, and that information is not available now and this is not the appropriate venue to discuss the bid quantities, etc. Brunner said the project will commence sometime after Memorial Day. A letter to affected residents and businesses will be sent out in advance of project commencement by our staff. **Chair Stacey called for the vote and the motion carried 5-0.**

Discussion and possible action concerning bid award for CTH H (CTH A to USH 12) roadwork project. Supervisors Schaefer and Monroe moved to approve the bid award to Payne & Dolan, Inc., in the amount of \$1,586,310.74, contingent upon receipt of County Highway Discretionary Improvement Program (CHID) from the State of Wisconsin. The motion carried 5-0. Brunner reported that the bids came in favorably, approximately \$400,000 under budget.

Ordinance Amending Section 16-23 of the Walworth County Code of Ordinances Relating to Determining Quantities for Salt Commitments with the State Department of Transportation. Brunner said the purpose of the amendment is to allow the county to take into consideration salt storage capacity in addition to rolling five-year averages when ordering salt from the State. **Supervisors Monroe and Yvarra moved to approve the ordinance amendment. Motion carried 5-0.**

Closed session pursuant to the exemption contained in Section 19.85(1)(e) of the Wisconsin Statutes for the purpose of conducting other specified public business, whenever competitive or bargaining reasons require a closed session, relative to the following item: Discussion concerning proposals by the Lake Beulah Management District regarding an intergovernmental agreement for replacement of the Lake Beulah Dam.

Supervisors Monroe and Russell moved to convene in closed session. Upon unanimous roll call vote, the meeting continued in closed session.

Motion to reconvene in open session was made by Monroe and seconded by Russell. Upon unanimous roll call, the meeting was reconvened in open session.

Discussion of and possible action to retain the engineering firm AECOM to design portions of the Lake Beulah Dam.

Supervisors Monroe and Russell moved to direct staff to finalize the engineering design for the Lake Beulah Dam project and to formally request that Patrick Engineering engage AECOM Engineering as a subcontractor on the interlocutory dam component of the design. Motion carried 5-0.

Next regularly scheduled Public Works Committee meeting date and time: Monday, May 19, 2014 at 3:30 p.m. NOTE: THE MAY 19, 2014 COMMITTEE MEETING WILL BE HELD AT THE PUBLIC WORKS DEPARTMENT, W4097 COUNTY ROAD NN IN ELKHORN.

Supervisors Russell and Schaefer moved to adjourn. The motion was approved unanimously and the meeting concluded at 5:20 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.

HONEY LAKE PROTECTION AND REHABILITATION DISTRICT

BOARD OF COMMISSIONERS

JOHN LUTZ: CHAIRMAN; (re-elected for 3-year term, 8/25/13)

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

JOE KOLOSSO: TREASURER; (appointed 1/1/14 for bal. of 3-year term, expires 2015)

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

APRIL 15, 2014 MONTHLY MEETING

**Present: Lutz, (see comment below) McIndoe, Weinkauf, Kolosso, Correl, Trimberger
(Chairman Lutz was at home, sick, and participated via phone.)**

Meeting was called to order at 7:00 p.m by Treasurer Kolosso.

Secretary Correl read the minutes of the March 18, 2014, monthly meeting which were subsequently approved. Treasurer Kolosso read the March, 2014 Treasurer's Report which was subsequently approved. (Copies of minutes and Treasurer's report attached.)

Old Business:

Chairman Lutz and Jeff Johnson (Custom Grading) have done preliminary checking of the County Line Blvd. area (ref: March, 2014 report). They have checked utilities and elevations.

Jeff Johnson is still addressing the issues with the new dam boards. They will not be lowered until the lake level has stabilized.

New Business:

Chairman Lutz reported that we now have a new maintenance individual for the Honey Lake area.....the son of a woman who formerly did that work.

Discussion held on a "variance request" by Daniel Fabian (see enclosed document) who wishes to build a garage on his property abutting West Lakeshore Drive. Problem being addressed by the Town of Spring Prairie and Walworth County. To minimize any problems with approving this request, Honey Lake has established and approved "Resolution #2014-1" which establishes a "walkway" between West Lakeshore Drive and Honey Lake. (A copy of the formal approved document will be included with the report of the May, 2014 meeting)

Mike Weinkauf reported that the Rochester Fire Dept has now denied all responsibility for the groove (approx. 12" x 25') put in the dike area via discharge of water into the Lake after a local fire (Ref: Sept. & Oct. 2014 reports) Previously they indicated they would repair the damaged area. Mike indicated that he will personally bring soil for his farm area, fill and compact the groove, then seed and cover with straw. The Board thanked Mike for his generous offer.

Proposals for 2014 work by Cutting Edge were reviewed and approved. \$435.00 for the Spring Cleanup; and \$145.00/ mowing for lawn mowing.

Treasurer Kolosso read the bills ready for payment, with a motion then made and seconded for payment.

A motion was then made and seconded for adjournment at 7:30 p.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Mac", with a horizontal line underneath.

Robert E. McIndoe 4/16/14

**Walworth County Board of Adjustment
MINUTES**

April 9, 2014 - Hearing – 8:30 AM
April 10, 2014 – 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 April 9 & 10, 2014, in the County Board Room of the Government Center in Elkhorn, Wisconsin. Those present on April 9, 2014, 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 April 10, 2014, 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. “Sign-in” sheets listing attendees on April 9, 2014, and April 10, 2014, are kept on file as a matter of record.

The April 9, 2014, hearing was called to order by Acting 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 March 12 & 13, 2014, 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, April 10, 2014. Seconded by Ann Seaver. Motion carried. 3-favor, 0-oppose.** The April 9, 2014, hearing went into recess at approximately 9:02 A.M.

On April 10, 2014, at 8:30 A.M., Acting 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. **Elizabeth Sukala motioned to approve the agenda as printed. Seconded by Ann Seaver. Motion carried. 3-favor, 0-oppose. After the decisions were completed, Elizabeth Sukala motioned to adjourn until the May 14, 2014, hearing at 8:30 A.M. Seconded by Ann Seaver. Motion carried. 3-favor, 0-oppose.** The April 10, 2014, decision meeting adjourned at approximately 8:51 A.M.

Two variance hearings were scheduled and details of the April 9, 2014, hearings and the April 10, 2014, decisions are digitally recorded 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 #8:36:07 – 8:56:20 / Disc #2 Decision – Count #8:36:23 – 8:46:54
The First Hearing was Adam J. Friemoth, owner – Section(s) 12 – Lafayette Township

Applicant is requesting a variance from Section(s) 74-44 / 74-51 of Walworth County’s Code of Ordinances – Zoning to construct a manure pit.

REQUIRED BY ORDINANCE: The Ordinance requires a 100' setback from property lines (side yard).

VARIANCE REQUEST: The applicant is requesting an approximate 39' side yard setback. The request is a variance from Section(s) 74-44 / 74-51 of Walworth County's Code of Ordinances – Zoning to construct a manure pit.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of April 9 & 10, 2014, for the petition of Adam J. Friemoth, owner, voted to **APPROVE** the request for an approximate 39' side yard setback.

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

BOARD OF ADJUSTMENT FINDINGS: The Board found the unique property limitation to be the agricultural land, the soils, the location of the neighbors and the abutting family farm. The Board found it would be an unnecessary hardship to deny the request and require the owner to strip soil from a working field in order to create a berm for the manure pit. The Board found that agricultural buildings exist and the proposed plan was a better location to protect the neighbors. The Board found to approve the variance request would allow the owner to create a flat bottomed manure pit which more safely allows equipment to clean out the manure pit. The Board found the owner intends to use acceptable standards and good practices to reduce odors and the number of flies.

Attorney Anthony Coletti, representing a neighboring property owner, spoke in support. There was no opposition.

Disc #1 Hearing – Count #8:56:25 – 9:01:06 / Disc #2 Decision – Count #8:46:55 – 8:49:50
The Second Hearing was Timothy Boardman, Elaine Boardman Life Estate, owner / Tim Weber, applicant – Section(s) 11 – Sugar Creek Township

Applicants are requesting a variance from Section(s) 74-54 / 74-92 of Walworth County's Code of Ordinances – Zoning to rebuild a portion of a residence damaged by fire.

REQUIRED BY ORDINANCE: The Ordinance requires a 25' rear yard and a 15' side yard for a residence.

VARIANCE REQUEST: The applicants are requesting a 24' rear yard and a 12.28' side yard. The request is a variance from Section(s) 74-54 / 74-92 of Walworth County's Code of Ordinances – Zoning to rebuild a portion of a residence damaged by fire.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of April 9 & 10, 2014, for the petition of Timothy Boardman, Elaine Boardman Life Estate, owner / Tim Weber, applicant, voted to **APPROVE** the request for a 24' rear yard and a 12.28' side yard.

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

BOARD OF ADJUSTMENT FINDINGS: The Board found the unique property limitation to be the fire that destroyed a portion of the home and attached garage. The Board found the foundation has existed since the 1980's without complaint. The Board found the owner is willing to build on the existing foundation. The Board found it was a small increment of relief to approve the rear yard setback. The Board found it would cause unnecessary hardship to deny the variance request and require removal of a portion of the foundation. The Board found to approve the request was a small increment of relief. There was no support. 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 May 2014 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 Health and Human Services Committee

MINUTES

March 19, 2014 Meeting – 1:15 p.m.

Walworth County Board Room
Government Center – Elkhorn, Wisconsin

The meeting was called to order by Chair Grant at 1:23 p.m.

Roll call – Committee members present included Supervisors Grant, Schaefer, Monroe and Citizen Representatives Wucherer, Seegers and Wagie-Troemel. A quorum was declared. Supervisor Brellenthin was excused.

Others present – Linda Seemeyer, Director of Health and Human Services; Elizabeth Aldred, Deputy Director of Health and Human Services; Juliet Young, Health and Human Services; David Bretl, County Administrator; Janis Ellefsen, Health and Human Services Manager; Elizabeth Walsh, Health and Human Services Supervisor; Erica Bergstrom, Health and Human Services

Public in attendance – There were approximately 75 members of the public in attendance.

There were no agenda withdrawals. **Motion and second by Supervisor Schaefer/ Citizen Representative Wagie-Troemel to approve the agenda. Motion carried 6-0**

The Health and Human Services minutes from the February 19, 2014 meeting were approved. **Motion and second made by Citizen Representative Wagie-Troemel/ Supervisor Monroe to approve the minutes. Motion carried 6-0.**

Public Comment – There was no public comment.

Public Hearing –

Supervisor Grant reviewed the guidelines for this public hearing. Ms. Ellefsen and Ms. Bergstrom from Public Health gave a presentation about the proposed 5-year environmental health plan.

Testimony from Chuck Warzecha from Madison – Mr. Warzecha works for the State of Wisconsin and is in support of this plan. He stated the model presented is effective.

Supervisor Grant asked for the number of state inspectors for Walworth County. Mr. Warzecha stated there are up to four inspectors but they also do work in other counties. Supervisor Grant asked if the inspections were up to date. Mr. Warzecha stated that he is projecting that all inspections will be done on time.

Citizen Representative Wucherer asked about weekend inspections. Mr. Warzecha stated that they only inspect on weekends in an emergency. Citizen Representative Wucherer

asked if the State planned on raising the fees this year. Mr. Warzecha stated he was not able to comment on fees. He did state that historically fees are increased to meet expenses.

Testimony from Sara Nichols from Elkhorn – Ms. Nichols read her testimony that she had submitted to this committee. She is in favor of the proposed plan.

Supervisor Grant asked a question regarding a comment Ms. Nichols made regarding the lack of posting of inspections for public view in restaurants. Ms. Nichols stated since she has little children she does not eat out often but estimates she has been to five establishments where she did not see the inspection posted.

Testimony from Pat Grove from Williams Bay – Ms. Grove thank this committee for exploring this plan, which she supports, and read a letter she had submitted. As the former Walworth County Public Health Officer she stated an example where the State decided to turn over responsibility of lead testing to the county level and feels the same can happen with inspections.

Supervisor Grant asked if Ms. Grove has ever gotten sick dining out in Walworth County. Ms. Grove stated that she has. Supervisor Grant asked if there were restaurants she refused to eat at and she stated there are places and that she eats out very seldom.

Testimony from Kate FitzGerald-Fleck of Elkhorn – Ms. FitzGerald-Fleck did not want to speak but wanted her comment that she is for this proposed plan on file.

Testimony form Jim D'Alessandro from Williams Bay – Mr. D'Alessandro operates a motel in Williams Bay. He stated he is concerned with potential conflicts of interest in having local authorities do inspections. He is not for this plan and feels there should be a degree of separation for the inspectors. He added that he felt that potential negative comments on social media makes him strive for better customer service rather than inspections.

Citizen Representative Wucherer asked how many rooms were at his hotel and if there was a restaurant or pool. Mr. D'Alessandro stated that there is not a restaurant or pool and there are twelve rooms.

Supervisor Grant asked Mr. D'Alessandro if he eats out in Walworth County. Mr. D'Alessandro stated that Walworth County has many excellent restaurants. He added that he does not believe the food is to blame when people feel sick after eating. Supervisor Grant asked if there was any restaurant in Walworth County he would not dine at. Mr. D'Alessandro stated he would eat at any restaurant in Walworth County.

Testimony from Susan Pruessing of Elkhorn – Ms. Pruessing stated she was speaking on behalf of the Walworth County Fair Board. She stated that they have a great working relationship with the State and want the State to keep doing the inspections.

Supervisor Grant asked about the attendance at the fair. Ms. Pruessing stated it is around 140,000. Supervisor Grant asked if she had received complaints about bad food. Ms. Pruessing could not recall any complaints.

Testimony from Sarah Burton-Zick – Ms. Burton-Zick stated she wrote an editorial article in favor of the proposed plan. She also offered her years of experience in this field as a resource for the county.

Supervisor Grant asked if she ate out in Walworth County. Ms. Burton-Zick stated that she eats at many restaurants in this county. Supervisor Grant asked if she was hesitant to eat at any restaurant. Ms. Burton-Zick stated that there are places she will not eat and believes she has gotten sick from food. If referencing an example Ms. Burton-Zick gave, Supervisor Grant asked her if she reported the employee that committed the cell phone violation. Ms. Burton-Zick stated that she did ask the employee to wash her hands and put on gloves. She has also made complaints to the State on observed violations.

Citizen Representative Wucherer asked Supervisor Grant about why he was asking everyone the same questions regarding eating out in restaurants. Supervisor Grant explained that he was trying to gauge how the public felt about eating in restaurants.

Testimony from John Wilberding of Whitewater – Mr. Wilberding stated he supports this plan. He feels that inspections and timely responses are important to the community and feels rejection of this plan will have a negative impact. In anticipation of Supervisor Grant's questions he stated that he will not eat in certain establishments in Walworth County. He also gave an example where he witnessed an employee using the facilities and not washing his hands. Mr. Wilberding stated he did report this to the manager.

Testimony from Dennis Salverson of Whitewater – Mr. Salverson owns a restaurant and is a food service manager. He is in favor of less bureaucracy and feels this will be a duplication of service. He also stated a concern of not being able to afford additional licensing fees.

Testimony from Brandon Scholz of Madison – Mr. Schultz is from the Wisconsin Grocer Association. Mr. Scholz has concerns on an absence on consistency, costs and feels there is more uniformity at the State level. He stated the Grocers Association he has been against this local inspections since the 90's following issue in Milwaukee County.

Citizen Representative Wucherer asked for clarification regarding Mr. Scholz's comments on the food code. Mr. Scholz stated the code is interpretations vary from county to county.

Supervisor Grant asked if Mr. Scholz travels throughout the state. Mr. Scholz stated that he does and that he personally recommends people buy more groceries. He added that he does eat out and has never gotten sick or can think of a place he would not eat at.

Testimony from Randy Cruse of Whitewater – Mr. Cruse is a restaurant owner and agrees with Mr. Salverson that he doesn't feel the system is broken. He added that he does eat out in Walworth County and does not have any issues.

Testimony from Chris Marsicano of Delavan – Mr. Marsicano owns the Village Supper Club and is speaking on behalf of the Tavern League who have sent many letters to the County Board in opposition to this plan. He does not feel there is a problem with food related illness and feels there is a lot of uncertainty related to the costs of having this program locally. Mr. Marsicano said he had been in contact with the Wisconsin Restaurant Association and they are also against this proposed plan. He added that he does eat out in Walworth County and has never gotten sick.

Citizen Representative Wagie-Troemel asked if the letters submitted was the same form letter presented to this committee last month. It is the same letter and Mr. Bretl submitted the letters to the committee.

Testimony from Scott Hatchett from Whitewater – Mr. Hatchett stated he is against this proposed plan. He expressed concern over local influence by citing previous personal experiences he had running a public facility. He also stated that he eats out in Walworth County and never has gotten sick. It is his opinion that food often gets the blame when it is really the flu.

Testimony from Joe Brickner from Darien – Mr. Brickner runs the Farmer's Inn and stated he does eat out in Walworth County. He likes how the State is doing inspections and does not know of any problems. He also stated that social media has a bigger influence.

Citizen Representative Wucherer asked Mr. Brickner about his comments regarding social media. Mr. Brickner stated that typically bad reviews gain more attention than good reviews.

Citizen Representative Wucherer asked Mr. Brickner how he felt about local inspectors. Mr. Brickner stated he worries about personal agendas of local inspectors.

Testimony from Don Wilke from Lake Geneva. – Mr. Wilke owns a resort in Lake Geneva and agrees with other comments related to bureaucracy. He added that he does eat out and does not see any problems.

With no further testimonies Supervisor Grant closed the public hearing.

Unfinished business –

Discussion and possible action on Public Health proposed environmental health plan – Citizen Representative Wucherer made a motion to go to tomorrow's special County Board meeting. Citizen Representative Wagie-Troemel asked for clarification and Supervisor Grant addressed concerns of timing. Discussion followed.

Motion and second by Citizen Representatives Wucherer/Wagie-Troemel to recommend tabling this discussion until July where a two year look back will be conducted on the State inspections and to have HHS provide a preliminary budget. Supervisor Schaefer asked for a roll call vote. Motion carried 4-2 with Supervisors Grant and Schaefer dissenting.

Supervisor Schaefer asked why this plan was being proposed now. Ms. Seemeyer state that priorities have varied over the years and that this plan has been proposed in the past.

New Business –

Water Testing Fees – Ms. Ellefsen explained the water lab testing fees.

Supervisor Monroe asked if Public Health has kits. Ms. Bergstrom stated that kits can be purchased through Public Health.

Supervisor Grant asked if the water lab is able to test for nitrates. Ms. Bergstrom stated that they can as long as the sample temperature has not been compromised.

Supervisor Schaefer asked for clarification on the fees. Ms. Bergstrom stated that these fees are for private residences and the business fees did not change.

Elderly Nutrition Program Revitalization Pilot Project Funding Grant – Ms. Seemeyer introduced Lori Muzatko. Ms. Muzatko gave an overview of the grant and explained how the funds would be used.

Supervisor Grant asked what was the deadline for submitting the application. Ms. Prince stated it was March 24th. Supervisor Grant asked when the Department receive notice about this grant. Ms. Prince stated it was February 24th.

Supervisor Grant asked if there was a plan in place and Supervisor Schaefer asked about how the location would be selected. Ms. Muzatko stated that there would be data to support the plan and the location.

Citizen Representative Seegers asked if this new meal site would be sustainable after the grant is over. Ms. Muzatko stated it would be looked at in a year.

Supervisor Grant asked how much the grant was for and if there was a match requirement. Ms. Muzatko stated it was for \$17,500 and there is no match requirement. Supervisor Grant asked for the plan to be on the next meeting's agenda.

Supervisor Schaefer asked if participants are still asked to donate towards the cost of their meals. Ms. Prince stated the Department does ask for donations.

Motion and second by Citizen Representative Wagie-Troemel/Supervisor Monroe to recommend applying for this grant. Motion carried 6-0.

Reports – There were no reports.

Correspondence –

Referral and possible action on correspondence received by the County Board from the following: Correspondence from Jeff Doyle of Oil Wagon in regard to his opposition of Walworth County taking over health inspections from the State of Wisconsin; Correspondence from Dale Harman in regard to his opposition of Walworth County taking over health inspections from the State of Wisconsin - Ms. Seemeyer stated all of these correspondences were in regards to public hearing.

Announcements –

Ms. Seemeyer presented a framed certificate and gift to Supervisor Grant in recognition of his years of service. Supervisor Grant thanked the committee and gave credit to his wife, Shirley.

Per a request by this committee meeting announcements will be added to the ADRC monthly newsletter.

Next Meeting Date – The next meeting is scheduled for April 23, 2014 at tentatively 1:15 p.m. following the Lakeland Health Care Board of Trustees meeting.

Adjournment – **On motion and second by Sandy/Joe Citizen Representative Wagie-Troemel/Supervisor Monroe Chair Grant adjourned the Health and Human Services meeting at approximately 3:29 Motion carried 6-0.**

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

March 19, 2014 – 3:00 p.m.

County Board Room 114 – Government Center
Elkhorn, Wisconsin

The meeting was called to order at 3:42 p.m.

Roll call – In attendance were Chair Brandl, Vice Chair Grant and Supervisors Monroe and Redenius. Supervisor Brellenthin was absent with excuse. A quorum was declared.

Others present – David Bretl, County Administrator; Dale Wilson, Human Resources Director.

Agenda withdrawals, if any – none

Agenda approval **Motion by Grant/Redenius to approve agenda. Motion carried 4-0.**

Approval of minutes of February 19, 2014 **on Grant/Redenius motion. Motion carried 4-0.**

Public Comment period – none.

New Business

Discussion and possible action regarding Results of Teacher Union Certification. Walworth County was notified by the State of Wisconsin Employment Relations Commission (WERC) that the Lakeland Education Association held their annual certification election and the total voting members did not constitute 51% of the membership. As of the end of the current collective bargaining agreement (6/30/14) the bargaining unit will no longer exist. Wilson has met with Director of Special Education Moate and Moate doesn't foresee any drastic changes. Wilson will continue to meet with school officials and employees. Wilson will report back to the committee at a future meeting.

Discussion and possible action regarding Amending Section 15-187 of the Walworth County Code Relating to Residency Requirements for Deputies. Bretl stated this was an item to bring the ordinance into compliance with the labor contract. As the Deputies have not signed their contract we may wish to hold off until we have obtained a signed contract. **Motion by Grant/Monroe to table amending section 15-187 for one month. Motion carried 4-0.**

Discussion and possible action to amend section 15-359 of the Walworth County Code of Ordinances to establish the “per call fee” for deputy coroners, including the chief deputy coroner at \$120.00 per call. Bretl stated this item was an oversight. John Griebel, in his last budget, increased the per call fee from \$110.00 to \$120.00 per call and received County Board budget approval. The problem is payroll needs approval from the county board to be able to increase the fee. Bretl would like the rate to be included in the ordinances so it would not get overlooked again and could be looked at annually. Bretl would like to suggest a retroactive

increase summarized by calls. **Motion by Grant/Monroe to approve amending section 15-359 of the Walworth County Code of Ordinances. Motion carried 4-0.**

Approval of negotiated severance agreement by and between Walworth County and Michael Recklies. Mr. Recklies is a former correctional officer for Walworth County. During last month's closed session two possible severance agreements were discussed. **Motion by Redenius/Monroe to approve the severance agreement in the amount of \$2500.00 for a full and final release and the agreement to be placed on the County Board agenda for April. Motion carried 4-0.**

Recognition of Supervisor Jerry Grant for his service on the Human Resources Committee. Wilson recognized Supervisor Grant's service to the Human Resource Committee since April 23, 2008. Wilson stated the Human Resources department appreciates Grant's guidance and support. Grant stated the recognition was not necessary and he thanked the Committee members and County Administrator Bretl. Bretl stated Grant always asked good questions and that makes an organization strong, adding Grant set the bar as to what a good county board supervisor should be.

Item 8, the closed session, was postponed we received a request for a continuance due to a scheduling conflict by the union attorney involved. Wilson will coordinate with all parties involved to obtain a mutually agreeable date in the near future and schedule a meeting.

Secretary's note: March 31, 2014 at 1:00 p.m. has been scheduled for the closed session.

Reports/announcements by Chairperson - none

The next regular meeting of the Human Resources Committee was confirmed for April 23, 2014 at 3:30 p.m. This is the new time for the meeting.

Adjournment. On motion and second by Monroe/Grant meeting was adjourned at 4:04 p.m. Motion carried 4-0.

Submitted by Vicki L. Price. 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
March 19, 2014 meeting 1:00 PM

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 Chair Jerry Grant, Ken Monroe and Joe Schaefer. Vice Chair Tim Brellenthin absent with excuse.

County staff present – Bernadette Janiszewski, Nursing Home Administrator; Sandy Wagie-Troemel, Health and Human Services Citizen Representative; James Seegers, Health and Human Services Citizen Representative and William Wucherer, Health and Human Services Citizen Representative.

County Board present – Supervisors Carl Redenius and Dan Kilkenny.

Public in attendance - none

There were no agenda withdrawals. **Supervisors Schaefer and Monroe moved approval of the agenda. The motion carried 3-0.**

The Lakeland Health Care Center Board of Trustees **minutes of February 19, 2014 were approved on motion and second by Schaefer and Monroe. The motion carried 3-0.**

Public Comment – None

New Business

- a) **2014 State Annual Survey Results** – Janiszewski reviewed the survey results with the committee. The center was found to be deficiency free in the clinical survey. The facility received 5 deficiencies during the Life Safety – Building survey. All deficiencies have been corrected.
- b) **2013 Financial Information** Janiszewski reviewed 2013 donated funds and fundraising events. The annual golf outing is the largest event, raising \$7,984.53. \$3,664.08 was deposited into the resident benefit fund as a result of the smaller fundraising events such as monthly luncheons, book fairs, yard sales, craft fair and breakfast with Santa. These events provide an important opportunity for residents to participate in a community event. The unrestricted balance of \$43,845.80 in the resident benefit fund is used for things such as satellite television, aviary maintenance and Christmas presents for the residents. There is a \$17,066.14 restricted balance as a result of fundraising for a van. The van was purchased in 2010. Janiszewski stated that it is the intention to ask the board to keep this restricted but allow the monies to be used for the 2016 CIP request of adding a connector to the 30 bed memory care unit.

The balance in the Waddell Alzheimer's Fund is \$87,164.00. Monies from this fund are used for quality of life enhancements for Alzheimer's residents. The balance in the G. Charter Harrison Scholarship fund is \$39,717.29.

Janiszewski reviewed the 2013 write offs totaling \$9,849.98. Provider agreements prohibit collecting money from a resident that is due through the Medicaid and Medicare programs. Within 12 months from the date of service a “clean-cut” claim must be submitted. If the claim is denied as “untimely” filing, the center cannot bill the resident and the balance must be written off.

Reports

Administrator’s Report and Financial Update Janiszewski reviewed report with the committee. There was one worker’s compensation claim. Payer source stats change as people become eligible for Medicaid.

Correspondence – none

Announcements

- a) **Upcoming Events** Janiszewski reported that the St Patrick’s Day celebration and book fair events were successful. Staff is currently working on the Volunteer Recognition VIP Pizza Party to be held April 7th. Colleen Lesniak volunteer organizer for Walworth County is coordinating that event.
- b) **Recognition of Supervisor Grant** – Janiszewski thanked Supervisor Grant for his leadership and service on the Committee. Janiszewski is very appreciative of Grant’s support of residents and staff. Grant said it has been his pleasure and he is grateful for the 100% support from his wife, Shirley. Grant will continue to support the care center through his volunteer work and by attending the golf outing.

The Lakeland Health Care Center committee meeting date was confirmed for April 23, 2014 at 1:00 p.m.

Adjournment – On motion and second by Supervisors Monroe/Schaefer, Chairman Grant adjourned the meeting at 1:16 p.m.

Submitted by Vicki L. Price. Meeting minutes are not considered final until approved by the committee at the next regularly scheduled meeting.

County Board Executive Committee
Monday, March 17, 2014 - 10:00 AM
County Board Room 114
Walworth County Government Center
100 W. Walworth St., Elkhorn, Wisconsin

Chairman Weber called the meeting to order at 10 AM. A quorum of members was in attendance, including Chairman Weber, Vice Chairman Kilkenny and Supervisors Brandl and Russell. Others in attendance included County Clerk Bushey, Volunteer Organizer Colleen Lesniak and County Administrator Bretl.

Agenda approval, with no withdrawals, was moved and seconded by Brandl and Russell and carried 4 – 0.

The February 17, 2014 executive committee minutes were approved 4 – 0 on motion and second by Brandl and Kilkenny.

There were no comments offered during the public comment period.

Appointments. On motion and second by Russell and Brandl, County Administrator Bretl's nominations for appointment to the Aging & Disability Resource Board (ADRC), David Jordan and Mary Polachowski, were recommended by a 4 – 0 vote.

Consent items. Approval of expense/mileage reimbursement claims:

- a) County Board Chair Nancy Russell's claim in the amount of \$151.48 was approved 3 - 0 on motion and second by Brandl and Kilkenny (Russell abstained).
- b) Supervisor Rick Stacey's claim for \$19.04 was approved 4 - 0 on motion and second by Russell and Brandl.

New business

Resolution Proclaiming April 6-12, 2014 Volunteer Week and Recognizing Walworth County Volunteers. National Volunteer Week occurs prior to this year's April county board meeting, so volunteers will be recognized at the April 17 board meeting. The volunteer services office will be hosting a reception, as in past years. A few volunteers have been nominated, and Colleen Lesniak will receive more names from county departments in the next couple of weeks. She said she appreciates the board's recognition of volunteers and the attention it brings to the important work they do in the county. Brandl and Kilkenny moved and seconded board approval of the resolution; the motion carried 4 – 0.

Walworth County Board 2014-2015 draft schedule of meetings. Supervisor Brandl asked Kim Bushey why the board would meet on Wednesday in November (the 12th). Wisconsin Statutes specify that meetings may not be held on Veterans Day and must be held the immediate following Wednesday. Also pursuant to the statutes, the board must meet on the third Tuesday in April. There will not be a county board election in 2015. The Wis. Stats. sections were cited in the proposed meeting schedule. The usual August break for the board and committees is built in; it has worked out for the past couple of years and is helpful for staff during the busy budget process. The County Zoning Agency has chosen to meet in August because of concerns about holding up permit approvals. Zoning members can think about how they want to handle it, the biggest issue being notifying applicants for zoning approvals in advance. Day time meetings

during winter months were discussed. It would eliminate night time travel, but snow events can come any time in Wisconsin. December through March was considered as a possibility. Brandl suggested trying December through February. Russell said she had no personal concerns but thought those who live in rural areas must travel roads that drift over quickly, which is why she suggested trying daytime meetings. Russell moved holding daytime meetings December through February at 2 PM as a pilot program for one year. Kilkenny thought it would be easier to keep the current 6 PM meeting schedule and stated opposition to daytime meetings. The motion was seconded and carried 3 – 1 (Kilkenny opposed).

Chairman Weber had no announcements or reports.

The next executive committee meeting was confirmed for April 21, 2014 at 10 AM.

Claims and litigation. On motion and second by Kilkenny and Brandl, 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.”

- a) Notice of Receiver’s Motion, Order, and Final Order – In re: B.R. Amon & Sons, Inc. (13-CV-363), Amon & Sons, Inc. (13-CV-365), Amon Land Company, LLC (13-CV-364), Lake Mills Blacktop, Inc. (13-CV-366). Kilkenny/Brandl consistent with closed session.

The committee reconvened in open session and took the following action on the above-referenced agenda items. Kilkenny and Brandl moved and seconded staff following action consistent with the committee’s closed session discussion. The motion carried 4 – 0.

Chairman Weber adjourned the meeting on motion and second by Brandl and Kilkenny. Motion carried 4 – 0.

Submitted by Suzanne Harrington, Walworth County Administrator’s Office. Minutes are subject to executive committee approval.



WHITEWATER-RICE LAKES MANAGEMENT DISTRICT

P.O. Box 301
Whitewater, WI 53190



MINUTES

March 13th, 2014

The March 13th, 2014 Whitewater/Rice Lakes Management District board meeting was called to order by Chairman Rich Charts at 6:03PM. Board members present were, Chuck Chamberlain, Larry Brady, Jerry Grant Walworth County Representative, and Norm Prusener Town of Whitewater Representative.

Absent: Brad Corson and Ernie Roy

Standing Teams Absent: Tom Potrykus, Dave Cleven

Guest Present: Art Speerbrecher

Clerk Present: Susie Speerbrecher

ADMINISTRATIVE

The agenda was accepted as presented by a motion from Jerry and seconded by Chuck. Motion Carried.

The February 13th, 2014 minutes were accepted as presented by a motion from Larry and seconded by Chuck. Motion Carried.

PUBLIC INPUT – None

COMMISSIONER REPORTS

Secretary – No Correspondence

Finance – In Brad's absence Rich reported expenses for January and February 2014 totaled \$2401.40. Larry motioned to accept the expenses as presented, seconded by Jerry. Motion Carried. Tax revenue has been received from both Town of Richmond and Whitewater.

Weed – Larry reported he attended the Midwest Aquatic Plant Management Society conference and shared information on new weed harvesters with a floater pickup, chemical spraying, and awareness of an invasive aquatic plant called Hydrilla. He also suggested that future RFP's be e-mailed to companies outside the Whitewater area as they would not see the RFP published in the Whitewater Register.

Chemical – In Ernie's absence Rich reported Clean Lakes has been awarded the chemical spraying bid for 2014 and the contactor has submitted the permit application to the DNR.

Bog – No report except we have not received a bid from Jeff on silt fencing.

Equipment - Chuck reviewed a handout from Aquarius on several Transport models they manufacture. He is planning a field trip the end of March to view a Transport under construction.

Fish –No Report

Wildlife Management – In Dave's absence Susie reported she has received an article and the permission slip for the newsletter.

Audit – No report

Safety – Larry has set up a boater's safety class for May 17th and 18th, 2014 to be held at the Town Hall. He will announce this in the spring newsletter.

Water Quality – No formal report.

2014 Schedule – No report

OLD BUSINESS

No response has been received on the 2014 weed harvesting contact regarding the hourly charge discrepancy.

NEW BUSINESS

Chuck reviewed the equipment resolution needed to apply for the equipment grant. He then made a motion to approve the resolution to secure a 50/50 grant with the DNR to purchase a new transporter. Larry seconded the motion. Motion Carried.

Rich announced he will attend the Wisconsin Lakes conference April 24th – 26th in Stevens Point.

Spring newsletter articles need to be e-mailed to Susie no later than April 10th and mailed no later than April 30th, 2014.

OTHER BUSINESS

Jerry submitted a letter of interest to Lou Olson of Walworth County to stay on this board. There is a protocol to go through before his request can be approved. Rich made a double motion, on the first note a resolution to thank Jerry Grant for his years in the district and all the assistance he has given us and secondly if there is any way we can, we would like to ask he be appointed by the new board and to continue in this roll because of his great value to the district. Seconded by Chuck. Motion Carried.

Next meeting: April 10th, 2014 6 :00 PM

Larry motioned to adjourn the meeting. Seconded by Chuck. Motion Carried.

Meeting adjourned at 7:25 PM

Respectfully submitted
Susie Speerbrecher, Clerk

County Board Executive Committee
Tuesday - March 11, 2014 at 5:30 PM
County Board Room 114
Walworth County Government Center
100 W. Walworth St., Elkhorn, Wisconsin

Chairman Weber called the meeting to order. A quorum of members was in attendance, including Chairman Weber, Vice Chairman Kilkenny and Supervisors Russell and Brandl. Others in attendance included Supervisors Grant, Monroe, Redenius and Stacey, Chief Deputy Coroner Tom Miller, Central Services Director Kevin Brunner, County Clerk Kim Bushey, Lakeland Health Care Center Director Bernie Janiszewski, Lakeland School Director of Special Education Tracy Moate, Human Resources Director Dale Wilson and County Administrator Dave Bretl.

The agenda was approved 4 – 0 on motion and second by Brandl and Russell.

There was no comment during the public comment period.

New business. Ordinance No. 851-03/14 Amending Chapter 47 of the Walworth County Code of Ordinances Abolishing the Office of Coroner and Establishing a Medical Examiner. Mr. Bretl explained that the board must decide this issue before the April deadline date to file candidacy papers. Specific costs for the position of ME have not yet been determined. He indicated that he will be talking with Waukesha County officials regarding their interest in pursuing a collaborative effort or consortium with Walworth County for the provision of ME services. Bretl said Governor Walker announced his appointment of Ron Person as Coroner earlier this afternoon. The ordinance was recommended for county board adoption by a vote of 4-0 with a revision to sec. 47.1 (a) to clarify that the office of coroner be abolished effective at 11:59 PM on January 4, 2015.

Chairperson Weber had no reports or announcements.

The next executive committee meeting was confirmed for Monday, March 17, 2014 at 10 AM.

Claims and litigation. The committee convened in closed session, on motion and second by Russell and Kilkenny, 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:

- Claim of William Schmidt in regard to Lot 1 Block 17 Sunset Hills

The committee reconvened in open session at 5:50 PM on motion and second by Brandl and Russell. Kilkenny and Brandl moved and seconded holding the above-referenced item; motion carried 4 – 0.

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

Submitted by Suzanne Harrington, County Administrator’s Office. Minutes are subject to approval by the executive committee.

WISCONSIN RIVER RAIL TRANSIT COMMISSION

EXECUTIVE COMMITTEE MEETING - FRIDAY, MARCH 7, 2014 @ 10AM
 DANE COUNTY HWY GARAGE, 2302 FISH HATCHERY RD, MADISON, WI

1. 10:01 AM **Call to Order** – Alan Sweeney, 1st Vice Chair
2. Roll Call. **Establishment of Quorum** – Mary Penn

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

*Molinaro and Wenmeir are currently serving as representatives for Jefferson County; awaiting confirmation of appointees

Executive Committee met quorum.

Others present for all or some of the meeting:

<ul style="list-style-type: none"> • Mary Penn, WRRTC Administrator • Jim Matzinger, Dane County • Forrest Van Schwartz, pro bono consultant • Phil Owens, Rock County Board, Dist. 16 • Michael Gracz, Administrator, Village of Oregon 	<ul style="list-style-type: none"> • Eileen Brownlee, WRRTC Corp Counsel • Ken Lucht, WSOR • Frank Huntington, Kim Tollers, WDOT • Alan Anderson, Pink Lady RTC • Tony Roach, Administrator, City of Fitchburg
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3. Action Item. **Certification of Meeting’s Public Notice** – Noticed by Penn
 - Motion to approve public notice of meeting – Gustina/Polivka, Passed Unanimously
4. Action Item. **Approval of Agenda** – Prepared by Penn
 - Motion to approve agenda– Cornford/Thomas, Passed Unanimously
5. Action Item. **Approval of draft February Meeting Minutes**– Prepared by Penn
 - Motion to approve draft February meeting minutes – Gustina/Thomas, Passed Unanimously
6. Updates. **Public Comment** – Time for public comment may be limited by the Chair
 Mr. Phil Owens, County Board Supervisor from Rock County introduced himself and spoke of his appreciation of the Commission’s work.

WRRTC EXECUTIVE COMMITTEE APPROVED MARCH 2014 MEETING MINUTES

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

Penn listed the correspondence she had received in the past month and distributed three articles supplied by Forrest Van Schwartz.

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

There were no announcements.

REPORTS & COMMISSION BUSINESS

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

- Treasurer's Report for February and Payment of Bills

Jim Matzinger gave his report and said that \$1800.00 had been received for permits in 2014. He added that 2013 projects had not yet been closed. He explained the budget to the Commission, and identified what amounts went to rail projects. There were no checks to approve.

Gene Gray asked for the WSOR lease amount. Matzinger had been unaware of the increase in WSOR rent and noted that the difference of \$3,140.00 would go towards rail projects. He added that he would be unable to go to the financial meeting scheduled March 19th with WSOR and WDOT. Ken Lucht asked if Jefferson County's contribution was for 2015. Molinaro said that Jefferson had budgeted for 2014 and Matzinger said he would invoice the counties next week, adding that this would increase the budget and those increases would go back into rail projects. Penn was asked to supply Jim with county contacts for Jefferson.

- *Motion to approve the Treasurer's Report - Cornford/Thomas, Passed Unanimously*

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

Ken Lucht passed a photo around showing the level of snow on the Fox Lake sub, saying that the primary maintenance work was clearing snow at this point.

On Capital Projects, Lucht said WSOR had been working with WDOT and their grant program, establishing a priority of projects. He said the 800' passing track had been approved and the grant agreement was in place and would soon go out to bid. He said another grant agreement was in place for the Fox Lake sub for continuous welded rail (CWR). He believed that CWR would be in place by the summer. Lucht added that WSOR had been awarded a grant for the Oregon/Fitchburg line funding, and that WSOR would be doing the brush cutting on the line as the one bid submitted had been too high, but the track and bridge work would be done by contractors. He noted that this project had been applied for in February 2013 and granted the past September.

On the northern division Lucht reported that 7 miles of CWR would be laid. In the WRRTC area WSOR would be doing tie replacement work in Watertown. This would include crossing rehabilitation and tie replacement. On the Waukesha CWR project, Lucht said the track is currently at 25 mph and crossings had not been rehabbed in some time so the condition of the crossings was poor. He noted that this work was a \$22 M project. On bridges, Lucht said there were 2014 and 2015 applications in for priority 2 bridges for a total of about 78 to 80 structures. He said that WSOR would be working to secure bridge funding. In the next few weeks Lucht said that WSOR would finalize their priorities with WDOT. He concluded that in the past two years there had been \$136 M in applications for rail projects which included the Reedsburg acquisition.

On marketing Lucht reported that WSOR had been working with customers to identify better marketing strategies. WSOR had 13 new customers they were working with, asking them how many jobs and how much investment these new customers would bring. He said he would make a report to the Commission on this project when WSOR had gotten more data.

He returned to Capitol Projects briefly, saying WSOR had made a new hire of a Mr. Steve Sams who would be the new project manager for Capital Projects.

Lucht reported that the TIGER VI project scope was being reassessed and that this year in an attempt to bolster the application, they wanted to extend the project into Madison to encompass jointed track transitioning to CWR and upgrading some crossings that had the barrier gates system that have contributed to recent traffic delays. He said the project cost was being refined and he would report at the next meeting on the overall application and request a support letter.

He reminded the Commission that WSOR would be having their financial meeting March 19th with representatives of the Commission, WDOT, and Watco which would give them an opportunity to comment on WSOR's finances.

Alan Anderson asked for an update on the Spring Green Bridge. Lucht said there have been preliminary talks and they needed to sit down with WDOT and figure out what WSOR's options were.

WRRTC EXECUTIVE COMMITTEE APPROVED MARCH 2014 MEETING MINUTES

Gray asked about the cost of the Madison/Watertown project and if WSOR was hiring. Lucht said the Watertown project was a \$5.6M project if awarded and said the cost of the project prohibited it being done "in house". He noted the project will be bid out and that there are a lot of contractors available, some outside of Wisconsin.

Karl Nilson asked about the Hubbleton line and the number of ties put in there. Lucht said WSOR does go out to the quarry in Hubbleton and said there had been some work on that line. He said CP has trackage rights to the quarry and WSOR had to bolster the line to accommodate CP needs for shipping.

11. WDOT Report – *Frank Huntington, Kim Tollers, WDOT*

Frank Huntington reported the TIGER VI grant and the possibility of WDOT being part of it. In the past WDOT had not supported it due to other obligations but this year they were considering joining in the application. If that were done there was the possibility of additional funding in this grant cycle that could be available which in turn could result in a possible match and perhaps allow WDOT to move ahead with other projects while waiting for a response on the Tiger VI. He said there were some dollars available but not as much due to the Reedsburg acquisition. Currently, he said there was \$70 M unfunded projects, with \$20M available which would lead to projects carrying over.

He said WDOT was looking at the next biennium budget and noted they had just begun working on it (it is due in July). He said there was a possibility of the budget increasing and probably would not be less than the current amount. Huntington said the need was there and it depended on how much money there was. Given the history he anticipated strong support.

Huntington reported on the Sheboygan project where salvaging was beginning, and of other projects in the state. He reported that the Northwoods RTC is now at 13 members with four Michigan counties and noted that this was a very large and becoming more active RTC. He said there was a lot of exploratory talks about funding for projects and acquisitions.

On the Reedsburg acquisition Huntington said they had a new purchase agreement draft and while he was not sure it would be signed by the next meeting WDOT was close enough to resolving any last minute issues. Once the purchase agreement was signed, the Surface Transportation Board would review and he anticipated having the acquisition completed by mid-year.

Lucht asked Huntington if there was anything WSOR could do to help WDOT to make its decision in whether or not to join the Tiger VI application. Huntington said they had needed confirmation from the County and the Commission and said if the Commission wanted, they could approve WDOT taking a lead on this project although the Commission could do that at today's meeting due to it not being an agenda item. There was general agreement to add this as an action item to the April agenda.

Nilson asked about northern RTCs and noted that all the rail lines up north were owned by private industries. Huntington said the relationship between northern RTCs and private companies was similar to the Pink Lady RTC. He said the Northwood RTC is working with WDOT planning department to do a survey for potential shippers in order to identify new traffic and if it could be, whether Canadian National might be interested in rehabbing lines. Huntington noted that CN was not interested in selling lines. He added that short lines could not be considered if CN did not wish to sell. He added that a shippers group with concerns about CN was working with WDOT on trying to identify current traffic. Nilson asked if the Northwoods RTC was staffed by elected commissioners. Huntington said the members were county board supervisors and the Commission was staffed by outside contracts as is the case in the WRRTC.

Alan Anderson said that for 25 years the Pink Lady RTC had been "cheerleaders" for rail shipping even though Pink Lady did not own track. He said a rail commission could not own track and still have impact.

Forrest Van Schwartz said one of the articles distributed at the meeting spoke to the issue of northern shipping needs and the hope that the Northwoods RTC was timely. He also said that one of the biggest revenues for CN was taconite from Ishpeming but there was a lot of rail going to Escanaba, then to the Sault Ste. Marie with a lot of revenue generated. He said that one of the big ore trains that had been running had ceased and this might be a game changer for the up north issue.

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

Penn reported that based on last month's discussion of utility permits she had begun editing the Commission's fee schedule and planned to bring a new fee schedule to a future meeting.

WRRTC EXECUTIVE COMMITTEE APPROVED MARCH 2014 MEETING MINUTES

13. Discussion and Possible Action on a recommendation to the WRRTC to confirm its interest in and authorize the exercising of its right of first refusal to purchase Oregon to Fitchburg rail line. – Frank Huntington, WDOT, Eileen Brownlee, Corp. Counsel, Ken Lucht, WSOR

Huntington gave the Commission some history on the agreements that had been executed between the RTC and the communities involved. He said the communities had ownership of the lines but if they wanted to sell, the Commission had the first right of refusal. At this point he believed that the communities were considering selling. Mike Gracz of Oregon introduced himself and said that Oregon had acted to sell. Tony Roach of Fitchburg introduced himself and said Fitchburg was not yet ready to act.

Eileen Brownlee said that the communities had not yet made an offer to sell their interest to the Commission, adding that if they knew the Commission was interested in buying, they might be ready to sell. She said that in her discussions on this issue, the communities had not made their decision yet. Huntington said that in the past the Commission had not been interested in buying. He said the communities would want an operator on the line and have the liability. If WSOR became the operator and assumed liability, this would open the door. John Molinaro asked what the costs would be and if there would be funds to pay for it. Huntington said the Commission had been “sitting on” the salvage money in the anticipation that they might purchase the line.

Alan Sweeney asked Roach if Fitchburg had any other concerns about a potential purchase. Roach said there were only some concerns about the process.

Dennis Polivka asked if there were a downside to buying. Brownlee said “not legally”. Nilson said it sounded like a win-win situation, as the cities would get their money back and the WRRTC would take over the line. Huntington said this would be a little different because the communities owned everything but it would be the same situation as in Illinois where the WRRTC owns the track. Brownlee said this was where the paper work came up and noted it would be written so WSOR became the common carrier and the land and track came to the Commission. Right now it was all on the same document and the question of how to divide those out was the piece that need resolution. Nilson asked Lucht if WSOR was ok and Lucht said WSOR was waiting to start rehab work.

Van Schwartz asked if the money covered the whole line. Huntington it would be from Fitchburg on McCoy Road to Evansville. Gray asked about the liability during transition, as did Molinaro. Brownlee said that this would be nothing that the Commission did not currently do, adding that there was already an agreement in place with WSOR that would address this.

Nilson asked if there were property taxes. Huntington said no, it was just like the rest of the system.

- *Motion to inform the communities that WRRTC is interested exercising the option to acquire the Fitchburg-Evansville line - Molinaro/Gustina, Passed Unanimously*

Michael Graz asked if this would go to the May Full Commission meeting for approval and Sweeney said it would be a good thing to vote on at that meeting. Gracz said that he wanted to tell the Village board. Lucht asked if this would help both communities make their decisions. He told Gracz and Roach that WSOR would be entering into negotiations on the possibility of extending passenger rail.

14. Action Item. Adjournment

Prior to the vote to adjourn Tom Cornford asked Huntington about the Resolution from Prairie du Chien. Cornford gave some history on the city’s actions in relation to rail and said that the mayor was supportive of the railroad. Huntington said the letter was worded as a request and it was beyond WDOT’s and the cities jurisdiction. He said the city should work with WSOR to resolve any issues. Cornford said that anytime WSOR had been asked to clear cars in the past they had responded. Rocky Rocksvold said that a few city council members were involved. Huntington said the physical assets of the RR “are where they are” and were necessary to do their business and operate. He said some changes had been made in the past with some improvements made. Rocksvold said the main reason for all the cars was the sand. Lucht said WSOR had heard from the city but noted on the island there were three customers that WSOR served. He said WSOR would contact the mayor and noted that every time WSOR is contacted prior to summer events WSOR has responded by trying to stay away. Cornford repeated that the mayor and the city administrator were in support. Lucht asked how many “nays” there were but Cornford said he did not know and noted there was no signature on the resolution. Penn confirmed that the copy she had received was not signed.

- *Motion to adjourn at 11:02 – Gustina/Cornford, PA*

Transportation Coordinating Committee

MINUTES

March 3, 2013 Meeting – 1:00 p.m.

Walworth County Board Room
Government Center – Elkhorn, Wisconsin

The meeting was called to order by Chair Russell at 1:01 p.m.

Roll call – Committee members present included Supervisor Russell, Citizen Representatives Davis, Kerwin, Hallatt, Leffelman and Simonsen and Health and Human Services staff Seemeyer and Muzatko.

Others present – Juliet Young, Health and Human Services; David Bretl, County Administrator; Justin Svingen, Rock County Transportation

Public in attendance – There were 3 members of the public in attendance.

There were no agenda withdrawals. **Motion and second made by Citizen Representatives Kerwin/Simonsen to approve the agenda. Motion carried 7–0.**

There were no changes to the minutes. **Motion and second made by Citizen Representatives Simonsen/Kerwin to approve the minutes from the March 3, 2014 meeting. Motion carried 7–0.**

Public Comment – There were no comments from the public.

Unfinished business – There were no items of unfinished business.

New Business

Rock County Presentation – Justin Svingen is the Mobility Manager for Rock County. He gave a brief history of their transportation. He stated that their TCC has recently divided into four subcommittees reporting to the formal committee. The goal is to maximize community partnerships by encouraging stakeholders to have more flexibility and speak at these subcommittee meetings.

Supervisor Russell asked how the subcommittees meet separate from the committee. Mr. Svingen stated that each subcommittee meets independently on the off months that the TCC does not meet. Supervisor Russell asked if the subcommittees give reports at the TCC or is it just recorded in the minutes. Mr. Svingen stated they have just started this process and that he suspects the subcommittees will give reports at the TCC meeting. The TCC will also provide direction for the subcommittee.

Supervisor Russell asked how the membership of the TCC was determined. Mr. Svingen stated that the Wisconsin Statutes were used as a blueprint.

Supervisor Russell asked how the survey questions were determined. Mr. Svingen stated that they worked with several individuals to come up with questions and the survey mirrored the focus groups. Supervisor Russell asked how the surveys were sent out to the community. Mr. Svingen stated they did both electronic and hand written surveys. The electronic surveys were sent to stakeholders and county officials who then passed them on to other people.

Ms. Seemeyer asked if Rock County used grant funds for their Mobility Manager position. Mr. Svingen stated they used 53.10 grant money with a local match using tax levy.

Citizen Representative Kerwin asked how Mr. Svingen views his role as a Mobility Manager. Mr. Svingen stated he does a lot of education and outreach, marketing, travel training, community events, speaking forums, is a clearinghouse for transportation resources, he helps with individual trip planning and advocates. His position is housed under the Commission on Aging and reports to their director. He does not have any staff or co-workers.

Citizen Representative Kerwin asked what Mr. Svingen would do different and what worked. Mr. Svingen stated that Rock County does not have an agency like SEWRPC (Southeastern Wisconsin Regional Planning Commission) as a resource and developed an organic plan from the ground up. He stated as a result they were able to look at the specific needs for Rock County. He feels that having a large meeting would have been a benefit and not alienated partners. He did add he was happy with the feedback that was received.

Citizen Representative Kerwin asked what are the priorities and is there a plan to expand services. Mr. Svingen stated the State wants prioritization of the plan. This year he plans on doing more marketing and outreach. Mr. Svingen is also developing a time bank for volunteer drivers and the subcommittees will be moving forward on their specific items.

Ms. Seemeyer asked Mr. Svingen where he sees Rock County Transportation in ten years. Mr. Svingen stated that he hopes in ten years his position will no longer be necessary due to the system running smoothly. His goal is to have services get to people rather than people getting to services.

Ms. Muzatko asked about public transportation in Rock County. Mr. Svingen stated that there is Beloit Transit (bus), Janesville Transit (bus), Edgerton shared ride and that Rock County does HHS transports. Beloit and Janesville recently expanded services with signed agreements. He added there are not many private providers and that the city is not big enough to support taxi services. Similar to Walworth County there is a high need for recreation and social transportation.

Citizen Representative Davis asked about transportation in rural areas. Mr. Svingen stated he is looking to get services to people in rural areas with the possibility of expanding volunteer driving programs.

Citizen Representative Kerwin stated that SEWRPC talked about Washington County Transportation looking at additional funding sources. Mr. Svingen stated it would be his job in Rock County to seek additional funding sources. Citizen Representative Kerwin also referenced the Rusk County commission that presented at the recent WAMM conference. Mr. Svingen agreed their program was worth looking into for ideas.

Supervisor Russell asked how the volunteer driver program runs in Rock County. Mr. Svingen stated there were a couple of groups. He stated that RSVP (Retired Senior Volunteer Program) currently has volunteers but they are facing a big cut from the federal government. Mr. Svingen stated that the Commission on Aging has a program for getting people to medical appointments outside of the county. He added that local church groups and social service agencies also help out providing gas cards and bus tokens.

Citizen Representative Kerwin stated he likes Mr. Svingen's term of transportation capital. Mr. Svingen stated that there was difficulty getting people in focus groups to state they wanted social transportation and he encourages brainstorming as a good way to get people thinking.

Citizen Representative Kerwin asked for recommendations for this TCC. Mr. Svingen recommended finding good partners, looking at resources that are already established and identifying the needs of the community. He also suggested looking into funding cycles and to work to get momentum behind transportation efforts.

Reports –

Ms. Muzatko reported that the transition of services to VIP Services has gone smoothly so far and Citizen Representative Simonsen concurred. Ms. Simonsen added that some minor problems have been resolved and that a keypad for after-hours access was being installed. She plans on having an Open House sometime in May.

Supervisor Russell suggested that a survey be done in a few months. Citizen Representative Simonsen stated she has a survey built into her plans. She will be looking for satisfaction feedback along with suggestions for the expansion of services.

Citizen Representative Kerwin asked about trends in ridership. Citizen Representative Simonsen stated she is tracking trends in their new software package.

Citizen Representative Hallatt suggested a summary of the different plans, highlighting areas that this group wants to learn more about be done at the July meeting. This group will then be able to create an action plan.

Eric Russow asked if this committee had a good understanding of community transportation options. Ms. Seemeyer stated that a SEWRPC study listed all the transportation providers. Citizen Representative Hallatt asked if consumers were aware of these options. Ms. Muzatko stated that a transportation resources brochure listed these options but stated the brochure does not include all civic and religious services. When the brochure was researched the Walworth County Aging Network (WCAN) had contacted

nursing homes and related areas. Supervisor Russell asked for this brochure to be distributed to this committee.

Citizen Representative Kerwin stated he will contact Pam Busch at Door County to see what she needs for the meeting next month.

Correspondence – There were no correspondence.

Announcements – There were no announcements.

Next Meeting Date – The next regular meeting will be May 5, 2014 at 1:00 p.m. in this room. Pam Busch from Door County will be giving a presentation. Dave Lowe will be asked to attend the June meeting.

Adjournment – **On motion and second by Citizen Representatives Kerwin/Davis. Chair Russell adjourned the Transportation Coordinating Committee meeting at approximately 1:59. 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.



DRAFT

Walworth County Children with Disabilities Education Board

MINUTES

February 19, 2014 5:00 pm

County Board Room 114 – Government Center
Elkhorn, Wisconsin

The meeting was called to order at 5:20 pm. by Chair Weber.

Children with Disabilities
Education Board

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

County Staff Present – CDEB Director Tracy Moate, County Administrator Dave Bretl, Lakeland School Principal Greg Kostechka, and Supervisor Nancy Russell

Agenda Approval - **Approval of the agenda, as presented, was moved and seconded by Supervisors Grant and Monroe with no withdrawals. Motion carried 3-0.**

Minutes Approval – **Minutes from the January 22, 2014 CDEB meeting were approved on a motion from Supervisor Grant and seconded by Supervisor Monroe. Motion carried 3-0.**

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

New Business – Modification to the 2013-2014 school calendar due to weather related closings. Tracy Moate presented new calendar options to make-up the two days that school was closed due to weather conditions. **A motion to approve the changes to the calendar was made by Supervisor Grant, seconded by Supervisor Monroe, motion passed 3-0**

Reports and Correspondence

CDEB Chair

CDEB Director

Update on two capital projects –

Vocera Instant Communication Devices – Tracy Moate reported that additional badges and licenses have been purchased so all staff members will have one. The Vocera is an instant communication device which allows the user to instantly communicate with others.

Pool Aquatic Lift – Tracy Moate explained the revised 2010 Standards regarding accessibility to pools. A lift for the large pool along with some repair work needs to be done. **Supervisor Monroe made a motion to approve the project, seconded by Supervisor Grant, motion carried 3-0.**

Time and date of next meeting – March 19, 2014 at 5:00 pm.



DRAFT

Motion to adjourn was made by Supervisor Grant, seconded by Supervisor Monroe, motion passed 4-0. Meeting adjourned at 5:35 pm.

Minutes recorded by Kathy Kramer, CDEB Secretary

Children with Disabilities
Education Board

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

DRAFT

**Walworth County Board of Supervisors
Park Committee
MEETING MINUTES
Monday, February 17, 2014
Walworth County Government Center, County Board Room 114
100 W. Walworth Street, Elkhorn, Wisconsin**

Vice Chair Kilkenny called the meeting to order at 1:03 p.m.

Roll call was conducted and a quorum existed: Vice Chair Dan Kilkenny, Supervisor Nancy Russell and Citizen Member Mariette Nowak. Citizen Member Michael Hurlburt was absent with excuse.

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

Others present: David Schilling, Principal Planner, Southeastern Wisconsin Regional Planning Commission (SEWRPC)

Russell and Nowak moved to approve the agenda as presented. The motion carried 3-0.

Russell and Nowak moved to approve the December 16, 2013 and January 14, 2014 meeting minutes as prepared. Carried 3-0.

Public Comment Period – no one from the public asked to be recognized.

OLD BUSINESS

Discussion concerning marketing parkland acquisition fund as requested by Mariette Nowak.

Mariette Nowak distributed a brochure from the Waukesha county park system – a good example of a way to advertise the parks and encourage donations. Nowak suggested the county could do a similar version and display the brochure at all of the county facilities and at our parks. Russell suggested that fundraising could also be done through a friends group, etc. She added that private donations imply a commitment from citizens to maintaining and preserving our parks. Brunner said he could work with Ms. Nowak to incorporate her suggestions and have a draft of a brochure ready for the April meeting. Kilkenny suggested encouraging the Visitors' Bureau to disseminate the information and help solicit donations. Bretl said there is a fund with a small amount of money toward park operations that could potentially be used in developing the brochure. **The draft will be brought to the April 21 committee meeting.**

Report on public informational meetings held in January regarding the Park and Open Space Plan.

Brunner said there were two public meetings on the draft plan, at Lake Geneva city hall and at the Walworth County Public Works Department. There were only three attendees in Lake Geneva, and probably because of the cold weather, only County Board Chair Russell attended the meeting in Elkhorn. The public comments we received were all supportive of the plan. James DeLuca of the Delavan Lakes Sanitary District wants potential county involvement in the Jackson Creek park proposal. David Schilling, Principal Planner for SEWRPC, handed out the proposed addition to Chapter V of the plan concerning the public informational meetings. **Nowak and Russell moved to approve incorporating the section concerning the Public Informational Meetings into the Park and Open Space Plan. The motion carried 3-0.**

Review and approval of the Park and Open Space Plan. Dave Schilling referred the committee to the Summary, Chapter VI of the Plan, included with the agenda packets. There is no new information contained in the Summary. Schilling said that he will change the plan to reflect the acquisition of the new park property, including acreage and dollar amounts. He also pointed out the future connections to the White River State Trail, which are shown on the map, and suggested that the county choose one

connection and eliminate the others. Kilkenny suggested that both connections be left on the map in case of development of more than one connection in the future, i.e., the connection along the White River. Russell questioned the safety of crossing State Highway 36 and how that would be handled, and also asked about the necessity of obtaining an easement. Brunner said he is working on that with an adjoining property owner. Schilling also said that the site plan for the new park will have to be revised for the new park property. **Russell and Nowak moved to approve the proposed Summary, Chapter VI; to add an appendix for the park wetlands, and to add on Map V-6 a shortcut connection from the new park to the White River State Trail. The motion carried 3-0. Russell and Nowak moved to approve the draft Park and Open Space plan in its entirety with the changes approved and incorporated above and send to the Board for approval. Motion carried 3-0.** Pages 6 and 7 in the packet, the SEWRPC Community Assistance Planning Report No. 135 (3rd Edition) Summary, and Maps V-1 and V-6 will be posted on our website with a link to SEWRPC for more information.

Report on meeting with Geneva Lake Conservancy and Kettle Moraine Land Trust regarding planning for White River Park. Brunner said he, County Engineer Joe Kroll and County Board Chair Russell met for several hours with the presidents and some board members from the Geneva Lake Conservancy and the Kettle Moraine Land Trust. The group discussed all three of our parks (including the White River Park), identified specific needs and broadly outlined park planning. Both groups are interested in working with the county on the improvement and maintenance of the parks, and will submit their proposals on how they would like to proceed. The proposals are due at the end of February and will be brought to the April Park Committee meeting. Nowak said there should be a management plan for each of the parks – i.e., recreation and vegetation management. Brunner said that Public Works is in the process of hiring a head groundskeeper who will also bring some expertise to the planning process. Kilkenny asked if volunteers from those groups could be recruited, and Nowak added that the master gardeners program is another good resource. Russell said that Wisconsin also supports master naturalists, which should be investigated. She questioned having both groups work on the same parks, and suggested that that Land Trust could shepherd the planning at Price and Natureland parks – perhaps each group could “adopt” a park. **The proposals from the Land Trust and Conservancy will be brought back to the April meeting.**

NEW BUSINESS

Letter from Joint Committee on Finance regarding approval of acquisition grant for White River Park. The January 17 letter from the State of Wisconsin Joint Committee on Finance, approving the final acquisition grant in the amount of \$955,100 is in the packet. The county has already received and executed the grant contract award. The total acreage of the property is 195.5 acres, which includes the house and five acres (the house and surrounding five acres were not included in the acquisition grant). The final approval for the development grant will be received when the archaeology survey is completed.

Update on acquisition of White River Park. Brunner said he reviewed the closing statement this morning and it is scheduled for March 3rd. Construction of the parking lot, restroom facility and kayak/canoe launch will commence in May. The plan is to have the park open in early June. Russell asked if a toilet facility with water and septic would be possible, since there is septic and a well on the property. Brunner said it would be possible, but costly, and added that the facility will be used year round and water would have to be shut off in winter. Perhaps as the planning for use of the barn progresses, toilets in that facility could be considered. Bretl added that he didn't think the existing septic would be permitted for public use.

Discussion and possible action on naming of the White River Park. Russell said the City of Lake Geneva has been using the name, “White River Park” for the wetlands section of the former Hillmoor Golf Course. She suggested the county use “Sheridan Springs White River Park” in order to differentiate it from the park in Lake Geneva. Kilkenny suggested “White River County Park.” **Russell and Nowak moved to recommend to the County Board that the new park be named the “White River County Park.” The motion carried 3-0.**

Review/approval of proposed White River Park Phase I improvements. Brunner drew attention to the map on page 18 in the packet showing the location of the proposed improvements. The plan is consistent with what was presented to the public in the original conceptual plan. The existing circle drive would be maintained, a park sign would be in the circle drive area. The initial parking lot will have 16 spaces, with opportunity to expand to the east in the future. A couple of picnic areas, the canoe launch, a potential future garden/arboretum area, toilet facility at the trail head and trail access are identified on the map. The parking lot will be recycled, compacted asphalt from the CTH H constructed last summer. Nowak hoped that the parking lot area would perhaps have an island, or at least plantings and/or trees nearby so it doesn't look so stark and fits in better with natural surroundings. Kilkenny said staff should make sure to have ample room for overflow parking. Brunner commented that he has been approached concerning interest in purchasing and moving the house. Kilkenny asked that the picnic areas be maintained as grassy areas and mowed regularly. He also asked that the handicap accessible stalls in the toilet building be located nearest to the parking lot. Staff is currently working with the LURM department on procuring the necessary permits and rezoning all of the property south of Sheridan Springs Road. **Nowak and Russell moved to approve Phase I of the improvements for the White River County Park as discussed above herein. The motion carried 3-0.**

Review/approval of short-term lease with Duane Clark for White River Park house and barn. Brunner said he doesn't yet have the final written lease; however, Mr. Clark needs more time to remove his personal property and would lease back the house and part of the barn for up to three months, at \$500/month plus utilities. He would grant the county access to the property during the term of the lease. **Russell and Nowak moved to recommend approval of the short-term lease to Mr. Clark. The motion carried 3-0.**

Discussion and possible action on resolution approving submission of a grant application for Outdoor Recreation Aids. Nowak and Russell moved approval to submit the grant application for the snowmobile trail aids. The motion carried 3-0.

Next meeting date and time: Monday, April 21, 2014 at 1:00 p.m.

Adjournment

Nowak and Russell moved to adjourn. The motion carried 3-0 and the meeting concluded at 2:04 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 Criminal Justice Coordinating Committee
MEETING MINUTES**

February 14, 2014 at 11:30 am

Walworth County Judicial Center – Jury Assembly Room #1080

Task Force Members present: Circuit Court Judge David Reddy, Chief Joel Christensen, Circuit Court Judge James Carlson, Circuit Court Judge Phil Koss, Circuit Court Judge Kristin Drettwan, Nancy Russell - County Board Chairperson, Dr. David Thompson, Travis Schwantes - Public Defender's Office, Lois Wood - DOC, Kristina Secord - Clerk of Courts, District Attorney Dan Necci, John Kozlowski, and Sheriff David Graves

Also present: County Administrator David Bretl, Katie Behl – OWI Court Coordinator, Undersheriff Picknell, Kathy Loveless – Committee Secretary, Carlo Nevicosi - HHS, Nicole Heinrich - HHS, Julie Bonogsky – Southeastern Monitoring, Elizabeth Cheverie – C of C, Sherry Ward, Dr. Daniel Bishop, Stephanie Coates, and Robin Deethardt (all Credence Counseling)
Member of the Press – Rob Ireland

1. Meeting was called to order at 11:33 am by Committee Chair Judge David Reddy
2. Roll Call taken by Committee Secretary Kathryn Loveless, see list of members listed above, **quorum present.**
3. Withdrawals from Agenda: No withdrawals from the agenda, however Judge Reddy moved item 8a to be discussed after 7c.
4. Approval of Agenda for the February 14, 2014 meeting. **A Motion to approve the agenda as changed, was made by Travis Schwantes, seconded by Lois Wood, all in favor, motion carried.**
5. Approval of December 13, 2013 meeting and January 24, 2014 Special Meeting – **A motion was made by Nancy Russell and seconded by Dr. David Thompson to approve the minutes from the previous meetings, all in favor, motion carried.**
6. **Public Comment** – None
7. **Unfinished Business**
 - a. **OWI Court** – Katie Behl reported that to date there have been 25 graduates. Currently, the OWI Court has 33 participants; 8 new people to be screened in the coming weeks.
 - b. **Drug Court / TAD Grant Update** – It was reported by HHS staff that a job title has been determined as a Drug Court Clinician position. It will be on the Human Resources Agenda next week to approve. Carlo Nevicosi noted that he has done some background research and Evidence Based Treatment is the most effective for heroin users. The success of these types of defendants is different than other offender types. Such success will be measured in the length of time before relapse. The medical aspects of heroin addiction need to be considered.
 - c. **EVIDENCE BASED DECISION MAKING Summit Report** – Judge Reddy told the group about the EBDM Summit they attended and gave the basis for the program. At this time there are only seven sites in the country and the program is looking for Wisconsin to become the implementation state. There were 22 counties from the state present at the summit they attended. Members of Walworth County CJCC were Chief

Christensen, Travis Schwantes, Undersheriff Picknell, Kristy Secord, Katie Behl, ADA Josh Grube, and Judge Reddy. It was noted that at the course attended, Walworth County was given an accolade of being a shining example of what CJCC committees should be, we have a high level of cooperation and can and have accomplished much. It was noted that the grant that was funded for the Pre-Trial Diversion program can be used with the EDBM Program by doing analysis and incorporating it into daily decision making. Dr. Thompson would like a summer internship for data analysis. Katie Behl has talked with Ray Luick from the grant program and confirmed that the money could be used for a consultant or hiring someone for support.

- d. **EVIDENCE BASED DECISION MAKING/System Map** – The first thing to start the EDBM Program is to work from a System Map. Katie and Kristy have developed a draft of this map and explained it to the committee. This will be used as a tool to identify those we can target. There is a need to learn about our population and input from proxy assessments to determine offender risk levels.
- e. **UPDATE TO BILL NUMBER AB727** – Sheriff Graves gave an update on the Bill as noted he told the committee that last week Thursday he went and testified and that both sides agreed and it was passed unanimously. There was an amendment to protect juveniles and yesterday it was read out of the Assembly and is heading to the Senate but there is the possibility of trying to remove the amendment before going back for the final vote and then to Governor Walker. The manner of which the records of firearms would be kept is to be discussed as currently they are talking about doing it electronically and after all is done then those records will be destroyed. Not addressed yet will be the need to fix some of the language if possible. The session will be ending at the end of February so the committee will need to work quickly. It was noted “kudos” to the DOJ for their help and Sheriff Graves was also thanked for his efforts. Sheriff Graves did convey that if there is a hearing or any additional discussion other members of this committee are welcome to go along with the Sheriff to be heard. In addition to Sheriff Graves helping with this bill, he noted that having the backing from the Sheriff’s Association as well has been very helpful.

8. New Business

Kathy Loveless was given recognition for her dedicated service to CJCC since 2006.

- 9. **NEXT MEETING DATE** – The next CJCC Meeting will be Friday April 11, 2014 at 11:30 am at the Judicial Center in the Jury Assembly Room on the 1st floor – Room 1080.
- 10. **ADJOURNMENT** – Motion was made to adjourn the meeting at 12:12 pm by Sheriff Graves and seconded by Lois Wood, all in favor, motion carried. Meeting adjourned.

Minutes submitted by Kathryn K. Loveless and Elizabeth Cheverie. Minutes are not final until approved by the Committee.