



**Walworth County Board
Finance/Human Resources Committees
SPECIAL JOINT MEETING MINUTES
Monday, November 3, 2014**

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

The special joint meeting of the Finance and Human Resources Committees was called to order by the Human Resources Committee Chair Richard Brandl at 3:32 p.m.

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

Roll call — Human Resources Committee members present included Supervisors Richard Brandl, Tim Brellenthin, Kathy Ingersoll, Ken Monroe and Rick Stacey. A quorum of the Human Resources Committee was declared.

Others in attendance included:

- County Staff: David Bretl-County Administration/Corporation Counsel; Nicki Andersen-Finance; Dale Wilson, Lisa Henke-Human Resources; Valerie Etzel-Treasurer's Office
- Members of the public: Matt Boray, M3; Mark Draeger, Auxiant.

Agenda withdrawals — There were no agenda withdrawals. **Motion by Supervisors Brellenthin and Ingersoll to approve the agenda; carried 7-0.**

Approval of minutes of last meeting(s) — October 23, 2014 Finance Committee minutes — Supervisors Ingersoll and Kilkenny moved to approve the meeting minutes; carried 3-0.

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

Consent items — Bids/contracts

- Award sale(s) of tax foreclosure property – Tax Parcel JLCB 00548, Town of Geneva — Supervisors Kilkenny and Ingersoll moved to approve awarding the bid to John & Cheryl Mikrut; carried 3-0.

New business

- Selection of health insurance stop loss coverage negotiations with proposed vendor(s)

Supervisors Stacey and Monroe moved to convene in closed session pursuant to the exemption contained in Section 19.85(1)(e) of the Wisconsin Statutes, "deliberating or

negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session,” relative to Selection of health insurance stop loss coverage negotiations with proposed vendor(s). The motion carried 7-0 by roll call vote.

Supervisors Kilkenny and Brellenthin moved to reconvene in open session. The motion carried 7-0.

Supervisor Kilkenny moved to accept the health insurance stop loss coverage bid proposal from HM Insurance for \$1,746,086. Supervisor Russell seconded the motion; carried 7-0.

- **Recent audit findings by the Internal Revenue Service (IRS)**

Supervisors Brandl and Monroe moved to convene 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 recent audit findings by the Internal Revenue Service (IRS). The motion carried 7-0 by roll call vote.

Supervisors Kilkenny and Brandl moved to reconvene in open session. The motion carried 7-0. Supervisor Brandl moved to approve Resolution 48-11/14 Approving a Negotiated Agreement by and between Walworth County and the Internal Revenue Service. The motion carried 7-0.

Confirmation of next meetings:

- Human Resources Committee — Wednesday, November 19, 2014 at 3:30 p.m., County Board Room 114 at the Government Center
- Finance Committee — Thursday, November 20, 2014 at 9:30 a.m., County Board Room 114 at the Government Center

Adjournment of Finance Committee

Upon motion and second by Supervisors Brellenthin and Kilkenny, Chair Russell adjourned the joint special meeting at approximately 4:44; carried 7-0.

Submitted by Kate Willett, recording secretary. Minutes are not final until approved by the Finance and Human Resources Committees at their next regularly scheduled meetings.

NOTE: Items distributed at the joint special Finance/Human Resources Committee meeting may be reviewed in the County Clerk’s Office.



**Walworth County Board Finance Committee
MEETING MINUTES
Thursday, October 23, 2014**

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

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

Roll call — Finance Committee members present included Supervisors 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; Jessica Conley-Finance; Sheila Reiff, Kristy Secord-Clerk of Courts; Becky Bechtel-County Clerk; Linda Seemeyer-Health & Human Services; Kevin Brunner, Peggy Watson-Public Works; John Delaney, Jamie Green, Amanda Lagle, Mark Roum, Howard Sawyers -Sheriff's Office; Valerie Etzel-Treasurer's Office
- Members of the public: Doug Saubert, Wally MacDonell-City of Whitewater; Corey Foster-Wisconsin Department of Transportation; Doug Jorndt, Doug Liepins, Bob Webster.

Agenda withdrawals — There were no agenda withdrawals. **Supervisor Kilkenny moved to discuss Agenda Item 9A, the resolution regarding the Sheriff's Office OWI Task Force Grant, after public comments. Supervisor Ingersoll seconded. The motion to approve the agenda as amended carried 5-0.**

Approval of minutes of last meeting(s) — September 18, 2014 — **Supervisors Ingersoll and Schaefer moved to approve the meeting minutes; carried 5-0.**

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

Resolution **-11/14 Authorizing the Sheriff's Office to Accept OWI Task Force Grant Funds in the Amount of \$40,000 to Monitor and Enforce OWI Traffic Laws and Authorizing Addition to the Previously Established Pre-approved Recurring Grants List — Roum distributed a report explaining the grant match requirements and a second report on crash statistics from 1995-2013. The numbers are startling if you look at the history but the county no longer meets the criteria to receive traffic grants from the state because our numbers have gotten too good. Foster approached us regarding formation of a task force to involve all municipal agencies in the county that want to participate. The biggest change from previous grants is that this one requires a 10% hard match. Roum said staff time and mileage could be part of our hard match. Foster noted that seat belt and speed grants could potentially be added to the task force to make it more comprehensive. Funding this year could be \$76,000 with all of that rolled together. Roum said revenue generated was about \$78,000 last year. He added that this is about traffic safety but felt the committee should be aware of the revenue generated. Russell asked if participating municipalities will have to provide any of the matching funds. Roum said that it will be shared. Their mileage will be part of the hard match. If other officers make traffic stops, that time could also be used towards the

hard match. Russell asked Bretl if we have recurring grants which require matches. Bretl affirmed but said if a grant on the recurring list changes materially, the department has to bring it back to committee. Recurring grants are self-reporting by the departments but finance staff oversee them. Russell is on the Highway Safety Commission and feels this task force is a great thing. The work will go hand-in-hand with our OWI Court. At Supervisor Kilkenny's request, Roun explained how OWI's and alcohol-related incidents may be reflected in the statistics. The task force will start in November 2014 and run to September 2015. They will specifically target OWI's from 6 p.m. to 4 a.m. on days that he and the municipalities will select. There will be a high media component so people know beforehand. Awareness may be one of the ways to judge success. Foster said many agencies develop high visibility strategies. Sometimes just have a sign or squad car in the area, which are enough to make people aware. Roun added that the task force will be one of the first in the state to address all 3 components – OWI, speed and seat belts. **Supervisors Kilkenny and Ingersoll moved to approve the resolution; carried 5-0.**

Consent items — Russell requested that Agenda Items 8B, bids/contracts, and 8C4b, HHS out-of-state travel report be discussed separately. Kilkenny asked that Agenda Item 8A2, budget amendment HR001, also be discussed separately. **Supervisors Schaefer and Kilkenny moved to approve the balance of the consent items; carried 5-0.**

Budget amendments

Clerk of Courts

- CT02 — Transfer funds for temporary staff through year-end

Health Fund

- HR001 — Adjust Health Fund and Other Post Employment Benefits (OPEB) revenues to reflect funding revisions — Conley explained that we are now in a position to take money out of OPEB to fund the retiree portion of our health insurance premiums. **Supervisors Kilkenny and Ingersoll moved to approve budget amendment HR001; carried 5-0.**

Health & Human Services

- HS014 — Increase budget for Department of Children & Families (DCF) contracts
- HS015 — Reflect food share bonus for Economic Support program
- HS016 — Reflect increase in Children's Long Term Services (CLTS)

Public Works

- PW006 — Reflect increased equipment repair expenses due to the severe winter
- TR01 — Increase budget for temporary services due to staff vacancy

Reports

- Quarterly delinquent tax report – 3rd Quarter 2014
- Quarterly property loss report – 3rd Quarter 2014
- Update on tax incremental financing (TIF) districts
- Out-of-state travel

Clerk of Courts

- Katie Behl, National Association of Pre-Trial Service Agencies Conference, Denver, CO

Health & Human Services

- Jill Reifsnider, Association for Lesbian, Gay, Bisexual and Transgender Issues in Counseling (ALGBTIC) Inaugural Conference, New Orleans, LA — Russell asked why no amount is listed for airfare or hotel. Seemeyer said we paid for registration and meals. The therapist paid for the rest herself. **Supervisors Ingersoll and Kilkenny moved to approve the report; carried 5-0.**

Sheriff's Office

- Neil Trombley, Post Crash Commercial Motor Vehicle Inspection Training Course, Grand Island, NE

UW-Extension

- Jenny Wehmeier, National Extension Association of Family and Consumer Sciences Annual Conference, Lexington, KY)

Bids/contracts

- Security System Maintenance and Repair Services for the Sheriff's Office — Russell asked if this falls within the project budget. Delaney said it does. There is a contracted amount we have to pay every year, according to Lagle, then just routine maintenance visits. In the past, we have not come close to the estimated amount. If additional funds are needed, the sheriff's office should have savings from other contracts that could cover this. Delaney recommended this provider. Our equipment is reaching the 20-year mark so there will be future projects to deal with that. One of the other vendors chose not to bid because they were concerned about the age of some of our equipment.
- Coordinated Service Teams contract for the Health & Human Services Department — Russell asked if Seemeyer is confident in this provider. Seemeyer affirmed. We have done business with them in the past. This is a new grant which has been through the grant approval process.

Supervisors Kilkenny and Schaefer moved to award Security System Maintenance and Repair Services to Faith Technologies and Coordinated Service Teams to Lutheran Social Services; carried 5-0.

- Award sale(s) of tax foreclosure property — Russell recommended accepting public works' recommendation but take separate action on Properties 23, Parcel /A405400001, City of Whitewater; 24, Parcel /A405400002, City of Whitewater; and 25, Parcel /A405400004, City of Whitewater. Brunner asked that two other properties also be discussed separately, i.e., Properties 8, Parcel JLCB 00548, Town of Geneva; and 11, Parcel MIR 00144, town of Bloomfield.

Parcel JLCB 00548, Town of Geneva — We received one bid from an adjacent property owner, according to Brunner, but the bid was below the minimum. He asked if the committee would accept a lower bid. Etzel said this is the point where

we would normally try to contact adjacent property owners to see if they are interested in purchasing. The property is heavily wooded and appears to have no access or through roads. Bretl asked if we need to negotiate and come back for sale. We need to be sure we are following our own procedure. Etzel said a minimum bid was established for the second round of sales. We are only required to accept the minimum bid during the first round. Bretl suggested including this item on the November 3rd special meeting agenda. If we have written rules allowing the committee to award for less than the minimum bid at today's meeting, then we should. Otherwise, he recommended rejecting the bid and contacting the bidder. Watson said the statutes require us to accept nothing less than the appraised value in the first round. If not sold, we have to advertise for one more week. The committee set the minimum bids for the second round but the statutes say we can now do whatever is in the county's best interest. Schaefer asked how minimum bids were determined. Brunner explained that it is based on our incurred cost for taxes, interest and penalties. Kilkenny suggested clarifying so people know the committee has the right to take lower bids. Russell thinks we should stick with a minimum bid or change to a suggested bid. This property is a special circumstance because there is no access. Bretl said there is merit in going back to the person whose bid was rejected on this parcel. The City of Whitewater bids on Properties 23, 24 and 25 were discussed at the last Finance Committee meeting. We talked about making that sale after rejecting the bids if they weren't for the appraised value. Russell added that, because we agreed to sell to the City if we didn't get a higher bid on those properties, we should reject the bids. The next item on the agenda relates to the Elkhorn Road Venture properties so we can go back to the agreement we made at the last meeting. Bretl asked if there are other bids lower than the minimum which staff recommend we accept. Brunner said on Property 11, Parcel MIR 00144 in the Town of Bloomfield, the down payment was \$20 short. That is a different situation from the Town of Geneva parcel where the bid was less than the minimum. The bid on the Bloomfield parcel exceeded the minimum but the deposit was short. **Supervisor Kilkenny moved to accept the bid on Property 11, Tax Parcel MIR 00144 in the Town of Bloomfield, notwithstanding the fact that the deposit was \$20 short, providing the bidder furnishes the remainder of the deposit by the end of the month. Supervisor Ingersoll seconded the motion; carried 5-0.**

Supervisors Kilkenny and Schaefer moved to accept the department of public works recommendations on the remainder of the bids on the county-owned properties and negotiate Property 8, Tax Parcel JLCB 00548 in the Town of Geneva, at the November 3, 2014 meeting. The motion carried 5-0.

- Discussion and possible action regarding sale of Elkhorn Road Venture properties — Etzel recapped that, last month, the committee discussed going out for bid again on these properties. If there were no bids, the City of Whitewater agreed to make us whole regarding special assessments and they have submitted bids for that amount. We rejected their bids in the previous agenda item as not meeting the minimum, but Bretl said the committee agreed to sell for the amount tendered, which was the right amount to make the county whole related to special assess-

ments. Having been put out for public bid twice, it is the committee's prerogative to sell if it is in the best interest of the county. **Supervisor Kilkenny moved to approve the sale of the Elkhorn Road Venture properties located in the City of Whitewater -- Properties 23, Tax Parcel /A405400001; 24, Tax Parcel /A405400002; and 25, Tax Parcel /A405400004 – to the City of Whitewater for the amount of \$588,824.27. The motion was seconded by Supervisor Yvarra and carried 5-0.**

Brunner asked for the committee's direction regarding the 54 county-owned properties remaining. This is the step where we put them on the online auction and it is preferable to have a minimum bid. The minimum for rounds 1 and 2 was based on the county's breakeven in terms of taxes, interest and penalties. Etzel said a \$0 minimum bid online was set last year which caused more work because purchasing had to determine whether to award bids. The auction company would appreciate our setting a minimum. Suggestions are to either stick with the cost we have in the properties, as we did in this round, or reduce the minimum bid to 25% of that cost. Russell and Ingersoll spoke in favor of the minimum bid being the county's cost. Bretl commented that properties will be sold if online bidders meet the minimum, however, there may be properties which are out of the ordinary. He recommended allowing the treasurer discretion in setting minimum bids with the understanding that bids for unusual properties be set appropriately. **Supervisors Ingersoll and Kilkenny moved to direct the treasurer to list the remaining county-owned properties for online auction with a minimum bid to cover the county's cost unless there are special circumstances, in which case discretion would be used in setting the minimum bid.** Russell asked if there were any unbuildable lots that we might offer to adjacent property owners rather than listing online. Brunner said there are 7. He thinks those should be handled with staff discretion as well. **Supervisor Ingersoll moved to amend her motion. Supervisor Kilkenny concurred; the motion carried 5-0 as amended.** Bidders in the audience inquired when quit claim deeds would be available for the properties they will be awarded. Etzel said it would be about a month. That information will be included in the letters sent to successful bidders.

Unfinished business

Discussion and possible action regarding status of the State Committee on Review of Tax Incremental Financing — Conley's report reflects what came out of the State Committee subsequent to last month's Finance Committee meeting. She is excited about the State Committee's recommendation that Joint Review Boards have an annual meeting to discuss TIF financial reports.

New business

Discussion and possible action regarding Sheriff's Office Crisis Intervention Grant application — Green said no county match is required for this grant. **Supervisors Schaefer and Kilkenny moved to authorize Sheriff's Office staff to apply for the Crisis Intervention Grant; carried 5-0.**

Resolution **-11/14 Accepting the Donation of Twenty-Five (25) Apple iPads and Cases from the Geneva National Foundation for Use at Lakeland School — Bretl said the Children with Disabilities Education Board unanimously recommended this resolution at last night's meeting. **Supervisors Schaefer and Ingersoll moved to approve the resolution; carried 5-0.**

Ordinance **-11/14 Amending Section 30-181 of the Walworth County Code of Ordinances Relating to Public Works State Performance Bid Net Position Carryforward — Conley explained that this ordinance authorizes public works to add a new internal allowance to their fund balance savings account for their performance bid. If they do well on their bid and return excess revenues, public works can carry up to \$50,000 of the excess in case a future bid doesn't go as well as hoped. Russell said the Public Works Committee voted in favor at their meeting on Monday. Bretl added that we did well in our last performance contract but that may not always be the case. **Supervisors Ingersoll and Schaefer moved to approve the ordinance; carried 5-0.**

Discussion and possible action regarding Department of Public Works request to write off uncollectible accounts receivable — **Supervisors Ingersoll and Schaefer moved to authorize Public Works staff to write off the amounts specified; carried 5-0.**

Ordinance **-11/14 Amending Section 30-286 of the Walworth County Code of Ordinances Relative to Fees — Bretl noted that the fee schedule ordinance and the budget and tax levy resolutions are related to budget adoption which will be considered by the County Board in November and are subject to amendments at that time. Russell asked about the trail pass fees in the public works section. She thought the state increased those fees. Brunner said staff will check. Bretl recommended that if an amendment is necessary it be brought to the November County Board meeting. He commented that the "effective date" reflects the last time we made changes to any given fee. Strike throughs and underlines identify the changes currently recommended. Most should have an effective date of January 2015. Russell asked about the Clerk of Courts fees. Some revisions appear to be clean-up of language. A footnote to that effect was included at the bottom of page 54 of the agenda packet. Recording Secretary Willett explained that the footnote was added for departments' review prior to inclusion in the agenda packet. It should not have been included in this version of the ordinance. Secord confirmed that clean-up changes in the Clerk of Court's fees are wording changes or clarification of statutes so the effective date should not change. **Supervisor Kilkenny moved to approve the ordinance.** Ingersoll thought that, years ago, when new fees were added, they were explained to the committee. Are fees now left to the discretion of the department heads? Bretl replied that changes not mandated by statute are typically discussed at the committee level. For example, the changes to dog license fees were discussed in conjunction with the recent renewal of the Lakeland Animal Welfare Society's contract. This is a good time to address any changes the committee may have. Ingersoll questioned the change to the "police escorts; house moves; traffic control" fee on page 96 of the packet. Conley explained that the terminology was updated to clarify that it relates to a uniformed deputy with a squad car rather than calling the person an "officer." **Supervisor Ingersoll seconded the motion.** Schaefer asked about the \$200 increase for public hearing fees in the Land Use and Resource Management section. Bretl said we can get clarification from the department. **Motion to approve carried 5-0.**

Resolution **-11/14 Adopting the 2015 Appropriation of the Walworth County Budget and CIP Plan — Russell asked about an amendment to the preliminary budget with regard to the pedestrian bike trail. Bretl said the amendment will go to the County Board on budget night. Conley added that changes to the out-year are included in this resolution. If the amendment is not approved by the Board, staff will adjust the resolution accordingly. **Supervisors Schaefer and Ingersoll moved to approve the resolution. The motion carried 4-1 with Supervisor Kilkenny voting no.**

Resolution **-11/14 Establishing the County Tax Levy to Support the 2015 Budget Appropriation — **Supervisors Schaefer and Kilkenny moved to approve the resolution; carried 5-0.**

Correspondence from Vice-Chair Rick Stacey in regard to the interest rate charged on delinquent taxes (referred by the County Board) — Bretl said Supervisor Stacey was unable to attend today's meeting but they discussed his concerns. State law requires us to charge 12% interest on delinquent taxes. For many years, the county has exercised its option to add a half percent on top of that. Based on the statutes, the interest charged goes back to when the payment was due on February 1. The county gets the full amount. The statutes allow a 5-day grace period so, this year, property owners had until February 7 to make their first installment, according to Etzel. She believes they had until August 7 to make their July 31st payment. Kilkenny asked if the half percent has to go back to February 1. If the second installment is late, can we hold off on the penalty if people have difficulty paying. Bretl said there have been requests in the past to waive the penalty. Under the statutes, we do not have that discretion. We must apply the half percent uniformly. Years ago, interest rates in general were higher. Someone might have chosen to invest their money than pay taxes. Stacey indicated to him that he feels the additional interest is a hardship on people now that interest rates are lower. Etzel said the treasurer's office tries to get the word out that once the first installment is made, taxpayers can make payments if they don't think they can come up with the entire second installment. She will review the statutes regarding issues discussed today but asked that they be re-stated. Bretl said the first question is whether the county has the ability to choose a different date to apply the half percent, i.e., different from the statutory date for the 12% interest. Kilkenny wanted to know if we can delay the penalty for 6 months or a year if people are late with their second installment and having a difficult time paying. He also wondered if we can waive the half percent penalty. Bretl said the half percent is all or nothing. Russell said the high interest rate is an incentive for taxes to be paid on time. She was concerned about removing that incentive and having a lot of late payments coming in. Also, if we lower the interest to 12%, she feels we will see a real difference in the collection of taxes. Etzel agreed. Taxpayers who have never been late with their payments may not be aware that the interest goes back to the February 1 date. In the past, her office sent courtesy notices to those who did not make their full payment in January. They did not this year because the new tax bill provides a coupon which identifies the due date for second installments. Russell said this item will be included on the Finance Committee's November agenda so Etzel can report back on the two questions.

Upon Cotter's arrival, discussion returned to the Land Use and Resource Management changes in the fee schedule ordinance. The Zoning Agency discussed and approved the \$200 fee for rezones in June. Occasionally, an applicant will put multiple rezones or conditional uses on one application. Staff have to do double the work for the one application fee. This amendment to the

means applicants would pay \$200 for additional rezones or conditional uses if they put more than one on the application. Russell thanked Cotter for the clarification.

Ordinance **-11/14 Amending Sections 62-104 and 62-105 of the Walworth County Code of Ordinances Relating to Tax Incremental Financing Districts — Bretl said this amendment adds a clause giving the county's Joint Review Board representative discretionary ability. Conley explained that there are situations where she needs greater discretion. The proposed City of Burlington TID is an example. We are very close to having the Project Plan exactly meet the requirements set forth in the county ordinance. She would hate to vote "no" when they have worked so hard on it but does not currently have the necessary discretion. Russell said when we first drafted the TID ordinance, the intent was to give Conley backup. She is now very knowledgeable and knows the county's direction. Giving her discretion would be appropriate. Kilkenny said Conley has been doing a tremendous job. It is important for Project Plans to follow guidelines and that other taxing bodies be involved. Conley commented that notifying the City of Burlington of the county's TID ordinance and our requirements really seemed to help. Schaefer asked about Burlington annexing the properties on Spring Valley Road. Conley said the Town of Lyons annexed two properties into the City. She thinks they are farms. One has a house that will continue to be occupied. If the other property has a house, it will be coming down. Taxes are paid to the City but she thinks they have an agreement with the Town of Lyons to pay taxes to Lyons for those properties. County taxes won't be affected by the annexation. **Supervisors Kilkenny and Yvarra moved to approve the ordinance; carried 5-0.**

Correspondence — There was no correspondence presented.

Confirmation of next Finance Committee meeting(s) — The following meetings were confirmed.

- Monday, November 3, 2014 at 3:30 p.m. in County Board Room 114 at the Government Center – Special joint Finance/Human Resources Committee meeting
- Thursday, November 20, 2014 at 9:30 a.m. in County Board Room 114 at the Government Center – Finance Committee regular business meeting

Adjournment of Finance Committee

Upon motion and second by Kilkenny/Ingersoll, Chair Russell adjourned the meeting at approximately 11:12 a.m.; carried 5-0.

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

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

DRAFT

**Walworth County Board of Supervisors
Children with Disabilities Education Board Meeting Minutes
Wednesday, October 22, 2014
Walworth County Government Center
County Board Room 114
100 West Walworth Street, Elkhorn, WI 53121**

The meeting was called to order at 5:40 p.m. by Chair Dave Weber.

Roll call was conducted. Members present included Chair Dave Weber, Secretary Ken Monroe, Supervisor Kathy Ingersoll, Supervisor Joe Schaefer, and Supervisor Charlene Staples. A quorum was declared.

Others in Attendance:

County Board Supervisors: Nancy Russell

County staff: David Bretl, County Administrator; Tracy Moate, Director of Special Education; Suzanne Dietzelman, Assistant Director of Special Education; Rosemary Gardner, Educational Programmer

On motion by Supervisor Ingersoll, seconded by Supervisor Schaefer, the agenda was approved by voice vote with no withdrawals.

On motion by Supervisor Ingersoll, seconded by Supervisor Monroe, the September 17, 2014 meeting minutes were approved by voice vote.

Public Comment – None.

New Business

- Resolution No. XX-11/14 – Accepting the Donation of Twenty-five (25) Apple iPads and Cases from the Geneva National Foundation for Use at Lakeland School

Supervisor Schaefer offered a motion, seconded by Supervisor Staples, to approve the resolution. Motion carried 5-0.

- Ordinance Amending Section 15-359 (b) Relating to CDEB Stipend and Lunchroom Pay
Tracy Moate, Director of Special Education, stated teachers are paid a stipend to eat lunch with their students. She said they have two early childhood teachers whose students only eat lunch four days per week and the ordinance does not reflect this modified schedule. She stated they also would like the ordinance to reflect that the early childhood teachers will receive 80% of the stipend due to the modified schedule. **Supervisor Monroe offered a motion, seconded by Supervisor Ingersoll, to approve the ordinance. Motion carried 5-0.**

- Ordinance Amending Section 15-1044, Course Approval
Moate stated they are asking for language to be added to the ordinance regarding timelines and documentation requirements for reimbursement of courses. **Supervisor Monroe offered a motion, seconded by Supervisor Schaefer, to approve the ordinance. Motion carried 5-0.**

- Discussion and approval of tuition request from Burlington School District
Moate stated Burlington School District has requested a tuition agreement for a student in their district who has significant disability and they feel Lakeland School would be the best option for the student. **Supervisor Monroe offered a motion, seconded by Supervisor Staples, to approve the tuition agreement with Burlington School District. Motion carried 5-0.**

Reports & Correspondence

- CDEB Chair – None.
- CDEB Director
UNICEF Carnival – Moate said their annual UNICEF Carnival will be held on Thursday, October 30, 2014. She stated a portion of the proceeds go to Treehouse and UNICEF. **Supervisor Ingersoll offered a motion, seconded by Supervisor Staples, to accept the report regarding the UNICEF Carnival. Motion carried 5-0.**

State Accountability Testing – Moate introduced Rosemary Gardner, Educational Programmer, to provide an update on this process. Gardner said there was limited research and guidance on what to teach students with significant disabilities in the past when it applied to academics, but now there is good, solid research showing that students with significant disabilities can learn academics. She stated Wisconsin has joined a 13-state consortium, and the state selected representatives in special education, math, and reading. She stated the consortium has pulled the essential elements from each of the common core standards that were adopted by the state. A handout providing examples of linkage between the common core standard and the common core essential element for 2nd grade was distributed to those present. She said along with the guidance for their instruction and curriculum came accountability. She stated they have a new alternate test called the Dynamic Learning Maps (DLM) that was developed by the consortium. She said this test is unique because it is a customized test to test the common core essential elements. Before the test, each of the teachers will complete surveys to look at the needs of each student and the test developers send customized tests. She said they piloted the test with 20 students last spring, and they just finished testing twenty 9th graders. She stated they will be testing 150 students, grades 3 through 11, in the spring, and starting on October 27, 2014, they will be testing 4th, 8th, and 10th graders in science and social studies. She said Lakeland School is being recognized by the state and nationally for being knowledgeable in accountability.

Confirmation of Next Meeting

The next meeting was confirmed for November 19, 2014 at 5:00 p.m.

Adjournment

On motion by Supervisor Monroe, seconded by Supervisor Staples, Chair Weber adjourned the meeting at 6:02 p.m.

Submitted by Nicole Hill, Administrative Clerk. Meeting minutes are not considered final until approved by the committee at the next regularly scheduled committee meeting.

DRAFT

**Walworth County Board of Supervisors
Health and Human Services Board Meeting Minutes
Wednesday, October 22, 2014
Walworth County Government Center
County Board Room 114
100 West Walworth Street, Elkhorn, WI 53121**

The meeting was called to order at 2:00 p.m. by Chair Monroe.

Roll call was conducted. Members present included Chair Ken Monroe, Vice-Chair Tim Brellenthin, Supervisor Charlene Staples, Supervisor Kathy Ingersoll, Supervisor Joe Schaefer, Berenice Solis – Citizen Representative, Dr. James Seegers – Citizen Representative, and William Wucherer – Citizen Representative. Sandra Wagie-Troemel – Citizen Representative was absent. A quorum was declared.

Others in Attendance:

County Board Supervisors: Nancy Russell

County staff: Linda Seemeyer, Director of Health and Human Services; Elizabeth Aldred, Deputy Director of Health and Human Services; Terese Rutkowski, WIC Supervisor; Janis Ellefsen, Public Health Officer; Lisa Kadlec, Community Support Manager; Ety Wilberding, Children's Unit Supervisor; Beth Walsh, Public Health Supervisor; Lori Muzatko, ADRC Director; David Bretl, County Administrator; Kevin Brunner, Director of Central Services; Michael Cotter, Deputy Corporation Counsel/Director of Land Use and Resource Management

On motion by Supervisor Schaefer, seconded by Supervisor Staples, the agenda was approved by voice vote with no withdrawals.

On motion by Supervisor Ingersoll, seconded by Supervisor Schaefer, the September 17, 2014 meeting minutes were approved by voice vote.

Public Hearing

The Walworth County Department of Health and Human Services conducted a public hearing to seek input from consumers of services, consumer family members and the public.

Supervisor Brellenthin offered a motion, seconded by Supervisor Ingersoll, to open the public hearing. Motion carried 8-0.

No members of the public were in attendance, and no written correspondence from the public was received.

Supervisor Schaefer offered a motion, seconded by Supervisor Ingersoll to close the public hearing. Motion carried 8-0.

Unfinished Business

- Write Offs

Linda Seemeyer, Director of Health and Human Services, stated they have increased their billing in the last several years, and the amount of money written off has also increased. She said a recent ordinance amendment allows them to write off certain categories while other categories will require the board's

approval. She stated they are limited in what information they can provide due to HIPAA. Elizabeth Aldred, Deputy Director of Health and Human Services, referred to Enclosure 3 of the meeting packet and provided an overview of the different write off categories. She said the three categories the department is able to write off are those sent to collections, bankruptcy, and death of the client. She explained the categories that will need the board's approval and those include loss, no prior authorization, not filing claims in a timely manner, too costly to collect, non-covered provider, non-covered service, and out of network. She stated they have changed internal procedures that will address some of these categories and may lead to a decrease in write offs. Citizen Representative Wucherer asked what the percentage of write offs is in relation to the amount of money actually received. Aldred stated it depends on the category. She said they write off approximately 90% of what is sent to collections for inpatient stays. She also said with those that have insurance, HHS generally receives the 60% they are eligible for and the amount written off is relatively small. Seemeyer stated they net approximately \$3 million. **Citizen Representative Wucherer offered a motion, seconded by Supervisor Schaefer, to bring the topic of write offs with documentation before the board on a quarterly basis. Motion carried 8-0. Supervisor Schaefer offered a motion, seconded by Supervisor Brellenthin, to approve the write offs as indicated on Enclosure 3 of the meeting packet. Motion carried 8-0.**

New Business

- **Public Health Ordinance Changes**

Janis Ellefsen, Public Health Officer, stated the county ordinance does not reflect their actual practice and state statute which requires membership to include a physician, nurse and a member who reflects the diversity of community. **Supervisor Staples offered a motion, seconded by Supervisor Schaefer, to amend the county ordinance to include the required members. Motion carried 8-0.**

- **WIC Fit Family Project**

Terese Rutkowski, WIC Supervisor, referred to Enclosure 5 of the meeting packet, which provides an overview of the Fit Family Project. Ellefsen stated the program does follow the philosophy of HHS as it is evidence based. Rutkowski stated they have applied for the project and need a letter of support from the agency, which will be written by Seemeyer. **Supervisor Brellenthin offered a motion, seconded by Supervisor Ingersoll, to approve the WIC Fit Family Project. Motion carried 8-0.**

Reports

- **Holiday Care Golf Outing Update**

Aldred stated they conduct two fundraisers for their Annual Day of Giving, which will be held on December 10, 2014. She said the first fundraiser is the Annual Golf Outing, which resulted in a profit of over \$6,000 this year, and the second fundraiser is the Holiday Care Pot Luck to be held on December 4, 2014. She invited members to come out to HHS for the Day of Giving.

- **Building and HVAC Issues Update**

Seemeyer said DPW brought in an independent engineer and they found that some pipes were not the right size for the compressors. She stated they had a meeting with various subcontractors and they have a plan to correct the problem before the next cooling season. She said they are now looking at the heating system as there are areas in the building that are colder. Kevin Brunner, Director of Central Services, stated they have engaged the same third party to look at the heating issues and they are confident this will get resolved.

- **Communicable Disease Update**

Beth Walsh, Public Health Supervisor, provided an update on the ebola and enterovirus outbreaks. She stated there have been no ebola cases in Wisconsin but there were 41 people that were being monitored by the State Department of Health Services. She said there have been 15 confirmed cases of Enterovirus D68 with three cases in our region in Kenosha County. She also said the influenza season may be starting early this year and she encouraged everyone to get their flu shot. Citizen Representative Dr. Seegers asked where those being monitored for ebola were quarantined. Walsh stated those individuals being monitored were not under quarantine and she believes the location of the quarantine would be determined if and when an ebola case presents itself. Citizen Representative Wucherer asked about personal protective equipment (PPE) for county employees and what discussions are going on at this time. Walsh stated they are keeping up to date with what the Centers for Disease Control (CDC) recommend, and they have had preliminary discussions with hospitals, Emergency Operations, Sheriff, EMS, and clinics.

Correspondence

- **Discussion and Possible Recommendation in Consideration of how Changes in BadgerCare may be Impacting Walworth County per Resolution 9-2014-15 Received from Outagamie County**
Seemeyer stated they received correspondence from Outagamie County indicating that their county board is having a referendum on the fall ballot regarding the acceptance of federal dollars for BadgerCare. She provided an overview of the changes since the Affordable Care Act took effect. She said the board can go on record with a resolution that can be forwarded to the governor asking him to consider accepting the additional federal funds, and she believes it is too late to have a referendum added to the fall ballot. **Supervisor Staples offered a motion, seconded by Citizen Representative Dr. Seegers, to go on record and support the resolution from Outagamie County. Motion carried 8-0.** Supervisor Russell stated the resolution would be sent to WCA, Governor Walker, and all state representatives for Walworth County. **Supervisor Staples offered a motion, seconded by Citizen Representative Dr. Seegers, to amend her motion to include sending the resolution to all state representatives for Walworth County in addition to Governor Walker and WCA. Motion carried 8-0.**
- Correspondence from the Treehouse regarding the Safety and Fun vs 911 Fair
Seemeyer shared a letter they received from the Treehouse regarding the Safety and Fun vs. 911 Fair.

Announcements – None.

Confirmation of Next Meeting

The next meeting was confirmed for November 19, 2014 at 2:00 p.m.

Adjournment

On motion by Supervisor Schaefer, seconded by Supervisor Brellenthin, Chair Monroe adjourned the meeting at 2:50 p.m.

Submitted by Nicole Hill, Administrative Clerk. Meeting minutes are not considered final until approved by the committee at the next regularly scheduled committee meeting.

DRAFT

**Walworth County Board of Supervisors
Lakeland Health Care Center Board of Trustees Meeting Minutes
Wednesday, October 22, 2014
Walworth County Government Center
County Board Room 114
100 West Walworth Street, Elkhorn, WI 53121**

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

Roll call was conducted. Members present included Chair Ken Monroe, Vice-Chair Tim Brellenthin, Supervisor Kathy Ingersoll, Supervisor Joe Schaefer, and Supervisor Charlene Staples. A quorum was declared.

Others in Attendance:

County Board Supervisors: Nancy Russell

County staff: Bernadette Janiszewski, Nursing Home Administrator; David Bretl, County Administrator

On motion by Supervisor Brellenthin, seconded by Supervisor Ingersoll, the agenda was approved by voice vote with no withdrawals.

On motion by Supervisor Ingersoll, seconded by Supervisor Staples, the September 17, 2014 meeting minutes were approved by voice vote.

Public Comment – None.

Unfinished Business

- Discussion regarding increasing employee eligibility for use of the G. Charter Harrison Scholarship Fund

Bernadette Janiszewski, Nursing Home Administrator, provided an overview of the changes incorporated as discussed at the last meeting. She stated it will be reviewed in six months for usage and in one year to determine if any procedural changes are needed. **Supervisor Ingersoll offered a motion, seconded by Supervisor Brellenthin, to accept the scholarship fund as stated. Motion carried 5-0.**

New Business

- Second Quarter Resident/Family Satisfaction Survey Results

Janiszewski stated surveys are distributed to residents and families every quarter. Supervisors Staples referred to the results regarding leisure activities and said there are not many activities after 5:00 p.m. Janiszewski stated they are working on this with their About Me campaign, and they have a family meeting at the end of October to gather their input. She said a project they are starting with the activities department is to get to know the residents and what their individual interests are in order to make activities more individualized and meaningful. She stated it is a goal of the recreation department to do activities in smaller groups. Supervisor Russell referred to Item 7 on the survey results and the comment regarding “I don’t like to go to bed at 6:00.” She asked for clarification if this is the bedtime for everyone. Janiszewski stated she didn’t think it was that early; she said they are still serving meals at 6:00.

- **Scholarship Request**

Janiszewski stated they have a scholarship request from Jennifer Bakko who is an LPN working towards obtaining a license as a registered nurse. She said Ms. Bakko is a valuable employee and they are recommending a scholarship in the amount of \$1,000. **Supervisor Staples offered a motion, seconded by Supervisor Ingersoll, to approve the scholarship request in the amount of \$1,000.**

Supervisor Schaefer asked if the original \$15,000 in the scholarship fund is irrevocable and if that amount is included in the current fund balance of \$37,740. Janiszewski confirmed that the \$15,000 is irrevocable and included in the current fund balance as noted on Page 10 of the meeting packet. **Motion carried 5-0.**

Reports

- **Administrator's Report**

Janiszewski said she wanted to point out the worker's compensation numbers and that they have their safety committee analyzing this. She stated they had a total of 11 injuries in August and September with 78% of them due to sprains and strains. She said the expense for each of these incidents is \$13,500. She also said the average cost these claims is \$3,200. She stated it becomes more expensive when they have someone on light duty because they have to replace them with a direct caregiver. She stated the county now has a safety officer who has provided statistics on how pre-shift stretching in health care can reduce injuries.

Correspondence – None.

Announcements

- **Upcoming Events**

A list of upcoming events was included in the meeting packet. Janiszewski stated they hold family meetings twice per year where they invite people out to obtain their feedback. She said they will be explaining the About Me campaign and encouraging their involvement.

Confirmation of Next Meeting

The next meeting was confirmed for November 19, 2014 at 1:00 p.m.

Adjournment

On motion by Supervisor Ingersoll, seconded by Supervisor Schaefer, Chair Monroe adjourned the meeting at 1:24 p.m.

Submitted by Nicole Hill, Administrative Clerk. Meeting minutes are not considered final until approved by the committee at the next regularly scheduled committee 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, 8/24/14)

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 THRU 5/1/16.

OCT. 21, 2014, MONTHLY MEETING

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

Meeting was called to order at 7:03 p.m by Chairman Lutz.

Secretary Correl read the minutes of the September 16, 2014 meeting which were subsequently approved. Treasurer Kolosso read the September, 2014 Treasurer's Report which was subsequently approved. (Copies of minutes and Treasurer's report attached.)

Old Business:

Chairman Lutz indicated that he has still not heard anything from Kresken Fence relative to fixing the fencing around the dam area. Will wait until next Spring to pursue further since during the Winter individuals can walk around the fenced in area on the ice.

County Line Blvd. has now been paved. 4" new asphalt; did NOT grind existing asphalt as that left a very solid base. Must still take care of shouldering and some areas where there is a 4" - 5" dropoff from the new asphalt to the ground level. Need to sod or seed some areas to the west of the roadway; nothing to the east. Survey by B&W Surveying determined that part of the Blvd is in Racine Cty./Rochester Village. Based upon that determination, a vote was made and seconded to take 30% of the costs for the repaving project from the monies held by Rochester for the HLPRD road funds, with the balance of 70% coming from those funds held by Spring Prairie.

New Business:

Chairman Lutz indicated that the lake is in fine condition.

Some more vandalism has been done in the lake area. Chairman Lutz showed a photo of a picnic table which had been burned and destroyed in the Walworth Cty area. Vandals stole charcoal and lighter fluid from a storage area, put it on the top of the picnic table and ignited it. Loss estimated at \$150.00

Rochester Comm. Weinkauf reported that there has been reports of vandalism and robbery in that area as well.

Chairman Lutz indicated that maintenance individual, Derek, will remove all tables, garbage containers, etc. by Halloween to minimize chances of further vandalism.

Chairman Lutz reported that all dam inspection provisions have been met. He will check to find out if a permit from the DNR will be needed to replace the drawdown device.

Chairman Lutz reported on a residence for sale at W113 Viewcrest Terrace, showing a photo of a LARGE pile of gravel and a large trailer, with flat tires, on the dead end roadway in front of the house. Weinkauff said that he would discuss with the owner, and also the real estate agent if necessary to try to resolve. If nothing is done by the owner to correct, the Board will consider pursuing a lien on the property.

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

There being no further items to address, a motion was made and seconded to adjourn at 7:45 p.m.

Respectfully submitted,



Robert E. McIndoe 10/24/14

HONEY LAKE

Protection and
Rehabilitation District

P.O. Box 565

Burlington, WI 53105



COMMISSIONER'S MEETING
ROCHESTER VILLAGE HALL
300 W.SPRING ST.
October 21, 2014 @ 7:00 P.M.

AGENDA

Call the Meeting to Order

Secretary's Report: September 16, 2014

Treasurer's Report: September 2014

OLD BUSINESS

1. Reports
2. Lake Project

NEW BUSINESS

1. Discuss Property at W113 Viewcrest Terrace
2. Use of Viewcrest Terrace Roadway
3. Road Report
4. Monthly Bills

ADJOURN

HONEY LAKE

**Protection and
Rehabilitation District**

P.O. Box 565

Burlington, WI 53105



Commissioner's Meeting

September 16, 2014

Chairman Lutz called the meeting to order at 7 P. M. at the Rochester Village Hall. Commissioners present were John Lutz, Judith Correll, Joseph Kolosso, Robert McIndoe and Donald Trimberger.

The minutes of the August 19, 2014 meeting were read. A motion to approve the minutes was made by Robert McIndoe, seconded by Donald Trimberger and carried.

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

OLD BUSINESS

We received new paperwork from the paving company for the roadwork to be done on County Line Blvd. because it was in the name of Jeff Johnson. Chairman Lutz talked to Bob Kordus because the new paperwork for the roadwork on County Line Blvd. was made out to Honey Lake Homeowners Association. Chairman Lutz made the correction and will mail the paperwork back to Bob Kordus. The price has not changed. He is planning to do the work next week, which is the last week of September. B W Surveying surveyed the road and marked it to show that part of the road is in the Village of Rochester so we can use some of the road funds from Rochester.

Kresken Fence Co. has not responded to the call that Chairman Lutz made to have the fence fixed around the dam area.

Derek Koenig has resumed the maintenance person position for the rest of the season. He is keeping up with the drains and raking the beaches.

NEW BUSINESS

Chairman Lutz is going to buy some of the blocks that are being removed from the park for his personal use.

People have approached Chairman Lutz about fixing the potholes in front of the mailboxes. Chairman Lutz talked to a postal person and she said that it is a difference in the delivery zone so she is going to get the regulations for how the mailboxes are to be put up and the distance needed by the drivers. Chairman Lutz will take pictures and talk to the postmaster

BILLS SUBMITTED AS FOLLOWS:

Comm. Comp.	John Lutz	\$200.00
“ “	Judith Correll	\$175.00
“ “	Joseph Kolosso	\$175.00
“ “	Donald Trimberger	\$ 25.00
Cutting Edge Lawn Service	Cutting of park and beaches	\$290.00
John Lutz – Reimbursement	Supplies – round-up, oil, gas	\$ 81.42
Southern Lakes Newspaper	Annual Meeting Notice	\$102.90

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

A motion to adjourn, subject to recall was made by Robert McIndoe, seconded by Donald Trimberger and carried at 7:35 P.M.

Respectfully submitted,



Judith Correll

Secretary, HLPRD

Honey Lake Protection & Rehabilitation District

Treasurers Report

September 2014

Joseph Kolosso

Treasurer

Honey Lake Protection and Rehabilitation District
Regular Checking-September 2014-For Fiscal Year 2014-2015

<u>Date</u>	<u>Number</u>	<u>Transaction</u>	<u>Category</u>	<u>Payment</u>	<u>Deposit</u>	<u>Balance</u>
9/1/2014			Starting Balance			\$45,594.17
9/16/2014	4223	Cutting Edge Lawn & Landscaping	Beaches, Parks & Trees 8-6 \$145, 8-21 \$145	\$290.00		\$45,304.17
9/16/2014	4224	John Lutz	Commissioners Compensation	\$200.00		\$45,104.17
9/16/2014	4225	Judith Correll	Commissioners Compensation	\$175.00		\$44,929.17
9/16/2014	4226	Joseph Kolosso	Commissioners Compensation	\$175.00		\$44,754.17
9/16/2014	4227	Donald Trimberger	Commissioners Compensation	\$50.00		\$44,704.17
9/16/2014	4228	Mike Weinkauf	Commissioners Compensation	\$25.00		\$44,679.17
9/16/2014	4229	John Lutz - Reimbursement	Maintence/Equipment 2 cycle oil,Garbage Bags,Gas Can	\$81.42		\$44,597.75
9/16/2014	4230	Southern Lakes Newspapers LLC	Annual Meeting Notice-Misc.	\$102.90		\$44,494.85
9/30/2014	Deposit	Chase Bank-Interest	Interest		\$0.39	\$44,495.24
9/30/2014			Ending Balance			<u>\$44,495.24</u>

Honey Lake Protection and Rehabilitation District

Payroll Checking-September 2014-For Fiscal Year 2014-2015

<u>Date</u>	<u>Number</u>	<u>Transaction</u>	<u>Payment</u>	<u>Deposit</u>	<u>Balance</u>
9/1/2014		Starting Balance			\$6,834.65
9/15/2014	1271	Derek Koenig	\$23.09		\$6,811.56
9/30/2014	Deposit	Chase Bank-Interest		\$0.06	\$6,811.62
9/30/2014		Ending Balance			<u><u>\$6,811.62</u></u>

Honey Lake Protection and Rehabilitation District

Non-Lapsing Fund-September 2014-For Fiscal Year 2014-2015

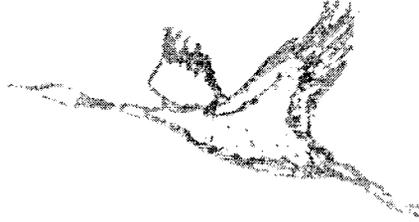
<u>Date</u>	<u>Number</u>	<u>Transaction</u>	<u>Payment</u>	<u>Deposit</u>	<u>Balance</u>
9/1/2014		Starting Balance			\$67,694.36
9/30/2014	Deposit	Chase Bank-Interest		\$0.58	\$67,694.94
9/30/2014		Ending Balance			<u><u>\$67,694.94</u></u>

HONEY LAKE

P.O. Box 565

Protection and
Rehabilitation District

Burlington, WI 53105



HONEY LAKE DISTRICT BUDGET 2014 - 2015

Audit / Attorney	\$ 2,500.00
Beaches / Parks / Trees	\$ 16,000.00
Dam / Dikes / Drawdown	\$ 4,000.00
Insurance	\$ 5,000.00
Maintenance / Equipment	\$ 1,000.00
Office Supplies / Mailings	\$ 650.00
Wages / Commissioner's Compensation	\$ 12,400.00
WAL / Convention / Meetings	\$ 2,200.00
Miscellaneous	\$ 700.00
Amount to Replenish Non-Lapsing Fund	\$ 7,310.00
TOTAL APPROVED	\$ 51,760.00

County Board Executive Committee
October 20, 2014 – 10:00 AM
Regular Monthly Business Meeting Held at:

Walworth County Metropolitan Sewerage District Facility
975 W. Walworth Avenue
Delavan, Wisconsin

Chairman Weber called the meeting to order at 10:05 AM.

A quorum of the membership of the executive committee was in attendance, including Chairman Weber, Vice Chairman Kilkenny and Supervisors Brandl, Russell and Staples. Others in attendance included County Board Supervisor Ingersoll; County Administrator Dave Bretl; and, members of the Walworth County Metropolitan Sewerage District Commission, including Dean Logterman, Thomas Eck and Ron Henriott.

Agenda approval was moved and seconded by Supervisors Brandl and Staples, and carried 5 – 0.

The September 15, 2014 executive committee minutes were approved 5 - 0 on motion and second by Russell and Brandl.

There was no comment during the public comment period.

New business. The committee toured the Walworth County Metropolitan Sewerage District plant and treatment facility.

Chairman Weber had no reports or announcements.

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

Following the committee's tour of the WalCoMet facility, Chairman Weber adjourned the meeting at 12:10 PM on motion and second by Staples and Brandl.

Submitted by Dave Bretl, County Administrator.

DRAFT

Walworth County
October 20, 2014 Agriculture and Extension Education Committee Meeting Minutes
Walworth County Government Center, County Board Room 114
100 W. Walworth Street, Elkhorn, Wisconsin

The meeting was called to order by Chair Kilkenny at 1:03 p.m.

Roll call was conducted. Members present included Chair Dan Kilkenny, Vice Chair Charlene Staples, Supervisor Nancy Russell (arrived at 1:08 p.m.); School Representative Kelly Pickel, Citizen Members Michael Krejci, Mary Kaye Merwin and Kathleen Papcke. A quorum was declared. FSA/Ag Representative Sue Bellman was excused.

Others in Attendance

County Staff: Jenny Wehmeier, UW-Extension Department Head; Debbie Burkman, 4H/Youth Development; Yolanda Pena, Wisconsin Nutrition Education Program Coordinator; County Administrator David Bretl; Chelsea Dertz, 4H Program Coordinator

On motion by Citizen Member Krejci, seconded by Vice Chair Staples, the agenda was approved with no withdrawals.

On motion by Citizen Member Merwin, seconded by Staples, the July 14, 2014 meeting minutes were approved by voice vote.

Public Comment – There was none.

Unfinished Business

- **Program Needs Assessment Cost Proposal Update** – Debbie Burkman
Debbie Burkman, 4H/Youth Development, provided an overview on the proposed survey of county residents to identify educational programming priorities. The original proposal brought to the committee for the survey was \$5,000. After discussion and input from the Survey Research Center (SRC) at the University of Wisconsin-River Falls, the costs are up to \$8,095, which would include the mail survey with one open-ended question, five additional open-ended questions, and an online survey. The goal is a 25% return on the mailed surveys. Online surveys would be emailed to 1,000 individuals. The Survey Center would follow up on both the mailed and online surveys to get the optimum number of responses. Mr. Krejci said it is important to reach our year-round residents who would use the services. Chair Kilkenny suggested inserting a question in the survey as to primary residence. Discussion ensued concerning the merits of an outside agency performing the survey. Wehmeier said that because of the ability of an outside party to survey a wider range of citizens, including non-Extension users, and their greater range of resources, staff recommends the Survey Research Center. The department has available budget funds to pay for the outside survey due to the late start of their agriculture educator. **Supervisor Russell made a motion to approve the proposal for the \$8,095 needs assessment survey to be performed by the Survey Research Center, which is to include a self-identifying question. The motion was seconded by Citizen Member Papcke and it carried 7-0.**

New Business

- **Walworth County Extension Agents Contract** – 133 Contract
Wehmeier referred to the contract in the agenda packet, which runs on the State's fiscal year, July 1 to June 30. The State pays 60% for contracted staff and the County pays 40%. Several positions are funded 100% by the County. Wehmeier reported that the State allocated a 1% increase for anyone who was employed before July 1 and two market adjustments based on an equity study. County Administrator

Bretl has reviewed the contract. Citizen Member Merwin asked if the horticulturist position will be partially funded by the State and Wehmeier replied discussions have been held with the state, but there is no plan for that in the immediate future. **Supervisor Russell made a motion to approve the Walworth County Extension Agents Contract 133. Citizen Member Merwin seconded the motion and it carried 7-0.**

- Recruiting AEE Members

Wehmeier said three citizen member terms expire on January 1, 2015: Michael Krejci, Mary Kay Merwin and alternate Bob Handel. The notice of interest to serve as a citizen representative is posted on the UW-Extension website and available from the Extension office. Wehmeier asked how the committee wanted to proceed to select the members. County Administrator Bretl said that candidate interviews are not typically required. The department receives and reviews the applications, which are then forwarded to the Executive Committee for approval. The applications are due on December 1; thus they would go to the Executive Committee on December 15 and to the County Board in January. Consensus was that current members would serve until the new appointments are official.

- Walworth County Nomination to Public Issues Leadership Development (PILD)

Wehmeier said that the PILD conference is April 12-15th in Washington D.C. this year. If anyone is interested in attending, Chrissy Wen has all of the information. The applications are due October 31.

Reports

- Wisconsin Nutrition Education Program Coordinator – Yolanda Pena

Wehmeier introduced Yolanda Pena, the Nutrition Education Program Coordinator. Pena worked in Rock County for 13 years before coming to Walworth County. Ms. Pena gave a brief overview of her job duties. She has built cooperative relationships with other agencies throughout the county. She has established after school programs and scheduled 98 events, which will reach 620 students. There are also 77 ongoing classes for parents. She teaches nutrition 4 hours a month for the Women, Infants and Children program. She also instructs at the Whitewater, Elkhorn, Delavan and Walworth food pantries once a month, which reaches approximately 250 adults. Among her many other responsibilities, Pena is also on the Board of Directors of Rock-Walworth County Head Start. She is currently recruiting an 80% position to start in January to assist her. The County bears no share of the cost for the Nutrition Program.

- 4H Centennial Celebration Wrap Up – Mary Kay Merwin

Citizen Member Merwin reported that the Centennial celebration was a big success at the fair. Every 4H club had its own historical exhibit, and several hundred prizes were handed out. 10,000 stickers were distributed to 4H alumni fairgoers. Linn 4H club buried a time capsule at the end of national 4H week. Two people (one posthumously) from Walworth County will be inaugurated into the state 4H Hall of Fame. All of the material collected for the centennial celebration will be organized and catalogued and given to the Walworth County Historical Society for preservation.

- UW-Extension outreach and educational events

The Leaders' Banquet is November 9. Information was distributed to committee members. Wehmeier reported that Mr. Krejci gave her an article on the 2013 Farm Technology Days in Barron County, which had a \$1 million economic impact on the area. The new agriculture agent will provide an update at December's meeting on the 2016 Farm Technology Days in Walworth County.

Chairperson's Report – No report.

Announcements – None.

Confirmation of Next Meeting

Monday, December 15, 2014; 1:00 p.m.

Adjournment

Citizen Member Michael Krejci made a motion to adjourn. The motion was seconded by Vice Chair Staples and the meeting concluded at 1:51p.m.

Submitted by Becky Bechtel, Administrative Clerk. Meeting minutes are not considered final until approved by the committee at the next regularly scheduled meeting.

DRAFT

**Walworth County Board of Supervisors
October 20, 2014 Land Conservation Committee Meeting Minutes
Walworth County Government Center, County Board Room 114
100 W. Walworth Street, Elkhorn, Wisconsin**

The meeting was called to order by Chair Nancy Russell at 2:04 p.m.

Roll call was conducted. Members present included Chair Nancy Russell, Vice Chair Charlene Staples, Supervisor Dan Kilkenny, Citizen Member Rosemary Badame and USDA/FSA Representative William Leedle. A quorum was declared.

Others in Attendance:

County Staff: Deputy Director of LURM Louise Olson; Fay Amerson, Urban Manager; David Bretl, County Administrator; Michael Cotter, LURM
Members of the public: C. Lars Olson

On motion by Vice Chair Staples, seconded by Citizen Member Badame, the agenda was approved with no withdrawals.

On motion by Supervisor Staples, seconded by Supervisor Kilkenny, the September 15, 2014 minutes were approved by voice vote.

Public Comment – None.

New Business

- Discussion/Possible Action – 2013 Wisconsin Land and Water Conservation Annual Progress Report – Louise Olson

Deputy Director Louise Olson distributed the report from the Department of Agriculture, Trade and Consumer Protection (DATCP).

- Discussion/Possible Action – RCPP Program for Walworth County and Letter of Support – Louise Olson

The purpose of the Regional Conservation Partnership Program (RCPP) is to address primary resource concerns of water quality and soil health in the Upper Mississippi River Basin. This is a cooperative partnership program led by the Missouri Department of Agriculture between Illinois, Iowa, Minnesota, Missouri and Wisconsin. The federal government administers the program, and approval of funding assistance is contingent upon meeting USDA standards and specifications. Walworth County's share for RCPP eligible landowners and farmers is \$48,596 per year from 2015-2019. Olson added that this is not a compliance enforcement project. **Supervisor Kilkenny made a motion to support the letter of commitment from Walworth County to participate in the RCPP. The motion was seconded by Citizen Member Badame and it carried 5-0.**

- Discussion/Possible Action – DATCP Report October 2014 – Louise Olson

Olson said the committee members will receive the report via email or regular mail and noted that the County's Land and Water Resource Management Plan is due in 2015.

- Discussion/Possible Action – Land Conservation staff funding – Louise Olson

The Wisconsin Land & Water Conservation Association report states that funding for conservation staff is reduced in DATCP's budget and urges support to restore full funding for state aid to county departments. A copy of LCC's budget/financial plan was included in the meeting packet.

- Discussion/Possible Action – Wildlife Abatement Contractual Agreement for 2015 FY & Crop prices – Louise Olson

The county has an agreement with the United States Department of Agriculture (USDA) and the Department of Natural Resources (DNR) for wildlife abatement to reimburse landowners for deer, geese and bear damage to crops. The USDA is responsible for measuring and estimating crop damage by wildlife. Olson referred to the pricing in the proposal, noting that the committee can accept the USDA pricing, the October 2013 pricing or an average of both. The pricing is then fixed at the rate chosen for one year. The County receives \$250 from the DNR to coordinate the program. **Supervisor Kilkenny made a motion to approve the Wildlife Abatement contract with the average crop pricing of the 2013 fall and present USDA prices. The motion was seconded by Citizen Member Badame and it carried 5-0.**

- Discussion/Possible Action – Nonmetallic Mining Reclamation Ordinance – Chapter 26, Article VI – Review of Determination per Statute sec. 68.11- Fay Amerson

Urban Manager Fay Amerson reported that the ordinance reevaluation followed a request to review a departmental decision concerning a pit in Walworth County. Because the decision review process is relatively new territory, Amerson requested input from the DNR. The DNR reviewed the issues and made very few recommendations, except that Chapter 68 of the Wisconsin Statutes concerning appeals to decisions must be followed. Amerson recommended that the County request the DNR to provide guidance on any appeals it receives, as per NR 135 of the Administrative Code. The DNR suggested that the word “may” be inserted on Line 16 rather than “shall” concerning requesting an opinion of the DNR in a dispute. Amerson also noted that on Lines 17 and 18 the second reference to “the Wisconsin Department of Natural Resources” should be deleted. **Supervisor Kilkenny made a motion, seconded by Vice Chair Staples, to approve the Ordinance with the second reference to “the Wisconsin Department of Revenue” on Lines 17 and 18 removed. The motion carried 5-0.**

Confirmation of Next Meeting

Monday, November 17, 2014; 2:00 p.m.

Adjournment

On motion by Supervisor Kilkenny, second by Citizen Member Badame, the meeting adjourned at 2:40 p.m.

Submitted by Becky Bechtel, Administrative Clerk. Meeting minutes are not considered final until approved by the committee at the next regularly scheduled meeting.

DRAFT

**Walworth County Board of Supervisors
October 20, 2014 Public Works Committee Meeting Minutes
Walworth County Government Center, County Board Room 114
100 W. Walworth Street, Elkhorn, Wisconsin**

The meeting was called to order by Chair Rick Stacey at 5:14p.m.

Roll call was conducted. Members present included Chair Rick Stacey, Vice Chair Nancy Russell, Supervisors Ken Monroe, Joe Schaefer and Paul Yvarra. A quorum was declared.

Others in Attendance

County Board Supervisors: Kathy Ingersoll

County Staff: County Administrator David Bretl; Director of Central Services/Public Works Kevin Brunner; County Engineer Joe Kroll; Business Office Manager Peggy Watson; Cheryl Bahr, Public Works Engineering Assistant, Steve Kinney-Public Works Superintendent; Deputy County Administrator-Finance Nicki Andersen; Liz Aldred, Deputy Director of Health and Human Services; Capt. Dave Gerber, Sheriff's Office

Members of the public: Ted Peters - Geneva Lake Environmental Agency; Charles Colman - Lake Geneva Conservancy; Chris Wolf, Tyler Tomaszewski and Guy Hydrick, Pangea Studios, UW-Whitewater

On motion by Supervisor Schaefer, second by Monroe, the agenda was approved with no withdrawals.

On motion by Vice Chair Russell and second by Supervisor Schaefer, the September 15, 2014 minutes were approved by voice vote.

Public Comment – Charles Colman, W4461 N. Lake Shore Drive, Lake Geneva, Wisconsin, stated his concern about the environmental impact of the use of soy brine on county roadways. Colman expressed particular concern with phosphorous potentially seeping into the lakes. Colman asked the committee whether the soy brine will be used to improve the environment or solely because of cost benefits. He also asked whether municipalities within the county would be given the opportunity to opt out of the use of the soy brine within their jurisdictions.

Ted Peters, N2420 Elgin Club Road, Lake Geneva, Wisconsin, distributed a written statement to the committee concerning soy brine use. He reviewed the analysis of the soy brine and is particularly concerned about oxygen demand and nitrogen and phosphorous levels, which he believes will negatively impact the aquatic community. He asked that the County be selective in where and how the brine is applied. His specific concerns are contained in his written statement.

Regular Business

- Presentation by UW-Whitewater Pangea Studios on summer 2014 County Asset Management GIS (Geographic Information Systems) Mapping

Director of Central Services/Public Works Kevin Brunner introduced Chris Wolf, GIS Analyst, Tyler Tomaszewski, GIS Specialist and Guy Hydrick, the Pangea advisor. The UW-Whitewater students worked this summer and last building the county's asset management system. Chris and Tyler presented a PowerPoint on their project and how they collected the information on all of the county's signs, culverts and centerline paints. After they collected all the data, they used Pathfinder software to correct the data and improve accuracy. Each item has a point on the GIS mapping system containing all the layers of data collected – i.e., for signs, the data includes pictures of the signs, dimensions and types of signs and posts,

the direction in which they face, when installed, etc. Future county projects include mapping all of the trees at county facilities and parks. Also, Pangea would like to do a training pilot for Public Works personnel on using the maps and maintaining data. Tomaszewski said that it would save the county significant money and staff time if employees utilizing the system could have mobile devices with internet capability. Brunner added that next year's budget includes an integrated software program for Public Works, an integral part of which will be asset management.

- **Change in Scope of CIP for Prisoner Transportation**

Capt. Dave Gerber said that the 2007 prisoner transport van is being replaced. Originally, the compartment was going to be taken out of the current van for use in the new one; however, the new van's dimensions vary slightly from what was on the VALUE bid. Thus, Public Works would have to disassemble the insert to adapt it for the new van, which would be cost prohibitive. Gerber asked permission from the committee to go with an outside vendor, Lynch Display Vehicles, to custom build the compartment for the new van. The cost would be \$16,063, less expensive than the \$20,336 quote to retrofit the current compartment. The Sheriff's Office has 2014 budget funds available for the project. **Supervisor Schaefer made a motion to approve the change in scope in the CIP for the prisoner transport van. Vice Chair Russell seconded the motion and it carried 5-0.**

- **Presentation on large truck Life Cycle Cost Report**

Brunner introduced Cheryl Bahr, Public Works Engineering Assistant, and Steve Kinney, Public Works Shop Superintendent, who helped developed the life cycle analysis on the snow plow/patrol trucks. Staff developed a PowerPoint on the report, the objective of which is to determine an optimum replacement schedule given current budget availability. There are currently 39 plow trucks in the fleet, with a current replacement schedule of 14-15 years. The Department of Transportation Highway Maintenance Manual recommends replacement in 9-10 years. Truck maintenance costs spike in the later years along with safety risks, and resale value drops considerably after 10 years, Brunner said. He presented objectives, current inventory statistics repair and maintenance costs over the lives of the trucks, best fleet management practices, additional truck issues, and recycling of stainless steel truck boxes. Staff recommends that beginning in 2016, a plan be implemented to replace 4 trucks per year to achieve a 40 truck fleet standard, and to implement a 10-12 year large truck replacement schedule. Bruner said he would work with the Finance Department to develop the long range budget planning. **Supervisor Monroe made a motion, seconded by Vice Chair Russell, to support Public Works staff recommendation to implement the 10-12 year replacement schedule and to have 40 snow plow patrol trucks as the fleet standard. The motion carried 5-0.**

- **Report on Soy Brine Use as a Highway Deicer**

Brunner explained that Kikkoman Corporation worked with the Wisconsin Department of Revenue (DNR) for a conditional grant to reuse their waste salt brine as a road deicing additive. The DNR subsequently contacted Public Works to see if there was interest in using the product. Kikkoman donated an 11,000 gallon storage tank to Public Works as part of the pilot project, which the Board approved in September. Brunner reported that Public Works has obtained 2 tanks from Kikkoman at salvage value. Prior to proposing county participation, Brunner discussed his environmental concerns with the DNR's chief water quality engineer. He read portions of the response he received from the engineer, which stated that the phosphorous concentration in the Kikkoman brine was high, but application rates would be low, resulting in a "relatively low phosphorous loading rate in terms of pounds per acre," which equates to approximately ".08 pounds of phosphorous per acre." Further, Brunner stated that the exemption Kikkoman received from the DNR includes a provision which gives their Water Resource Management

program the ability to place restrictions at certain locations should it be determined the application would create an adverse impact on water quality. Brunner said Public Works could limit the brine application to certain areas. He added that brine pre-wetting reduces the amount of chlorides used by 30%. When asked what, if any, the cost savings would be to the county in using the waste brine, Brunner said approximately \$3,000 per year. Discussion ensued centering on the potential negative effects on water quality; cost/benefits in using the brine; and if the brine use could be accurately limited in certain areas. **Vice Chair Russell made a motion, seconded by Supervisor Yvarra, to recommend that the County Board rescind Resolution No. 27-09/14 accepting the Kikkoman Corporation donation of an 11,000 gallon storage tank for Public Works operations, and to deny participation in the pilot program to use the soy brine as a deicer. The motion carried 3-2, with Supervisors Monroe and Schaefer voting no.**

- **Review/approval of CTH NN Multi-Use Trail Route**

The final proposed route for the pedestrian trail is from the City of Elkhorn across the USH 12 bridge, then down CTH NN on the north side to the entrance of the county campus; to the west side of Public Works and looping around a small waterway behind Public Works and ending at the White River State Trail. The County does not own the property south of the Public Works garage; therefore, an easement or direct purchase would need to be negotiated for access to the Trail. **Supervisor Monroe made a motion to approve the proposed route for the pedestrian trail. The motion was seconded by Vice Chair Russell and carried 5-0.**

- **Report on Department of Transportation (DOT) Performance Based Maintenance Work**

Brunner reported that shouldering was done in July and August on State Highways 11 and 14; bridge cleaning and sealing was done on I-43; crackfilling was completed on STH 89. The department will realize a net positive revenue on these projects.

- **Discussion and possible action – amending Sec. 30-181 of the Code of Ordinances relating to Public Works State Performance Bid Net Position Carryforward**

Public Works is requesting to carryforward \$50,000 of total year end performance bid operating earnings above operating expenses from State DOT projects for the purpose of covering any performance bid shortfalls in future years. **Vice Chair Russell made a motion to amend Sec. 30-181 of the Code of Ordinances relating to Public Works State Performance Bid Net Position Carryforward. Supervisor Monroe seconded the motion and it carried 5-0.**

- **Discussion and possible action concerning participation in the Minimize Volatile Pricing (MVP) Program from Constellation New Energy-Gas Division LLC**

Brunner said that the county currently participates in natural gas bulk purchasing for the Sheriff's Office, the Judicial Center and Lakeland School. In December, the Government Center, Health and Human Services and Lakeland Health Care Center will also be participating in gas bulk purchasing. Brunner explained the MVP program. If the county's natural gas usage reaches a certain level, through the MVP program the county would receive volume discounts. The State of Wisconsin, Aurora Health Care, the UW System and Waukesha County all participate in the MVP program. **Vice Chair Russell offered a motion to approve participation in the Constellation New Energy-Gas Division MVP program for one year at the Sheriff's Office, the Judicial Center and Lakeland School. At the end of the year, the program will be evaluated to determine actual cost savings. Supervisor Yvarra seconded the motion and it carried 5-0.**

- **Report on Health and Human Services HVAC Action Plan**
Brunner directed attention to his report in the agenda packet. Public Works engaged a third party to consult on the HVAC contractor's performance. The consultant discovered that some refrigeration piping was not installed in accordance with the manufacturer's recommendations. Notice has been sent to the contractor to correct the deficiencies identified by staff and the consultant. In addition, a peer review of the heating portion of the system is being conducted. Public Works is continuing to address equipment and comfort issues. Brunner will report the results of the action plan at the December committee meeting.

Confirmation of Next Meeting

Monday, November 17, 2014 at 3:30 p.m.

Adjournment

A motion to adjourn was made by Supervisor Monroe, seconded by Supervisor Yvarra. The motion carried 5-0 and the meeting concluded at 6:48 p.m.

Submitted by Becky Bechtel, Administrative Clerk. Meeting minutes are not considered final until approved by the committee at the next regularly scheduled meeting.

County Zoning Agency

MINUTES

October 16, 2014 – 4:30 p.m.

100 West Walworth Street

Elkhorn, Wisconsin

*** * * D R A F T * * ***

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

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

County Staff present – Land Use and Resource Management Department Director Michael P. Cotter, and Site Planner/Hearing Facilitator Matt Weidensee.

Present for a portion of the meeting / hearing was County Administrator David Bretl, Neal Frauenfelder/Senior Planner, Debora Grube/Senior Zoning Officer, Fay Amerson/Urban Conservation Specialist.

A “sign-in” sheet listing attendees on October 16, 2014, is kept on file as a matter of record.

Details of the October 16, 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

Rich Brandl motioned to approve the agenda as amended to table item 8.f.1.) Allen C. and Nancy L. Lehman and 8.f.2.) ML Group, LLC. Seconded by Dave Weber. Motion carried. 7-favor 0-oppose

Richard Kunnke, Sr. motioned to approve the September 18, 2014, Minutes. Seconded by Rich Brandl. Motion carried. 7-favor 0-oppose

Zoning / Sanitation / Land Conservation Enforcement – Michael Cotter
Disc Count #4:35:34 – 4:35:47

Subdivision Items – Old Business - none

Subdivision Items – New Business – none

Old Business - Ordinance Amendments – None

Old Business – Discussion Items –

1. Discussion/Possible Action – Update from staff concerning options regarding Walworth County Farm Technology Days – Michael Cotter
Discussion by Michael Cotter regarding process and fees, no ordinance amendment needed.
Disc Count #4:35:59 – 4:39:43
2. Discussion/Possible Action – Reconstruction of existing substandard structures – Michael Cotter
Jim VanDreser motioned to place on file. Second by Dave Weber. Motion carried. 7-favor 0-oppose.
Disc Count #4:39:43 – 4:45:14

3. Discussion/Possible Action – Status of material borrow sites previously approved and conditioned upon rezone back to original zone district – Matt Weidensee
Discussion of the letters sent regarding rezoning lands back after mining. Statement by Michael Cotter regarding the possibility of an administrative rezone, possible rejection by towns.

Jim VanDreser motions to contact the property owners and Town of Whitewater regarding willingness to have these lands rezoned back to A-1. Second by Rich Brandl. Motion carried. 7-favor 0-oppose.

Disc Count #4:45:14 – 4:56:59

New Business - Ordinance Amendments – None

New Business – Discussion Items –

1. Discussion/Possible Action – Update from staff regarding wind tower site inspection – Matt Weidensee.
Discussion by Matt Weidensee regarding visits with adjoining property owners. Staff recommends a letter be sent to the property owner to have their contractor address the thumping noise being consistent with the make/model of the wind tower.
Motion by Jim VanDreser to have staff send letter to the property owner per staff recommendation; return matter in 60 days with a measured decibel level. Second by Dave Weber. Motion carried. 7-favor 0-oppose.
Disc Count #4:57:02 – 5:03:15
2. Discussion/Possible Action – Status report of Farmland Preservation Ordinance Certification – Deb Grube/Neal Frauenfelder
Disc Count #5:03:15 - 5:08:25
3. Discussion/Possible Action – Request for pro-rating fees to be refunded upon potential denial of conditional use for larger projects (i.e. Shores of Delavan Lake Subdivision) – Michael Cotter
Statement by Atty John Maier regarding request for a “comfort resolution” regarding reimbursement consideration if the matter is denied. Discussion by Michael Cotter regarding process of determining actual costs. Statements by Dave Patzel regarding potential recommendations for a “floor” for fees with potential of a baseline lot number. Statement by Jim VanDresser adding a \$100,000 threshold. Statements by Matt Weidensee restating the motion indicating the County would do a cost estimate of the amount of a fee spent prior to the vote on projects with fees greater than \$100,000 in order to give the applicants a comfort level if denied.
Jim VanDreser motioned to have staff review the issue and return with a recommendation/information. Second by Dave Weber. Jim VanDreser withdraws motion. Jim VanDreser motions to follow the restated motion by staff concerning calculating fees spent prior to decisions on projects with fees over \$100,000 to give the applicants a comfort level if denied. Second by Dave Weber. Motion carried. 7-favor 0-oppose.
Disc Count #5:08:26 – 5:33:08

Public Hearing: 5:37 p.m.

Ordinance Amendments –

Amendment to Section 74-131 of the Zoning Ordinance and Section 74-263 of the Shoreland Zoning Ordinance, Walworth County Code of Ordinances relative to lodging facilities, rent and transient.

Multiple residents speak both in support and opposing the amendment of the ordinance concerning the short term rental issue and the definitions contained in the amendment.

This item will be placed on the 4:30 P.M. agenda of the November 20, 2014 Walworth County Zoning Agency for a vote.

Disc Count #5:46:20 – 6:17:28

Comprehensive Plan Map Amendment:

1. **Mukwonago Baptist Church Inc., Rhon L. Roberts- Agent**, Section 2, East Troy Township. Requests to amend the 2035 Land Use Plan Map from approximately 20.12 acres of (RR) Rural Density Residential (at least 5 acres per dwelling) land use category to the (G) Governmental and Institutional land use category in order to allow a future use of the land for semi and assisted living facilities and missionary housing units. Tax Parcel PA3068-2.

Dave Weber motioned to approve. Seconded by Jim VanDreser. Motion carried. 7-favor 0-oppose.

The rezone petition will move forward to the November 12, 2014, Walworth County Board for possible action.

Disc Count #6:17:29 – 6:23:40

2. **Jodi Buckett Vanwormer – owner**, Section 21, LaFayette Township. Requests to amend the 2035 Land Use Plan Map from approximately 35 acres of (AP) Prime Agricultural land use category to the (AG1) Other Agricultural Rural Residential and Other Open Lands (5 to 34 acre per dwelling) land use category in order to conduct a future parcel split of the property. Tax Parcel K LF-21-6.

Dave Weber motioned to approve. Seconded by Paul Yvarra. Motion carried. 5-favor 2-oppose. Rich Brandl and Richard Kuhnke, Sr. oppose – setting precedent.

The rezone petition will move forward to the November 12, 2014, Walworth County Board for possible action.

Disc Count #6:23:42 – 6:34:13

Rezoning with Conditional Uses:

1. **Grand Geneva, LLC. - Mark McDonald – Applicant**, Section 29 and 32, Lyons Township. Rezone approximately 12 acres of A-2 Agricultural District and C-1 Lowland Resource Conservation District to B-5 Planned Commercial Recreational Business District, approximately 3.3 acres of A-2 District to C-4 and C-1 Districts (shoreland and non-shoreland wetlands) and approximately 9.25 acres of the B-5 District to C-4 District as per a digital

survey. The rezone is accompanied by a conditional use for a wedding/banquet event facility with outdoor music, food and beverage. Parts of Tax Parcels N LY-29-5, 4 and N LY-32-3.

General:

1. The Conditional Use is approved as per plan and plan of operations submitted for a wedding/banquet event facility with outdoor food and beverage. Area around the new event 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 those stated in the plan of operations.
3. The project must meet with all State, Federal and local regulations.
4. No fill or debris shall be placed in any local, State or Federal regulated wetland or floodplain areas **without proper permit approvals.**
5. The applicant must obtain all required County Zoning permits including a sign permit for any proposed signage.
6. Sufficient adult supervision must be present at all times when facilities are in use.
7. The applicant must obtain an approved Land Disturbance, Erosion Control and Stormwater permit from Land Conservation if required by Ordinance.
8. The applicant is responsible for obtaining adequate liability insurance and keeps the insurance current during the life of this conditional use.
9. All lighting must be shielded and directed on to the property.
10. 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.~~ **the new road construction.**
11. The property owner must obtain and install the required water main service and sewerage hookup for the facilities prior to use of the site for gatherings.
12. 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.
13. 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:

14. The barn shall have a maximum capacity of 400 guests including the outside area and shall have a maximum capacity of 450 people including caterers, band employees, and staff.
15. The hours of operation shall 9:00 a.m. to 12:00 a.m. (midnight).
16. Use of the site under this conditional use approval shall be by appointment/reservation only. The facilities may not be open to off street public use or use as a public restaurant.
17. The property owner shall keep an appointment log of all gatherings and events held on site including the name of the family/group or corporation using the site, 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. Directional traffic signage shall be provided indicating the use of the drive access and exit to the site.
19. The property owner shall provide a copy of approval from the appropriate building inspector for the County file prior to use of the building for gatherings and events.
20. The access to and from Hwy 50 shall be gated and used solely for emergency purposes.

Rich Brandl motioned to approve with recommended amendments to #4 and #10. Seconded by Dave Weber. Motion carried. 7-favor 0-oppose.

The rezone petition will move forward to the November 12, 2014, Walworth County Board for possible action.

Disc Count #6:34:15 – 6:51:36

Rezones –

TABLED PRIOR TO HEARING – MATTER NOT HEARD

1. ~~Allen C. and Nancy L. Lehman, Section 9, Walworth Township. Rezone 3.4 acres of A-2 Agricultural District to A-1 Prime Agricultural and C-1 Lowland Resource Conservation (Non-Shoreland Wetland) Districts in order to lotline adjust the property to an A-1 zoned parcel to the north. Part of Tax Parcel EA3609-2.~~

TABLED PRIOR TO HEARING – MATTER NOT HEARD

2. ~~ML Group, LLC – Cindy Lycholat, Applicant, Section 13, Sugar Creek Township. Rezone approx. 10.78 acres of A-2 Agricultural and B-2 General Business Districts to C-4 and C-1 Lowland Resource Conservation Districts (shoreland and non-shoreland wetlands) for correction of the wetland boundaries to match field conditions in addition to a rezone of approx. .26 acres of A-2 Agricultural District to B-2 General Business District as per digital survey. Parts of Tax Parcel G SC 13-1.~~

Conditional Uses –

1. **Snudden Farms, LLC – Steve Snudden, Owner/Applicant, Section 27, Linn Township.** Conditional use to recombine a residence back onto a farm parcel as a second residence on a farm for farm purposes in order to eliminate existing lotline setback concerns. Tax Parcels I L-27-6 and IA1284-1.

Richard Kuhnke, Sr. motioned to approve. Seconded by Rich Brandl. Motion carried. 7-favor 0-oppose.

Disc Count #6:51:37 – 6:

Adjournment

Rich Brandl motioned to adjourn. Seconded by Dave Weber. Motion carried. 7-favor 0-oppose

The meeting was adjourned at 6:55 p.m.

Minutes are not final until approved by the committee at its next meeting.

DRAFT

Walworth County Board of Adjustment
MINUTES

October 8, 2014 - Hearing – 8:30 AM
October 9, 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 October 8 & 9, 2014, in the County Board Room of the Government Center in Elkhorn, Wisconsin. Those present on October 8, 2014, were Chair John Roth, Vice-Chair Gregory E. Guidry and Secretary Ann Seaver. Deb Grube, Senior Zoning Officer, Becky Bechtel, County Clerk's Office and Wendy Boettcher, recording secretary of the Land Use & Resource Management Department were in attendance. Those present on October 9, 2014, were Chair John Roth, Vice-Chair Gregory E. Guidry and Secretary Ann Seaver. Deb Grube, Senior Zoning Officer, Fay Amerson, Urban Conservation Specialist, Maegan Sankey, Urban Watershed Technician, Becky Bechtel, County Clerk's Office and Wendy Boettcher, recording secretary of the Land Use & Resource Management Department were in attendance. "Sign-in" sheets listing attendees on October 8, 2014, and October 9, 2014, are kept on file as a matter of record.

The October 8, 2014, hearing was called to order by Chair John Roth 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 amended to postpone #1 Bear Cave Trust, Jennifer Leischner Litowitz Trust, Delavan Township to the November 2014 agenda and move hearing #5 John L. & Nancy S. Egezeino, Linn Township to be heard first. Seconded by Gregory E. Guidry. Motion carried. 3-favor, 0-oppose. Ann Seaver motioned to approve the September 10 & 11, 2014, Minutes and dispense with the reading. Seconded by Gregory E. Guidry. Motion carried. 3-favor, 0-oppose. After testimony of all cases, Gregory E. Guidry motioned to recess until 8:30 A.M. on Thursday, October 9, 2014. Seconded by Ann Seaver. Motion carried. 3-favor, 0-oppose. The October 8, 2014, hearing went into recess at approximately 11:18 A.M.**

On October 9, 2014, at 8:30 A.M., Chair John Roth called the decision meeting to order. Wendy Boettcher conducted roll call and verified that there was a quorum. Those present were same as listed above. **Ann Seaver motioned to approve the agenda as amended to postpone #1 Bear Cave Trust, Jennifer Leischner Litowitz Trust / Delavan Township to the November 2014 agenda and move hearing #5 John L. & Nancy S. Egezeino, Linn Township to be discussed first. Motion dies for lack of second. Ann Seaver motioned to approve the agenda as amended to postpone #1 Bear Cave Trust, Jennifer Leischner Litowitz Trust / Delavan Township to the November 2014 agenda. Seconded by Gregory E. Guidry. Motion carried. 3-favor, 0-oppose. After the decisions were completed, Gregory E. Guidry motioned to adjourn until the November 12, 2014, hearing at 8:30 A.M. Seconded by Ann Seaver. Motion carried. 3-favor, 0-oppose. The October 9, 2014, decision meeting adjourned at approximately 9:39 A.M.**

Five variance hearings were scheduled and details of the October 8, 2014, hearings and the October 9, 2014, decisions are digitally recorded and available to the public upon request / video to view on our website: www.co.walworth.wi.us.

Old Business - none

New Business – Variance Petitions

Hearing – Count #N/A / Decision – Count #N/A

The First Hearing was Bear Cave Trust; Jennifer Leischner Litowitz Trust, owners / Attorney Daniel A. O’Callaghan, Michael Best & Friedrich LLP, applicant – Section(s) 31 – Delavan Township

Applicants are appealing the interpretation and decision of the Zoning Administrator that a boathouse was reconstructed outside the building envelope of the pre-existing substandard structure (boathouse) based on Section(s) 74-167 / 74-181 / 74-219 / 74-263 of Walworth County’s Code of Ordinances – Shoreland Zoning.

APPLICANT(S) APPEAL: The applicants are appealing the interpretation and decision of the Zoning Administrator that a boathouse was reconstructed outside the building envelope of the pre-existing substandard structure (boathouse) based on Section(s) 74-167 / 74-181 / 74-219 / 74-263 of the Walworth County Code of Ordinances – Shoreland Zoning. The applicants' interpretation is that reconstructing the boathouse to the same length and height changing the shape and volume of the roof meets the definition of building envelope.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting on October 8 & 9, 2014, did not vote on the appeal of the interpretation and decision of the Walworth County Zoning Administrator that a boathouse was reconstructed outside the building envelope of the pre-existing substandard structure (boathouse).

BOARD OF ADJUSTMENT FINDINGS: This appeal will be brought before the November 12 & 13, 2014, Board of Adjustment hearing / meeting as a variance request.

Hearing – Count #9:28:13 – 9:38:29 / Decision – Count #8:37:28 – 8:42:50

The Second Hearing was Michigan – Wisconsin Pipeline, c/o A N R Pipeline Company, owner / Lawrence J. Huber, applicant – Section(s) 21– Sharon Township

Applicants are requesting a variance from Section(s) 74-178 / 74-193 of Walworth County’s Code of Ordinances – Shoreland Zoning to construct a 6’ x 8’ permanent electrical building.

REQUIRED BY ORDINANCE: The Ordinance requires all structures associated with a utility to be at least 50’ from lot lines.

VARIANCE REQUEST: The applicants are requesting a 6’ side yard and 13.8’ rear yard setback. The request is a variance from Section(s) 74-178 / 74-193 of Walworth County’s Code of Ordinances – Shoreland Zoning to construct/ relocate a 6’x 8’ permanent electrical building.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of October 8 & 9, 2014, for the petition of Michigan – Wisconsin Pipeline, c/o A N R Pipeline Company, owner / Lawrence J. Huber, applicant, voted to **APPROVE** the request for a 6’ side yard and 13.8’ rear yard setback.

A motion was made by Ann Seaver to approve the variance request as presented. Seconded by Gregory E. Guidry. Motion carried. 3-favor 0-oppose

BOARD OF ADJUSTMENT FINDINGS: The Board found the property to be small with limited options for placement of structures. The Board found to approve the variance request would allow the room needed to accommodate the blow pipes required to provide the delivery of natural gas. The Board found the variance request to be a safety issue and approval would benefit the community and general public. There was one letter of support from the Town of Sharon. There was no opposition.

Hearing – Count #9:38:30 – 9:51:23 / Decision – Count #8:42:51 – 8:53:52

The Third Hearing was Rebecca A. & Mark Steiner, owners – Section(s) 26 – La Grange Township

Applicants are requesting a variance from Section(s) 74-163 / 74-181 / 74-221 of Walworth County's Code of Ordinances – Shoreland Zoning to permit the location of an accessory structure (garage).

REQUIRED BY ORDINANCE: The Ordinance requires accessory structures located in the side yard to maintain a 14.4' side yard setback (16% of lot width) and an approximate 29' street yard setback (residence setback).

VARIANCE REQUEST: The applicants are requesting to permit the location an accessory structure in the street yard with a 2.3' side yard setback and an approximate 15' street yard setback. The request is a variance from Section(s) 74-163 / 74-181 / 74-221 of Walworth County's Code of Ordinances – Shoreland Zoning to permit the location of an accessory structure (garage).

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of October 8 & 9, 2014, for the petition of Rebecca A. & Mark Steiner, owners voted to **APPROVE as presented WITH CONDITION** the request to permit the location of an existing accessory structure in the street yard with a 2.3' side yard setback and an approximate 15' street yard setback.

A motion was made by Ann Seaver to approve the variance request. Seconded by Gregory E. Guidry.

Ann Seaver rescinded her motion. Gregory E. Guidry rescinded his second.

Gregory E. Guidry motioned to approve the variance as presented but with the contingency that if the foundation is found to be faulty and has to come out that it comes back before the zoning department for approval to rebuild and try to bring it more into compliance. Seconded by Ann Seaver. Motion carried. 3-favor 0-oppose

BOARD OF ADJUSTMENT FINDINGS: The Board found the accessory structure existed since the 1930's and only by constructing a new residence on the property further back from the shore, did the accessory structures location no longer comply with the ordinance. The Board found to **CONDITION** the approval of the variance to the existing accessory structure (garage)

only in the existing location only was in keeping with the purpose and intent of the zoning ordinance. The Board determined that any structural alterations will require the structure to meet the zoning ordinance requirements or will require a new Board of Adjustment review. The Board found to approve the variance request with the condition that if during the accessory structure (garage) improvement process the existing foundation is found to be faulty and it becomes necessary to raze the existing accessory structure garage, remove the existing slab and lay a new foundation slab, or if the owner decides to relocate the accessory structure garage then the new slab and accessory structure must comply with the zoning ordinance requirements via zoning permit review or new variance. The Board found to deny the variance request and require removal of the existing accessory structure (garage) will endanger old-growth trees. The Board found to approve the variance request would cause no harm to public interests. The Board found to approve the variance request would help preserve the history of the structure to the community. The Board found to approve the variance request will not harm the public's interest in navigable waters. There was one letter of support from the Town of La Grange, four letters of support from neighboring property owners, and a family member spoke in support. There was no opposition.

Hearing – Count #9:51:24 – 11:17:33 / Decision – Count #8:53:53 – 9:25:27

The Fourth Hearing was Okoboji LLC, owner / Nicholas De La Rosa, Sonrise Remodeling LLC, applicant – Section(s) 25 – La Grange Township

Applicants are requesting a variance from Section(s) 74-167 / 74-181 / 74-221 of Walworth County's Code of Ordinances – Shoreland Zoning to permit grade changes within the shore yard; to permit the construction of a patio, firepit, stairway, landing and retaining wall; to permit the reconstruction of a patio and walkway and to permit the location of a hot tub in the shore yard.

REQUIRED BY ORDINANCE: The Ordinance prohibits grade changes in the shore yard; requires a 71.8' shore yard setback (average) for all structures, a 9' side yard setback for a stairway and deck / landing and permits a retaining wall in the shore yard only where necessary for erosion control.

VARIANCE REQUEST: The applicants are requesting grade changes at less than a 39' shore yard setback; requesting an approximate 39.2' shore yard and 6.5' side yard setback for a patio, firepit, hot tub, stairway and landing and retaining walls in the shore yard to create level living area. The request is a variance from Section(s) 74-167 / 74-181 / 74-221 of Walworth County's Code of Ordinances – Shoreland Zoning to permit grade changes within the shore yard; to permit the construction of a patio, firepit, stairway, landing and retaining wall; to permit the reconstruction of a patio and walkway and to permit the location of a hot tub in the shore yard.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of October 8 & 9, 2014, for the petition of Okoboji LLC, owner / Nicholas De La Rosa, Sonrise Remodeling LLC, applicant, voted to **APPROVE (2-1)** the grade changes at less than a 39' shore yard setback, the construction of the step-down retaining wall and a patio just underneath the deck and voted to **APPROVE** the location of the existing patio and hot tub and voted to **DENY** the construction of the firepit and the construction of the walkway in front of the patio and voted to **DENY** the construction of the stairway and landing.

A motion was made by Gregory E. Guidry to approve the (grading and) step-down retaining wall and a patio underneath the (deck) sunroom area only. Seconded by Ann Seaver for discussion. Motion carried. 2-favor 1-oppose (Ann Seaver)

APPROVAL of the grade changes, step-down retaining wall on the north side of the residence and the patio under the sunroom: The Board found to approve the patio underneath the sunroom area only was keeping the structure in the footprint of a previously approved sunroom. The Board found to permit the retaining wall will require minimal dirt replacement. The Board found to deny the request for the grade changes, a step-down retaining wall and the paver patio would do more harm to public interests than approval. The Board found to approve the retaining wall will help stabilize the steep slope at the project site and lessen erosion to adjoining properties and in the shore yard.

A motion was made by Gregory E. Guidry to approve the existing patio and hot tub. Seconded by Ann Seaver for discussion. Motion carried. 3-favor 0-oppose

APPROVAL of the existing patio and hot tub in the shore yard: The Board found the patio with the hot tub has existed for some time. The Board found to require the removal of the patio with the hot tub would cause harm to public interests with additional land disturbance. The Board found to approve the request would create less land disturbance than to deny the request.

A motion was made by Gregory E. Guidry to deny the firepit, stairs, and the additional paver extension out towards the lake that was in line with the existing concrete. (firepit / walkway / stairs / landing).

Gregory E. Guidry rescinded his motion.

A motion was made by Ann Seaver to deny the firepit and the 6' walkway in front of the patio. Seconded by Gregory E. Guidry. Motion carried. 3-favor 0-oppose

DENIAL of the construction of the firepit and the construction of the walkway: The Board found the firepit and walkway were considerations personal to the property owner rather than necessary for use of the property. The Board found to deny the variance request would cause no unnecessary hardship. The Board found to approve the variance request and allow additional land disturbance would cause harm to public interests. The Board found to deny the request would prevent additional construction in the shore yard.

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

DENIAL of stairs and landing: The Board found the owner does have reasonable use of the property without variance approval. The Board found to deny the request would cause no unnecessary hardship. The Board found the owner does have an existing means to egress the sunroom at grade. The Board found to approve the variance request and allow addition land disturbance would cause harm to public interests. The Board found to deny the request would prevent additional construction in the shore yard.

There was no current support. There was one e-mail of opposition from the Wisconsin Department of Natural Resources and one letter of opposition from the Walworth County Conservation Division.

Hearing – Count #8:36:03 – 9:28:12 / Decision – Count #9:25:28 – 9:31:48

The Fifth Hearing was John L. & Nancy S. Egezeino, owners – Section(s) 15 – Linn Township

Applicants are requesting a variance from Section(s) 74-37 / 74-51 / 74-92 of Walworth County's Code of Ordinances – Zoning to permit the location of a carport.

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

VARIANCE REQUEST: The applicants are requesting a 23.3' street yard setback. The request is a variance from Section(s) 74-37 / 74-51 / 74-92 of Walworth County's Code of Ordinances – Zoning to permit the location of a carport.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of October 8 & 9, 2014, for the petition of John L. & Nancy S. Egezeino, owners voted to **APPROVE** the request for a 23.3' street yard setback.

A motion was made by Gregory E. Guidry to approve the variance request. Seconded by John Roth. Motion carried. 3-favor 0-oppose

BOARD OF ADJUSTMENT FINDINGS: The Board found a unique property limitation in the easement located in the side yard that has existed for some time and is currently in use by neighboring properties for residential and agricultural vehicular purposes. The Board found to approve the variance request would cause no harm to public interests as the flow of traffic is not affected. The Board found the variance request to be a small increment of relief. The Board found the unnecessary hardship to be the easement. There was one letter of support from a neighboring property owner. An attorney representing neighboring property owners spoke in opposition. There was one letter of opposition from the Town of Linn.

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 November 2014 agenda, if applicable:

- A. Discussion / possible action on Township correspondence
- B. Court cases update

- C. Number of hearings permitted each month
- D. Distribution of reports, handouts and correspondence

ANN SEAVER
WALWORTH COUNTY BOARD OF ADJUSTMENT

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

Transportation Coordinating Committee

MINUTES

October 6, 2014 Meeting – 1:00 p.m.

Walworth County Board Room
Government Center – Elkhorn, Wisconsin

The meeting was called to order by Chair Russell at 1:04 p.m.

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

Others present – Juliet Young, Health and Human Services; David Bretl, County Administrator;

Public in attendance – There were 2 members of the public in attendance.

There were no agenda withdrawals. **Motion and second made by Citizen Representative Hallatt/Supervisor Monroe to approve the agenda. Motion carried 5–0.**

There were no changes to the minutes. **Motion and second made by Citizen Representatives Kerwin/Leffelman to approve the minutes from the June 2, 2014 meeting. Motion carried 5–0.**

Public Comment –

Jerry Grant stated he would like to ask questions during the presentation.

Old business – There were no items of old business.

New Business

Pam Busch – Door Tran Presentation - Pam Busch from Door Tran gave a presentation on Door County's transportation program. Ms. Busch explained the process of how a consortium of 42 members grew from the steering committee and then became a governing council after receiving 501(3)(c) nonprofit status.

Ms. Busch stated that their committee voted to hire a consultant rather than a mobility manager. Utilizing UW-Green Bay resources they were able to survey residents on unmet needs and learned many were not aware of resources in their community.

Ms. Busch reiterated statements made by previous presenters on the importance of partnering when it comes to grant applications. She had reviewed previous minutes of this committee and gave high praise to the June presenter, Dave Lowe. Ms. Busch encouraged the committee to participate in transportation conferences in Washington D.C. She stated that certification is helpful and that networking is an extremely valuable tool. Keeping the community involved is also important.

Ms. Busch then reviewed handouts she provided to the committee. The handouts were related to the various programs currently provided by Door Tran. She also discussed future plans which include merging the north and south regions and working towards helping with unmet needs in some of the zones.

Citizen Representative Hallatt stated this is the first time this committee has had someone speak about vehicle and gas voucher programs and she thank Ms. Busch for mentioning them. Ms. Busch stated the criteria varies and there have been changes in the grant so she is unclear on the future of these programs.

Supervisor Monroe asked about the county's budget for transportation. Ms. Busch stated that just \$8,000 is contracted with the 85.21 grant and that is just for the veteran transportation. County public transit is ridership based and she does not believe tax levy is being used to fund the program.

Ms. Muzatko asked about the vendor selection. Ms. Busch stated they did a full request for proposal for the shared ride tax system and Abbey Vans was the only one who responded.

Citizen Representative Kerwin asked about the countywide volunteer program. Ms. Busch stated it was funded through the New Freedom fund which is now the 5310 grant. The rest of the costs are covered by the United Way and rider fares. In the countywide program volunteers use their own vehicles and are reimbursed for their mileage. The county pays around \$200 a year for an umbrella liability insurance policy.

Supervisor Russell asked about mileage funds. Ms. Busch stated all the funding sources she mentioned pay towards mileage.

Supervisor Russell asked about how consumers get connected with services. Ms. Busch stated it is done either by phone or in person and they review all the options for that person.

Ms. Seemeyer asked about the estimated operating budget. Ms. Busch did not have her budget numbers with her and she estimated that there was \$270,000 budgeted for a full-time employee, a few part time staff and the voucher program. She stated the 2015 budget for Door to Door was around \$750,000.

Mr. Jerry Grant asked about fundraising. Ms. Busch stated they do a Kentucky Derby Dash with a silent auction, a half marathon, shipyard tours, casino cruise and coupon books for fundraisers. Ms. Grant asked if volunteers are used for these events and Ms. Busch stated that they do use volunteers.

Mr. Eric Russow asked if someone could use multiple routes to navigate through the county. Ms. Busch stated that the timing of the routes prohibits this for working out in

most cases. Mr. Russow asked if they have the support from local businesses. Ms. Busch stated that Ministry Healthcare has helped out along with members of their consortium who help with sponsorships for the fundraisers.

Supervisor Russell asked about county tax payers helping out. Ms. Busch stated that she does not believe tax levy is used for the transportation program. The match required for the grant is met using different providers. Supervisor Russell asked about the \$8,000 budget item. Ms. Busch stated that is for the transportation for veterans. Supervisor Russell asked if transportation businesses were in place before Door Tran. Ms. Busch stated they were in business and there was some give and take needed when introducing the public transit system.

Citizen Representative Kerwin asked about the ½ price vouchers with vendors. Ms. Busch stated that the New Freedom grant and other providers help with the matching costs. The vouchers are in different denominations and have an expiration date. The reimbursement rate is 95% so if a consumer pays \$5, they get a voucher for \$10 which is given for payment to a vendor. That vendor does an invoice and gets 95% of that voucher.

Mr. Grant asked if transportation services are for residents only or residents and visitors. Ms. Busch stated it is public transportation so it needs to be open to the public.

Supervisor Russell asked about UW-Extension's participation. Ms. Busch stated they have representation on the consortium and they have helped with strategic planning.

Supervisor Russell thanked Ms. Busch for her presentation.

Discussion and Possible Action Regarding Changes to Transportation Coordinating Committee Ordinance –Mr. Bretl distributed a rough draft of the ordinance based on discussions from the Executive Committee. The changes were made to include another citizen representative and adding terms of service to the positions. There are also changes needed with the elderly and disabled transportation budget moving from Health and Human Services to the County Administration office. After some discussion it was decided to make all the terms two-year terms with the exception of the elected positions and there were some minor language changes. It was also decided to make all members voting members in this committee.

Motion and second made by Supervisor Monroe/Citizen Representative Hallatt to approve the ordinance changes. Motion carried 8–0.

Discussion and Possible Action Concerning Transportation Grant and Public Hearing – Mr. Bretl announced that the funding for the elderly and disabled transportation program is transitioning from Health and Human Services to the County Administration office. HHS will continue to budget for transportation for their consumers. An additional \$100,000 was added to the county allocation to expand services and budget was put in place to hire a consultant. The 85.21 grant was just released today so the public hearing date has not been

set. The plan is to have the public hearing during the TCC meeting and the parameters for setting the public hearing need to be reviewed. As a result the date of the next TCC meeting may need to be changed.

Mr. Grant asked if the public hearing information could be included in the next ADRC newsletter. Ms. Muzatko explained that the deadline for the newsletter usually prohibits this from happening. Supervisor Russell asked that the most amount of notice be possible when scheduling the public hearing.

Supervisor Russell asked if there was a consultant in mind. Mr. Bretl stated that he is trying to connect with Mr. Lowe. The plan is to start with a consultant to this committee and see if more is needed in the future. The contract for the consultant would need to be approved by the county board.

Citizen Representative Kerwin suggested reaching out to Carrie Porter for assistance. Ms. Muzatko stated that both Rock and Kenosha Counties are looking for mobility managers due to resignations so those counties would not be able to offer assistance at this time. Supervisor Russell suggested looking into an agreement with our surrounding counties.

Reports –

Report from County Administrative regarding 2015 Transportation budget – This item was discussed during the ordinance changes. Ms. Simonsen gave praise to Ms. Muzatko for all her hard work. She has been a big help during this transition. Supervisor Russell and Citizen Representative Kerwin concurred.

Correspondence – There were no correspondence.

Announcements – There were no announcements.

Next Meeting Date – The next regular meeting will be announced once the date for the 85.21 grant public hearing is decided.

Adjournment – **On motion and second by Supervisor Monroe/Ms. Seemeyer. Chair Russell adjourned the Transportation Coordinating Committee meeting at approximately 2:31 pm. Motion carried 8-0.**

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

Walworth County Human Resources Committee

MINUTES

September 17, 2014 – 3:30 p.m.

County Board Room 114 – Government Center
Elkhorn, Wisconsin

The meeting was called to order at 3:31 p.m.

Roll call – In attendance were Supervisors Rich Brandl, Tim Brellenthin, Kathy Ingersoll, Ken Monroe and Rick Stacey. A quorum was declared.

Others present – County Board Chair Nancy Russell; Dale Wilson, Human Resources Director; Lisa Henke, Risk/Benefits Manager, David Bretl, County Administrator; Nicki Andersen, Deputy County Administrator – Finance; Jessica Conley, Comptroller, Finance; Kurt Picknell, Undersheriff, Amanda Lagle, Business Office Manager, Sheriff Department; Tracy Moate, Director-Special Education of Lakeland School; Linda Seemeyer, Director; Liz Aldred, Deputy Director, Health and Human Services; Bernadette Janiszewski, Nursing Home Administrator, Lakeland Health Care Center; John Orr, Director of Information Technology; Kimberly Bushey, County Clerk; Becky Bechtel, Administrative Clerk, County Clerk, Ron Person, Coroner, Coroner's Office;

Agenda withdrawals, if any – none

Agenda approval Motion by Brellenthin/Stacey to approve agenda. Motion carried 5-0.

Approval of minutes of July 16, 2014 and July 28, 2014 on Monroe/Ingersoll motion.
Motion carried 5-0.

Public Comment period – No members of the public were in attendance.

1. Unfinished Business

- a) **Discussion on IRS audit related to retiree health credits** - Bretl stated this item was a continuation from the joint meeting with Finance held at the end of July. The direction from that meeting was to have a dialog with IRS, with the meeting taking place last Friday. Bretl stated there is every reason to believe we may have a resolution on this issue as soon as October. Brandl recognized Chair Russell who said she wanted to state, without going into detail, that Administrator Bretl developed a solution that convinced the IRS to accept the County's proposition. Bretl thanked Russell and mentioned both Dale Wilson and Nicki Andersen contributed to the solution.

2. New Business

- a) **Personnel appeals to administrator's budget** Wilson stated he had not received any appeals. Wilson stated he has spoken with supervisors and if the Committee has additional questions the Department Heads are here and willing to answer any questions. **Motion by Brellenthin/Monroe to approve proposed staffing plan in the 2015 budget and forward Personnel appeals (none) on to the Finance Committee. Motion carried 5-0.**
- b) Request for early implementation of the following changes:
- **Health and Human Services personnel changes** - Wilson stated that as in years past personnel changes recommendations are part of 2015 budget. We have received a request for early implementation of a personnel change from HHS. The request is to reclassify the vacant HS Supervisor-Administration position to an HS Manager-Administrative Services. This position will be added to the list of employees who serve under employment contracts. Staff believes this position will be a difficult recruitment as it will require a higher level of expertise with additional financial and accounting proficiency. HHS has budget to cover the position in 2014 and would like to begin recruitment now, but will not hire until after county board approval in October. **Motion by Ingersoll/Brellenthin to approve early implementation and to start recruiting. Motion carried 5-0.**
 - **Lakeland Health Care Center has two personnel changes.** They wish to eliminate a unit clerk vacancy and create an LPN position as part of the Medical Records Department. The second request is to change a 3rd shift charge nurse to an assistant nurse manager. Janiszewski is requesting early implementation of both positions and she has budget to cover 2014 expenses. **Motion by Monroe/Brellenthin to approve early implementation of both positions. Motion carried 5-0**

Discussion and possible action approving a collective bargaining agreement between Walworth County and the Health and Human Services Professionals for the period of January 1, 2014 to December 31, 2014. Wilson reminded the Committee this was discussed in a previous closed session. The HHS Professionals did recertify and a settlement was reached with the guidance provided by the Committee. The agreement includes a general wage increase of 1.66% for HHS Professionals, retro to January 1, 2014. Assuming approval it will be retro and is in the budget. **Motion by Stacey/Ingersoll to approve the agreement between Walworth County and the HHS Professionals for 2014. Motion carried 5-0.**

Discussion and possible action regarding amending section 15-359 of the Walworth County Code of Ordinances relating to special pay premiums for the extended school year. Wilson mentioned this item is also on CDEB agenda and was discussed during agenda setting. This amendment will allow certified CDEB staff members to perform IEP

services and be compensated. **Motion by Monroe/Brellenthin to approve amending section 15-359 relating to special pay premiums. Motion carried 5-0.**

Discussion and possible action amending sections 15-366 of the Walworth County Code of Ordinances relating to safety shoe stipend for certain LHCC employees. Wilson stated this amendment would include the 3 maintenance positions at Lakeland Health Care Center that warrant safety shoes. Kim Eggers, Safety Coordinator in Human Resources audited the positions using the guidelines from Alpha Terra and found substantially similar duties as Public Works employees. Wilson is recommending to include these positions and to add the requirement of safety shoes to all job descriptions for both DPW and LHCC employees. Brandl inquired if this amendment will now cover all maintenance people in the county, Wilson replied yes. **Motion by Monroe/Ingersoll to approve amending section 15-366 relating to safety shoe stipend for certain LHCC employees. Motion carried 5-0.**

Discussion and possible action regarding amending sections 15-154 and 15-601 of the Walworth County Code of Ordinances relating to safety. Wilson stated these amendments are to hold Department Heads responsible for safety. Human Resources will provide consultation and ensure safety training is accomplished. Bretl believes it is to place the responsibility onto Department Heads for a couple reasons. First, he believes the safety element is integral to a number of different jobs and it is not reasonable to have Human Resources in charge of safety for 800 employees. Bretl wants each Department Head to have control centrally so their department will take the initiative to continue taking safety seriously each day. Human Resources will provide support and partnership with the departments. Brandl inquired about implementation and role of the safety coordinator position. Wilson explained the safety coordinator performs audits and after making his conclusions he forwards his suggestions to the Risk/Benefits Manager. Wilson and the Risk/Benefits Manager attend safety meetings at the various departments and discuss what belongs where and whose responsibility any corrections would be. **Motion by Ingersoll/Stacey to approve amending section 15-154 and 15-601 of the Code relating to safety. Motion carried 5-0.**

Discussion and possible action regarding creating sections 15-540 and 15-549 of the Walworth County Code of Ordinances relating to special benefit provisions for CDEB Professional Employees. Wilson explained the amendment will spell out the current practice of continuing benefits for employees previously represented by Lakeland Education Association. Employees maintain their insurance related benefits during summer when school is not in session. If an employee is not returning for the next school year, the benefits would end prior to the start of the next year with the exception of retirement. This item was covered previously by their collective bargaining agreement. **Motion by Ingersoll/Brellenthin to create sections 15-540 and 15-549 relating to special benefit provisions for CDEB Professional Employees. Motion carried 5-0.**

Discussion and possible action regarding amending section 15-333 of the Walworth County Code of Ordinances relating to step increase dates for CDEB management

staff. Wilson stated the purpose of the amendment is to clear up the practice of when this group of employees would be eligible for a step increase as a result of favorable performance evaluation. These employees are not on the Management pay plan and are not required to work summers. Performance evaluations would take place at the end of the school year and a potential increase would be awarded at the start of the next school year. **Motion by Monroe/Stacey to approve amending section 15-333 relating to step increase dates for CDEB. Motion carried 5-0.**

Discussion and possible action regarding amending section 15-52 of the Walworth County Code of Ordinances relating to requests to waive recruitment. Wilson identified this one while reading through the ordinance and this amendment provides an additional opportunity to waive recruitment. A request would have to be approved by the Human Resources Committee. An example would be a departmental reorganization with a position being eliminated and a new position being created. The employee in the eliminated position could be eligible to fill the new position. Bretl spoke of his concerns regarding not opening a position up to as many people as possible and trying to avoid layoffs. Bretl would like to add some gatekeeping to the amendment and does not want to put the Human Resources Committee in a difficult position. His preference would be to have recommendation by the director with approval of the request by the Human Resources committee added to the amendment. Brandl recognized Russell who stated her concerns over waiving recruitment for a position and the need for advertising and open recruitment. Wilson and Bretl both stated they could clarify the amendments. Brandl recognized Linda Seemeyer, Director of HHS who spoke on their use of waiving recruitment and to somehow limit it to only current employees. Wilson said he wouldn't waive recruitment for an external employee. Wilson will rework adding criteria and bring it back in October. **Motion by Stacey/Ingersoll to place item on hold and place on October agenda. Motion carried 5-0.**

Update on Re-Award of Pharmacy Benefit Manager (PBM) Contract Wilson reviewed the history of this item and reminded the Committee this item is on the Finance Committee agenda in September for contract re-award. Wilson listed his concerns with the previously awarded contract to Express Scripts, including change in potential savings and non-covered drugs, additional fees, contract language and lack of a local presence from Express Scripts. With these changes in mind, Wilson has revised his recommendation. Even while Express Scripts offers additional savings, his confidence in them has changed significantly. Wilson is concerned with the disruption to plan participants and the administrative challenges of working with a company without a local presence. The incumbent vendor Serve You has offered to implement additional discounts and rebates effective October 1, 2014. These potential savings from Serve You could offset some of the projected savings by Express Scripts. Wilson will be recommending revising the contract award and awarding the one year contract to Serve You. Ingersoll inquired if Wilson was satisfied with the service from Serve You. Wilson confirmed the County was. Brandl mentioned, after talking to Dale, he is in agreement the County could potentially save but we could lose if employees have to get different prescriptions. Wilson stated this was for the Committee's information only, no action necessary.

Discussion and possible action concerning contracting with Waukesha County for the provision of Medical Examiner services Bretl directed the Committee's attention to the memo that was included in the packet and added this item will be on multiple agendas this week. The Finance committee will consider and recommend contracts tomorrow. It is on the Human Resources agenda for earlier action of approving the 2015 budget staffing plan. A position was created as Lead Investigator/Deputy Medical Examiner and Deputy Medical Examiners. This will be a cooperative effort with Waukesha County, with the Waukesha Medical Examiner being appointed Walworth County's Medical Examiner. Walworth County will have available additional resources, along with Waukesha County's very professional staff and great support. With the Lead Investigator/Deputy Medical Examiner position we will have a local point of contact and will not have to wait for someone to drive from Waukesha County. For the position of Lead Investigator/Deputy Medical Examiner, we will be recruiting and hiring. With the paid on call Deputy Medical Examiners we will not have one position trying to respond to every call. We have an established working relationship with Waukesha County and Dr. Molot will continue as long as he wants. Bretl wanted to stress that this plan was not a knock to current employees as they are doing a good job. Bretl commented other counties are entering into partnerships to provide services, Rock County is in discussions with Dane County for Medical Examiner services. Bretl said the final versions of contracts arrived Friday and the Finance Committee will discuss at Thursday's meeting. Bretl stated no action was needed by Human Resources Committee. Bretl said he would invite Dr. Biedrzycki to attend a special Executive meeting before County Board in October to answer any questions. Ingersoll inquired about additional costs with this plan. Bretl confirmed it would be added expense but Waukesha will take over record management saving clerical expense. Bretl confirmed this plan will be more expensive than John Griebel, but we didn't know how good we had it. Stacey inquired if Waukesha performed services for other counties. Bretl confirmed that Washington County is using Waukesha County.

Reports/announcements by Chairperson - none

Set/confirm next meeting date and time – Wednesday, October 22, 2014 at 3:30 p.m.

Adjourn at 4:20 p.m. on motion by Monroe/Stacey. Motion carried 5-0.

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
September 15, 2014 - 10:00 AM
County Board Room 114 - Walworth County Government Center
100 W. Walworth St., Elkhorn, Wisconsin

The meeting was called to order at 10 AM by Chairman Weber.

A quorum of members was in attendance, including Chairman Weber, Vice Chairman Kilkenny and Supervisors Brandl, Russell and Staples. Others in attendance included Ron Person, County Coroner; County Board Supervisor Tim Brellenthin; Dale Wilson, Human Resources Director; John Ennis, Emergency Management Director; Tom Miller, Deputy Coroner; Liz Aldred, Deputy Health and Human Services Director; Linda Seemeyer, Health and Human Services Director; Michelle Blanchard, Job Center/Dynamic Workforce Solutions Manager; Derek D’Auria, Executive Director of Walworth County Economic Development Alliance; Nicole Andersen, Deputy County Administrator – Finance; Michael Cotter, Deputy Corporation Counsel/Director of Land Use and Resource Management; Kristin Perry, Director of Lakeland Animal Shelter and LAWS; Michael Mumford, Town of Geneva Board Supervisor; and Dave Bretl, County Administrator/Corporation Counsel.

Agenda approval/withdrawals. Russell moved to discuss item 9e pertaining to Transportation Coordinating Committee membership immediately following public comment. Staples seconded the motion, which carried 5 – 0. Brandl and Russell moved and seconded approval of the agenda as revised; motion carried 5 – 0.

Approval of the July 14, 2014 executive committee minutes was moved and seconded by Staples and Brandl. The motion carried 5 – 0.

Public comment period. Mike Mumford, Geneva Town Supervisor was in attendance regarding short-term rentals. Support of a county ordinance amendment was discussed by the town, which passed its own ordinance last summer (2014). Geneva Township is not a zoning body; it is under countywide zoning. The town ordinance restricts advertising short-term rentals via internet or in newspapers. There’s been lots of community involvement regarding properties zoned R-1 and R-2; many didn’t realize what the outcome would be of renting their home. Mumford received complaints about rentals, stating the short-term rental violated homeowner rights in a single family neighborhood. He requested the county’s consideration of prohibiting short-term rentals. Bretl explained that this matter was scheduled for closed session to discuss legal strategy. He indicated Mumford was welcome to return when the committee reconvened in open session.

Ordinance Amending Chapter 2 of the Walworth County Code Relating to Transportation Coordinating Committee (TCC) Membership. The TCC provides recommendations to the county board concerning specialized transportation needs in the county. Membership currently includes one representative for the elderly and disabled. Passage of this ordinance will permit appointing one additional representative. Russell suggested other changes, including: section 2-235 (a) *Creation* being revised to read, “There is hereby created a transportation coordinating committee for the advancement and coordination of the county’s specialized transportation.” She suggested revising section 2-235 (b) (1) to make board supervisor terms contiguous with their elected terms; and, making all other terms for two years. Members agreed with the suggestions, including revising sub. (2) to read, “Recommend coordinate, communicate and either monitor or review transportation plans for the service area.” Bretl suggested the committee approve recommended changes and agendaize for executive committee review one more time before the board adopts it. Russell moved holding the

ordinance pending revision and further committee review. Staples seconded the motion, which carried 5 – 0.

Appointments (county administrator's nominees).

- a) Elizabeth Aldred to succeed Linda Seemeyer as Health and Human Services Director. Linda Seemeyer will finish on January 9, 2015. This matter will go to the HHS Board and HR committee. Liz has been with the county since before Linda joined the HHS department. It wouldn't be productive to embark on a search and her appointment will provide continuity. The other component is that the deputy HHS Director position is proposed to be eliminated in the administrator's 2015 budget. Russell and Kilkenny moved/seconded support of county board appointment of Aldred; motion carried 5 – 0.
- b) Ken Sathern, Transportation Coordinating Committee (TCC). This appointment will be held pending adoption of the above-referenced Chapter 2 ordinance amendment.
- c) Local Emergency Planning Committee. John Ennis said Mark Rousch is no longer the fire chief in Sharon; he represents the fire chiefs through Mavis. Vanderveen, current chief of Sharon, stopped serving on the LEPC; Rousch is the voice for the fire department. With Senator Kedzie's retirement, a position is open. It is not necessary to wait to appoint the person who succeeds him following the fall election. Bretl advised the committee is free to approve this list as proposed. Mark Ciardo's (Lake Geneva) also needs to be reappointed. It was suggested to wait until after the fall election to appoint state positions. Ennis confirmed the next LEPC meeting is scheduled for February 2015. Russell and Brandl moved/seconded approving the list as submitted and revising it after the fall election. Motion carried 5 – 0.
- d) Southeastern Wisconsin Regional Planning Commission – Charles Colman. He has a long-standing relationship in the community and serves on a multitude of committees. Bretl said the county board appoints one representative, the governor appoints another, and the governor appoints one more from a short list provided by the county (this appointment). Bretl said if Governor Walker requests additional nominees, the appointment can be re-visited. Colman is a retired business owner and is investing in start-up companies, helping young entrepreneurs; he has many business connections. Russell/Kilkenny moved/seconded support of forwarding Colman's name to the governor for consideration; motion carried 5 – 0.
- e) Workforce Development Board – appointment of Derek D'Auria, Executive Director of Walworth County Economic Development Corporation. Chairman Weber introduced Derek, who said he was honored to be nominated. Russell and Kilkenny moved and seconded support of forwarding Bretl's nomination to the county board; motion carried 5 – 0.

Consent items. The following claims were approved as indicated:

- a) Nancy Russell, County Board Chair - \$64.85. Kilkenny and Staples moved/seconded approval; motion carried 4 – 0. (Russell abstained). One claim in the amount of \$89.77 had not been included on the agenda and was not approved. Brandl asked about the expense claim for attendance at the White River County Park Friends meeting, a private group. Nancy was asked by

county Public Works to help organize and kick off the meeting. Russell said she was happy to remove the expense if the committee wished.

- b) Rich Kuhnke, WRRTC County Representative - \$245.60; Allan Polyock, WRRTC County Representative - \$134.00; and, Rick Stacey, County Board Vice Chair - \$19.04. Kilkenny and Russell moved and seconded approval of all three claims; motion carried 5 – 0.

New business

Update regarding 2014 Walworth County Economic Development Alliance, Inc. (WCEDA) goals, measures and outcomes. Derek D’Auria, WCEDA Executive Director had provided a report in the agenda packet. There are four major points/updates: 1) building awareness of the job center. D’Auria said it’s great they’re co-located with the WCEDA office. He’s been working with Michelle Blanchard’s staff and visited a Darien business that plans to upscale by 100 employees in the next year. They are collaborating to work with GTC on assistance with grant funding. 2) Developing job search needs, targeting high school population. Meetings are scheduled with six or seven high schools. D’Auria is focused on continuing the “Dream It Do It” program for youth. He has met with the UW-Whitewater Chancellor and Innovation Center Director in regard to training providers and cultivating better relationships (major points 3 and 4). Meetings with GTC have been productive. There is staff dedicated to workforce development at all three campuses. WCEDA has compiled a list of skills needed in local business and industry. D’Auria said GTC recognizes the need to be more involved and do more. Some manufacturers have expressed interest in interfacing with Blackhawk Technical College in Rock County, where many Walworth County residents who live on the western side of the county attend. Derek is working on setting up future meetings as webinars to reach out more effectively. He will communicate with Mr. Bretl in regard to providing another update to the committee later in the fall.

Walworth County Job Center/Dynamic Workforce Solutions (DWS) update regarding performance measures and discussion of annual Job Center report. Michelle Blanchard talked about case management services, dislocated worker and youth, one service provided under contractual agreement with the county, which began October 2012 and extends through June 30, 2015. Today’s report (in agenda packet) included year two goals and measures. Blanchard said some measures have come up less than ideal; however, the measure that speaks to those exiting the program and gaining employment has improved by 8%, meaning the Job Center’s measures are valid and the program is helping/working. Many individuals exiting the program are taking a job as soon as one is offered and not waiting for a better paying job. The bulk of people are starting at \$12/hour. Job Center provides training in service industry and manufacturing jobs. In year two, 95% of program exiters have entered employment, military service or continuing education. The percentage of those completing high school and getting their diplomas is high. The Job Center has close relationships with local high schools. Russell asked Blanchard to include the number of participants in next update report. Staples and Brandl moved/seconded accepting the report; motion carried 5 – 0.

Update from Emergency Management Director John Ennis regarding Comprehensive Emergency Management Plan. John has met with HHS and Public Works department heads, thus far. The county’s Continuity of Government and Continuity of Operations Plan (COOP-COG) had not been reviewed in a long time. COOP-COG addresses scenarios such as a major fire in the some county building and where staff would go to continue providing government services. CPR and External

Defibrillator training is being offered and has been extended to county board supervisors. Each county office was invited and department heads encouraged to send at least one staff to participate and be office representative. There was no committee action.

FFY 2013 SE Region 2013 First Half County Plan of Work Reports update. County submission includes a summary from the local Emergency Management Director. Fifty percent of Ennis' position is funded by the state. There was no action on this item.

Advisory resolution regarding Center-based Programming and Family Care HCBC Transition Plan for Wisconsin - advisory resolution to State Health Services Director. The issue has to do with pre-vocational training, that being in disfavor with state Disabilities Rights Wisconsin. Dave Weber serves on the VIP Services Board. There is a new level of recognition of special needs population. The goal to help them become productive members of society. The new proposed state rule could put some at risk. Special needs people produce what Weber called "piece work" for local industries; the work is done in an environment that is comfortable and supportive for the disabled. The push to achieve minimum wage will impact of the value of services that special needs people can provide. Sending work overseas or out of state will leave a void in the availability of work for special needs population (assembly for manufacturing industry). The majority of those affected by this proposal don't have the capacity to react on their own behalf; the responsibility falls to the caregiver to be an advocate. The new rule is an attempt to change the cash flow that comes to the service providers like VIP Services. Industry will fall out of the picture because they will not be willing to provide on-site work or supervision of the special needs people. It is presumed to be a non-segregated facility. Trying to totally integrate special needs people into society without contact with other special needs people is not viable. Weber feels the new rule is counter-productive. Hopes the county board will provide a voice concerning the proposed new rule. There is a five-year window for total implementation of the proposal. Russell supports drafting a resolution and providing to all Wisconsin State and United States representatives. Perhaps attempted placement in the community would be requisite to enrollment and participation at service organizations like VIP Services. Having a place like VIP Services allows many people to remain at home versus being in a care facility. Seemeyer encouraged our county's voice on the issue. Kilkenny and Russell moved and seconded to share forwarding a resolution for county board adoption in October; motion carried 5 – 0.

Ordinance Amending Chap. 6 and Chap. 14 of the County Code relative to Powers of the County Humane Officer and Resolution Designating Cindy Wroebel as the Walworth County Humane Officer. Brandl and Staples moved and seconded recommending county board adoption of both the ordinance and resolution, with the following change to the ordinance: revision to Section 6-3, abatement review authority, to indicate the county administrator conduct reviews of abatement orders in the event the sheriff is disqualified from acting. Cindy Wroebel Humane Officer, said the LAWS Board appreciates the county attempting to increase licensing fees. The problem is there is no enforcement. Ninety-one percent of all animals that came to the shelter last year were not licensed. LAWS wants the ability to threaten to issue citations if licensure and vaccines are not obtained. If someone comes to claim a dog, they must show proof of ownership, license, tags and vaccines. This brought up discussion regarding Price Park dog park having signage specifying the requirement of licensing and rabies vaccination. Staples asked if LAWS could enlist help from local veterinarians and asked if the shelter encouraged vaccinations. Wroebel said there is no full-time vet on site; some local vets volunteer. Average cost to vaccinate a dog is \$55.00. The Brandl/Staples motion carried 5 – 0.

Outagamie County Resolution 9-2014-15 regarding the State Legislature accepting federal funds for BadgerCare. Bretl did not recommend put this matter to a referendum vote because it would only be an advisory action, and there would be time and expense involved in placing the issue on the ballot. Staples said a referendum would make a more powerful statement but said she appreciates the expense involved in placing the matter on a referendum. Kilkenny said he was interested in hearing form the HHS department as to how changes in BadgerCare are impacting Walworth County. Bretl said the resolution could be referred to the HHS Board for input. Kilkenny and Russell moved and seconded referring the Outagamie County resolution to the HHS Board for a recommendation; motion carried 5 – 0.

Proclamation declaring a Fair Housing Week in Walworth County. Staples and Kilkenny moved and seconded authorizing the county board chair to sign a proclamation; the motion carried 5 – 0.

Contracting with Waukesha County for the provision of Medical Examiner services. In March 2014, the board eliminated the office of coroner and creating a Medical Examiner system in Walworth County beginning January 2015, under oversight of the county board. Bretl indicated the new program must be solid; the best way to accomplish is through collaboration with Waukesha County Medical Examiner's office. There is a transition, statewide, in this direction. There are few pathologists willing to serve as medical examiners. These individuals are in high demand and need to be well-compensated. Bretl has spent a fair amount of time in Waukesha County, which he said is very professionally run and has a modern morgue facility. Waukesha would hire a third pathologist if this intergovernmental agreement is approved. We have staff skilled at the job. On September 17, creation of a deputy medical examiner and paid on-call deputies will be discussed by the Human Resources committee. Dr. Molot has been performing county autopsies and doing an outstanding job. He can continue to work under the agreement with Waukesha, but he is hoping to retire at some point. The Finance committee will review the agreements and details of each county's fiscal responsibility. Bretl reviewed the proposed IG agreement section by section, point by point with the committee, each member having a copy in hand to review. Bretl indicated that conceptual approval is sought from this committee as part of its public safety oversight duty. The intergovernmental transition agreement provides for an orderly and seamless transition. The county coroner will remain in charge until January 5, 2015. Bretl noted the section of the transitional agreement that addresses Dr. Molot continuing to perform autopsies at Aurora Lakeland Medical Center. Staples asked how Waukesha was selected. Bretl said Waukesha County has done work for Walworth County dating to Griebel's tenure. It is also geographically close to our county. The county will continue to remain liable for the cremation or burial expense of indigents. Bretl plans to invite Dr. Biedrzycki to meet board supervisors in October. Russell moved approval of both agreements, including the section pertaining to Dr. Molot; seconded by Staples and carried 5 – 0.

Wisconsin Department of Administration Preliminary Estimate of January 1, 2014 Population for Walworth County. Brandl moved to place the report on file. Kilkenny noted population was down slightly except for the impact of the student population at UW-Whitewater. He seconded the motion, which carried 5 – 0.

Reports/announcements by Chairperson. Russell said at the WCA voted on seven Walworth County resolutions at its annual meeting; three were indefinitely postponed, and four were adopted. One was postponed because the legislature has already taken action.

The next executive committee meeting was confirmed for October 20, 2014 at 10 AM.

Claims and litigation. The committee convened in closed session at 12:30 PM on motion and second by Brandl 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:

- a) Recent Circuit Court Decision regarding Short Term Rentals: *Growth Management vs. Walworth County Board of Adjustment 13-CV-885*
- b) Notice of Receiver's Motion, Order and Final Order – B.R. Amon & Sons, Inc., Amon & Sons, Inc., Amon Land Company, LLC, Lake Mills Blacktop, Inc.
- c) Summons and Complaint – Frank and Patricia Eames, Co-Trustees under the Frank or Patricia Eames Revocable Trust, William and Lorraine Norem, Polo Park, LLC, Glenn and Lisa Terry, Plaintiffs, vs. Ronald M. Carlson, Esq. Court Appointed Receiver of B.R. Amon & Sons, Inc., Amon & Sons, Inc., Amon Land Company, LLC, and Lake Mills Blacktop, Inc., Forseti Consulting, LLC, Southwind RAS, LLC, County of Walworth, and Walworth County Zoning Agency, Defendants
- d) Claim for Vehicle Damage – Patti Fladten
- e) Claim for Vehicle Damage – Randy Lathrop
- f) Receiver's Motions To Approve the Sale of Certain Assets to Sugar Creek Sanctuary, LLC – B.R. Amon & Sons, Inc., et al.

The committee reconvened in open session on motion and second by Kilkenny and Brandl and took the following action on the above-referenced agenda items. Kilkenny moved consistent with closed session discussion to authorize appeal of the recent circuit court decision regarding short-term rentals; to place on file items b, d and e listed above; and, to hold items c and f. The motion was seconded by Brandl and carried 5 – 0.

Chairman Weber adjourned the meeting at approximately 1:15 PM on motion and second by Brandl and Kilkenny.

Submitted by Suzanne Harrington, Walworth County Administrator's office. These minutes are subject to approval of the Executive Committee.



WHITEWATER-RICE LAKES MANAGEMENT DISTRICT

P.O. Box 301
Whitewater, WI 53190



MINUTES

September 11, 2014

The September 11th, 2014 Whitewater/Rice Lakes Management District board meeting was called to order by Chairman Rich Charts at 6:01 PM. Board members present were, Chuck Chamberlain, Larry Brady, Ernie Roy, and Norm Prusener, Whitewater Town Representative. Brad Corson present by tele-conference.

Absent: Jerry Grant, Walworth County Representative

Standing Teams – Dave Clevon

Guest Present: Bernie Tangney, Judy Wildermuth, Jeff Widner

Clerk Present: Susie Speerbrecher

ADMINISTRATIVE

The agenda was accepted as presented by a motion from Ernie and seconded by Larry. Motion Carried.

The August 23rd, 2014 minutes was accepted as presented by a motion from Larry and seconded by Ernie. Motion Carried.

A tentative approval of the minutes from the Budget Hearing/Annual Meeting of property owners on August 23rd, 2014 was made by Rich and seconded by Ernie. Motion Carried

PUBLIC INPUT – Bernie Tangney expressed concerns of the water quality on Rice Lake and asked the board to address look into his concern. Rich will get in touch with standing team member Tom Ganfield who is in charge of water quality. Bernie also expressed concerns of the amount of carp in the lake and asked if removal was possible.

COMMISSIONER REPORTS

Secretary – No formal report. Ernie did hand out copies of the Revised August 24th, 2013 By-Laws to the board.

Finance – While waiting for the conference call to begin, Rich reviewed the expenses for the month of August which amounted to \$23,377.77. Ernie motioned to accept these expenses as presented and seconded by Larry. Motion Carried.

Weed – Larry reported that on 9-2-14 Heidi Bunk from the DNR was investigating the lake and found a weed called slender nyad. She is checking into agriculture areas around the lake to see if run off from the fields could be entering the lake. She will be meeting with Larry at the end of the month. Rich discussed reports from the South Bay Advisory Board property owners as having some

good ideas and that communication and reconciliation between residents continue in order to resolve the weed growth problems. Chuck mentioned that it is important that the South Bay Advisory Board communicate with Whitewater/Rice Lakes Management District Board and not to talk to vendors about their concerns.

Chemical – Ernie reviewed the Wisconsin Department of Natural Resources Grant Project Resolution with the board. Rich motioned that the resolution be submitted as presented. Chuck seconded the motion. Five board members approved the motion. Two members were absent. Motion Carried. The resolution will be submitted as number of 2014-02.

Bog - Rich reported bog removal is in progress. He advised Jeff that when wind and storms are predicted the harvesters need to be tied up at Parkside and not to an island. The silt fencing Jeff constructed is working well. It was suggested pictures be taken every year of the bog for a year to year comparison.

Equipment – Chuck reported he has now received an inventory list of tools and equipment in the trailer and on the trucks. Susie will type up the list and e-mail it to the board members. We should be receiving our grant award letter from the Wisconsin Waterways Commission in the next 10 days. (Sept. 19th – 20th) Susie will continue to check the post office for this letter. Chuck then reviewed a handout regarding the New Transport Barge RFP. He will put the recommendations together in RFP form and send it to the board for approval. Susie will check how many weeks the RFP needs to be published and report back to the board. A tentative date is the Nov. 8th board meeting for a post mark date or hand delivery of any RFP. Chuck then reported he has done some investigating on GPS Instruments for the harvesters. He was referred by Aquarius to get in touch with Operations Manager Dan Carroll of Big Cedar Lake. Chuck and Larry will research the Trimble CX 750 unit they are using which was purchased at Krone Wisconsin.

Fish Stocking – In Tom Potrykus's absence Ernie reported a fish survey will be done the end of September and stocking will happen after that survey.

Wildlife Management – Dave Cleven asked the board what they would like done next year. The board unanimously said they would like him to continue the good work he has done. Dave volunteered to continue in this position in 2015.

Safety – Larry reported there was a safety meeting with Jeff Widner, The Ski Team representative, Deputy Shawn Blanton, to discuss end of the year issues. Issues were resolved. He suggested the Ski Team display a larger sign in their practice area. Norm will address this at the town board meeting in the spring when they ask for approval to put on Ski Shows. He also suggested all residents be educated of lake rules and regulations. Larry displayed a vest he was given by the DNR with a patch being a certified instructor and DNR Boating Safety patch.

Audit – Brad reported there were no recommendations from auditor Dominick Fashoda. Discussion was held if three people should do the audit. It is referenced in the report he does have another property owner review his audit.

Water Quality – No report.

2014 Schedule – A review of the DNR Planning Grant deadline is December 10th, 2014 and the RFP for harvesting needs to be submitted.

OLD BUSINESS – Larry asked if Brad would get him the total number of weed harvesting loads so he can submit his report to the DNR.

NEW BUSINESS - Chuck led a discussion on boat launch fees. The Wisconsin Waterways Commission strongly advises there be a launch fee at all boat launches. The Town of Whitewater has three launches in their possession. The launch at Parkside is a DNR launch and a park or a day sticker is required. Norm said the town never looked into charging launch fees and it would not be cost effective to maintain or monitor. Having no parking signs at these launches would entice boaters to launch at Parkside. Norm will discuss these issues more at the next Town Board Meeting.

OTHER BUSINESS - Rich made an amendment to the motion that approved the tentative Budget Hearing/ Annual Meeting minutes of August 23, 2014 made earlier in this meeting. He motioned to amend the minutes as approved and to add the date of August 22nd 2015 as the date for the next Budget Hearing/Annual Meeting. Seconded by Larry. Motion Carried.

Chuck is unable to be at the October meeting scheduled for October 9th, 2014. Chuck motioned to move the meeting date to October 16th, 2014. Seconded by Ernie. Motion Carried.

Rich Motioned to adjourn the meeting. Seconded by Ernie. Motion Carried. Meeting Adjourned at 8:15 PM.

Respectfully Submitted

Susie Speerbrecher, Clerk

WISCONSIN RIVER RAIL TRANSIT COMMISSION

EXECUTIVE COMMITTEE MEETING - FRIDAY, SEPTEMBER 5TH, 2014 @ 10AM
 DANE COUNTY HWY GARAGE, 2302 FISH HATCHERY RD, MADISON, WI

1. 10:00 AM **Call to Order** – *Tom Cornford, 2nd Vice-Chair*
2. Roll Call. **Establishment of Quorum** – *Mary Penn*

Crawford	Tom Cornford, (2nd Vice Chair XComm)	x	Rock	Ben Coopman, Alternate	
	Rocky Rocksford	x		Wayne Gustina	x
				Alan Sweeney, Chair	excused
				Terry Thomas	x
Dane	Gene Gray, (Treasurer X-Comm)	x	Sauk	Marty Krueger, Alternate	
	Jim Haefs-Fleming	excused		George Johnson	
	Chris James, Vice Secretary (XComm)	x		John Miller, Vice Treasurer (XComm)	x
				Dave Riek	x
Grant	Gary Ranum	x	Walworth	Jerry Grant	
	Vern Lewison	excused		Richard Kuhnke, 2 nd Vice Treasurer (XComm)	x
	Robert Scallon, 1 st Vice Chair (XComm)	excused		Allan Polyock	
Iowa	Charles Anderson, Secretary (XComm)	x	Waukesha	Karl Nilson, 4 th Vice Chair (XComm)	excused
	William G Ladewig			Dick Mace - acting as 4 th Vice (Chair X-Comm)	x
	Jack Demby			Vacant	
Jefferson	Vacant 3 rd Vice Chair (XComm)				
	Laura Payne – acting as 3 rd Vice Chair (XComm)	x			
	Augie Tietz				

Commission met quorum.

Others present for all or some of the meeting:

<ul style="list-style-type: none"> • Mary Penn, WRRTC Administrator • Richard Brandl, Walworth County Supervisor • Kevin Brunner, Walworth County DPW • Alan Anderson, Pink Lady (10:21) 	<ul style="list-style-type: none"> • Ken Lucht, WSOR • Frank Huntington, Kim Tollers, WDOT • Forrest Van Schwartz, pro bono consultant
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3. Action Item. **Certification of Meeting’s Public Notice** – *Noticed by Penn*
 - *Motion to certify posting of meeting – Ranum/Gustina, Passed Unanimously*
4. Action Item. **Approval of Agenda** – *Prepared by Penn*
 - *Motion to approve amended September agenda – Anderson/Rocksford, Passed Unanimously*
5. Action Item. **Approval of draft August Meeting Minutes**–*Prepared by Penn*
 - *Motion to approve August minutes as amended– Mace/Kunhke, Passed Unanimously*

Dick Mace recommended adding the actual dollar value for the county contribution on Item 19, 2015 budget discussion. Mary Penn said she would correct the roll for August’s meeting showing Richard Kuhnke as the 2nd Vice Treasurer.

WRRTC FULL COMMISSION APPROVED SEPTEMBER 2014 MEETING MINUTES

6. Updates. **Public Comment** – *Time for public comment may be limited by the Chair*
There were no public comments.

7. Updates. **Correspondence & Communications** – *Discussion may be limited by the Chair*
Penn distributed three articles from Forrest Van Schwartz of which he spoke briefly. Penn listed correspondence received since the August meeting.

8. Updates. **Announcements by Commissioners** – *No discussion permitted*

REPORTS & COMMISSION BUSINESS

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

- Treasurer's Report for August and Payment of Bills

Gene Gray gave the Treasurer's Report saying there was only one bill to pay, to WSOR for completion of the 2013 projects in the amount of \$208,390.00.

- *Motion to approve Treasurer's Report and approve bills – Anderson/Mace, Passed Unanimously*

10. **Wisconsin & Southern Railroad's Report on Operations** – *Ken Lucht, WSOR*

Ken Lucht gave his report, saying routine work (inspection, maintenance, etc.) was ongoing. On the capital side, he said the Continuous Welded Rail (CWR) project between Janesville and Avalon was underway, noting that the check approved today was for this project, with about 8 miles of rail on the ground now. He said all the materials needed had been delivered and the project had gone to bid. Because the bids previously received were so high due to a late contract, WSOR had resent the bids. They hoped to award that bid in the next few months.

On the Oregon/Fitchburg line, WSOR was getting signatures on the Line of Sale Agreement and had filed with the STB to gain Common Carrier Rights (CCR) within 30 days. Lucht said crossings had been completed and teams were working on visibility issues. WSOR was thinking they could get the line into service at 10 mph within the next few weeks, with the ties in and minimal culverts completed, service could commence in the next couple weeks. He said STB had not yet granted CCR and WSOR was thinking of asking Oregon and Fitchburg for temporary operating rights as the customer, Lycon, had invested heavily in this process and had shown their commitment to the project and needed to get things moving. Lucht promised to update the Commission on the outcome of getting temporary operating authority at the October meeting.

Next year, Lucht said WSOR was anticipating WDOT making awards of projects mostly in the northern district.

On the Darrien siding, Lucht said the work had been completed which would allow WSOR to provide safer service.

On the utility permit approved for fiber optic at last month's meeting, Lucht said it had been approved by WSOR engineers.

Lucht said WSOR was hoping to hear about the outcome of the TIGER application next month.

On the I39 project, he said that WSOR had 4 locations where the highway crossed the railroad tracks. WSOR had reviewed WDOT plans to widen clearances to accommodate the tracks and rail and would be talking to WDOT about this project more in the future.

On the Fox Lake Bridge, IL, Lucht said that right before the beginning of the Metra track there is a bridge over the Nippersink River that is settling. In 2005 WSOR created a plan to create a structure but the IL DNR said no to it, although the Army Corp of Engineers approved it. Lucht said the bridge is continuing to sink so WSOR was almost to a point where they would have to take the bridge out of service. He said they were working with their attorneys to address the issue and were trying to keep the bridge in service. Lucht did not know if the bridge work would be considered a maintenance item vs a capital item but WSOR was not going to go forward with a full replacement due to the legal issues involved. He said federal pre-emption might also be at play and that he would keep the Commission updated.

On business, Lucht said WSOR had met their revenue goals over the past few months with grain starting to move. He said that hopefully the 4th quarter would make up for the year's weak beginning and added that there was continuing demand for sand.

Van Schwartz spoke to the issue of the Fox Lake Bridge and said that WRRTC did not own enough land on the south end of the bridge to accommodate raising the bridge 8'. He said IL did not offer any financial assistance for projects like this and it was all up to the railroad and the Commission to take care of the track in Illinois. Lucht said the reason to raise it 8' would be so luxury yachts could pass beneath. Mace asked about the bridge's clearance. Lucht said small fishing boats could pass beneath but not yachts. Gray

WRRTC FULL COMMISSION APPROVED SEPTEMBER 2014 MEETING MINUTES

asked about the possibility of extending Metra commuter service on this rail but Lucht and Van Schwartz both said no. Lucht said there was always talk about extending passenger service but Metra was not interested in that. Mace asked if there was an appeal process with the IL DNR. Lucht said WSOR was looking at the whole process and said they would look at all options. Alan Anderson asked if UP used this line as well but Lucht said UP used the Harvard line. John Miller asked if WSOR could connect on that line. Lucht said there had been discussion for years to connect on these Class 1 lines and WSOR had never been granted that. There was additional discussion about the status and quality of the Harvard line, its conditions and restrictions. Gray asked how WSOR's business compared to last year. Lucht said last year's grain market was not down that significantly but it was much lower this year than last year in the 1st quarters of 2014.

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

Frank Huntington said all materials related to the Reedsburg acquisition had been submitted to the STB but WDOT had not heard anything back yet which he called a good thing as he believed it meant they had submitted everything correctly. He said it could be up to 6 months before they heard but hopefully they would get word before the end of the year. He said the STB was not under any time restrictions with 60 – 100 days a pretty normal timeframe. When that happened, WDOT could close with UP 30 days after the STB's response.

Huntington said there still was no word on the TIGER grant application. To his knowledge there was no way of knowing when that announcement would be made. He said WDOT was working to award projects now. He said the TIGER grant was \$10.6M but there was about \$15M available for projects. He said that the only ones submitted and completed were WSOR projects and one in Milwaukee. He said that hopefully next month WDOT would be able to make awards. Huntington said all but one project submitted was outside the region in Milwaukee and listed the potential projects, which included over 60 bridges. He said that once WDOT knew what would happen with the TIGER grant, there were some project that would have money left over and once they were done, WDOT could award some additional projects.

He said WDOT was working on their biennial budget which would go to the legislature next spring. He did not have more details on this as yet. Terry Thomas asked if the amount would be the same. Huntington said he expected it to be much the same as the last one (\$52M) and that WDOT had always had good support for this process and would "have to wait and see". Lastly he reminded the Commission of the upcoming rail conference in November.

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

The Administrator had nothing to report.

13. Discussion / Possible Action on feasibility of generating and distributing Treasurer's Reports in time for meeting packet mailing – *Gene Gray, WRRTC Treasurer, Jim Matzinger, WRRTC Accountant*

Gene Gray said this agenda item was suggested by Chair Alan Sweeney. However, Gray said he wanted Jim Matzinger at the meeting to talk about this but as Matzinger was still on summer Dane County Highway Department hours, he was not available for the meeting. Gene said the issue was the impact might generating treasurer reports in time for meeting packet mailing would have on Matzinger's schedule while also considering the Commissions need for timely information.

- *Motion to table Discussion / Possible Action on feasibility of generating and distributing Treasurer's Reports in time for meeting packet mailing – Gray/ Mace, Passed Unanimously*

14. Presentation / Discussion on Peters Road Bridge (Town of Sharon, Walworth County) including closure and plans for future replacement – *Kevin Brunner and Rich Brandl, Walworth County DPW*

Kevin Brunner gave a power point presentation on the Peters Road Bridge and introduced Rich Brandl as the Town of Sharon Board Chair as well as a Walworth County Commissioner. Brunner noted that railroad originally owned the bridge. He said the owner was the WRRTC, the maintainer of the bridge was WSOR, and the road was property of the Town of Sharon and the County, which was responsible for safety. He said it was a unique situation.

Brunner reported there was an inspection in August 2014 of the bridge which showed numerous failings and items of the structure that needed replacement. Brunner said the sufficiency rating was 46.27: 50 or below are deemed to require replacement if sufficient funding was available, possibly through the WDOT.

He noted that for 25 years this bridge had needed repair or replacement, saying the 1996 inspection report recommended complete rail replacement. In 1998 piles were rotting and there was continued recommendation for complete replacement. In 2008 the timber braces were deteriorated, and it was recommended that the guard rails be replaced. The most recent inspection recommended replacement as well. The key factor was in 2012, when the sufficiency rating was about 50: it is now 46. Obviously there was a history that the bridge needed replacement. Brunner said they had talked a lot with Lucht about the bridge. He said WSOR had done a

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report in April 2014 which showed the bridge was in a failed state and based on all this information the Town closed the bridge July 29th after a series of meetings. Brunner said that Commissioner of Railroads, Jeff Plale, was very concerned about the bridge.

Brunner stated that the reason he and Brandl were at the meeting was to identify the next steps. He reiterated the WRRTC was the owner with WSOR responsible for maintenance, adding that the Town would really like to get the bridge open again, even with temporary fixes, with the idea that it eventually be replaced.

Rich Brandl said that unfortunately the bridge was on one of the main Town roads, so the closure had inconvenienced a lot of people, particularly those going to the Village of Darrien. He said there had been a lot of push back on the closure as the detour was anywhere between 12 and 15 miles. He said that in 2014 the Town had sent notice to the Commission and said they had not heard anything from the Commission: he said the Town wants to see something done, adding that the guard rails did not have to be crash worthy since the bridge was grandfathered in. To open the bridge and hopefully get the bridge replaced was the hope and the Town wanted to see some action from the Commission as its owner, have them "step up" and the tenant (WSOR) get some work done.

Van Schwartz asked about the ambiguity of the issue. Brunner said the consulting engineering found a regulation that seemed to imply that for bridges like this, it was impossible to make the railings crash worthy but if the railings could be fixed the bridge could reopen. Frank Huntington said that if it got to the replacement point, the WDOT's local bridge program could come into play but the bridge had not yet been submitted as a project. He said some of the records were somewhat sketchy but what data they had was that this was a railroad bridge and so it would fall under WRRTC ownership and therefore WSOR's responsibility to fix it, noting there was little to no gain to WSOR but a benefit to the car drivers and road authority. In some other areas, he said, once a bridge had been replaced, the responsibility for maintenance had been turned over to the road authority. He said in the interim, there was no program but currently under the operating agreement it was WSOR's responsibility to address the issue. Mace asked Huntington about ownership and why did the Commission own a bridge yet did not own the ROW, noting that the state did and asked what check had there been on the bridge's ownership. Huntington said the railroad had records on bridges they own, although records were somewhat incomplete, it was likely that the road existed when the railroad went through. The most obvious reason for assuming the railroad owned it was the construction of the bridge: it was a railroad construction type. Huntington said he did not know if ownership could be definitely pinned down. Van Schwartz spoke of other bridges like this in the state and the history of them and how they were established. Gary Ranum asked if there was a cut. Van Schwartz said yes and Huntington said a lot of the problems with bridges like these was that its humpbacked construction which brought a lot of difficulties such as having to build to line standards or raise the bridge to make it to a more modern standard, which was expensive to do. Long term, Huntington said the solution was to replace it.

Brunner asked Huntington how many others like this were in the state. Huntington said about 10 or 12. Brunner said with the budget being prepared by WDOT, it seemed like the issues of bridges like these should be considered and spoke of another town in a county with a similar situation and said there were about 7 bridges in the county in disrepair and/or failing. He hoped that out of this discussion they could be allies in addressing the issue on the legislative level. Huntington said with the replacement program there was still a 15% local match. Brunner spoke of another bridge and that it was not funded and infrastructure was falling apart. Alan Anderson asked if the railings were fixed, how long could the bridge last until replacement. He also asked about ambulance and emergency access and said it was a very serious local issue. Brandl said that safety came up with their EMT and fire fighters: they had not gone on this bridge for the last 10 years, noting the bridge had a 16 ton limit. Anderson added that he had not heard about this issue in the past 5 years in the Correspondence reporting.

Ranum said the Commission had discussed about at-grade crossings and short term solutions. Van Schwartz said this bridge would require the lowering the highway to get it down to track level. There was discussion about related safety issues in situations like this. Anderson asked about the importance of the road and if the Town had any cost-sharing options. Brandl said they were told there was nothing they had found. Brunner spoke of a bridge program in Rock County involving a tax for local bridges. He said Walworth was looking into this but it might be tough to get buy-in from all the towns in the County. Gray asked about the ADT. Brunner said it was 700 ADT and the detour was causing a lot of problems. Anderson said that if there were 6 bridges in the system, it was not an argument to keep the budget high, but to get the bridge issues solved and keep the railroad operating. Huntington said the money WDOT would use would be local bridge funding but not railroad funding because there would be no increase in railroad traffic.

Mace asked if there was a cost estimate for rail replacement and the parameters of the project. Brandl said the town's estimate on materials was \$6,000.00. He guessed it would be about \$12,000.00 to \$15,000.00 including engineering. Mace asked if the Town had a crew and if there was interest on the Town's part to do a 50/50 or 75/25 option. Brandl said it cost them \$2800.00 to close it.

Anderson asked if there was any obligation to keep the bridge open. Huntington said crossings were under the jurisdiction of the OCC and the railroad must comply, adding that if necessary a hearing could be held. At this point, Huntington said there was an authority, the OCC, which could dictate what the response might be. He said that the OCC did not order a closing but strongly recommended it,

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adding that this was a temporary solution. Kim Tollers said to vacate the crossing had to be done by hearing. Lucht said the railroad had been aware of this for many years but it was a complex issue. When WSOR looked at maintenance, anything over \$10,000.00 was a capital project. In looking at the design of the bridge, Lucht noted it was built for horse and buggies and over the years there was now heavy use and the bridge was overloaded. He said it had come to a point where the bridge cannot be maintained to sustain current loads. Lucht said WSOR had sent their structural engineer in April to assess the bridge and found that a lot of the piers were hollow and as this bridge was on wood sill plate, it was completely rotted with no structural support at all. He said replacing the railings would not make it safe to use as a bridge. He said WSOR would help fund equally and suggested they apply for funding for 80% funding with 20% shared between the Commission, the Town, and Walworth County. He gave an example of a similar situation in Rock County, adding that there were lot of bridges similar to this one in the WRRTC area. Lucht said these bridges were far beyond maintenance. Brandl said there had always been a 30 ton limit on it.

Mace asked what could the Town live with, suggesting offering a lesser tonnage limit with the truck traffic and the needs of the fire department. Brandl said their fire trucks were always getting bigger and said he was not aware of what school buses were using the bridge. Anderson asked who would set the weight limit. Brandl said he did not have a problem with setting it to 5 tons until the bridge could be replaced. Brunner said there are going to be design standards if using federal money. There was continued discussion between commissioners on setting limits and the practicality of addressing a possible reopening of the bridge in the interim. Brunner said the railings could be put up for about \$15,000.00 - \$20,000.00 and open the road with limits and start the long process to get the bridge replaced. He said two bridges were just finished in the County took 10 years to complete. Mace said it sounded like an issue of replacement rather than fixing something that could not be fixed. He asked if there was an estimate of the bridge replacement cost. Brandl said the Town talked to a private engineer who said it would be \$800,000.00. Huntington concurred. Lucht said Rock County did an estimates on bridges and those were between \$800,000.00 and \$1.2M dollars. Huntington said this was where the local match came in. Mace spoke about the advantages of sharing the costs. Gray asked about a street referendum. Richard Kuhnke asked if the rating was below 50, what happened. Brunner said the County would have to prioritize based on the sufficiency rating and ADT. He was not sure if there was enough state funding to fix all the bridges needed replacement. Brandl said the Town was meeting with WDOT people Monday. Tollers confirmed with Brandl that the Town was planning to apply for bridge replacement funds. Brunner thanked the Commission and said they wanted to be partners in solutions.

Terry Thomas asked if Amy Loundenback had anything to say about this. Her representative said she was not sure but said Loundenback had been involved from the beginning. Thomas said he thought that if she was involved from the beginning, it could help with the Governor to fast track something. Brunner noted that this was just one of 6 bridges in the region and said they were looking to the Commission as an ally. Gray said the message was clear, as infrastructure declined it pointed out the need to collaborate. Ranum said with the numbers being discussed, the Town would never be able to afford to do this and the situation needed a number of organizations to get on board. Brunner concurred that it was almost virtually impossible for the Town to address this on its own. Mace asked Brandl if he was in a position to tell others to collaborate as a town board chair and if the County could be called to contribute. Brandl said the Town was looking at trying to get a program similar to that mentioned in Rock County.

15. Discussion / Possible Action for WRRTC Approval of Riverdale Ag, Muscoda, WI, Temporary Authorization Permit – Kim Tollers, WDOT

Kim Tollers said the Riverdale Ag facility was constructing a pit on the ROW with a temporary side road. She said the pit was similar to one they had to the east (referring to her handout). She said that WSOR personnel Ok'd the plan and WDOT was ready to approve the permit but they needed the WRRTC's concurrence for the permit. She said with their approval they could get the project going. Ranum asked if the Village had been involved but Tollers said this had been done at the behest of the business. Ranum asked if there was a platted crossing on Iowa Street. Tollers said Iowa Street had been vacated but the owner was fully aware that he would have to go to the Village with this plan. She said if the permit was granted the owner could work forward to gain other permissions from the Village. She said they would follow railroad specs when constructing the pit. Ranum said the Village of Muscoda plat was laid out by the railroad. Mace said the Certified Survey Map indicated a vacated ROW and if so, it needed to have a reference to that status documented. It seemed to him that this would be a major issue to anyone to move forward. Tollers said that was between the business and the Village. She said the handout was for display purposes only. Mace said the centerline from the track to the building was 10'. Huntington clarified that this was a side track. Tollers said the federal standard was 9' and said there was an existing shed that had been there since the 19th century. There was more discussion on the shed in the ROW and questions regarding the vacation of the street and how the CSM represented information. Ranum said in terms of surveys and Muscoda, it was "really out of whack" and that in some places surveys had been done inconsistently. Huntington said they were just looking at the pit and looking for concurrence from the Commission as WSOR had given concurrence.

- *Motion to approve Riverdale Ag, Muscoda, WI temporary authorization permit – Kuhnke/Anderson, Passed Unanimously*

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16. Discussion / Possible Action on Sauk County Request for Expertise on The Great Sauk Trail Commission – *Mary Penn, WRRTC Admin.*

Penn explained she had received an invitation from Sauk County to be part of an advisory committee for the Great Sauk Trail Commission. She said that this was outside of her contract with the WRRTC but if the WRRTC wished for her to represent the Commission on the Trail Commission, it would require additional remuneration including mileage. Van Schwartz commented that active rail was on this proposed trail. Lucht said this was in regard to the Reedsburg acquisition and said with that coming up, the County was starting to identify their needs for trail. He said that WSOR was considering placing this track into the national rails-to-trails program. Lucht emphasized that WSOR was not talking about a trail down to Mazomanie and presumed the Commission would be talking about this. Miller said this had nothing to do with the regular line. Van Schwartz said there had been plans for years on trail development. Lucht said the planning area was all north of the river. Miller said as far as he knew the trail had nothing to do with active rail. Mace said if anyone on the Commission wished to participate, in his opinion, Chris James would be a more appropriate person to serve than Penn, both as a parks guy and a Commissioner to the WRRTC: James was well qualified to do this. James said personally he would love to participate and that he had worked with Lucht a lot and felt that he could speak for the railroad as well as the park. Mace said if James agreed to do this, he should be entitled to some remuneration such as mileage and per diem. James said he welcomed the chance to get up to the area and the cause. Miller said in all fairness, Sauk County should at least pay half of his expenses and mileage and said he had not spoken to anyone about it yet but thought it might be appropriate; there was discussion on the feasibility of this.

- *Motion to appoint Chris James to serve on the Great Sauk Trail Commission external advisory group – Mace/Gustina, Passed Unanimously*

Miller suggested they address the funding of this so Penn could send a letter asking Sauk County Board Chair Marty Krueger to approve a stipend and for mileage costs. Lucht said Krueger had also asked WSOR to serve on this commission and believed it would be himself. Lucht also said WSOR was not prepared to talk about shared use on the active line, as WSOR used all their active rail, holding true on the Reedsburg line thru Devil's Lake State Park. WSOR was only prepared to talk about inactive track. Huntington said WDOT had been instructed to not talk to local governments until final acquisition of the Reedsburg line was finalized. He said WDOT would therefore not be participating at this point with the Trail Commission.

17. Action Item. **Adjournment**

- *Motion to adjourn at 11:42 AM – Gustina/Thomas, Passed Unanimously*

Walworth County Agriculture and Extension Education Committee

MEETING MINUTES

Monday, July 14, 2014 – 1:00 PM

Walworth County Government Center, Room 114
100 West Walworth Street, Elkhorn, Wisconsin

The meeting was called to order at 1:00 p.m. by Supervisor Russell.

Roll Call – Committee members present included Chairman Daniel Kilkenny, Supervisor Charlene Staples, Supervisor Nancy Russell, FSA/Ag Representative Sue Bellman, School Representative Kelly Pickel, Michael Krejci, Mary Kaye Merwin, Kathleen Papcke, and Robert Handel. A quorum was declared.

County Staff Present – Department Head/Family Living Educator Jenny Wehmeier, Horticulture Educator Christine Wen, Agriculture Educator Peg Reedy, 4-H Youth Development Educator Debbie Burkman, 4-H Youth Development Coordinator Chelsea Dertz, Volunteer Coordinator Colleen Lesniak, and Nutrition Education Program Coordinator Yolanda Peña were in attendance.

There were no amendments or withdrawals from the agenda. **Papcke and Supervisor Staples moved and seconded approval of the agenda. The motion carried 6-0.**

There were no additions or changes to the minutes from the May 19, 2014 meeting. **Merwin and Supervisor Staples moved and seconded approval of the minutes. The motion carried 6-0.**

Annual Public Hearing to solicit citizen input on UW-Extension issues

Katherine Gaulke, 4979 Hickory Lane, Elkhorn – Email read by Wehmeier: “I think the UW-Extension Walworth County is performing a tremendous community service and doing an excellent job of addressing the overall needs of the community. I hear great things throughout the community on all the Family Living programs and 4-H programs. In particular, I have participated in the home school groups session on canning and exercise along with enjoy the Get Moving! Walworth County. I hope to see these programs continue in the future.”

The meeting was continued by Chairman Kilkenny.

Deborah Loeding, N7377 Cool Hill Drive, Elkhorn – Email read by Wehmeier: “I think the UW-Extension is doing a fabulous job and love health and fitness offerings.”

Supervisor Russell moved to close the Public Hearing, which was seconded by Supervisor Staples. The motion carried 7-0.

Unfinished Business – There was no unfinished business.

New Business

Introduction of Agriculture Educator, Kristine Ely – Wehmeier stated that a written contract has been returned for Ely to become the new Agriculture Educator. Ely will not be starting until August 1st due to finishing her Master’s Degree from the University of Tennessee. She is a native of McHenry County in Illinois, so she is familiar with Southern Wisconsin. Thank you to Papcke and Supervisor Staples for helping with the interview process.

Introduction of SAAIP (Summer Affirmative Action Intern Program) Intern, Miranda Milnes – Wehmeier stated that Milnes is part of the SAAIP, run through the state of Wisconsin. The students are recruited through the UW system. Milnes continued that she is a junior at UW-Whitewater. Her major is early childhood education. Currently, she is working on planning activities and games for the Get Moving! program. She is helping with the Getting Ready for Kindergarten summer class and has created a lot of lesson plans for Raising a Thinking Child. Also, she is helping with the Active Play presentation. Merwin asked about the guidelines for choosing the SAAIP intern. Wehmeier responded that the recruitment is handled by the Office of Diversity and Inclusion. They do special recruitment efforts, and once the applicants are in the statewide system, they are referred to us. Krejci asked about her future plans. Milnes responded that she is from Glendale Heights, and she chose UW-Whitewater due to its education program. She will get licensed in early childhood and special education. Her hope is to teach kindergarten or first grade

Introduction of UW-Whitewater Intern, Samie Seamon – Seamon stated that she is a senior at UW-Whitewater with a major in Health and Human Performance and a Health Promotion minor. She has been helping with the Get Moving! program, planning games and exercises. Her major project, a requirement for her major, is the Independent Living program, which provides kids who will be graduating out of foster care with information and skills to help them succeed. She will also be helping with the Active Play workshop. She will be graduating with a Bachelors of Science. She plans to work in the occupational/recreational therapy field and move to a location with warmer weather. She is originally from Antioch, IL and has been a four-year starter for the UW-Whitewater varsity softball team.

Reports

Family Living Educator, Jenny Wehmeier – Wehmeier provided handouts to the committee outlining her programming. One of the programs she outlined is the Get Moving! program, which has grown and improved over the course of the three years it's been running. She has had great support from interns, volunteers, the county, and Mercy Health System. The program runs Memorial Day through Labor Day, giving families an opportunity to get out and get moving more. She is always adding and promoting other events. So far this year, she has had six walks with 334 total participants. Tomorrow at 8:30 a.m., they will be walking part of the White River State Trail. The walks have varying lengths, with the longest being a 6.5 mile walk on the Geneva Lake path from Williams Bay to Lake Geneva and a trip on the Lake Geneva Cruise Line's Walworth mailboat back to the start. Her goal next year is to add county parks to the initial schedule. The walks are at varying times and locations to allow everyone an opportunity to attend. This year, 146 families, with 152 adults and 182 children, have signed up for the program.

Another large program Wehmeier outlined is the Home Food Preservation program. She provided a state report to the committee. Her reason for addressing food preservation is due to a national survey showing a large amount of people who thought they were canning accurately, but were actually using old, un-researched recipes. She has been doing the Home Food Preservation program since 2008, partially due to the growth in community gardens. She has been teaching a series of classes to get people involved, and she taught homeschool classes to 2 to 18-year-olds. 475 people have taken a food preservation class through the end of 2013. She adds specific programs as requested, such as pressure canning or dehydrating. These classes are fun part of her job. Walworth County has been selected as one of the five counties for follow up data via phone survey. She should have the data by fall. Merwin asked about the limited class numbers outlined in the brochure. Wehmeier responded that typically she only places three people at a kitchen at Badger High School. Luckily, most of the people on the waiting list are able to get in the class due to cancellations. However, she does re-run classes that are in high demand.

2016 Farm Technology Days(FTD) Update, Peg Reedy, Executive Secretary – A coach bus will be available on August 14, 2014 to take interested parties to the Portage County 2014 FTD. The committees are pretty much set, with most already holding meetings. Marketing is really getting started now, with a website up and running. They are working to populate the site with information as it comes in, such as major sponsors, activities, etc. For the financial reporting, Jim Stowell and state FTD personnel have been visiting and putting together a uniform system for the state. Walworth County is instrumental in starting this and will provide the committee with a written financial report quarterly. Tent City and Field Demo committees have done a lot of work and are setting the rotation. They have started fundraising in earnest; the mailing list is completed, they finalized the donation letter, and they have already done some work on donations and are working on bigger donations. The limited edition Case IH tractor toy will be very unique and much more affordable than this year's. They are covering their bases with information from past shows. She is working on leadership development with all committees and having periodical meetings.

4-H Centennial Update, Mary Kaye Merwin, 4-H Centennial Co-Chair – Things are coming along well. The primary celebration will take place during the County Fair, with most events on Wednesday, August 27 during the opening of the fair. It has been a good project for the clubs to research their history; they have been unveiling a lot of interesting memorabilia. There will be an exhibit in almost every department at the fair, featuring the history of 4-H in that area. They have acquired a suit made by the first Extension home economist in Walworth County. All elected officials in the state have received a special invitation. It is a tradition of the fair to have grand marshals. This year, each 4-H club will have an honorary represented as marshal. The ceremony will be held at Park Stage instead of at the gate.

UW-Extension outreach and educational events – Upcoming program and event flyers are attached in the packet for your information.

Wen stated that the Lake Geneva Garden Walk held the previous Saturday was an overwhelming success, with about 150 participants. Papcke added that the Master Gardener Volunteers did an excellent job with the event.

Wehmeier handed out an article from *The Country Today* about the Walworth County Farm Technology Days host site. There is also another article coming in the *Janesville Gazette*.

Wehmeier noted that Mr. Bretl was quoted in the article in enclosure 2.

Chairperson's Report – Chairman Kilkenny had no report.

Announcements – We are happy to welcome back Chrissy Wen from her leave.

The Monday, September 15, 2014 committee meeting was changed to Monday, October 20, 2014 at 1:00 p.m. in Room 114 at the Government Center.

Adjournment – **On motion and second by Supervisor Staples and Papcke, Chairman Kilkenny adjourned the meeting at 1:53 p.m.**

Submitted by Brittany Wierzbach, recording secretary. Meeting minutes are not considered final until approved by the committee at the next regularly scheduled meeting.

Walworth County
Intergovernmental Cooperation Council
(ICC)
Tuesday, March 25, 2014 @6:00 p.m.
Walworth County Government Center, County Board Room 114
100 W. Walworth – Elkhorn, Wisconsin
Minutes

County Administrator David Bretl called the meeting to order.

Roll was called by municipality. Officials representing the towns of Bloomfield, Geneva, LaFayette, Richmond and Troy were in attendance. Village officials from Bloomfield, Fontana and Williams Bay were in attendance. County board members Tim Brellenthin, Ken Monroe and Nancy Russell were in attendance. See attached meeting attendance sheet. Others in attendance include Kari Justman, MSA Associates, Kevin Brunner, Walworth County Director of Central Services, Captain Scott McClory, Patrol Division Commander for Walworth County Sheriff Department, Kurt Picknell, Undersheriff, Walworth County Sheriff Department and Michael Cotter, Director of Land Use and Resource Management.

The March 25, 2014 agenda was approved on motion and second by Monroe/ Kopecky. Motion carried unanimously.

Approval of June 25, 2013 ICC meeting minutes were approved on motion and second by Kopecky/ Monroe. Motion carried unanimously.

Update regarding Southern Housing Consortium activities – Kari Justman, MSA Associates and Kevin Brunner, Walworth County Director of Central Services. Justman reminded the group the Southern Housing Region received a Community Development Block Grant for housing rehabilitation. The grant supplies home repair loans at 0% interest to Walworth County low income eligible households on a first come first serve basis. Eligible repairs include replacing doors and windows, roofing, repair/replace heating systems, water heaters, and plumbing systems, electrical updates, siding, porch repairs and other general improvements. The Southern Housing Region has been awarded \$2,422,000.00 for the counties of Dodge, Jefferson, Columbia, Kenosha, Ozaukee, Racine, Rock, Sauk, Walworth and Washington. Currently Walworth County has 9 applicants. Justman stressed the importance of bringing awareness of this program to Walworth County residents, so the money is not absorbed by other counties. The consortium is currently looking for eligible contractors to work on projects. If you need additional information, please contact Kari Justman. Bretl added that Brunner is a representative for the County on the Southern Housing Consortium; and to feel free to contact Brunner for additional information. A link has been placed on the County Website, and Justman suggested municipalities place links on their web pages to assist county residents to find out about this grant.

Discussion regarding winter maintenance operations and communications between governmental units, to include salt procurement and emergency notifications (Captain Scott McClory and Central Services Director Kevin Brunner) Bretl gave a brief introduction of McClory and Brunner. McClory is in charge of the patrol division for Walworth County Sheriff Department. McClory stated that during the severe winter this year, it became apparent there was a need to improve communications regarding road conditions during winter events. The Sheriff's Dispatch handles calls from the public regarding road conditions and having a contact person to

refer questions regarding municipality roads would help. McClory distributed a form asking that it be completed; he is requesting a contact person for highway matters and for complaints regarding roads. McClory asked that he be contacted if municipalities have made a decision to close a road or to send plow drivers home. McClory will send the information regarding road conditions out to 70 to 75 media outlets in real time. Kendall questioned how the road weight limit notification could be handled, McClory said to send a text to his 24 hour cell. McClory asked for material to be faxed and/or emailed to him, contact information is on the second page of the form.

Brunner reviewed the history of salt purchasing between the County and municipalities and the use of a 5 year rolling average. Brunner asked if the group had a better idea regarding salt purchases and using averages. Brunner stated the department is in the process of analyzing the use of salt/sand mix this winter and comparing costs, accidents etc.

County ordinance relating to streets, sidewalks and certain other public places - Walworth County Code of Ordinances, Chapter 54 (Ordinance no. 825-01/14) Bretl reviewed the history and distributed the ordinance recently passed by the County Board. The County had received public complaints regarding special events that require traffic safety services. These events include bike races and marathons that occur on a county road and require road closures. The ordinance would exclude parades. Bretl reviewed the permit process that will involve McClory and Brunner reviewing each permit. Bretl thanked the municipalities for their cooperation. Picknell added some events do require road closures but are not included in the ordinance. The Sheriff will coordinate with law enforcement for those events. Brunner requested if anyone has knowledge of future events to contact him.

Walworth County film ordinance project – Michael Cotter, Deputy Corporation Counsel/Director of Land Use and Resource Management Department. Cotter reviewed the history of film production in Walworth County. Several feature length films and a few television shows have used Walworth County for films. They include cable television shows Mythbusters and Haunted Highway. The films Chain Reaction, Beast of Bray Road, and Dillinger a 1991 made for TV movie were made in Walworth County. Major films filmed in Wisconsin include Transformers, Major League, Back to School and Blues Brothers. In fact 1994's classic Basic Football starring Burt Reynolds featured Cotter as Cheerleader #3. Cotter discussed the positives and negatives that the City of Columbus Wisconsin experienced during the 2008 filming of the movie Public Enemies. Public Enemies starred Johnny Depp and Christian Bale. Some store owners received new building facades and were paid to vacate their stores, the store owners that refused to leave lost revenue due to entrances being blocked and complained about the cost to them. Cotter suggested creating a friendly film ordinance to encourage film making and address any problems. A vital part of the ordinance would be to keep open communications between all levels of government. Cotter stressed the importance of an agreement with all film production companies.

Confirm next ICC meeting date and time: Tuesday, October 28, 2014 at 6:00 PM

Adjournment on motion of Marra/Pappa at 7:25 p.m. Motion carried unanimously.

Submitted by David Bretl, County Administrator and ICC Moderator