

**April 21, 2015 County Board Meeting
Committee Minutes Packet**

Walworth County Board of Supervisors

DRAFT **April 6, 2015 Transportation Coordinating 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 1:30 p.m.

Roll call was conducted. Members present included Chair Nancy Russell, Vice Chair Andrew Kerwin, Ken Monroe-Health and Human Services (HHS) Board Chair, Lori Muzatko-ADRC Director, Citizen Members James Davis, Jeni Hallatt, Susan Leffelman, Ken Sathern and Cynthia Simonsen. Citizen Member Jerry Grant was excused. A quorum was declared.

Others in Attendance

County Staff: David Bretl, County Administrator; Todd Paprocki, Accountant
Members of the public: Joseph Steier, Washington County Transit Manager

Vice Chair Kerwin made a motion to amend the agenda to include consideration of all items under 8, New Business, immediately after Public Comment. Supervisor Monroe seconded the motion and the agenda was approved as amended by voice vote.

On motion by Citizen Member Sathern, seconded by Supervisor Monroe, the March 2, 2015 meeting minutes were approved by voice vote.

Public Comment – There was none.

New Business

- Presentation by Joe Steier, Washington County Transit Manager
Mr. Steier distributed some statistics and brochures on Washington County's transportation program. Washington County began their Shared-Ride Taxi Service in 1998 with Wisconsin 85.21 grant funds, and it evolved into more general public transportation service. The majority of the riders are elderly and disabled, utilizing transportation for medical and employment appointments. The social trip category had 10,658 riders for social purposes last year, which included trips to visit friends, nursing home clients visiting others, going to adult day care, shopping and entertainment. Transportation to meal centers is not included in the social category. The service requires at least 24 hours' notice to schedule rides; however, they try to accommodate riders by offering alternate pickup times.

Steier reviewed the brochures on the Shared - Ride Taxi Service and Washington County Commuter Express. The commuter service, established in 1999, goes from three Park and Rides through the Milwaukee metropolitan area. Annually, there are approximately 100,000 residents utilizing the service. Anyone, regardless of residency, can use the service. All the commuter buses are equipped to accommodate one to two wheelchairs. The shared-ride taxis travel principally in Washington County, but have permission to go to Menomonee Falls to healthcare facilities. Steier said there is a big problem with people who don't show up for scheduled rides; if a person has three "no shows," their privileges are suspended for 21 days, or they can pay an \$8.00 fine for reinstatement, which Steier feels is an insufficient deterrent. The shared-ride taxis also provide door-to-door service, and if the riders aren't waiting when the taxi arrives the driver will wait five minutes while dispatch calls the passenger. All the

fares are based upon mileage. Washington County has a software program called Route Match, which calculates mileage and breaks it down by rider category. Washington County also contracts with three hospitals/healthcare facilities and provides transport to and from the facilities. This generates approximately \$28,000 in revenue, and the two community care organizations in the county generate approximately \$68,000. In 2004-2005, Washington County was included as part of the Milwaukee Urbanized Area, making the County eligible for federal funding, which allowed them to expand their services to the general public. Steier said they do approximately \$20,000 in advertising annually through Charter TV, billboards and brochure distribution to grocery stores and clinics. Washington County also has a website for the transit system with information and allows for public comment on the services. Steier said because of the amount of federal funding they've received, they are allowed to carry excess federal grant funding over for three years. Steier is the sole staff for the transit system, and the Highway Commissioner prepares the budget and provides oversight of the program. Washington County owns all of the vehicles for the shared-ride service and provides the fuel for the program. The provider leases the vehicles for a nominal amount and is responsible for maintenance, dispatching and employing the drivers. The provider invoices at an hourly rate, which is currently \$21.89 per hour. This doesn't include the rider punch cards, which are purchased from the County. The provider is responsible for distributing the cards and collecting the fees. Approximately \$25,000 is collected monthly for the punch cards, and the provider does not collect a percentage from the card sales. The drivers all utilize tablets with navigation systems and the Route Match software calculates fees and sorts the data. The provider's manager is also responsible for maintaining a log of all complaints received and any action taken to resolve the problem. Steier answered questions from the committee members and said they could contact him anytime in the future.

- Approval of a consulting contract by and between Walworth County and Dave Lowe
County Administrator Dave Bretl said only one proposal was received. Members Davis, Hallatt and Sathern had scheduling conflicts, so Bretl and Vice Chair Kerwin evaluated the proposal. A Senior Buyer from Purchasing also sat in on the evaluation. Vice Chair Kerwin said the proposal from Dave Lowe of Lowe Transit Solutions was very thorough and his proposed timeline would meet the County's needs. Kerwin added that he and Bretl followed up on three references for Mr. Lowe, all of which were very favorable. **Supervisor Monroe made a motion, seconded by Citizen Member Sathern, to award the consulting contract for senior and disabled transportation services to Dave Lowe of Lowe Transit Solutions. The motion carried 9-0.**
- Transportation budget and ridership statistics
Accountant Todd Paprocki said he made some modifications to the report following committee input last month. He added the date through which the data is collected, and the percentage of budget funds used to date. The top section of the report includes a breakdown of all of the 85.21 grant components as well as the entities utilizing the service. **Citizen Member Hallatt made a motion to accept the report as presented and place it on file. Citizen Member Sathern seconded the motion and it carried 9-0.**
- Report on County's 85.21 grant application
Bretl reported that the County has been awarded the 85.21 grant. He noted that he had to move forward and sign the grant acceptance, as it was mistakenly emailed to his former Administrative Assistant and not copied to him. **Supervisor Monroe made a motion, seconded by Vice Chair Kerwin, to approve the acceptance of the 85.21 grant funds. The motion carried 9-0.**

Unfinished Business

- Discussion and possible action concerning extension of VIP transportation contract

Bretl said now that the grant has been received, it is important to move forward to negotiate the 2016 rates and terms of the contract extension. He reminded the committee that revisions had to be done last year because of the accounting for the 85.21 funds. Citizen Member Hallatt suggested VIP Services compile a full year's worth of data. Chair Russell said because of the County's budget process, the June meeting would be the last opportunity to review the information and make a decision. Vice Chair Kerwin suggested Dave Lowe be involved in helping the committee navigate the process. ADRC Director Lori Muzatko reminded the committee that VIP Services will be providing actual costs and it is difficult to compare our county with other counties who construct their rate structures differently. **Citizen Member Hallatt made a motion, second by Vice Chair Kerwin, to request VIP Services to provide 2016 rate information before the June committee meeting for review/action. The motion carried 9-0.**

Correspondence – There was none.

Announcements – Chair Russell noted that the February 2015 issue of WisDOT's *The Connector* mentions creation of a new Tier C shared ride taxi system in four state regions, which includes Walworth County, and could increase transportation funding. Staff will follow up on the information.

Confirmation of Next Meeting. The next meeting was confirmed for Monday, May 4, 2015 at 1:30 p.m.

Adjournment

On motion by Citizen Member Sathern, seconded by Citizen Member Leffelman, the meeting adjourned at 3:06 p.m.

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



Walworth County Highway Safety Commission
MINUTES
Thursday, April 2, 2015 - 9:00 AM

Walworth County Sheriff's Office – Media Room

The meeting was called to order at 9:05AM by Capt. McClory with a quorum present.

Present: Capt. Scott McClory, Sgt. Mark Roun, Nancy Russell (County Board Chair), Eric Perea (DOT), Janis Ellefsen (Public Health), Juner Schulz (State Patrol), Corey Foster (Bureau of Transportation Safety (BOTS), Tom Anthony (Gateway), Diane Donohoo (District Attorney's Ofc.)

Also present: Matt Leusink (DA's Office), Captain Dave Gerber

Absent: Chris Severt (Chiefs Assn.), Kevin Brunner (DPW – Central Services), Judge Phil Koss

Approval of agenda – **Motion and second by Anthony and Russell to approve the agenda, all in favor, motion carried.**

Approval of January 8, 2015 minutes – **Motion and second by Russell and Perea, all in favor, motion carried.**

Public Comment – none

Introduction of new Patrol Division Captain – Captain McClory introduced Captain Dave Gerber to the Commission. McClory and Gerber will be switching roles and divisions within the Sheriff's Office this month. **Motion and second by Anthony and Russell to appoint Captain Gerber as Chairman of the Highway Safety Commission, all in favor, motion carried.**

Reports, Correspondence, Updates

Transportation Safety report and Highway Safety input –Foster distributed a chart regarding 2013 OWI related convictions, showing Walworth County having 685 convictions, and 33.7% of this number are repeat offenders (454 with 1st offense, 139 with 2nd offense, etc.). Foster also discussed a new initiative being offered through AAA Wisconsin to help raise awareness of the dangers of drinking or drugs before driving on prom night. Schools can order free kits to obtain materials. Ellefsen will forward the information to Walworth County schools. Foster noted Wisconsin has had 89 fatal crashes YTD in 2015 as compared to 77 in 2014, and 98 fatalities YTD in 2015 as compared to 85 in 2014. The Governor's Conference is being held August 25-27 in Wisconsin Dells.

Quarterly Fatalities Update – Roun said Walworth County had one fatality during the first quarter on March 19; a one vehicle crash on South Road. The driver ran off the road and struck a tree. Still waiting on toxicology results.

Chairman's Report – McClory said the transition of McClory and Gerber swapping roles and divisions will occur in two weeks. All Alpine Valley concert dates are confirmed and State Patrol is anticipated to assist. McClory reminded members about the Operation Click banquet being held April 24 at Lake Lawn. McClory said that on April 1, we had our first motorcycle crash this year. Driver tried to pass a semi in a no passing zone with a car coming, and had to lay the bike down. In March, we had a head on crash on Hwy. 89, and still waiting on blood results from both drivers. McClory thanked the commission for all of their hard work and effort during his 15 years as Chairman, and the commission returned the sentiments to McClory.

OWI Task Force – Roum said the OWI Task Force has had 11 deployments since its inception, and has issued 474 tickets and 284 warnings. Every department on the Task Force has participated at least once. No tickets were issued in March, and all dates have been advertised. Three deployments are scheduled for April and eight in May. Roum is very happy with participation and success. Roum said in January, he hosted the statewide Highway Safety Coordinators meeting (as President), and among other topics, they discussed at length the subject of ATVs/UTVs operating on highways.

Unfinished Business

Russell inquired if signs could be installed that alert drivers when county roads intersect with other roads, that traffic from the other direction does not stop – Roum said the DPW is still inventorying all of the intersections involved, and should have a complete list for the next meeting

Sign pollution at the intersection of Hwy 14 and C near the Rock/Walworth County line, for westbound traffic on Hwy 14 – Roum said after this item was discussed at the 1/8/15 meeting, the Johnstown Meats sign was removed, but within two days, two more crashes occurred, and one more crash since then. Roum suggested installing “cross traffic does not stop” signs under the stop signs. All three of the recent crashes occurred during daytime, but the intersection is not lighted. Perea will review this further and report back at the next meeting.

New Business

Recent fatality crash study request by the family of Joshua Fanelli (deceased) at CTH ES East of Bretsch Road, Town of Troy – Roum said he is still waiting on both the toxicology and reconstruction reports. This item will be reviewed at the next meeting.

Intersection of CTH H and Petrie Road – Citizen Charles Delaney has concerns regarding the dangerous intersection. McClory said that Delaney asked if the commission would consider a flashing beacon light on the current sign posted on the curve at Petrie Road. There is no crash data that supports this request. **Motion and second by Anthony and Schulz to leave the intersection as it is currently with no further action, all in favor, motion carried unanimously.**

Correspondence from Kikkoman in Walworth regarding safety concerns at the intersection of Hwy 14 and Six Corners Road – Brunner received an email from Kikkoman Vice President Dan Miller. Miller cited an accident that occurred in March near this intersection, and stated with increased traffic on Hwy 14 and the intersection of three roads, they fear these accidents will continue and asked if any considerations could be made to make the area safer. DPW forwarded the email to DOT for review, and Perea presented information from 2010-2014 that shows a total of 23 crashes, or 4.6 per year. Safety issues include right angle crash trends, other issues including people swerving to avoid angle crashes, and possible sight distance and speed (Hwy 14) issues. Roum said the area would probably require a complete reengineering. Perea said they could apply for federal safety money to fix the area. **Motion and second by Roum and Schulz for DPW and DOT to explore the options available and report back at the next meeting, all in favor, motion carried.** McClory will follow up with Brunner regarding responding back to Kikkoman.

Next Meeting Date – Thursday, July 2, 2015 at 9 AM.

Adjournment – Motion and second by Anthony and Roum, all in favor, meeting adjourned at 10:11AM.

County Zoning Agency
MINUTES

March 19, 2015 – 4:00 p.m.
100 West Walworth Street
Elkhorn, Wisconsin

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

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

Roll call – Committee members present were Chair Rick Stacey, Vice-Chair Dave Weber, Supervisors Rich Brandl, and Paul Yvarra, Citizen Members Richard Kuhnke, Sr. and Jim Van Dreser. Supervisor Tim Brellenthin was absent/excused. 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, Debora Grube/Senior Zoning Officer, Neal Frauenfelder/Senior Planner, and Darrin Schwanke/Code Enforcement Officer.

A “sign-in” sheet listing attendees on March 19, 2015, is kept on file as a matter of record.

Details of the March 19, 2015 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 items 8.d.1.) Charles B. Moelter Family Trust and Moelter Foundation and 8.f.1.) Ronald L. Rhode. Seconded by Dave Weber. Motion carried. 6-favor 0-oppose

Rich Brandl motioned to approve the February 19, 2015, Minutes. Seconded by Dave Weber. Motion carried. 6-favor 0-oppose

Zoning / Sanitation / Land Conservation Enforcement – Michael Cotter
Disc Count #4:03:35 – 4:04:25

Subdivision Items – Old Business - none

Subdivision Items – New Business –

Kelly T. Smith restriction modification and affidavit of correction request on lot 5 of Trinke Estates Subdivision also identified as Tax Parcel # ITE 00005 located in Section 10, Town 1 North, Range 17 East, Town of Linn. The applicant is requesting the County Zoning Agency to modify a previously approved building setback limitation identified on the Subdivision Plat.

Recommended Conditions:

1. Approval is subject to obtaining Town of Linn and City of Lake Geneva approval.
2. Approval is subject to the applicant recording the Affidavit of Correction with the Register of Deeds Office.
3. Approval is subject to meeting all applicable State Statutes and County Ordinances.

Attorney Jim Howe speaks on behalf of the applicant. Affidavit of Correction is provided and signed by Chairman.

Jim Van Dreser motioned to approve the restriction modification and affidavit of correction. Second by Richard Kuhnke, Sr. Motion carries. 6-favor 0-oppose

Disc Count #4:04:30 – 4:12:58

Old Business - Ordinance Amendments – none

Old Business – Discussion Items –

Discussion/Possible Action – DATCP Farmland Preservation Update – Deb Grube / Neal Frauenfelder

Neal Frauenfelder discusses DATCP response and options for resolution of remaining issues. Statement by DATCP Scott Karel/Alison Volk regarding thoughts on recommended solutions.

Richard Kuhnke, Sr. motions to discuss this matter with the LCC regarding Farmland Preservation changes and possibly schedule this matter for a public hearing in May.

Second by Dave Weber. Motion carries. 6-favor 0-oppose

Disc Count #4:13:56 – 4:36:01

New Business - Ordinance Amendments – None

New Business – Discussion Items –

1. Discussion/Possible Action – Correspondence received requesting Camp Joy's conditional use be removed – Michael Cotter

Jim Van Dreser motions to refer the issue of the outdoor wood burning stove and smoke to the DNR. Second by Dave Weber. Motion carries. 6-favor 0-oppose.

Disc Count #4:36:05 – 4:45:24

2. Discussion/Possible Action – Correspondence received regarding short term rental ordinance – Michael Cotter

Chairman Stacey requests a clarification by staff of the current short term rental process.

Jim Van Dreser motions to send a letter to the townships asking if they are open to discuss and pursue the issue of short term rentals. No second is made. Jim Van Dreser motions for a staff review of Mr. Weber's letter prior to submission of a letter to the townships and return the matter at the next meeting for discussion/possible action. Second by Rich Brandl. Motion carries. 6-favor 0-oppose.

Disc Count #4:45:25 – 5:17:55

Public Hearing: 5:31 p.m.

Ordinance Amendments – None

Rezoning with Conditional Uses –

This item tabled to April, 2015.

1. ~~Charles B. Moelter Family Trust and Moelter Foundation, Section 32 & 33, Lyons Township. Rezone approximately 3.7 acres of A-1 Prime Agricultural District to the A-4 Agricultural Related Manufacturing, Warehousing and Marketing District for an indoor and outdoor boat~~

~~storage facility by approval of a conditional use. Rezone approximately 1.5 acres of A-1 to C-2 Upland Resource Conservation District, 7.1 acres of the M-3 Mineral Extraction District to C-2, 18.3 acres of M-3 to the A-1 and 1.7 acres of C-2 to A-1 for return of a mineral extraction barrow site to A-1, a recreational camp, and an agricultural landing strip as separate conditional use approvals. Parts of Tax Parcels NLY-32-4, NLY-33-2 & 3A1.~~

Rezones –

1. **Andrew C. Terpstra Trust, Andrew C. Terpstra - Trustee, Ezekiel Terpstra – Applicant**, Section 25, Darien Township. Rezone approx. 1.83 acres of A-1 Prime Agricultural land to the A-5 Agricultural-Rural Residential district for creation of a single family residential lot. Part of Tax Parcel B D-25-13.

Richard Kuhnke, Sr. motioned to approve. Seconded by Rich Brandl. Motion carried. 6-favor 0-oppose.

The rezone petition will move forward to the April 21, 2015, Walworth County Board for possible action.

Disc Count #5:32:34 – 5:36:40

Conditional Uses –

This item tabled to April, 2015.

1. ~~Ronald L. Rhode, Section 25, Troy Township. Conditional use for a bus depot on land zoned B-2 in conjunction with a fuel oil delivery business as a Planned Unit Development (PUD). Tax Parcel L T 25-4A.~~

Adjournment

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

The meeting was adjourned at 5:37 p.m.

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

DRAFT

**Walworth County Board of Supervisors
March 19, 2015 Finance 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 9:30 a.m.

Roll call was conducted. Members present included Chair Nancy Russell, Vice Chair Dan Kilkenny, Supervisors Joe Schaefer and Paul Yvarra. Supervisor Kathy Ingersoll was absent with excuse. A quorum was declared.

Others in Attendance

County staff: Deputy County Administrator-Finance Nicki Andersen; County Administrator David Bretl; Director of Central Services/Public Works Kevin Brunner; Jessica Conley, Comptroller; Director of Human Resources Dale Wilson; Elizabeth Aldred, Director of Health and Human Services; County Treasurer Valerie Etzel; Sheriff's Office Business Manager Amanda Lagle; Register of Deeds Donna Pruess

Members of the public: Jeff Schroeder, PFM Asset Management, LLC; Ed Yaeger, Lake Geneva, Wisconsin; Linda Gardiner, Gardiner Appraisal Service, LLC

Vice Chair Kilkenny made a motion, seconded by Supervisor Schaefer, to consider items 9A and 9F following Consent Items under Unfinished Business, and to approve the agenda as amended. The motion carried 4-0.

On motion by Vice Chair Kilkenny, seconded by Supervisor Schaefer, the February 10, 2015 meeting minutes were approved by voice vote.

Public Comment

Ed Yaeger, 421 Water Street, Lake Geneva, Wisconsin, addressed the Committee concerning closing Lake Geneva TIF District #4. Mr. Yaeger said although he respects the efforts of the Friends of the Geneva Theater in trying to acquire funds to purchase the Geneva Theater, it is too late to request an amendment to the TIF District to allocate funds for the project. Walworth County has requested the City of Lake Geneva close TIF District #4. To keep the District open violates State statute, Mr. Yaeger said; if the TIF received tax increments more than project costs, a termination resolution is required. Mr. Yaeger said the public meeting held by the City on March 15 demonstrated that few residents are aware of the concerns and the TIF requirements. Mr. Yaeger said it's time to close TIF District #4 and return the balance to the appropriate entities. He said if the TIF District is closed \$2.3 million will be returned to the City of Lake Geneva, which could pay for projects such as the purchase and renovation of the Geneva Theater, and the project wouldn't have to go through the TIF Review Board. He thanked the County Board for recommending closure, which complies with the law and will save taxpayer money.

Unfinished Business

Consent items - Chair Russell asked that the following item be considered separately: Item 8B (4), Discussion and action regarding establishment of minimum bids for unsold tax foreclosure properties. **Vice Chair Kilkenny made a motion, seconded by Supervisor Schaefer, to approve the remainder of the consent items:**

8A, Budget amendments

- **Health and Human Services**
 - HS005 – Increase budget for psychological services contract
 - HS006 – Reflect actual 2015 contract amounts for the Department of Children & Families
- **Public Works**
 - PW002 – Reallocate 2015 payroll budget to better reflect cost accounting allocations
Budget Amendment for Energy Efficiency Project at the Sheriff's Office
- **Sheriff**
 - SH001 – Adjust drug unit grant funding to reflect change in flow through agency for 2015.

8B, Bids/Contracts

- Family Medical Leave Act (FMLA) administration services for the Human Resources Department – By motion approving the consent items, the award was made to FMLA Source.
- 911 System maintenance and support services for the Sheriff's Office – By motion approving the consent items, the award was made to Radicom, Inc.
- Report of online sale(s) of tax foreclosure property.

8C, Reports

- Quarterly sales tax – 4th quarter 2014
- Update on tax incremental financing (TIF) districts
- Out-of-state travel
 - UW-Extension – Jenny Wehmeier, Joint Council of Extension Professionals (JCEP) Leadership Conference, Las Vegas, NV.

The motion carried 4-0.

New Business

- Discussion and possible action regarding PFM Asset Management, LLC presentation of the 2014 OPEB Investment Report

Deputy County Administrator-Finance Nicki Andersen said that the County just renewed their contract with PFM Asset Management. Jeff Schroeder, PFM Asset Management, presented an overview of the Other Post Employment Benefits (OPEB) Investment Report for 2014. Schroeder said the plan was fully vested five years ago. In 2014, the County realized a 6% return on investment. The overall return on investment since the plan's inception is 8.3%. In 2014 the County earned \$1.4 million on investment. The economy has been growing slowly and steadily. Schroeder said the short-term interest rate won't be raised before September. Looking ahead, Schroeder said he sees some volatility, with the Federal Reserve's pending change in the interest rate and the market reaction. The Board's decision to overweight U.S. equities and underweighting the fixed income section has paid out well. Mr. Schroeder answered questions from the Committee. Chair Russell was excused at 9:57 a.m. and Vice Chair Kilkenny took over as Chair in her absence. **Supervisor Schaefer offered a motion to accept the Investment Report, seconded by Supervisor Yvarra. The motion carried 3-0.**

- Discussion and possible action regarding the Governor's proposal for countywide property assessment including correspondence received from Gardiner Appraisal Service, LLC

County Administrator David Bretl referred to the correspondence from Gardiner Appraisal Service in the agenda packet. Bretl asked the Committee to give serious consideration to forwarding a resolution opposing the proposal for countywide assessment in the Governor's 2016 budget. This proposal is similar to one proposed in 2009 by a different administration. Bretl said he acknowledges there are issues with the current system; however, the proposed timetable is far too aggressive to have it assimilated into the

counties. The mandate is unfunded and counties would be limited to chargebacks to the local municipalities for assessments. Another huge cost would be the requirement of 100% fair value assessment each year. The shift would require extensive restructuring in county departments, and most likely exceeding the levy cap. Linda Gardiner of Gardner Appraisal Service, LLC, was invited to address the Committee. Gardiner said that improvements have taken place in the industry: all records are now required by law to be in digital format and an annual report of 35-250 pages to the Wisconsin Department of Revenue is required. Gardiner made recommendations for improvement in the private assessment process: 1) require more continuing education, preferably 40 hours annually and not allowing assessors to opt out for five years; 2) require the Review Board to aggressively look at assessors not doing a thorough job and pull certifications if warranted; and 3) pursue a more aggressive approach to complete more assessments each year to ensure uniformity. Gardiner said a 2017 implementation of countywide assessment is not feasible; it would require a separate computer system at the County level and conversion to one system in addition to full-time staffing. Gardiner said that counties in Iowa and Minnesota who have countywide assessment have departments staffed with 17 employees. The proposed 100% assessment every year at the private assessment level would at least double the cost of the assessment process, and she said it would be higher at the county level with higher wages and benefits. Another factor to consider with the Governor's proposal is that the current ability of taxpayers to appeal to the State Equalization Department will be removed. The appeal process would go through the circuit courts, which would be lengthy and expensive for citizens.

County Administrator Bretl was excused at 10:05 a.m. Committee Chair Russell returned at 10:07 a.m. and was excused from the meeting shortly thereafter.

A short discussion ensued on valuation and tax increases when equalized values in one area go down. **Supervisor Yvarra made a motion, seconded by Supervisor Schaefer, to recommend forwarding a resolution opposing the Governor's proposal for countywide property assessment to the County Board. Motion carried 3-0.** If the resolution is approved by the Board, committee directive was that a copy be forwarded to the State of Wisconsin Finance Committee, the Wisconsin Counties Association and the state representatives and senators representing Walworth County.

- Discussion and possible action regarding establishment of minimum bids for unsold tax foreclosure properties

Treasurer Valerie Etzel recommended offering the unsold tax foreclosure properties for half the proposed minimum bid on March 13, 2015. Their office has contacted adjacent property owners. **Supervisor Schaefer offered a motion, seconded by Supervisor Yvarra, to approve the Treasurer's proposed minimum bids for future sales. Motion carried 3-0.**

- Discussion and possible action regarding Walworth County Investment Guide
Comptroller Jessica Conley said that the guide has been updated for the 2015 new core portfolio threshold, based upon the County's five year capital projection. The core portfolio will be adjusted by \$(437,000) for 2015. **Supervisor Schaefer made a motion, seconded by Supervisor Yvarra, to approve the amendment to the Walworth County Investment Guide. Motion carried 3-0.**

- Resolution **-04/15 Authorizing the Use of \$197,900 from the Road Construction Committed Fund Balance for the Purpose of Replacing Local Roadwork Improvement Funding for the CTH O (STH 11 to CTH A) Roadwork Project

Central Services/Public Works Director Kevin Brunner said the Public Works Committee approved the resolution at its March 16th meeting. Because of a change in state policy, \$197,900 in Local Roads Improvement Program (LRIP) funds intended for the CTH O roadwork project could not be used because of the implementation of TRANS 75, which requires accommodation for bicycle lanes on all LRIP funded projects. Bicycle lanes could not be implemented on CTH O because of insufficient right of way and without significantly increasing project costs, so Public Works requested and received a program amendment to reallocate the funds to the CTH NN reconstruction project in 2015. **Supervisor Schaefer made a motion, seconded by Supervisor Yvarra, to approve the Resolution Authorizing the Use of \$197,900 from the Road Construction Committed Fund Balance for the Purpose of Replacing Local Roadwork Improvement Funding for the CTH O (STH 11 to CTH A) Roadwork Project. Motion carried 3-0.**

- Ordinance **04/15 Amending Section 30-286 of the Walworth County Code of Ordinances Relative to the Sheriff's Office Jail Booking Fee

Sheriff's Office Business Manager Amanda Lagle said the ordinance amendment is to clarify that a booking fee is due to the Sheriff's Office for each occurrence once the individual is sentenced.

Supervisor Schaefer made a motion, seconded by Supervisor Yvarra, to approve the Ordinance Amending Section 30-286 of the Walworth County Code of Ordinances Relative to the Sheriff's Office Booking Fee. Motion carried 3-0.

- Discussion and possible action regarding correspondence received from Kenneth L. Etten, President of the Friends of the Geneva Theater, requesting the Walworth County Board consider working with the City of Lake Geneva and the TIF Review Board to allocate TIF funds toward the purchase of the Geneva Theater Building

Supervisor Schaefer made a motion, seconded by Supervisor Yvarra, to place the correspondence on file. Motion carried 3-0.

- Discussion and possible action regarding status of Local Government Property Insurance Fund (LGPIF) and alternative options

Deputy County Administrator-Finance Nicki Andersen said that elimination of the Local Government Property Insurance Fund (LGPIF) is in the Governor's proposed 2015 budget. Options available are going out into the marketplace for a new vendor; or joining members of the Wisconsin Municipal Mutual Insurance Company, of which the County is an owner/member, to partner with the Cities and Villages Mutual Insurance Company (CVMIC) and the League of Wisconsin Municipalities Mutual Insurance Company (LWMMIC) to form a new property insurance company. Andersen said the second option has merit, and is currently undergoing legal, financial and actuarial assessments to determine viability. The goal is to have the company organized and issuing coverage for the 2016 fiscal year, and there are several approvals required that must occur on a timely basis, including changes in bylaws to include property insurance.

- Discussion and possible action regarding Wisconsin Department of Revenue sales tax audit
Andersen reported that the County's attorney has met with the auditors concerning the appeal, and there is another meeting scheduled. As the Corporation Counsel was excused for a prior commitment, Andersen said the scheduled closed session discussion couldn't occur without counsel present. The closed discussion item will be postponed to the next regularly scheduled committee meeting.

Correspondence – There was none.

Confirmation of next meeting date and time. The next meeting date was confirmed for Thursday, April 30 at 9:30 a.m.

Adjournment

On motion by Supervisor Schaefer, seconded by Supervisor Yvarra, the meeting was adjourned at 10:41 a.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
Children with Disabilities Education Board Meeting Minutes
Wednesday, March 18, 2015
Walworth County Government Center
County Board Room 114
100 West Walworth Street, Elkhorn, WI 53121**

The meeting was called to order at 5:00 p.m. by Chair Dave Weber.

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

Others in Attendance:

County staff: David Bretl, County Administrator; and Tracy Moate, Director of Special Education

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

On motion by Supervisor Schaefer, seconded by Supervisor Monroe, the February 18, 2015 meeting minutes were approved by voice vote.

Public Comment – None.

Unfinished Business

- Substitute staff pay

Tracy Moate, Director of Special Education, stated they have experienced difficulty in getting a large pool of qualified candidates to substitute in their building. She started researching the other school districts in Walworth County to determine what they are paying their substitutes. Lakeland School's current rate is \$90. There is a provision for a long-term substitute, which is if they are in the same teaching assignment after so many days, they would go on to a first year teacher's salary schedule; however, they are not able to jump to that schedule with the way it is arranged now due to varying assignments. Moate provided Elkhorn's rates as an example, which include \$90 for the first 25 non-consecutive days then increase to \$100; for 25+ days in any given year, they start the next school year at the \$100 rate; half days are paid \$50 if at the \$90 rate and \$55 if at the \$100 rate; and long-term substitutes are paid at the regular rate (\$90 or \$100) for days 1-10, then from the 11th day forward they increase to \$163.35. Moate also learned that some school districts are utilizing Teachers on Call, which is a consulting agency the school districts pay to find candidates. She said she is not comfortable with this because they would be at the liberty of somebody else choosing people that may not be a good fit for Lakeland School. Moate asked for guidance from the committee to determine if adjustments need to be made to their pay rates. She said they need to do something different because they are at a difficult place in ensuring they are adequately staffed. Chair Weber asked if standing staff is needed other than the two already built into the budget in order to help carry the load. Moate said it is something worth considering, but she is not sure where to draw the line in hiring more employees to cover the substitute needs versus continuing to utilize substitutes. Supervisor Schaefer asked if they would need to hire a full-time teacher if the pay rate for substitutes is increased. Moate stated by offering a higher stipend or daily rate would put them in a better position, but it does not guarantee they will get candidates. They also have unique job duties that go with being a substitute teacher at Lakeland School that not everyone is going to be receptive to. Supervisor Staples

stated they have to at least increase the rate to what the other school districts are offering, and perhaps even offer more incentive. David Bretl, County Administrator, stated this is part of a larger issue that is county-wide. As a first effort, he suggested paying at the higher end of what the districts are offering for substitutes in order to get the best candidates. He stated he shares the concerns of using a temporary service for filling vacancies. Moate said they have a small, but steady pool; however, they need to be very conscious of the Affordable HealthCare Act. Chair Weber if they consider the current situation as a crisis by averaging seven substitutes per day. Moate said they are edging on that but she feels they have some time. She stated they have learned to adapt, but their enrollment continues to increase. Supervisor Staples suggested holding job fairs as some people may not know that Lakeland School is available in their field. Bretl said it would be a good idea to develop some consensus to determine whether to look at a plan that increases compensation for substitutes or to develop a staffing plan that will hire full-time teachers. **Chair Weber offered a motion, seconded by Supervisor Monroe, to direct staff to review the thoughts and ideas presented at today's meeting and come back sometime before the end of the school year with a plan or outline. Motion carried 4-0.**

New Business

- I Can Bike Camp 2015, week of June 15th

Moate said they had 27 students participate last year. She stated this is a neat program and to see how they go through the progression of teaching the students to ride bikes is fascinating. Based on the success of last year, they have asked permission to come back to Lakeland School. They will offer proof of insurance and also offer scholarships for families that cannot participate. **Supervisor Monroe offered a motion, seconded by Supervisor Schaefer, to approve the I Can Bike Camp 2015. Motion carried 4-0.**

- 2015-2016 Lakeland School Calendar

The proposed 2015-2016 Lakeland School Calendar was distributed to those present. Moate stated this is the calendar that was presented by the teachers for the upcoming school year. Given the history of weather conditions, they asked the teachers to provide snow days rather than having to modify the school calendar during the school year. Moate said due to Labor Day being late this year, they are exercising their ability to start school on September 1, 2015. This calendar provides 190 contract days for teachers and 180 days for students. **Supervisor Staples offered a motion, seconded by Supervisor Monroe, to approve the 2015-2016 Lakeland School Calendar. Motion carried 4-0.**

- WEA Dental Insurance

Moate stated they were notified by WEA that they are no longer going to provide dental insurance. WEA currently provides the dental plan for teachers and the professional group. She said all other employees are on the County's dental plan. WEA is requesting to transfer business to a new company, Delta Dental. Moate said Human Resources staff will be gathering information and rates from the suggested provider; and the Human Resources Committee will be reviewing this at their April meeting to determine if all employees will be on one dental plan or to continue having two separate plans. She stated the end of the WEA contract is September 1, 2015.

Reports & Correspondence

- CDEB Chair – None.
- CDEB Director

Moate reported the State came and performed their annual inspections on the pool and lunchroom. The lunchroom passed with no issues or follow up. The pool was closed that day due to problems with the

chlorine feeder. When the State came back to inspect the pool, the School had to provide evidence that the chlorine feeder was repaired. The State gave their stamp of approval for both inspections. Moate provided an update on the District Solo Ensemble held on March 14th; two students participated and they came back with first prize. She also provided information on Special Olympics Basketball being held at Carthage College on March 22nd, All School Musical Friday on May 1st, and School Fest on Saturday, May 9th.

Confirmation of Next Meeting – The next meeting was confirmed for April 29, 2015 at 5:00 p.m.

Adjournment

On motion by Supervisor Schaefer, seconded by Supervisor Staples, Chair Weber adjourned the meeting at 5:47 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, March 18, 2015
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, Supervisor Charlene Staples, Supervisor Joe Schaefer, Sandra Wagie-Troemel – Citizen Representative, William Wucherer – Citizen Representative, and Dr. James Seegers – Citizen Representative. Supervisor Kathy Ingersoll, Vice Chair Brellenthin, and Berenice Solis – Citizen Representative were excused. A quorum was declared.

Others in Attendance:

County staff: Elizabeth Aldred, Director of Health and Human Services; David Bretl, County Administrator; Juliet Young, Health and Human Services; Carlo Nevicosi, Behavioral Health/Crisis Intervention Manager; Beth Walsh, Public Health Supervisor; Shannon Crum, Public Health Intern; Lori Muzatko, ADRC Director; Mia Anderson-Inman, ESS Supervisor; and Brenda Zweck, ESS Supervisor

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

On motion by Supervisor Schaefer, seconded by Citizen Representative Wagie-Troemel, the February 18, 2015 meeting minutes were approved by voice vote.

Public Comment – None.

Unfinished Business

- Discussion and possible action regarding Department of Natural Resources Emergency Rule from LaCrosse County

Elizabeth Aldred, Director of Health and Human Services, said since the last meeting, they have been contacted by both the Public Health Association and Wisconsin Association of Local Health Departments and Boards (WALHDAB), who have gone on record opposing the rule. Aldred highlighted some of the key concerns of the emergency rule, which include limited public involvement in the DNR environmental review process; reduce the Natural Resource Board oversight of the review process; in some cases, it removes the ability to challenge DNR rule because it expands what is a minor action; and when something is classified as a minor action, it does not require an environmental analysis. **Supervisor Staples offered a motion, seconded by Citizen Representative Dr. Seegers, to go on record opposing the rule and supporting the resolution. Motion carried 6-0.**

New Business

- Human Services Day at the Capitol – April 8, 2015

Aldred said with every budget cycle, there is a Human Services Day at the Capitol. They have appointments scheduled with Senator Stephen Nass, Representative Amy Loudenberg and Representative Cody Horlacher. She said they anticipate that there are going to be three white papers written for this event for them to discuss with legislators. The first issue is regarding the proposed changes to Family Care. She said they are receiving numerous contacts from advocacy groups asking HHS to oppose the changes in services but to support the expansion. The second issue is the mental health funding

component and ensuring it is clear that counties will receive the same amount of funding as in previous years. The third issue will be trying to continue the ACA funding for economic support. Aldred asked if any Board members wished to attend the event to please let her know as they are trying to get their reservation in by Friday. Chair Monroe and Supervisor Staples stated they will be attending.

- **ACA Project Position Request**

Aldred stated with the 2015 budget, they added five positions that are funded through June 2015. Currently, they only have one person in those positions. The other four have been moved into full-time ongoing positions due to vacancies and changeover in staff. She said the funding does continue through the end of the year, and they will be going to the Human Resources Committee to request to extend the one position through the end of the year as it would be beneficial to the department. She stated she does not expect to be asking to fill the other positions unless they receive news that the ACA funding would be extended. **Citizen Representative Wagie-Troemel offered a motion, seconded by Supervisor Staples, to extend the one position through the end of the year. Motion carried 6-0.**

- **Update on Wisconsin Trauma Project**

Carlo Nevicosi, Behavioral Health/Crisis Intervention Manager, provided an update on the Wisconsin Trauma Project. The Wisconsin Trauma Project is broken into several different tiers with the aim of building capacity in the community for treating, assessing and responding to childhood trauma. On April 9th, they will have the two-hour kick off, and members of the public and Board members are welcome to attend to learn more about the project. He stated the first day of clinical training will be April 22nd, and he hopes to have at least one Board member there. He said physical abuse, sexual abuse, emotional abuse, and neglect are examples of trauma; and the appropriateness for this type of treatment is based more on the symptoms the children are experiencing. Citizen Representative Dr. Seegers asked for clarification on the three tiers of the project. Nevicosi stated Tier 1 is the clinical training for the therapists; Tier 2 is geared at providing caregivers, foster care providers and social workers the ability to assess and respond to trauma; and Tier 3 is about the sustainability of the project and developing their own training protocols.

Report(s) – None.

Correspondence – None.

Announcements

- **ADRC Annual Documentation Letter of Approval**

Aldred stated they received approval for the ADRC annual report, and the letter was included in the meeting packet for the Board's review.

Confirmation of Next Meeting – The next meeting was confirmed for April 29, 2015 at 2:00 p.m.

Adjournment

On motion by Citizen Representative Wagie-Troemel, seconded by Supervisor Staples, Chair Monroe adjourned the meeting at 2:16 p.m.

DRAFT

**Walworth County Board of Supervisors
Lakeland Health Care Center Board of Trustees Meeting Minutes
Wednesday, March 18, 2015
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, Supervisor Charlene Staples, and Supervisor Schaefer. Supervisors Ingersoll and Brellenthin were excused. A quorum was declared.

Others in Attendance:

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

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

On motion by Supervisor Schaefer, seconded by Supervisor Staples, the February 18, 2015 meeting minutes were approved by voice vote.

Public Comment – None.

New Business

- **Behavior Management Program**

Bernadette Janiszewski, Nursing Home Administrator, distributed a handout to those present regarding the Behavioral Management Program. She referred to a conversation and power point presentation from the summer of 2014 relative to dementia care initiatives at both the Federal and State levels. Lakeland Health Care Center (LHCC) has been preparing for extra training of the staff partly due to the reduction/gradual reduction of antipsychotic/antidepressant medications. In February, the Centers for Medicare and Medicaid Services (CMS) came down with new regulations and a new formula to the 5-Star program. LHCC would like to create a Behavioral Management Program, and the key components would be to bring in more psychiatric services, a psychologist to aid with the behaviors, and the largest component would be staff education. LHCC is currently working with Health and Human Services (HHS) to provide additional psychiatric services. LHCC has one psychiatrist coming and a psychologist is going to be part of this Behavioral Management Program. LHCC will be forming a committee in which members will come from all disciplines; nursing, dietary activities, business office staff, any person who has any type of contact especially in a social setting with the resident. This committee will give recommendations to an interdisciplinary team to update the care plan. LHCC has been working with physicians and reviewing how they should reduce these medications. Additional psychiatric services are not going to be an expense to LHCC as it can be billed through Medicare. LHCC foresees the psychologist being located and present within their building for approximately 8 hours per month and paid hourly. LHCC would like to outsource the clinical dietician piece, which is common with nursing homes, to allow the quality assurance person to become full time and allow them to audit charts for documentation. The anticipated expense that LHCC will incur for the remainder of 2015 is \$20,000. They currently have three vacancies (Maintenance, Social Worker, and Account Clerk) but they do have enough money to cover the cost. Supervisor Monroe asked what the anticipated number of committee

members would be. Janiszewski stated in the beginning; the committee will include herself, director of nursing, quality operations person, representative from the nursing department that would be on the floor, caregiver, CNA, and social worker. The goal is that anyone on any type of medication who is about to have a dose reduction will be reviewed every three months. Supervisor Monroe asked what the timeline might be for this. Janiszewski stated the policy and procedures are already written and they will be meeting with the psychologist next Friday to formulate a schedule and how to implement staff education. They envision starting the following week. Supervisor Staples asked if there will be more input from the second and third shifts since there may be a difference in behaviors between the shifts. Janiszewski stated every employee is on a rotation and the team will be observing patterns, times, etc. Then at their meeting, they will determine which caregiver should be in attendance from what they find. Bretl stated this is an industry wide topic and encouraged the committee to follow LHCC's efforts.

- **Logistics of a LHCC Tour**

Janiszewski said she would like a meeting in April, as they are working on a needs analysis relative to insurance. The committee discussed the logistics of touring the nursing home. Janiszewski confirmed they would meet at 12:30 p.m. at the nursing home for the tour and then return to the Government Center for the meeting.

- **Mechanical/Electrical Engineering for Redundant Chiller and Replacement Generator**

Janiszewski advised the committee there were eight responses and they chose the highest ranked vendor. The project will take until September or October to complete. **Supervisor Schaefer made the motion to go ahead with the mechanical/electrical engineering for redundant chiller and replacement generator, seconded by Supervisor Staples. Motion carried 3-0.**

Reports

- **Administrator's Report –**

Janiszewski mentioned that January's workers comp was taken to the Safety Committee and there was an instance where there were conflicting incident reports. She said this shows the need for more training to promote uniformity. There was an increase in overtime due to having nine FMLA's in February.

Correspondence – None.

Announcements – None.

Upcoming Events

A list of upcoming events was included in the meeting packet.

Confirmation of Next Meeting – The next meeting was confirmed for April 29, 2015 at 12:30 p.m. for a tour of Lakeland Health Care Center and to return to the Government Center at 1:00 p.m. for the meeting.

Adjournment

On motion by Supervisor Schaefer, seconded by Supervisor Staples, Chair Monroe adjourned the meeting at 1:19 p.m.

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.

MARCH 17, 2015, MONTHLY MEETING

Present: Lutz, McIndoe, Kolosso, Trimberger, Weinkauf
Absent: Correll

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

Chairman Lutz read the minutes of the February 17, 2015 meeting which were subsequently approved. Treasurer Kolosso read the February, 2015 Treasurer's Report which was subsequently approved, with the following correction and explanation. (Ref: 2/5/15 check #4266 for \$5,000.00 to "Cutting Edge" was erroneously debited to the HLP&RD account for \$7,000.00. Upon meeting with the Chase Bank officials, the HLP&RD account was then credited with the \$2,000.00 correction. How the overpayment to "Cutting Edge" will be resolved is up to Chase Bank.) (Copies of minutes and Treasurer's report attached.)

Old Business:

Snow plowing "problems" have been resolved.

Chairman Lutz has talked to the two H.L property owners who have expressed interest in purchasing some of the unused roadway property, and has advised them that he will discuss further later in the Spring.

Jeff Johnson will be replacing the dam service bridge boards when the weather permits.

Rubber membrane referenced in last month's meeting minutes is ¼" thick and can be cut to any desired width and length.

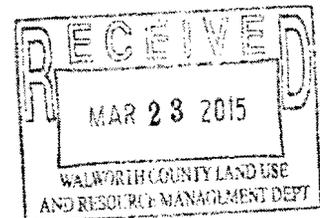
New Business:

This year, there will be more extensive brush cutting.

Some stop signs in the District need to be replaced.

Asphalt Contractors will be contacted to see about doing any necessary crack maintenance on roads.

Chairman Lutz said that he had been approached by a neighbor inquiring about the District's need for a new maintenance individual, saying that he was interested. The man is undergoing kidney dialysis, but is healthy enough to perform the weekly duties. After discussion, it was moved and seconded to hire the individual.



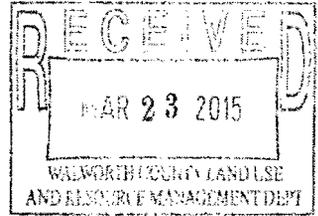
Treasurer Kolosso read the bills ready for payment, with a payment motion made/seconded.

With no further items to address, a motion was made & seconded to adjourn at 7:42 p.m.

Respectfully submitted,

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

Robert E. McIndoe 3/18/15



Honey Lake Protection & Rehabilitation District

Treasurers Report

February 2015

Joseph Kolosso

Treasurer

Honey Lake Protection and Rehabilitation District
Regular Checking-February 2015-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>
2/1/2015			Starting Balance			\$37,868.31
2/1/2015	4265	Snow Solutions LLC Snow Plowing Contract 10 of 18	Roads	\$3,200.00		\$34,668.31
2/5/2015	4266	Cutting Edge Lawn Maintenance and Landscaping	Beaches/Parks/Trees Rebuild Islands in the Park	\$7,000.00		\$27,668.31
2/23/2015	Deposit	Village of Rochester	February Property Tax Settlement		\$3,121.53	\$30,789.84
2/27/2015	Deposit	Town of Spring Prairie	February Property Tax Settlement		\$4,016.67	\$34,806.51
2/17/2015	4267	Joseph Kolosso	Office Supplies/Mailings	\$32.94		\$34,773.57
2/17/2015	4268	John Lutz	Commissioners Compensation	\$200.00		\$34,573.57
2/17/2015	4269	Judith Correll	Commissioners Compensation	\$175.00		\$34,398.57
2/17/2015	4270	Joseph Kolosso	Commissioners Compensation	\$175.00		\$34,223.57
2/17/2015	4271	Donald Trimberger	Commissioners Compensation	\$25.00		\$34,198.57
2/23/2015	4272	Wisconsin Lakes	Annual Membership	\$225.00		\$33,973.57
2/23/2015	4273	HLPD	Transfer to Payroll Account	\$4,000.00		\$29,973.57
2/28/2015	Deposit	Chase Bank-Interest	Interest		\$0.23	\$29,973.80
2/28/2015			Ending Balance			<u>\$29,973.80</u>

See below

NOTE: Check # 4246 for Cutting Edge Lawn Maintenance and Landscaping was written for \$5,000.00 but cleared the bank for \$7,000.00. This is a bank error. Chase bank has made the correction and returned \$2,000.00 to our account. The \$2,000.00 amount will be on next months statement as a deposit. Please see the attached document from Chase Bank.

4266

**HONEY LAKE PROTECTION &
REHABILITATION DISTRICT**
P.O. BOX 585
BURLINGTON, WI 53105-0585

DATE 2/5/15 FEB 15 2015

PAY TO THE ORDER OF Cutting Edge Law Maintenance LLC \$ 5000.00
Five Thousand Dollars and 00/100 DOLLARS

CHASE
Member Since 1968, N.A.
www.chase.com

FOR Inv # 4663 Joseph Kubicek

#004266# ⑆075000019⑆ 615354742⑆

#1
Posting Date: 20150210
Sequence Number: 9780496553
Amount: \$7,000.00
Account: 615364742
Routing Transit Number: 07500001
Check/Serial Number: 00000004266
Bank Number: 121
IRD Indicator: 0
BOFD: 000000000
Capture Source: PV
Entry Number: 0000007382
UDK: 121150210009780496553
Cost Center:
Teller Number:
Teller Sequence Number:
Missing Image: 5
PE Indicator: N
Application Code: 1
Trancode: 000000
DB/CR: DB
Item Type: P
Processing Date:

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2015-02-10 4403111514
Site#4431 DepID:1506872

THE OFFICE OF
ATTY GENERAL
STATE BANK
SINCE, WI 53182
ATTORNEY AT
LAW
CUTTING EDGE LAW
MAINTENANCE LLC
3100 S
MILWAUKEE
WI 53207

Honey Lake Protection and Rehabilitation District

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

<u>Date</u>	<u>Number</u>	<u>Transaction</u>	<u>Payment</u>	<u>Deposit</u>	<u>Balance</u>
2/1/2015		Starting Balance			\$5,973.16
2/23/2015		Transfer from Regular Checking		\$4,000.00	\$9,973.16
2/28/2015	Deposit	Chase Bank-Interest		\$0.05	\$9,973.21
2/28/2015		Ending Balance			<u>\$9,973.21</u>

Honey Lake Protection and Rehabilitation District

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

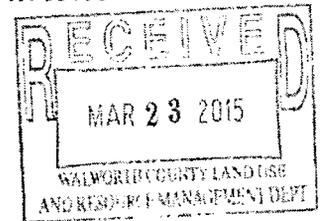
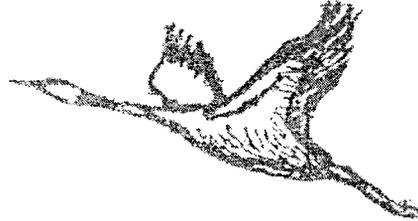
<u>Date</u>	<u>Number</u>	<u>Transaction</u>	<u>Payment</u>	<u>Deposit</u>	<u>Balance</u>
2/1/2015		Starting Balance			\$75,007.19
2/28/2015	Deposit	Chase Bank-Interest		\$0.57	\$75,007.76
2/28/2015		Ending Balance			<u>\$75,007.76</u>

HONEY LAKE

Protection and
Rehabilitation District

P.O. Box 565

Burlington, WI 53105



Commissioner's Meeting
February 17, 2015

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 January 20, 2015 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

The Horton Group is working on the increased coverage of the workman's compensation.

The snowplowing has been going ok with just a few problem areas like the subdivision off of Kearney Rd. The new person that is helping Bob Hoffinan has not been getting out early enough so Chairman Lutz will contact Bob and address this issue. There have been no big issues with cars parking on the roads.

There has been no further contact with the property owners that wanted to purchase some unused roadways. When the snow is gone Chairman Lutz will contact them and look at the area.

NEW BUSINESS

Jeff Johnson has the boards ready to fix the service bridge by the dam as soon as the weather allows.

Chairman Lutz has been talking with Jeff Johnson about fixing the drawdown device. There is a rubber membrane product that can be cut to fit and placed in front of the boards. The water pressure will hold it tight.

The Wisconsin Lakes Convention is coming up in April at Stevens Point.

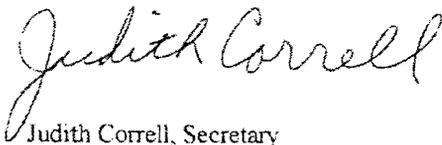
BILLS SUBMITTED AS FOLLOWS.

Comm. Comp.	John Lutz	\$200.00
“ “	Judith Correll	\$175.00
“ “	Joseph Kolosso	\$175.00
“ “	Donald Trimberger	\$ 25.00
Joseph Kolosso	Ink & 2 flash drives	\$ 32.94
Wisconsin Lakes	Annual Membership	\$ 50.00 225 ⁰² <i>Jim</i>

A motion was made to accept 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

DRAFT

**Walworth County Board of Supervisors
March 16, 2015 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 3:30 p.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 Staff: County Administrator David Bretl; Director of Central Services/Public Works Kevin Brunner; County Engineer Joe Kroll; Deputy County Administrator-Finance Nicki Andersen; Facilities Manager John Miller; Human Resources Director Dale Wilson; LHCC Administrator Bernie Janiszewski

Public comment – There was none.

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

On motion by Supervisor Monroe, seconded by Vice Chair Russell, the February 16, 2015 meeting minutes were approved by voice vote.

Public Comment – None

Regular Business

- Approval of bid award for Kitchen Hood Energy Efficiency projects at Lakeland Health Care Center (LHCC) and Sheriff's Office facilities

Central Services/Public Works Director Kevin Brunner said staff recommends award of the bid to Brenner Corporation. Modifications to the existing kitchen hood systems were recommended by Johnson Controls in their 2011 energy efficiency study. LHCC would have an approximate return on investment (ROI) of 8.5 years, and the Sheriff's Office 8.4 years. The Sheriff's Office bid came in much higher than forecasted. Facilities Manager John Miller explained the project, saying that temperature monitors will be installed to use the exhaust fans only as much as needed rather than running them at full capacity unnecessarily. The estimated life expectancy of the frequency drives is 10-15 years. **Vice Chair Russell made a motion, seconded by Supervisor Yvarra, to approve the bid award to Brenner Corporation in the amount of \$125,965, contingent upon Finance Committee approval of budget amendments. The motion carried 5-0.**

- Approval of bid award for Mechanical/Electrical Engineering Services for LHCC Redundant Chiller and Replacement Generator projects

Brunner said staff recommends award to Angus-Young Associates for design and preparation of final plans and specifications for the redundant chiller and replacement generator. Brunner noted that Angus-Young is the same firm who was hired for the vehicle maintenance facility project. **Supervisor Monroe made a motion, seconded by Supervisor Yvarra, to approve the \$43,500 bid award to Angus-Young Associates, Inc. for the mechanical/electrical engineering services for the redundant chiller and replacement generator. The motion carried 5-0.**

- Approval of bid award for Architectural Design and Engineering Services Contract for County Small Projects

This contract is for architectural and engineering services for future small projects that are anticipated to be under \$500,000. Brunner said 16 proposals were received, and staff evaluated the proposals, ranked the firms and interviewed the top five, through a qualification based selection process. Brunner commented that Plunkett Raysich Architects were the County's previous firm for small projects, and they were always responsible and responsive to the County's needs. Brunner said Venture Architects has a broad set of in-house capabilities, particularly engineering, electrical and plumbing. The budget for these services has been set aside in the individual project budgets in the CIP. **Supervisor Yvarra made a motion, seconded by Vice Chair Russell, to approve the proposal award to Venture Architects for architectural design and engineering services for small projects. The motion carried 5-0.**

- Approval of bid award for CTH NN Highway Reconstruction Project (Bray Road to east of County Campus)

Only one bid was received, and is well within the \$3.87 million 2015 budget. Brunner said the timing for the project made a favorable difference in the cost. Nineteen firms took out bid packets, but only Payne & Dolan bid. Bretl said the county lost two local companies within a short period of time that did much of the roadwork in the past. Brunner said the project will improve CTH NN, the rural section and the urban segment through the campus which will include curb, gutter and sidewalks. A 15% project contingency has been included. The State of Wisconsin Department of Transportation will be replacing the two USH 12 bridges. The current bid letting is scheduled for mid-September and work is anticipated to begin late this fall and take a year or so for completion. **Supervisor Monroe made a motion, seconded by Supervisor Yvarra, to approve the bid award to Payne & Dolan, Inc. in the amount of \$2,477,411.68 for the CTH NN reconstruction project (Bray Road to east of County Campus). The motion carried 5-0.**

- Approval of bid award for White River County Park Barn Roof Renovations

Brunner said three bids were received, and the low alternate bid for the metal panel roofing was more than double the cost for the fiberglass shingle roofing system. Because the low bid came in right at the budgeted amount of \$45,000, there are no funds for a 15% contingency of \$6,700. Brunner recommended that any excess funds from the Park house/outbuilding demolition be transferred to the roofing project as the demolition should come in well under budget. Vice Chair Russell asked if the price would increase during the project if the boards under the roofing are rotted. Engineer Joe Kroll said the redecking of the entire roof was part of the original estimate as well as the removal of all prior shingling. **Supervisor Yvarra made a motion, seconded by Vice Chair Russell, to approve the bid award to PHD Roof Doctors, Inc. in the amount of \$44,821 for the White River County Park Barn Roof Renovation project. The motion carried 5-0.**

- Approval of bid award for 6x6 (all-wheel drive) Patrol/Demolition Truck Replacement
Brunner said this truck will replace a 1979 6x6 Mack truck, which is not serviceable and fully depreciated. The new truck will be used for general hauling and snow plowing. The bid includes v-plows, benching wings and demolition box. **Supervisor Monroe made a motion, seconded by Supervisor Yvarra, to approve the bid from Racine Truck Sales in the amount of \$249,520 for the 6x6 all-wheel drive patrol/demolition truck. The motion carried 5-0.**

- Approval of summary specifications for Department of Public Works Scale Replacement Project
Brunner said there is \$85,000 budgeted in the 2015 CIP for the project. The original scope of the project has changed, as staff is recommending it be two feet wider, from 12' to 14', which will cost approximately \$5,000 more. The decision was made for safety reasons, as the trucks with belly blades are wider and the Sheriff's Office has asked to use the scale to weigh Implements of Husbandry and commercial agriculture vehicles. The new scale will be located on the east side of the Public Works building, just north of the location of the existing scale. Kroll said the life expectancy of the new scale should be 30-40 years; the existing one has been there since 1976. **Vice Chair Russell made a motion, seconded by Supervisor Yvarra, to approve the summary specifications for the scale replacement at Public Works. The motion carried 5-0**

- Approval of summary specifications for Government Center Basement Remodeling Project
Bretl said \$200,000 was included in the 2015 CIP for this project. The impetus behind the remodel was that Health and Human Services relocated staff into a room formerly used as a computer lab, testing and training room, and now there isn't an adequate facility to use. Bretl said the \$200,000 budget will not likely be sufficient to accomplish the scope of the remodel, which includes renovating the former IT Department space behind the former County Board room and finishing the hallway and replacing flooring. The hallway improvements were not included in the original budget, but if the room will be used for testing prospective employees and other activities, it is important to make it functional and look professional. Brunner said the design/engineering of this space would be the first small project in which Venture Architects will be involved. Miller said the space behind the former Board Room will be taken out and departmental storage areas will need to be relocated. Miller said staff would do as much conceptual planning as possible, and then Venture Architects would sit down with Facilities and users and develop a set of draft blueprints and ascertain if the plans meet code regulations. Staff would then present the plans to the users for modifications and then meet with the architects to develop schematic plans. Human Resources Director Dale Wilson said he wants the space to be inviting for prospective and existing employees, but also meet the record retention needs of other departments. Deputy County Administrator-Finance Nicki Andersen said the Finance Department would use the space for training for Finance Department functions, training and workshops, and eventually for staff to view training videos. Brunner said once the schematic plans are developed, more accurate cost estimates would be available. Chair Stacey asked about future remodeling of the Government Center, and Miller said with the exception of the area proposed to be renovated, all other space is occupied. **Supervisor Monroe made a motion, seconded by Supervisor Yvarra, to authorize staff to work with Venture Architects to develop schematic plans for the proposed renovations to the Government Center basement. The motion carried 5-0.**

- Approval of Resolution Authorizing the Use of \$197,900 from the Road Construction Committed Fund Balance for the Purpose of Replacing Local Roadwork Improvement Funding for the CTH O (STH 11 to CTH A) Roadwork Project
Brunner said in 2013, \$197,900 in Local Roads Improvement Program (LRIP) funds were allocated for the CTH O mill and overlay project. Subsequently, the State implemented TRANS 75, which requires bicycle lanes to be included on all LRIP funded projects. The bicycle lanes could not be accommodated on this project. Also, even if the lanes could have been installed, the additional costs would have exceeded the LRIP funding allocated to the project. Brunner requested that the unused LRIP funds be transferred to the Road Construction Committed Fund Balance to be applied to the CTH NN reconstruction project in 2015, which meets the TRANS 75 requirements. **Supervisor Schaefer moved to approve the resolution authorizing the use of \$197,900 from the Road Construction Committed**

Fund Balance for the Purpose of Replacing Local Roadwork Improvement Funding for the CTH O (STH 11 to CTH A) Roadwork Project, seconded by Vice Chair Russell. The motion carried 5-0.

- Update/report on 2015 major capital improvement projects
Vehicle maintenance facility. Brunner reported that he and staff have met three times with Angus-Young Associates, and they are tweaking the schematic designs to improve efficiencies in the new facility. Public Works Department mechanics are involved in the plans and are touring other facilities in the state designed by Angus-Young. No later than July, the plans will be brought to the Committee for final review and approval before going out for bids. Construction bids are expected to be let in early Fall 2015.

Sheriff's Range. Miller said he and staff met with the architect/engineers and reviewed the 90% documents. The bids should be ready by the end of March for a bid opening April 21. The intention is to bid the building and outdoor gun range together, and the outdoor range can be removed from the bid award if necessary. The building will be a wood frame construction shell to accommodate a simmunition range and classroom space. It was determined the existing building was non-conforming where it is situated, and the new building will shift a little more toward Hodges Road. The parking lot will have to be moved, but in doing so, will improve the line of sight exiting the parking lot. Brunner said there was originally \$1.25 million in the 2013 CIP for the indoor range and \$250,000 for the outdoor range. To install a ballistics package would cost an additional \$500,000. If the ballistics package is withdrawn, the project budget would still be \$60,000-\$70,000 short. Supervisor Monroe asked if any environmental cleanup is required, and Miller said samples have been taken and as long as the berm it won't be necessary.

Lake Beulah dam project. Brunner said he, County Engineer Joe Kroll, committee Chair Stacey and Vice Chair Russell attended the public information meeting on the project. Approximately 35-40 people attended, and the major concern expressed was the detour during construction, which Brunner said will be addressed through signage and notifications to affected property and business owners. The project should start in approximately five weeks and, hopefully, the affected piers will be put in the water before July 1. Chair Stacey congratulated Brunner and Kroll for their effective communication and diplomacy throughout the process. Vice Chair Russell concurred, and added that Patrick Engineering did a good job answering questions from the public.

Confirmation of Next Meeting – The next meeting was confirmed for Monday, April 27, 2015 at 3:30 p.m.

Adjournment

A motion to adjourn was made by Supervisor Monroe, seconded by Vice Chair Russell. The motion carried 5-0 and the meeting adjourned at 4:31 p.m.

DRAFT

**Walworth County Board of Supervisors
Land Conservation Committee Meeting Minutes
Monday, March 16, 2015
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 2:20 p.m.

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

Others in Attendance:

County Staff: Michael Cotter, Director of Land Use and Resource Management (LURM)/Deputy Corporation Counsel; David Bretl, County Administrator; Neal Frauenfelder, LURM Senior Planner

Members of the public: None

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

On motion by Vice Chair Staples, second by Supervisor Kilkenny, the January 19, 2015 Land Conservation Committee meeting minutes and the January 19, 2015 Joint Land Conservation and Public Works Committee meeting minutes were approved by voice vote.

Public Comment – There was none.

New Business

- SEWRPC Sanitary Sewer Service Area for the Villages of Fontana and Walworth
Michael Cotter, Director of LURM/Deputy Corporation Counsel, explained that this amendment was brought before the committee to explain the expansion of the sewer service area. Southeastern Wisconsin Regional Planning Commission (SEWRPC) is looking for an endorsement of the amendment from the County Board. Cotter said the committee could choose whether or not to endorse the expansion. Neal Frauenfelder, LURM Senior Planner, stated SEWRPC reviews and looks for capacity within the plan, and in most cases, there is excess capacity. He commented on the timing of their review and receipt of the initial letter from SEWRPC. The letter stated the public hearing for SEWRPC and the sewer system expansion was to be held on March 10th, which is too late for input from LCC today. He prepared a Staff Report which was sent to Dave Schilling at SEWRPC for their consideration at the hearing. He informed Mr. Schilling that LCC would be meeting today and that there may be additional comment coming from the committee. SEWRPC will not be voting on this until Wednesday. He explained that the property in question is 113 acres, which is east of the Village of Walworth and South of the Village of Fontana, and is to be annexed to the Village of Walworth. He said there is also a letter from the Dept. of Administration approving the annexation, and the State Department of Administration plat submittal shows the proposed subdivision plat for the parcel that will be sewered. There is a portion of the development that goes outside of the sewer service expansion area and outside the annexation area that is going to utilize lands

left in the township for a stormwater retention pond. There are additional areas that the DNR has mapped as potential wetlands that go beyond what SEWRPC identified as wetland areas.

Staff recommendation is that these wetland areas be delineated and placed in the appropriate wetland zoning district within the Village of Walworth zoning ordinance. The Walworth County Erosion Control and Stormwater Management Ordinance would come into play due to the location of the stormwater retention basin which, as proposed, would remain in the Town of Walworth. The Zoning Division has indicated that the portion outside the annexed area would not be an allowable use in the A-1 zoning district. There are three alternatives: 1. To rezone A-1 area to a zoning district that would allow this use and may require a possible conditional use; 2. Annex the additional land to the south; 3. Move the stormwater infrastructure to the boundaries of the annexed area of the plat.

Supervisor Kilkenny asked who would have authority over this and how to exercise this under the Smart Growth Plan. Frauenfelder stated by law, the County is required to incorporate City and Village Plans “as is” up to their corporate limits. The County Comprehensive Plan recognizes that the County is basically adopting all City and Village Plans, which would include expansion through annexation. Cotter stated whatever is forwarded to SEWRPC is purely advisory. Chair Russell stated she would like no resolution or a resolution that states this is A-1 land in our County Plan and, therefore, it would not be subject to this type of development. Frauenfelder stated SEWRPC and the DNR are the review and approval agencies for sewer service expansion areas. Chair Russell announced she will be going to SEWRPC to vote on this and that SEWRPC is in favor of smaller lots because it uses up less land. Frauenfelder stated if this were in the County’s jurisdiction, the Comprehensive Plan and the Farmland Preservation Plan would have to be amended. Cotter stated SEWRPC will most likely be approving this. Supervisor Kilkenny agreed to highlighting the problems with the plan. **Supervisor Kilkenny made a motion to take no position, but to direct staff to highlight any concerns that this application brought to their attention, second by Chair Russell. Motion carried 5-0.**

- Discussion/Possible Action – LURM Land Conservation Division Annual Report – Michael Cotter Cotter presented the Annual Report and indicated there was no action to be taken. He advised the committee to monitor the State for funding of the land conservation programs throughout the state. Some counties are being aggressive in lobbying and this will impact the report next year if the cuts that were proposed are maintained in the next budget cycle. Chair Russell stated the importance of maintaining stormwater management and nutrient management, and commended Cotter and his staff for the report.

Confirmation of next meeting – The next meeting was confirmed for Monday, April 27, 2015 at 2:00 p.m.

Adjournment

On motion by Vice Chair Staples, second by Supervisor Kilkenny, the meeting adjourned at 2:59 p.m.

DRAFT

**Walworth County Board of Supervisors
Park Committee Meeting Minutes
Monday, March 16, 2015
Walworth County Government Center, County Board Room 114
100 West Walworth Street, Elkhorn, Wisconsin**

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

Roll call was conducted with the following members present: Chair Dan Kilkenny, Vice Chair Nancy Russell, Supervisor Charlene Staples and Citizen Member Mariette Nowak. Citizen Member Michael Hurlburt was absent and excused. A quorum was declared.

Others in Attendance:

County staff: County Administrator David Bretl; Central Services/Public Works Director Kevin Brunner; Deputy County Administrator-Finance Nicki Andersen; UW-Extension Horticulture Educator Christine Wen; Head Groundskeeper Steve Messick

Members of the public: Sonya Dailey; Daniel Carter; Richard Ehrenberg; Merilee Holst; David Schilling, Principal Planner, Southeastern Wisconsin Regional Planning Commission (SEWRPC); Maggie Zoellner, Kettle Moraine Land Trust; Lynn Ketterhagen, Geneva Lake Conservancy, Inc.

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

On motion by Vice Chair Russell, seconded by Supervisor Staples, the January 19, 2015 meeting minutes were amended to reflect that the Wisconsin Society of Ornithology may be interested in doing a survey of the breeding birds at Natureland Park and on the protected island. The motion carried 4-0 as amended.

Public comment period

Sonya Dailey, 531 Warren, Lake Geneva, Wisconsin, spoke in favor of planting native species on county property, stating pollinators are needed and pollinating insects, such as the Monarch butterfly, are in trouble. She advocated adopting the Native American Seventh Generation philosophy of considering how decisions will affect the next seven generations.

Richard Ehrenberg, 505 East Clay Street, Whitewater, Wisconsin, spoke in favor of native plantings. Mr. Ehrenberg, a landscape architect, distributed an article he wrote entitled "Native or Adapted Plants: Does it Matter?" Ehrenberg said native plants have aesthetic value and represent regional characteristics. Ehrenberg added that some native vegetation now considered "invasive," such as sumac, provide shade and foster growth of native trees and shouldn't be eradicated.

Daniel Carter, Senior Biologist for SEWRPC, said most of our ecological destructive species were introduced for a specific purpose. He advocated the use of native plants to sustain biodiversity. Planting native species will expose people to how they can use native plants in their own landscaping, and the plants minimize the need for irrigation and pesticide application.

Maggie Zoellner, Kettle Moraine Land Trust, spoke of the loss of the American elm tree and the threat to our ash trees and stated that a diversity of native species thwarts those outcomes. The cost of planting native versus exotic plants is comparable, and native plants are more economical because of the low maintenance required. Zoellner emphasized the importance of conserving natural habitats in urban areas by use of native plants in park spaces.

Regular Business

- Consideration of resolution to require native plantings on county landscape projects – item requested by Citizen Member Mariette Nowak

Citizen Member Mariette Nowak referred to her draft resolution in the agenda packet and other materials, including statements from the Environmental Protection Agency and Dr. Douglas Tallamy, a study on the impact of non-native trees on food available for breeding birds and New York City's law mandating the use of native plants. Nowak also included letters of support from citizens and distributed a petition in support of the resolution to require native plantings on county landscape projects. Chair Kilkenny read the petition. County Administrator David Bretl recommended the item be put in ordinance form. In addition, if the ordinance were to encompass all county lands, the ordinance would have to be approved by the Public Works Committee. If the ordinance addresses only plantings at the county parks, this committee could recommend it and it would be forwarded directly to the County Board for approval. Bretl added that if an ordinance were approved, it would be best to allow staff to move forward to implement the plan. Chair Kilkenny suggested drafting an ordinance for parks only initially, as there may be issues with dictating to other facilities what will be planted. Vice Chair Russell cautioned against agreeing that native plants should be used 100% of the time. She proposed recommending 85% native plantings and work within those parameters. She commented that the list of native trees was not large enough; for example, crabapple trees should be included on the list, as they are pollinators and provide a great source of food for native birds. Nowak commented that the tree list doesn't include shrubs, and added that the Burr Oak should be added to the list. **Citizen Member Nowak made a motion, seconded by Supervisor Staples, to authorize staff to develop a draft ordinance encouraging native plantings at Walworth County parks. The motion carried 4-0.** Bretl said that he would draft the ordinance and send it to committee members for review and input prior to the May meeting.

- Consideration and approval of White River County Park Master Plan

Director of Central Services/Public Works Kevin Brunner said the planning sub-committee developed the Master Plan with assistance from Dave Schilling, Principal Planner for SEWRPC. The planning committee included County Board Chair Nancy Russell, Supervisor Staples, Jennie Swanson-White River Park Friends Group, Lynn Ketterhagen-Geneva Lakes Conservancy, Head Groundskeeper Steve Messick, Christine Wen and Peg Reedy of UW-Extension, and Brunner. A public information meeting on the plan was held and there were 23 people in attendance. Mr. Schilling distributed the "Amendment to the Park and Open Space Plan for Walworth County," which incorporates the White River County Park Master Plan. Chapter I includes an introduction and plan context as to why the amendment is being proposed. Chapter II sets forth the existing conditions at the Park and identifies the natural resources, soils, topography, primary environmental corridors and agricultural land. Chapter III describes the master plan for the park, including proposed recreation at the park, passive recreation activities, and the highlights of Geneva Lake Conservancy's master plan including grassland and prairie restoration areas and native plantings. The last part of the amendment will include the implementation of the plan with the proposed development and schedule for completion with cost estimates. Schilling said the plan should be completed by next week. Brunner added that more extensive information on the future use of the barn will be included. **Vice Chair Russell made a motion, seconded by Supervisor Staples, to approve the conceptual plan for the White River County Park. The motion carried 4-0.**

- Approval of Veterans Park (Government Center) Forestry Plan

Brunner said Head Groundskeeper Steve Messick finalized his plan and developed cost estimates as directed by the Committee in January. Nowak suggested pending approval of an ordinance on native plantings that the "Use of Natives" portion be eliminated. Messick agreed with using native plants whenever possible as they are almost always more adaptable; however, he emphasized he wants to keep

the plantings diverse so as not to overplant one species. He said the Daughters of the American Revolution want to donate an oak tree to plant at the Government Center, and he wants to move forward with designing the landscape for the Judicial Center. The Judicial Center has restrictions on the height and location of plantings for safety reasons. Chair Kilkenny noted that the plan for the Judicial Center would need to be approved by the Public Works Committee. **Citizen Member Nowak offered a motion, seconded by Supervisor Staples, to approve the Veterans Park (Government Center) Forestry Plan, subject to the elimination of the paragraphs, "Use of Natives," on page 21 of the Plan. The motion carried 4-0.** Messick asked the Committee for a definitive list of approved native species. Nowak said she would work with SEWRPC biologist Daniel Carter and Nancy Aten, PLA, ASLA to finalize the list.

- Review Stewardship grant funding application for the White River County Park improvements and the shelter at Price Park

Brunner announced a private donation to cover the entire cost of the bridge has been pledged, which was budgeted in the 2016 CIP at \$70,000. The priority projects for the Stewardship funding requests are to erect a shelter for the White River Park (\$32,000); implement phase I of the prairie restoration at the White River Park (\$14,000); construct the White River Park access road (\$28,500); and construct a shelter for Price Park (\$11,000). The total grant request would be \$85,500, which would be matched by the \$70,000 donation for the bridge and \$15,500 in County funds. Brunner added that he met with local legislators, who informed him that the Stewardship development grants would remain at the same levels in the proposed 2016 budget.

- Discuss possible Stewardship grant funding application for the White River State Trail connection to the White River County Park

Brunner met with officials from the Department of Natural Resources, who encouraged the County to apply for a Stewardship grant for the extension/connection of the White River State Trail to the White River County Park. Brunner said at the public information meeting held on the CTH NN project, there was strong support for the Trail connection. If the County endorses the application for the funding, the County would have to contribute \$50,000 in matching funds. Brunner said he would need to meet with affected property owners to determine if they would consider an easement for the Trail or if they would sell the property. Brunner said there is no money budgeted in the CIP for the trail connection, thus the request would also have to be approved by the Finance Committee and the County Board, and it would require a two-thirds vote. Kilkenny encouraged seeking private donations. **Vice Chair Russell made a motion, seconded by Citizen Member Nowak, to refer consideration of the Stewardship grant funding application to the Finance Committee for further review. The motion carried 4-0.**

Confirmation of Next Meeting – The next meeting was confirmed for Monday, May 18, 2015 at 1:00 p.m.

Adjournment

On motion by Supervisor Staples, seconded by Citizen Member Nowak, the meeting adjourned at 2:14 p.m.

DRAFT

**Walworth County Board of Supervisors
Executive Committee Meeting Minutes
Monday, March 16, 2015
Walworth County Government Center
County Board Room 114
100 West Walworth Street, Elkhorn, Wisconsin**

The meeting was called to order by Chair Weber at 10:00 a.m.

Roll call was conducted. Members present included: Chair Dave Weber, Vice Chair Daniel Kilkenny, Supervisor Rich Brandl, Supervisor Nancy Russell, and Supervisor Charlene Staples. A quorum was declared.

Others in Attendance

County Staff: David Bretl, County Administrator; Sheriff Kurt Picknell; Michael Cotter, Deputy Corporation Counsel/Director of Land Use and Resource Management

On motion by Supervisor Brandl, seconded by Supervisor Kilkenny, the agenda was approved with no withdrawals.

On motion by Supervisor Russell, seconded by Supervisor Staples, the February 16, 2015 and March 10, 2015 Executive Committee minutes were approved.

Public Comment – None.

Appointments

- Walworth County Board of Adjustment
 - Elizabeth Sukala
- Aging and Disability Resource Center Governing Board (ADRC)
 - Janet Kelly

David Bretl, County Administrator, stated Gregory Guidry, who has served on Board of Adjustment (BOA), has tendered his resignation. Ms. Sukala has served as an alternate member on BOA and would be interested in having the regular seat. Bretl stated ordinances require the Executive Committee to interview BOA nominees. Ms. Sukala is currently on vacation; therefore, the committee can consider having a special meeting before the April 21, 2015 County Board meeting in order to interview Ms. Sukala. Bretl stated they will advertise to fill the alternate position. Consensus of the committee was to hold the special Executive Committee meeting after Agenda Setting on April 21, 2015. **Supervisor Brandl offered a motion, seconded by Supervisor Kilkenny, to hold a special meeting before the April 21, 2015 County Board meeting in order to interview Ms. Sukala for the BOA appointment. Motion carried 5-0.**

Ms. Kelly's notice of interest form was included in the meeting packet. Bretl stated HHS and ADRC are recommending Ms. Kelly's appointment. **Supervisor Kilkenny offered a motion, seconded by Supervisor Staples, to approve the appointment of Janet Kelly to the Aging and Disability Resource Center Board. Motion carried 5-0.**

Consent Items

The following reimbursement claims were considered.

- Business expense claims submitted by Nancy Russell, County Board Chair, totaling \$43.93
- Business expense claims submitted by Rick Stacey, County Board Vice Chair, totaling \$19.55

On motion by Supervisor Brandl, seconded by Supervisor Kilkenny, the expense reimbursement claim of Vice Chair Stacey was approved. Motion carried 5-0.

On motion by Supervisor Brandl, seconded by Supervisor Staples, Chair Russell's expense reimbursement claim was approved. Motion carried 4-0. Supervisor Russell abstained.

New Business

- Extension of Workforce Investment Act Contracts

Bretl said the County has outsourced with the Kaiser Group to operate the Job Center and provide youth services for the WIA program. Walworth County Economic Development Alliance (WCEDA) handles the business retention component of the WIA program. Bretl stated they want to ensure they are doing this on a competitive basis. These programs are being audited more carefully now. This past year, the County has been working with a consultant to assist them in navigating the complexities of WIA. The consultant is Marilyn Putz, who formerly worked at the Job Center. Bretl stated the contracts expire July 1, 2015. Ms. Putz has reviewed the contracts and she is recommending extending the contracts for one year in order to provide continuity and give the County an opportunity to carefully go through the RFP process to go out for bid for the next contract. Bretl said it is more prudent to extend the contracts for one year rather than rush through the RFP process. **Supervisor Brandl offered a motion, seconded by Supervisor Staples, to extend the contracts for one year. Motion carried 5-0.**

- Establish a special order of business for Nancy Anderson from SEWRPC to present at the April 21, 2015 board meeting regarding Comprehensive Economic Development Strategy (CEDS)

Bretl said SEWRPC, Milwaukee 7, and Regional Economic Partners have been working on a CEDS. He also said certain grants require that the region be in a CEDS in order to obtain grant funding. He stated SEWRPC has requested an opportunity to deliver a 15-20 minute presentation to the County Board to inform the Board of what is in the plan. He said a Special Order of Business can be added to the April 21, 2015 County Board meeting agenda rather than holding a Committee of the Whole meeting. Supervisor Russell stated this is something new for SEWRPC as they have not been involved in economic development. She said Nancy Anderson of SEWRPC is very knowledgeable and will be able to answer any questions the Board may have. She added that the Milwaukee 7 will be holding a meeting on June 2, 2015 at the Riviera in Lake Geneva, and all Supervisors are welcome to attend. Bretl said SEWRPC will be looking for County Board approval of the economic development plan they come up with. **Supervisor Kilkenny offered a motion, seconded by Supervisor Brandl, to establish a Special Order of Business at the April 21, 2015 County Board Meeting for a presentation by SEWRPC. Motion carried 5-0.**

- Discussion and possible action concerns term limits for Walworth County Metropolitan Sewerage District (WalCoMet) Commissioners

Information regarding the term limits was included in the meeting packet. Bretl said after the term limit was passed, they had advertised and found a new commissioner, Jim Hensch. Shortly after being appointed, Mr. Hensch moved out of the area and his seat became vacant. Bretl said they have advertised to fill the vacancy, but they have had sporadic interest. He also said there are currently three commissioners who are serving on expired terms. He stated this has been addressed in the ordinances and they can continue to serve until a successor is appointed. He also stated the Commission has expressed concern that the County will suddenly replace three or four commissioners at the same time; it would cause disruption and a loss of experience. The Commission is a five-member body who serve five-year terms, which are staggered on an annual basis, and commissioners are paid \$50 per meeting. Discussion ensued as to the best way to recruit candidates to serve on the Commission and how they should proceed

with those serving on expired terms. Supervisor Russell said the ordinance may have to be amended and she suggested adding language stating that it is preferred that WalCoMet commissioners do not serve more than two consecutive terms. She said this would not preclude them from serving and the County could continue to try and recruit other candidates. Supervisor Kilkenny suggested another option of taking a year off then they would be eligible to serve on the Commission. Bretl said if either one of these options is approved, it can then be forwarded to the County Board because before any dispensation can be granted the ordinance would need to be amended. He also said they will be more aggressive in their recruitment for candidates. **Supervisor Kilkenny offered a motion, seconded by Supervisor Russell, to amend the ordinances by adding language that it is strongly preferred that WalCoMet Commissioners do not serve more than two consecutive terms. Motion carried 5-0.**

Reports/announcements by Chairperson – None.

Set/confirm next meeting date and time – The next meeting was confirmed for April 27, 2015 at 10:00 a.m.

Claims and Litigation

The committee convened in closed session at 10:31 a.m. on motion and second by Supervisor Kilkenny and Supervisor Brandl 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 roll call vote was conducted and all members voted “aye”. Remaining in closed session were David Bretl, County Administrator; Michael Cotter, Deputy Corporation Counsel/Director of Land Use and Resource Management; and Sheriff Kurt Picknell.

- a) Summons and Complaint – West Suburban Bank v. County of Walworth, Glenn Sullens, DCN, LLC, and Knight Barry Title, Inc.
- b) Claim for Vehicle Damage – American Family Insurance for Kenneth D. and Grace A. Lyons

The committee reconvened in open session at approximately 10:49 a.m. on motion/second by Supervisor Kilkenny and Supervisor Brandl. **Supervisor Kilkenny offered a motion, seconded by Supervisor Staples, to proceed as discussed in closed session. Motion carried 5-0.**

Adjournment

On motion by Supervisor Brandl, seconded by Supervisor Kilkenny, Chair Weber adjourned the meeting at 10:52 a.m.

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



WHITEWATER-RICE LAKES MANAGEMENT DISTRICT

P.O. Box 301
Whitewater, WI 53190



MINUTES **March 12th, 2015**

The March 12, 2015 Whitewater/Rice Lakes Management District board meeting was called to order by chairman Rich Charts at 6:03 PM. Board members present were, Chuck Chamberlain, Ernie Roy, Jerry Grant, County Representative, Norm Prusener, Whitewater Town Representative and Larry Brady.

Absent: Brad Corson

Standing Teams Present – Dave Clevon

Standing Teams absent – Tom Ganfield, Tom Potrykus,

Guest Present: Art Speerbrecher

Clerk Present: Susie Speerbrecher

ADMINISTRATIVE

A motion to approve the agenda was made by Ernie seconded by Chuck. Motion Carried

A motion to approve the February 12, 2015 minutes was made by Ernie making the corrections Brad stated in his e-mail, changing the January expenses to \$120.00. Seconded by Chuck. Motion Carried. Finance stands corrected.

PUBLIC INPUT- None

COMMISSIONER REPORTS

Secretary – Correspondence - Ernie reported he received a chemical bid which he sent back with an explanation we already have a company designated to conduct our chemical spraying this year.

Finance – In the absence of Brad, Rich motioned to correct the February minutes to read: January expenses totaled \$120.00 and approve December expenses of \$214.48 per Brad Corson's e-mail of February 24th, 2015. Seconded by Ernie. Motion Carried

Weed - No report

Chemical – Ernie reported he has been in touch with Amy Kay of Clean Lakes and permits are being worked on.

Bog - Rich reported Rich Gunther and himself did some boring into the ice and bog when the weather permitted and results varied and are being documented.

Equipment – Chuck reported the following:

He has been in touch with Jeff Widner and our equipment will be coming out of storage soon and inspected before going into the water.

The delivery of May 1st, 2015 for the new transport barge and trailer is now questionable by Aquarius and he will pursue this issue for on time delivery.

Equipment Logo – Chuck displayed the logo now being used on our equipment. Rich said to pursue lamination of the logo for the new transport. Rich then motioned to adapt the logo to be put on all equipment and leave it up to the equipment chairman when the logos should be applied. Seconded by Ernie. Motion Carried.

Chuck then reviewed the preliminary Boat Launch Ordinance presented by the town board. The district board did find a few typos and Norm will have them corrected.

Chuck received a quote from Iron Rangers for three collection boxes totaling \$2943. He then reviewed a draft for signage and corrections were made. Chuck will get back to Norm with a corrected draft. Norm will put together a quote for making signs, and installation of boxes and signs at the boat launches. To pursue a grant for this project Chuck will need: A resolution, and quotes for boxes, signage, and installation.

The board reviewed and approved resolution 2015-01 with a motion by Chuck and seconded by Ernie. Motion Carried

Wildlife Management – None

FISH – Tom reported via e-mail the DNR fish stocking plans still include 6200 6 -8” Walleyes for Whitewater Lake and 1370 small fingerling northern pike for Rice Lake. Spring stocking should yield 6” fish by fall. Based on the WWL fall DNR survey, the DNR reaffirms our overall plan to stock larger predator fish (pike and walleye) is having a positive effect on our pinfish population “the pan fish are fewer in number but bigger. At present there are no plans for the fish committee to stock either WWL or Rice Lake this summer. This is due to the extensive DNR stocking plan, and perhaps our fish stocking dollars could then be used for carp removal.

Safety – Larry reported DNR Boating Safety class is going to be held May 16th and 17th, 2015 from 8 AM to 12 noon both days.

Audit – No Report

Water Quality – No Report

2015 Schedule – Annual meeting to be held August 22nd, 2015

OLD BUSINESS – None

NEW BUSINESS - Wisconsin Lakes Convention will be held April 23,24,and 25th.

OTHER BUSINESS - Jerry reported he has been in touch with the High School regarding service hours for students for our AIS program. (Aquatic Invasive Species). These students will work as volunteers at the boat launches making sure boats are clean before entering and leaving the water. He will continue to go forward with this program and report back at the next meeting.

Next Meeting: April 9th, 2015 at 6:00 PM

Ernie motioned to adjourn the meeting. Seconded by Chuck Motion Carried. Meeting Adjourned at 7:30 PM.

Respectfully submitted
Susie Speerbrecher, Clerk

Walworth County Board of Adjustment

MINUTES

March 11, 2015 - Hearing – 8:30 AM

March 12, 2015 – 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 March 11 & 12, 2015, in the County Board Room of the Government Center in Elkhorn, Wisconsin. Those present on March 11, 2015, were Vice-Chair Gregory E. Guidry, Secretary Ann Seaver and 2nd Alternate Franklin B. Jones. Deb Grube, Senior Zoning Officer and Wendy Boettcher, recording secretary were in attendance. Those present on March 12, 2015, were Vice-Chair Gregory E. Guidry, Secretary Ann Seaver and 2nd Alternate Franklin B. Jones. Deb Grube, Senior Zoning Officer and Wendy Boettcher, recording secretary were in attendance. “Sign-in” sheets listing attendees on March 11, 2015, and March 12, 2015, are kept on file as a matter of record.

The March 11, 2015, hearing was called to order by Acting Chair Gregory E. Guidry at 8:30 A.M. Wendy Boettcher conducted roll call and verified that there was a quorum. Those present were same as listed above. **Ann Seaver motioned to approve the agenda as printed. Seconded by Franklin B. Jones. Motion carried. 3-favor, 0-oppose. Ann Seaver motioned to approve the February 11 & 12, 2015, Minutes and dispense with the reading. Seconded by Gregory E. Guidry. Motion carried. 2-favor, 0-oppose, 1-abstain (Franklin B. Jones). After testimony of all cases, Ann Seaver motioned to recess until 8:30 A.M. on Thursday, March 12, 2015. Seconded by Gregory E. Guidry. Motion carried. 3-favor, 0-oppose. The March 11, 2015, hearing went into recess at approximately 10:53 A.M.**

On March 12, 2015, at 8:30 A.M., Acting Chair Gregory E. Guidry called the decision meeting to order. Wendy Boettcher conducted roll call and verified that there was a quorum. Those present were same as listed above. **Ann Seaver motioned to approve the agenda as printed. Seconded by Franklin B. Jones. Motion carried. 3-favor, 0-oppose. After the decisions were completed, Ann Seaver motioned to adjourn until the April 8, 2015, hearing at 8:30 A.M. Seconded by Gregory E. Guidry. Motion carried. 3-favor, 0-oppose. The March 12, 2015, decision meeting adjourned at approximately 10:12 A.M.**

Four variance hearings were scheduled and details of the March 11, 2015, hearings and the March 12, 2015, 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 #8:34:49 – 9:02:58 / Decision – Count #8:33:01 – 8:43:24

The First Hearing was Linda J. Cochrane Trust, owner / Martin J. Cochrane, applicant – Section(s) 34 – Whitewater Township

Applicants are requesting a variance from Section(s) 74-167 / 74-181 / 74-219 / 74-221 of Walworth County's Code of Ordinances – Shoreland Zoning to construct a deck and addition (screen room).

REQUIRED BY ORDINANCE: The Ordinance requires a 75' shore yard setback and a 10.8' side yard setback (established).

VARIANCE REQUEST: The applicants are requesting a 24.1' shore yard setback for a deck, a 28.1' shore yard setback for an addition (screen room) and a 10.4' side yard setback for an addition (screen room). The request is a variance from Section(s) 74-167 / 74-181 / 74-219 / 74-221 of Walworth County's Code of Ordinances – Shoreland Zoning to construct a deck and addition (screen room).

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of March 11 & 12, 2015, for the petition of Linda J. Cochrane Trust, owner / Martin R. Cochrane, applicant, voted to **MODIFY and APPROVE** the request for a 24.1' shore yard setback for a deck to a 26' shore yard setback for a deck and voted to **DENY** a 28.1' shore yard setback and a 10.4' side yard setback for an addition (screen room).

A motion was made by Ann Seaver to allow the applicant to go out to 10' on that portion of the deck that's now at 7'. Not to go out to 12'. Only 10'. Seconded by Gregory E. Guidry. Motion carried. 3-favor 0-oppose

A motion was made by Gregory E. Guidry to deny the screen room / porch addition. Seconded by Ann Seaver. Motion carried. 3-favor 0-oppose

BOARD OF ADJUSTMENT FINDINGS:

MODIFIED APPROVAL OF DECK: The Board found the request for a 12' deck was a personal request and that to allow the existing 7' wide portion of the deck to be extended to a 10' width would bring the entire deck to a 10' width and square off the deck (as shown on a December 25, 2004, survey submitted January 12, 2005, Board of Adjustment packet page 1-16). The Board found to approve the 10' deck would cause no harm to public interests. The Board found the owner has full use of the deck at a width of 10' and does have use of the property for its intended purpose. The Board found the 12' width requested for the deck is a large increment of relief and would add too much impervious surface. The Board found to approve the 12' deck width would not protect the public's interest in navigable waters.

DENIAL OF SCREEN ROOM ADDITION: The Board found the request to be a large increment of relief. The Board found the owner has intended use of the property without variance approval. The Board found to deny the variance request would cause no unnecessary hardship. The Board found to approve the variance request would add impervious surface too close to shore. The Board found to approve the variance request would not protect the public's interest in navigable waters.

There were two letters of support from neighboring property owners and an e-mail of support from the Town of Whitewater. There were letters of opposition from the Walworth County Land Conservation Division and the Wisconsin Department of Natural Resources.

Hearing – Count #9:02:59 – 9:22:14 / Decision – Count #8:43:25 – 8:47:37

The Second Hearing was William Brennan, owner / William Brennan, Simple Solutions, applicant – Section(s) 8– Lyons Township

Applicants are requesting a variance from Section(s) 74-54 / 74-90 / 74-92 of Walworth County's Code of Ordinances – Zoning to place a new mobile home on site #131.

REQUIRED BY ORDINANCE: The Ordinance requires an 18.57' street yard setback (established – Greenfield), a 7.09' street yard setback (established – Prairie), a 19.68' rear yard setback (established) and an 8.97' side yard setback (established).

VARIANCE REQUEST: The applicants are requesting an approximate 18.44' street yard setback (Greenfield), an approximate 7.02' street yard setback (Prairie), an approximate 18.45' rear yard setback and an approximate 7.36' side yard setback. The request is a variance from Section(s) 74-54 / 74-90 / 74-92 of Walworth County's Code of Ordinances – Zoning to place a new mobile home on site #131.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of March 11 & 12, 2015, for the petition of William Brennan, owner / William Brennan, Simple Solutions, applicant, voted to **APPROVE** the request for an approximate 18.44' street yard setback (Greenfield), an approximate 7.02' street yard setback (Prairie), an approximate 18.45' rear yard setback and an approximate 7.36' side 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 size, shape and location of the parcel (corner lot) to be unique property limitations. The Board found the existing mobile home to be abandoned and in need of repair. The Board found that a new mobile home is constructed larger than older models. The Board found to deny the request would cause unnecessary hardship. The Board found the variance request to be a small increment of relief. The Board found to approve the variance request would benefit the public interests. There were letters of support from the Town of Lyons, Country Estates Community Association and Country Estates Sanitary District and the Manager of Country Estates spoke in support. There was no opposition.

Hearing – Count #9:22:15 – 10:09:56 / Decision – Count #8:47:38 – 9:14:20

The Third Hearing was Douglas B. & Amanda W. Rowe, owners – Section(s) 17 – East Troy Township

Applicants are requesting a variance from Section(s) 74-167 of Walworth County's Code of Ordinances – Shoreland Zoning to install a tram in the shore yard.

REQUIRED BY ORDINANCE: The Ordinance permits one access to the shoreline with 149' of shore frontage and requires access to be located within a 40' view / access corridor and permits existing two walkways to remain.

VARIANCE REQUEST: The applicants are requesting to add a third access (tram) to the shore with a 105' view / access corridor. The request is a variance from Section(s) 74-167 of Walworth County's Code of Ordinances – Shoreland Zoning to install a tram in the shore yard.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of March 11 & 12, 2015, for the petition of Douglas B. & Amanda W. Rowe, owners, voted to **TABLE** to the April 9, 2015, agenda the request to add a third access (tram) to the shore with a 105' view / access corridor.

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

Gregory E. Guidry rescinded his motion to approve the variance request for the tram as presented. Ann Seaver rescinded her second.

Gregory E. Guidry motioned to table the variance request pending more detailed information on the exiting off the tram at the lakeside and coming into compliance with the 25' square foot maximum landing down there and show us detail on how he intends to get from into that tram to the stairs and also satisfy more information on loading and meeting the side yard setbacks up there. Information to include options of ways to work with staff to eliminate the third stairway to nowhere. Seconded by Ann Seaver. Motion carried. 3-favor 0-oppose

BOARD OF ADJUSTMENT FINDINGS: The Board found they would like to see more detailed information regarding the proposed 8' platform that will connect the tram to the stone stairs within the 75' from the shoreline, on loading and unloading from the tram with a 25 square foot platform and options of ways to eliminate the third stair.

There were letters of support from the Town of East Troy and a neighboring property owner. There was a letter of opposition from the Wisconsin Department of Natural Resources.

Hearing – Count #10:09:57 – 10:52:24 / Decision – Count #9:14:21 – 9:47:32

The Fourth Hearing was Jack A. Zehner, Roger A. Fons, owners / Burg Homes & Design Inc., applicant – Section(s) 35 – Whitewater Township

Applicants are requesting a variance from Section(s) 74-167 / 74-181 / 74-219 / 74-221 of Walworth County's Code of Ordinances – Shoreland Zoning to construct an addition and deck to a single-family residence and to permit the location of an accessory structure (deck) in the shore yard.

REQUIRED BY ORDINANCE: The Ordinance requires a 67.4' shore yard setback (average) for the addition and deck and requires all accessory structures (except boathouse) to meet a 75' shore yard setback.

VARIANCE REQUEST: The applicants are requesting a 58.68' shore yard setback for an addition and deck and a 25' shore yard setback for an accessory structure (deck). The request is a variance from Section(s) 74-167 / 74-181 / 74-219 / 74-221 of Walworth County's Code of Ordinances – Shoreland Zoning to construct an addition and deck to a single-family residence and to permit the location of an accessory structure (deck) in the shore yard.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of March 11 & 12, 2015, for the petition of Jack A. Zehner, Roger A. Fons, owners / Burg Homes & Design Inc., applicant, voted to **APPROVE** the request for a 58.68' shore yard setback for an addition and deck and voted to **MODIFY and APPROVE** a 25' shore yard setback for an accessory structure (deck) to a 35' shore yard setback.

A motion was made by Gregory E. Guidry to separate the lower patio - deck from the rest of the house. Seconded by Ann Seaver.

A motion was made by Gregory E. Guidry to deny the variance request for the deck in the shore yard. Seconded by Ann Seaver.

Gregory E. Guidry rescinded the denial of the deck variance. Ann Seaver rescinded her second for denial of the deck variance.

Gregory E. Guidry made a motion to approve the deck with the stipulation it gets cut back to where it's 35' minimum from the shoreyard and restore the 10' section to back to nonerosion state. Seconded by Ann Seaver. Motion carried. 3-favor 0-oppose

Ann Seaver made a motion to approve the opening of the envelope with that addition over the flat roof part. Seconded by Franklin B. Jones.

Ann Seaver rescinded her motion to approve the opening of the envelope with that addition over the flat roof part. Franklin B. Jones rescinded his second.

Ann Seaver made a motion to allow the owner to open up the envelope on that section with the flat roof and add the second story to include the deck (addition / second story deck / lower level patio). Seconded by Franklin B. Jones. Motion carried. 3-favor 0-oppose

BOARD OF ADJUSTMENT FINDINGS:

APPROVAL of an accessory structure (deck) in the shore yard: The Board found to modify and approve the variance request would make the deck, originally approved as a patio in 1987, more code compliant. The Board found a unique property limitation in the steep slope down to the shore. The Board found to allow the 25' shore yard setback to remain would cause harm to public interests. The Board found to require the owner to meet the 35' shoreyard setback would benefit the public's interest in navigable waters. The Board found to require removal of 10' of the deck on the shore side would cause no unnecessary hardship.

APPROVAL of the addition & second story deck and lower level patio: The Board found a unique property limitation in the steep slope of the parcel. The Board found to deny the variance request and not allow the repairs necessary to the residential structure would cause unnecessary hardship. The Board found to approve the variance request would cause no harm to public interests.

There was one letter from the Town Board of Whitewater stating the Board vote was split 1 - 1. There was one letter of opposition from the Wisconsin Department of Natural Resources.

Other

- A. Discussion / possible action on zoning permit survey requirements
The Board members were informed a fluorescent green page will now be attached to issued zoning permits when applicable to notify owners / applicants of zoning permit survey requirements.

- B. Discussion / possible action regarding possible ordinance amendment reducing ag building setback
It is proposed that under certain criteria a conditional use can be applied for at the Town and County to reduce the ag building setback to a 50' rear and 35' side.

Gregory E. Guidry made a motion that we let the County Zoning Agency know. Gregory and Ann are in favor of the changes proposed regarding the possible ordinance amendment reducing ag building setbacks. Seconded by Ann Seaver. Franklin B. Jones wants to wait and take the information to the Town of Delavan Plan Commission.

Ann Seaver would like a letter written by Staff to go before the County Zoning Agency regarding this.

The letter would give the Board of Adjustment vote of: 2 – support / 1 – abstain (Franklin B. Jones)

- C. Discussion / possible action on Township correspondence – none

Staff Reports

- A. Court cases update - none
- B. Distribution of reports, handouts and correspondence
1. Karen Bishop sent the Board of Adjustment a note regarding her horse Ranger.
 2. Vice-Chair Gregory E. Guidry submitted his letter of resignation. The letter will be put on file at the County Clerk's Office.

Proposed discussion for next agenda

The following items were requested to be put on the April 2015 agenda, if applicable:

- A. Discussion / possible action on Township correspondence
B. Court cases update
C. Distribution of reports, handouts and correspondence


ANN SEAVER

WALWORTH COUNTY BOARD OF ADJUSTMENT

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

**Walworth County Board of Supervisors
Executive Committee Meeting Minutes
Monday, March 10, 2015
Walworth County Government Center, County Board Room 114
100 West Walworth Street, Elkhorn, Wisconsin**

The meeting was called to order by Chair Weber at 5:36 p.m.

Roll call was conducted. Members present included Chair Dave Weber, Vice Chair Daniel Kilkenny, Supervisor Rich Brandl, Supervisor Nancy Russell, and Supervisor Charlene Staples. A quorum was declared.

Others in Attendance

County Board members: Tim Brellenthin, Ken Monroe, Joe Schaefer and Paul Yvarra

County Staff: County Administrator David Bretl; Tracy Moate, Director of Special Education; Elizabeth Aldred, Director of Health and Human Services; Human Resources Director Dale Wilson; County Clerk Kim Bushey; Deputy County Administrator-Finance Nicki Andersen; Volunteer Coordinator Colleen Lesniak

On motion by Supervisor Brandl, seconded by Supervisor Staples, the agenda was approved with no withdrawals.

Public Comment – There was none.

New Business

- Discussion and possible action regarding amending a portion of section 2-167 of the Walworth County Code of Ordinances relative to County Members of the Wisconsin River Rail Transit Commission
County Administrator David Bretl said the original Ordinance required that a Board Supervisor serve as a member of the Commission. Jerry Grant served on the Commission during his Board term, but since his retirement, he hasn't been replaced on the Commission. Secondly, it has been determined that it would be beneficial to have a county staff member serve on the Commission, as they can communicate issues to the Commission and apprise the County Board of discussion/action by the Commission which impact the County. The proposed amendment requires three members representing the County to serve on the Commission. At least one member shall be a County Board Supervisor or a County Employee. Terms are three years.
Supervisor Brandl made a motion, seconded by Supervisor Russell, to approve amending a portion of section 2-167 of the Walworth County Code of Ordinances relative to County Members of the Wisconsin River Rail Transit Commission. The motion carried 5-0.

- Resolution Proclaiming April 12-18, 2015 Volunteer Week in Walworth County
Bretl said National Volunteer Week is April 12-18th this year, and occurs before the Board meeting. He said it would be appropriate to approve the resolution before the event so county volunteers can be appropriately recognized for their contributions. **Supervisor Russell offered a motion, seconded by Supervisor Staples, to approve Resolution No. 71-03/15 Proclaiming April 12-18th, 2015 Volunteer Week in Walworth County. The motion carried 5-0.**

Reports/announcements by Chairperson – There were no reports or announcements.

Set/confirm next meeting date and time – The next meeting was confirmed for March 16, 2015 at 10:00 a.m.

Adjournment

On motion by Supervisor Brandl, seconded by Vice Chair Kilkenny, Chair Weber adjourned the meeting at 5:40 p.m.

DRAFT

**Walworth County Board of Supervisors
Human Resources Committee Special Meeting Minutes
Monday, March 2, 2015
Walworth County Government Center, County Board Room 114
100 West Walworth Street, Elkhorn, Wisconsin**

The meeting was called to order at 2:40 p.m. by Chair Rich Brandl.

Roll call was conducted, with the following members present: Chair Rich Brandl, Vice Chair Tim Brellenthin and Supervisor Ken Monroe. Supervisors Kathy Ingersoll and Rick Stacey were excused. A quorum was declared.

Others in Attendance:

County Board Supervisors: County Board Chair Nancy Russell
County staff: County Administrator David Bretl; Deputy County Administrator-Finance Nicki Andersen; Human Resources Director Dale Wilson; Director of Central Services/Public Works Kevin Brunner; Donna McIntyre, Human Resources Manager

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

Approval of February 18, 2015 meeting minutes

Approval of the minutes was postponed to the next regular committee meeting because they were not included in the agenda packet mailing.

Public comment – There was none.

New Business

- Discussion and possible action regarding amendments to Chapter 15 of the Code Relating to the Reorganization of the Public Works Department

County Administrator Bretl thanked Committee members for accommodating the special meeting. Bretl said he supports the reorganization, which is necessitated by retirements within the Public Works Department. Peggy Watson currently serves as both the accounting and purchasing manager for the department. Going forward, Bretl said it would be wise to separate the positions, although Watson was able to do both because of her years of experience. In addition, to keep the positions consolidated would be problematic from a recruiting perspective. The timing to fill the positions is critical in order to keep county procurement flowing smoothly and avoiding backlog. Bretl said he is a proponent of centralizing the financial functions at Public Works. Having the Finance Department involved in day to day operations and their ability to provide training and backup promotes continuity.

Human Resources Director Dale Wilson reviewed the proposed ordinance changes to Chapter 15 of the Code. The Finance Manager and Purchasing Manager positions would be contracted and at-will. Section 15-17 of the Code will be amended to eliminate the Account Clerk III position and the incumbent would become an Assistant Buyer. The existing Assistant Buyer would take on additional duties as “Solid Waste Coordinator.” The Business Services Manager position would be eliminated, and the Finance Manager and Purchasing Manager positions would be created. The Department will also fill the Administrative Secretary I position vacated by the retirement of Janet Cline. In addition, the County Engineer’s title will change by adding the title of Assistant Director. Wilson said a change in reporting is also proposed, with the Accounting Assistant, Finance Manager and Senior Accountant positions reporting to the Finance Department. Wilson also said Brunner is asking to waive recruitment for the

Assistant Buyer and the Assistant Buyer/Solid Waste Coordinator positions, and because it is a departmental reorganization, county ordinance allows the waiver. Central Services/Public Works Director Kevin Brunner said the Assistant Director title added to the County Engineer's position involves no pay change. Brunner noted that he concurs it is good business sense to separate the financial and purchasing oversight functions. He said he wanted to make it clear by adding "Solid Waste Coordinator" onto the current Assistant Buyer's title that the Solid Waste program be acknowledged as a separate, important program with additional responsibilities. Chair Brandl asked if there were any special certifications required with the Solid Waste Coordinator position. Brunner said no, but there will be a learning curve because of the grant program requirements, funding mechanisms and coordination with other counties, etc. Chair Brandl asked if Brunner was comfortable with the reporting structure for the new Finance Manager. Brunner said he will have input into the Manager's performance evaluation and added that there will have to be a close working relationship between the Finance Manager's direct report and his office to ensure the flow of communication. Chair Brandl asked about space constraints in the building because of the reorganization. Brunner said some minor remodeling will be necessary. A workstation in the Public Works Division lobby will be added, and the Senior Accountant will need office space. Supervisor Monroe asked if the existing employees will have to take on additional duties with the reorganization. Brunner said they would need temporary assistance until they hire the Finance Manager. He has spoken with the retired Business Manager from Kenosha County, who is willing to help on an interim basis. This person is familiar with the State Department of Transportation reporting requirements. Chair Brandl asked about the pay range for the Solid Waste Coordinator. Wilson said the Assistant Buyer is already in a higher pay range than the former Coordinator, who was an Administrative Secretary I. The Finance Manager salary is in a lower pay range than the current Business Services Manager position, which would be eliminated. Bretl said the \$65,000 for the position will be covered with excess transportation aid revenue. He said that as more people with years of service retire, it has been realized how many job duties they had absorbed throughout their careers, and their valuable experience saved the County money. **Supervisor Monroe made a motion, seconded by Vice Chair Brellenthin, to approve the amendments to Chapter 15 of the Walworth County Code of Ordinances Relating to a Reorganization of the Public Works Department, and to waive recruitment of the Assistant Buyer and Assistant Buyer/Solid Waste Coordinator positions. The motion carried 3-0.**

Reports/announcements by Chairperson - None

Confirmation of next meeting. The next meeting was confirmed for Wednesday, March 18, 2015 at 3:30 p.m.

Adjournment

Vice Chair Brellenthin made a motion to adjourn, seconded by Supervisor Monroe. The meeting concluded at 3:05 p.m.

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

Walworth County Board of Supervisors
DRAFT **March 2, 2015 Transportation Coordinating 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 1:30 p.m.

Roll call was conducted. Members present included Chair Nancy Russell, Vice Chair Andrew Kerwin, Ken Monroe-Health and Human Services (HHS) Board Chair, Lori Muzatko-ADRC Director, Citizen Members James Davis, Jerry Grant, Jeni Hallatt, Ken Sathern and Cynthia Simonsen. Susan Leffelman was excused. A quorum was declared.

Others in Attendance

County Staff: David Bretl, County Administrator; Finance/Budget Manager Stacie Johnson; Todd Paprocki, Accountant; Nicki Andersen-Deputy County Administrator-Finance
Members of the public: Eric Russow and Sylvia Mullally

Chair Russell asked the new Committee members to introduce themselves and explain their interest in serving on the Transportation Coordinating Committee. Ken Sathern said he lives at Inspiration Ministries, and he has been involved in advocacy for seniors and the disabled most of his adult life. Prior to this appointment, Mr. Sathern served on the ADRC Governing Board for 30 years. Sathern said he uses VIP Services for transportation and is interested in serving as an advocate for others.

Jerry Grant introduced himself. He lives in Whitewater, is a former County Board Supervisor and former Chair of the Health and Human Services Board, where he first became involved in the transportation committee. Mr. Grant is an advocate of improving and expanding services to county residents.

On motion by Citizen Member Sathern, seconded by HHS Board Chair Monroe, the agenda was approved by voice vote with no withdrawals.

Citizen Member Grant made a motion, seconded by Citizen Member Hallatt, to amend page 2 of the February 2, 2015 meeting minutes under Report on 2014 Ridership to change Lakeland Health Care Center's percentage from 3% to 8%, and to approve the minutes as amended. The motion carried 9-0.

Public Comment – There was none.

Unfinished Business

- Update regarding transportation consultant RFP
County Administrator Bretl said the transportation consultant RFP has been sent to Purchasing for publishing. Bretl asked the Committee if they receive multiple proposals for the consultant services if they want to participate as a whole in the evaluation process, or consider appointing an evaluation panel of three to four members to make a recommendation, which would accelerate the selection process. Vice Chair Kerwin and Citizen Members Davis and Sathern volunteered to participate in the evaluations. Chair Russell recommended asking someone from another county with a successful transportation program to participate. Citizen Member Hallatt said she would serve as alternate if they are unable to recruit someone from another county.

- Discussion concerning transportation budget and ridership statistics

Bretl said the Finance Department has developed options for reporting the budget status, grant reconciliation and ridership statistics on an ongoing basis. Stacie Johnson, Finance Manager, distributed the proposed format for future reporting. Bretl reviewed the form with the Committee. Ms. Johnson noted that the co-pay amount wasn't included in the budget, but would be added. The grant reconciliation is separated by area: Administration, Veterans Services and Lakeland Health Care Center. The \$368,002 in the Administration Budget under revenue includes the \$25,000 for the transportation consultant. Bretl distributed a copy of the January invoice from VIP Services, which is broken down by areas served. The January invoice for seniors and disabled (85.21 funds) was \$14,875.36. Citizen Member Grant asked if the invoice form could be modified to reflect the actual billing and include the monthly ridership. Vice Chair Kerwin suggested changing the ridership to reflect round trips as opposed to counting by one way transport. Bretl thanked Ms. Johnson for compiling and reconciling the report. It will be presented to the committee monthly going forward.

- Discussion and possible action concerning expansion of transportation services

Bretl included information in the agenda packet from the Seniors on the GO! program in the Mukwonago area for potential ideas on expanding Walworth County transportation services. He distributed a list of questions for the Committee. Below is a summary of the unmet needs in Walworth County transportation the Committee identified.

1. What unmet transportation needs do you see in your own personal life or business perspective?

From a health care perspective, there is need for transportation for citizens to obtain prescriptions, transportation when discharged from a hospital to a nursing facility and from the emergency department to home, and transportation to medical appointments scheduled within less than 48 hours. Committee consensus was that VIP Services' 48-hour notification requirement is reasonable; however, it presents a barrier for citizens in these circumstances. Residents at Vice Chair Kerwin's facility identified a need for "quality of life" transportation services, such as trips to church, social activities, the hairdresser, etc. Ms. Muzatko distributed a list of considerations submitted by the ADRC Governing Board. Their list replicates much of what was identified above, but also includes transportation to prevention education classes, after-hours groups/meetings, out-of-town shopping trips and including multiple stops on one local trip. The Board also asked that the co-pay structure be re-examined and consideration be given to developing a volunteer driver program. Citizen Member Davis mentioned transportation to voting polls.

2. What modes of transportation do seniors/disabled persons who reside in Walworth County currently use?

Consensus was that research into private transportation services within the County should be conducted to assess availability and costs.

3. What other transportation options are available to them?

Seniors driving independently is a principal mode of transportation, along with friends and family volunteering to provide rides.

4. What might be some barriers to using these modes of transportation (incorporate both #2 and #3)

Reliance on friends, family and informal volunteers can be problematic. Taxis are often cost-prohibitive. VIP Services scheduling requirements pose a problem, and many seniors need wheelchair lifts. Lack of public information on available services was also identified as a problem.

5. Who might be a good resource to get a better understanding of whether there are unmet transportation needs and what the barriers might be?

The new consultant will be a primary resource. A public survey could be conducted. Interviewing other counties with transportation services is a good resource. The process of identifying needs is ongoing and it is the Committee's responsibility to address issues as they arise.

6. Besides medical appointments and shopping, what are other potential trips a senior/disabled person may want to take in a typical month?

Covered above herein. Chair Russell added that the County has OWI and Drug Treatment Courts, and a barrier to recovery that has been identified is lack of transportation for participants to treatment, work, etc. She asked if consideration could be given to that segment of the population as expansion of services is discussed.

New Business

- Discussion and possible action regarding WRAPP/WAMM conference

Bretl said the joint transportation conference is April 7 – 9, 2015. Vice Chair Kerwin and Citizen Member Davis attended last year. If anyone is interested, they should contact Bretl's office as soon as possible. March 27 is the deadline for registration. If no one can attend, Bretl said he may be able to attend the Thursday, April 9th session.

- Discussion and possible action regarding Health Care Access Mobility Challenge

This is a grant opportunity for funding related to health care transportation, which could be considered next year, Bretl said.

- Discussion and possible action concerning development of 2016 contract for transportation services
Bretl said it's important to start developing the 2016 RFP as soon as feasible, as VIP Services would like to have some certainty for planning and budgeting for equipment and personnel expenditures in the next year. Bretl asked the Committee if they wished him to renegotiate the contract and extend it to VIP Services for an additional year. Citizen Member Grant recommended not going beyond 2016 at this point so the new consultant would have an opportunity to review the contract and provide recommendations. Ms. Muzatko recommended extending the contract to provide continuity for riders and to allow time for the Committee to consider expansion of services and how they would be provided. **ADRC Director Lori Muzatko made a motion, seconded by HHS Board Chair Ken Monroe, to direct staff to draft a contract extension with VIP Services through December 31, 2016 for transportation services for committee review/approval. The motion carried 9-0.** Bretl said he would confer with Ms. Simonsen and prepare the extension and bring the draft recommendation to the Committee for review and approval on April 6th.

Correspondence – There was none.

Announcements – There were none.

Confirmation of Next Meeting. The next meeting was confirmed for Monday, April 6, 2015 at 1:30 p.m. Vice Chair Kerwin announced that the mobility manager from Washington County will be coming to the meeting.

Adjournment

On motion by Citizen Member Sathern, seconded by HHS Board Chair Monroe, the meeting adjourned at 2:30 p.m.

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

DRAFT Walworth County Aging & Disability Resource Center Governing Board
March 2, 2015 Meeting Minutes
Walworth County Health and Human Services Center
W4051 County Road NN, Elkhorn, WI 53121

The meeting was called to order at 9:00 a.m. by Chair LaVerne Duncan.

Roll call was conducted. Members present included Chair LaVerne Duncan, Vice Chair David Jordan, Governing Board Members Janet Kelly, Mary Polachowski and Penny Scheuerman. A quorum was declared.

Staff in Attendance: Lori Muzatko, ADRC Director; Jennifer Selz, ADRC Supervisor; Anne Prince, Nutrition Program Supervisor; Becky Bechtel, Recording Secretary; Trisha Sommers, County Clerk's office

On motion by Board Member Polachowski, seconded by Board Member Scheuerman, the agenda was approved by voice vote with no withdrawals.

On motion by Board Member Kelly, seconded by Board Member Polachowski the February 2, 2015 meeting minutes were approved by voice vote.

Public Comment – There was none.

Unfinished Business

- Office for Resource Center Development – Letter of approval for 2014 ADRC Annual Report ADRC Director Lori Muzatko reported the State of Wisconsin Department of Health Services (DHS) has accepted the 2014 ADRC Annual Report. She noted the budget report was completed without error for the third consecutive year, and the State recognized ADRC Supervisor Jennifer Selz and her staff for their skill and competency in preparing the required documentation.

New Business

- Recommendation to Reappoint Board Member Janet Kelly – Term 7/1/2015 – 6/30/2018 Muzatko said this would be Ms. Kelly's second three-year term. **Vice Chair Jordan made a motion, seconded by Citizen Member Scheuerman, to approve the reappointment of Janet Kelly to the ADRC Governing Board for a term of three years, beginning July 1, 2015 and ending June 30, 2018. Motion carried unanimously.**

- 2014 Draft Aging Plan Assessment

The Aging Plan is a three-year plan. The State requires a progress report on the Plan annually, and it gives staff an opportunity to assess where they are and to revise the Plan as needed to meet goals. In 2014, Anne Prince, Nutrition Program Supervisor, applied for a modernization grant, and although the grant wasn't awarded, staff had the opportunity to attend grant presentation sessions and participate in conference calls as an ongoing learning process. In addition, Prince is going "green" at the nutrition sites, eliminating polystyrene bowls and plates from daily use. Some new goals have been identified: ADRC will collaborate with HHS Behavioral Health Division to analyze the advantages of applying for a Dementia Care Specialist grant and to study the county's specific needs to see if a Specialist would be warranted. Chair Duncan asked if the State will mandate Dementia Care Specialists in the near future. Muzatko said funding was not included in the proposed 2016 Governor's Budget. The goal for supervisory staff to complete FEMA Incident Command System 100, 200 and 300 series

training by March 31, 2015 has been completed. **Board Member Scheuerman made a motion, seconded by Board Member Kelly, to approve the 2014 Aging Plan Assessment. The motion carried unanimously.**

- 2014/2015 Prevention Programming Report – Anne Prince

Prince distributed handouts on the prevention programs, which she encouraged Board Members to share with interested persons. There are three programs coming up: “Stepping On,” “Powerful Tools for Caregivers” and the Senior Farmers’ Market Program. Prince said because the State budget for the programs is limited, there are only a few staff trained to present these programs. ADRC is partnering with Public Health to provide training for more staff. The “Stepping On” and “Powerful Tools for Caregivers” programs are conducted in conjunction with Aurora Health Care, who provides the specialists for the programs. Prince gave an overview of the Senior Farmers’ Market voucher program. Seniors over 60 who meet household income limits are eligible. Staff has changed how the vouchers are distributed. Previously vouchers were distributed countywide and they only had a 60% redemption rate. In 2013, the distribution method was changed, and any vouchers not distributed were given to other counties. In 2014, of 264 vouchers, 224 vouchers were distributed, with an 80% redemption rate. The State’s high was 90%, and their low was 70%, so Walworth County did well. Prince said they would expand advertising in Walworth and Lake Geneva to make more people aware of the program. Prince said vendors have to complete an application to qualify; the vouchers are intended to be used only for Wisconsin-grown produce, and they are actual checks that are deposited in a bank. Prince said the Centers for Disease Control (CDC) is studying the “Stepping Out” program from January 1 through October 1, and participants completing their questionnaire are eligible for gift certificates.

- Informal Transportation Needs Survey

Muzatko sent an email to Board members asking them to talk to people in the community and provide feedback on what those people and Members feel are the unmet transportation needs in Walworth County. She said the Transportation Coordinating Committee (TCC) will meet today, March 2, at 1:30 p.m. and she will provide the ADRC Board input to the Committee. The Board developed the following list of needs and possible expansion of services:

- Transportation to prevention/education programming
- Transportation to social and community events i.e. Silver Screen Movie Club, parades, courthouse ceremonies, community centers, cultural events, libraries, and church
- Transportation to work
- Advertise transportation services
- Revisit the co-pay structure (zone)
- Price adjustment for low-income riders
- Volunteer driver program
- Transportation service to after-hours meetings or groups
- Offer out of town shopping transports
- Provide multiple stops on one trip (bank, pharmacy, groceries).

Reports

- Proposed SeniorCare changes

Included with the agenda packet is a memo from the Wisconsin Aging Advocacy Network (WAAN) addressed to the Wisconsin Legislators with their concerns about proposed changes to the SeniorCare program. Wisconsin currently has 85,000 enrollees in the SeniorCare program. A couple of years ago,

the legislature considered elimination of the program, but the protest against the elimination was overwhelming.

- **Governor's Proposed Aging & Long Term Care Changes**

The proposed changes to Aging & Long-Term Care are summarized in the memo to the Legislators from WAAN. Muzatko reported the most alarming of the potential changes include eliminating the Include-Respect-I Self-Direct (IRIS) program and eliminating ADRC governing boards. Muzatko will attend the State ADRC Directors' meeting later this week and will provide more information at the next ADRC meeting.

- **Transportation Coordinating Committee (TCC) Meeting Minutes – December 1, 2014**

- **GWAAR Advisory Council Minutes – November 19, 2014**

The minutes of the last TCC and GWAAR meetings were included for the Board's information.

Confirmation of Next Meeting. The next meeting was confirmed for Monday, April 6, 2015 at 9:00 a.m.

Adjournment

On motion by Board Member Kelly, seconded by Board Member Polachowski, the meeting adjourned at 9:58 a.m.

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



WHITEWATER-RICE LAKES MANAGEMENT DISTRICT

P.O. Box 301
Whitewater, WI 53190



MINUTES February 12, 2015

The February 12th, 2015 Whitewater/Rice Lakes Management District board meeting was called to order by chairman Rich Charts at 6:00 PM. Board members present were, Chuck Chamberlain, Ernie Roy, Jerry Grant, County Representative, Norm Prusener, Whitewater Town Representative and Larry Brady via a telephone conference call.

Absent: Brad Corson

Standing Teams Present – None

Standing Teams Absent – Tom Ganfield, Tom Potrykus, Dave Cleven

Guest Present: Art Speerbrecher

Clerk Present: Susie Speerbrecher

ADMINISTRATIVE

A motion to approve the agenda was made by Jerry seconded by Chuck. Motion Carried

A motion to approve the December 12th 2014 minutes was made by Chuck and seconded by Ernie Motion Carried. Due to weather the January 2015 meeting was cancelled.

PUBLIC INPUT- Rich briefly discussed the Lions Fish-er-ree held February 8th, 2015 and commented on the attendance and fish caught.

COMMISSIONER REPORTS

Secretary – Correspondence – None

Finance – In the absence of Brad, Rich discussed the 2014 accounting report and roll over to 2015. Ernie motioned the fund be rolled over, seconded by Chuck. Motion Carried. Rich then reviewed the January expenses which totaled \$1,320.32. Ernie motioned to approve these expenses, seconded by Jerry. Motion Carried. Motion made by Ernie, seconded by Jerry to correct these minutes to read January expenses totaled \$120.00.

Weed - Larry reported he attended the January 5th meeting with the DNR regarding water runoff into the south lobe. The county will further investigate. There will be an informational meeting regarding Lake Districts on March 3rd 2015 at Big Green Lake.

Chemical – Ernie reported he received an e-mail from Tim Hoyman with Onterra, LLC saying we did not receive the grant that was applied for in December 2014. Factors that disqualified us were clean boats, clean water inspections, volunteer AIS monitoring, and AIS education. Rich reported he met with some folks this week including Audrey Green and she said funds are available to pay

students doing AIS monitoring. Another monitoring option would be to see if students need service hours. An Aquatic Plant and Plant Management workshop is scheduled for February 21, 2015 from 10 am to 12 noon at the Walworth County Government Center in Elkhorn, WI..

Bog - Rich reported that the equipment is ready to do the coring and will begin after Feb. 16th, 2015.

Equipment – Chuck reported he did some investigating on shore conveyors. The cost of a new one is around \$30,000, Lake Ripley District does not want to break up their package deal, and Delavan won't be replacing their equipment for another three years. He went on to say manufacturing of our new transport barge/trailer is scheduled to begin this month with delivery May 1st, 2015. He reviewed the handout of launch fee collection boxes and will get a quote from Iron Rangers LLC.. Grant dollars are available per Kathleen Walsh for this project. Norm reported the town board is working on a boat launch ordinance and reviewed the handout with the board.

Wildlife Management – None

FISH – Rich mentioned that the DNR will be stocking Walleyes and possibly budget money left over could go the harvesting carp project.

Safety – No report

Audit – No Report

Water Quality – No Report

2015 Schedule – No Report

OLD BUSINESS – None

NEW BUSINESS - Wisconsin Lakes Convention will be held April 23,24,and 25th.

OTHER BUSINESS - None

Next Meeting: March 12th, 2015 at 6:00 PM

Ernie motioned to adjourn the meeting. Seconded by Chuck Motion Carried. Meeting Adjourned at 7:12 PM.

Respectfully submitted
Susie Speerbrecher, Clerk

WRRTC FULL COMMISSION 2015 MEETING MINUTES – DRAFT

**Wisconsin River Rail Transit Commission
Full Commission Meeting - Friday, February 6th, 2015 @ 10am
Dane County Hwy Garage, 2302 Fish Hatchery Rd, Madison, WI**

1. 10: 01 AM Call to Order – Alan Sweeney, 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	x
				Terry Thomas	x
Dane	Gene Gray, (Treasurer X-Comm)	x	Sauk	Marty Krueger, Alternate	x
	Jim Haefs-Fleming			Vacant	
	Chris James, Vice Secretary (XComm)	x		John Miller, Vice Treasurer (XComm)	x
				Dave Riek	x
Grant	Gary Ranum	x	Walworth	Jerry Grant	excused
	Vern Lewison	x		Richard Kuhnke, 2 nd Vice Treasurer (XComm)	excused
	Robert Scallon, 1 st Vice Chair (XComm)	x		Allan Polyock	x
Iowa	Charles Anderson, Secretary (XComm)	excused	Waukesha	Karl Nilson, 4 th Vice Chair (XComm)	x
	William G Ladewig	x		Dick Mace	x
	Jack Demby	x		Vacant	
Jefferson	John David	excused			
	Laura Payne - substituting for A. Tietz	excused			
	Augie Tietz (3 rd Vice Chair XComm)	x			

Commission met quorum.

Others present for all or some of the meeting:

<ul style="list-style-type: none"> • Mary Penn, WRRTC Administrator • Ken Lucht, WSOR • Dave Simons, Kim Tollers, WDOT • Danielle Zimmerman, Off. Of Rep. Laudenbeck • Alan Anderson, Pink Lady RTC • Bill Henning, Town of Sharon • Rick Gethes, Town of Sharon • Brian Simmert, Sauk County 	<ul style="list-style-type: none"> • Forrest Van Schwartz, Consultant • Jim Matzinger • Suzan Nast, WDOT Freight Traffic Planning • Mike McConville, IPH • Kevin Brunner, Walworth County • John Anderson, Off. Of Sen. Mark Miler • Sen. Mark Miller • Tom Brien, Rock County Supervisor
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3. Action Item. Certification of Meeting’s Public Notice – Noticed by Penn

- Motion to approve posting of meeting – Thomas/Gustina, Passed Unanimously

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

- Motion to approve agenda with amendments – Nilson/Cornford, PA

5. Action Item. Approval of January 2015 Meeting Minutes– Prepared by Penn

- Motion to approve amended January minutes with corrections – Mace/Nilson, Passed Unanimously

6. Updates. Public Comment – Time for public comment may be limited by the Chair

Alan Sweeney asked for introductions from members of the public attending. Each introduced themselves, including Sen. Mark Miller who said he wanted to get to know more about rail interests in the state so he can better inform his committees. Sweeney said he hoped Sen. Miller would attend more meetings in the future. Dave Simon introduced himself as did Suzan Nast who is WDOT's new freight traffic engineer planning.

There were no public comments.

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

Mary Penn distributed the articles from Forrest Van Schwartz. Penn then listed the correspondence she had received or sent in the past month. Bill Ladewig asked about checking the minutes regarding Waukesha.

8. Updates. Announcements by Commissioners – No Discussion Permitted

Karl Nilson announced that Van Schwartz was going to Africa for consulting and Nilson asked for a report when he returned. Terry Thomas introduced Tom Brien, Supervisor from Rock County who had been missed during introductions. Augie Tietz said the City of Watertown had received a TEA grant.

REPORTS & COMMISSION BUSINESS

REPORTS & COMMISSION BUSINESS

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

- Treasurer's Report for January and Payment of Bills

Jim Matzinger gave the Treasurer Report to the Commission, saying that all expenses and checks listed were for 2014. He said at the next meeting he would bring the year end 2014 report: the only activity this month was the WSOR lease. He said that two bills had been added since the Treasurer Report had been sent to the Commissioners, including the final Johnson Block bill. Matzinger said he would show all these in the yearend report. Nilson reminded Penn to forward the audits to the member counties. Bill Ladewig asked about the Crawford Cty contribution. Matzinger explained how they had underpaid for three years but they had been repaying over time. Dick Mace asked if repayment had been a requirement. Matzinger said everyone paid voluntarily. Sweeney asked how Matzinger wrote off the debt in the Report. Matzinger said it showed up as additional income in the 2015 project column which would increase net cash available. Nilson said that Crawford County got credited as they paid off their contribution. Gene Grey asked about the Oregon/Fitchburg funds (about \$11K) left over from the Evansville project. Matzinger said he had just rolled the whole amount into the general fund.

- Motion to approve the Treasurer's Report and payment of checks – Nilson/Cornford, Passed Unanimously

Gene Gray said they should see the audit before approving. Penn said she would bring the audit to the next meeting.

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

- Update on Monthly Maintenance Activities
- Update on Capital Projects
- Update on Business Development
- Other Continuing Issues/ Topics
 - Peters Road Bridge Update

Ken Lucht reported that regular winter maintenance activity was ongoing. On Capital Projects, Lucht listed a number of grants that had been funded for projects across their system, noting both Watertown and Waukesha. He said the Fox Lake Continuous Welded Rail (CWR) Rail project was moving forward as he had reported last month.

Outside the WRRTC area, Lucht said about 11 miles of track are "coming back from the dead" between Plymouth and Kohler. He said the contract for complete construction had been awarded and it was expected to be completed by this fall.

Lucht said WSOR had received all permit approvals for the Prairie du Chien project which was already under construction. He said there were about 4 or 5 customers affected by a lack of capacity and while there had been some unintended delays, the project was anticipated to be completed by June 2015. He added that all the funding for this project was from WSOR.

He said that WSOR had submitted 4 projects for WDOT funding including bridge replacements. One application would pay for 39 complete replacements of bridges. He said they had applied for a project to replace 52,000 ties on the Prairie sub from Madison to Lone Rock. On the western end of the sub WSOR was still waiting to get a grant to install 36,000 ties. Lucht said this line received

public funding 20 years ago so it was now time to upgrade. He spoke of the sub's CWR retrofit project application for about 15 miles (a Phase 1 project). He said WSOR had sent an application for a tie project on the Reedsburg line, as well as ties on the line to Cottage Grove. Lucht said the CG spur had not had any capital in 20 years so WSOR had submitted a tie/crossing application for this line. Ultimately, if business kept up, WSOR hoped to lay CWR between Cottage Grove Street and Monroe Street and the Vita Spur in Madison over the next 3 or 4 years. He said WSOR would put together a CWR plan for the Madison area. Sweeney asked for clarification of what CWR is for those new at the meeting. Lucht explained jointed rail vs CWR and said that today, most of the rail on the WRRTC system was 90 lbs. (i.e. 90 lbs. per yard) and that WSOR had been working to upgrade the system to CWR. He talked about the size of the system in relation to CWR installation and WSOR's rail detector tests. Lucht said he would bring in examples of the various pound rails at the March meeting.

Nilson asked for clarification of railroad classes. Lucht said a class 1 railroad depends on the number of miles operated and revenue. Class 2 is a regional railroad. He said WSOR was very, very far away from being a class 1 RR. For track classification, class 1 was the lowest classification. Class 2 was a max speed of 25 mph; class 3 was 40mph. Class 4 and class 5 were for passenger rails. On the WRRTC system, the goal was to get it all to class 2 standard. Dave Simon said WDOT shared that goal. He said currently they were at 58% of making their goal. Allan Polyock asked what was the Fox Lake sub class. Lucht said it varied, ranging from class 1 to class 3. Nilson asked about the Watertown line and asked if ties were put in, would it be raised to class 1. Lucht said that would come up to class 2. Mace asked who the customer was in Kohler. Lucht said it was Bemis Manufacturing. Ladewig asked about the Tiger Grant. Lucht said their 4th application was for a funding match and noted it was "just in case". He related the past history of WSOR's efforts to get funding in Wisconsin, saying no capital grants had come to the State as of yet. He said every time WSOR had submitted an application it had scored very highly but for some reason, they had not been funded. Lucht said getting the application together took a lot of time and resources so WOSR was looking at other options, but said they were committed to the Prairie sub. He said if WSOR applied this year, it would pretty much be the same application as last year with WDOT and Iowa County as co-sponsors. He said there were other Tiger applications that WSOR was competing against in-state which was a disadvantage. He expressed his thanks for the Commissions and the States support.

Lucht said there was nothing to report on the Peters Road Bridge. Sweeney asked those attending the meeting from the Town of Sharon if they had an update. Their representative said they had not heard anything to date. Sweeney recommended they get the minutes of the last meeting.

Forrest commented the rail industry as a whole had not gotten very much money from the Tiger Grant program.

11. Discussion and Possible Action on Support for FRPP Funding for 2015/2017 State Biennial Budget – Ken Lucht, WSOR

Lucht said he wanted a strategy for the Commission's consideration. He said the Governor had cut the FRPP program to \$43M which had caught WSOR off guard. Lucht asked the Commission to go on record with their support but with all the applications submitted and the bridges without funding and all the backlogged projects, he thought the State would be in a much better position if they adopted a \$60M budget. That said, Lucht did not have anything for the Commission to act on today. Mace asked if the Commission went on record to support the budget or not. Sweeney said they had in the past.

12. Discussion and Possible Action on Attachment 8 to WSOR/WRRTC Operating Agreement Regarding Annual Rent – Ken Lucht, WSOR

Lucht outlined the rental agreement and said this was basically the same rent as last year and noted that next January they could renegotiate the amount. Lucht noted that WSOR was very aggressive in funding its projects and wanted to keep investing at these levels. Lucht said there was a drive at the State level to assess a car fee per load within the system (\$15 or \$10 per car) and he said that would be a huge burden to their organization.

Nilson noted a correction. Lucht said Eileen Brownlee had reviewed the attachment. Bill Ladewig asked about where the Commission lined up with rent in the State. Van Schwartz said they were "way above" the East Wisconsin Counties Rail Consortium.

- *Motion to approve Attachment 8 to WSOR/WRRTC Operating Agreement Regarding Annual Rent with corrections - Cornford/Tietz, Passed Unanimously*

13. Discussion and Possible Action on proposed intercity passenger rail agreement between WRRTC and WSOR – Ken Lucht, WSOR

Lucht said that this agreement had been in place for the past 15 years and in the past there had been some passenger rail service operated on WRRTC tracks and possibly may in the future. He reminded the Commission that they had renewed this last February and said WSOR was interested in extending this for the next 15 years. He noted Brownlee had looked it over and they had carried forward her recommendations. He reiterated that Brownlee had reviewed it and while there are some minor tweaks to be made before

they got to a final draft, but he asked the Commission approve, saying they could approve if they felt comfortable pending further review by Sweeney and Brownlee. He noted the Commission could wait until March 6th if need be. He repeated that the new language had been incorporated into the new operating agreement.

- *Motion to approve the proposed intercity passenger rail agreement between WRRTC and WSOR with - Mace/Gray*
- *Amendment to the Motion that any expenses or financial obligation or liability shall remain with the operator – Mace/Scallon, Passed Unanimously*

Van Schwartz said there had been some major changes in passenger rail: positive train control (PTC). He explained the reasons and placement of PTC, adding that it was incredibly expensive, in the billions. He said it was satellite based train control mainly to prevent collisions. He said this was all coming from the Senate. At this point, the Federal Railroad Administration (FRA) had not said how it viewed excursion services or periodic passenger trains. Right now they did not know the possible requirements of PTC. He said there probably should be some language in the agreement to protect the Commission, WDOT and WSOR in regard to PTC. Van Schwartz said there had been no official word on periodic passenger trains, adding that even if the FRA made a determination, it could still be changed. He said the deadline was the end of 2015 to implement PTC and that this would be impossible to implement in that timeline, as it was physically and technologically impossible, adding that no one really knew what was going to happen at the federal level. He suggested including some basic language to the agreement update of covering the cost of PTC. He said all locomotives had to have the technology and it was very expensive and so advanced that no one had figured out all the components. He repeated that he thought the Commission get some language in the agreement to protect the Commission in regard to PTC.

Nilson said a problem with this was that it was assumed that all railroads operated equally but that was not the case. Nilson talked about “special trains” and said this would be the kind of exemption wanted rather than PTC. Van Schwartz said he was a proponent of passenger rail but said there were no exemptions for PTC and there was no way to get out of it or around it. Wayne Gustina concurred. Sweeney asked Dave Simon and Kim Tollers for advice. Simon said this was “not on their radar yet” and said he had gotten a lot of detail and agreed it was very, very expensive but they were just finding out all the details themselves. Van Schwartz said it was not really necessary for smaller railroads, it was an expensive requirement. Mace asked if PTC would have to be on the various class 1 rails. Van Schwartz said if there were no passenger rail, they would not need it but noted some haz mat loads would need it: short lines would have to have it. Ladewig asked if there were language in the agreement saying that the feds would pay for their requirements. He recommended amending the language or asking Brownlee to put that language in. Sweeney asked if this was a doable amendment to add PTC to the motion. Lucht said WSOR would be happy to work with Brownlee to add that to the document and that it could be specifically referenced.

John Miller asked about the 15 year duration of the agreement. Lucht said it was chosen because if the investment were made, 15 years would give them enough time. Van Schwartz asked if there were language in the agreement regarding a fee per passenger. Lucht said Article 3.0 addressed a passenger fee. He said it was hard to put in an amount when they could not determine ridership.

Gary Ranum said if this was a legally binding document, he felt very uncomfortable action on a motion without having a chance to read it so unless there was something earthshattering that passing next month would cause, he wanted to wait until the next meeting.

- *Motion to table – Ranum/Miller; Cornford, Ladewig, Demby, opposed. Motion carried.*

Sweeney said the motion passed and the item would be on the agenda next month. Penn would distribute the agreement via e-mail.

Augie Tietz commented about the number of petroleum cars passing through his community. Van Schwartz spoke of the requirements needed for PTC to implement this technology and of the roughly 26,000 towers needed and said the FCC could only approve 2200 towers per year.

14. WDOT Report–Kim Tollers, WDOT

Dave Simon reported on the Freight Rail Preservation Program (FRPP) and the Freight Railroad Infrastructure Improvement Program (FRIIP), saying the Secretary had requested \$60M but what they had heard was that it would be \$43M. He said he had not had a chance to look into the Governor’s budget yet but that a summary would be given to him soon. He explained the source for the \$43M. He next announced that the segregated fund for FRPP had been passed. He said it was like a bank account but there was zero balance but they could ask for segregated funds. Ladewig asked if the bond was being paid by general obligation. Simon said it was general obligation and already identified for passenger rail. Ladewig asked for more clarification on whether freight rail would have to pay more. Simon reminded them of the application deadline and said WDOT had a team of people doing a benefit/cost analysis. He said the FRIIP finances had been preserved, adding that this program was not being fully utilized and a lot of times was used for accessories to connect to the railroad system. He noted that the scope was wider so WDOT would like to see the program used more use of this program. He said FRPP got more applications than dollars but FRIIP was not used as much.

Tietz asked about FRIIP, saying one of the hang-ups was that in submitting a request, there had to be a local governing body sign on to it which in some cases might be an impediment. Lucht spoke to this and said Tietz was referring to the Transportation Economic Assistance program. Simon listed the three programs: FRPP (grants), FRIIP (loans), TEA (50% grant).

Simon said in regard to the Milwaukee intermodal project (“the train shed”), the roof was gone and the project was underway. He said the new shed (“the concourse”) should be complete by the end of the year, a \$22M project.

Simon reported WDOT had hired a new engineer in their unit, a Derrek Coller who would start Feb. 23rd. Simon said WDOT would be working with Mr. Coller to cross train. Simon said that there was no position for supervisor although he was trying to get it back (maybe by April/May). Ideally, the Section would get someone in the position and also get Frank Huntington back as an LTE.

Ranum said he had seen the Secretary of Transportation at a recent meeting and he had not mentioned freight rail. Ranum asked Simon if not mentioning freight was significant. Simon reassured the Commission that freight was very important and WDOT was working on a state-wide freight plan. He added that WDOT’s harbor section was also heavily into freight.

15. Update and Discussion on Great Sauk Trail – Marty Krueger, Sauk County Board Chair

Marty Krueger introduced himself, saying that he was standing in for George Johnson who had resigned from the Commission. Krueger said he would probably be coming to the future meetings as the person appointed to the Commission had work commitments Friday mornings. He then spoke about the history of the formation of the Pink Lady RTC with Alan Anderson’s efforts, and said that 25 years later the State purchased the Reedsburg line which had led to the hopes of creating the Great Sauk Trail (GST). He said they were hoping the WRRTC would approve the Great Sauk Trail, while the County hoped the trail would connect Prairie du Sauk and Sauk City, creating greater trail connectivity in the immediate future. He said this had been a large undertaking and they wanted to lay out the project to the full Commission so they would know what was in the works and ask questions.

Krueger then introduced Brian Simmert, the chief planner and architect of the trail. Simmert gave his PowerPoint to the Commission, saying that the effort was to connect various communities to the trail system, eventually culminating in connection to Devil’s Lake State Park. Simmert explained that the trail had been broken into 3 tiers, explaining the various tiers the plan outlined. He said that tier 1 ran on the current corridor that exists between Prairie du Sauk and Sauk City. He said the tier 1 timeline would be for construction to begin in 2016. He noted that a cooperative plan between the County and WDNR had to be approved, as well as an MOU and said the STB would have to give their approval to convert from rail to trail. Simmert talked about the funding sources and the limitations related to funding. He said one of the motivations to moving ahead was due to the funding sources going away.

He next spoke about tier 2 and said this would entail using the rail bridge which was currently not complete. He said they would like to bring the trail south of Cty Y to a parking area, adding that the land in the vicinity was owned by the WDNR. Simmert said the primary users would be bikers and pedestrians but said snowmobiler groups/clubs were stakeholders as well since existing trails in Dane County could connect to those in Sauk County if the bridge were rehabilitated. He spoke of the safety issues with the current set up for snowmobiler trails. He said all the timeframes for construction were dependent on funding.

For tier 3, Simmert said it would utilize the old railroad bed through Badger Plant. From this point, the trail could lead up to Devil’s Lake which would require the need to cross the existing railroad including utilizing an existing underpass or creating an at-grade crossing or possibly tunneling under the track to get access. At this point they were working with WDNR to create the plan.

Sweeney asked Chris James to contribute and James said Dane County was excited about the project, particularly about the snowmobilers. He said WDNR and WDOT would first need to work with WSOR. He said this project would help create connectivity and that it was an aggressive schedule. He added that in his experience, it was a long, but positive, process. Lucht said WSOR had known about this project for many years and WSOR had always been supportive of it and they were willing to look at co-use. He said that neither community thought there would ever be rail through again and WSOR had already agreed to Tier 1. He said not a lot of money had been invested in the line in the past 25 years but prior to the bridge being out of service, some state and local funds had been invested. However, Lucht said that if a customer came in, WSOR would want to have access from the south, particularly if there were an accident at Merrimac or if a customer came on the south end. He reminded the Commission that WSOR was not part of the line through Badger, saying WSOR could not stop or serve a customer. However, outside of Badger, WSOR had operating rights and Lucht suggested a sharing of the ROW. He said WSOR had committed to working with the County on shared use but expressed his concerns for the proposed at-grade crossing due to liability and safety issues. He said WSOR had encourage the County to look at an undercrossing on Getty Rd, saying that this road went under the track there. He said tunnels did exist at a number of places on the track. Lucht said in regard to tier 2, what was proposed was “all new to us” and reminded the Commission that it was still part of the active railroad system and while he acknowledged it was not used much, it was used for train turning due to a lack of passing tracks.

Lucht said a plan was being put together to trim and maintain the track and WSOR used this section to store cars as well. From City Y to the river WSOR planned on doing some maintenance work, though not capital work. He said WSOR always entertained requests like this and saw the need. However, he said motorized users did not stay on the trail and noted speeds were excessive and that this was a big concern. Lucht said WSOR had implemented shared-uses “where it makes sense”. He spoke of the liability burden WSOR carried and said communities did not have to carry such large liabilities. He said WSOR would look at and be willing to discuss shared-use so there might be some opportunities to look at alternatives. From the river down to Mazomanie Lucht said the rail is active and was part of their operating agreement. He said WSOR will continue to talk at the table.

Alan Anderson said that in the area rail is critically linked in Sauk County and said the worry was if the mainline Merrimac Bridge went out, the cheapest solution would be to rebuild the Sauk City Bridge. He said that since the Reedsburg purchase, there had been changes and that politically, the purchase had opened up the trail possibilities. Anderson gave Krueger credit for working so long on this.

Mace asked about the connection through the Badger Works. Simmert said the rail through Badger could not be rails to trails. Kim Tollers said there was a 99-year easement on this track and had given the WDNR a trail easement on it. Tollers said rail had not been removed yet pending the Reedsburg purchase. Van Schwartz asked if the easement included rail. Tollers said the easement was just for property, it was not specific to rail or trail. If it were to be used for rail, it could be “pass through” only, no stopping for customers. Ladewig asked about the bridge that would connect this trail. Simmert said at this point they were designating the Sauk City Bridge as a potential route and they would have to determine whether to upgrade the bridge for pedestrian and snowmobile use. Ladewig asked who would maintain it bridge. Simmert said the maintenance would be determined via an MOU. Sweeney asked Lucht to give more details as to the bridge and its impact on the corridor. Lucht said this was not an easy project and said it was difficult to figure out. He said the bridge itself was last used in 1997 when it shifted on its piers. The bridge was then put out of service. He said one span and one pier was missing on the west side and that it was not to today’s specs: a unit train could not be run over it. He said that 5 years ago WSOR had done some cost estimates and found that the bridge’s replacement would be a fraction of the cost to replace the Merrimac Bridge which also had some issues. Lucht talked about the Merrimac’s bridge and what would need to be potentially done on it, saying it would cost upwards of \$5M and even then, be good only for 10 to 15 years. From a financial standpoint it made sense to come in from the south but it did make political sense. He said perhaps the best approach would be to put all their “eggs in one basket”. Lucht said the Merrimac bridge replacement would cost anywhere from \$34M to \$75M. The Sauk City Bridge would cost \$10M to \$15M for complete replacement. He said this was a quandary and said WSOR was representing the businesses that employed so many people and dollars. He said they have to preserve the corridor and its structures for the future.

James said huge projects like this needed a lot of partners and funding and asked if there were opportunities for snowmobiles to be wrapped into the Tiger grant for a multi-modal application. Lucht said that all WSOR’s efforts still could not get funding, it was a “tough program”. Forrest said Penn would put the report he gave her on the website and spoke of the bridge at question. He said the problem with the missing pier. Putting the bridge back in would require the Army Corp of Engineers and an Environmental Impact Statement. He suggested every one look at the website for more information on bridges. Nilson said for bicycle and snowmobiles the bridge might not need the additional pier. Simmert said that was WDNR’s position. Allan Polyock said that he would do anything to save the rails but he was not too concerned about the trails. Krueger said that this was not about rails vs. trails. He said that his support of rail service was paramount. However in other parts of the County, there was not a lot of support for rail and therefore it was very difficult for him to make a case for being out recruiting for rail access. He said the County was trying to get both rail and trail and said it had been an acrimonious item at the County board for a long time. Krueger gave some history on the issue in the County, saying that some years ago they had put together a process that all the communities supported and it took the State’s purchase of the Reedsburg line to get them to this point. He said this was not about lessening rail service in Sauk County. Sweeney said it may be about securing it. Krueger said they knew there were obstacles and funding was an issue, but there were many floating parts and WRRTC was one of them. In order to get the grant applications in, they had to have draft plans with them. He said it would be disingenuous to send those draft plans without the Commission’s consent which was why they thought it appropriate to bring it to the Commission. Krueger said they needed to meet with WDOT, WDNR, and WSOR to get an understanding of what they needed to do in regard to getting the rail corridor converted to trail. He believed that that would require the consent of this Commission. The point today was to put this before the Commission so they would have an understanding “from the ground up”. Ladewig asked for clarification on which part of the project they would act on first. Krueger repeated that this was just about tier 1 for now. He said tier 3 was making the WDNR very uncomfortable and believed WDNR had some “large plans” for Devil’s Lake. Tier 1 would be from the Sauk City Bridge to the gates of Badger.

16. WRRTC Administrator’s Report – Mary Penn, WRRTC Admin.

Penn reported she had contacted Tom Schaefer of Richgels Shaefer to ask about the possibility of the insurance update being ready for the May Full Commission meeting and said she had been doing a search for a Pete Schierloh of SW Bridge Engineers, LLC for any documentation of a “crossing agreement between the CNW and MILW for Bridge A446 near Richmond, IL”.

17. Discussion and Possible Action on development, process, and ramifications of ROW Temporary Access Permit – Mary Penn, WRRTC Admin., Kim Tollers, WDOT

Penn reported she had received a request for a Temporary Access Permit from WRRTC for Commission owned line but no such permit existed. She said she spoke with Kim Tollers and together they had agreed that it made more sense for WDOT to issue such permits since WDOT did that sort of thing currently on state owned track and they had both the documentation and expertise to do so.

- *Motion to refer ROW temporary access permits on WRRTC owned right-of-way in Wisconsin to WDOT – Nilson/Krueger, Passed Unanimously*
- *Motion to amend that requests of this nature be referred to WDOT with a 6 month limit and that WDOT keep WSOR and WRRTC updated*

Bill Ladewig asked what was “temporary” and Tollers said it depended on the application. She said there was an end date on the permit. Ladewig said he was reluctant to agree to a 2 to 3 year period. Tollers said WDOT would not consider anything over 30, 60, or 90 days. Sweeney said they needed to give WDOT the latitude on this. Tollers said she would keep the Commission informed on requests like this, adding that in this case it was a very tiny right of way. Nilson noted that Eileen Brownlee should be in the loop as well.

There was no action on the second motion.

18. Discussion and possible action on meeting cancellation policy – Mary Penn, WRRTC Admin.

Penn said that because of the bad weather at the last meeting, she thought having a meeting cancellation policy would be a good idea. She listed 3 approaches to meeting cancellation (weather, lack of agenda items, lack of quorum) and said the weather one was the most likely as the other two possibilities were rarities. Ranum suggested that agendas include a notice that in the event of inclement weather to call Penn. Danielle Zimmerman recommended that this information should also go on the website along with contact phone numbers. Nilson said if you wanted to be notified, to send your information to Penn. Penn said she would make a cancel meeting–email list in the event. Sweeney said this issue would not need action and to treat it as an administrative task instead. There was no motion on item 18.

19. Action Item. Adjournment

- *Motion to adjourn at 12:23 PM – Gustina/Rocksford, Passed Unanimously*