

**JULY 14, 2015 COUNTY BOARD MEETING
COMMITTEE MINUTES PACKET**

County Zoning Agency

MINUTES

June 18, 2015 – 4:30 p.m.

100 West Walworth Street, Elkhorn, Wisconsin

***** DRAFT *****

Chair Rick Stacey called the meeting to order at 4:33 p.m.

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

County Staff present – Land Use and Resource Management Department Director Michael P. Cotter, and Site Planner/Hearing Facilitator Matt Weidensee, Present for a portion of the meeting / hearing was County Administrator David Bretl, Debora Grube/Senior Zoning Officer, Neal Frauenfelder/Senior Planner, and Darrin Schwanke/Zoning Officer.

A “sign-in” sheet listing attendees on June 18, 2015, is kept on file as a matter of record.

Details of the June 18, 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

Richard Kuhnke, Sr. motioned to approve the agenda as amended to table items 8.d.1.) Timothy and Renee Richter and 8.d.3.) B.R. Amon & Sons, Inc. Seconded by Rich Brandl. Motion carried. 7-favor 0-oppose

Rich Brandl motioned to approve the May 21, 2015, Minutes. Seconded by Dave Weber. Motion carried. 7-favor 0-oppose

Zoning / Sanitation / Land Conservation Enforcement – Michael Cotter
Disc Count #4:35:12 – 4:40:43

Subdivision Items – Old Business - none

Subdivision Items – New Business – none

Old Business - Ordinance Amendments – none

Old Business – Discussion Items –

1. Discussion/Possible Action - Correspondence received regarding air quality issue requested at Camp Joy – Michael Cotter / Darrin Schwanke

Dave Weber motions to follow the recommendation of Mr. Cotter to check with a consultant regarding costs of performing analysis, returning with reported costs. Seconded by Paul Yvarra. Motion carried. 7-favor 0-oppose

Disc Count #4:41:00 – 4:52:55

2. Discussion/Possible Action - Ronald L. Rhode, Section 25, Troy Township. Review of conditional use request 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 – Matt Weidensee

Ronald Rhode addresses committee regarding misunderstanding of deadline. Committee requests complete clean-up.

Rich Brandl motions to table matter to July CZA. Seconded by Richard Kuhnke, Sr.

Motion carries. 7-favor 0-oppose

Disc Count #4:52:55 – 5:04:18

New Business - Ordinance Amendments –

1. Discussion/Possible Action - Amendment to Sections 74-44, 74-49, 74-51, 74-61, 74-66, 74-71, 74-129, and 74-131 of the Zoning Ordinance and Section(s) 74-171, 74-176, 74-178, 74-188, 74-193, 74-261, and 74-263 of the Shoreland Zoning Ordinance, Walworth County Code of Ordinances, needed to obtain State of Wisconsin Department of Agricultural, Trade and Consumer Protection (DATCP) certification for Walworth County farmers to be eligible for Farmland Preservation Program state income tax credits - Deb Grube

Jim Van Dreser motioned to approve this item as being consistent with the Farmland Preservation and the Comprehensive Plan to be sent to County Board. Seconded by Tim Brellenthin. Motion carried. 7-favor 0-oppose

This item will be forwarded to the July 14, 2015 County Board meeting for discussing/possible action.

Disc Count #5:04:20 – 5:06:16

New Business – Discussion Items –

1. Discussion/ Possible Action – Discussion regarding differences between substandard and non-conforming – Deb Grube
Disc Count #5:06:17 – 5:11:47
2. Discussion/Possible Action – State of Wisconsin Budget Amendments Affecting County Shoreland Zoning Authority – Deb Grube

Jim Van Dreser motions to join with the LCC asking this budget amendment be pulled from the budget bill and to Oppose the amendment. Seconded by Richard Kuhnke, Sr. Motion carried. 7-favor 0-oppose.

Disc Count #5:11:50 – 5:24:13

3. Discussion/Possible Action – Assessment of fees based upon use through Energov rather than zoning district – Michael Cotter / Matthew Weidensee
Disc Count #5:24:13 – 5:27:02

4. Discussion/Possible Action – Zioto Enterprises request for extension of time of the Conditional Use Permit – Matt Weidensee

NAME: Zioto Enterprises, LLC

TOWN: Darien

The application indicates: The property owner is requesting conditional use approval for contractor storage allowing for amendment of the conditional use on 6/18/2015 for continued storage of shed for sale as per plan submitted.

~~. to be allowed on site to various potential contractors on an ongoing basis for a ten-year period. Use of the site would include parking equipment, storage of materials and related construction articles and activities. Zioto Enterprises would lease the area out to construction companies with similar storage needs.~~

Tax Parcel(s) B D 800005 and part of Tax Parcel B D 800002

Has been APPROVED subject to the following conditions:

General:

1. Approved as per plan submitted for a temporary contractor storage allowing sheds to be stored on site for sale for up to one year from the date of this amendment 6/18/2015 as per plan submitted. ~~yard with equipment storage, an office, storage trailers, material storage, and parking for contractor personnel based upon a one tenant only occupancy, namely Minnesota Limited with required conditions as stated.~~
2. All materials, ~~dumpsters, portable toilets,~~ and parking of any nature will be as reflected in the Amended Site Plan.
3. The site plan shall be amended to show no contractor storage occurring upon the A-2 property.
4. Contractor storage activities, ~~with the exception of parking,~~ are allowed only between sunrise and sunset.
5. The applicant must obtain a Land Disturbance Erosion Control and Stormwater Management Permit from the County prior to any land disturbance activities taking place on the site.
6. All access to the site must be made as identified in the approved plan.
7. All contractor storage shall be located as identified in the approved plan.
8. The applicant shall meet all applicable federal, state, and local regulations.
9. The applicant shall obtain all necessary permits for any temporary sanitary facilities.
10. Storage-related activities, including parking, shall not occur within 25 feet of the right-of-way or the required vision triangle.
11. With the exception of the min-shed display area, no other uses shall be allowed on the site in conjunction with this approved temporary use, and no other person or party shall be allowed to take advantage of or use the CUP ~~other than Minnesota Limited LLC.~~
12. The approved CUP is for a term of 12 months, and shall expire on 6/18/2016 ~~the earlier of July 1, 2014 5, or the expiration or termination of the lease of Minnesota Limited LLC as per the Town.~~
13. There shall be no full-time employees located on the subject premises.
14. Materials stored on site, other than parking are limited to the sheds for sale as per plan submitted ~~are limited to wood mats, plastic culverts, portable lights, dumpsters, and a portable toilet.~~
15. Beyond the approved uses as set forth above, there shall be no other use of the premises during the term of the CUP.
16. No permanent buildings shall be allowed on site as part of this approval.
17. The applicant shall make all necessary arrangements for use and crossing of public roadways with the State, County and Town Highway Departments.
18. Any changes to the character, intensity or use of this site not capable of being discerned by the Land Management Department as consistent with this approval must be brought before the County Zoning Agency for additional conditional use review.

Specific:

19. There shall be no fabrication, painting, welding, washing of materials or equipment, cutting, milling, chipping, sorting etc. allowed on site. Storage of specified equipment and materials only.
20. Failure to make the required contact with the County and or provide the required information for review prior to use of the site shall result in County citation and/or enforcement.
21. The topsoil pile located on site shall remain for use in final restoration of the contractor storage yard.
22. No topsoil, fill or other earthen materials may be mined and/or removed from the site.
23. No earthen materials, debris and or spoils may be disposed of on site.
24. All area utilized for contractor storage shall be covered by gravel prior to use.
25. ~~The property owner shall provide temporary sanitary facilities on site when the site is used for contractor storage.~~
26. The mini-storage sheds located on the premises and reflected in the applicant's revised plan may remain on site for a 12 month period provided the applicant complies with all of the necessary conditions as itemized above and the applicant provides the name of the designated lessee displaying the sheds. The temporary use of the property for the mini-storage sheds shall not transfer to any other lessee. (as per the Town).
27. The site plan was amended 2/20/2014 to allow for a portable scale as depicted on the revised site plan to be used by Minnesota Limited LLC in conjunction with this conditional use and all stated conditions.

Jim Van Dreser motions to approve with amendment indicated by Matt Weidensee leaving in "are limited to" in paragraph 14. Seconded by Dave Weber. Motion carried. 7-favor 0-oppose
Disc Count #5:27:02 – 5:31:30

5. Discussion/Possible Action – Jeffrey Widner amended conditional use for additional outdoor boat storage and proposed future building relocation – Matt Weidensee
Amended 6-18-2015 additional outdoor boat storage and building relocation see #1 and #16

NAME: JEFFREY S. WIDNER

TOWN: WHITEWATER

A conditional use permit for construction of a boat storage facility with use of the existing farm residence as a caretaker's quarters on land zoned B-4 Highway Business District. The project includes the potential for future expansion of the facility with additional storage buildings and a marina show room and offices.

The parcel is described as follows:

Part of Tax Parcel DA3333-1.

The request has been APPROVED subject to the following conditions:

1. Approved as per plan submitted and amended 6-18-2015 for an indoor and outdoor boat storage facility with expansion for a marina and pier and retaining wall installation business with all additional conditions.
2. Storage limited to material and goods directly associated with business. Outside storage shall be limited and located as identified on the plan of operations. No outside storage areas including displays of goods shall be allowed in the required setback areas.
3. Parking must meet with requirements of the county zoning ordinance. All parking must be setback 25 feet from the roadway. All parking must be in compliance with County requirements within 60 days of this approval.
4. The existing driveway must be brought up to 24 foot wide commercial standards prior to use by the facility.
5. Outside Lighting to be shielded and located as identified on the approved plan.

6. Hours of operation shall be as identified on the approved operations plan.
7. Must meet all applicable Federal, State, County and local regulations.
8. The applicant shall be required to obtain sanitary approval from the County prior to use of the caretaker's residence.
9. Use of the residence shall be limited to use by a caretaker's and shall be removed from premises at the time it is no longer needed in connection with the operation.
10. If the residence is no longer used for housing a caretaker, the applicant must notify the Walworth County Zoning Office.
11. The applicant must obtain a County Land Disturbance Erosion Control and Stormwater Management Permit from the County Conservation Office. The applicant must submit and obtain approval of a landscaping plan from the County Conservation Office.
12. The applicant must obtain the required County zoning permit prior to construction
13. The residence must meet with County, State, Federal and local regulations.
14. If the Land Management Department determines that changes in either the character of the use or the intensity of the use are not consistent with this approval, then those changes must be brought before the County Zoning Agency for approval.
15. Failure to actively exercise this conditional use within three years of the approval date shall result in automatic dismissal without prejudice. The property owner may request a time extension for actively exercising the conditional use. A time extension for actively exercising the conditional use must be requested in writing during the original three year period. Any extension requested during the three year active exercise period greater than one year beyond the original three year period shall require additional Town and County committee approvals.
16. The amendment of the conditional use shall not be valid until the property owner submits a revised site plan showing the stormwater basin and submits the required as built survey of the existing buildings.

Dave Weber motions to approve. Seconded by Rich Brandl. Motion carried. 7-favor 0-oppose.

Disc Count #5:31:30 – 5:34:00

6. Discussion/Possible Action – The Lodge at Geneva Ridge amended conditional use request for separation of the adult living facility from the hotel, extension of time and expansion of the indoor swimming pool area as shown on the original conditional use approval – Matt Weidensee

Conditions:

1. Approved per plans submitted for an existing hotel to include 202 hotel rooms, a 160 147 unit senior housing facility with 20 dependent living units, 108 independent living units facilities and 19 assisted living facilities units and outdoor recreational area for outdoor food and beverage under condominium ownership as a Planned Unit Development (PUD) and amended 12/19/2013 to allow the multiple units of the senior housing element to be combined into one unit and amended 6/18/2015 to allow the hotel and adult living facility (ALF) buildings with a 20 foot building separation as per plan submitted with all additional conditions as stated.
2. The project must meet all Federal, State, County and local Ordinances.
3. The applicant shall be responsible for meeting all requirements of the Condominium Ownership Act (State Chapter 703) and the County Subdivision Control Ordinance. The transfer of ownership of any units may only include, therewith, a fractional interest in the site on which the unit is located and such transfer shall not result in the subdivision of minor subdivision as defined under the Walworth County Subdivision Control Ordinance.
4. This Planned Unit Development is approved as condominium subject to a condominium declaration. The proper preservation, care and maintenance by the original and all subsequent owners of the exterior design of the condominium and all common structures, facilities, essential services, access and open spaces shall be assured by deed restriction referencing the condominium declaration.
5. Use of the common area, private areas and limited common areas shall be restricted to those identified in the plan of operations and the approved condominium declaration.

6. There shall be No alterations of the shoreland setbacks or wetlands without obtaining County required approvals.
7. The roads shall meet County road standards as provided for in the County Land Division Ordinance. The owner must meet all Town, County and/or State highway access requirements.
8. The declaration for the condominium association must assure that sewerage waste load will not increase over time without providing necessary sewerage capacity.
9. The applicant must obtain all required zoning permit and sanitary approvals for each structure prior to construction on site. No additional structures shall be added to the plan without obtaining County approval and a zoning permit. This permit does not include conditional use approval for any amenity that is not specifically identified on the project plans as approved. The Zoning Office prior to issuance of a zoning permit shall further review all structure locations. All structures in the shoreland area will be required to meet the requirements of the County Shoreland Zoning Ordinance.
10. All cars shall be parked in the marked spaces as identified on the approved plan of operations. Use capacity of the site shall be restricted by the cars capable of being parked in the marked spaces as identified on the plan. Parking must meet with requirements of the county zoning ordinance. The off street parking area shall be graded and surfaced so as to be dust free and properly drained. All parking areas shall be clearly marked. All parking must be in compliance with County requirements within 60 days of zoning permit approval.
11. The applicant must obtain a Land Disturbance, Erosion Control & Stormwater approval from Land Conservation Office prior to construction if required by Section 26 of the Walworth County Code of Ordinances. The construction activities of this development must comply with the Walworth County Land Disturbance, Erosion Control and Stormwater Management standards contained in Section 26 of the Walworth County Code of Ordinances. All grading must be conducted consistent with the approved Land Disturbance Erosion Control and Stormwater Management plan. All topsoil generated from the site must be evenly distributed back onto the site on the areas from which it was removed or in areas in need of the topsoil. No soil may be removed from the site without County approval. An operation and maintenance plan for each stormwater best management practice must be prepared and included in the covenants and restrictions or other documents governing the homeowner association created for this development. The plat prepared for this development must show the location and label each stormwater best management practice planned to serve the development.
12. The applicant must provide a tree cutting, landscaping and restoration plan meeting ordinance requirements for review and approval. Tree cutting shall be limited to that specified on the approved plan and narrative.
13. The applicant shall submit an outdoor lighting plan for review and approval prior to construction. All lighting shall be shielded and directed on site.
14. The County reserves the right to rescind this conditional use upon any violation of County regulations.
15. Implementation of this conditional use is subject to all requirements of Wis. Chapter 703 regarding changes to condominium plats and declarations. The property owner shall be held solely responsible for addressing all restrictive covenants beyond those enforceable by County regulations (including those within the condominium declaration). The condominium declaration must be submitted to the County Land Management Department for review for consistency with County ordinances and requirements and the conditional use approval. Any wording of the condominium declaration, which in the opinion of the County Land Management Department is inconsistent with County approvals including the plat, amended narrative, ordinances or requirements will require County conditional use review and approval. The condominium declaration and any other separate declarations, covenants and restrictions on this property shall be consistent with the plat created for the development and comply with and or not conflict with all requirements of Wis. Statute 703.
16. The applicant must phase construction substantially in compliance with the approved plan, use restrictions and condominium declaration. Any changes to phasing, ownership or specified use within each phase must be added to the condominium declaration by addendum and reviewed by the Land Management Department for approval.
17. Application with Walworth County for approval of the condominium plat, recording of the plat and the entire project plan shall occur within one year of this conditional use approval as amended 6/18/2015. The condominium plat shall be accompanied by the complete condominium declaration.
18. Any changes to the character, intensity or use of this site not capable of being discerned by the Land Management Department as consistent with this approval must be brought before the County Zoning Agency for additional conditional use review.
19. Failure to actively exercise this conditional use within three years of the approval date shall result in automatic dismissal without prejudice. The property owner may request a time extension for actively exercising the conditional use. A time extension for actively exercising the conditional use must be requested in writing during the original three year period from the date of the

conditional use amendment approval on 6/18/2015. Any extension requested during the three year active exercise period greater than one year beyond the original three year period shall require additional Town and County committee approvals.

Specific:

20. Due to multi-jurisdictional review resulting from extraterritorial zoning, this conditional use was reviewed and approved by the County under County Shoreland Zoning Ordinance jurisdiction for the shoreland portion of the property only. Environmental reviews and approvals shall take into consideration all impacts upon the shoreland portion of the property from both on and off site.
21. The roadways are intended to remain private.
22. The declaration for the condominium association shall assure that sewerage waste load will not increase over time without providing necessary sewerage capacity. The applicant shall provide verification of available sewerage capacity for the project prior to construction starting on site.
23. No access to the lake is approved as part of this PUD approval. **The unit owners are non-riparian and have no private property rights to Lake Como. The neighboring riparian property owners may not make general arrangements for allowing access to Lake Como for the hotel and adult living facility unit owners without obtaining conditional use approval for a public marina.**
24. The condominium units within the hotel portion of the PUD shall be for transient use only. No stays of 30 days or longer shall be allowed. The units shall be rented out as hotel rooms by a hotel management agency (Agency). The Agency shall keep records of all occupancies and lengths of occupancies for each unit that may be reviewed at any time by the County or Town to assure the transient use of units.
25. This conditional use is only valid if all jurisdictional municipal approvals are granted for the development.
26. **The construction of the new Adult Living Facility Building adjacent to** ~~additions onto~~ the existing hotel shall require the installation of the proposed water tower for fire safety purposes.
27. No backwashing of the filter systems from the swimming pools into the stormwater treatment facility shall be allowed.
28. The Spa shall be allowed to be open to the general public including the indoor pool in the hotel.
29. This conditional use shall replace the existing approval for the site as solely a condominium hotel and allows a 202 room hotel, a ~~160~~ **147** unit senior housing facility with **20 dependent living units, 108** independent living ~~facilities~~ **units** and **19** assisted living ~~facilities~~ **units** and outdoor recreational area for outdoor food and beverage under condo ownership as a Planned Unit Development (PUD) as specified in Chapter 74, Division 4, Walworth County Code of Ordinances, Walworth County, Wisconsin, on lands zoned B-4 Highway Business District.
30. Any changes to utility easements, stormwater management practices, use intensity or improvements upon the adjoining tax parcels as a result of the PUD must obtain the neighboring property user's and owner's approval (I.E. Interlaken Condominium Association)
31. **The new plat shall provide assurance against use conflicts between the condominium hotel and senior housing elements by regulation of common area and limited common area uses and card-controlled lockout-limited access doors between the facilities on the first floor only.**
32. The property owner shall obtain legal rights of access on Red Chimney Road and Interlaken Drive by either owning the road or obtaining and recording access easements prior to this conditional use being valid.
33. The property owner shall obtain legal rights to the off-site stormwater management basins and utilities to serve the project by either owning the property or obtaining easements prior to this conditional use being valid.
34. The County is not party to nor in approval of the submitted "Project Development Agreement" dated May 21, 2012 and will require any future land divisions, use changes, access and utility easements to meet with all County ordinances and requirements prior to recording of the new condominium plat and declaration.
35. The water, sewer, stormwater, utility and drainage systems including safety and maintenance of the detention basins shall be reviewed and approved by the Town Plan Commission and Board prior to installation as per the Town.
36. Any future amendments of the Conditional Use plan shall be reviewed by the Town Plan Commission and Board as per the Town.
37. The Agreement of May 21, 2012 shall be part of the Town Developer's Agreement as per the Town.

38. A Town approved Developer's Agreement shall be in place prior to the issuance of a Town building permit and commencement of construction as per the Town.
39. The capacity and design of the sanitary force main sewer plans shall accommodate and be available for hook up by the units on the south shore of Lake Como as per the Town.
40. Construction of the Adult Living Facility shall commence within two ~~three~~ years of this approval as amended 6/18/2015 or come back to the Town Plan Commission for a new recommendation from the Town Board as per the Town.
41. The County is not party to any lease arrangements upon the common and or limited common areas as established in the Declaration. Any use of the common areas and/or limited common areas shall be consistent with open space recreational activities by the Condominium association members, for use by the Commercial Unit and ALF owners or obtain specific separate conditional use approval.
42. This condominium is approved as per plan submitted. Any proposed future structures or building additions shall require conditional use approval and addendum to the condominium plat.

**Jim Van Dreser motions to approve. Seconded by Dave Weber. Motion carries.
7-favor 0-oppose.
Disc Count #5:34:00 – 5:38:50**

Public Hearing: 5:45 p.m.

Ordinance Amendments –

1. Amendment to Section(s) 74-51, 74-52, 74-61, and 74-131 of the Zoning Ordinance and Section(s) 74-178, 74-179, 74-188, and 74-263 of the Shoreland Zoning Ordinance, Walworth County Code of Ordinances relative to Pet and Animal Regulations concerning setbacks for buildings used to house animals in A-1, A-2, A-3, A-4, A-5 and C-2 zoning districts.
Disc Count #5:50:00 – 5:52:17
2. Public Hearing/Possible Action: Amendment to Chapter 58 - Subdivisions of the Walworth County Code of Ordinances relative to Subdivisions to comply with statutory changes concerning regulation and processing of subdivisions.

Jim Van Dreser motioned to approve this item as being consistent with the Comprehensive Land Use Plan to be sent to County Board. Seconded by Dave Weber. Motion carried. 7-favor 0-oppose

This item will be forwarded to the July 14, 2015 County Board meeting for discussion/possible action.
Disc Count #5:52:17 – 5:55:42

Rezoning with Conditional Uses –

THIS MATTER NOT HEARD – TABLED DUE TO NO TOWN RECOMMENDATION

- ~~1. Timothy and Renee Richter Owners, Section 24, Spring Prairie Township. Rezone approximately .62 acres of A-1 Prime Agricultural zone property on a farm separation parcel to the A-4 Agricultural Related Manufacturing, Warehousing and Marketing district. The A-4~~

~~rezone is being requested to allow for existing greenhouse to be used commercially with a landscaping contractor storage yard, and snow removal business both as conditional uses. The request also includes rezoning approximately .14 acres of P-1 Park District property approved as part of a wedding barn business back to the A-1 district to allow area for the relocation of an existing greenhouse to be used whole sale or agriculturally. Parts of Tax Parcel OA2153-1.~~

2. **William Leek Living Trust – Owner, William and John Leek – Applicants**, Section 6, Walworth Township. Rezone approximately .82 acres of A-1 Prime Agricultural land to B-2 General Business District for expansion of an existing boat storage facility with conditional use approval. Part of Tax Parcel E W-6-3.

General:

1. Approved as per plan submitted for an indoor boat storage facilities with all additional conditions.
2. No general public sales allowed from the boat storage facility. No business activities other than specified in the plan of operations may be conducted from out of the boat storage facilities.
3. On site hours of operation shall be from 9:00 a.m. to 4:00 p.m. seven days a week as per the Town.
4. Must meet all applicable Federal, State, County and local regulations.
5. Boats to be stored indoors may be located outside for drop-off and pick-up only.
6. Outside lighting shall be shielded and directed on site.
7. The applicant must obtain all required zoning permit approvals including a sign permit if different from the present sign.
8. No burning of waste materials shall occur on site.
9. The applicant must obtain the required Town, County and/or State Highway approval for the access.
10. The applicant must obtain a County Land Disturbance Erosion Control and Stormwater Management permit from the County Conservation Office if required by ordinance.
11. All cars shall be parked in the marked spaces as identified on the approved plan of operations. Use capacity of the site shall be restricted by the cars capable of being parked in the marked spaces as identified on the plan. Parking must meet with requirements of the county zoning ordinance. The off street parking area shall be graded and surfaced so as to be dust free and properly drained. All parking areas shall be clearly marked. All parking must be in compliance with County requirements within 60 days of this approval.
12. The project site must be kept neat, clean, and mowed in all areas.
13. If the Land Management Department determines that changes in either the character of the use or the intensity of the use are not consistent with this approval, then those changes must be brought before the County Zoning Agency for approval.
14. Failure to actively exercise this conditional use within three years of the approval date shall result in automatic dismissal without prejudice. The property owner may request a time extension for actively exercising the conditional use. A time extension for actively exercising the conditional use must be requested in writing during the original three year period. Any extension requested during the three year active exercise period greater than one year beyond the original three year period shall require additional Town and County committee approvals.

Specific:

15. No permanent outside storage of boat trailers or other equipment shall be allowed. The temporary outside spring pick up and fall drop off area designated on the site plan behind the storage structures shall be allowed to be used from April 1st to June 1st each spring and September 1st to November 1st each fall.
16. The existing pole barn fronts shall either be painted or replaced to match the new pole barns. The color of the pole barns shall be approved by the Town Board as per the Town.

17. Berms and two rows of mixed trees that are salt tolerant (Blue Spruce/Eastern, Red Cedar/Austrian Pine) shall be planted around the buildings as per the Town.

Peter Gordon speaks for the property owner.

Richard Kuhnke, Sr. motioned to approve as being consistent with farmland preservation and the County Comprehensive Land Use Plan. Seconded by Jim Van Dreser. Motion carried. 7-favor 0-oppose.

The rezone petition will move forward to the July 14, 2015, Walworth County Board for possible action.

Disc Count #5:55:42 - 6:01:58

THIS MATTER NOT HEARD – Tabled due to no town recommendation

- ~~3. **B.R. Amon & Sons Inc. – Ron M. Carlson Receiver, Steven Ignasiak – Applicant, Section 26, LaFayette Township. Rezone approximately 25.38 acres of mostly M-3 Mineral Extractive District to M-2 Heavy Industrial District with lesser areas of A-5 Agricultural Rural Residential and P-2 Institutional Park Districts to M-2 to correct property boundaries. The rezone is accompanied by conditional use petitions for creation of a truck depot with repairs and retail sales and indoor and outdoor off-season storage facilities. Tax Parcel K-LF 26-1.**~~

4. **Seth Hanson – Owner, Emily Krauklis – Applicant, Section 36, LaFayette Township. Rezone approximately .08 acres from A-1 Prime Agricultural District to A-4 Agricultural Related Manufacturing, Warehousing and Marketing District in order to conduct barn board storage outside in conjunction with a Farm Family Business conditional. The conditional use includes making furniture and salvaging wood from barn boards as Heritage Beam and Board LLC. The use would also include minor on site sales during sales events. Parts of Tax Parcel KA2811-1.**

General:

1. Approved as per plan submitted for a conditional use in the A-4 zoned area exclusively to accommodate outside storage of longer barn beams that would not fit in the existing farm structures and for the location of portable toilets and conditional use in the existing A-1 zoned farm structures as indicated on the site plan for making furniture and salvaging wood from barn boards with all additional conditions.
2. No business activities other than specified in the plan of operations may be conducted from out of the facilities.
3. Storage limited to material and goods directly associated with business and limited and located as identified on the plan of operations.
4. The number of employees shall be limited to the farm owners and no more than two non-farm family members.
5. A rezone and conditional use approval will be required for any proposal to expand the business beyond the use of existing building as specified.
6. On site hours of operation shall be from 6:00 a.m. to 6:00 p.m. Monday through Saturday with hours after 6:00 p.m. for off premise work and returning of equipment to the premises seven days a week.
7. Must meet all applicable Federal, State, County and local regulations.
8. Outside lighting shall be shielded and directed on site.
9. The applicant must obtain all required zoning permit approvals including a sign permit.

10. No fill, debris, branches or leaves may be brought back and disposed of on site.
11. No outside burning of waste materials shall occur on site.
12. The applicant must obtain a County Land Disturbance Erosion Control and Stormwater Management Permit from the County Conservation Office if required by ordinance.
13. All parking and access to the site shall meet County requirements. All parking shall be installed according to County requirements within 60 days of this approval.
14. The project site must be kept neat, clean, and mowed.
15. If the Land Management Department determines that changes in either the character of the use or the intensity of the use are not consistent with this approval, then those changes must be brought before the County Zoning Agency for approval.
16. Failure to actively exercise this conditional use within three years of the approval date shall result in automatic dismissal without prejudice. The property owner may request a time extension for actively exercising the conditional use. A time extension for actively exercising the conditional use must be requested in writing during the original three year period. Any extension requested during the three year active exercise period greater than one year beyond the original three year period shall require additional Town and County committee approvals.

Specific conditions:

17. No day to day general public sales shall be allowed on premises. On site sales shall be allowed only during six scheduled special event. Sales events shall be during four day periods. Sales allowed on site shall be limited to the products identified in the project narrative. The property owner shall keep a date log of all sales events and an inventory log of the items for sale from the site. Items for sale not constructed of salvaged barn wood shall be ancillary to overall theme of salvaged barn wood products sales.
18. No new structures shall be added for this use as per the Town.
19. This conditional use approval shall be valid for five years from the date of approval as per the Town.
20. The property owner may request a time extension for exercising the conditional use by applying for a renewal before the County Zoning Agency within six months of expiration.

Dave Weber motioned to approve as being consistent with farmland preservation and the County Comprehensive Land Use Plan. Seconded by Jim Van Dreser. Motion carried. 7-favor 0-oppose.

The rezone petition will move forward to the July 14, 2015, Walworth County Board for possible action.

Disc Count #6:02:00 – 6:07:32

Rezones – None

Conditional Uses -

1. **Tom D. Haban – Owner**, Section 30, Sugar Creek Township. Conditional use for use of an existing farm shed for storage of contractor equipment as a Farm Family Business. Part of Tax Parcel GA1061-1.

General:

1. Approved as per plan submitted for an excavation farm family business in an existing farm building with no more than two non-farm family employees with all additional conditions.
2. Any changes in the proposed use of the property will require additional County approvals.

3. The site must meet all applicable Federal, State, County and local regulations.
4. The hours of operation shall be from 6:00 a.m. to 6:00 p.m. with hours until 9:00 p.m. for return of equipment for off-site work.
5. The applicant shall obtain a Walworth County sign permit prior to placement of any sign on site.
6. A rezone and conditional use approval will be required for any proposal to expand the business beyond the use of existing building on site.
7. The business is limited to two non-farm family employees.
8. If the Land Management Department determines that changes in either the character of the use or the intensity of the use are not consistent with this approval, then those changes must be brought before the County Zoning Agency for approval.
9. Failure to actively exercise this conditional use within three years of the approval date shall result in automatic dismissal without prejudice. The property owner may request a time extension for actively exercising the conditional use. A time extension for actively exercising the conditional use must be requested in writing during the original three year period. Any extension requested during the three year active exercise period greater than one year beyond the original three year period shall require additional Town and County committee approvals.

Specific:

Richard Kuhnke, Sr. motioned to approve, being consistent with farmland preservation. Seconded by Rich Brandl. Motion carried. 7-favor 0-oppose.
Disc Count #6:07:36 – 6:10:29

2. **June P. Peterson Trust – June Peterson Owner, Gary Reiley – Applicant, Section 28, Walworth Township. Conditional use for use of existing barns for contractor storage for a landscaping/snow removal business as a Farm Family Business. Part of Tax Parcel E W-28-5.**

General:

1. Approved as per plan submitted for a landscaping and snow removal business as a farm family business in existing farm buildings with no more than two non-farm family employees with all additional conditions.
2. Any changes in the proposed use of the property will require additional County approvals.
3. The site must meet all applicable Federal, State, County and local regulations.
4. The applicant shall obtain a Walworth County sign permit prior to placement of any sign on site.
5. A rezone and conditional use approval will be required for any proposal to expand the business beyond the use of existing buildings on site.
6. The business is limited to two non-farm family employees.
7. If the Land Management Department determines that changes in either the character of the use or the intensity of the use are not consistent with this approval, then those changes must be brought before the County Zoning Agency for approval.
8. Failure to actively exercise this conditional use within three years of the approval date shall result in automatic dismissal without prejudice. The property owner may request a time extension for actively exercising the conditional use. A time extension for actively exercising the conditional use must be requested in writing during the original three year period. Any extension requested during the three year active exercise period greater than one year beyond the original three year period shall require additional Town and County committee approvals.

Specific:

9. The hours of operation for landscaping activities shall be from 6:00 a.m. to 6:00 p.m. with hours until 9:00 p.m. for return of equipment for off-site work. The hours of operation for snow removal activities shall be seven days per week 24 hours per day.

Gary Reiley speaks for property owner.

Jim Van Dreser motioned to approve, being consistent with farmland preservation.
Seconded by Dave Weber. Motion carried. 7-favor 0-oppose.
Disc Count #6:10:29 – 6:14:03

Adjournment

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

The meeting was adjourned at 6:14 p.m.

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

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**Walworth County Board of Supervisors
June 18, 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 and Supervisors Kathy Ingersoll, Joe Schaefer and Paul Yvarra. A quorum was declared.

Others in Attendance

County staff: Deputy County Administrator-Finance Nicki Andersen; County Administrator David Bretl; County Treasurer Valerie Etzel; Director of Health and Human Services Elizabeth Aldred; Comptroller Jessica Conley; Human Resources Director Dale Wilson; Lisa Henke, Risk/Benefits Manager; Lakeland Health Care Center Administrator Bernadette Janiszewski

Members of the public: Ed Yaeger, 421 Water Street, Lake Geneva, Wisconsin; Mary Jo Fesenmaier, 955 George Street, Lake Geneva, Wisconsin; Frank Marsala, 1823 Conant Street, Lake Geneva Wisconsin; Carla Gogin and Jenni Steiner, Baker Tilly Virchow Krause LLP, Madison, Wisconsin

On motion by Supervisor Schaefer, seconded by Supervisor Ingersoll, the agenda was approved by voice vote.

On motion by Vice Chair Kilkenny, seconded by Supervisor Ingersoll, the June 9, 2015 special meeting minutes were approved by voice vote.

Public Comment

Mary Jo Fesenmaier, 955 George Street, Lake Geneva, Wisconsin, distributed and read a letter from Terry O'Neill, 954 George Street, Lake Geneva, addressed to the TIF Board requesting that no new TIF projects be approved. O'Neill said in his letter that if TIF District #4 were closed, the City would have enough money to fund the projects from the closing of the District.

Ed Yaeger, 421 Water Street, Lake Geneva, Wisconsin, read his letter to the Walworth County Finance Committee which was distributed to committee members at the meeting. Yaeger said he and a group of former Lake Geneva officials and concerned taxpayers want the TIF District closed now. He expressed concern that the TIF #4 annual reports for 2013 and 2014 do not explain if all monies expended were for approved projects, nor was how much spent on each specific project. Yaeger reported he would request the Joint Review Board put an item on their meeting agenda concerning "discussion/action for closing TIF #4." He thanked the Finance Committee for their efforts and assistance.

Frank V. Marsala, 1823 Conant Street, Lake Geneva, Wisconsin, stated the referendum for the parking garage in the City of Lake Geneva overwhelmingly failed and the City ignored the will of its citizens. He added that there is nothing on the project list that can't be accomplished if the District is closed.

Unfinished Business

- Update regarding City of Lake Geneva tax incremental financing (TIF) district #4

County Administrator David Bretl said he drafted the letter the committee directed him to send to the City of Lake Geneva requesting the delinquent financial reports on TIF District #4. Before the letter was mailed to the City, Mayor Connors approached him said he would furnish the reports, and Bretl has received them. However, no detailed information with respect to how much has been spent on individual projects was provided. Bretl contacted City Administrator Blaine Oborn to request a meeting with him and City finance staff to talk about the TIF District information. Oborn informed Bretl that the City has retained financial advisors to review the TIF #4 financial information, and that he would furnish the results to the County when finished. The Joint Review Board meeting won't take place until the

information is received. Vice Chair Kilkenny asked if staff could send a sample format to the City that other counties have used for financial reporting. Vice Chair Kilkenny summarized excerpts from the Wisconsin Department of Revenue's TIF manual on decision criteria in closing a TIF District: 1) will the development occur without the use of TIF funds; 2) are the economic benefits insufficient to compensate for costs of improvements; and 3) do the benefits of the proposal outweigh tax increments paid by outlying districts and the contributions of taxpayers. Kilkenny said the benefits must reach taxpayers beyond the TIF's boundary, which means the County should be able to offset its contributions. The manual is available online, and Bretl will provide a link to committee members. Conley distributed copies of the 2013 and 2014 annual reports on TIF District #4 received from the City of Lake Geneva. Bretl said he would follow up with City officials and send a suggested format for the financial information. If necessary, he will meet with City staff and report to the committee at the July 23 meeting.

Consent items

Vice Chair Kilkenny made a motion, seconded by Supervisor Yvarra, to approve all of the consent items under 8, A through D.

8A, Budget amendments

- 1) Health and Human Services – HS007 – Reflect additional 2015 Children and Families grant Funding
- 2) Lakeland Health Care Center – LH001 – Fund the redundant chiller with use of net position reserve building funds

8B, Bids/Contracts

- 1) Third party administration services for Workers Compensation – Human Resources Department. By motion approving the consent items, the award was made to Wisconsin Municipal Mutual Insurance Company (WMMIC).
- 2) Countywide group life insurance and accidental death and dismemberment (AD&D) benefits – Human Resources Department. By motion approving the consent items, the award was made to Madison National Life Insurance Company, Inc.
- 3) Countywide Section 125 flexible spending account – Human Resources Department. By motion approving the consent items, the award was made to Employee Benefits Corporation.
- 4) Wisconsin Home Energy Assistance Program (WHEAP) services – Health and Human Services Department. By motion approving the consent items, award was made to Energy Services, Inc.
- 5) Report of online sale(s) of tax foreclosure property

8C, Reports

- 1) Quarterly sales tax report – 1st quarter 2015
- 2) Update on tax incremental financing (TIF) districts
- 3) Out-of-state travel
 - a) Finance - Nicki Andersen, 2015 Governmental Finance Officers Association (GFOA) Annual Conference, Philadelphia PA
 - b) Health and Human Services - Mahin Para-Cremer, Association for Behavior Analysis Annual Convention, San Antonio, TX
 - c) Sheriff's Office
 - 1) Daniel McKinney, Midwest Gang Investigators Association Annual Conference, Omaha, NE
 - 2) Daniel Dailey, Heather Martin, Cory McGuire, Cleo Renner; 2015 BI Incorporated Training; Anderson, IN.

8D, Notification of Emergency Purchase

- 1) Repair employee door at Lakeland Health Care Center.

The motion carried 5-0.

New Business

- Presentation by Baker Tilly Virchow Krause, LLP related to financial audit for fiscal year ended December 31, 2014

Carla Gogin and Jenni Steiner, Baker Tilly, were present to summarize their financial audit for the fiscal year ended December 31, 2014. The committee was provided with copies of the Comprehensive Annual Financial Report (CAFR), the management issues letter and required communication. Gogin reported that the audit revealed positive trends; County staff is very well prepared and no material adjustments are needed. Gogin said the audit opinion on page 29 of the report is clean; the County received the highest rating, which is uncommon. She commended the County for preparing its own financial statements and summarized the condition of the capital assets, fund balance and debt position. The County's net position is going up; debt has been paid down and improvements are being made to capital assets. Vice Chair Kilkenny asked about inclusion of Other Post Employee Benefits (OPEB). Gogin noted that the County is self-funded; there is \$7.5 million in assets, and the County funded more than the required contribution last year. Gogin finished her overview of the report, noting that the unassigned fund balance remained steady or increased last year, and the County performed better than budgeted. The County's debt perspective is healthy; bonds have been called and the funds are being used to pay down debt. Chair Russell thanked Baker Tilly and complimented the Finance Department for their great work. Deputy County Administrator-Finance Nicki Andersen commended her entire staff, especially the efforts put forth by Jessica Conley, Mary Hinske and Stacie Johnson.

- Ordinance **-07/15 Amending Chapter 62 of the Walworth County Code of Ordinances Relative to Tax-deeded Lands

Treasurer Val Etzel reported the Treasurer's office has been working with the Public Works Department for the past several years in selling tax-deeded lands. Prior to that, the Treasurer's office was solely responsible for those duties. Etzel requested that the Treasurer's office take back full responsibility for the sales. The consolidation would make the process more streamlined and enable the public to communicate with only one department when bidding/purchasing the properties. Bretl credited the Treasurer for assuming responsibility for the entire process and added that it is more appropriate for an elected office to oversee the sales. **Supervisor Ingersoll made a motion, seconded by Supervisor Schaefer, to recommend approval of the ordinance amending Chapter 62 of the Walworth County Code of Ordinances relative to tax-deeded lands. The motion carried 5-0.**

- Resolution **-07/15 Authorizing a Donation of Flu Vaccines Not to Exceed \$2,000 to the Open Arms Free Clinic

Director of Health and Human Services Elizabeth Aldred said the County donated the vaccines last year to the clinic, and was successful in reaching a vulnerable population who might not otherwise have been able to be immunized. **Supervisor Schaefer made a motion, seconded by Supervisor Ingersoll, to recommend approval of the resolution to donate the flu vaccines to the Open Arms Free Clinic, not to exceed \$2,000. The motion carried 5-0.**

- Resolution **-07/15 Authorizing Department of Health and Human Services to be a Sponsor of the Out of Darkness Walk Not to Exceed \$1,000

Aldred said the Health and Human Services Board (HHS) recommended approval of the resolution, but moved to delete Lines 7 and 8 which refer to the economic impact of suicide death. Aldred said the walk will be a good venue for HHS staff to distribute information on services HHS provides and will support community efforts. **Supervisor Schaefer made a motion, seconded by Vice Chair Kilkenny, to**

recommended approval of the resolution authorizing sponsorship of the Out of Darkness walk, with the elimination of Lines 7 and 8 on the first page of the resolution. The motion carried 5-0.

- Resolution **-07/15 Terminating Coverage with LGPIF and Electing Property Insurance Coverage from the new Municipal Property Insurance Company (MPIC)
Andersen reported the Local Government Property Insurance Fund (LGPIF) will dissolve within the next few years. Wisconsin Municipal Mutual Insurance Company (WMMIC) has formed a partnership with two other entities to provide coverage. Approval of the resolution authorizes providing certified notice to LGPIF to conclude business with them at the end of the year and will authorize the County becoming part of the Municipal Property Insurance Company (MPIC). **Vice Chair Kilkenny made a motion, seconded by Supervisor Schaefer, to approve the resolution terminating coverage with LGPIF and electing property insurance coverage from the new MPIC. The motion carried 5-0.**

Correspondence – There was none.

Confirmation of next meeting date and time. The next meeting date was confirmed for Thursday, July 23, 2015 at 9:30 a.m.

Adjournment

On motion by Vice Chair Kilkenny, seconded by Supervisor Ingersoll, Chair Russell adjourned the meeting at 10:26 a.m.

DRAFT

**Walworth County Board of Supervisors
Children with Disabilities Education Board Meeting Minutes
Wednesday, June 17, 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 Ingersoll, and Supervisor Charlene Staples. Supervisor Schaefer 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 Secretary Monroe, seconded by Supervisor Ingersoll, the agenda was approved by voice vote with no withdrawals.

On motion by Secretary Monroe, seconded by Supervisor Ingersoll, the May 20, 2015 meeting minutes were approved by voice vote.

Public Comment – There was none.

Director of Special Education Tracy Moate distributed copies of the 2014-2015 School yearbook to each Board member.

New Business

- Tuition request from the Mukwonago School District

Supervisor Staples made a motion, seconded by Secretary Monroe, to approve the tuition request. The motion carried 4-0.

Reports and Correspondence

- CDEB Chair Weber had no report
- CDEB Director

2015 Summer School at Lakeland School – The I Can Bike camp is being conducted this week. There are 85 students signed up for summer school, which begins July 7.

Name Change for Food Service Management – Moate reported that Henrici's/Hoffman House, the food service for the School, has changed ownership. One of the partners retired and was bought out. The mother company is still Hoffman House.

Summary of Student Incidents – Moate distributed the summary of the student incidents at the School this year. The names of the students were redacted for confidentiality. The summary of incidents gives the Board an idea of the number and type of occurrences throughout the school year. The State annually requires a report on the number of times a student is secluded/removed from the classroom, or whether the incident required physical restraint to prevent them from harming themselves or someone else, which is only allowed in extreme situations. The State requires a breakdown of incidents by grade level also. The data is shared with each of the 15 school districts, who are then required to include this information in their local seclusion and restraint report and share this information with their respective

school boards. Supervisor Ingersoll asked if most of the incidents involved staff or other students, and Moate said they don't track them separately. Moate said the School Psychologist is critical when an incident occurs; when a student establishes a pattern of incidents, the Psychologist identifies what precipitates the student's incident, figures out with staff what motivates the student and prepares a plan to prevent recurrence. Moate said that a number of students are new on the incident list this year; staff has been successful in reducing incidents by students who have had high rates in prior years. Supporting documentation often shows that some incidents occur because of crisis issues the students are experiencing, i.e., previous or imminent hospital stays, medical/health related issues or other possible sensory processing triggers.

Confirmation of next meeting – The next meeting was confirmed for Wednesday, July 22, 2015 at 5:00 p.m.

Adjournment

On motion by Secretary Monroe, seconded by Supervisor Staples, Chair Weber adjourned the meeting at 5:20 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.

DRAFT

**Walworth County Board of Supervisors
Human Resources Committee Meeting Minutes
Wednesday, June 17, 2015
Walworth County Government Center, County Board Room 114
100 West Walworth Street, Elkhorn, Wisconsin**

The meeting was called to order at 3:33 p.m. by Chair Rich Brandl.

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

Others in Attendance:

County staff: County Administrator David Bretl; Human Resources Director Dale Wilson; Lisa Henke-Risk/Benefits Manager; Comptroller Jessica Conley; Director of Special Education Tracy Moate; and Sheriff Kurt Picknell

On motion by Supervisor Stacey, seconded by Vice Chair Brellenthin, the agenda was approved by voice vote.

Vice Chair Brellenthin made a motion, seconded by Supervisor Monroe, to approve the May 20, 2015 meeting minutes and the June 1, 2015 joint meeting minutes.

On behalf of County Board Chair Russell, County Administrator Bretl requested to amend the May 20, 2015 meeting minutes as follows: on page two in the second paragraph, add after “long-term relationships”; “therefore, the County would not generate anywhere near a \$450,000 annual savings.” After the motion on page 2, paragraph 3, add: “County Board Chair Russell asked that a report be submitted at the end of the year that reflects the actual cost difference.” **Vice Chair Brellenthin made a motion, seconded by Supervisor Ingersoll, to approve the May 20, 2015 meeting minutes with the suggested amendments, and to approve the July 1, 2015 joint meeting minutes as prepared. The motion carried 5-0.**

Public comment – None

New Business

- Amending Section 15-153 of the Walworth County Code of Ordinances relating to Medical and Psychological records

Human Resources Dale Wilson said the purpose of the ordinance amendment is to comply with current operations in the Human Resources Department. Employee/applicant medical records shall be made available to the individual upon written request; however, psychological records are not subject to open records requests unless required by court order. Wilson said this primarily affects departments who require pre-employment suitability tests, and the county only releases pass/fail information. **Supervisor Stacey made a motion, seconded by Supervisor Monroe, to approve amending Section 15-153 of the Code relating to Medical and Psychological records. The motion carried 5-0.**

- Amending Section 15-359 of the Walworth County Code of Ordinances relating to special pay premiums for Substitute Teachers and Substitute Aides

The proposed amendment was approved by CDEB at their last meeting, Wilson said. In order to be competitive with the school districts in attracting qualified substitutes, a pay increase from \$90/day to \$100/day is recommended. **Supervisor Stacey made a motion, seconded by Supervisor Ingersoll to recommend the increase in pay premiums. The motion carried 5-0.**

- Repealing Chapter 19 of the Walworth County Code of Ordinances Pertaining to Risk Management and Creating Article III of Chapter 13 Relating to Blanket Employee Dishonesty Bonds
Bretl said the purpose of this ordinance is to place the blanket employee dishonesty bonds under the Risk Management chapter of the County Ordinances, to consolidate all of risk management into one chapter. The blanket employee dishonesty bonds section has already been approved by the County Board.
Vice Chair Brellenthin made a motion, seconded by Supervisor Monroe, to approve the Ordinance. The motion carried 5-0.

- Discussion and possible action regarding a contract award recommendation for Third Party Administration Services for Workers Compensation
Wilson said this recommendation would also be considered by the Finance Committee. Requests for Proposals (RFP) were issued and the four proposals received were evaluated. Staff recommends award to Wisconsin Municipal Mutual Insurance Company (WMMIC). Risk/Benefits Manager Lisa Henke said although WMMIC's estimated costs were higher, they will provide the County with actuarial and risk management services for no additional fee. Wilson added that it is anticipated WMMIC would provide a better level of service. **Supervisor Stacey made a motion, seconded by Supervisor Ingersoll to approve staff recommendation to award the proposal to WMMIC, in the amount of \$90,584, contingent upon approval by the Finance Committee. The motion carried 5-0.**

- Discussion and possible action regarding a contract award recommendation for Section 125 and Health Savings Account administration services
Staff recommended award to the incumbent, Employee Benefits Corporation. Their proposal was not the lowest, but their level of service best meets the County's expectations. **Supervisor Stacey made a motion, seconded by Vice Chair Brellenthin, to approve the award to Employee Benefits Corporation in the amount of \$30,047.40, contingent upon Finance Committee approval. The motion carried 5-0.**

Reports/announcements by Chairperson – The Chair had no reports or announcements.

Confirmation of next meeting. The next meeting was confirmed for Wednesday, July 22, 2015 at 3:30 p.m.

The committee convened in closed session at 3:49 p.m. on motion and second by Supervisor Monroe and Vice Chair Brellenthin 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.

- Walworth County Deputy Sheriff's Association v. Walworth County, 12CV1232.

A roll call vote was conducted and all members present voted "aye. Remaining in closed session were Human Resources Director Dale Wilson, County Administrator David Bretl, Risk/Benefits Manager Lisa Henke, Comptroller Jessica Conley and Sheriff Kurt Picknell.

Supervisor Monroe made a motion to convene in open session at 4:27 p.m., seconded by Supervisor Stacey. The motion carried 5-0.

Supervisor Stacey made a motion, seconded by Supervisor Ingersoll, to proceed as discussed in closed session. The motion carried 5-0.

Adjournment

On motion by Supervisor Stacey, seconded by Supervisor Monroe, Chair Brandl adjourned the meeting at 4:29 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.

DRAFT

**Walworth County Board of Supervisors
Health and Human Services Board Meeting Minutes
Wednesday, June 17, 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, Vice Chair Tim Brellenthin, Supervisors Kathy Ingersoll, Joe Schaefer and Charlene Staples, Citizen Representatives Berenice Solis and William Wucherer. Citizen Representatives Dr. James Seegers and Sandra Wagie-Troemel were excused. A quorum was declared.

Others in Attendance:

County staff: County Administrator David Bretl; Elizabeth Aldred, Director of Health and Human Services (HHS); Lori Muzatko, Division Manager-Aging/Long Term Care and Resource Support; Jan Ellefsen, Public Health Officer; Erica Bergstrom-Environmental Health Specialist; Juliet Young, HHS Administrative Secretary; Emily Stingl and Haeliy Sorenson-Public Health students.

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

On motion by Supervisor Ingersoll, seconded by Vice Chair Brellenthin, the April 29, 2015 meeting minutes were approved by voice vote.

Public Comment – there was none.

Unfinished Business

- 2014 Public Health Annual Report

Elizabeth Aldred, Director of Health and Human Services, said the report was distributed at the last meeting, but discussion was postponed to give Board members more time for review. Public Health Officer Jan Ellefsen responded to questions raised at the last meeting. The Prevention sub-committee was disbanded in December 2014; however, staff is still active in prevention efforts, such as the Stepping On program for Seniors, suicide prevention, working with the schools on preventing obesity in adolescents, etc. Staff will be performing health assessments in the fall and the Community Health Improvement Plan should be completed by the end of the year. Ellefsen reported the number of families eligible for immunizations has increased; unfortunately, immunization waivers are also on the rise. Ellefsen said their summer interns are working on an adolescent immunization program with the County immunization nurse. Outreach efforts include attendance at high schools for freshman orientation, distribution of handouts, etc. Ellefsen said 88% of all immunizations are given by private practitioners. Staff is reaching out to those providers to ensure their patients are up to date on their vaccinations.

New Business

- Wisconsin Home Energy Assistance Program (WHEAP) Services Request for Proposal
Aldred said the Department plans on outsourcing energy assistance services provided to eligible households in Walworth County. Staff recommended award to Energy Services, Inc. in the amount of \$109,812 for the period October 1, 2015 through September 30, 2016. **Supervisor Ingersoll made a motion, seconded by Supervisor Schaefer, to recommend approval of the proposal award to Energy Services, Inc. to the Finance Committee.** Supervisor Staples asked whether outsourcing the services

would save the Department money. Aldred said the staff person who performed the service is retiring and the position won't be refilled. Lori Muzatko, Division Manager-Aging/Long Term Care and Resource Support, said there are some projected cost savings. Staples said she is concerned that by contracting these services to an outside vendor the County wouldn't have day-to-day control over performance. Aldred said the Economic Support Supervisor would have direct oversight of the contractor. Aldred said there are budgeted funds for the \$109,812 contract. **Chair Monroe called for the vote and it carried 4-1, with Supervisor Staples voting No.**

- **Set Public Hearing for County Plan on Aging for 2016-2018**

Aldred said one of the requirements for the adoption of the County's Aging Plan is to hold a public hearing. Muzatko said developing the Plan is a regulated process. In June, staff presents the draft Plan to the ADRC Governing Board for their input, collects community feedback, survey results and senior meal site input, etc. The draft Plan goes back to the ADRC Governing Board in August for recommendation. A separate public hearing has to be conducted in August per State regulation. She asked the Board for guidance in setting the hearing date, sometime the week of August 17, if possible. County Administrator Bretl said HHS Board attendance at the hearing is not mandatory. **Supervisor Ingersoll made a motion, seconded by Supervisor Staples, to hold the public hearing on the County Plan on Aging for 2016-2018 on Wednesday, August 19, 2015 at 2:00 p.m. at the Health and Human Services Auditorium. The motion carried 7-0.**

- **Establish Date for Annual Health and Human Services Public Hearing**

The annual Health and Human Services Public Hearing is required by the State before budget adoption and doesn't require Board attendance; however, it has previously been held in conjunction with the September Health and Human Services Board meeting. **Supervisor Ingersoll made a motion, seconded by Supervisor Staples, to hold the annual Health and Human Services Public Hearing at the September 16, 2015 Health and Human Services Board meeting, and to hold future annual public hearings in conjunction with the September Board meetings. The motion carried 7-0.**

- **Discussion and possible action regarding mileage reimbursement for Congregate Meal Site volunteers**
Muzatko said HHS has been responsible for volunteer mileage reimbursement at the senior dining centers since 2010. Prior to that, RSVP procured the volunteers and paid them mileage, and the County continued that practice. Since 2010, the numbers of volunteers has grown and the cost of mileage has continued to increase; currently, the program is projected to overspend their budget for mileage by \$500. Staff conducted a survey of other counties who provide congregate dining centers. Of the 18 counties who responded, 14 of them did not pay their volunteers to drive to the meal sites. Walworth County also provides lunch to the volunteers. Aldred recommended limiting mileage reimbursement to \$50 per volunteer/per month, beginning August 1, 2015. **Citizen Representative Wucherer made a motion to limit mileage reimbursement for congregate dining center volunteers to \$50 per month per volunteer. The motion died due to lack of a second. Supervisor Ingersoll made a motion, seconded by Vice Chair Brellenthin, to discontinue paying mileage to volunteers at the congregate dining centers. The motion carried 6-1, with Citizen Representative Wucherer voting No.**

- **Wisconsin Public Health Emergency Preparedness for Ebola Preparedness and Response Activities**

Aldred said the Department has received a grant for \$24,331 through the Wisconsin Public Health Emergency Preparedness funding to develop specific Ebola Preparedness and Response Activities. Aldred said if the Board approves acceptance of the grant, it will go to the Finance Committee for approval and would be added to the County's recurring grant list. Wucherer said this is a great opportunity for the County; however, he noted that the grant reporting requirements will involve an

extraordinary amount of time by staff. **Citizen Representative Wucherer made a motion, seconded by Supervisor Staples, to recommend Finance Committee approval of the \$24,331 grant from Wisconsin Public Health Emergency Preparedness and to place the grant on the County's recurring grant list. The motion carried 7-0.**

- Discussion and possible action regarding Out of Darkness Walk resolution
Aldred said the Department has increased its efforts toward suicide prevention as part of their strategic plan. Last year, 200 people in Walworth County were hospitalized because of self-harm or threats of self-harm. The Department was approached by the Out of Darkness Committee to sponsor a suicide prevention/fundraiser walk on October 3. Aldred said the Department's sponsorship will allow them to provide more outreach to citizens to make them aware of the services HHS provides, and to foster community partnerships. **Supervisor Staples made a motion to recommend approval of the resolution authorizing HHS to be a sponsor of the Out of the Darkness Walk not to exceed \$1,000, with the removal of Lines 7 and 8 on the first page of the resolution, contingent upon Finance Committee approval of the resolution. Supervisor Ingersoll seconded the motion and it carried 7-0.**

- Discussion and possible action regarding Open Arms Free Clinic donation resolution
Aldred said the Department donated vaccines last year to the Open Arms Free Clinic, who provides free medical care to low income residents of Walworth County. Ellefsen said the Department orders and purchases the vaccines, and Public Health conducts the immunization clinics outside of normal clinic hours. **Supervisor Staples made a motion, seconded by Citizen Member Wucherer, to recommend approval of the resolution authorizing a donation of flu vaccines not to exceed \$2,000 to the Open Arms Free clinic. The motion carried 7-0.**

Reports

- Transportation update
Aldred said the update was requested at a previous committee meeting. The County Administrator's office now oversees the transportation services and the Finance Department prepares a monthly financial report on expenditures and budget. Muzatko summarized the report of transportation services provided through April 2015, categorized by population/client grouping. She noted it is projected that the transportation expenses will be approximately \$75,000 over budget at year-end. County Administrator Bretl said the shortage in funds is because HHS has to provide services to clients not in the senior/disabled category eligible for 85.21 funds. There are HHS funds available to cover the projected shortage. VIP Services is the County's transportation provider and the County approved extending their contract through 2016, with no rate increases. Transportation Coordinating Committee (TCC), formed in October 2013, obtained input from those utilizing the service, outside organizations, ADRC Board members, TCC members and County staff to identify unmet transportation needs. David Lowe, the transportation consultant, is conducting a study to provide options to expand services to existing customers and to potentially add other groups.

- Review of Holiday Care Golf Outing
Aldred reported that the golf outing on June 6 raised \$2,184 for the 2015 Holiday Care Day of Giving, which decreased from the previous year. There will be a second, and possibly a third, fundraiser at the end of the year.

Correspondence

- Referral from County Board – Outagamie County Resolution 3-2015-16 requesting additional study of the provisions of Governor Walker's 2015-2017 Biennial Budget Bill regarding the elimination of

the Family Support Program and creation of a new Children's Community Option Program and further requesting that these items be debated as a separate bill outside the budget process

- Referral from County Board – Outagamie County Resolution 4-2015-16 supporting the Senior Care program as it is currently structured
- Referral from County Board – Outagamie County Resolution 5-2015-16 supporting the allocation of adequate Affordable Care Act funding for balance of State Income Maintenance agencies
- Referral from County Board – Outagamie County Resolution 6-2015-16 asking the Joint Finance Committee to remove all budget provisions that change BadgerCare Plus for Childless Adults Medicaid Program
- Referral from County Board – Outagamie County Resolution 7-2015-16 requesting that the State of Wisconsin maintain the existing mental health programs, maintain the funding to these programs, and further requesting no changes to these funding streams in the 2015-2017 State Budget

Supervisor Ingersoll made a motion, seconded by Vice Chair Brellenthin, to place all of the items above under 10, Correspondence, on file. The motion carried 7-0.

Announcements

- Wisconsin Home Energy Assistance Program (WHEAP) Audit
Aldred said she received the audit letter for the program. No corrective action is required and the programming suggestions will be incorporated.

Confirmation of Next Meetings – The next regular meeting was confirmed for July 22, 2015 at 2:00 p.m. The public hearing for the County Plan on Aging 2016-2018 will be Wednesday, August 19, 2015 at 2:00 p.m. at the Health and Human Services Auditorium. The Health and Human Services Public Hearing will be conducted on September 16, 2015 at 2:00 p.m. in conjunction with the regularly scheduled Health and Human Services Board meeting.

Adjournment

On motion by Vice Chair Brellenthin, seconded by Supervisor Staples, Chair Monroe adjourned the meeting at 3:07 p.m.

DRAFT

**Walworth County Board of Supervisors
Lakeland Health Care Center Board of Trustees Meeting Minutes
Tuesday, June 17, 2015 1:00 p.m.
Walworth County Government Center
County Board Room 114
100 West Walworth Street, Elkhorn, WI 53121**

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

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

Others in Attendance:

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

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

Public Comment – There was none.

New Business

- Annual Survey Results

Bernadette Janiszewski gave a brief overview of the 2015 Annual State Survey Results and reported on the one clinical citation and three minor building life safety issues. She stated Lakeland Health Care Center (LHCC) received a “C” on the Fire Drill Report, which is a warning. She stated the Centers for Medicare and Medicaid Services (CMS) changed the interpretation for the fire drill frequency from “no closer than 1 ½ hours within any 12 month period” to “in any 12 month period”; thus, the November and January drills were not scheduled far enough apart. She reported there was a shortage in sprinkler spare parts and the vendor stated they were not aware of nursing home rules. Janiszewski contacted the Purchasing Department and informed the Purchasing Manager that the vendor is required to have knowledge of nursing home regulations. She stated all tubing, canisters and face masks are considered combustible oxygen supplies and were to be removed from their present location and moved to a safe location, as they are not able to be stored in the oxygen rooms due to space limitations.

- Training Sessions to Reduce Workers Comp Incidents

Janiszewski stated LHCC normally has a skills fair one or two times a year and are now attempting to have some type of skills fair every month. She said during the first quarter there was lift training to distribute the annual guidelines for lifting, which also allowed staff to experience what it is like for the residents. Janiszewski stated there will be additional training on how staff should report injuries, incidents, and probable cause for injury even though they may have been previously reported.

- Second Quarter Resident/Family Satisfaction Survey Results

Janiszewski gave a brief overview of the Second Quarter Resident/Family Satisfaction Survey Results. She stated it would be advantageous if the survey were conducted unit by unit for statistical purposes; however, it would no longer be anonymous. She stated there are some conflicting statements within the report such as “too many food servers” versus “not enough staff at meal time”. Janiszewski stated LHCC will continue to conduct the survey anonymously and attempt to obtain unit by unit information in another way. She noted the need for more parking at LHCC and, depending on the cost, ten additional parking spaces will be installed this year as part of the highway repair located near the end of the middle circle grass area.

- Community Needs Assessment

Janiszewski used this opportunity to discuss the budget and stated LHCC does not hold contracts with any HMOs or Family Care, a Medicaid HMO. She stated when Family Care came about, LHCC chose not to contract with

residents due to possible waiting lists and the quantity of beds. She said at the time of the decision it was important to manage the beds with a certain ratio between Medicare, Medicaid and privately paid. Janiszewski stated according to the Medicaid Census there is a great reduction. She said there is no current need for LHCC to turn anyone away. She said the federal and state governments are in favor of people residing in their homes as long as possible; together with the Medicare and Medicaid programs this has been accomplished. LHCC residents include a high percentage of people with health concerns. Janiszewski stated by 2020 Medicare will be paying based on the care organization LHCC contracts with. She stated LHCC currently has transfer agreements with all of the hospitals. She said hospitals are looking to become Accountable Care Organizations (ACO) (payment mechanism), which would be a payment arrangement where the hospital would receive a global payment and distribute the payment. LHCC would encourage the residents to have their x-rays, blood work, etc. performed within the LHCC facility rather than sending them to the hospital. Supervisor Staples inquired as to current contracts with a phlebotomist. Janiszewski stated there are two labs in Southeastern Wisconsin that are capable of phlebotomy; however, they will not be servicing nursing homes for much longer. LHCC will be sending employees for training in the future. ACO (located in Aurora Hospital) will continue to test the blood that is submitted by LHCC.

- **Federal & State Regulations for Consideration in the 2016 Budget Requests**

Janiszewski stated Medicare is value based purchasing. Therefore, LHCC will review their process to see what they can do to save Medicare money. She stated incentive payments begin in 2018 where the hospital will take 2% of the money and retain it and if LHCC does not receive a penalty, they will receive a portion of that 2% back as an incentive. Janiszewski informed the committee of the following budget considerations: possible equipment needs, the need for LHCC to be a self-standing sub-acute, review of staffing needs, consideration on how to utilize employees as a team, turnover rates, possibility of 12 hour shifts for full time employees, and the possibility of having to incur insurance expense. She said the billing process will need to be reviewed allowing enough time for staff to audit LHCC records and compare them to the therapy records, etc. Janiszewski believes ACL will continue to pick up the blood tests on a daily basis and LHCC will continue to be billed for the service. She said the blood draw itself will probably be billed out by LHCC while the blood analysis itself will be paid by the individuals' insurance.

- **LHCC 2014 Consumer Information Report**

Janiszewski gave a brief overview of the Consumer Information Report for Nursing Homes Summary 2014. She stated the state and federal governments consider one-on-one care as direct care and that time has been included within the report.

Reports

- **Administrator's Report April and May**

Janiszewski said May Worker's Compensation injuries were directly related to the numbers of new admissions, which is unusual.

Correspondence – There was none.

Announcements – There was none.

Upcoming Events

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

Confirmation of Next Meeting – The next meeting was confirmed for July 22, 2015 at 1:00 p.m.

Adjournment

On motion by Supervisor Ingersoll, second by Supervisor Brellenthin, Chair Monroe adjourned the meeting at 1:34 p.m.

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

HONEY LAKE PROTECTION AND REHABILITATION DISTRICT

BOARD OF COMMISSIONERS

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

JUDITH CORRELL: SECRETARY; (re-elected for 3-year term, 8/24/14)

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

MICHAEL WEINKAUF: ROCHESTER VILLAGE TRUSTEE REPRESENTATIVE

DONALD TRIMBERGER: SPRING PRAIRIE TOWN SUPERVISOR AS OF APRIL 2011

ROBERT E. McINDOE: REP. OF WALWORTH COUNTY CONSERVATION THRU 5/1/16.

JUNE 16, 2015, MONTHLY MEETING

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

Meeting was called to order at 7:01 p.m. by Chairman Lutz.

Secretary Correll read the minutes of the May 19, 2015 meeting which were subsequently approved. Treasurer Kolosso read the May, 2015 Treasurer's Report which was subsequently approved. (Copies of minutes and Treasurer's report attached.)

Old Business:

Chairman Lutz reported that nothing further had been heard from the contractor relative to a meeting to review the repairs required on County Line Blvd.

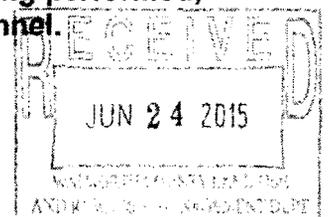
New Business:

Chairman Lutz read proposals for work to be performed on District property. Trimming along East and West Lakeshore Drives, (\$1,800.00); Trimming along all other roads (\$1,800.00) Proposals specified a "pre-payment" with the balance due upon completion. Chairman Lutz indicated that it is "poor business practice" to prepay for "labor", so he deleted that reference on the proposals. Motion made and seconded to approve the proposals and have the work performed.

Chairman Lutz indicated that resident Gary Schumacher had poured a concrete slab on District property which is adjacent to his own property. Slab reportedly is less than 75 ft. from the lakeshore which would be a violation of lakeshore zoning. Schumacher then contacted Chairman Lutz and proposed that the District then sell that property to him. Chairman Lutz declined. Comm. Weinkauf to review further with Rochester/Racine County authorities to correct.

Discussion held on a property on West Lakeshore Drive relative to a two-story attached garage being constructed. Supposedly, this was approved by Nick Sigmund of Walworth County. Comm Trimberger to check further with the County to determine if all zoning issues were properly considered.

Chairman Lutz reported that the DNR "water specialist" (Heidi Bunk) will be holding a meeting on July 17th at the Waukesha office to review problems with "curly leaf pond weed". It is reportedly a very costly weed to control. The meeting will detail studies being performed, grants and permits available. Lutz to promote attendance by District personnel.



Chairman Lutz distributed literature on "Weed razer" designed to cut aquatic lake weeds, and on "Weed razer lake and pond rake" designed to remove loose and cut weeds. This would be used on the swimming areas only. Total cost for both is approx.. \$265.00 Motion made and seconded to approve purchase of both items.

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 8:00 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "R. McIndoe", with a long horizontal flourish extending to the right.

Robert E. McIndoe 6/19/15

DRAFT

**Walworth County Board of Supervisors
June 15, 2015 Public Works Committee Meeting Minutes
Town of Troy Town Hall
N8870 Briggs Street, East Troy, Wisconsin**

The meeting was called to order by Chair Rick Stacey at 3:32 p.m. at the Town of Troy Town Hall.

Roll call was conducted. Members present included Chair Rick Stacey, Supervisors Ken Monroe and Joe Schaefer. Vice Chair Nancy Russell arrived at 3:35 p.m. A quorum was declared.

Others in Attendance:

County staff: County Administrator David Bretl, Highway Operations Manager Larry Price, Facilities Manager John Miller, Deputy County Administrator-Finance Nicki Andersen, Lakeland Health Care Center Administrator Bernadette Janiszewski and Sheriff Kurt Picknell

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

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

Public comment -- There was none.

Regular Business

- Approval of summary specifications for the installation of a Redundant Chiller at the Lakeland Health Care Center

County Administrator Bretl said this has already been discussed at the Lakeland Health Care Center (LHCC) Board meeting. The original proposal was to purchase a backup generator in addition to a redundant chiller. LHCC Administrator Janiszewski researched the feasibility of the generator and discussed it with Angus Young Architects. It was deemed impractical to purchase an additional generator because of its size, fuel costs and involvement of building components, which Bretl said could cost nearly a million dollars. Janiszewski said when the chiller failed and LHCC had to rent a temporary chiller, the fees for two weeks for the rental and transport were \$28,000. In addition, the temporary chiller didn't efficiently chill the building, which caused the floors to sweat. Vice Chair Russell asked Janiszewski how she planned on funding the shortfall of \$182,666 for the project. Janiszewski said a budget amendment would be going to the Finance Committee on June 18 for use of net position reserve building funds.

Supervisor Monroe made a motion, seconded by Vice Chair Russell, to approve the summary specifications for the redundant chiller at LHCC, contingent upon Finance Committee approval of a budget amendment to fully fund the project. The motion carried 4-0.

- Approval of Amendment to Intergovernmental Cooperation Agreement for Joint Dam Operation with the Lake Beulah Management District

Bretl said Public Works/Central Services Director Kevin Brunner and County Engineer Joe Kroll were currently at a meeting with the contractor and engineer at the Dam because of concerns over the lake level. Bretl said the Amendment to the Agreement for Joint Dam Operation extends the construction completion date from July 4 to July 24, 2015. Initially, there was concern over limiting pier access to affected property owners over the holiday, but everyone has been able to make arrangements for boat access. Bretl also noted a typo under Agreements, paragraph 2, Commencement of Construction, needs to be corrected to change the word "may" under item 2 to "to." **Vice Chair made a motion, seconded by Supervisor Monroe, to approve the Amendment to the Intergovernmental Cooperation Agreement for Joint**

Dam Operation, with the correction of the scrivener's error on page 2 of the Agreement. The motion carried 4-0.

- Discuss local bridge rating criteria

Highway Operations Manager Larry Price said a weighted average has been used in bridge ratings in the past, taking into account the sufficiency rating, the Average Daily Traffic (ADT) counts, the specific deficiencies, and type of road the bridge is on. For example, CTH A and CTH P are major collector roads, and CTH O is a minor collector road. Township roads are also collector roads. The State determines what roads are classified as arterial or collector. Brunner, as the Highway Commissioner, can assign points to road classifications. The other factors are listed on the inspection reports, performed currently by Patrick Engineering. Bretl recommended holding this item until the next regular committee meeting, when Brunner could provide his criteria. Price said the grant applications for bridges are due to the State July 31. Bretl said the County needs to begin budgeting for replacing bridges; there are several already below the sufficiency rating and he is not optimistic about State funding. Infrastructure is aging and the municipalities are also in the same position. **Supervisor Monroe made a motion, seconded by Vice Chair Russell, to table this item to the July 20, 2015 committee meeting. The motion carried 4-0.**

- Update on 2015 major projects

Vice Chair Russell made a motion, seconded by Supervisor Monroe, to hold this item for the July 20, 2015 committee meeting. The motion carried 4-0.

Confirmation of Next Meeting – The next meeting was confirmed for Monday, July 20, 2015 at 3:30 p.m.

Tour of Lake Beulah Dam

Bretl said one of the issues during the project is public complaint about closing Marsh Road, which comes off CTH J 50 feet to the west of the spillway. Price said the area is used for staging equipment and is unsafe for traffic. Bretl said the current priority is the rising of the lake level.

The committee traveled to the Lake Beulah Dam (Marsh Road at CTH J) to view and discuss the project. Supervisor Yvarra joined the meeting, as well as Public Works/Central Services Director Kevin Brunner and County Engineer Joe Kroll.

Brunner said Marsh Road is being used for material mobilization, there is no wall adjacent to the creek and it is not safe for traffic. When the spillway is complete, there will be approximately two weeks of paving work. The box culverts have been installed, and Brunner pointed out the water going through the diversion channel. He talked to the Town and is hoping for a temporary no-wake regulation until the lake level goes down. If the level continues to be a problem, Brunner, Patrick Engineering and Terra Construction are researching a contingency plan. Bretl said the water level is up approximately 5" since the project commenced. Brunner said overall the project is progressing smoothly.

Adjournment

A motion to adjourn was made by Supervisor Monroe, seconded by Vice Chair Russell. Chair Stacey adjourned the meeting at 4:41p.m.

DRAFT

**Walworth County Board of Supervisors
Land Conservation Committee Meeting Minutes
Monday, June 15, 2015 at 2:00 p.m.
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 2:09 p.m.

Roll call was conducted. Members present included Chair Nancy Russell, Supervisor Dan Kilkenny, Supervisor Charlene Staples, and Citizen Member Rosemary Badame. USDA/FSA Representative Matt Polyock was excused. 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; Deb Grube, LURM Senior Zoning Officer; Neal Frauenfelder, LURM Senior Planner

On motion by Supervisor Kilkenny, second by Supervisor Staples, the agenda was approved with no withdrawals.

On motion by Supervisor Kilkenny, second by Citizen Member Badame, the May 18, 2015 Land Conservation Committee meeting minutes were approved by voice vote.

Public Comment – Merilee Holst of the Geneva Lake Conservancy spoke regarding the Wisconsin State budget and the detrimental impact on shoreland zoning. The Conservancy is concerned and in contact with State Representatives and Senators.

New Business

- Discussion/Possible Action – State of Wisconsin Budget Amendments Affecting County Shoreland zoning Authority – Deb Grube
Michael Cotter, Director of Land Use and Resource Management (LURM)/Deputy Corporation Counsel, said individuals have spent years drafting NR115 and this is not an effective way to enact legislation by merely launching it. Cotter stated he cannot definitively inform the committee where this stands in the legislative process and brought the matter before them for their information. Deb Grube, LURM Senior Zoning Officer, stated legislation is moving fast as the motion was made and introduced into the budget May 29th. She said many organizations (the Wisconsin County Code Administrators, Wisconsin County Planning and Zoning Directors, Land and Water, Counties Association, several lakes associations, etc.) are attempting to respond with their concerns as quickly as possible. Grube said it started with Representative Adam Jarchow of Balsam Lake who introduced the language stating it was to give property owners more control over their cabins and removes disincentives from making upgrades. Grube referred to the agenda packet and gave a brief overview of the actual language of the motion on pages 5-6 and a narrative addressing those sections of the motion and how it will impact Walworth County on page 4. Grube stated the Walworth County Zoning Ordinance was established under the foundation of health, safety, welfare and fair practices. Chair Russell stated the state budget should not have anything to do with policy and expressed concern that the budget will have ramifications for years to come. **Supervisor Kilkenny made a motion, second by Citizen Member Badame, to prepare a resolution recommending Motion 520 (regarding County Shoreland Zoning) as written, be removed from the budget bill. Motion carried 4-0.** Following the vote Cotter confirmed the content of the resolution: Resolution to remove Paragraph 23 of Motion 520 as written from the budget bill and to have it removed from the biennial budget.

- **Public Hearing/Possible Action – Pursuant to Ch. 91.10 (3) under ss. 66.1001 (4) of the Wisconsin Statutes Walworth County Farmland Preservation Plan Map Amendment – LURM Staff**

Neal Frauenfelder, LURM Senior Planner, gave a brief overview of the Walworth County Farmland Preservation Plan Map Amendment. He stated there are 16 farmland preservation plan map changes and a list of those parcels is on page 7 of the agenda packet. Frauenfelder briefly reviewed the timeline for completion and state certification of the amendment to the farmland preservation plan and the certification of the farmland preservation zoning ordinance. He stated once certification is obtained by the state, Walworth County will be eligible for future tax credits.

Supervisor Kilkenny made a motion, second by Citizen Member Badame, to open the public hearing. Motion carried 4-0.

Public Comment – The Chair asked for comment from the public and there was none.

Supervisor Kilkenny made a motion, second by Supervisor Staples, to close the public hearing. Motion carried 4-0.

Supervisor Kilkenny made a motion, second by Supervisor Staples, to approve the Walworth County Farmland Preservation Plan Map Amendment included in the packet. Motion carried 4-0.

Confirmation of next meeting – The next meeting was confirmed for Monday, July 20, 2015 at 2:00 p.m.

Adjournment

On motion by Supervisor Staples, second by Citizen Member Badame, the meeting adjourned at 2:41 p.m. Motion carried 4-0.

Chair Russell thanked everyone involved in this project for their efforts.

Submitted by Trisha Sommers, 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
June 15, 2015 Agriculture & Extension Education Committee Meeting Minutes
Walworth County Government Center, County Board Room 114
100 W. Walworth Street, Elkhorn, Wisconsin**

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

Roll call was conducted. Members present included Chair Dan Kilkenny, Vice Chair Charlene Staples, Supervisor Nancy Russell, School Representative Kelly Pickel, and Citizen Members Michael Krejci, Mary Kaye Merwin and Kathleen Papcke. Matt Polyock, FSA/Ag Representative, was excused. A quorum was declared.

Others in Attendance

County Staff: Christine Wen, Horticulture Educator; Kristine Ely, Agriculture Educator; Peg Reedy, Agriculture Educator; Chelsea Dertz, 4-H Youth Development Coordinator; Debbie Burkman, 4-H Youth Development Educator; and County Administrator David Bretl

On motion by Supervisor Russell, seconded by Vice Chair Staples, the agenda was approved with no withdrawals.

On motion by Supervisor Russell, seconded by Citizen Member Krejci, the February 16, 2015 meeting minutes were approved by voice vote.

Public Comment – There was none.

Unfinished Business

- State Budget impact on UW System/UW-Extension update

Christine Wen said the Joint Finance Committee has reduced the proposed cuts to UW-Extension to \$50 million, from a total budget of \$300 million. The Board of Regents is discussing the funding reduction, and the indication now is that tenured positions will be retained as much as feasible.

New Business

- Request from Horticulture Educator Christine Wen to reduce appointment to .8 FTE for 2016
County Administrator Bretl said Christine Wen will be enrolling in classes to obtain her Master of Science Degree in Natural Resources and Environmental Sciences. Wen has requested to reduce her 1.0 FTE to .8 beginning January, 2016. Kristine Ely, Agriculture Educator, will provide 20% backfill in her absence through January 1, 2017. Citizen Member Merwin asked if the position will be refilled when Wen returns. Bretl said the County funds the position, so the renewal of the 1.0 FTE will be the County's decision. **Supervisor Russell made a motion, seconded by Citizen Member Krejci, to approve the request from Ms. Wen. The motion carried 7-0.**

- Recommendation from University of Wisconsin-Extension for the promotion of Deborah Burkman to Associate Professor with Tenure, effective July 1, 2015

Citizen Member Papcke made a motion, seconded by Citizen Member Pickel, to approve the promotion of Deborah Burkman. Citizen Member Merwin asked what the financial impact to the Department would be as a result of the promotion. Wen said approximately \$4,500, of which 60% would come from County funds. Wen will confirm the figure. **The motion carried 7-0.**

Reports

- Public Issues Leadership Development Conference Report – Michael Krejci

Citizen Member Krejci said he attended the Conference in Washington, D.C. There was a big contingent of advocates on behalf of Extension programs and funding. Krejci included flyers from the National Extension group in the agenda packet. The Smith-Lever Act is the main funding source for Extension programs. Krejci met with Senator Tammy Baldwin and Congressman Paul Ryan, who were both supportive of continuing programming for Extension. Krejci encouraged committee members to write their representatives in support of sustaining the funding for the Smith-Lever Act.

- Capitol Connections Report – Michael Krejci and Christine Wen

Wen said she, Jenny Wehmeier, Krejci, three 4-H Development staff and one youth attended the Capitol Connections day in Madison at the end of April. They met with Representatives Nass, Loudenbeck and August, who expressed support for sustained funding for UW-Extension. Krejci said he also sent letters to our State Senators and the Senate and Assembly leadership of both parties, and encouraged Committee members to do so.

- 4H/Youth Development Report – Deborah Burkman, 4-H/Youth Development Educator and Chelsea Dertz, 4-H/Youth Development Coordinator

Debbie Burkman and Chelsea Dertz distributed information on 4-H Youth Development and Outreach. Burkman said staff found some old 4-H documents from 1944 and put some statistics in their flyers for comparison. Burkman noted that Susan Clark, 4-H support staff, was also instrumental in compiling and developing the flyers. There are currently 749 enrolled in Walworth County 4-H – 449 females and 299 males. There are 83 children in grades K-2; 225 in grades 3-5; 224 in grades 6-8; and 230 grades 9 and up. The majority of the members live in a town with fewer than 10,000 people. There are currently 329 adult volunteers, whose service value is the equivalent of almost eight full-time employees.

Burkman summarized the projects the youth are involved in, of which the most popular is arts and crafts. The flyer listed the annual activities and events, special efforts and outreach that Burkman and Dertz are involved in this year. Staff distributed a needs assessment questionnaire to the public, and from the responses, fostering healthy lives was a top priority. Citizen Member Merwin asked what guidelines county clubs use to accept non-local residents. Burkman said the State of Wisconsin allows non-residents to join, but they can only belong to one club within the State. Merwin asked what is being done to prevent non-residents from taking advantage of the livestock program. Burkman said they could be an FFA member in another county, but can only be claimed once by the Fair office. Merwin commented that most members are involved in arts and crafts; she feels resources are not distributed proportionately at the Fair. She urged staff to meet with the Fair Board to make adjustments to accommodate the change in interest. Supervisor Russell agreed that the exhibit hall is overcrowded and more space is needed to showcase projects.

- 2016 Farm Technology Days Update – Peg Reedy, Executive Secretary

Peg Reedy, Agriculture Educator/Executive Secretary of Farm Technology Days, said the sub-committees have been meeting and there is an all-committee meeting on June 30. Reedy distributed a flyer on a fundraising event at the Snudden farm. Tickets are \$20 and include a meal and beverage and there will be a raffle. More donations than expected are coming in. Reedy noted there were heritage farm signs for sale for \$200. At events throughout the summer, representatives will be distributing brochures for Farm

Technology Days. A local artist has developed a photo of the commemorative tractor, copies of which are available for \$20. There will be Farm Technology Days clothing for sale also. Supervisor Russell said the emblem on the brochure is very well done. Reedy credited Sue Pruessing for the work on the logo.

- UW Extension outreach and educational events
The enclosures are for committee review and information.

Chairperson's Report/Announcements – Chair Kilkenny had no reports or announcements.

Confirmation of Next Meeting. The next committee meeting was confirmed for Monday, September 14, 2015 at 1:00 p.m.

Adjournment

On motion by Citizen Member Merwin, seconded by Vice Chair Staples, Chair Kilkenny adjourned the meeting at 2:05 p.m.

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

DRAFT

**Walworth County Board of Supervisors
Executive Committee Meeting Minutes
Monday, June 15, 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, Supervisor Rich Brandl, Supervisor Nancy Russell and Supervisor Charlene Staples. Vice Chair Kilkenny arrived at 10:05 a.m. A quorum was declared.

Others in Attendance

County Board members: Supervisor Kathy Ingersoll

County staff: County Administrator David Bretl, Sheriff Kurt Picknell and Deputy County Administrator-Finance Nicki Andersen

Members of the public: Walworth County Fair Manager Larry Gaffey and Susan Pruessing, Walworth County Fair Public Relations

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

On motion by Supervisor Brandl, seconded by Supervisor Staples, the May 18, 2015 and June 9, 2015 meeting minutes were approved by voice vote.

Public Comment – There was none.

Appointments

Recommendations regarding County Administrator's nominations

- Community Action, Inc. – appointment of Dr. Mary Ann Kahl

Supervisor Brandl made a motion, seconded by Supervisor Russell, to approve the appointment of Dr. Mary Ann Kahl to the Community Action, Inc. Board. The motion carried 4-0.

Unfinished Business

- Price County Resolution #28-15 – Reassign County Veterans Service Commission to Chapter 59 of the Wisconsin State Statutes

County Administrator Bretl said this was held from last month so he could discuss the resolution with Veterans Service Officer Chris Jordan. The resolution supports placing the duties and responsibilities of the County Veterans Service Offices under Wisconsin Statutes Chapter 59, which is the chapter that deals with county government. Ms. Jordan concurred that no action needs to be taken on this resolution. **Supervisor Russell made a motion, seconded by Supervisor Brandl, to place Price County Resolution #28-15 on file. The motion carried 4-0.** Vice Chair Kilkenny arrived at 10:05 a.m.

New Business

- Introduction of Fair Manager

Sue Pruessing, Walworth County Fair Public Relations, introduced Larry Gaffey, the new Walworth County Fair Manager.

Pruessing reported she received an update from Rod Markin, who is conducting the Fair study. He said the report would be completed after this year's Fair. Pruessing thanked the Committee and Administrator Bretl for their assistance and support of the strategic planning study.

Chair Weber welcomed Mr. Larry Gaffey, the new Fair Manager. Gaffey recently moved here from Wyoming, where he ran a Complex event every year. Before that, Gaffey managed the National Cattle Congress in Iowa. He accepted the job with the Walworth County Fair to take advantage of the unique opportunity and to be closer to family in Iowa. He is looking forward to working with the Walworth County Agricultural Society and said he appreciates the ongoing support of the Fair by Walworth County. Chair Weber asked Gaffey what he foresees for the future of the Fair. Gaffey said he has a business background and previously owned two advertising agencies. He said his goal is to find out what attracts people to the Fair and bring attendance up to 175,000-180,000. He said prices have escalated for bringing in entertainment, and if there isn't a willingness to pay more money for headliners, other ways to attract crowds will have to be identified. He added it is encouraging that this fair has been able to thrive in times when others have had to rely on other types of income; once other revenue streams are used, the focus on the fair itself can get diverted.

Vice Chair Kilkenny said the Fair has become an integral part of the county community, and there are strong opinions on preserving the Fair's traditions. Gaffey said he would like to reach out to young parents to get their children more involved in the Fair so they could develop their own lasting memories. Chair Weber thanked Mr. Gaffey for taking the time to meet with the Committee and said his background and professionalism will be a benefit to the Fair.

- Discussion and possible action regarding body/squad cameras for the Sheriff's Office
Bretl said this request was initially brought to committee in May. Subsequently, Sheriff Picknell has been doing research on the cameras and equipment, and would like to keep investigating costs, potential vendors, and test and evaluate equipment. Picknell said he would apply for the grant and if received, would use it as a pilot program. He anticipates more grants being available in the future for the equipment. Bretl said a budget would ultimately have to be created with the Information Technology department for supporting technology, which will probably cost as least as much as the cameras. Picknell requested this item be placed on hold and he will bring further information to the Committee as it becomes available. **Supervisor Brandl made a motion, seconded by Supervisor Russell, to place consideration of this item on hold pending further research by the Sheriff. The motion carried 5-0.**

- Outagamie County Resolution #10-2015-16 opposing any attempt by the State legislature to eliminate computer aid payments and personal property tax
Vice Chair Kilkenny made a motion, seconded by Supervisor Russell, to place Outagamie County Resolution #10-2015-16 on file. The motion carried 5-0.

- Brown County Resolution supporting the protective status of county correction officers for Wisconsin Retirement System (WRS) purposes
Bretl reported this item was initially introduced in 2013. Act 10 significantly impacted the rights of protected vs. non-protected employees. The issue of placing correction officers in the protected category has been debated for years. Walworth County has a civilian, non-sworn force. If the County were to include correction staff in the protected status, those employees would have to make larger pension contributions. Sheriff Picknell said the advantage of the resolution would be to allow individual counties to choose the option; however, it hasn't been demonstrated if it would prove to be

an economic detriment or a recruitment problem. **Supervisor Staples made a motion, seconded by Supervisor Russell, to place the Brown County Resolution supporting the protective status of county correction officers for Wisconsin Retirement System (WRS) purposes on file. The motion carried 5-0.**

- Brown County Resolution opposing the legalization of marijuana in the State of Wisconsin
Bretl said District Attorney Necci is opposed to legalizing marijuana in Wisconsin. Sheriff Picknell concurred. **Vice Chair Kilkenny made a motion, seconded by Supervisor Staples, to place the Brown County Resolution opposing the legalization of marijuana in the State of Wisconsin on file. The motion carried 5-0.**

Reports/announcements by Chairperson – The Chair had no reports or announcements.

Next meeting date and time – The next meeting was confirmed for Monday, July 20, 2015 at 10:00 a.m.

Claims and Litigation

The committee convened in closed session at 10:41 a.m. on motion and second by Vice Chair 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 present voted “aye.” Remaining in closed session were County Administrator David Bretl, Deputy County Administrator-Finance Nicki Andersen and Supervisor Kathy Ingersoll.

- a) Summons and Complaint – LSCG Fund 17, LLC vs. Mann Bros., Inc., et al.
- b) Notice of Retainer and Request for Surplus - LSCG Fund 17, LLC vs. Mann Bros., Inc., et al.
- c) Notice of Appearance and Claim for Surplus – LSCG Fund 17, LLC vs. Mann Bros., Inc., et al.
- d) Notice of Retainer, Answer of Defendant, City of Elkhorn and Claim for Surplus – LSCG Fund 17, LLC vs. Mann Bros., Inc., et al.

The committee reconvened in open session at approximately 10:45 a.m. on motion and second by Vice Chair Kilkenny and Supervisor Brandl.

Vice Chair Kilkenny made a motion to proceed as discussed in closed session on item a, and to place items b, c and d on file. Supervisor Staples seconded the motion and it carried 5-0.

Adjournment

On motion by Supervisor Brandl, seconded by Supervisor Russell, Chair Weber adjourned the meeting at 10:46 a.m.

DRAFT

**Walworth County Criminal Justice Coordinating Committee
June 12, 2015 Meeting Minutes
Walworth County Judicial Center, Jury Assembly Room
1800 County Road NN, Elkhorn, Wisconsin**

The meeting was called to order by Chair Judge David Reddy at 11:30 a.m.

Roll call was conducted. Members present included Chair Judge David Reddy, Vice Chair Chief Joel Christensen-Chiefs Association, Judge Kristine Drettwan, Judge Phillip Koss, Professor John Kozlowicz, Sheriff Kurt Picknell, Travis Schwantes-Public Defender's Office, District Attorney Daniel Necci, County Board Chair Nancy Russell, County Administrator David Bretl and Elizabeth Aldred-Director of Health and Human Services. A quorum was established.

Others in Attendance:

County staff: Kristy Secord-Court Office Manager and Becky Bechtel, Recording Secretary

Members of the public: Julie Bonogofsky-Southeastern Monitoring and Rob Ireland-*Lake Geneva Regional News*

On motion Sheriff Picknell, seconded by Judge Koss, the agenda was approved by voice vote.

On motion by Professor Kozlowicz, seconded by Travis Schwantes, the April 10, 2015 meeting minutes were approved by voice vote.

Public Comment – There was none.

Unfinished Business

- OWI Court Report – Judge Reddy

Judge Reddy reported that there are currently 38 active participants, four of whom will graduate next week. OWI Court has an 84% completion rate, which will be noted favorably in Dr. Gregory's evaluation.

- Drug Court Report – Judge Reddy

There are 17 active Drug Court participants, ten men and seven women. There are five more prospective enrollees being screened. Judge Reddy was pleased to report that 80% of the participants have signed up for health insurance, which will help pay for treatment and medications.

Housing

Judge Reddy said that most of those in Drug Court have burned bridges with family and friends; consequently, there is a demand for transitional housing. County Administrator Bretl and Director of Health and Human Services Elizabeth Aldred met to discuss housing grant possibilities. Aldred suggested giving housing vouchers for a limited period of time. The voucher system for other Health and Human Services clients has demonstrated improved outcomes. One of the participants has received assistance from Community Action, and another has applied; however, Judge Reddy said the assistance is limited to \$600/month. Judge Reddy said that in Phases II and III of Drug Court, participants are required to work, so the voucher plan would be a good incentive. Aldred added that there is money left over from a 2008 donation from Sal Dimiceli of the Time is Now. The original purpose of the donation was for elimination of OWI offenses. County Administrator Bretl suggested that this Committee approach Mr. Dimiceli to see if he would agree to shift the funds toward transitional housing. Judge Reddy said that the money could be used over a period of several years, with the first year being the pilot program to gauge the effectiveness of the voucher system. **County Board Chair Russell made a motion, seconded by Professor Kozlowicz, to authorize staff to contact Mr. Dimiceli to discuss the use of donated funds**

for transitional housing. The motion carried 10-0. Judge Koss volunteered to go with Bretl to meet with Mr. Dimiceli. District Attorney Necci made contact with two individuals who might be willing to offer housing space. Necci said although the locations may not be ideal, there are other options that could be pursued.

There is a Treatment Court Advisory meeting on June 25. One of the issues Judge Reddy will address is when Court reaches the 25 participant capacity. The County will soon have 23 participants. If waiting lists need to be established, he said they need direction on fair prioritization. He reported that fraternization between Treatment Court participants is becoming problematic, and it is a sensitive issue. County Board Chair Russell stated she is in favor of developing a policy against it. County Administrator Bretl said even if a policy were established enforcement would be difficult. Public Defender Travis Schwantes said there's also a problem if participants are already a couple before entering treatment. Katie Behl, Treatment Court Coordinator, will contact her peers to see how other counties handle participant fraternization.

District Attorney Necci reported on the Heroin Summit in Delavan on May 27. Attendance was low, but it was a good program and Cory Newmann from the Drug Unit did a great job. A videotape of the Summit is currently on YouTube. Judge Drettwan suggested contacting local TV stations to see if they would run the video. Bretl said the video could also be linked on the County's website. Judge Koss suggested contacting local Parent Teacher Organizations to see if they would be willing to help to get younger children involved.

- Evidence Based Decision Making (EBDM) – Judge Koss
Judge Koss met with jail staff a couple of weeks ago concerning cash, signature bonds and monitoring. He is waiting on the proxy and hopes it will be received by August 1, 2015.

- Juvenile Corrections – Judge Koss
Judge Koss said Juvenile Corrections can be taken off the agenda as a regular report item. Health and Human Services is handling that now and has the intake and dispositional reports. Aldred said they should be soon receiving a demonstration tool for juvenile assessments. Judge Koss will advise Kristy Secord to place this report on future committee agendas as information is forthcoming.

New Business

Administrator Bretl asked the Committee to consider budget requests for 2016. Courts Manager Kristy Secord said she didn't think the budget would significantly increase from last year. **Chair Reddy directed that discussion/action concerning 2016 budget requests be placed on the August 7, 2015 agenda.**

Confirmation of Next Meeting – The next meeting was confirmed for Friday, August 7, 2015 at 11:30 a.m.

Adjournment

On motion by Professor Kozlowski, seconded by Sheriff Picknell, Chair Reddy adjourned the meeting at 12:13 p.m.

Walworth County Board of Adjustment

MINUTES

June 10, 2015 - Hearing – 8:30 AM

June 11, 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 June 10 & 11, 2015, in the County Board Room of the Government Center in Elkhorn, Wisconsin. Those present on June 10, 2015, were Chair John Roth, Vice-Chair Elizabeth Sukala and Secretary Ann Seaver. Deb Grube, Senior Zoning Officer and Wendy Boettcher, recording secretary were in attendance. Those present on June 11, 2015, were Chair John Roth, Vice-Chair Elizabeth Sukala and Secretary Ann Seaver. Deb Grube, Senior Zoning Officer, Joseph Pappa and Wendy Boettcher, recording secretary were in attendance. “Sign-in” sheets listing attendees on June 10, 2015, and June 11, 2015, are kept on file as a matter of record.

The June 10, 2015, hearing was called to order by Chair John Roth at 8:30 A.M. Wendy Boettcher conducted roll call and verified that there was a quorum. Those present were same as listed above. **Ann Seaver motioned to approve the agenda as amended to postpone #2. Timothy R. & Renee A. Richter Trust, owner / Spring Prairie Township. Seconded by Elizabeth Sukala. Motion carried. 3-favor, 0-oppose. Elizabeth Sukala motioned to approve the May 13 & 14, 2015, Minutes and dispense with the reading. Seconded by Ann Seaver. Motion carried. 3-favor, 0-oppose. After testimony of all cases, Elizabeth Sukala motioned to recess until 8:30 A.M. on Thursday, June 11, 2015. Seconded by Ann Seaver. Motion carried. 3-favor, 0-oppose.** The June 10, 2015, hearing went into recess at approximately 11:10 A.M.

On June 11, 2015, at 8:30 A.M., Chair John Roth called the decision meeting to order. Wendy Boettcher conducted roll call and verified that there was a quorum. Those present were same as listed above. John Roth and Joseph Pappa took the Oath of Office. John Roth’s term expires June 30, 2018. Joseph Pappa’s term expires June 30, 2016. **Ann Seaver made a motion to nominate John Roth for the position of Chair. Seconded by Elizabeth Sukala. Motion carried. 3-favor, 0-oppose. Ann Seaver made a motion to nominate Franklin Jones for the position of 1st Alternate. Seconded by Elizabeth Sukala. Motion carried. 3-favor, 0-oppose. Ann Seaver made a motion to nominate Joseph Pappa for the position of 2nd alternate. Seconded by Elizabeth Sukala. Motion carried. 3-favor, 0-oppose. Ann Seaver motioned to approve the agenda as amended to postpone #2. Timothy R. & Renee A. Richter Trust, owner / Spring Prairie Township. Seconded by Elizabeth Sukala. Motion carried. 3-favor, 0-oppose. After the decisions were completed, Elizabeth Sukala motioned to adjourn until the July 8, 2015, hearing at 8:30 A.M. Seconded by Ann Seaver. Motion carried. 3-favor, 0-oppose.** The June 11, 2015, decision meeting adjourned at approximately 9:26 A.M.

Eight variance hearings were scheduled and details of the June 10, 2015, hearings and the June 11, 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 #8:34:58 – 8:58:59 / Decision – Count #8:37:21 – 8:48:28

The First Hearing was Lake Delavan Highlands Association Inc., owner, c/o Rosalind Duczak – Section(s) 31 – Delavan Township

Applicants are requesting a variance from Section(s) 74-167 / 74-181 / 74-221 of Walworth County's Code of Ordinances – Shoreland Zoning to permit the location of a bench, swing and light pole in the shore yard.

REQUIRED BY ORDINANCE: The Ordinance requires a 75' shore yard setback for all structures.

VARIANCE REQUEST: The applicants are requesting (at the closest point) an approximate 8' and 16' shore yard setback for a bench, an approximate 17' and 28' shore yard setback for a swing and an approximate 6' shore yard setback for a light pole. The request is a variance from Section(s) 74-167 / 74-181 / 74-221 of Walworth County's Code of Ordinances – Shoreland Zoning to permit the location of a bench, swing and light pole in the shore yard.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of June 10 & 11, 2015, for the petition of Lake Delavan Highlands Association Inc., owner, c/o Rosalind Duczak, voted to **APPROVE** the request (at the closest point) for an approximate 8' and 16' shore yard setback for a bench and an approximate 6' shore yard setback for a light pole and voted to **DENY** the variance request for an approximate 17' and 28' shore yard setback for a swing.

A motion was made by Ann Seaver to split the variance in two parts. The lights first and then the bench and the swing second. Seconded by Elizabeth Sukala. Motion carried. 2-favor 1-oppose (John Roth)

A motion was made by Elizabeth Sukala to approve the four light posts to be installed. Seconded by Ann Seaver. Motion carried. 3-favor 0-oppose

A motion was made by Ann Seaver to deny the bench and the swing. Seconded by John Roth for discussion.

Ann Seaver rescinded her motion. John Roth rescinded his second.

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

BOARD OF ADJUSTMENT FINDINGS:

APPROVAL of the (4) light pole(s): The Board found to approve the variance request for the lighting would improve public safety and deter vandalism and theft. The Board found to approve the variance request would provide additional lighting for the stairs going up the high banks to the road. The Board found to approve the variance request would also improve water safety in illuminating the fact that the channel narrows at that point. The Board found to approve the variance request would cause no harm to public interests. The Board found the proposed lighting

would match the existing lighting.

APPROVAL of bench: The Board found to approve the variance request for the bench would cause no harm to public interests. The Board found to approve the variance request and provide additional seating would benefit the public.

DENIAL OF SWING: The Board found to approve the variance request for the swing would add to the already many structures in the shoreyard. The Board found no unique property limitations and the request was personal to the Association. The Board found to approve the variance request would create more impervious surface and would not protect the public's interest in navigable waters. The Board found to approve the variance request with concrete under the swing would make an unsafe environment for children.

There was one letter of support from an adjacent property owner and a Lake Delavan Highlands Association member spoke in support. A neighboring property owner spoke in opposition.

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

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

The Second Hearing was Timothy R. & Renee A. Richter Trust, owner / Attorney Theodore N. Johnson of Godfrey, Leibsle, Blackbourn & Howarth, S.C., applicant – Section(s) 24 – Spring Prairie Township

Applicants are requesting a variance from Section(s) 74-51 of Walworth County's Code of Ordinances – Zoning to construct a contractor's storage building on land proposed to be rezoned to A-4.

REQUIRED BY ORDINANCE: The Ordinance requires a 75' side yard setback.

VARIANCE REQUEST: The applicants are requesting a 10' side yard setback. The request is a variance from Section(s) 74-51 of Walworth County's Code of Ordinances – Zoning to construct a contractor's storage building on land proposed to be rezoned to A-4.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of June 10 & 11, 2015, did not vote on the petition of Timothy R. & Renee A. Richter Trust, owner, Attorney Theodore N. Johnson of Godfrey, Leibsle, Blackbourn & Howarth, S.C., applicant.

BOARD OF ADJUSTMENT FINDINGS: The variance request has been postponed at the applicant's request.

Hearing – Count #8:59:15 – 09:19:33 / Decision – Count #8:48:29 – 8:53:03

The Third Hearing was Michael Fields Agricultural Institute Inc., owner / Linda L. Gray of Oleniczak & Gray LLC, applicant – Section(s) 30 – East Troy Township

Applicants are requesting a variance from Section(s) 74-53 of Walworth County's Code of Ordinances – Zoning to convert a barn into a dormitory, offices and conference room within 50'

setback.

REQUIRED BY ORDINANCE: The Ordinance requires a 50' street yard setback.

VARIANCE REQUEST: The applicants are requesting a 3.63' street yard setback. The request is a variance from Section(s) 74-53 of Walworth County's Code of Ordinances – Zoning to convert a barn into a dormitory, offices and conference room within 50' setback.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of June 10 & 11, 2015, for the petition of Michael Fields Agricultural Institute Inc., owner / Linda L. Gray, Oleniczak & Gray LLC, applicant, voted to **APPROVE** the request for a 3.63' street yard setback.

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

BOARD OF ADJUSTMENT FINDINGS: The Board found the unique property limitations to be the road running along the Institute to not be heavily travelled. The Board found the barn has existed for a number of years without incident and would be a hardship to remove the portion of the barn too close to the road. The Board found the Institute has an agreement with the Town of East Troy (dated February 5, 2003) to not expand the barn to encroach further into the road right-of-way and has an agreement in place in the event the Town should desire to expand Townline Road. The Board found no harm to public interests and to approve the variance request would allow the Institute to continue the agricultural education programs which ultimately benefit the public. The Board found to deny the variance request would cause unnecessary hardship in not allowing expansion of the existing intern program. The Board found the variance request did meet the criteria necessary for approval. The Board found the Institute did receive Town approval. There was one letter of support from the Town of East Troy. There was no opposition.

Hearing – Count #9:19:51 – 9:39:15 / Decision – Count #8:53:04 – 8:55:59

The Fourth Hearing was Joseph J. & Janice E. Bores Trust, owner – Section(s) 24 Darien Township

Applicants are requesting a variance from Section(s) 74-55 / 74-90 of Walworth County's Code of Ordinances – Zoning to permit the location of a greenhouse and two sheds.

REQUIRED BY ORDINANCE: The Ordinance requires a 65' street yard setback from County Road X and a 50' street yard setback from Elm Ridge Road and a 24' 6" street yard setback (established yard).

VARIANCE REQUEST: The applicants are requesting a 48.4' street yard setback from a County road and an 11.7' and 10.9' street yard setback from a Town road. The request is a variance from Section(s) 74-55 / 74-90 of Walworth County's Code of Ordinances – Zoning to permit the location of a greenhouse and two sheds.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of June 10 & 11, 2015, for the petition of Joseph J. & Janice E. Bores Trust,

owner, voted to **APPROVE** the request for a 48.4' street yard setback from a County road and an 11.7' and 10.9' street yard setback from a Town road.

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

BOARD OF ADJUSTMENT FINDINGS: The Board found the business parcel to be small in size. The Board found the parcel has been used for the operation of the greenhouse and garden center for a number of years without complaint. The Board found to deny the variance request and require buildings to be removed would cause unnecessary hardship for the operation of the business. The Board found County Hwy X had expanded and the existing sheds did have permits many years ago. The Board found the prospective new owner intends to run the business "as is" which includes use of all existing structures. The Board found to deny the variance request and require relocation of existing structures would make it difficult to navigate vehicles due to the narrow lot width. The Board found to approve the variance request would cause no harm to public interests. The Board found the roads abutting the parcel to not be heavily travelled. The Board found the applicant has support from the Town. There was one letter of support from the Town of Darien. The prospective new owner and Attorney Anthony A. Coletti spoke in support. There was no opposition.

Hearing – Count #9:39:35 – 10:02:34 / Decision – Count #8:56:00 – 9:00:22

The Fifth Hearing was Timothy R. & Mari J. Z. Leroy, owners – Section(s) 5 – East Troy Township

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

REQUIRED BY ORDINANCE: The Ordinance requires a 73.2' shore yard setback (average).

VARIANCE REQUEST: The applicants are requesting a 26.8' shore yard setback. The request is a variance from Section(s) 74-167 / 74-181 / 74-221 of Walworth County's Code of Ordinances – Shoreland Zoning to construct a deck and stairway.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of June 10 & 11, 2015, did not vote on the petition of Timothy R. & Mari J. Z. Leroy, owners.

A motion was made by Ann Seaver to postpone this until the applicants go before the Town of East Troy Board. Seconded by John Roth. Motion carried. 3-favor 0-oppose

BOARD OF ADJUSTMENT FINDINGS: The Board found to POSTPONE the variance request until the applicants go before the Town of East Troy Board. The Board found the Walworth County Zoning Variance application form and notice of requirements recommends the applicant present the proposal to the Clerk of the applicable Town Board. The Board found it has been the policy of the Walworth County Board of Adjustment for the past several years to desire to hear from the Town Boards and Town Planning Commissions on variance decisions and conditional uses.

Hearing – Count #10:07:53 – 10:26:05 / Decision – Count #9:00:23 – 9:02:29

The Sixth Hearing was Sandra K. Smith, owner – Section(s) 11 – Sugar Creek Township

Applicant is requesting a variance from Section(s) 74-38/ 74-54 / 74-92 of Walworth County's Code of Ordinances – Zoning to construct an accessory structure (garage).

REQUIRED BY ORDINANCE: The Ordinance requires a 25' street yard setback and a 15' side yard setback.

VARIANCE REQUEST: The applicant is requesting a 15' street yard setback amended to a 20' street yard setback at the hearing and a 3' side yard setback. The request is a variance from Section(s) 74-38 / 74-54 / 74-92 of Walworth County's Code of Ordinances – Zoning to construct an accessory structure (garage).

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of June 10 & 11, 2015, for the petition of Sandra K. Smith, owner, voted to **APPROVE** the request for a 20' street yard setback and a 3' side yard setback.

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

BOARD OF ADJUSTMENT FINDINGS:

The Board found unique property limitations in the oddly shaped lot with a steep slope at the back of the property and a utility pole located on the east side of the parcel. The Board found the septic system and well locations limited options for safe placement of the accessory structure on the parcel. The Board found to deny the variance request would cause unnecessary hardship. The Board found to approve the variance request would permit needed storage. The Board found the owner had reduced the variance request from a 15' street yard setback to a 20' street yard setback in an effort to conform to the ordinance requirements and provide safer access onto the road. The Board found the owner had worked with the Town Plan Commission and the Town Board to address their concerns. The Board found no objections from the neighboring property owners. There was one letter of support from a neighboring property owner. There was a letter from the Town of Sugar Creek with a recommendation of denial by the Plan Commission and a vote to table by the Town Board.

Hearing – Count #10:26:06 – 10:35:50 / Decision – Count #9:02:30 – 9:08:07

The Seventh Hearing was Jeffrey J. Mikulski, owner – Section(s) 26 – Whitewater Township

Applicant is requesting a variance from Section(s) 74-181 / 74-221 of Walworth County's Code of Ordinances – Shoreland Zoning to construct an addition (garage / deck) to a residence.

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

VARIANCE REQUEST: The applicant is requesting a 15.56' street yard setback. The request is a variance from Section(s) 74-181 / 74-221 of Walworth County's Code of Ordinances – Shoreland Zoning to construct an addition (garage / deck) to a residence.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of June 10 & 11, 2015, for the petition of Jeffrey J. Mikulski, owner, voted to **APPROVE** the request for a 15.56' street yard setback.

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

BOARD OF ADJUSTMENT FINDINGS: The Board found options for placement of the garage and deck to be limited due to the residence being built into the hill and the location of the well and septic system. The Board found to approve the variance request would permit winter storage for vehicles. The Board found to approve the variance request would cause no harm to public interests as the residence is located on a dead-end road. The Board recommends the deck to have a railing per codes to address safety concerns. There was no support. There was no opposition.

Hearing – Count #10:35:51 – 11:10:03 / Decision – Count #9:08:08 – 9:23:08

The Eighth Hearing was Michael F. & Bonita Crivolio, owners – Section(s) 32 – Delavan Township

Applicants are requesting a variance from Section(s) 74-167 / 74-181 / 74-221 of Walworth County's Code of Ordinances – Shoreland Zoning to construct an addition (roof alterations) to a residence, reconstruct a patio and permit the location of a deck.

REQUIRED BY ORDINANCE: The Ordinance requires a 35' shore yard setback (average).

VARIANCE REQUEST: The applicants are requesting an 18.05' shore yard setback for a residence, an approximate 9' shore yard setback for a deck and a 0' shore yard setback for a patio. The request is a variance from Section(s) 74-167 / 74-181 / 74-221 of Walworth County's Code of Ordinances – Shoreland Zoning to construct an addition (roof alterations) to a residence, reconstruct a patio and permit the location of a deck.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of June 10 & 11, 2015, for the petition of Michael F. & Bonita Crivolio, owners, voted to **APPROVE** the request for an 18.05' shore yard setback for an addition (roof alterations) to a residence and an approximate 9' shore yard setback for a deck and voted to **APPROVE with condition** a 0' shore yard setback for a patio.

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

A motion was made by Ann Seaver to approve the concrete patio with the condition the curves are removed and to approve the deck and the repair for the concrete underneath the deck. Seconded by Elizabeth Sukala. Motion carried. 3-favor 0-oppose

BOARD OF ADJUSTMENT FINDINGS:

APPROVAL of addition (roof alteration): The Board found the roof to be in need of repair. The Board found to approve the variance request to change from a flat roof to a pitched roof would cause no harm to public interests. The Board found to deny the variance request for the roof

alteration would cause unnecessary hardship.

APPROVAL of the deck: The Board found the existing deck and concrete under the deck to be in need of repair. The Board found to approve the repairs will address safety concerns. The Board found the owner to be limited in options for placement of a deck on the parcel. The Board found it would cause unnecessary hardship to deny the variance request for the deck.

APPROVAL with condition of the patio: The Board found to approve the variance request for the patio with the condition the two bumpout portions of the concrete toward the Channel be removed to straighten the path consistent with a plan submitted by the contractor at the decision meeting. The Board found the proximity to the Channel to be a unique property limitation. The Board found to approve the variance request with the condition will reduce impervious surface in the shore yard, improve drainage and address runoff issues with the Channel which feeds into Delavan Lake. The Board found to require removal of all concrete in the shore yard will lessen the integrity of the existing seawall. The Board found to approve the variance request would cause no harm to public interests.

There were letters of support from the Town of Delavan, the President of the South Shore Manor Improvement Association and four neighboring property owners. There was no opposition.

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

Other

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

Staff Reports

- A. Court cases update - none
- B. Distribution of reports, handouts and correspondence - none
Board members received a copy of a court decision that will be incorporated into the Board of Adjustment Training session proposed to be held July 9, 2015.

Proposed discussion for next agenda

The following items were requested to be put on the July 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.

DRAFT

**Walworth County Board of Supervisors
June 9, 2015 Special 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 5:05 p.m.

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

Others in Attendance

County Board Supervisors: Rich Brandl, Tim Brellenthin, Ken Monroe, Charlene Staples and Dave Weber

County staff: Comptroller Jessica Conley; County Administrator David Bretl; Veterans Service Officer Chris Jordan; County Engineer Joe Kroll; County Clerk Kim Bushey; Risk/Benefits Manager Lisa Henke; Special Education Director Tracy Moate; Deputy Corporation Counsel/Director of LURM Michael Cotter

On motion by Supervisor Schaefer, seconded by Vice Chair Kilkenny, the agenda was approved by voice vote.

On motion by Supervisor Ingersoll, seconded by Supervisor Schaefer, the May 21, 2015 meeting minutes were approved by voice vote.

There was no Public Comment or Unfinished Business.

New Business

- Resolution 27-06/15 Accepting a Donation of \$597.86 from Disabled American Veterans Auxiliary, State Department of Wisconsin, Child Welfare Program, for the Benefit of Veterans with Children
Veterans Service Officer Chris Jordan reported that the Veterans Office received an unsolicited donation from the Disabled American Veterans Auxiliary in the amount of \$597.86 to be distributed to veterans in need who have children. The donation will be distributed in the form of gift cards.

Vice Chair Kilkenny made a motion, seconded by Supervisor Yvarra, to recommend Board approval of Resolution 26-06/15. The motion carried 5-0.

- Ordinance 933-06/15 Amending Section 30-156 of the Walworth County Code of Ordinances Relating to Acceptance and Use of Donations to the Veterans Service Office
Comptroller Jessica Conley said the purpose of the Ordinance was to allow the Veterans Service Office to accept future donations of less than \$5,000 which are restricted by the donor for a specific purpose. **Vice Chair Kilkenny made a motion, seconded by Supervisor Ingersoll, to recommend Board approval of Ordinance 933-06/15. The motion carried 5-0.**

Correspondence - There was none.

Confirmation of next meeting date and time. The next meeting date was confirmed for Thursday, June 18, 2015 at 9:30 a.m.

Adjournment - On motion by Vice Chair Kilkenny, seconded by Supervisor Ingersoll, Chair Russell adjourned the meeting at 5:10 p.m.

DRAFT

**Walworth County Board of Supervisors
Executive Committee Special Meeting Minutes
Tuesday, June 9, 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 4:34 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, Kathy Ingersoll, Ken Monroe and Joe Schaefer

County staff: County Administrator David Bretl; Lakeland Health Care Center Administrator Bernadette Janiszewski; Health and Human Services Director Elizabeth Aldred; Comptroller Jessica Conley; Veterans Service Officer Chris Jordan

Members of the public: Thomas Eck, Dean Logterman, Harold Shortenhaus, Joseph Pappa and John Roth

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

Public Comment – None

Appointments

Recommendations regarding County Administrator's nominees:

- Walworth County Metropolitan Sewerage District (WalCoMet) – Interviews of Thomas Eck, Dean Logterman, and Harold Shortenhaus

Thomas Eck, Dean Logterman and Harold Shortenhaus answered nine questions concerning their residency, experience, qualifications, potential conflicts of interest, and interest in serving on the Commission. **Vice Chair Kilkenny made a motion, seconded by Supervisor Russell, to approve the nominations of Thomas Eck, Dean Logterman and Harold Shortenhaus to serve on the Walworth County Metropolitan Sewerage District Commission. The motion carried 5-0.**

- Board of Adjustment (BOA) – Interviews of nominees John Roth and Joseph Pappa
Chair Weber asked Mr. Roth and Mr. Pappa nine questions concerning their residency, experience with the Land Use Resource Management Department/Zoning Agency and/or Board of Adjustment, feelings about growth in Walworth County, personal qualities which would make them good candidates, potential conflicts of interest, restrictions on attending meetings, and reason for applying. Supervisor Russell asked Mr. Pappa if he was committed to upholding County regulations and ordinances. Pappa answered affirmatively. **Supervisor Staples made a motion, seconded by Supervisor Russell, to recommend appointment of John Roth and Joseph Pappa to the Walworth County Board of Adjustment. The motion carried 5-0.**

- Aging & Disability Resource Center Governing Board (ADRC) – Appointment of Judith Atkinson
Vice Chair Kilkenny made a motion, seconded by Supervisor Brandl, to recommend the appointment of Judith Atkinson to serve as a citizen member on the Aging and Disability Resource Governing Board. The motion carried 5-0.

New Business

- Resolution Recognizing Chancellor Richard J. Telfer for his Years of Service to the University of Wisconsin-Whitewater and Walworth County

Supervisor Russell offered a motion, seconded by Vice Chair Kilkenny, to recommend approval of the resolution recognizing Chancellor Richard J. Telfer for his years of service to the University of Wisconsin-Whitewater and Walworth County. The motion carried 5-0.

- Resolution Recognizing and Commending Paul D'Amico on this Achievement of the Rank of Eagle Scout

Vice Chair Kilkenny made a motion, seconded by Supervisor Staples, to recommend approval of the resolution commending Paul D'Amico on achieving the rank of Eagle Scout. The motion carried 5-0.

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

Next meeting date and time – The next meeting was confirmed for Monday, June 15, 2015 at 10:00 a.m.

Adjournment

On motion by Supervisor Brandl, seconded by Supervisor Russell, Chair Weber adjourned the meeting at 4:59 p.m.

DRAFT

**Walworth County Board of Supervisors
Lakeland Health Care Center Board of Trustees Meeting Minutes
Tuesday, June 9, 2015 3:45 p.m.
Walworth County Government Center
County Board Room 114
100 West Walworth Street, Elkhorn, WI 53121**

The meeting was called to order at 3:45 p.m. by Chair Monroe.

Roll call was conducted. Members present included Chair Ken Monroe, Vice Chair Tim Brellenthin, Supervisor Joe Schaefer, and Supervisor Charlene Staples. Supervisor Kathy Ingersoll arrived at 3:46 p.m. A quorum was declared.

Others in Attendance:

County Board Supervisors: Nancy Russell and David Weber

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

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

On motion by Supervisor Schaefer, second by Supervisor Staples, the April 29, 2015 meeting minutes were approved by voice vote.

Public Comment – There was none.

New Business

- Discussion and possible action regarding a review of the position of Resident Liaison as requested by Supervisor Charlene Staples.

Supervisor Staples commented on the Resident Liaison position for Lakeland Health Care Center (LHCC) that was voted on by the LHCC Board of Trustees last September. Staples stated she received several questions about the position. Bernadette Janiszewski reported the position spends approximately 80 percent of their time with the residents and that a synopsis of the position was included in the agenda packet. She stated the position was created with customer service programs in mind and is still under review. She said this position saves others (i.e. social workers, recreation person) time upon admission by taking information from family members prior to admission, working with family members so they are better equipped to visit the care center, schedules and implements spa techniques (two days a week) for calming the residents, etc. Janiszewski spoke of hospitals discharging patients as early in the day as possible and the difficulty of admissions after 2:00 p.m. This person is the go between when setting up orders and obtaining medications. This position ties together the facility, family and workers so the Certified Nurse Assistants (CNAs) have more time with the residents and paperwork.

Supervisor Staples listed a few responsibilities of a CNA and asked why the Resident Liaison couldn't be in charge of making the room ready for new admits. Janiszewski recommended anyone with questions regarding the position visit with her or attend a team meeting. She added that the intention of this position was never to make beds or to perform everyday chores. She said this position is not clerical and a CNA needs to be involved for outings.

Administrator Bretl stated that if there were additional questions regarding the position as it was presented, then the committee should probably have more discussion.

Chair Monroe stated the position has only been in place for approximately 6 months and more time should be given to see what becomes of the position and to give Janiszewski time to address the matter at hand.

- **Chiller/Generator Project**

Janiszewski introduced Jason LaRosh and Chuck Statton from Angus Young Architects to speak on the chiller/generator project. Janiszewski gave a brief description of the current situation as presented in the Chiller and Generator Upgrades-Cost Estimates documentation. She stated Angus Young Architects was hired to provide guidance and clarification of the available options. She stated the addition of the chiller to the generator increases the project cost. She said it will require switching from natural gas to diesel fuel while only gaining approximately 24 hours of additional operation time. The problem of switching to diesel fuel is that State and Federal regulations require a guaranteed/contracted fuel supplier. Janiszewski gave a brief overview of the cost estimates and recommended purchasing only the redundant chiller. She stated the chiller will require additional funds, but said there is a building reserve fund to cover the costs. Bretl stated that he is convinced based on feedback that the chiller/generator option is not the best choice due to cost. Bretl also recommended action regarding the chiller contingency.

Supervisor Schaefer made a motion, second by Supervisor Staples, to refer the Chiller/Generator Project to the Public Works Committee. Motion carried 5-0

Bretl alerted the committee of the time constraints and offered the option of postponing the remaining agenda items until the next LHCC meeting.

Supervisor Staples made a motion, second by Supervisor Brellenthin, to postpone Item #7c, Annual Survey Results; Item #7d, Training Sessions to Reduce Workers Comp Incidents; Item #8a, Administrator's Report; Item #9, Correspondence; Item #10, Announcements; Item #11, Upcoming Events to the next meeting. Motion carried 5-0

Confirmation of Next Meeting – The next meeting was confirmed for June 17, 2015 at 1:00 p.m.

Adjournment

On motion by Supervisor Brellenthin, second by Supervisor Staples, Chair Monroe adjourned the meeting at 4:30 p.m.

Submitted by Trisha Sommers, 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
Children with Disabilities Education Board and
Human Resources Committee
June 1, 2015 Joint Meeting Minutes
Walworth County Government Center, County Board Room 114
100 West Walworth Street, Elkhorn, Wisconsin**

The meeting was called to order at 3:00 p.m. by Human Resources Committee Chair Brandl.

Roll call

Children with Disabilities Education Board (CDEB):

The following members were present: Chair David Weber, Secretary Ken Monroe, Supervisors Kathy Ingersoll, Joe Schaefer and Charlene Staples. A quorum was declared.

Human Resources Committee:

The following members were present: Chair Rich Brandl, Vice Chair Tim Brellenthin, Supervisors Kathy Ingersoll, Ken Monroe and Rick Stacey. A quorum was declared.

Others in Attendance:

County Board Supervisors: County Board Chair Nancy Russell

County staff: County Administrator David Bretl; Human Resources Director Dale Wilson; Director of Special Education Tracy Moate

On motion by Supervisor Stacey, seconded by Supervisor Staples, the agenda was approved by voice vote.

Public comment – There was none.

New Business

- Amending Sections 15-17, 15-324, 15-357, 15-359 and 15-360 of the Walworth County Code of Ordinances Relating to Children with Disabilities Education Board Changes

Human Resources Director Dale Wilson said when the incumbent School Psychologist gave her notice of retirement, he and Director of Special Education Tracy Moate began recruitment for the position. They didn't receive many applications, and the one qualified candidate's asking wage/current wage was known to be significantly higher than what the position is currently being paid. Moate researched the Department of Public Instruction (DPI) salary ranges, and discovered that the County's wage was lower than the wages being paid to employees of our area school districts. The current school pay plan, the County's management pay plan, proposed updates showing the proposed reclassification of the positions, and job descriptions for the School Psychologist/Director of Pupil Services and the Director of Curriculum and Instruction were included in the packet. Human Resources Committee Chair Brandl asked if comparisons to other districts were equitable, given the uniqueness of Lakeland School. Moate said the School's initiatives are different; special needs issues are more litigious and less homogenous. Wilson said the labor pool of those likely to apply for the position have generally the same education and work history; the County has to be competitive in order to attract qualified candidates. Moate said the job titles couldn't be changed because of state and federal funding requirements. The proposed position requires a master's degree and 70 extra credits of special school certification. CDEB Chair Weber asked how this reorganization might affect the county if other departments began requesting to do the same. Wilson said he hoped the last countywide market study conducted before he became Director was credible, and added that Human Resources would be conducting another study in the near future. This request is being presented before the 2016 budget process because the School's fiscal year is different, the contract is due June 15, and the position must be filled to maintain the School's certification. Brandl

asked why the School Psychologist/Director of Pupil Services and Director of Curriculum both had supervisory responsibilities, and Moate replied the Psychologist is more involved with analytic supervision, and the Director of Curriculum is more directly involved with the teachers and teaching assistants.

The other part of the School reorganization proposal is to adjust the schedules of those management team members working 217 days per year to 260 days per year, which will eliminate the stipend formerly paid to those working beyond their contract days. Wilson said funding for the proposed reorganization can be covered for the remainder of 2015 with existing budget. Future years' budgets will have to be adjusted. Moate added four individuals will be transferred to the districts next year, so she will most likely not have to ask for additional funds in 2016. **Supervisor Monroe made a motion, seconded by Supervisor Schaefer, to approve the Ordinance Amending Sections 15-17, 15-324, 15-357, 15-359 and 15-360 of the Walworth County Code of Ordinances Relating to Children with Disabilities Education Board; and to authorize staff to begin recruitment prior to approval by the County Board, but no offer to a prospective candidate shall be made until Board approval is received. The motion carried: Human Resources Committee 5-0; CDEB 5-0.**

Confirmation of next meetings.

Human Resources: The next meeting was confirmed for Wednesday, June 17, 2015 at 3:30 p.m.

CDEB: The next meeting was confirmed for Wednesday, June 17 at 5:00 p.m.

Adjournment

On motion by CDEB Chair Weber, seconded by Human Resources Committee Vice Chair Brellenthin, the meeting adjourned at 3:27 p.m.

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

Walworth County Board of Supervisors

DRAFT

June 1, 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 1:34 p.m.

Roll call was conducted. Members present included Chair Nancy Russell; Health and Human Services Board Chair Ken Monroe; Lori Muzatko, Division Manager-Aging/Long Term Care and Resource Support; Citizen Members James Davis, Jerry Grant, Jeni Hallatt, Susan Leffelman and Cynthia Simonsen. Vice Chair Andrew Kerwin was excused. A quorum was declared.

Others in Attendance

County Staff: David Bretl, County Administrator

Members of the public: David Lowe, Transportation Consultant; Treatment Court Coordinator Katie Behl

On motion by Citizen Members Hallatt and Grant, the agenda was approved by voice vote.

On motion by Citizen Member Grant and Division Manager-Aging/Long Term Care and Resource Support Muzatko, the May 4, 2015 meeting minutes were approved by voice vote.

Public Comment – There was none.

New Business

- Approval of 2016 contract with VIP Services, Inc. for specialized transportation services
County Administrator Bretl said the draft agreement includes the same language and rates as the 2015 year. Chair Russell asked if the transportation categories included on the Finance Department's transportation budget and ridership statistics report could be included in the contract. If approved, the agreement will go to the Finance Committee for approval. **HHS Board Chair Monroe made a motion, seconded by Citizen Member Grant, to approve the 2016 Agreement for Specialized Transportation Services. The motion carried 7-0. Cynthia Simonsen abstained.**

- Discussion and possible action regarding expansion of transportation services – David Lowe
- Discussion and possible action regarding addressing transportation needs for treatment court participants
- Discussion and possible action concerning application for 5311/85.20 grant

David Lowe, Transportation Consultant, said all three of the above items could be discussed together. Lowe met with Cynthia Simonsen, Executive Director of VIP Services, and her staff to discuss if there is a way under the current contract to begin service expansion. He said there isn't anything right now that can be done within the existing program and funding streams. In June, Lowe will be riding buses for a few days to talk with passengers about what they think works, what needs improvement, and what other transportation services they would utilize.

Lowe contacted the State of Wisconsin Transit Division. In the State budget, Walworth County is listed as a transportation system. In order to be eligible for 5311 funding in 2016, the County needs to submit a letter of intent to the State. The letter of intent does not obligate the county to apply for funds.

Lowe said Lori Muzatko notified him that the 5310 program application cycle is now starting. Ms. Simonsen said the specific application should be released in mid-June. Both the 5310 and 5311 programs pay 80% of the capital costs. The 5310 program is competitive; under the 5311 program, if the county is

eligible and there are available program funds, they are usually awarded. The 5311 program applications are due October 15, and the final revised application is due December 31. Simonsen said she needs a decision as to whether or not the Committee wants to apply for 5310 funds, as VIP Services prepares and submits the application. Lowe explained the difference in the funding structures between 5310 and 5311 programs. The 5310 program is for vehicles only, and the 5311 program is for operating and capital expenses. Under the 5311 program, the County would own the vehicles purchased for the 20% not covered by the program and lease them to the vendor, who would pay for maintenance and repairs, insurance, fuel and drivers. The County's fees from the transportation provider would be reduced because replacement costs would be removed from the contract. Muzatko said under the 5310 program, VIP Services has submitted the applications, received the funding and leased the vehicles to the County. Bretl said because the 5310 grant wasn't included on this agenda, it would be placed on the July 6 meeting agenda. **Citizen Member Hallat made a motion, seconded by HHS Board Chair Monroe, to authorize the County to submit a letter of intent for the 5311 program, and to place the authorization for VIP Services to submit the 5310 program application on the July 6, 2015 meeting agenda. The motion carried 8-0.** Lowe added that by October of this year, the proposed needs and expansion of the system will most likely be identified, but the earliest implementation of any changes would be during 2016.

Lowe said he met with Treatment Court Coordinator Katie Behl to assess Treatment Court participants' needs. Currently, participants need transportation approximately four days a month. There needs to be a way to incorporate their transport with other regularly scheduled trips. Treatment Court Coordinator Katie Behl said she could possibly request transportation funding in the 2016 budget. Behl said the projected ridership numbers are low because most Treatment Court participants prefer the convenience and flexibility of riding with friends to scheduled appointments. Behl added that the current 48 hours' notice for a ride could be problematic, as there are last-minute appearances requiring participant attendance.

Reports

- Transportation budget and ridership statistics

Chair Russell noted that as of June 1 the revenues used were 28.8%, so the budget is on target.

Announcements – Chair Russell had no announcements or reports.

Confirmation of Next Meeting dates: The next regular meeting is Monday, July 6 at 1:30 p.m. There will be no August committee meeting. The September meeting will be held on Monday, August 31 at 1:30 p.m.

Adjournment

On motion by HHS Board Chair Monroe, seconded by Citizen Member Hallatt, Chair Russell adjourned the meeting at 2:21 p.m.

DRAFT

**Walworth County Aging & Disability Resource Center Governing Board
June 1, 2015 Meeting Minutes
Walworth County Health and Human Services Center
W4051 County Road NN, Elkhorn, WI 53121**

The meeting was called to order at 9:10 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.

Others in attendance:

Health and Human Services Director Elizabeth Aldred; Lori Muzatko, Division Manager-Aging/Long Term Care and Resource Support; Jennifer Selz, ADRC Supervisor; Anne Prince, Nutrition Program Supervisor; Becky Bechtel, Recording Secretary; Judy Atkinson, Aging and Disability Resource Center Governing Board Member nominee

On motion by Board Member Scheuerman made a motion to consider items under New Business before Unfinished Business. Board Member Kelly seconded the motion, and the amended agenda was approved by voice vote.

On motion by Board Member Polachowski, seconded by Board Member Kelly, the May 4, 2015 meeting minutes were approved by voice vote.

Chair Duncan introduced Judy Atkinson, Board nominee, and the Board and staff introduced themselves.

Public Comment – There was none.

New Business

- **Meet & Greet** – Elizabeth Aldred, Director of Walworth County Health and Human Services (HHS)

Lori Muzatko, Division Manager-Aging/Long Term Care and Resource Support introduced Elizabeth Aldred, Director of Health and Human Services. Aldred started working with Walworth County nine years ago as the Mental Health Division Manager. She then became Deputy Director of HHS and was appointed Director when Linda Seemeyer retired. Before coming to Walworth County, Aldred worked in Milwaukee and Racine Counties in mental health. She got her master's degree in social work from the University of Chicago. She grew up in Illinois and has lived in Wisconsin since 1994. Aldred has a brother who is autistic and has cerebral palsy, which kindled her interest in her field of study. Aldred serves as the County's representative on the Wisconsin County Human Service Association; she served on their executive committee, policy advisory committee and is tri-chair of the Behavioral Health committee. She serves as a representative to the Secretary's meeting, which meets quarterly. In April, Aldred attended Capitol Day in Madison and met with legislators to discuss budget issues that could impact programs at HHS. Aldred said she could present any issues or concerns identified by this Board to the Association. Chair Duncan thanked Ms. Aldred for taking the time to meet with the Board.

- **Senior Dining Program Update**

Anne Prince, Nutrition Program Supervisor, said the contract for the program is up for renewal this year. Requests for bids will be sent out. Kandu Industries is the current vendor.

Prince reported that she surveyed other counties, none of which pay volunteers for mileage. Walworth County reimburses volunteers. Prince will request that volunteer mileage reimbursement be capped at \$50 per month.

Currently, there are two senior dining centers in Delavan. The population in one of those buildings has changed, and 65% of the residents are under 60 years old. As of July 1, only seniors in that complex will be served. Prince notified the caseworkers of the change, who will assist those under 60 currently getting meals there to identify other options. There is another facility in Delavan who might be interested in hosting the meals. Another facility in Delavan currently serves two days a week, but residents are not interested in adding another day.

- Visual Support Group

Prince and Muzatko attended the A Commitment to Excellence (ACE) meeting concerning budgeting, future planning, and prevention. Over time, the grant required that service provision must be the “highest” level of prevention, which is evidence based. Muzatko said the Visual Support Group has provided excellent support, socialization and education over the 30 years it has been in existence; however, it doesn’t meet the criteria of being the highest level of prevention. Prince said the Group has lost participants and are down to five members, with only four volunteers. Prince needs the Group’s assistant for higher level programs, thus they have decided to disband the group. Prince is working with ADRC and their specialist to make sure the resources for the visually impaired are updated and available to consumers, and staff is capable of connecting them with services. Muzatko added that the State also provides a regional support person trained to work with those with visual impairment.

Board Member Polachowski said she has been a member of the Visual Support Group for 10 years, and the Group sponsored social gatherings, educational speakers, and provided demonstrations and refreshments. The members are upset that the monthly meetings will be discontinued in September. Board Member Scheuerman asked if there was another way to keep the Group funded, and suggested contacting local optometrists for donations. Price said they did an outreach, but didn’t receive a response from any of them. Prince said if the County can’t support the program financially, free transportation couldn’t be provided. It costs \$55.00 a trip for one person. Board Member Polachowski suggested only having the meetings every other month. Discussion ensued concerning potential options to keep the program operational, and Muzatko suggested suspending it for now while other options are investigated.

- Walk to End Alzheimer’s – Honorary Chairperson

Muzatko reported that ADRC is the Honorary Chair for this year’s Walk to End Alzheimer’s. The walk is scheduled for September 19th in Lake Geneva at Library Park. She invited the Board to join a team and will provide updates as details become available.

Unfinished Business

- Unmet Needs Assessment

At last month’s Board meeting, Muzatko asked the Board to consider the question: **What do you see/think are the unmet services or programs for older adults and adults with disabilities in Walworth County?**

Vice Chair Jordan: Jordan said perhaps the question is what older adults and those with disabilities can do for others. Volunteer Connection is an example of a good forum for seniors and the disabled to

share with others. He also said it is important to provide opportunities for those individuals to attend cultural/social events.

Board Member Polachowski: Polachowski agreed with Jordan that Volunteer Connection is a good venue for seniors and disabled adults. She said the focus should be on “Ability” vs. “Disability.”

Chair Duncan: Duncan said it is important to emphasize that aging is not a disability and that seniors are productive and contribute a great deal. Duncan also said people living on their own who lack mobility should have transportation to activities that promote socialization.

Board Member Scheuerman: Scheuerman said it’s important to make volunteerism and other opportunities available to seniors that match their skills and interests. Scheuerman said transportation services should be expanded to include weekends. She also said “aging in place” educational programming would be helpful, such as how to renovate a home to adapt to changing needs.

Board Member Kelly: Kelly attends the monthly movie event at the Showboat Theater in Lake Geneva and said it is very well attended. She suggested they could piggyback the monthly movie with an educational class to provide more opportunities in one trip.

Reports

- 2016 – 2018 Aging Plan

Muzatko said the final copy of the plan was received and the timeline needs to be reviewed. At the August 3, 2015 meeting, the Board will have an opportunity to review and approve the Plan, and the draft is due to GWAAR by September 1. Muzatko will bring the final plan to the Board for approval at the November 2, 2015 meeting. Muzatko said earlier this year, she was appointed Division Manager of Child Support and Economic Support. On July 1, Anne Prince will become the Director of Aging.

- Governor’s Proposed Aging and Long Term Care changes

Muzatko said Senior Care will remain as it is now in the Governor’s proposed budget. The ADRCs should not change, and governing boards should remain, but that portion is not finalized yet. Unfortunately, as far as Family Care and IRIS are concerned, the managed care organizations are being replaced with integrated health agencies. Muzatko said she should know more after Wednesday and will keep the Board posted.

- Community Care – Community Advisory Committee Minutes - May 13, 2015

The minutes were included in the packets.

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

Adjournment

On motion by Board Member Scheuerman, seconded by Vice Chair Jordan, Chair Duncan adjourned the meeting at 10:16 a.m.



WHITEWATER-RICE LAKES MANAGEMENT DISTRICT

P.O. Box 301
Whitewater, WI 53190



MINUTES May 14th, 2015

The May 14th, 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, Brad Corson, Larry Brady, Jerry Grant Walworth County Representative and Norm Prusener, Whitewater Town Representative.

Standing Teams Present – Dave Clevon

Standing Teams absent – Tom Ganfield, Tom Potrykus,

Guest Present: Art Speerbrecher, Jeff Widner, Art Schmitz

Clerk Present: Susie Speerbrecher

ADMINISTRATIVE

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

A motion to approve the April 9th, 2015 minutes as presented was made by Ernie, seconded by Chuck. Motion Carried.

PUBLIC INPUT- None

COMMISSIONER REPORTS

Secretary – Correspondence – Advertisement brochure from a chemical company.

Finance – Brad reviewed the April expense handout. Expenses totaled \$6,363.72. Total disbursements totaled \$19,332.88 as \$12,969.16 was transferred back to the Capital Fund for the 2014 deficit. Brad asked for a motion to accept his report as presented. Larry motioned to accept the disbursements seconded by Chuck. Motion Carried. Brad then read Budget Resolution #2015-02. The board found the resolution to be satisfactory. Chuck motioned to accept the resolution, seconded by Larry. Motion Carried.

Weed – Larry reported he received our permit for weed harvesting. Heidi Bunk will need to be notified 4 days prior to the start up of weed harvesting

Chemical – Ernie reported spraying will begin May 18th, 2015. Heidi Bunk is looking at the maps provided from Clean Lakes to approve a special application to be applied along the shore line in the south lobe to destroy the weed ELODEA. Property owners need to be aware it takes three weeks for the spraying to be effective and visual awareness can be seen. Property owners also need to be aware that lawn clippings and leaves contain phosphorous and should not be put in the lake. Lawn

Care services need to be aware of this as well... A letter will be going out to the Concerned South Lobe Citizens informing them how the board is working on the weed issue in the South Bay.

Bog - No official report

Equipment – Chuck reported the following:

All the equipment is in the water except the 10' harvester, as repairs are still being completed.

Harvesting will begin May 28th, 2015.

Ernie and he will be going to Aquarius to take a look at our new transport.

Paperwork has been gathered and submitted to apply for a grant for the Fee Collection Boxes, approval will be after July 1st, 2015.

Delavan will be using the GPS system from Krone Wisconsin and Chuck will follow up how effective the system works.

Art Schmitz reported he has been investigating the unloading and transportation of weeds. An effective way is to use a garbage truck as weeds can be compacted and water removed. He volunteered to continue to keep investigating on different means of unloading and transportation of weeds to a dump site.

Wildlife Management – Dave reported his committee located 19 nests and 117 eggs. Cormorant birds seen to be on the rise again and sharp shooters have been out to Bird Island to destroy them.

Fish – In Tom's absence Rich shared an e-mail Tom received from Luke Roffler a Senior Fisheries Biologist with the DNR stating there is an abundance of carp and also his electrofishing results show the lake is capable of growing large size pike.

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. and 12 students have signed up.

Audit – No Report

Water Quality – No Report

2015 Schedule – Rich asked the board to begin working on their news articles for the summer newsletter. Two positions will be open on the board and anyone interested should get their bio's in by June 15th, 2015.

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OLD BUSINESS – Jerry discussed a handout regarding the AIS student volunteer program and asked the board to review it and make comments and suggestions. A student needs 10 hours of volunteer community service to graduate. Purchase of vests was also discussed. Jerry will order a total of 20. 10 size medium - 5 large - 5 extra large. After discussion Jerry so moved to proceed with this project, seconded by Larry. Motion Carried. Jerry will get information to the school as far as orientation, and schedules.

NEW BUSINESS - Rich discussed the newsletter and the poor performance in timely mailing. He asked Susie to get quotes from other printers in the area.

OTHER BUSINESS - None

Next Meeting: June 11th, 2015 at 6:00 PM

Rich motioned to adjourn the meeting. Seconded by Chuck Motion Carried. Meeting Adjourned at 8:01PM.

Respectfully submitted
Susie Speerbrecher, Clerk

Walworth County Board of Adjustment

MINUTES

May 13, 2015 - Hearing – 8:30 AM

May 14, 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 May 13 & 14, 2015, in the County Board Room of the Government Center in Elkhorn, Wisconsin. Those present on May 13, 2015, were Chair John Roth, Vice-Chair Elizabeth Sukala and Secretary Ann Seaver. Deb Grube, Senior Zoning Officer and Wendy Boettcher, recording secretary were in attendance. Those present on May 14, 2015, were Chair John Roth, Vice-Chair Elizabeth Sukala and Secretary Ann Seaver. Nicholas Sigmund, Code Enforcement Officer and Wendy Boettcher, recording secretary were in attendance. "Sign-in" sheets listing attendees on May 13, 2015, and May 14, 2015, are kept on file as a matter of record.

The May 13, 2015, hearing was called to order by Chair John Roth at 8:30 A.M. Wendy Boettcher conducted roll call and verified that there was a quorum. Those present were same as listed above. Oath of Office was given to Elizabeth Sukala. **Ann Seaver motioned to elect Elizabeth Sukala to the position of Vice-Chair for the Walworth County Board of Adjustment. Seconded by John Roth. Motion carried. 3-favor, 0-oppose.** The term of Elizabeth Sukala, Vice-Chair will expire June 30, 2016. **Elizabeth Sukala motioned to approve the agenda as amended to postpone #1. Timothy R. & Renee A. Richter Trust, owner / Spring Prairie Township to the June 2015 agenda. Seconded by Ann Seaver. Motion carried. 3-favor, 0-oppose.** Elizabeth Sukala motioned to approve the April 8 & 9, 2015, Minutes and dispense with the reading. **Seconded by Ann Seaver. Motion carried. 2-favor, 1-abstain (John Roth was not present for the April 2015 Board of Adjustment).** After testimony of all cases, Elizabeth Sukala motioned to recess until 8:30 A.M. on Thursday, May 14, 2015. **Seconded by Ann Seaver. Motion carried. 3-favor, 0-oppose.** The May 13, 2015, hearing went into recess at approximately 9:09 A.M.

On May 14, 2015, at 8:30 A.M., Chair John Roth called the decision meeting to order. Wendy Boettcher conducted roll call and verified that there was a quorum. Those present were same as listed above. **Ann Seaver motioned to approve the agenda as amended to postpone #1. Timothy R. & Renee A. Richter Trust, owner / Spring Prairie Township to the June 2015 agenda. Seconded by Elizabeth Sukala. Motion carried. 3-favor, 0-oppose.** After the decisions were completed, Elizabeth Sukala motioned to adjourn until the June 10, 2015, hearing at 8:30 A.M. **Seconded by Ann Seaver. Motion carried. 3-favor, 0-oppose.** The May 14, 2015, decision meeting adjourned at approximately 8:47 A.M.

Three variance hearings were scheduled and details of the May 13, 2015, hearings and the May 14, 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 #N/A / Decision – Count #N/A

The First Hearing was Timothy R. & Renee A. Richter Trust, owner – Section(s) 24 – Spring Prairie Township

Applicants are requesting a variance from Section(s) 74-51 of Walworth County's Code of Ordinances – Zoning to construct a contractor's storage building on land proposed to be rezoned to A-4.

REQUIRED BY ORDINANCE: The Ordinance requires a 75' side yard setback.

VARIANCE REQUEST: The applicants are requesting a 10' side yard setback. The request is a variance from Section(s) 74-51 of Walworth County's Code of Ordinances – Zoning to construct a contractor's storage building on land proposed to be rezoned to A-4.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of May 13 & 14, 2015, did not vote on the petition of Timothy R. & Renee A. Richter Trust, owner.

BOARD OF ADJUSTMENT FINDINGS: This petition has been moved to the June 10 & 11, 2015, Board of Adjustment hearing / meeting at the applicant's request.

Hearing – Count #8:36:28 – 8:56:02 / Decision – Count #8:30:00 – 8:38:16

The Second Hearing was Donald Cieszynski, owner / Chris Egner, Design-Build-Remodel, applicant – Section(s) 6 – Troy Township

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

REQUIRED BY ORDINANCE: The Ordinance requires a 75' shore yard setback.

VARIANCE REQUEST: The applicants are requesting a 46' shore yard setback. The request is a variance from Section(s) 74-167 / 74-181 / 74-221 of Walworth County's Code of Ordinances – Shoreland Zoning to construct a conservatory.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of May 13 & 14, 2015, for the petition of Donald Cieszynski, owner / Chris Egner, Design – Build – Remodel, applicant, voted to **APPROVE** with conditions the request for a 46' shore yard setback.

A motion was made by Ann Seaver to approve the variance request with the conditions stated by the code enforcement officer. Seconded by Elizabeth Sukala. Motion carried. 3-favor 0-oppose

BOARD OF ADJUSTMENT FINDINGS: The Board found unique property limitations to be the narrow lot and the contour of the shoreline that cuts sharply into the parcel. The Board found the owner has made a significant effort to reduce the size of the proposed conservatory from 324 square feet to 192 square feet and improve on a prior variance request. The tapered lot and the septic system limit options for placement of the addition. The Board found to approve the

variance request would cause no harm to public interests. The Board found the owner has agreed to the conditions of approval to minimize runoff: to install rain gutters on all sides of the conservatory to direct water into County Land Conservation Division approved vegetation and rain gardens. There were two letters of support from neighboring property owners. There was one letter of opposition from the Wisconsin Department of Natural Resources.

Hearing – Count #8:56:03 – 9:09:07 / Decision – Count #8:38:17 – 8:46:11

The Third Hearing was Michael Klumb, owner – Section(s) 9 – Linn Township

Applicant is requesting a variance from Section(s) 74-163(3) of Walworth County’s Code of Ordinances – Shoreland Zoning to permit the location of a fence.

REQUIRED BY ORDINANCE: The Ordinance requires a fence to be at least 2’ from the road right-of-way and no more than 2 ½’ tall in the vision triangle.

VARIANCE REQUEST: The applicant is requesting a 6’ high fence in the vision triangle of an intersection and a 0’ street yard setback revised at the hearing to a 2’ street yard setback. The request is a variance from Section(s) 74-163(3) of Walworth County’s Code of Ordinances – Shoreland Zoning to permit the location of a fence.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of May 13 & 14, 2015, for the petition of Michael Klumb, owner, voted to **APPROVE** the request for a 6’ high fence in the vision triangle of an intersection and a 0’ street yard setback revised at the hearing to a 2’ street yard setback.

A motion was made by Elizabeth Suklala to approve the variance request. Seconded by Ann Seaver for discussion. Motion carried. 2-favor 1-oppose (Ann Seaver)

BOARD OF ADJUSTMENT FINDINGS: The Board found the fence is replacing a 6’ high fence that had been constructed with Board of Adjustment approval filed June 21, 1990. The Board found the previous fence had run the entire east property line, had fallen into disrepair and was removed by the current owner. The Board found to approve the variance request would improve safety and privacy for the owner. The Board found to approve the variance request would cause no harm to public interests as the east property line abuts a public boat launch and 2 parking stalls and is not a high-speed traffic area. A letter of support was received after the hearing from the Town of Linn. There was no opposition.

Other

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

Staff Reports

- A. Court cases update - none
- B. Distribution of reports, handouts and correspondence - none

Proposed discussion for next agenda

The following items were requested to be put on the June 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.

WRRTC FULL COMMISSION APPROVED MAY 2015 MEETING MINUTES
Wisconsin River Rail Transit Commission
Full Commission Meeting - Friday, May 8th, 2015 @ 10am
Dane County Hwy Garage, 2302 Fish Hatchery Rd, Madison, WI

1. 10:00 AM **Call to Order** – *Alan Sweeney, Chair*
2. Roll Call. **Establishment of Quorum** – *Mary Penn*

Crawford	Tom Cornford, (2nd Vice Chair XComm)	excused	Rock	Ben Coopman, Alternate	
	Rocky Rocksford			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	excused		John Deitrich	
	Chris James, Vice Secretary (XComm)	x		John Miller, Vice Treasurer (XComm)	x
				Dave Riek	x
Grant	Gary Ranum	x	Walworth	Kevin Brunner	x
	Vern Lewison			Richard Kuhnke, 2 nd Vice Treasurer (XComm)	
	Robert Scallon, 1 st Vice Chair (XComm)	x		Allan Polyock	x
Iowa	Charles Anderson, Secretary (XComm)	x	Waukesha	Karl Nilson, 4 th Vice Chair (XComm)	x
	William G Ladewig	x		Dick Mace	x
	Jack Demby	x		Carl Pettis	x
Jefferson	John David	x			
	Laura Payne	x			
	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, Roger Schaalma WSOR • Kim Tollers, WDOT 	<ul style="list-style-type: none"> • Curt, Clarence and Sharon Johnson • Alan Anderson, Pink Lady RTC
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3. Action Item. **Certification of Meeting's Public Notice** – *Noticed by Penn*
 - *Motion to approve posting of meeting – Mace/Riek, Passed Unanimously*
4. Action Item. **Approval of Agenda** – *Prepared by Penn*
 - *Motion to approve agenda – Nilson/Gustina, Passed Unanimously*
5. Action Item. **Approval of April 2015 Meeting Minutes**– *Prepared by Penn*
 - *Motion to approve April minutes with corrections – Ranum/Anderson, Passed Unanimously*

Gary Ranum had one correction. Dick Mace asked about the issue with Full Commission minutes being approved by the Executive Committee. Alan Sweeney said this would be covered later in the meeting.

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

7. Updates. **Correspondence & Communications** – *Discussion may be limited by the Chair*
Penn distributed one article submitted by Forrest Van Schwartz and gave a list of the correspondence she had addressed in the past month.

8. Updates. **Announcements by Commissioners** – *No Discussion Permitted*
Gene Gray said there was an interesting article in a rail magazine about railroads to the Mississippi. Sweeney introduced Carl Pettis as a new commissioner for Waukesha County.

REPORTS & COMMISSION BUSINESS

9. **WRRTC Financial Report** – *Jim Matzinger, Dane County CPA / WRRTC Accountant*
 - *Motion to approve the Treasurer's Report and pay bills – Anderson/Gustina, Passed Unanimously*

WRRTC FULL COMMISSION APPROVED MAY 2015 MEETING MINUTES

Gene Gray gave the treasurer's report and listed two bills to be paid, one of which was for \$252,000 (check #1284) for the entire 2014 allocation to WSOR. Gray said this had come in after the treasurer's report had been generated. Allan Polyock asked about Crawford County's \$7,000 for bad debt. Ranum asked about contributions from other counties that had not submitted yet.

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

Ken Lucht said that Roger Schaalma was also attending to help answer any questions that might come up. On monthly maintenance activities, Lucht said that essentially the work was the same as reported last month. He spoke briefly about a grain train derailment saying it had been due to a broken rail under the train and was the type of break that could not be detected by the rail detector despite the fact that that track had been inspected just a few days before. The track was back in service in 12-18 hours and due to this spill there had been some road crossings closed. Lucht noted that some product and equipment were lost in the accident. He added that this area of track was due for Continuous Welded Rail (CWR) but the job had not yet gone out to bid.

In Capital Projects, Lucht said the Fox Lake CWR project was ongoing and the Milton siding was almost done. Schaalma said that the CWR project on the Fox Lake sub had seven miles completed between Avalon and Janesville. The remaining section work was awarded that week and hopefully the work would be done this summer. Lucht said final inspection of the Milton siding was today and hopefully would be in service next week.

On bridges, Lucht said six bridges across the Rock River were getting major work done as "part and parcel with the CWR" work. On the Prairie sub there was ongoing work on the bridge at Wauzeka. There was another completed bridge replacement on the Blue River and another large bridge project near Lone Rock.

Some new projects Lucht reported on included the Waukesha project (15 crossings) as part of the 1st phase of CWR work including three bridges, a tie project on the Watertown sub, and new bridge projects on the Prairie sub. Schaalma said the Oregon spur rehab work was being completed including six upgrading crossing signals on this spur;

Lucht said WSOR had a major project between Plymouth and Kohler. On the Prairie sub, Lucht said the transloading and accessory yard off of St. Feriole Island was ongoing, with track work begun last week and they hoped it would be in service soon. He said this was a "growth" project completely privately funded.

Schaalma said there was extensive bridge repair on the Woodman Bridge and WSOR was in the engineering phase for the Spring Green Bridge. He said that Lone Rock's bridge was still in good shape. When asked about the rail condition on the Prairie sub, Lucht and Schaalma confirmed it was 85 or 90 lb. rail in need of replacement.

Gray asked about mileage and ties on the Watertown sub which was being rehabbed. Schaalma said there were 43,000 ties (about 1600 a mile) and hopefully the track would be up to Class 2 by next year.

Augie Tietz asked about the crossings on the Watertown sub. Schaalma said those bridges would hopefully be started this year but construction may not start until late in the year or early next year.

Bill Ladewig asked Lucht about insurance for the grain spill on the Fox Lake Sub, asking if the insurance money was replenished after being used which Lucht confirmed.

Sweeney asked if downtown Edgertown was getting an update and Schaalma said that work would begin in September.

When asked again about the grain derailment on the Fox Lake sub, Schaalma said the broken rail had tested out in October last year, adding that the 90lb. rail was showing the amount of tonnage caused the break. Karl Nilson asked about the type of fracture. Schaalma said it was not picked up and Nilson agreed those breaks were hard to find.

Lucht next spoke about the State budget and noted his appreciation for the WRRTC's support for the projected budget. He said the committee had not voted yet and there was talk about cutting the budget down more. He said about five different options were being discussed. Lucht said WSOR was very concerned as one of the options was to eliminate the FRRPP program altogether. Also, Harbor funding was not supported by the Governor and there was talk that the FRRPP cut would go to Harbors. Lucht said WSOR thought it shortsighted to cut funding and spoke of back logged projects equaling \$100M. As it stood, there was a risk of losing funding and he said WSOR was hoping the program would be preserved at \$43M. He asked the Commissioners to meet or contact their representatives and said if the Commissioners wanted to meet with their representatives, he would help set up meetings.

Lucht then distributed the latest WSOR map. He said he was working on updating the system and tonnage maps for them as he had mentioned at a past meeting.

Lastly, he spoke about private crossings and said there were numerous private crossings "out there" that were not legal and not permitted and said Schaalma was working with landowners to find agreements. He said private crossing permits were required to make them legal which protected

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WSOR from liability. He said WSOR wanted to have a conversation about how the Commission could pursue the correction of private crossings adding there were a number of them. He said WSOR would be happy to partner “with you” to make the crossings legal. Schaalma said doing track rehab was a good time to upgrade and legalize crossings and said he had made a small list of crossings in the rehab zone. John Miller said the cost of the upgrade was a point. Schaalma said when the track was rehabbed was the time to do crossings because then the landowner would only take on the maintenance.

Eileen Brownlee spoke about crossings and about the public’s ignorance of them. She recommended a discussion on crossings be on the next agenda. Dick Mace asked if individual crossings needed to be on the agenda. Brownlee said a general conversation on private crossings needed to be on an agenda so the public could know. Sweeney asked how the question could lead to an agenda item. There was more discussion on how the issue of crossings came to the Commission. Mace asked if there was any 20 year situation where if there was a long standing crossing... he was cut off as this was the issue of discussion at hand. Sweeney said if there was some action needed, it had to be as a separate action item. Brownlee said crossings needed to be addressed on a “global” level. Sweeney said they needed to “set policy”. Lucht said WSOR was not looking for action today and this could be on a future agenda. Miller said he would like to see an email or given a general idea of what issues crossings involved before the meeting. Nilson said anything could be put on a future agenda during a meeting. Brownlee agreed.

11. **WDOT Report–Kim Tollers, WDOT**

Kim Tollers said she had no news about the budget but added that Dave Simon had convinced Frank Huntington to return to WDOT for 10 hrs. per week.

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

Penn gave her report, listing her administrative actions of the past month.

13. **Discussion and Possible Action on Application for an At-Grade Private Rail Crossing at 2428 ST Hwy 133, Avoca, WI – Curt Johnson, Atty.**

- *Motion to approve application for Clarence and Sharon Johnson At-Grade Private Crossing at 2428 ST Hwy 133, Avoca, WI – Thomas/Nilson, Passed Unanimously*

Curt Johnson introduced himself while Penn distributed an image of the crossing in question. Mr. Johnson explained that in doing the title work for a new house, the family discovered there was some WDOT owned property that ran through their property. The Johnsons were looking for an active, updated crossing (there is presently a crossing there) as they are looking to the future when they might add a residence. Therefore, the crossing would potentially serve two residences but would probably just be for the Johnson’s for now. Johnson explained the crossing had long been maintained and this permit would enable them to have all the documents up to date. Scallon asked about the location of the crossing. Johnson said it was in Clyde Township and added that there was no documented easement. Schaalma said he had looked at it and said he did not think WSOR would have any objection. Lucht said WSOR did have a Federal Railroad Administration (FRA) number in their database and said there were two public crossings. Johnson said a public road was west of the proposed crossing. On the east side there was a public WDNR crossing and said it looked like there was a parking area. Schaalma said that the west crossing looked to only serve one home. Johnson said they had found out that about 40 years ago, farmers sold their driveways to the County as a way to increase mileage to get more funding. Mace asked about the east crossing on the image if it were used. Johnson said it had been there for a long time and said they use the crossing now. Johnson also indicted a quarter section line on the image. Lucht said all private crossings were approved by the WRRTC. Tollers said this crossing may have had an agreement at one time but there was no agreement on record. Mace asked if the fact that it was a long-standing crossing gave the landowners “any rights”. Brownlee said that would be arguable but understood why the landowner would “want it on paper” in order to satisfy the bank (for loan purposes). Polyock said there could not be any landlocked sites and the Town would be responsible for putting in the road if the WRRTC did not grant the permit. Brownlee agreed. Tollers said that crossing had been documented by the FRA. Ranum spoke to the issue of land locking and real estate. Brownlee said there was law that you could not sell a landlocked parcel but noted most counties have laws that said you cannot create a landlocked parcel. Mrs. Johnson said that if people needed to get a permit, the \$500 fee might be an issue for other landowners. Johnson also asked if this could act as an easement rather than an agreement tied to the landowner, not the land. Brownlee said she had recommended against this. Jack Demby asked who maintained the crossing. Brownlee said it was the property owner, and if maintenance of the drive was not met, the permit could be revoked. Nilson said farmers were our friends and without them there would be no need for railroads, adding that he called for the question.

14. **Discussion and Possible Action on WRRTC 2015 & 2016 Capital Plan to fund TIGER improvements if awarded by USDOT – Ken Lucht, WSOR**

- *Motion to approve the WRRTC 2015 & 2016 Capital Plan funding of TIGER VII improvements if awarded by USDOT – Mace/Tietz, Passed Unanimously*

Lucht presented WSOR’s 2015 and 2016 Capital Plan to the Commission, along with the updated WSOR map, noting he planned on displaying this new map permanently in the meeting space, particularly for new commissioners. He led the Commissioners through projects and their status, saying there was a lot of traffic on the Prairie sub and that WSOR had some very aggressive applications for funding submitted. He noted that the Prairie sub was very long, over 100 miles and said it took 10 hrs. to get from Prairie du Chien to Madison. He said that until 2005-06, there were not many customers on this sub but it was different today: WSOR considered this a main line track.

He shared a visual showing rail cross sections to illustrate the different weight of rail and their wear. He showed how an 85 lb. rail was now 74 lb. through wear. In Spring Green it was 79 lb. in wear and this was why CWR installation was so important on this sub. Lucht said right now WSOR had an application in for a Phase 1 CWR project from Prairie du Chien to Wauzeka and a 2014 submitted tie project between Lone Rock and Bridgeport for 36,000 ties to secure the line to continue to operate at a Class 2 standard. Lucht said the Commission had not approved their allocation yet but was asking that their allocation be dedicated to this work. He walked the Commission through the TIGER VI project work area and said that June 4th, 2015, a \$24.9 M allocation request would be made for 36 miles of the Prairie sub. He said \$16 M of this project was rail replacement which would run from Madison to Spring Green, including new ties, switches, and crossings. Lucht said there was high competition for TIGER VI funding

WRRTC FULL COMMISSION APPROVED MAY 2015 MEETING MINUTES

and if the allocation were added to the application, it would add leverage to it. Lucht said the Mayor of Madison had written a letter of support for the project and he talked about the local match of \$2.5M dollars of the local match from WSOR and WRRTC, as well as listing other sources of funding. For local matches, \$250,000 per year for 2015 was being requested. Lucht said that the WRRTC had \$259,000 available for projects this year and said WSOR would ask the same amount for next year, so over this proposal was requesting \$500,000 and no more.

Lucht shared an example of WSOR using BNSF engines for WSOR customers and WSOR's ability to return trains within 55 hrs. Lucht said WSOR was right at the 55 hour threshold and hoped to accept more of this kind of business but to do so WSOR needed to make sure they could do improvements to run in a timely manner.

Lucht then talked about how applications were graded and said right now the application was rated very highly. He said this was an improved application from last year and that WSOR had worked to improve it to make it more competitive. He repeated that June 5th was the deadline for applying and said Iowa County and WRRTC were the co-sponsors. He said WSOR had reached out to get letters of support which would be accepted up to May 15th. Lucht said if this project were not funded, WSOR would most likely come back in the fall to apply for a state grant for CWR on this sub.

Charles Anderson asked about siding and switch replacements and why BNSF was using WRRTC tracks. Lucht said there were no sidings in this project, just switches to be rebuilt to today's standards. He said these were just mainline improvements: siding improvements were up to customers. Lucht said BNSF had an agreement with WSOR to leave power hooked up to engines which made economic sense as unhooking engines took a lot of time and effort. It made more sense to accept BNSF power and WSOR crews to shuttle trains back and forth.

Dave Riek asked where the project stopped and Lucht said it stopped right east of Spring Green and did not cross the river. He said WSOR had applied for a state grant for the bridge at Spring Green.

Nilson asked about the project scope and description and if WSOR would hire outside if awarded. Lucht said since these were Federal funds, WSOR would need to go out for competitive bids. Nilson then said it made sense to have agreements with BNSF. He also asked about couplers. Schaalma said depending on which direction the train was going, the leading engines pulled and back engines braked. Alan Anderson asked if WSOR got the grant, would the State cut their budget of \$43M. Lucht said in the past, the State had set money aside for bonding to protect the grant funding but as of this year, the bonding authority had been set aside.

Tietz said assuming this passed, what other capital projects would the WRRTC fund. Lucht said if the Commission funded this, the Commission would not be funding any other capital projects until 2017. Ladewig asked if there were any type of bridge emergency work and how would WSOR fund those projects. Tollers said she did not know how to respond to that. Lucht said FRIPP and FRRPP were the programs in that case. He said the Commission had a "rainy day" fund and noted this request was for money just for projects. Kevin Brunner asked when this could be granted and how the counties could help. Lucht said there was not a lot of time but if any county wanted a support letter template he would be happy to share it with them.

Gray asked if these tracks would allow for passenger excursion trains. Lucht said they could run at 35 mph. Schaalma confirmed they could run up to 40 mph.

Ranum asked if Lucht could supply all the member counties with a draft support letter.

Polyock asked about the 55 hr. run and the number of cars and if there was a minimum. Lucht said these runs were always unit trains, 110 cars. Scallon also asked about the 55 hrs. Lucht said if WSOR went over the time, they had to pay a penalty.

15. Discussion and Possible Action to approve WRRTC letter of support for the 2015 TIGER VII application – Ken Lucht, WSOR

- *Motion to approve WRRTC letter of support for the 2015 TIGER VII application with the addition of – Thomas/Mace, PA*

Lucht said the WRRTC letter had to be rewritten to reflect the funding request just addressed in item 14, as Sweeney asked if that action had not already been approved. Miller said that he thought it might hold more weight if all the counties were included to show a commitment on their part. Chris James asked if the money was capped and what would happen if the project went over budget. Lucht said that the WRRTC funding was capped at \$500,000. There was discussion about adding the county funding information and Lucht said a county support letter could reference the WRRTC support letter.

16. Discussion and Possible Action in regard to GM Plant proposed crossing, Janesville, WI – Eileen Brownlee, Corp. Counsel

Brownlee said GM had made a request for a private, industrial crossing which had been approved and Penn had sent them a crossing agreement. She said GM had been asking for some changes to the permit, particularly changes requested for time crossings. She said GM would like to have something in the permit so the crossing could be open for 10 to 15 minutes at a time, rather closing the gate immediately after use. There was also a question of a request for an insurance policy in the agreement and thirdly, the agreement said the WRRTC required indemnification of the WSOR and WRRTC personnel for any intentional acts. She said she did not recommend the Commission do anything today and said she understood why WSOR did not want the gates open. Brownlee said she had shared this information with the GM attorney. She also said she was sure the Commission had never requested an insurance policy unless it were entitled via litigation. In regard to the request for indemnification for intentional acts by WSOR or WRRTC personnel, she said personally she believed that would be thrown out by a court. According to the WRRTC's agreement, GM would have to pay for WRRTC actions. Brownlee said the agreement's insurance language needed to be reworked. She said she was using this item to start a discussion about the Commission's permit and agreement language as there had been other crossing questions that had come up.

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Terry Thomas said GM could have the gate be automatic. Demby asked for clarification. Brownlee said she wanted to change the language to not penalize GM for WRRTC or WSOR representatives committing deliberate damage to the crossing.

Mace asked if GM had paid a fee, did they not deserve an answer. Brownlee said there was no time limit on the granting of a permit.

Lucht said this part of the track included part of the CWR track project in Janesville and the rehab project had prompted the crossing. He said GM had already agreed to redo the crossing so by October or September, the crossing would be reworked. He said GM had been contacting WOSR as well. Brownlee said the dispute is on the language of the agreement.

No action was taken.

17. Discussion regarding culverts and drainage issues on Fox Lake Sub – Allan Polyock, Commissioner, Walworth County

Polyock said that he had had conversations with some landowner's doing drainage work on a culvert and the issue had not been addressed. He said he thought the railroad should fix the drainage problem and be done with it. He said everything had been fixed to the ROW and now the landowners were asking the railroad to fix within the ROW. Schaalma said that he knew the locations and said it was a drain tile leading into a 30' collapsing culvert. He said drainage had changed a lot so there was a 30" culvert ordered and WSOR would be repairing the culvert, hopefully within a month. On the second location, the drain tile was laid under the railroad at some point in the past and the caved-in tile was lower than the existing culvert. To repair the situation, the culvert (which is in good condition) would have to be lowered. He said WSOR had asked the landowner if the tile was permanent and they did not have an answer yet. Schaalma said there was a very good culvert in this location but it was not at the level the landowner wanted.

18. Discussion and Possible Action on amending 2015 budget to adjust legal expenditure amount – Alan Sweeney, Chair

Sweeney said in the interest of time, the Commission would postpone this item for another meeting.

19. Discussion and Possible Action on defining and clarifying Executive Committee's role and responsibilities within the WRRTC – Alan Sweeney, Chair, Eileen Brownlee, Corp. Counsel

- *Motion to meet as a full commission every month while a definition of the roles and responsibilities of the Executive Committee is determined – Nilson/Lewison, All in Favor: Gray, James, Ranum, Lewison, Scallon, Anderson, Ladewig, Demby, David, Payne, Tietz, Gustina, Sweeney, Thomas, Krueger, Deitrich, Miller, Riek, Brunner, Nilson, Mace. Opposed: Polyock, Pettis*

Sweeney said this all began with a question from Dick Mace at a previous meeting. Brownlee said this led back to the beginning of the Commission and gave some history of it and its relationship with its executive committee. She said in the past the Commission was very large at one time and did its own rehab and employed a great number of people. The Executive Committee ran the day-to-day business of the Commission then. She said as the Commission evolved away from having employees, it contracted out more of its work. The Executive Committee acted to approve small projects as needed and functioned pretty much on its own although major projects were approved by the Full Commission. Nowadays, WSOR handled its own contracts, the Commission handled finances, appropriated its funds and approved crossing permits and other activities on its property (including its own property such as the Oregon spur). At this point, she said the Commission needed to decide if they wanted to continue to use an Executive Committee and if not, then the Full Commission would need to meet every month. If the Full Commission still needed the Executive Committee, then the Commission needed to explain what the Executive Committee's function was. If its function was just advisory, then the question was "why, what is the point" of having a merely advisory committee. She gave a county example of actions done without full board approval and said all the law said is that if functions were delegated to an executive committee they must be precise. She said the Commission could delegate private crossing permits to the Executive Committee, and/or spend up to a certain dollar amount. She said she could not find in the record documentation of what the function of the Executive Committee was and said again as the Commission's function had evolved, so had the Executive Committee function changed as well. Brownlee noted that the charter could create by-laws and rules and said if the Commission saw a value to an executive committee, it would be well worth some time to create some policies to define its role. It would need to be approved by a majority of the Commission. Right now, she did not know if the executive committee accomplished anything. Nilson said it did accomplish things and said that a full commission meeting every month could make it difficult to achieve quorum, based on the far-flung nature of the counties. Brownlee agreed with that, saying there was some practical value to an executive committee as long as the function was clear. If the Commission wanted to be part of every decision, then the remaining conversation needed to be about establishing a by-law committee.

Sweeney asked about quorum. Nilson said whatever the executive committee did, the full commission would approve. Sweeney said a controversial vote would be 1 vote per county. Brownlee said that nobody really knew where the delineations of the commission and the executive committee were concerned. Sweeney said in order to expedite the discussion, he would ask the Commission what they thought.

Mace said that everyone seemed to imply a monthly meeting. Brownlee said that was in the charter. Mace asked if the charter could be amended. Brownlee said yes but would require approval by all the member counties. Mace said at executive committee meetings, commissioners (not officers) were voting. Ranum said he had come to all the meetings and at times he been hard pressed to tell the difference between officers and non-officers. He noted that last month's meeting was the first time the executive committee had been called in the minutes. In the past the Full Commission had been called in the roll. He noted the roll was getting bigger and noted there was a lot of participation at executive committee meetings and to have all the meetings be full commission meetings would be a lot of effort, with only one representative per county.

Nilson suggested to go to a full commission meeting every month and see how that worked. Polyock said he did not want to attend every month. Nilson said that was a point well taken. Dave Riek said he favored meeting as a full commission every month. Sweeney said there was a lot more going on with busier agendas to try to fit in two hours and it was a challenge. Nilson said the railroad was getting busier too. Brownlee said if the executive committee was just advisory, it was frustrating for the railroad and for Corporation Counsel. Polyock said to leave it as status quo and legitimize the executive committee's duties.

WRRTC FULL COMMISSION APPROVED MAY 2015 MEETING MINUTES

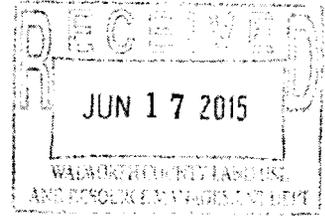
Gray asked what would the quorum be. Brownlee said it would be 51%. Mace said 15 bodies. Sweeney and Nilson asked what an executive committee needed. Ranum asked if this fell into the purview of the agenda item. Brownlee said yes. Miller said he believed the executive committee discussion should be included in the motion. Nilson said he did not think they would have trouble with quorum.

20. Action Item. Adjournment

- *Motion to adjourn at 12:04 PM – , Thomas/Gustina, Passed Unanimously*

**Booth Lake Management District
P. O. Box 778
East Troy, WI 53120**

Phone: 262-642-7285 Fax: 262-642-7493 Email: gmheg@wi.rr.com



**NOTICE OF
Booth Lake Management District Commissioners Meeting
Saturday, May 2, 2015 at 9:00 AM
Town of Troy Town Hall, N8870 Briggs Street**

AGENDA

1. Call meeting to order
2. Approve minutes of the Meeting of November 15, 2014
3. Treasurer's Report
4. Chairperson's Report
5. Old Business
 - a. D & PA: Audit Report Follow-Up
 - b. D & PA: Lake Habitat – Fisheries Study
6. New Business
 - a. D & PA: Septic Pumping Contract
 - b. D & PA: BLMD Annual Meeting
 - c. D & PA: FY 2016 BLMD Budget
7. Public/Commissioners Comments
8. Adjourn

Respectfully submitted
G. M. Hegeman
Commissioner/Secretary
April 1, 2015

Persons with disabilities who need accommodations to attend meetings should contact the Town Clerk/Treasurer's office by calling 262-642-5292 as soon as possible so that needs can be reasonably met. Dated this 1st day of April 2015. Meetings posted at three locations in the Town of Troy: Troy Town Hall F/D, N8870 Briggs St.; Little Prairie Cemetery, N9502 Palmyra Rd., Little Prairie; Booth Lake Memorial Park, N8465 Townline Rd. It is possible that members of and possibly a quorum of members of other governmental bodies may be in attendance. Agenda is subject to change 24 hours prior to meeting.

BOOTH LAKE MANAGEMENT DISTRICT
P.O. BOX 778
EAST TROY, WISCONSIN 53120-0778
REGULAR MEETING OF THE BLMD COMMISSIONERS
May 2, 2015

Present:

Hank Hubbell, Gary Hegeman, Barry Loveland, Mike Mette, Bob Ricciardi, Stan Muzatko (County Board Rep.), Kathy Tober (Town of Troy Board Rep.).

1. Meeting called to order at 9:04 am.
2. **APPROVAL OF MINUTES**
November 15, 2014 Meeting
Motion for approval of the minutes of the November 15, 2014 meeting by Stan Muzatko, 2nd by Mike Mette. Motion approved.
3. **TREASURER'S REPORT**
Barry Loveland reviewed the Treasurer's Report (attached). Barry discussed increasing costs related to Lake Management activities and noted we may exceed the \$6,000 budgeted for FY 15 before the end of the fiscal year. Motion for approval of the Treasurer's Report by Gary Hegeman, 2nd by Mike Mette. Motion approved.
4. **CHAIRPERSON'S REPORT**
Hank Hubbell reported on the condition of the Eurasian water-milfoil. A survey of the lake this spring (see attached location map) revealed a significant increase in milfoil compared to 2014; approximately 2 acres in 2014 to 4 acres in 2015. Hank indicated some of the milfoil may have become resistant to the normal treatment chemical mix and a new mix of chemicals will be used this year for the milfoil treatment. It is anticipated treatment costs will increase as the new chemical mix will be more expensive. Hank hopes the treatment application will be approved by early June. Hank also noted that a fall water sample was not taken due to early ice on the lake, but the spring sample has been submitted for analysis.
5. **OLD BUSINESS**
 - a. **Audit Report Follow-Up:** Barry Loveland will get together with Audrey Potter concerning the audit with the anticipation of an Audit Report being presented at the 2015 Annual Meeting in July.
 - b. **Lake Habitat – Fisheries Study:** Hank Hubbell reported that Aquatic Biologists has obtained a permit from the WDNR to conduct a fish survey (shocking survey) of Booth Lake in order to update our lake management study particularly as it related to the assessment of the fish population. The estimated cost for this study is \$3,620. The study will be completed before the end of June but after bluegills and bass have completed spawning. The Board discussed the proposed fish shocking study and felt the study would be an important part of our overall assessment and monitoring of lake habitat. Additionally, the fish study would provide data necessary to make any future decisions on re-stocking the lake. Motion for approval of the fish shocking

study to be completed by Aquatic Biologists and expenditure of funds by Gary Hegeman, 2nd by Bob Ricciardi. Motion approved.

6. NEW BUSINESS

a. Septic Pumping Contract: The Booth Lake Management District has received a proposed 3-year septic pumping contract extension agreement from Otto Jacobs. This extension agreement will extend the septic pumping contract to December 31, 2017 and calls for an annual 5% increase in unit charges. The actual work will be completed by Pats who has purchased the septic pumping portion of Otto Jacobs. The Commissioners noted how well the septic pumping process has worked in the past and the benefits of having such a contract in place. Motion to approve the 3-year septic pumping contract extension agreement by Bob Ricciardi, 2nd by Barry Loveland. Motion approved.

b. Booth Lake Management District Annual Meeting: The BLMD Annual Meeting will be held on Sunday, July 19, 2015 at 11:00 am at the Camp Alice Chester Center Pavilion. Hank Hubbell will invite a representative from Aquatic Biologists to attend to discuss the fisheries study and lake habitat.

c. FY 2016 Booth Lake Management District Budget: The Commissioners discussed the 2016 budget. Barry Loveland presented a draft budget summary for FY 2016. The Commissioners felt with known and anticipated cost increases related to lake management (milfoil treatment, lake habitat, etc.), water quality studies and annual increases to the septic pumping unit charges, that it would be appropriate to present a 2016 budget to the membership with an increase in the tax levy to the \$200 range. Barry Loveland will develop a revised proposed 2016 budget and present this budget proposal at the next Board meeting.

7. PUBLIC/COMMISSIONER'S COMMENTS

Kathy Tober noted that the water-way markers will be placed this spring by GPS-Coordinates. She also indicated Brad Smith will be leaving the water patrol and Pat Jessup will replace Brad as head of the water patrol. Kathy stated she would see if a rep from the water patrol could attend the Annual Meeting. In addition, Kathy mentioned that the Town of Troy is recruiting a new Town Clerk/Treasurer as Michele Stute will be leaving May 12, 2015.

8. Motion to adjourn the meeting by Bob Ricciardi, 2nd by Barry Loveland. Meeting adjourned at 10:53 am.

Respectfully submitted by
Gary Hegeman – BLMD Secretary

**Booth Lake Management District
Budget Summary Fiscal 2015 - as of 04/27/15**

<u>Sources of funding</u>	Actual 2013	Budget 2014	Actual 2014	Budget 2015	As of 04/27/15 Actual 2015
Interest Income	\$ 238.81	\$ 100	\$ 152.99	\$ 120	\$ 89.42
Town of Troy		\$ 500	\$ 500.00	\$ 500	\$ 500.00
Property Tax Levy	\$ 12,804.00	\$ 12,600	\$ 12,979.75	\$ 12,600	\$ 13,569.60
2013 Budget Surplus(Deficit)		\$ 3,000		\$ (455)	
	\$ 13,043	\$ 16,200	\$ 13,632.74	\$ 12,765	\$ 14,159.02
<u>Expenditures</u>					
Administrative Expense	\$ 232.29	\$ 500	\$ 186.50	\$ 325	\$ 255.04
Education		\$ 100		\$ 100	
Insurance	\$ 2,676.00	\$ 2,700	\$ 2,176.00	\$ 2,200	\$ 2,157.00
Lake Management	\$ 2,570.00	\$ 5,000	\$ 6,142.00	\$ 6,000	\$ 3,440.00
Lake Habitat Fund		\$ 100		\$ 100	
Legal & Professional	\$ 300.00	\$ 2,000	\$ 350.00	\$ 500	
Maintenance and Repair	\$ 436.77	\$ 500	\$ 476.00	\$ 500	\$ 476.00
Septic System Ordinance	\$ 2,866.00	\$ 4,800	\$ 4,756.95	\$ 5,040	\$ 5,305.75
Water Quality Study	\$ 320.00	\$ 500		\$ 500	\$ 160.00
Total Expenditures	\$ 9,401	\$ 16,200	\$ 14,087.45	\$ 15,265	\$ 11,793.79
 Checking Balance					 \$ 12,091.23
CD Balances					\$ 29,376.92
Total					<u>\$ 41,468.15</u>

Notes: Expected approx \$2500 in Lake Management fees before FYE

Submitted by Barry Loveland, Treasurer

9:11 AM
05/01/15
Cash Basis

Booth Lake Management District
Balance Sheet
As of April 27, 2015

	<u>Apr 27, ...</u>
ASSETS	
Current Assets	
Checking/Savings	
1003 · First Citizens State Bank ...	12,091.23
1040 · CD First Citizens Bank #5...	10,013.64
1043 · CD First Citizens Bank #6...	5,117.40
1044 · CD First Citizens Bank #6...	4,082.73
1045 · CD First Citizens Bank #6...	10,163.15
Total Checking/Savings	<u>41,468.15</u>
Total Current Assets	41,468.15
Fixed Assets	
1100 · Capital Equipment-Boat	6,437.18
1101 · Allowance-Depreciation-Boat	-6,437.18
Total Fixed Assets	<u>0.00</u>
TOTAL ASSETS	<u><u>41,468.15</u></u>
LIABILITIES & EQUITY	
Equity	
2200 · Reserve for Legal Expense	28,000.00
3000 · Equity in Assets	7,315.88
3900 · Retained Earnings	3,787.04
Net Income	2,365.23
Total Equity	<u>41,468.15</u>
TOTAL LIABILITIES & EQUITY	<u><u>41,468.15</u></u>

9:16 AM
 05/01/15
 Cash Basis

Booth Lake Management District Transaction Detail By Account July 1, 2014 through May 1, 2015

Date	Num	Name	Memo	Split	Original A...	Balance
1003 · First Citizens State Bank Acct						
07/15/2014	1532	Bio-Aquatic services LLC		5100 · Lake Management	-3,440.00	-3,440.00
08/07/2014	1533	U S Postal Service		5000 · Administrative Ex...	-48.00	-3,488.00
08/07/2014	1534	Otto Jacobs Company		5600 · Septic System Or...	-3,603.25	-7,091.25
08/26/2014			Deposit	4200 · Tax Levy	686.00	-6,405.25
09/08/2014	1535	Gerald Hegeman		5000 · Administrative Ex...	-64.54	-6,469.79
09/08/2014	1536	Otto Jacobs Company		5600 · Septic System Or...	-472.00	-6,941.79
09/22/2014			Deposit	4100 · Interest Income	15.12	-6,926.67
10/14/2014			Deposit	4300 · Town of Troy	500.00	-6,426.67
11/07/2014	1537	Otto Jacobs Company		5600 · Septic System Or...	-1,230.50	-7,657.17
02/20/2015	1538	East Troy Marine		5300 · Maintenance and...	-476.00	-8,133.17
02/20/2015	1539	Wisconsin Assoc of Lakes		5000 · Administrative Ex...	-142.50	-8,275.67
02/25/2015			Deposit	4200 · Tax Levy	12,883.60	4,607.93
02/25/2015	1540	VOID		5100 · Lake Management	0.00	4,607.93
04/27/2015	1541	the Horton Group		5040 · Insurance	-2,157.00	2,450.93
04/27/2015	1542	Water Environmental Analy...		5110 · Lake Studies	-160.00	2,290.93
Total 1003 · First Citizens State Bank Acct						2,290.93
1043 · CD First Citizens Bank #6621						
02/19/2015		interest	Deposit	4100 · Interest Income	10.13	10.13
Total 1043 · CD First Citizens Bank #6621						10.13
1044 · CD First Citizens Bank #6676						
10/09/2014			Deposit	4100 · Interest Income	7.15	7.15
Total 1044 · CD First Citizens Bank #6676						7.15
1045 · CD First Citizens Bank #6895						
10/10/2014		interest	Deposit	4100 · Interest Income	39.09	39.09
02/19/2015		interest	Deposit	4100 · Interest Income	17.93	57.02
Total 1045 · CD First Citizens Bank #6895						57.02
4100 · Interest Income						
09/22/2014			CD# 3...	1003 · First Citizens Stat...	-15.12	-15.12
10/09/2014			CD int...	1044 · CD First Citizens ...	-7.15	-22.27
10/10/2014		interest	Deposit	1045 · CD First Citizens ...	-39.09	-61.36
02/19/2015		interest	Deposit	1045 · CD First Citizens ...	-17.93	-79.29
02/19/2015		interest	Deposit	1043 · CD First Citizens ...	-10.13	-89.42
Total 4100 · Interest Income						-89.42
4200 · Tax Levy						
08/26/2014	1170		August...	1003 · First Citizens Stat...	-686.00	-686.00
02/25/2015			Tax Re...	1003 · First Citizens Stat...	-12,883.60	-13,569.60
Total 4200 · Tax Levy						-13,569.60
4300 · Town of Troy						
10/14/2014			annual...	1003 · First Citizens Stat...	-500.00	-500.00
Total 4300 · Town of Troy						-500.00
5000 · Administrative Expense						
08/07/2014	1533	U S Postal Service	12 mth...	1003 · First Citizens Stat...	48.00	48.00
09/08/2014	1535	Gerald Hegeman	copies ...	1003 · First Citizens Stat...	64.54	112.54
02/20/2015	1539	Wisconsin Assoc of Lakes	2015 d...	1003 · First Citizens Stat...	142.50	255.04
Total 5000 · Administrative Expense						255.04
5040 · Insurance						
04/27/2015	1541	the Horton Group		1003 · First Citizens Stat...	2,157.00	2,157.00
Total 5040 · Insurance						2,157.00
5100 · Lake Management						
07/15/2014	1532	Bio-Aquatic services LLC	milfoil t...	1003 · First Citizens Stat...	3,440.00	3,440.00
02/25/2015	1540	VOID	VOID	1003 · First Citizens Stat...	0.00	3,440.00
Total 5100 · Lake Management						3,440.00
5110 · Lake Studies						
04/27/2015	1542	Water Environmental Analy...	old tes...	1003 · First Citizens Stat...	160.00	160.00
Total 5110 · Lake Studies						160.00
5300 · Maintenance and Repair						

9:16 AM

05/01/15

Cash Basis

Booth Lake Management District
Transaction Detail By Account
July 1, 2014 through May 1, 2015

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Split</u>	<u>Original A...</u>	<u>Balance</u>
02/20/2015	1538	East Troy Marine	storage	1003 · First Citizens Stat...	476.00	476.00
Total 5300 · Maintenance and Repair						476.00
5600 · Septic System Ordinance						
08/07/2014	1534	Otto Jacobs Company	July 20...	1003 · First Citizens Stat...	3,603.25	3,603.25
09/08/2014	1536	Otto Jacobs Company		1003 · First Citizens Stat...	472.00	4,075.25
11/07/2014	1537	Otto Jacobs Company	Oct 20...	1003 · First Citizens Stat...	1,230.50	5,305.75
Total 5600 · Septic System Ordinance						5,305.75
TOTAL						0.00

HONEY LAKE

Protection and
Rehabilitation District

P.O. Box 565

Burlington, WI 53105



COMMISSIONER'S MEETING
ROCHESTER VILLAGE HALL
300 W. SPRING ST.
June 16, 2015 @ 7:00 P.M.

AGENDA

Call the Meeting to Order

Secretary's Report: May 19, 2015

Treasurer's Report: May 2015

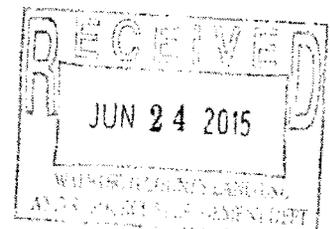
OLD BUSINESS

1. Reports
2. Lake Project

NEW BUSINESS

1. Contract Approval for Road & Dike Brush Trimming
2. Lake Weed Discussion
3. Monthly Bills

ADJOURN



HONEY LAKE

Protection and
Rehabilitation District

P.O. Box 565

Burlington, WI 53105



Commissioner's Meeting

May 19, 2015

Chairman Lutz called the meeting to order at 7:04 P.M. Commissioners present were John Lutz, Judith Correll, Joseph Kolosso, Robert McIndoe and Donald Trimberger.

The minutes of the April 21, 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. The lottery credits from Racine & Walworth County have been received. A motion to approve the report was made by Donald Trimberger, seconded by Robert McIndoe and carried.

OLD BUSINESS

There has been no word from the two gentlemen about purchasing part of Kenmore Ave. We need to check with Attorney Dubis about land locking the parcel owned by a lady from Illinois. Someone interested in buying the roadway approached Donald Trimberger at the spring cleanup. Don told him to come to the next monthly meeting.

The dam boards have been lowered and the weeds have really grown in the lakes. The fish population looks to be good and the soft-shelled turtles are back. We also have a swan on the lake.

NEW BUSINESS

Chairman Lutz had posted a help-wanted notice for a maintenance person. Jessica Kirkeeng applied for the job and Chairman Lutz hired her at \$9.00 per hour.

We will look at doing the repairs needed to the drawdown device in the fall so that we can fill the lakes for the summer. The cost of repairing the damage or removing the pipe and replacing it could be about the same. Hopefully replacing it might be better to avoid future damage. We will look at different options. We will probably need to contact the DNR for permits.

We will be setting a meeting with the contractors for re-doing County Line Blvd.

BILLS SUBMITTED AS FOLLOWS:

Comm. Comp.	John Lutz	\$ 200.00
“ “	Judith Correll	\$ 175.00
“ “	Joseph Kolosso	\$ 175.00
“ “	Donald Trimberger	\$ 25.00
Joseph Kolosso	Reimburse – ink cartridge	\$ 35.97
Cutting Edge Lawn & Landscaping	Remove old sand in park and beaches and add new sand	\$2,500.00
Cutting Edge Lawn & Landscaping	New sand for park and beaches	\$ 555.00

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

A motion to adjourn, subject to recall, was made by Donald Trimberger, seconded by Robert McIndoe and carried at 8 P.M.

Respectfully submitted


Judith Correll,
Secretary, HLPD

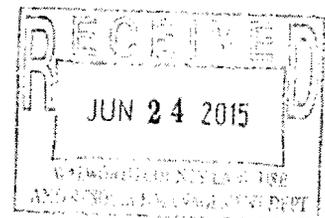
Honey Lake Protection & Rehabilitation District

Treasurers Report

May 2015

Joseph Kolosso

Treasurer



Honey Lake Protection and Rehabilitation District

Regular Checking-May 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>
5/1/2015			Starting Balance			\$18,842.29
5/29/2015		Wisconsin Lakes	Refund for Joe Kolosso's Conf. Registration for WLP 4/23-25/15		\$215.00	\$19,057.29
5/19/2015	4290	Cutting Edge Lawn Maintenance and Landscaping	Beaches/Parks/Trees Spring Cleanup \$435, Mowing \$145 Replace 6" Sand in Park Play Area \$2500 Sand Beaches \$555	\$3,635.00		\$15,422.29
5/19/2015	4291	Joseph Kolosso	Office Supplies/Mailings Ink Cartridge	\$35.97		\$15,386.32
5/19/2015	4292	John Lutz	Commissioners Compensation	\$200.00		\$15,186.32
5/19/2015	4293	Judith Correll	Commissioners Compensation	\$175.00		\$15,011.32
5/19/2015	4294	Joseph Kolosso	Commissioners Compensation	\$175.00		\$14,836.32
5/19/2015	4295	Donald Trimberger	Commissioners Compensation	\$25.00		\$14,811.32
5/31/2015	Deposit	Chase Bank-Interest	Interest		\$0.14	\$14,811.46
5/31/2015			Ending Balance			<u>\$14,811.46</u>

Weed Razer

Home Weed Control Algae Control Recreation Replacement Parts Dealers General Information Contact Us

SEARCH Search..

SHOPPING CART

CHECKOUT

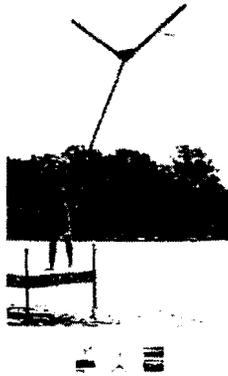
CREATE ACCOUNT

LOGIN

WEED CONTROL

FOLLOW US ON

Weed Razer™



Weed Razer™

5

(21)

\$137.95 each

1

TELL A FRIEND

ADD TO A WISHLIST

SEE OUR SPECIALS

WEED RAZER MANUAL



See what our customers are saying...

We got your product Friday and I assembled it Saturday. I was a totally amazed at how easy it went through the Lilly Pads. I've been out twice retouching the areas I first cut and it went all the way down and finished the job completely. Now I need to find something that would stop them from coming back. Thanks for your great product. I wish I had it several years ago.

- Gary Sprohe, Centralia, Illinois

Overview Specifications Reviews

Weed Razer - Aquatic Lake Weed Cutter

LAKE WEEDS are cut and removed in minutes with the Weed Razer.

Remove your Lake weeds or Pond Weeds in just Minutes with the Weed Razer®. The Weed Razer is a unique V shaped lake weed cutter with razor sharp blades designed to be the most efficient and effective lake weed cutting tool made. This weed cutter will cut or shear almost any type of rooted aquatic vegetation like milfoil, lily pads, pond weed and even cattails. Razor sharp blades can shear through water and lake weeds with ease, and can also cut cattails.

Using the Weed Razer aquatic lake weed cutter is a simple 4-step process:

1. Give it a toss
2. Let it sink
3. Pull it in
4. Repeat

The Weed Razer clears a path 48" (4 feet) wide each throw. Weighing in at just 8 pounds it is light enough to toss 30 feet or more yet heavy enough to sink to the bottom.

- Able to cut in deep or shallow water
- Cuts at the base of the weeds
- There is little resistance because it slices the water weeds rather than dragging them

The Weed Razer was improved for 2008 with the Weed Deflector. The Weed Deflector is an accessory for the Weed Razer designed to enhance the performance of the Weed Razer. All Weed Razers come with the Weed Deflector.

If you have lake or pond weeds, then the Weed Razer is the perfect tool for you.

Once you cut or shear the lake or pond weed, we recommend that you remove the cut vegetation from the water. Decaying vegetation will provide nutrients that can stimulate new vegetation. [Click here to learn more about lake rake which is specifically designed for this purpose.](#)

For an instructional video on how to put your Weed Razer together please click below

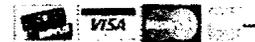
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Weed Razer Pro

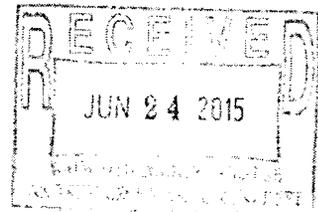


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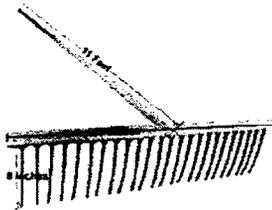
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See what our customers are saying...

I want to thank you for the Ingenuity of the Weedrazer. It cuts right through swamp grass in a beaver pond in middle Georgia. It's tough and works exactly like advertised. Thanks to you we'll be transforming 2 acres of swamp grass into two acres of open water for ducks!

- K Barfield

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Overview Reviews

Weed Raker - LAKE RAKE Specially Designed for removing LAKE and POND WATER WEEDS

The Weed Raker is the Longest, Widest, and Deepest digging lake rake in the industry specifically designed to be very effective at removing LAKE and pond water WEEDS and debris floating on the surface of the WATER. The Weed Raker is also designed to dig and pull the stems and roots of your LAKE AND POND WEEDS slowing or eliminating their re-growth. This RAKE is ideal for removing the organic matter at the bottom of your lake which fuels the regrowth of more water weeds, aquatic vegetation!

The WEED RAKER is the best tool in the industry to pull in FREE FLOATING WEEDS like Water Hyacinth, Bladderwort, Salvinia, Water Lettuce, etc.

Weighing less than 7 lbs, it is light enough to toss 55 feet away. The rake head is hollow and can be filled with floating material to make it float, or with gravel or other weighted material to make it dig deeper.

With the Weed Raker you can:

- Keep your beach front free from floating water weeds and debris
- Collect large mats of floating debris with the super sized rake head
- Clean your beach, root up weeds and remove muck
- Keep your lake bottom weed free and harvest your cut weeds.
- Remove decaying organic matter from your lake and pond bottom
- Weigh the hollow rake head down with rock to dig deep in the bottom
- Pull weeds in from 55 feet away

The Weed Raker comes in a box that is 2" x 5" x 39". The Weed Raker has a four section handle that snaps together giving the user up to 11 feet of reach and comes with 43 feet of rope.

Product Specification

Raker Head	37 inches	Average assembly time is about 10 minutes.
Raker Tooth	8 inches	
Handle	11 Feet	
Rope	43 Feet	
Total weight	Less than 7 lbs / 3.1 kg	