

DRAFT

**Walworth County Board of Supervisors
October 22, 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 9:33 a.m.

Roll call was conducted. Members present included Chair Nancy Russell, Vice Chair Dan Kilkenny (excused at 10:34 a.m.), Supervisors Kathy Ingersoll, Joe Schaefer and Paul Yvarra. A quorum was declared.

Others in Attendance

County staff: County Administrator David Bretl; County Treasurer Valerie Etzel; Lisa Henke-Risk/Benefits Manager; Comptroller Jessica Conley; Sheriff's Office Business Manager Amanda Lagle; Deputy Director of Health and Human Services Robert Williams; Lakeland Health Care Center Administrator Bernadette Janiszewski; Assistant Jail Administrator Howard Sawyers; Clerk of Courts Sheila Reiff; Land Information Officer Dale Drayna; Director of Information Technology John Orr, UW-Extension Department Head Jenny Wehmeier and Central Services/Public Works Director Kevin Brunner

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

On motion by Supervisor Ingersoll, second by Supervisor Schaefer, the October 13, 2015 special joint Finance/Public Works Committee meeting minutes were approved by voice vote.

Public Comment – There was none.

Unfinished Business – There was none.

Consent items

Chair Russell requested items 8B 1, 2 and 4, and item 8D 2 be considered separately. Vice Chair Kilkenny requested to consider item 8 D, 3b separately. **Supervisor Ingersoll made a motion, seconded by Supervisor Schaefer, to approve the remainder of the consent items. The motion carried 5-0.**

8A, Budget Amendments

- 1) Health and Human Services
HS013 — Fund the Drug Court Housing pilot program for one year starting October 1, 2015
HS014 — Offset residential treatment center care for a CBRF client
- 2) Lakeland Health Care Center
LH003 – Reflect increase in therapy service expense
LH004 — Transfer funds for Kronos Scheduler software enhancements and training
- 3) Lakeland School
LS001 – Increase budget for Transfer of Service account
- 4) Public Works
PW008 – Increase funds for state work under discretionary maintenance agreements
PW009 – Reallocate fringe benefits
- 5) Sheriff's Office
SH005 – Reflect anticipated insurance recovery for squad totaled on 09/01/2015.

8B, Bids/Contracts

- 1) Inmate commissary services for the Sheriff's Office jail division

Chair Russell asked for discussion on the commissary services because the recommended proposal was higher than two of the others submitted. Assistant Jail Administrator Howard Sawyers said the recommended company is the current vendor and due to the complexity of the services, it would take a significant amount of time to train all of the Jail staff on a new system. Trinity Services interfaces well with the Sheriff's Office record management system and offers a \$15,000 signing bonus, which would be returned to the County general fund. Russell said she has received complaints that the prices are too high. Sawyers said the commissary service is not a big revenue generator for the Jail. He explained the pricing criteria in the proposals. Staff took the top 50 items in sales and requested individual pricing on those items from prospective vendors. Most of the items sold are hygiene items, snack foods, reading glasses, alternate footwear, word search books, greeting cards, etc. No soda or water is sold. Revenue generated was \$19,000 last year. **Supervisor Schaefer made a motion, seconded by Vice Chair Kilkenny, to approve the award for inmate commissary services to Trinity Services Group, Inc. for the proposed contract amount of \$301,306.05. The motion carried 5-0.**

2) Stop loss for 2016 health insurance

Chair Russell said this was discussed at the Human Resources Committee meeting on October 21 and there were no objections to staff's recommendation. Risk/Benefits Manager Lisa Henke noted that the information concerning the proposed carrier was distributed at the meeting. The Request for Proposals (RFP) was sent to 12 vendors; of those, five responded. Auxiant and M3 assisted staff in evaluating the proposals and recommended staying with the current carrier, HM Insurance, who was the lowest overall bidder. HM Insurance is willing to guarantee pricing based on the current policy, contingent upon county acceptance by October 31. The County's maximum exposure per claim would be \$125,000, without the ability to "laser" individuals, which means that if a participant had expenses above the risk amount, the county could potentially have additional liability before the stop loss insurance would take effect. **Supervisor Schaefer made a motion, seconded by Supervisor Ingersoll, to approve the award to HM Insurance for the 2016 stop loss insurance, in the amount of \$2,016,969 (approximate annual rate). The motion carried 5-0.**

3) Award sale(s) of tax foreclosure properties

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

Treasurer Val Etzel distributed an updated list of the foreclosure properties. One of the properties, #FRA3 00013 in the Town of Delavan, was repurchased by the previous owner and removed from the list. One of the properties listed on the sheet in red was added to be sold because the bid received was rejected. The proposed minimum bids were calculated by taking the previous minimum bids and reducing the amount by 24%. **Supervisor Ingersoll made a motion, seconded by Vice Chair Kilkenny, to reject the bid amount for parcel FRA3 00013 received on October 12, 2015. The motion carried 5-0.** **Supervisor Schaefer made a motion, seconded by Supervisor Ingersoll, to approve the recommended minimum bids for unsold tax foreclosure properties as amended, per the Treasurer's recommendation. The motion carried 5-0.**

8C, Surplus

- 1) Recommendation to declare Sheriff's Office squad car as surplus in lieu of vehicle approved as surplus in May 2015, and to sell said vehicle at auction

8D, Reports

- 1) Quarterly delinquent tax report – 3rd quarter 2015

2) Quarterly property loss report – 3rd quarter 2015

Chair Russell commented that the County will recover money on some of the claims. She expressed concern over the employees and departments with multiple incidents. Vice Chair Kilkenny commented that it might be beneficial to do a per mile analysis of claims by department, as the Sheriff's Office and Public Works employees are on the road the majority of the time. County Administrator Bretl said that it is good practice to review the report. The County has a process in place whereby after an accident, a form is generated to departments to provide an explanation and review of the incident to determine if further action/discipline is warranted. **Vice Chair Kilkenny made a motion, second by Supervisor Ingersoll, to place the report on file. The motion carried 5-0.**

3) Update on tax incremental financing districts (TIDs)

- a) Summary of current TIDs
- b) Village of Darien TID #3 and TID #2

Vice Chair Kilkenny noted apparently the Village of Darien refinanced but was still charging the TID the higher interest rate. Comptroller Jessica Conley said the auditor has to recalculate several of the years based upon the new interest rate for those years, and the interest charged will be corrected.

New Business

- Resolution **-11/15 Accepting the Donation of \$525 from the Elkhorn Fund to UW-Extension to Support the Parenting 1st, 2nd and 3rd Year Newsletter Project

Supervisor Schaefer made a motion, seconded by Supervisor Ingersoll, to recommend approval of accepting the donation. Chair Russell asked why the donation only includes Elkhorn. UW-Extension Department Head Jenny Wehmeier said the donation has primarily been funded by Elkhorn and East Troy Kiwanis, but everyone applicable in the County receives the newsletter. **The motion carried 5-0.**

- Ordinance **-11/15 Amending Section 30-156 of the Walworth County Code of Ordinances Relating to Acceptance of Donations to the UW-Extension Department

The ordinance amendment changes/expands the list of programs for which UW-Extension is able to accept restricted donations under \$5,000. **Supervisor Ingersoll made a motion, seconded by Vice Chair Kilkenny, to recommend the ordinance amendment. The motion carried 5-0.**

- Resolution **-11/15 Authorizing a Contract with the Wisconsin Department of Revenue for the Collection of Debt

Clerk of Circuit Court Sheila Reiff said the Wisconsin Department of Revenue (DOR) has hired more agents to assist with debt collection. State statute allows the Clerk to contract with the DOR if approved by the County Board. Reiff said her office would still use tax intercepts and set up pay plans, but would call the DOR to collect when those efforts are unsuccessful. **Supervisor Schaefer made a motion to recommend approval of the contract with the Wisconsin Department of Revenue for debt collection. The motion carried 5-0.**

- Ordinance **-11/15 Amending Section 30-150 of the Walworth County Code of Ordinances Relating to the Collection of Debt

Bretl said this ordinance amendment codifies the resolution authorizing contracting with DOR for debt collection. **Supervisor Schaefer made a motion, seconded by Supervisor Ingersoll, to recommend approval of the ordinance. The motion carried 5-0.**

- Discussion and possible action authorizing approval of the Strategic Initiative Grant application by the Information Technology/Land Information department

Director of Information Technology John Orr said part of Act 20 adopted in the 2013 State budget requires the creation of a Statewide Parcel Layer in GIS format. This Layer will include county parcel and specific attribute information for the 72 counties, which will eventually be made available to the public. Because of the significant work involved in amassing the data for the Layer, a Strategic Initiative grant is available for each county to help accomplish its goals. The grant is renewable each year; once the requirements for the State are met, Orr said subsequent grant funds can be used for updates and modifications to other systems. **Supervisor Schaefer made a motion, seconded by Vice Chair Kilkenny, to authorize approval of the Strategic Initiative Grant application. The motion carried 5-0.**

- Resolution **-11/15 Authorizing Addition to Previously Established Pre-Approved Recurring Grants List Relative to the State of Wisconsin Strategic Initiative Grant

Supervisor Schaefer made a motion, seconded by Supervisor Ingersoll, to approve the addition of the State of Wisconsin Strategic Initiative grant to the pre-approved recurring grants list. The motion carried 5-0.

- Ordinance **-11/15 Amending Section 30-286 of the Walworth County Code of Ordinances Relative to Fees

The ordinance amendment incorporates revisions to existing fees or implementation of new fees. In addition, where applicable, sales tax has been included in the established fees. **Vice Chair Kilkenny made a motion, seconded by Supervisor Ingersoll, to recommend approval of the amended fee ordinance as corrected to the County Board. The motion carried 5-0.**

- Resolution **-11/15 Adopting the 2016 Appropriation of the Walworth County Budget and CIP Plan
Bretl reminded the Committee that the budget can still be amended up until adoption on November 10. Chair Russell expressed concern over the Health and Human Services renovation, scheduled for engineering in 2018 and construction in 2019. The construction is estimated to cost \$8.5 million, and she feels the existing building, originally designed as a mental health facility, could never be made efficient for current operations. There are still issues with temperature controls in various areas of the facility. She suggested a study in 2016 to discuss options for new construction vs. renovation. Supervisor Schaefer noted that the years on the table in Exhibit B were incorrect. The first year should be 2016, ending with 2020. **Vice Chair Kilkenny made a motion, seconded by Supervisor Yvarra, to recommend approval of adoption of the 2016 appropriation of the Walworth County budget and CIP plan, with the correction of the years on Exhibit B. The motion carried 5-0.**

- Resolution **-11/15 Establishing the County Tax Levy to Support the 2016 Budget Appropriation
The overall tax levy increase is 0.65%. **Supervisor Schaefer made a motion, seconded by Vice Chair Kilkenny, to recommend County Board approval of the resolution establishing the county tax levy to support the 2016 budget appropriation. The motion carried 5-0.**

- Discussion and possible action regarding property insurance coverage for policy year 2016
Bretl said the premium went up 39%. As MPIC, our new provider, gains experience, hopefully premiums will adjust. The County has modern infrastructure and good risk management practices. Bretl expressed concern over the municipalities' ability to absorb the increases. **Vice Chair Kilkenny made a motion, seconded by Supervisor Ingersoll, to accept the report. The motion carried 4-0.**

- Ordinance **-11/15 Amending Section 30-172(c)(2) of the Walworth County Code of Ordinances Related to Committed Fund Balance Severance Payout

Conley said the ordinance amendment would allow Lakeland School and enterprise funds to use the general fund for severance payouts to make them whole. **Supervisor Ingersoll made a motion, seconded by Chair Russell, to recommend approval of the ordinance amendment. The motion carried 4-0.**

- Update regarding Lake Geneva Tax Incremental Financing District

Conley said one of the biggest issues with the TIF financial report was debt service related for the reporting of revenue and expense. The other major issue was an interpretation of how the project plan total available budget was calculated. Bretl said he has met with City officials and reiterated that the County wants the District closed.

Correspondence – There was none.

Confirmation of next meeting: The next meeting was confirmed for Thursday, November 19, 2015 at 9:30 a.m., Government Center County Board Room 114.

Adjournment

On motion by Supervisor Schaefer seconded by Supervisor Yvarra, Chair Russell adjourned the meeting at 10:47 a.m.

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

DRAFT

**Walworth County Board of Supervisors
Human Resources Committee Meeting Minutes
Wednesday, October 21, 2015
Walworth County Government Center, County Board Room 114
100 West Walworth Street, Elkhorn, Wisconsin**

The meeting was called to order at 3:30 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 and Ken Monroe. Supervisor Rick Stacey was excused. A quorum was declared.

Others in Attendance:

County Board members: County Board Chair Nancy Russell

County staff: County Administrator David Bretl; Human Resources Director Dale Wilson; Risk/Benefits Manager Lisa Henke; Deputy County Administrator-Finance Nicki Andersen; Deputy Director of Health and Human Services Robert Williams; Assistant Public Works Superintendent Dave Woodhouse; Sheriff Kurt Picknell; Central Services/Public Works Director Kevin Brunner

Supervisor Ingersoll made a motion, seconded by Vice Chair Brellenthin, to amend the agenda to consider item 7 c) before item 7 b), and to approve the agenda as amended. The motion carried 4-0.

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

Public comment – There was none.

New Business

- Discussion and possible action regarding an amendment to Section 15-17 of the Walworth County Code of Ordinances Relating to Authorized Positions by Department based on the 2016 budget. Director of Human Resources Dale Wilson said the ordinance amendment includes all of the proposed changes in the Administrator's 2016 budget and subsequent appeal approvals. **Supervisor Ingersoll made a motion, seconded by Vice Chair Brellenthin, to recommend approval of the amendment. The motion carried 4-0.**
- Discussion and update on Stop loss for 2016 health insurance before productive time. Wilson distributed a memo, proposal recommendation and rate comparisons on the stop loss/reinsurance policy. The Finance Committee will be voting to award the contract on October 22. The request for proposals went to 12 vendors, and five quotes were received. Wilson and his staff worked with Auxiant and M3 in evaluating the proposals. The incumbent was the low cost carrier, and staff worked with them to finalize their proposal amount, which would be \$2,016,969 (approximate annual rate based on the number of participants in the health plan and family/single enrollment factors). HM Insurance is willing to accept the contract based on the current policy, contingent upon county acceptance by October 31. The county's specific deductible would remain at \$125,000, and no individuals would be "lasered" based on known risks, which means that the county could potentially assume more than the \$125,000 responsibility for an individual. Vice Chair Brellenthin asked if the County ever considered lowering the specific deductible. Wilson said lowering the deductible for an organization like the County with its high claims is not recommended due to the cost of the premium amount.

- Discussion and possible action regarding an amendment to Section 15-4 of the Walworth County Code of Ordinances relating to the definition of non-productive time and productive time
Wilson said after Act 10, county ordinances were amended concerning calculation of overtime. In 2012 the changes were implemented, making sick leave, vacation, compensatory time and holidays off non-productive hours, and not included in the 40 hour calculation of “productive” time for overtime eligibility. The Sheriff’s Office operates 24-hours, 7 days a week, and holidays are considered part of the normal work schedule. However, a couple of county departments, i.e., Crisis Intervention and Public Works, are called in to work after hours and on holidays as needed. Consequently, if a Public Works employee is called in to work on a Friday or Saturday during the week in which there was a holiday, he wouldn’t be eligible for overtime because the holiday off is considered to be 8 hours of non-productive time. Wilson said this issue has caused concern about operational problems. Management doesn’t want crews to be reluctant to come in for snow removal or off hour emergency duties if they aren’t eligible to receive overtime. He recommended that the ordinance be amended to consider holidays off as productive time. He said the County has the responsibility to take care of its assigned duties and be responsive to safety issues. Wilson stated if the amendment is approved, it is still to be determined when the change could become effective because of payroll changes.

Chair Brandl said employees are aware of job expectations when they’re hired; part of that is working holidays as needed. He said Public Works crews do a great job, and their jobs are hazardous; however, he isn’t convinced holidays off should be counted as productive time. He asked if other entities’ policies were investigated. Wilson said they didn’t contact private companies; however, Central Services/Public Works Director Kevin Brunner did a survey of the Southeastern Wisconsin Region Public Works departments and found: Jefferson, Kenosha and Rock Counties count all hours as productive (sick, vacation, comp bank, holidays off); Racine County requires 40 hours of productive time; however, from November 1 through March 31, all snow removal call-ins are overtime, regardless of productive hours for the week; Waukesha County considers vacation or comp time off if requested more than five days in advance as productive hours, and all weekend hours midnight Friday night to midnight Sunday night count as overtime.

Chair Brandl asked for Brunner’s input. Brunner said he doesn’t want this issue to become problematic. The department relies on the crew to be responsive, and they should feel the County is a fair employer and treats them with dignity and respect. He believes this proposed change is fair and would ensure adequate coverage throughout the holidays.

Bretl said there is the option to send people home when they’ve reached 40 hours in a week, but that isn’t usually operationally feasible during the winter. In addition, crews are not paid “stand by” to ensure someone is available to drive during off-hours.

County Board Chair Russell said she supports the amendment; employees have no control over when holidays and weather events occur. It is appropriate to pay them time and a half plus holiday off when called in on a holiday.

Public Works Assistant Dave Woodhouse said he asked Human Resources to help them solve this issue. Since 2000, there have been many changes in the Department, including the change in overtime calculation. Woodhouse believes that management will benefit the most from the amendment; his crews don’t believe it is fair when the rest of the hourly county employees are paid for the holidays and get to enjoy them, and they are called out to work for only straight-time pay. Woodhouse said 19 of the trucks plow state roads, and the State reimburses the county for the time and equipment. Overtime on these

beats is passed on to the State. There are only 10 county road sections, and Woodhouse said the extra overtime expense would be well worth it.

Wilson said his calculation for overtime expense in the ordinance amendment was based on the past 12 months, approximately \$10,912. The expense calculation does not include reimbursement for the 19 State beats. Annual expenses would fluctuate, depending on winter weather.

Supervisor Monroe made a motion to approve the ordinance amending Section 15-17 of the Walworth County Code of Ordinances, with the addition of a definition of "Holiday Off" to include a distinction between those who work 24/7. Vice Chair Brellenthin seconded the motion and it carried 4-0.

Reports/announcements by Chair – None

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

Closed sessions

The committee convened in closed session at 4:16 p.m. on motion and second by Supervisors Monroe and Vice Chair Brellenthin, pursuant to the exemption contained in Section 19.85(1) (e) of the Wisconsin Statutes, for the purpose of negotiating or conducting other specified public business whenever competitive or bargaining reasons require a closed session, relative to the item listed below. **A roll call vote was conducted and all members present voted "aye."** Remaining in closed session were County Administrator Bretl, Human Resources Director Wilson, Deputy Director of Health and Human Services Williams, Deputy County Administrator-Finance Andersen, Sheriff Picknell and County Board Chair Russell.

Closed session discussion: Health and Human Services Professional Bargaining

The committee reconvened in open session at 4:25 p.m. on motion and second by Supervisors Ingersoll and Monroe.

Supervisor Ingersoll made a motion, seconded by Vice Chair Brellenthin, to proceed as discussed in closed session. The motion carried 4-0.

The committee convened in closed session at 4:26 p.m. on motion and second by Vice Chair Brellenthin and Supervisor Monroe pursuant to the exemption contained in Section 19.85(1) (g) of the Wisconsin Statutes: "conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved," relative to the item listed below. **A roll call vote was conducted and all members present voted "aye."** Remaining in closed session were County Administrator Bretl, County Board Chair Russell, Human Resources Director Wilson, Sheriff Picknell and Deputy County Administrator-Finance Andersen.

Closed session discussion: Walworth County Deputy Sheriff's Association vs. Walworth County, 12CV1232.

On motion and second by Vice Chair Brellenthin and Supervisor Ingersoll, the committee reconvened in open session at approximately 4:47 p.m.

Supervisor Monroe made a motion, seconded by Supervisor Ingersoll, to proceed as discussed in closed session. The motion carried 4-0.

Adjournment

On motion by Supervisor Ingersoll, second by Supervisor Monroe, Chair Brandl adjourned the meeting at 4:49 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, October 21, 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 Dr. James Seegers and Sandra Wagie-Troemel. William Wucherer and Bernice Solis were excused. A quorum was declared.

Others in Attendance:

County Board Supervisors: County Board Chair Nancy Russell

County staff: David Bretl, County Administrator; Robert Williams, Deputy Director of Health and Human Services (HHS); Jan Ellefsen, Public Health Officer (HHS); Kristen Tranel, Manager of Administrative Services (HHS); Melissa Davis, Crisis Intervention/Adult Protective Services (HHS)

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

On motion by Citizen Representative Wagie-Troemel, seconded by Supervisor Ingersoll, the September 16, 2015 meeting minutes were approved by voice vote.

Public Comment – There was none.

Unfinished Business – There was none.

New Business

- Discussion and Possible Action on Assembly Bill 310 - To create 253.075 of the statutes; relating to: family planning and preventive health services grants and granting rule-making authority

Robert Williams, Deputy Director of Health and Human Services (HHS) gave a brief overview and referred to Enclosure #2 of the agenda packet for a more descriptive summary of Assembly Bill 310. Jan Ellefsen, Public Health Officer (HHS) gave a brief explanation of the Well Women Program and stated it is a screening program for cervical and breast cancer for uninsured and underinsured women ages 45 to 64 and is funded by the Centers for Disease Control (CDC). David Bretl, County Administrator, stated Assembly Bill 310 ties into the bigger issue of defunding the Planned Parenthood Program, which offers birth control and screening for Sexually Transmitted Diseases (STDs). He said if the State of Wisconsin was to apply for and receive money from the Federal Government grant, the Department of Human Services (DHS) would have to contract with the Well Women Program, which will serve a different age group of clientele. Supervisor Staples stated one of the requirements of the grant is that money cannot go to an entity that is connected to abortion services, referrals or any affiliation to abortions. Williams stated the Bill is directing DHS to begin applying for the funds of 2018 for the next cycle. Staples presented Resolution No. xx-010/15 Opposing Assembly Bill 310 Creating 253.075 of the Statutes Relating to Family Planning and Preventative Health Services Grants and Granting Rule Making Authority at the meeting. Bretl stated funding for this program would become effective in 2018. The Committee was in agreement that more information was needed before a decision could be made.

Supervisor Ingersoll made a motion, second by Supervisor Staples, to table the Resolution Opposing Assembly Bill 310 to next month's meeting. Motion carried 7-0

- Discussion and Possible Action – “Taking Action With Data: Use of the Environmental County Health Profiles to Improve Environmental Health In a Community”, Grant Issued by Department of Health Services, Division of Public Health

Williams read Item #2 of Memorandum from Elizabeth Aldred to the HHS Board dated October 15, 2015. Ellefson referred to Enclosure #3 of the agenda packet and stated this project was taken on by the Wisconsin Environmental Public Health Tracking. She said HHS is looking to apply for the full \$10,500 grant and will consider offering arsenic testing with the private well tests for free of charge. Ellefson stated HHS is aware of some high arsenic levels within the County and would like to test further.

Citizen Representative Wagie-Troemel made a motion, second by Supervisor Ingersoll, to approve the grant. Motion carried 7-0

Reports and Correspondence

- 2nd and 3rd Quarter Write Offs (Enclosure 4)

Williams referred to Enclosure #4 of the agenda packet and introduced Kristen Tranel, Manager of Administrative Services, who gave a brief overview of the Quarterly Write Off Summary Report. Tranel stated that she and Williams will be working diligently to decrease the write off amounts and will work on improving the clarity and descriptions within the report.

- Halloween Hustle Recap (Enclosure 5)

Williams gave a brief overview of the Halloween Hustle 5K Run/Walk, pancake breakfast, raffles, carnival for the kids, face painting and costume contest. He said HHS raised over \$2,000 to support the 2016 Holiday Care Program. Williams stated the event was a success and will be scheduled on a regular basis.

Correspondence – There was none.

Announcements

- Melissa Davis Recipient of the 2015 Adult Protection Services (APS) Award for Protection from Financial Exploitation

Williams introduced Melissa Davis, Crisis Intervention/Adult Protective Services, who is the 2015 recipient of the Adult Protection Services (APS) Award for Protection from Financial Exploitation. He said Davis was granted this honor by the Wisconsin Department of Health Services and the Bureau of Aging and Disability Services. The HHS Committee congratulated Melissa on her award.

- Governor Walker proclaims October 2015 as SIDS Awareness Month

Williams gave a brief overview of Governor Walker's Proclamation to Sudden Infant Death Syndrome (SIDS) which can be defined as a sudden death of an infant younger than 1 year of age that cannot be explained despite a thorough investigation, autopsy report, or clinical background of the family or the child. He stated Governor Walker has proclaimed October 2015 as SIDS Awareness Month.

Confirmation of Next Meeting – The next meeting was confirmed for November 18, 2015 at 2:00 p.m.

Adjournment

On motion by Vice Chair Brellenthin, seconded by Supervisor Staples, Chair Monroe adjourned the meeting at 2:40 p.m.

DRAFT

**Walworth County Board of Supervisors
Lakeland Health Care Center Board of Trustees Meeting Minutes
Wednesday, October 21, 2015
Walworth County Government Center
County Board Room 114
100 West Walworth Street, Elkhorn, WI 53121**

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

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

Others in Attendance:

Board members: County Board Chair Nancy Russell

County staff: Lakeland Health Care Center Administrator Bernadette Janiszewski, County Administrator David Bretl and Human Resources Director Dale Wilson

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

On motion by Supervisor Ingersoll, second by Supervisor Schaefer, the September 16, 2015 meeting minutes were approved by voice vote.

Public Comment – There was none.

New Business

- Quarterly Write Off Report

Lakeland Health Care Center Administrator Bernadette Janiszewski noted that this write off report is actually for a six month period. She said that quarterly reports will be provided in the future. Janiszewski said her department doesn't budget for "bad" debt, but they estimate how much they will not be able to collect and put it in a "doubtful" account. Total write-offs for eight accounts total \$9,917.24, which is not extraordinary. Collecting for the Medicare Advantage programs has proved difficult. Because of the code changes, accounts are being spot-checked, and portions of claims can be denied, as opposed to past practice where the entire claim was either approved or rejected. She said it is extremely time consuming in these cases to go through the claim to identify what portions have been rejected. Also, because of requirement changes, facilities only have 12 months to clean up and resubmit claims.

Vice Chair Brellenthin made a motion, seconded by Supervisor Staples, to accept the Six-Month Write Off Report. The motion carried 5-0.

- Kronos Scheduler Software Enhancements and Training

Janiszewski reported when investigating the issues in the Scheduling department, it was discovered that the effectiveness of the current Kronos configuration, into which the scheduling system ties, is not efficient for operations. The software was purchased several years ago, implementation was delayed, it and has not been utilized in its full capacity. LHCC, Human Resources and Finance Staff met and had a phone conference with Kronos to discuss the project. Kronos staff will do on-site training with management and scheduling staff and will reconfigure the system to implement enhancements such as alerts, time-off requests and self-scheduling.

The estimate from Kronos includes \$25,020 for professional services and \$13,700 for educational services, for a total of \$38,720. If all the enhancements are not selected, the price would be reduced. Human Resources Director Dale Wilson said the department's goal is to analyze what is currently in place; processes have changed, and options to enhance efficiencies will be identified. Janiszewski said one of the desirable features of the software is a program that allows the system to automatically call in selected staff to work based on acuity levels and care units. Janiszewski said there are funds available to be transferred for the project. **Supervisor Ingersoll moved to approve the Kronos Scheduler software enhancements and training, contingent upon Finance Committee approval of a budget transfer to fund the project. The motion carried 5-0.**

Administrator's Report

The report was included in the packet. Janiszewski noted Worker's Compensation claims were down in August and increased in September. Re-training on proper lifting and lift use is being conducted.

Announcements/Upcoming Events

Trick or Treat will take place on October 31 at the Health Care Center. Residents will be handing out candy, and they enjoy having visitors, especially children.

LHCC held an Alzheimer's walk in their facility to donate to the County Alzheimer's Awareness walk. The event raised \$545.00.

The next meeting date was confirmed for November 18, 2015 at 1:00 p.m.

Adjournment

On motion by Vice Chair Brellenthin, second by Supervisor Staples, Chair Monroe adjourned the meeting at 1:19 p.m.

Submitted by Becky Bechtel, Administrative Clerk. Meeting minutes are not considered final until approved by the Board of Trustees 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; (re-elected for 3-year term, 8/24/15)

MICHAEL WEINKAUF: ROCHESTER VILLAGE TRUSTEE REPRESENTATIVE

DONALD TRIMBERGER: SPRING PRAIRIE TOWN SUPERVISOR AS OF APRIL 2011

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

Oct. 20, 2015, MONTHLY MEETING

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

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

Secretary Correll read the minutes of the Sept. 15, 2015 meeting which were subsequently approved. Treasurer Kolosso read the Sept, 2015 Treasurer's Report which was subsequently approved. (Copies of minutes and Treasurer's report attached.)

Old Business:

Chairman Lutz reported that 14 sand tubes no longer needed by Alpine Valley had been delivered to the District and the sand spread on the north beach area.

Burr oaks along the south beach area have been removed.

Re: the issue of the absence of a zoning permit for a property on West Lakeshore Drive where a garage is being constructed in close proximity to the water.....Chairman Lutz indicated he has heard nothing from the Building Inspector.

Chairman Lutz reported that he had a discussion with Bienemann Tree Service reps and that the questions relative to a contract for tree trimming and other work have been resolved, with the contract price set at \$1,979.00. There have been no further complaints from the residents relative to the trimming being done.

More discussion held on the drawdown device. It will be examined further once the Lake level has been reduced, with any work most likely postponed until Spring. Jeff Johnson has agreed to act as "general contractor".

New Business:

Chairman Lutz reported on recent vandalism. The handicapped picnic table located at the south beach was found to have been tossed into the creek. In a later discussion with Gary Schumacher, Gary told John Lutz that he had removed the table from the creek and, at Lutz's request, he would gather and store all of the other tables for Winter, and bill the District.

Chairman Lutz reported that the flume pipe between Honey Lake and Del Monte Lake has a leak in a welded area. Jeff Johnson indicated that he is not a certified welder but that his brother is. Lutz authorized having Jeff's brother dig down to determine the area of leakage and then weld repair it.

Brief discussion held on an area approx. 3 acres in size fairly heavily infested with thistles. The intent is to go in there next Spring and spray with 2-4-D. Weinkauff said that he had a sprayer which could be towed behind a relatively small tractor.

Chairman Lutz reported that the District has several old picnic tables and sign posts which need to be disposed of. He has had contact with an individual who is willing to dispose of them, just for the metal involved.

Chairman Lutz briefly discussed a multi-paged questionnaire from our insurance carrier. He has several questions, and will be discussing them with the agent before finalizing the document by 10/25/15.

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

With no further items to address, a motion was made & seconded to adjourn at 7:45 p.m.

Respectfully submitted,



Robert E. McIndoe 10/20/15

HONEY LAKE

Protection and
Rehabilitation District

P.O. Box 565

Burlington, WI 53105



COMMISSIONER'S MEETING
ROCHESTER VILLAGE HALL
300 W. SPRING ST.
Oct. 20, 2015 @ 7:00 P.M.

AGENDA

Call the Meeting to Order

Special called meeting Aug. 23, 2015

Secretary's Report: Sept 15, 2015

Treasurer's Report: Sept. 2015

OLD BUSINESS

1. Reports
2. Lake Project
3. Drawdown Repairs

NEW BUSINESS

1. Contract for Flume Pipe Repair
2. Monthly Bills

ADJOURN

HONEY LAKE

Protection and
Rehabilitation District

P.O. Box 565

Burlington, WI 53105



Special called meeting to assign positions.

August 23, 2015

Chairman Lutz called the meeting to order at 3 P. M. A motion was made by Robert McIndoe to have the commissioners retain the positions they now hold. John Lutz, Chairman, Judith Correll, Secretary and Joseph Kolosso, Treasurer. The motion was seconded by Donald Trimberger and carried.

A motion to adjourn was made by Robert McIndoe, seconded by Donald Trimberger and carried at 3:01 P.M.

HONEY LAKE

P.O. Box 565

Protection and
Rehabilitation District

Burlington, WI 53105



Commissioner's Meeting
September 15, 2015

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

The minutes of the August 18, 2015 meeting were read. A motion to approve the minutes was made by Robert McIndoe, seconded by Michael Weinkauf and carried

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

OLD BUSINESS

The young man we hired as a maintenance person, Matt Slavin, has been doing a good job. His dad is helping him once in a while. Chairman Lutz would like to add the time that Matt's dad, who is using his vehicle to help Matt, to add one hour to Matt's time.

Kathy Morgan called up Chairman Lutz stating that her sons work for Alpine Valley and that there are about 14 sand tubes that Alpine Valley is no longer in need of. If it is OK with the district the boys will spread the sand on the north beach. The boys might be interested in helping out with jobs that Matt is not old enough to handle.

Commissioner Kolosso mentioned that there are burr bushes growing at the south beach that should be gotten rid of. Chairman Lutz will check into this.

Have not heard anything from the building inspector regarding the garage that was built on W. Lakeshore Dr had a building permit but never posted a zoning permit being that close to the water.

The contract from Bienemann Tree Service to do some trimming and other work was never signed. Jeff Johnson of Cutting Edge put in a proposal to do the work for a total of \$2130.00. Bienemann's quote was \$1975.00 Chairman Lutz told Shane Bienemann that going forward there would have to be a completion date stated in the contract.

Chairman Lutz contacted Mr. Kordus of the company that fixed County Line Blvd. He assured Chairman Lutz that he would fix the problem of puddles in front of the houses on the west side of County Line Blvd. before winter.

NEW BUSINESS

Shelly Hildebrandt has agreed to monitor lake levels using a suchie disk through the DNR.

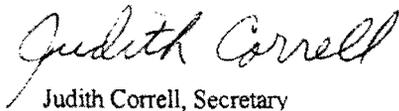
BILLS SUBMITTED AS FOLLOWS:

Comm. Comp.	John Lutz	\$200.00
“ “	Judith Correll	\$175.00
“ “	Joseph Kolesso	\$175.00
“ “	Michael Weinkauf	\$ 25.00
Cutting Edge Lawn Maintenance	Cutting on 8-17 & 8-31	\$290.00
John Lutz – Reimbursement	4 keys from Reineman's	\$ 8.46
Joseph Kolosso – Reimbursement	Ink Cartridge	\$ 31.97
Southern Lakes Newspapers LLC	Annual Meeting Notice 2 weeks	\$ 96.00

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

A motion to adjourn, subject to recall, was made by Michael Weinkauf, seconded by Robert McIndoe and carried at 7:55 P. M.

Respectfully submitted,



Judith Correll, Secretary

HLPRD

Honey Lake Protection & Rehabilitation District

Treasurers Report

September 2015

Joseph Kolosso

Treasurer

Honey Lake Protection and Rehabilitation District
Regular Checking-September 2015-For Fiscal Year 2015-2016

<u>Date</u>	<u>Number</u>	<u>Transaction</u>	<u>Category</u>	<u>Payment</u>	<u>Deposit</u>	<u>Balance</u>
9/1/2015			Starting Balance			\$37,218.32
9/15/2015	4332	Cutting Edge Lawn & Landscaping	Beaches, Parks & Trees 8-6 \$145, 8-21 \$145	\$290.00		\$36,928.32
9/15/2015	4333	John Lutz-Reimbursement	Maint/Equip. 4 New Keys	\$8.46		\$36,919.86
9/15/2015	4334	Joseph Kolosso-Reimbursement	Office Supplies/ Ink Cartridge	\$31.97		\$36,887.89
9/15/2015	4335	John Lutz	Commissioners Compensation	\$200.00		\$36,687.89
9/15/2015	4336	Judith Correll	Commissioners Compensation	\$175.00		\$36,512.89
9/15/2015	4337	Joseph Kolosso	Commissioners Compensation	\$175.00		\$36,337.89
9/15/2015	4338	Mike Weinkauf	Commissioners Compensation	\$25.00		\$36,312.89
9/15/2015	4339	Southern Lakes Newspapers LLC	Annual Meeting Notice-Misc.	\$96.00		\$36,216.89
9/17/2015	4340	Bienemann's Quality Tree Service	Trim Trees and Brush on Roch	\$9,000.00		\$27,216.89
9/30/2015	Deposit	Chase Bank-Interest	Interest		\$0.27	\$27,217.16
9/30/2015			Ending Balance			<u>\$27,217.16</u>

Honey Lake Protection and Rehabilitation District

Payroll Checking-September 2015-For Fiscal Year 2015-2016

<u>Date</u>	<u>Number</u>	<u>Transaction</u>	<u>Payment</u>	<u>Deposit</u>	<u>Balance</u>
9/1/2015		Starting Balance			\$7,988.05
9/8/2015	1287	Mathew Slavin	\$92.35		\$7,895.70
9/30/2015	1288	Mathew Slavin	\$101.58		\$7,794.12
9/30/2015	Deposit	Chase Bank-Interest		\$0.06	\$7,794.18
9/30/2015		Ending Balance			<u><u>\$7,794.18</u></u>

Honey Lake Protection and Rehabilitation District

Non-Lapsing Fund-September 2015-For Fiscal Year 2015-2016

<u>Date</u>	<u>Number</u>	<u>Transaction</u>	<u>Payment</u>	<u>Deposit</u>	<u>Balance</u>
9/1/2015		Starting Balance			\$75,011.52
9/30/2015	Deposit	Chase Bank-Interest	~	\$0.63	\$75,012.15
9/30/2015		Ending Balance			<u><u>\$75,012.15</u></u>

DRAFT

**Walworth County Board of Supervisors
October 19, 2015 Public Works Committee Meeting Minutes
Walworth County Government Center, County Board Room 114
100 W. Walworth Street, Elkhorn, Wisconsin**

The meeting was called to order by Chair Rick Stacey at 3:30 p.m.

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

Others in Attendance:

County Board members: Kathy Ingersoll

County staff: County Administrator David Bretl, Deputy County Administrator-Finance Nicki Andersen, Director of Central Services/Public Works Kevin Brunner, County Engineer Joe Kroll and Facilities Manager John Miller

On motion by Supervisor Schaefer, second by Supervisor Monroe, the agenda was approved by voice vote.

On motion by Supervisor Schaefer, second by Supervisor Monroe, the October 13, 2015 joint Finance Committee/Public Works Committee meeting minutes were approved by voice vote.

Public comment – There was none.

New Business

- Review and approval of Sheriff's Office Concrete Floor Polishing contract
Central Services/Public Works Director Kevin Brunner said two bids were received for the project. Staff recommends award to the low bidder. Funds for the project will come from tax levy and Jail Assessment funds. **Vice Chair Russell made a motion, seconded by Supervisor Schaefer, to award the bid for the Sheriff's Office concrete floor polishing contract to Surf Prep, Inc., in the amount of \$96,725. The motion carried 5-0.**

- Review and approval of Construction Management Services contract for the new Public Works Vehicle Maintenance Facility

Brunner said Angus Young Architects' proposal for construction management services for the vehicle maintenance facility was included with the packet. Their fee is \$121,500, which includes the following services: architectural, structural, HVAC, electrical power, lighting and communications systems, plumbing, site, landscaping and interior design. **Vice Chair Russell made a motion, seconded by Supervisor Monroe, to accept Angus Young Architect's proposal for construction management services for the Public Works Vehicle Maintenance facility project. The motion carried 5-0.**

- Review/approval of draft Jurisdictional Transfer Agreement with Village of East Troy for CTH ES
Brunner distributed a revised draft Agreement for the transfer of the segment of CTH ES from STH 20 southwesterly to the Village limits at Town Line Road. Two independent estimates were prepared by County Engineer Joe Kroll and Patrick Engineering. He distributed a copy of Kroll's estimate of \$761,802.58. Patrick Engineering's estimate as \$747,900, which was within 2% of Kroll's estimate. Brunner met with the East Troy Village President and discussed the draft agreement with County Administrator Bretl. If the Transfer Agreement is executed, any future improvements by the County would be limited to mill and overlay of the highway. Public Works crews would continue to do winter maintenance on that section of ES through the 2015/2016 winter, or until April 1, 2016, whichever comes first. County Administrator Bretl said his only concern with the transfer is how it would work from a

budget standpoint. The 2016 budget is near approval and doesn't include the funds necessary to effectuate the transfer. Brunner said there is enough funding in the Highway Contingency Fund for payment. There is also \$1.45 million in unallocated road construction in the 2016-2020 Capital Improvement Plan (CIP) that could be used. Brunner added if the Village of East Troy wants to pursue entering into the transfer, it makes sense to do it now, as the area around the Village is being renovated. **Vice Chair Russell made a motion, seconded by Supervisor Yvarra, to direct Public Works staff to work with Finance to determine if and when funds would be available to accomplish the transfer and to bring the information to the Committee at November's meeting. The motion carried 5-0.**

- Discuss CTH M Warranty Work – possible need to allocate funds for repairs from Highway Fund Brunner said the roadwork was done on CTH M last year by Payne & Dolan. Subsequently, some soft spots have been discovered. Two areas need to be replaced. The project has been closed, so this wouldn't be warrantied. Payne & Dolan will do some of the work and Public Works would do the rest of the repairs. The project originally came in \$187,000 under budget, which was transferred to the Highway Contingency Fund. Brunner requested that this funding source be used for the repairs. He estimated the cost of the repairs wouldn't exceed \$22,000. **Supervisor Monroe made a motion, seconded by Supervisor Yvarra, to approve the repairs on CTH M and to approve using money from the Highway Contingency Fund for the project. The motion carried 5-0.**

- Review proposed Walworth County Metropolitan Sewerage District (WalCoMet) Sanitary Use Ordinance Changes affecting Walworth County/Consideration of Opposition to Section 1204, "Obstruction within Public Streets"

Bretl said in the packet were public comments received by WalCoMet concerning their proposed changes to the sewer use ordinance. He attended the public hearing and feels the County should oppose the section concerning obstruction within public streets. Attorney Steven Koch wrote a memorandum to WalCoMet expressing his concern over Article 1204 of the ordinance, which omits part of the State statute sec. 200.11(5) (b) which states that whenever work is done in a state, county or municipal highway, the public authority be notified in advance and the highway shall be restored to as good or better condition as existed before the work commenced, with all costs associated with the restoration to be borne by the district. **Supervisor Schaefer made a motion, seconded by Vice Chair Russell, to direct the County Administrator to send correspondence to WalCoMet requesting that Section 1204 of WalCoMet's proposed sanitary use ordinance follow state statute with respect to obstructions within public streets. The motion carried 5-0.**

Reports

- Report on CTH NN project

Brunner said the project is nearing completion. The roadway will be paved next week, followed by restoration work and installation of street lighting pedestals and signs. The contaminated soils will be taken to Mallard Ridge landfill, and much of the remaining material can be used for fill. Project contingency funds will cover the cost, which are estimated to not exceed \$50,000. Brunner asked the Committee if they were interested in having a ribbon cutting ceremony after the project is complete, and consensus was to wait until the campus signs are installed.

- Planning for future highway and bridge projects

Public Works staff is in the process of evaluating engineering qualifications for future highway and bridge engineering. Brunner reminded the Committee that beginning in 2017, a bridge is scheduled to be replaced each year. Interviews with prospective firms will be held before the next committee meeting,

and it is possible that the highway and bridge engineering services will be separated. Brunner will bring recommendations at the November committee meeting.

- Reports/Announcements by Chair. Chair Stacey had no reports or announcements.

Correspondence – There was none.

Confirmation of Next Meeting – The next meeting was confirmed for Monday, November 16, 2015 at 3:30 p.m.

Adjournment

A motion to adjourn was made by Supervisor Monroe, seconded by Supervisor Yvarra. The motion carried 5-0 and Chair Stacey concluded the meeting at 4:15 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
Land Conservation Committee Meeting Minutes
Monday, October 19, 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 2:03 p.m.

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

Others in Attendance:

County Board Supervisors: County Board Chair Nancy Russell

County staff: David Bretl, County Administrator; Michael Cotter, Director of Land Use and Resource Management (LURM)/Deputy Corporation Counsel; Shannon Haydin, LURM Deputy Director

Members of the public: Joyce Ketchpaw-Reed of Potters Lake District; Laurie Koeck of USDA-APHIS-Wildlife Services

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

On motion by Supervisor Kilkenny, second by Vice Chair Staples, the September 14, 2015 Land Conservation Committee meeting minutes were approved by voice vote.

Public Comment – There was none.

New Business

- Discussion/Possible Action – Correspondence received from Joyce Ketchpaw regarding lake district officer salaries – Michael Cotter

Michael Cotter, Director of Land Use and Resource Management (LURM)/Deputy Corporation Counsel, introduced Joyce Ketchpaw-Reed who serves on the Potters Lake District and is requesting that LURM send out a questionnaire to lake districts regarding lake district compensation. He said they have learned from past requests of a similar nature that some lake districts are sensitive to questions related to finances and compensation and wanted to bring this to the Committee for discussion. Discussion then focused on the County appointees' compensation and County Board Supervisors who serve on lake districts compensation.

Reed stated the Potters Lake District Board typically meets twice a year and receive \$200 per year. She said there have been discussions relative to raising salaries for the Potters Lake District Board members to as much as \$5,000 per year. Reed said she needs additional data regarding compensation. She distributed a document labeled "Lakes Evaluation" to the Committee, which included survey questions that may be included.

Reed also requested that the County commit to conducting a training regarding Parliamentary Procedure/Robert's Rules of Order and possible guidelines for County appointees to the lake districts. Cotter said he felt a training session was a good idea, but added that the creation of guidelines for County appointees to lake districts would need to be established by this Committee.

Cotter said there are three questions before the Committee: Do you want LURM to send out the survey? Do you want a training to be conducted? Do you want to establish guidelines?

David Bretl, County Administrator, stated the County does provide a \$50 per diem for those who are appointed by the County Board to lake districts and expressed concern if these appointees are also receiving compensation from the lake districts. He said if this situation exists, it may require resolution. Bretl discussed optional training sessions he had previously conducted and said he was willing to work with Cotter on setting up a training session. Bretl stated it is reasonable to inquire as to what lake district members are being paid. Chair Russell stated the County should share the acquired information with all participants as an incentive.

Supervisor Kilkenny made a motion, second by Citizen Member Badame, to distribute a questionnaire on the Lake Evaluation to the respective lake committees within the County. Motion carried 4-0

Supervisor Staples made a motion, second by Supervisor Kilkenny, to approve training by Administrator Bretl for County appointees and others interested in learning Robert's Rules of Order and other pertinent topics. Cotter expressed concern with timing of the training, as new members will be appointed in June of next year and appointments take place every two years. **Motion carried 4-0**

- Discussion/Possible Action – Town of Troy request for County Board appointment to Pabst Lake District Board of Commissioners – Michael Cotter

Cotter distributed at the meeting correspondence received from Russell Butler and stated Mr. Butler is the spouse to the Chair of Pabst Lake District Board of Commissioners. He said there is a small pool of people to choose from since there are approximately nine lots on this particular lake and little interest has been seen within the township to serve. Cotter stated the district was created to solve issues related to the dam. Chair Russell expressed concern about having two individuals that are related on a small board.

Citizen Member Badame made a motion, second by Supervisor Kilkenny, to turn down the appointee request and search for an alternative appointee. Motion carried 4-0

- Discussion/Possible Action – Wildlife Abatement Contractual Agreement for 2016 FY (no crop prices needed – no crop claims) – Michael Cotter

Cotter referred to Pages 5 and 6 of the agenda packet and introduced Laurie Koeck from the USDA-APHIS-Wildlife Services Office in Waupun. Koeck gave a brief description and review of the Wisconsin Wildlife Damage Abatement and Claims Program and referred to the 2016 Proposed Budget that was distributed at the meeting.

Supervisor Kilkenny made a motion, second by Citizen Member Badame, to approve the Wildlife Abatement Contractual Agreement for 2016 FY. Motion carried 4-0

Koeck obtained Chair Russell's signatures on both Budget documents and informed the Committee that copies of the fully executed documents will be returned for their records. Koeck distributed and gave a brief description of the USDA-APHIS-Wildlife Services Wisconsin Wildlife Damage Abatement and Claims Program – 2014 Summary Report for the Committee's review.

- Discussion/Possible Action – Introduction of new LURM Deputy Director Shannon Haydin – Michael Cotter

Cotter introduced Shannon Haydin as the new Deputy Director. Haydin stated she was employed with Sheboygan County as the Planning Director for five years and also worked with the City of Denver. She said she is excited to serve the taxpayers and residents within the County.

Confirmation of next meeting – The next meeting was confirmed for Monday, November 16, 2015 at 2:00 p.m. Cotter informed the Committee that there may not be a meeting in November as there is currently nothing on the Agenda, but that he would keep the members informed.

Adjournment

On motion by Supervisor Kilkenny, second by Citizen Member Badame, the meeting adjourned at 2:55 p.m. Motion carried 4-0.

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
Park Committee Meeting Minutes
Monday, October 19, 2015
Walworth County Government Center, County Board Room 114
100 West Walworth Street, Elkhorn, Wisconsin**

The meeting was called to order at 12:05 p.m. by Chair Dan Kilkenny

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

Others in Attendance:

County staff: Central Services/Public Works Director Kevin Brunner; Head Groundskeeper Steve Messick

Members of the public: Merilee Holst, Geneva Lake Conservancy, Inc. (GLC)

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

On motion by Vice Chair Russell, second by Supervisor Staples, the July 20, 2015 and October 5, 2015 meeting minutes were approved by voice vote.

Public comment period – There was none.

Regular Business

- Update on Park Projects

Central Services/Public Works Director Kevin Brunner said there was a workday at White River Park on October 10, and a lot was accomplished. Head Groundskeeper Steve Messick and Public Works crews also cleared trees and brush along the trails. Brunner said a workday at Price Park will be held with Kettle Moraine Land Trust in late November to work on the fen. The bridges donated to the White River Park are scheduled to be constructed in early December.

- Review 2015 Stewardship Grant Award

Brunner said the 2015 grant funds have been awarded. Projects to be accomplished at White River Park through the funding include: Phase 1 of the prairie/grassland restoration, construction of a picnic shelter, a canoe launch/picnic shelter access road, asphalt paving of the existing parking lot, the bridge and the bridge access road. The local funds match will from the private donations for the first bridge, and Public Works crews will construct the access trail to the pond and the first bridge.

- Review proposed White River Park Concept Plan RFP

Brunner requested permission to solicit Requests for Proposals (RFP) for architectural services to develop a concept plan for renovation/restoration of the barn at White River Park. The services would include plans for future use(s) of the barn, related cost estimates and a rendering and elevations of what the barn would look like if the plan was implemented. Brunner said there is \$5,000 in donated funds that can be used to fund the architectural services and, if necessary, the Friends Group would likely contribute toward the work. Brunner estimated the study would cost between \$4,000 and \$7,000. Brunner asked if any Committee members would be willing to serve on the architect selection panel, and Supervisors Kilkenny and Russell volunteered. **Vice Chair Russell made a motion, seconded by Citizen Member Nowak, to**

authorize staff to issue an RFP for architectural services for the White River Park Barn Concept Plan. The motion carried 5-0.

At 12:15 p.m., the Committee departed to tour the White River Park.

Tour of White River Park

At the Park, the Committee toured the area by the pond and walked a couple of trails. They visited the sites of the new bridges, the barn, and the site where the picnic shelter will be constructed. Discussion included plans for eradicating invasive species, brush clearing, ash tree removal to retard the proliferation of disease, stabilization of shoreline along the pond, and future prairie/grassland restoration.

The Committee returned to the Board Room at 1:57 p.m.

Confirmation of next meeting: The next meeting is scheduled for Monday, December 14, 2015 at 1:00 p.m.

Adjournment

On motion by Citizen Member Hurlburt, second by Supervisor Staples, Chair Kilkenny adjourned the meeting at 1:58 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
Executive Committee Meeting Minutes
Monday, October 19, 2015
Walworth County Government Center, County Board Room 114
100 West Walworth Street, Elkhorn, Wisconsin**

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

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

Others in Attendance

County Board members: Tim Brellenthin, Kathy Ingersoll

County staff: County Administrator David Bretl, Deputy County Administrator-Finance Nicki Andersen

Members of the public: Derek D'Auria, Executive Director of the Walworth County Economic Development Alliance (WCEDA)

On motion by Supervisor Brandl, second by Vice Chair Kilkenny, the agenda was approved by voice vote.

On motion by Supervisor Brandl, second by Supervisor Staples, the September 14, 2015 meeting minutes were approved by voice vote.

Public Comment – There was none.

Appointments

Recommendations regarding County Administrator's nominations:

- Agriculture and Extension Education Committee - reappointment of Kelly Pickel

Vice Chair Kilkenny made a motion, seconded by Supervisor Brandl, to approve the reappointment of Kelly Pickel to the Agriculture and Extension Education Committee. The motion carried 5-0.

Consent Items – expense/mileage reimbursement claims

- Nancy Russell, County Board Chair, in the amount of \$467.50.

Vice Chair Kilkenny made a motion, seconded by Supervisor Brandl, to approve the reimbursement claim of County Board Chair Russell. The motion carried 4-0. Chair Russell abstained.

Supervisor Russell noted her claim was for mileage and lodging for the Wisconsin Counties Association (WCA) meeting. She gave a summary of the workshops she participated in and the proposed changes to the WCA constitution. The dues for 2016 will be \$14,077, the same as this year. Russell reported on the votes on the resolutions Walworth County submitted/supported. Walworth County voted no on the resolution to support funding for prosecutors; it was adopted by WCA. The resolution on requiring drug testing for Food Share eligibility was indefinitely postponed, as was the resolution on including non-fiscal policy proposals in the budget. The resolution to designate sales tax for highway improvement was approved, and bridge replacements/improvements were included.

- Rick Stacey, County Board Vice-Chair, in the amount of \$19.55
- Richard Kuhnke, county representative on WRRTC, in the amount of \$124.75
- Allan Polyock, county representative on WRRTC, in the amount of \$136.25.

Vice Chair Kilkenny made a motion, seconded by Supervisor Russell, to approve the claims from Vice Chair Stacey, Mr. Kuhnke and Mr. Polyock. The motion carried 5-0.

Unfinished Business

- Discussion and possible action regarding County Board Chair compensation
County Administrator Bretl said he spoke with County Board Chair Russell and her preference is no salary increase. He noted a list from WCA of County Board Chair compensation was included in the packet for comparison purposes. Along with his memo to the Committee, Bretl also included a list of the duties Chair Russell has assumed in addition to attendance at Board Committee meetings. Bretl said the Chair's responsibilities have increased to include not only statutory duties but optional important committee assignments and community events. He feels it is desirable to establish expectations concerning the duties of the County Board Chair. Vice Chair Kilkenny agrees that the Chair should be compensated for her dedication and time, and suggested it be accomplished on a per diem basis.

Bretl said the ramifications of electing a chair who lacks available time or inclination to undertake a schedule that the current Chair maintains could reduce the County Board influence at committee level, increase the workload for other Supervisors, and influence perception that the Board is not active or interested in the community. He added that Chair Russell's participation in multiple committees provides her with broader knowledge, which assists in establishing needs and priorities countywide.

Chair Weber commented that the County is lucky to have such good leadership, which has made the Board more effective as a whole. He suggested a 10% salary raise for the Chair. The Chair recognized Supervisor Kathy Ingersoll, who agreed with the salary raise, but thinks the Chair's duties should be more clearly defined. Supervisor Brandl agreed with Vice Chair Kilkenny on using a per diem approach for compensation to see how it works out. Bretl cautioned that might present a problem in how it would be implemented and for what events - i.e., paying for meals at functions. Also, the Chair doesn't currently turn in most of her mileage for the events she attends. If the Committee wants to consider the per diems, Bretl would need time to develop a proposal. Supervisor Staples said she agrees with the raise, adding that many of the events the Chair attends are costly and she shouldn't be paying for them herself.

Supervisor Brandl said he agrees the County Board Chair should be compensated for the increase in duties; however, the expanded job duties and expectations should be included in Chapter 2.

Vice Chair Kilkenny made a motion, seconded by Supervisor Staples, to recommend increasing the County Board Chair's compensation by \$3,000 a year (\$250/month). The motion carried 3-1, with Supervisor Brandl voting no. Supervisor Russell abstained.

New Business

- Request for Committee of the Whole meeting in December to discuss Information Technology (IT) issues
Bretl said the issue on the presentation by Information Technology (IT) came up during his goal setting sessions with Director John Orr. It would be beneficial for the Board to learn the history and evolution of the department and talk about the multiple programs utilized by the county departments. **Supervisor Brandl made a motion, seconded by Supervisor Staples, to recommend a Committee of the Whole meeting on Tuesday, December 8, 2015 at 1:00 p.m. to discuss IT issues. The motion carried 5-0.**

- Review Chapter 2 of the Walworth County Code of Ordinances relating to County Board Supervisor duties

Bretl distributed the Marathon County Board Supervisor Guidelines and Expectations as a potential resource for discussion in developing Walworth County's Supervisor duties. County ordinance states that the Executive Committee is responsible for formulating the duties, but it has never been formally implemented, although certain responsibilities of Board members can be found throughout Chapter 2, such as meeting attendance, conflicts of interest, code of ethics compliance, etc. Vice Chair Kilkenny expressed concern over being too specific when codifying job descriptions. Supervisor Russell said service on the Board is extremely time-consuming, particularly with only 11 Board members. Candidates need to be aware of the expectations and responsibilities of the position. The Board's performance is judged collectively, not individually, and she feels it is important to attract dedicated candidates. She added the Supervisor Training sessions have been very informative and helpful. **The Committee directed County Administrator Bretl to expand on items contained in Chapter 2 and incorporate some guidelines similar to Marathon County and to bring the draft to the November committee meeting for discussion/action.**

- 2015 Informational Session for County Board Supervisor candidates
Supervisor Brandl made a motion, seconded by Vice Chair Kilkenny, to approve the 2015 Informational Session for County Board Supervisor candidates. The motion carried 5-0.
- Walworth County Economic Development Alliance's (WCEDA) Resolution Endorsing the Comprehensive Economic Development Strategy (CEDS) for Southeastern Wisconsin: 2015-2010
The economic development strategy plan includes Kenosha, Milwaukee, Ozaukee, Racine, Walworth, Washington and Waukesha counties. The plan will meet requirements to be eligible for federal funding for economic development projects in the Southeastern Wisconsin Region. Derek D'Auria, Executive Director of WCEDA, said he doesn't expect any opposition to the CEDS from the other counties in the region, and he hopes it will be approved by the end of this year. D'Auria said being a member of the CEDS enhances eligibility for federal funding and grants, and membership does not preclude the County from applying for funding individually. **Vice Chair Kilkenny made a motion, seconded by Supervisor Russell, to recommend approval of the resolution endorsing the CEDS for Southeastern Wisconsin: 2015-2020. The motion carried 5-0.**
- Wisconsin Department of Administration Final Estimate of January 1, 2015 Population for Walworth County
Vice Chair Kilkenny made a motion, seconded by Supervisor Brandl, to place the report on file. The motion carried 5-0.

Reports/announcements by Chairperson – There were none.

Next meeting date and time – The next meeting was confirmed for Monday, November 16, 2015 at 10:00 a.m.

Claims and Litigation

The committee convened in closed session at 11:25 a.m. on motion and second by Vice Chair Kilkenny and Supervisor Staples, 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 County Board Supervisors Tim Brellenthin and Kathy Ingersoll.

a) Notice of Claim for Damages – WE Energies

The committee reconvened in open session at approximately 11:28 a.m. on motion and second by Vice Chair Kilkenny and Supervisor Brandl.

Vice Chair Kilkenny made a motion, seconded by Supervisor Staples, to proceed as discussed in closed session. The motion carried 5-0.

Adjournment

On motion by Supervisor Brandl, seconded by Supervisor Staples, Chair Weber adjourned the meeting at 11:29 a.m.

Walworth County Board of Adjustment

MINUTES

October 14, 2015 - Hearing – 8:30 AM

October 15, 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 October 14 & 15, 2015, in the County Board Room of the Government Center in Elkhorn, Wisconsin. Those present on October 14, 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 October 15, 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. “Sign-in” sheets listing attendees on October 14, 2015, and October 15, 2015, are kept on file as a matter of record.

The October 14, 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. **Elizabeth Sukala motioned to approve the agenda as amended to postpone hearing #2. and hearing #3. John & Lori Iwanski, owners / La Grange Township. Seconded by Ann Seaver. Motion carried. 3-favor, 0-oppose. Elizabeth Sukala motioned to approve the September 9 & 10, 2015, Minutes and dispense with the reading. Seconded by Ann Seaver. Motion carried. 3-favor, 0-oppose. After testimony of all cases, Ann Seaver motioned to recess until 8:30 A.M. on Thursday, October 15, 2015. Seconded by Elizabeth Sukala. Motion carried. 3-favor, 0-oppose.** The October 14, 2015, hearing went into recess at approximately 11:20 A.M.

On October 15, 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. **Elizabeth Sukala motioned to approve the agenda as amended to postpone hearing #2. and hearing #3. John & Lori Iwanski, owners / La Grange Township and to add item #6B. Seconded by Ann Seaver. Motion carried. 3-favor, 0-oppose. After the decisions were completed, Elizabeth Sukala motioned to adjourn until the November 11, 2015, hearing at 8:30 A.M. Seconded by Ann Seaver. Motion carried. 3-favor, 0-oppose.** The October 15, 2015, decision meeting adjourned at approximately 9:18 A.M.

Eight variance hearings were scheduled and details of the October 14, 2015, hearings and the October 15, 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 #8:36:29 – 9:53:54 / Decision – Count #8:35:25 – 8:51:11

The First Hearing was Patricia A. McGrath Trust, owner / Attorney Robert T. VanScoyoc of Sweet & Maier, S.C., applicant – Section(s) 11 – Linn Township

Applicants are requesting a variance from Section(s) 74-181 / 74-263 of Walworth County's Code of Ordinances – Shoreland Zoning to construct a residence.

REQUIRED BY ORDINANCE: The Ordinance requires the lot width to be 150' at the building site.

VARIANCE REQUEST: The applicants are requesting a building site at 135' lot width. The request is a variance from Section(s) 74-181 / 74-263 of Walworth County's Code of Ordinances – Shoreland Zoning to construct a residence.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of October 14 & 15, 2015, for the petition of Patricia A. McGrath Trust, owner / Attorney Robert T. VanScoyoc of Sweet & Maier, S.C., applicant, voted to **POSTPONE** the request for a building site at 135' lot width.

A motion was made by Ann Seaver to postpone the variance decision to the November 2015 agenda. Seconded by Elizabeth Sulkala. Motion carried. 2-favor 1-oppose (John Roth)

BOARD OF ADJUSTMENT FINDINGS: The Board found to **POSTPONE** the decision to the November 12, 2015 meeting. The Board found that additional clarification was needed. The Board requested the owner / applicant to stake the location of the proposed residence 180' back from Geneva Lake as recommended by the Town of Linn and shown on a plan submitted October 14, 2015 so that the Board of Adjustment can view the property and stakes. There were three letters of support. There were two letters of opinion. Attorney Steven A. Koch and two neighboring property owners spoke in opposition. There was a letter of opposition.

Hearing – Count #9:54:29 – 10:02:55 / Decision – Count #8:51:12 – 8:52:31

The Second Hearing was Scott & Lauren Kogen, owners / Charles F. Madden, applicant – Section(s) 35 – La Grange Township

Applicants are requesting a variance from Section(s) 74-164/ 74-181 / 74-221 of Walworth County's Code of Ordinances – Shoreland Zoning to create a buildable parcel and to construct a single-family residence (a previous variance was granted September 2014).

REQUIRED BY ORDINANCE: The Ordinance requires all buildable lots to abut upon a public street or other officially approved way for a frontage of at least 50' and a side yard setback of 5.72' (16% of lot width).

VARIANCE REQUEST: The applicants are requesting a parcel with 19.98' of road frontage to be buildable and 5' side yard setbacks. The request is a variance from Section(s) 74-164 / 74-181 / 74-221 of Walworth County's Code of Ordinances – Shoreland Zoning to create a buildable parcel and to construct a single-family residence (a previous variance was granted September 2014).

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of October 14 & 15, 2015, for the petition of Scott & Lauren Kogen, owners / Charles F. Madden, applicant, voted to **APPROVE** the request for a parcel with 19.98' of road frontage to be buildable and 5' side yard setbacks.

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 due to extenuating circumstances the applicant was unable to complete the work as granted by the Board of Adjustment on September 2014. The Board found the steep slope of the property to be a unique property limitation. The Board found the existing residence was very old and too dilapidated to be remodeled. The Board found the Town had no objection. There was a letter of support from the Town of La Grange. There was no opposition.

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

The Third Hearing was John & Lori Iwanski, owners / Randy Becker, Becker Home Improvement Inc., applicant – Section(s) 26 – La Grange Township

Applicants are requesting a variance from Section(s) 74-163 / 74-167 / 74-181 / 74-219 / 74-221 of Walworth County's Code of Ordinances – Shoreland Zoning to construct an addition to a single-family residence and to construct a pergola.

REQUIRED BY ORDINANCE: The Ordinance requires a 5' street yard setback (substandard residence addition), a 5' side yard setback (substandard residence addition) and limits a residence within 75' of shore to a height of 35'.

VARIANCE REQUEST: The applicants are requesting a .1' street yard setback and a .5' side yard setback for a second floor addition to a residence and a height of 43'. The applicants are also requesting a 6.7' side yard setback and a 23.2' street yard setback for an accessory structure (pergola). The request is a variance from Section(s) 74-163 / 74-167 / 74-181 / 74-219 / 74-221 of Walworth County's Code of Ordinances – Shoreland Zoning to construct an addition to a single-family residence and to construct a pergola.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of October 14 & 15, 2015, did not vote on the petition of John & Lori Iwanski, owners / Randy Becker, Becker Home Improvement Inc., applicant.

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

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

The Fourth Hearing was John & Lori Iwanski, owners / Randy Becker, Becker Home Improvement Inc., applicant – Section(s) 25 – La Grange Township

Applicants are requesting a variance from Section(s) 74-163 / 74-167 / 74-181 / 74-221 of Walworth County's Code of Ordinances – Shoreland Zoning to construct an accessory structure (garage) on a parcel without a residence.

REQUIRED BY ORDINANCE: The Ordinance requires a principal structure to be present or under construction prior to an accessory structure and requires a 25' street yard setback, a 10.4' side yard setback (16% of lot width), a 75' shore yard setback and limits height to 17'.

VARIANCE REQUEST: The applicants are requesting an accessory structure on a vacant lot; a 6.6' street yard setback, a 1.5' side yard setback, a 4.9' shore yard setback and a height of 25'. The request is a variance from Section(s) 74-163 / 74-167 / 74-181 / 74-221 of Walworth County's Code of Ordinances – Shoreland Zoning to construct an accessory structure (garage) on a parcel without a residence.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of October 14 & 15, 2015, did not vote on the petition of John & Lori Iwanski, owners / Randy Becker, Becker Home Improvement Inc., applicant.

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

Hearing – Count #10:03:04 – 10:16:18 / Decision – Count #8:52:52 – 8:54:18

The Fifth Hearing was Daniels Revocable Trust, owner / Screwheads Decking, applicant – Section(s) 18 – Linn Township

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

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

VARIANCE REQUEST: The applicants are requesting a 66' shore yard setback. The request is a variance from Section(s) 74-167 / 74-181 of Walworth County's Code of Ordinances – Shoreland Zoning to construct a deck.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of October 14 & 15, 2015, for the petition of Daniels Revocable Trust, owner / Screwheads Decking, applicant, voted to **APPROVE** the request for a 66' shore yard setback.

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 creek to be unusual in shape. The Board found the S-curve of the creek at one point is 66' from the proposed deck and is what makes the variance request necessary. The Board found the proposed deck is no closer to the creek than the existing house is. The Board found the creek to be a manmade drainage ditch and not a natural waterway. The Board found to approve the variance request would cause no harm to public interests. The Board found the owner did receive approval from the Town and neighboring property owners. 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 #10:16:25 – 10:36:12 / Decision – Count #8:54:19 – 8:59:14

The Sixth Hearing was Cynthia A. Robinson Trust, owner / Ryan Niegelsen, Complete Piers & Lifts LLC, applicant – Section(s) 18 – 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 second access to the shore and to permit the location of a patio in the shore yard.

REQUIRED BY ORDINANCE: The Ordinance requires one access to the shore and a 75' shore yard setback for all structures.

VARIANCE REQUEST: The applicants are requesting a stairway and a tram to access the shore and an approximate 8' shore yard setback for an 8' x 20' 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 a second access to the shore and to permit the location of a patio in the shore yard.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of October 14 & 15, 2015, for the petition of Cynthia A. Robinson Trust, owner / Ryan Niegelsen, Complete Piers & Lifts LLC, applicant, voted to **APPROVE** the request for a second access the shore and an approximate 8' shore yard setback for an 8' x 20' patio.

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

BOARD OF ADJUSTMENT FINDINGS: The Board found the property to be very steeply sloped down to the lake. The Board found the tram and the stairs have existed for some time. The Board found trees, vegetation and weathering over time have deteriorated the existing stairway to the point of being unsafe and beyond repair. The Board found to approve the variance request would cause no harm to the public. The Board found the patio has existed for some time, is small in size, and is of a somewhat permeable brick construction. The Board found the patio was surrounded by vegetation (grass). The Board found to permit the patio would cause no harm to public interests. The Board found the owner / applicant will work with the County Land Conservation Division to protect the lake. There was no support. There were letters of opinion from the Wisconsin Department of Natural Resources and the Walworth County Land Conservation Division. There was no opposition.

Hearing – Count #10:36:19 – 10:53:59 / Decision – Count #8:59:15 – 9:04:50

The Seventh Hearing was James & Nicolette Gazvoda, owners – Section(s) 13 – Troy Township

Applicants are requesting a variance from Section(s) 74-179 / 74-221 / 74-236 of Walworth County's Code of Ordinances – Shoreland Zoning to permit the location of a single-family residence.

REQUIRED BY ORDINANCE: The Ordinance requires a 20' side yard setback.

VARIANCE REQUEST: The applicants are requesting a 16.3' side yard and 13.57' side yard setback. The request is a variance from Section(s) 74-179 / 74-221 / 74-236 of Walworth County's Code of Ordinances – Shoreland Zoning to permit the location of a single-family residence.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of October 14 & 15, 2015, for the petition of James & Nicolette Gazvoda, owners, voted to **APPROVE** the request for a 16.3' side yard and 13.57' side yard setback.

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 owner recently became aware that at the time of the construction of the residence in 1978, the R-1 zoning district requirements were followed rather than the requirements for the C-2 zoning district. The Board found it is the C-2 zoning requirements which make the house out of compliance. The Board found the house has existed for some time. The Board found to approve the variance request will not harm the public's interest in navigable waters. The Board would recommend the parcel be rezoned in the future in order to bring the property more into compliance with the subdivision. There was one letter of support from the Town of Troy Planning Commission. There was no opposition.

Hearing – Count #10:54:15 – 11:20:25 / Decision – Count #9:04:51 – 9:12:16

The Eighth Hearing was Jack Zehner and Roger Fons, owners / Karl Holtermann DB LLC, applicant – Section(s) 35 – Whitewater 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 to change grades within the shore yard.

REQUIRED BY ORDINANCE: The Ordinance requires a 67.4' shore yard setback requirement (average) for a deck and prohibits grade changes within 75' of the shore.

VARIANCE REQUEST: The applicants are requesting a 55.48' shore yard setback for a deck and to do grade changes 68' from the ordinary high water mark to install new doors on the sides of the residence. 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 to change grades within the shore yard.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of October 14 & 15, 2015, for the petition of Jack Zehner and Roger Fons, owners / Karl Holtermann DB LLC, applicant, voted to **APPROVE** the request for a 55.48' shore yard setback for a deck and voted to **DENY** the request to do grade changes 68' from the ordinary high water mark to install new doors on the sides of the residence.

A motion was made by Ann Seaver to deny part of the variance request.

Ann Seaver withdrew her motion.

A motion was made by Elizabeth Sukala to approve the deck across the front of the house. Seconded by Ann Seaver. Motion carried. 3-favor 0-oppose

A motion was made by Elizabeth Sukala to deny the grade change at the level proposed. Seconded by Ann Seaver. Motion carried. 3-favor 0-oppose

BOARD OF ADJUSTMENT FINDINGS:

APPROVAL of the deck: The Board found the steep slope of the hill down to the shore to be a unique property limitation. The Board found to permit removal of the sunroom and permit construction of the deck would lessen impervious surface in the shore yard. The Board found to approve the request for the deck gives the owner the opportunity to use the outdoor front of the house in a reasonable way.

DENIAL of grade changes: The Board found additional sliding glass doors not to be a necessity. The Board found adequate ingress / egress for safety reasons does exist in the residence. The Board found a single door could be put on either side of house without grade changes. The Board found to approve the request would compound the existing steep slope of the property.

There was no support. There were letters of opinion from the Wisconsin Department of Natural Resources and the Walworth County Land Conservation Division. There was no opposition.

Other

- A. Discussion / possible action on township correspondence - none
- B. Discussion / possible action regarding Board of Adjustment procedures – meeting start times
Board members discussed possibly changing the start time for the hearing / meeting days

Staff Reports

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

Proposed discussion for next agenda

The following items were requested to be put on the November 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 Finance Committee/Public Works Committee
Special Joint Meeting Minutes
Tuesday, October 13, 2015
Walworth County Government Center, County Board Room 114
100 W. Walworth Street, Elkhorn, Wisconsin**

The meeting was called to order by Finance Chair Nancy Russell at 4:45 p.m.

Roll call – Finance Committee members present included Chair Nancy Russell, Supervisors Kathy Ingersoll and Joe Schaefer. Vice Chair Dan Kilkenny and Supervisor Paul Yvarra were excused. A quorum was declared.

Roll call – Public Works Committee members present included Chair Rick Stacey, Vice Chair Nancy Russell, Supervisors Ken Monroe and Joe Schaefer. Supervisor Yvarra was excused. A quorum was declared.

Others in Attendance

County Board Supervisors: David Weber and Tim Brellenthin

County Staff: County Administrator David Bretl, Director of Central Services/Public Works Kevin Brunner and Deputy County Administrator-Finance Nicki Andersen

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

On motion by Supervisor Monroe, seconded by Supervisor Ingersoll, the September 14, 2015 Public Works Committee meeting minutes were approved by voice vote.

On motion by Supervisor Stacey, seconded by Supervisor Schaefer, the September 17, 2015 Finance Committee meeting minutes were approved by voice vote.

Public comment period – There was none.

Public Comment - There was none.

Unfinished business – There was none.

New business – Public Works Committee

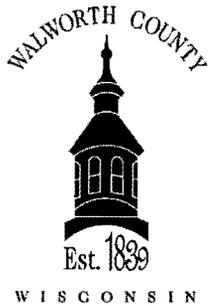
- Resolution No. 43-10/15 – Accepting the Donation of Two Bridges in White River County Park
Supervisor Schaefer made a motion, seconded by Supervisor Stacey, to recommend approval of Resolution No. 43-10/15. The motion carried 5-0 (Finance Committee vote 3-0; Public Works Committee vote 4-0).

Confirmation of Next Meetings

- Public Works Committee – Monday, October 19, 2015 at 3:30 p.m.
- Finance Committee – Thursday, October 22, 2015 at 9:30 a.m.

Adjournment

On motion by Supervisor Stacey, seconded by Supervisor Monroe, Finance Chair Russell adjourned the meeting at 4:49 p.m.



**Walworth County Highway Safety Commission
MINUTES**

Thursday, October 8, 2015 - 9:00 AM

Walworth County Sheriff's Office – Sheriff's Meeting Room

The meeting was called to order at 9:04AM by Capt. Gerber with a quorum present.

Present: Capt. Dave Gerber, Sgt. Mark Roum, Nancy Russell (County Board Chair), Janis Ellefsen (Public Health), Corey Foster (Bureau of Transportation Safety (BOTS), Tom Anthony (Gateway), Matthew Leusink (District Attorney's Ofc.), Kevin Brunner (DPW/Central Svcs.), John Wolfe (State Patrol), Eric Perea (DOT)

Also present: Gina Carver (Medical Examiner's Office), Laura Vandehey (WisDOT), Randy Wiessinger (BOTS), Mike Dale, Todd Stobber, Kara Richardson (LGPD), Mark Mouer-Gunderson (Immanuel Lutheran Church Lake Geneva), Jim Gottinger (Lake Geneva School Superintendent)

Absent: Brad Buchholz (Chiefs Assn.), Judge Phil Koss

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

Approval of July 2, 2015 minutes – **Motion and second by Russell and Anthony, all in favor, motion carried.**

Introductions – Gerber introduced Gina Carver, who is the new full time Investigator for the Medical Examiner's Office. Their office handles Walworth, Waukesha and Washington Counties.
Chief Brad Buchholz – new representative for the Walworth County Chiefs Assn. (not present)

Public Comment – Todd Stobber (Sugar Creek resident) spoke to the commission regarding his continued concerns about traffic going off the road near his property and is requesting a guard rail at the corner of Hwy ES and A. Stobber and another neighbor Mike Dale, said the most recent accident was on August 28 where a car went off the road and went through his neighbor's yard and hit trees. Stobber submitted a petition with 282 signatures. Russell travels the area often and suggested making it a dead end road, or possible traffic lights at ES & 12 or at A & 12. Gerber said guard rails will not stop the crashes from happening. **Motion and second by Anthony and Roum for Brunner to implement an engineering study to determine potential improvements to the area, all in favor, motion carried.** Brunner will speak with Stacey Pierce at DOT regarding state funding and will report back at the next meeting.

Officer Kara Richardson (Lake Geneva Police Dept.) was present along with Lake Geneva schools Superintendent Jim Gottinger and Mark Mouer-Gunderson to discuss their safety concerns at the intersection of Bloomfield Road and Hwy. 120. Richardson said there are 25 buses and drivers transporting 1,600 students two to three times daily, and traffic is backed up every day at the intersection and drivers are very impatient, creating many safety concerns. She submitted a letter from Dousman Transport (school bus company) that further addresses these concerns and suggests a stop light at the intersection. **Motion and second by Anthony and Brunner for DOT to conduct a traffic study and a warrant analysis for a traffic signal, all in favor, motion carried.** This will be reviewed at the next meeting.

Reports, Correspondence, Updates

Transportation Safety report and Highway Safety input – Foster said the Governor’s Conference is over and Walworth County received a Click It grant, and the OWI grants are progressing. There have been 365 fatalities for the year. Laura Vandehey (WisDOT) and Randy Wiessinger (BOTS) attended the meeting as observers. They distributed a Traffic Safety Commission Best Practices handout, stating this is baseline information that they will compare across the state. Vandehey said BOTS has a strategic highway safety plan, and a three year plan is required for funding. They are trying to implement this at the Traffic Safety Commission level. Russell distributed an article titled Zero in Wisconsin.

Quarterly Fatalities Update – Roum said there were 6 fatal crashes in the last quarter that included 7 fatalities:

8/3/15 – single vehicle northbound on Briggs, didn’t stop at a “T” intersection and crashes.

8/7/15 – west of Elkhorn on Hwy. 11 – 85 year old man hauling farm equipment was hit by a car and pinned against his trailer, killing him, and the passenger of the second vehicle also died.

8/10/15 – pedestrian was hit in the roadway on Hwy. 120 by another vehicle after an Alpine Valley concert.

8/22/15 – Hwy ES near Town of Troy – 1 motorcycle went off the road and crashed; no helmet worn.

9/12/15 – two motorcycles in Village of East Troy traveling one direction, and two cars traveling the opposite direction, rear vehicle passed and struck a motorcycle, and one motorcycle driver (unhelmeted) died.

9/22/15 – car vs. truck at S&D Town Line Road in Darien – driver was at a stop sign and didn’t yield right of way, was struck by another vehicle and died.

Roum said there are 12 fatal crashes year to date with 13 deceased, and average for the year is 14.

Chairman’s Report – Gerber reported that Roum is the new coordinator of the Sheriff’s Office Crash Investigation Unit, and the unit is updating some of their investigative equipment. He also thanked Roum for all of his work on the OWI Task Force.

OWI Task Force – Roum said the task force had a very successful year. He distributed OWI Task Force statistics which reflect results including: 268 seat belt citations, 7 OWI, 184 speed for a total of 806 total citations; 571 of these were issued on grant time. The requirement was one contact every 30 minutes and 3 citations for each warning, and the actual results of 4:1 citations to warnings exceeded the requirement. Roum said the next task force date is October 24 and all departments have signed up again to participate. He said they will hit hard on Oct. 31 (Halloween) and also on New Years Eve which has never been done in past years for a grant. Foster said State Patrol has been added to the task force.

Unfinished Business

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

Discussion regarding the proposed roundabout at Hwy 12 (off-ramp)/120 intersection in Lake Geneva – Russell is in favor of the roundabout, but is concerned about traffic being detoured or keeping one lane open. Perea said the ramps will be closed during construction (for 1-2 months), but they are looking to push the project date back.

New Business

Resolution from Town of Bloomfield regarding a request to reduce speed limit on CTH B from Thunderbird to Spring Creek Road – Brunner received correspondence from Town of Bloomfield

Chairman Daniel Schoonover. The letter stated concerns about multiple accidents and deaths along CTH B between Thunderbird Road and Spring Creek Road, as well as speed and safety complaints along CTH B. They attached a resolution urging Walworth County to consider a lower speed limit and/or other safety measures. Brunner submitted a speed study memo that was conducted Sept. 22-23. The study reflects on day 1, the 85th percentile was 62mph and on day 2, the 85th percentile was 61mph. The number of vehicles clocked for speed was 614 on day 1 and 631 on day 2. The recommendation is to not reduce the current speed limit of 55mph. **Motion and second by Roum and Anthony that the speed remain the same, all in favor, motion carried.** Brunner will share this information with the Town of Bloomfield.

Next Meeting Date – **Thursday, January 7, 2016 at 9 AM.**

Adjournment – **Motion and second by Russell and Roum, all in favor, meeting adjourned at 10:41AM.**

Submitted by Wendy Werner per Captain Dave Gerber. Minutes are not final until approved by the Commission.

To: Chairman Logterman and WalCoMet Commission
From: Brad Huza, Administrator 
Date: October 7, 2015
Re: Administrator's Monthly Report – October 2015

Plant Operation

The wastewater treatment facility has met all of its operational and discharge permit requirements for the month of September.

Biosolids application began on August 21st. Operations completed the first and largest phase of the biosolids application on September 24th. To date Operations has applied 1,694,000 gallons to approximately 136 acres in 14.5 days. The average daily application rate is 121,000 gallons per day.

The second phase of biosolids application is tentatively scheduled to start the last week of October. It is anticipated that the volume will be between 500,000 gallons and 600,000 gallons. Weather depending, the fall biosolids application should be completed by early November.

Financial

Expenditures and revenues continue to align well with the budget projections. Through the month of September revenues are approximately 4.2% less than budget projections. The cash disbursements are 5 % less than budget projections. The good news is overall the revenues are outpacing the expenditures by approximately \$24,500. This is a very small margin. Staff will be monitoring these parameters closely in the fourth quarter.

Training

Steve Scheff, Mark Palazzo and Nick Moehling will be attending the WWOA Annual Conference in Wisconsin Dells on October 7, 8 and 9. This conference provides excellent opportunities to obtain continuing education credits while networking with other individuals in the industry.

Capital Improvement Project Update

The Filter Room Piping Recoating project started on September 21st (as scheduled). The contractor decided to utilize 20 hour work days. The blasting phase of the project has been slow. At the time of the writing of this report, the Contractor is approximately 5 days behind schedule. I anticipate the project to be completed by October 16th. All discharge parameters have been met during the sand filter shut down.

Asphalt Surface Resealing project is complete. From an overall perspective I feel the project turned out fine.

The Delavan Lift Station Roofing project is complete. The project turned out well. The new metal coping was a nice addition from both functional and visual standpoint.

Discharge Permit Update

The attorneys have been in discussions with WDNR staff to determine if an alternate resolution to the issues can be developed. Apparently, other municipalities have also pursued the litigation option on the phosphorus and thermal limit issues. At this time all parties are waiting to on developments from EPA on the state wide variance on phosphorus. Staff has scheduled the dissipative cooling study data collection for mid to late November.

**WALWORTH COUNTY METROPOLITAN SEWERAGE DISTRICT
BILLINGS TO ENTITIES-2015**

ENTITY	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	TOTALS	BUDGET TOTAL	DIFFERENCE BUDGET TO ACTUAL	PERCENT +/- BUDGET	
DELAWAN	TOTAL DUE	\$ 100,509.02	\$ 111,278.78	\$ 100,425.29	\$ 100,867.03	\$ 111,179.22	\$ 103,142.12	\$ 108,282.37	\$ 108,285.84	\$ 117,863.27			\$ 959,950.92	\$ 1,017,096.75	\$ (57,145.83)	-5.62%	
	VOLUME MG	22.520	22.339	20.375	23.534	22.304	22.624	23.700	24.231	24.266			205.893	230.161	(24.268)	-10.54%	
														308.881	(2016 Study)		
ELKHORN	TOTAL DUE	122,325.57	124,787.19	103,470.59	116,175.82	135,499.07	129,350.20	140,164.08	132,752.53	120,288.55			\$ 1,124,793.40	\$ 1,234,708.25	\$ (109,912.85)	-8.90%	
	VOLUME MG	31.800	28.737	23.844	37.383	47.477	41.195	58.865	51.949	38.688			359.738	375.839	(16.200)	-4.31%	
														501.250	(2015 Study)		
DLSD	TOTAL DUE	62,112.76	54,753.19	48,001.75	45,131.06	53,178.23	54,923.98	59,560.82	72,285.62	87,771.22			\$ 507,718.83	\$ 589,880.75	\$ (82,162.12)	-10.81%	
	VOLUME MG	12.997	12.997	11.769	13.808	13.223	14.198	15.371	18.902	15.960			127.223	180.436	(33.213)	-20.70%	
														213.915	(2015 Study)		
WCI	TOTAL DUE	11,144.85	9,675.68	8,140.40	9,038.18	8,494.95	8,854.77	10,545.46	10,083.31	10,888.94			\$ 88,746.54	\$ 91,378.50	\$ (4,831.98)	-5.07%	
	VOLUME MG	1.809	2.004	1.804	2.030	1.995	2.208	2.997	3.197	2.758			28.903	25.811	(4.908)	-19.02%	
														34.415	(2015 Study)		
WMS. BAY	TOTAL DUE	42,095.72	42,670.48	37,400.72	41,224.97	43,377.65	46,671.71	53,852.43	58,978.10	62,863.09			\$ 419,134.87	\$ 439,852.75	\$ (19,717.88)	-4.49%	
	VOLUME MG	13.785	13.390	11.379	14.757	14.663	15.220	18.894	17.292	14.754			134.134	147.287	(13.153)	-8.93%	
														196.393	(2015 Study)		
INSPIRATION MINISTRIES	TOTAL DUE	1,393.82	1,419.47	1,386.34	1,561.45	1,447.86	1,329.54	1,386.34	1,394.93	1,584.87			\$ 12,804.62	\$ 12,995.25	\$ (90.63)	-0.70%	
	VOLUME MG	0.225	0.247	0.240	0.277	0.253	0.228	0.240	0.235	0.274			2.219	2.452	(0.233)	-9.49%	
														3.269	(2015 Study)		
GNSD & INTERLAKEN	TOTAL DUE	13,727.73	13,164.48	11,559.71	13,560.15	14,354.42	18,078.49	20,858.43	23,502.35	21,295.71			\$ 150,102.47	\$ 155,175.00	\$ (5,072.53)	-3.27%	
	VOLUME MG	3.648	3.405	2.996	3.709	4.099	4.947	6.171	6.309	5.567			40.851	44.287	(3.436)	-7.76%	
														58.049	(2015 Study)		
VILLAGE OF DARIEN	TOTAL DUE	15,900.83	16,815.08	16,028.57	15,143.33	15,819.81	18,087.70	16,480.34	16,959.17	18,890.45			\$ 144,905.38	\$ 181,352.00	\$ (36,456.62)	-20.10%	
	VOLUME MG	2.847	2.732	2.553	2.739	2.867	2.917	3.856	3.425	3.098			27.134	32.853	(5.719)	-17.41%	
														43.804	(2015 Study)		
TOWN OF DARIEN	TOTAL DUE	3,298.45	3,412.61	3,021.67	3,139.59	3,255.03	3,523.03	3,825.40	3,915.27	3,725.76			\$ 31,116.61	\$ 25,892.75	\$ 5,423.86	21.11%	
	VOLUME MG	0.779	0.738	0.694	0.759	0.783	0.811	1.032	1.015	0.860			7.471	5.759	1.713	29.74%	
														7.878	(2015 Study)		
LAKE COMO SANITARY DISTRICT	TOTAL DUE	13,286.81	18,567.28	13,432.90	14,738.85	16,502.80	15,484.96	18,086.18	14,972.68	14,299.47			\$ 135,361.71	\$ 147,622.50	\$ (12,270.79)	-8.31%	
	VOLUME MG	2.444	2.551	2.272	3.019	2.957	2.912	3.263	3.098	2.834			25.348	24.341	1.007	4.14%	
														32.455	(2015 Study)		
TOTAL DUE		\$ 375,795.86	\$ 394,322.20	\$ 341,887.84	\$ 360,639.83	\$ 403,109.04	\$ 397,246.58	\$ 431,002.85	\$ 441,109.80	\$ 427,571.33	\$ -	\$ -	\$ -	\$ 3,672,725.16	\$ 3,674,762.60	\$ (302,037.35)	-7.79%
TOTAL VOLUME MG		82.754	89.140	77.926	102.015	110.621	107.258	134.489	127.651	109.880	-	-	-	950.914	1,049.324	(98.410)	-9.38%
														1,399.099	(2015 Study)		
VEOLIA WASTE	TOTAL DUE	7,009.19	17,005.34	10,965.81	12,648.79	18,324.86	15,511.57	33,890.71	28,054.06	18,316.49			\$ 159,526.61	\$ 131,118.75	\$ 28,407.86	21.67%	
	VOLUME MG	0.218	0.280	0.187	0.314	0.398	0.333	0.564	0.371	0.269			2.944	\$ 174,825.00	(2015 Budget)		

Walworth County Board of Supervisors
DRAFT **October 5, 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; Vice Chair Andrew Kerwin; Health and Human Services (HHS) Board Chair Ken Monroe; Lori Muzatko, Walworth County Division Manager-Aging/Long Term Care and Resource Support; Citizen Members James Davis, Jerry Grant, Jeni Hallatt, Susan Leffelman and Cynthia Simonsen. A quorum was declared.

Others in Attendance

County Staff: County Administrator David Bretl, Deputy County Administrator-Finance Nicki Andersen and Finance Accountant Todd Paprocki

Members of the public: Transportation Consultant David Lowe and Eric Russow, 1527 Meadow Lane, Elkhorn, Wisconsin

Supervisor Monroe made a motion, seconded by Citizen Member Grant, to amend the agenda to include discussion/action on the 2016 Wisconsin Department of Transportation 5311/8520 grant application. The motion carried by voice.

On motion by Citizen Member Grant, seconded by Vice Chair Kerwin, the August 31, 2015 meeting minutes were approved by voice vote.

Public Comment – There was none.

New Business

- Draft policy regarding expanded transportation services – Transportation Consultant David Lowe David Lowe summarized the following proposed revisions to the policy for expanded transportation services:
 - 1) In county transportation will be available to all individuals over 60 and individuals with disabilities with a two-day advance reservation guaranteeing transportation. Requests made fewer than two days in advance will be granted whenever possible, but not guaranteed.
 - 2) Requests for trips of any purpose shall be accepted. Priority will be given to trips with medical and employment purposes, since these have time parameters which must be met. Trips for all other purposes (nutrition, grocery shopping, personal shopping, personal business, social and recreation) will be provided during the hours of 9:00 a.m. to 4:00 p.m., Monday-Friday.
 - 3) For those individuals who have mobility issues, all vehicles used to provide the service are wheelchair accessible. For those needing further assistance, attendants (aides) may travel to provide that assistance without a fare being charged.
 - 4) To clarify item 1, above, all elderly/people with disabilities living in Walworth County, whether or not they are living independently, are eligible to use the transportation service.

Cynthia Simonsen, Executive Director of VIP Services, expressed her concerns with the policy. She wants it to clearly state that the non-medical transport will occur only within the same community or to the nearest community. Many group home residents have guardians, and she worries that people could schedule rides without their guardians being notified. Also, opening up non-medical transport to those covered by Wisconsin's Non-Emergency Medical Transport (NEMT) would significantly increase ridership and she is concerned about VIP having to deny service requests. Simonsen said she also would

not be comfortable assuming responsibility for signing nursing home residents in and out of their facilities. She asked how she would calculate rates for additional services. Lowe said if Family Care or IRIS pays the residential facility, the County should receive the agency fare for those recipients. Vice Chair Kerwin objected, stating Family Care and IRIS are not necessarily obligated to provide extra services not covered under contracts with those agencies. If the rider is a Family Care recipient and the provider would be charged an agency rate, providers would not use the service.

Simonsen said since the article on the transportation service expansion appeared in the newspaper, her office has been deluged with calls and requests for rides. She anticipates rather than 12 extra trips a month, there could be that many per day. She supports increased service, but cautioned against taking on too much too soon. Lowe suggested setting a limit on how many vehicles and hours would be made available per day.

Lori Muzatko, Walworth County Division Manager-Aging/Long Term Care and Resource Support, said she is excited about moving forward with the expansion. She met with the Aging and Disability Resource Center Governing Board (ADRC) this morning, and they expressed a concern about the two-day notice requirement for medical transport. She expressed her concern about the policy moving forward as is, stating implementing one additional service and finding out what demand is would be more proactive. She also said that VIP Services should be given clear direction on expectations.

Chair Russell said it is unfortunate that these concerns were not brought forward before the newspaper article was published after the last meeting. As she stated previously, her biggest concern is having to deny services after informing the public that they are available. She also said she is vehemently opposed to limiting service to those individuals in assisted living facilities. She asked about remaining grant funds. Finance Accountant Todd Paprocki said the 85.21 grant funds should be used this year, but there is still 2015 tax levy available.

Discussion ensued, and Citizen Member Hallatt suggested in beginning the expansion, VIP could make a certain number of time slots available for non-medical purposes and when they are filled, individuals would have to wait until more space is available. County Administrator Bretl agreed, stating if the services are publicized they need to be delivered. Citizen Member Grant said it's time to proceed with the service expansion. If problems are identified, they can be resolved as they arise.

Citizen Member Grant made a motion, seconded by Citizen Member Hallatt, to approve the policy for expansion of transportation services, with the following amendments: add at the beginning of #1, #2 and #3, "when space and time permits"; add to #1 and #2, "within the community or to the nearest community for all non-medical trips"; add to #2, "established shopping routes shall be utilized if available;" add to #2, "appointments for non-medical trips shall be scheduled no more than a week in advance, but with two days' notice." The motion carried 8-0. Cynthia Simonsen abstained from voting.

- 2016 Wisconsin Department of Transportation (DOT) 5311/85.20 grant application
Paprocki asked the Committee if they are ready to consider taking over ownership of the vehicles for transportation services. The federal government would pay 80% of the capital cost and the County for the remaining 20%. Funds were not included in the 2016 budget; however, Lowe said the grant would be received in 2016 and the County would have two years to finalize the vehicle purchases. The vehicles would be leased to the transportation vendor, who would be responsible for maintenance. **Citizen Member Hallatt made a motion, seconded by Vice Chair Kerwin, to authorize staff to proceed with**

the 5311/85.20 grant application. The motion carried 9-0.

- 2016 85.21 grant application process, including public hearing date
Bretl reported that Lowe will prepare the application, which is due December 31. Lowe will have the draft application ready for review at the November 2 meeting. **Supervisor Monroe made a motion, seconded by Muzatko, to hold the public hearing for the 85.21 on December 7, 2015 at 1:30 p.m., during the regularly scheduled Committee meeting. The motion carried 9-0.**
- Report on satisfaction survey results – Cynthia Simonsen, VIP Services
Simonsen distributed the results of the survey conducted by VIP in September. Everyone in their database was contacted via email and a telephone survey was also conducted. There were 216 completed surveys, and the overall satisfaction rate was high. Included in the survey were questions on opportunities for improvement, and the primary concern was the lead time required to schedule rides. Chair Russell commented that the survey was comprehensive, and congratulated VIP on their service provision.
- 2015 Transportation budget summary – No discussion on this item.

Announcements – There were none.

Confirmation of Next Meeting date: The next regular meeting is Monday, November 2, 2015 at 1:30 p.m.

Adjournment

On motion by Supervisor Monroe, seconded by Citizen Member Leffelman, Chair Russell adjourned the meeting at 3:08 p.m.

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

DRAFT

**Walworth County Aging & Disability Resource Center Governing Board
October 5, 2015 Meeting Minutes
Walworth County Health and Human Services Center
W4051 County Road NN, Elkhorn, WI 53121**

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

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

Others in attendance:

Lori Muzatko, Walworth County ADRC Director; Jennifer Selz, ADRC Supervisor; Robert Williams, Deputy Director of Health and Human Services; Anne Prince, Aging & Nutrition Program Supervisor; Becky Bechtel, Recording Secretary

On motion by Vice Chair Jordan, seconded by Board Member Kelly, the agenda was approved by voice vote.

On motion by Board Member Atkinson, seconded by Board Member Scheuerman, the August 31, 2015 meeting minutes were approved by voice vote.

Public Comment – There was none.

An updated list of ADRC Board members and their addresses and phone numbers was distributed before the meeting.

Unfinished Business

- Greater Wisconsin Agency on Aging Resources – Feedback on Final Draft 2016-2018 County Plan on Aging

ADRC Director Lori Muzatko reported on feedback received on the Plan from John Schnabl, the reviewer from the Greater Wisconsin Agency on Aging Resources (GWAAR). Schnabl's recommendations include: 1) add goals on how to involve older people in the creation or development of new or changed local services; 2) develop a goal around revitalization and operation of the Nutrition program; 3) develop separate goals for dementia services for each year of the plan. Muzatko said staff is working on refining some of the goals. Anne Prince, Aging & Nutrition Program Supervisor, said the State wants programs implemented following their guidelines. Staff has been working towards offering more meal choices. Muzatko said they have developed goals for dementia services for the next three years and just need to be more specific about each year's expectations. Schnabl is supportive of the rest of the plan as submitted. At the November 2 Board meeting, the final Plan will be reviewed/approved and then submitted to GWAAR for approval.

- Walk to End Alzheimer's Update

Muzatko included photos of the September 19th walk. There were over 640 participants, and the event raised over \$100,000, surpassing this year's goal. More donations are expected over the next few months.

New Business

- Meet & Greet – Robert Williams, Deputy Director of Walworth County Health and Human Services

Muzatko introduced HHS Deputy Director Robert Williams. She invited him to the meeting so he could meet the Board and get an insight on how the Board operates and meet the Members. Muzatko said the State is strict on requirements that the Board membership represents different areas of the target population, i.e., the elderly, the intellectually and physically disabled. The Governing Board introduced themselves and gave Mr. Williams a brief summary of their backgrounds, qualifications and commitment to service in Walworth County.

Mr. Williams said he has been with the Department for six weeks. He moved to Wisconsin a few years ago and worked with the Department of Children and Families. He is a former resident of Illinois, where he worked with the Illinois Department of Human Services. He said he has been meeting with the various units comprising HHS in two week segments and has already learned a great deal about services offered by HHS. Muzatko said he is currently spending time in the Aging/ADRC Unit and will be moving to the Economic and Child Support Units next. Chair Duncan thanked him for attending the meeting and invited him to join them again when time permits.

Reports

- Nutrition Program

- 2015 Seniors Farmers' Market Distribution Update

- Prince reported they are done with the Farmers' Market Distribution for this year. They distributed 268 vouchers, of which there were 23 remaining, so the redemption rate was good. Staff is requesting other places for the distribution next year, one of which is an apartment building in Lake Geneva. Currently there are no vendors near that building, but she is working on attracting more vendors. To be eligible for the vouchers, a resident must be over the age of 60 and meet income guidelines.

- Healthy Living With Diabetes Course Update

- This is a new course, which arose out of the Living Well With Chronic Disease course. Prince Reported two leaders have completed crossover training so they can lead the class, and they are partnering with the Public Health dietician in WIC who will also be a leader. The current session is full with 13 participants. Muzatko added that adding the course was part of the Department's strategic plan. Prince said there is no age limit for the course, and they also have participants with pre-diabetes and family members of those with diabetes.

- Stepping On Class

- Prince said the November class is full and there is a waiting list, as there are limited instructors. Class size is typically 13-15 participants. Andrew Kerwin graciously offered use of The Highlands facility for the class. HHS partners with Aurora for the class, which requires professional participation. A physical therapist attends three of the classes, there is a pharmacist component, a community safety person also needs to be involved, and a vision expert from the state has input into the class. Prince said staff has tried to forge a partnership with Mercy, but haven't met with success. Muzatko said staff is developing an approach to Mercy, using what has worked well with Aurora. Prince said they have a good relationship with the Aging Director in Rock County, who might also provide some recommendations.

Chair Duncan commented about the recent newspaper article about Walworth County's volunteer programs and services they provide and how much money they have saved the county in time and personnel. Volunteer Connections provides services for different agencies, such as the Food Pantry, Twin Oaks homeless shelter, the hospital, providing miscellaneous services for the elderly, etc. The Volunteer Coordinator's office provides multiple in-county services to departments, coordinates volunteer work days at county parks and grounds, etc.

- **Transportation Coordinating Committee (TCC) Meeting Minutes - July 6, 2015**

At the last meeting, Muzatko said the TCC discussed expansion of transportation services to the elderly and disabled, and at the meeting this afternoon, the Committee will review the proposal from its Transportation Consultant. Vice Chair Jordan said his wife is a supervisor at Aurora, and there is a dire need for same day medical transport for the elderly and disabled. Muzatko said that Susan Leffelman from Aurora is on the TCC and she will discuss the issue with her. Muzatko said the need to schedule a ride with VIP two days in advance of service has been identified as a problem and they are working on becoming more flexible and perhaps exploring other modes of transportation. She encouraged members to attend future TCC meetings and offer comment. Citizen Member Scheuerman expressed concern about grant funds not being used up; she suggested expanded advertising and promotion of available services.

- **Milwaukee County ADRC Governing Board Letter – September 2, 2015**

Muzatko referred to the letter in the agenda packet from Milwaukee County ADRC Governing Board sent to the Centers for Medicare and Medicaid Services. There will be additional public hearings concerning Family Care and IRIS 2.0 (the new plan). On September 17, Muzatko and HHS Governing Board Chair Ken Monroe presented recommendations to the State on behalf of the HHS Board. ADRC Supervisor Jennifer Selz said she was pleased to report that the proposed elimination of regional ADRCs was dropped from the 2016 budget. Muzatko said she would update the Board if new information becomes available.

Confirmation of next meeting dates and time:

- November 2, 2015 at 9:00 a.m. – Approval of Final County Plan on Aging

Adjournment

On motion by Board Member Polachowski, seconded by Board Member Scheuerman, Chair Duncan adjourned the meeting at 9:50 a.m.

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

Draft 10/8/15

PLEASANT LAKE PROTECTION AND REHABILITATION DISTRICT
BOARD MEETING
THURSDAY, OCTOBER 1, 2015, 7:01 PM
LAGRANGE TOWN HALL

MINUTES

Present: Dave Stamm (chair, 2018), Ryan Mertes (treas, 2017), Marcia Sahag (sec, 2016), Peter Schuler (2016), Bob Arnold (County), Don Sukala (Town)

Absent: Phil Holland (2018)

Public Attendance: Rick Callaway, Bernie Slupik (by phone), Ted Slupik (by phone)

1. Approval of Agenda: Motion to approve the Agenda (Dave/Don). Carried unanimously.
2. Approval of prior Board Minutes of 8/1/15 and 8/22/15: Motion to approve the Minutes of 8/22/15 (Don/Peter). Carried unanimously. Motion to approve the Minutes of 8/1/15 (Bob/Peter). Carried unanimously.
3. Approval of appointment of Exploration Committee Chairperson: Motion to approve the appointment of Ryan Mertes as chairman of the District Exploration Committee (Dave/Marcia). Carried unanimously.
4. Approval of appointments of Exploration Committee members: All volunteers signed up at the Annual Meeting with one volunteering after the meeting by email. Motion to approve the appointments of Doug Marconnet, Bernie Slupik, Tracy Marconnet, Ted Slupik, Dave Rynders, Rick Callaway, Mike Yunker, Tomm Girman, Tom Short, Barb Girman and Ryan Mertes to the District Exploration Committee (Marcia/Dave). Carried unanimously.
5. Adjourn: Motion to adjourn at 7:05 PM ((Bob/Don). Carried unanimously.

Respectfully submitted,
Marcia Sahag, secretary
PLPRD

Walworth County Board of Adjustment

MINUTES

September 9, 2015 - Hearing – 8:30 AM

September 10, 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 September 9 & 10, 2015, in the County Board Room of the Government Center in Elkhorn, Wisconsin. Those present on September 9, 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 September 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. “Sign-in” sheets listing attendees on September 9, 2015, and September 10, 2015, are kept on file as a matter of record.

The September 9, 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. Patricia A. McGrath Trust, owner / Linn Township. Seconded by Elizabeth Sukala. Motion carried. 3-favor, 0-oppose. Elizabeth Sukala motioned to approve the August 12 & 13, 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, September 10, 2015. Seconded by Ann Seaver. Motion carried. 3-favor, 0-oppose. The September 9, 2015, hearing went into recess at approximately 9:21 A.M.**

On September 10, 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 #2. Patricia A. McGrath Trust, owner / Linn Township and add item #6C. Seconded by Elizabeth Sukala. Motion carried. 3-favor, 0-oppose. After the decisions were completed, Ann Seaver motioned to adjourn until the October 14, 2015, hearing at 8:30 A.M. Seconded by Elizabeth Sukala. Motion carried. 3-favor, 0-oppose. The September 10, 2015, decision meeting adjourned at approximately 9:04 A.M.**

Four variance hearings were scheduled and details of the September 9, 2015, hearings and the September 10, 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 #8:35:17 – 8:52:34 / Decision – Count #8:33:50 – 8:37:24

The First Hearing was Philip L. & Sarah L. Blackwell, owners – Section(s) 35 – Whitewater 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 deck.

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

VARIANCE REQUEST: The applicants are requesting an approximate 7' 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 permit the location of a deck.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of September 9 & 10, 2015, for the petition of Philip L. & Sarah L. Blackwell, owners, voted to **APPROVE** the request for an approximate 7' shore yard setback.

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

BOARD OF ADJUSTMENT FINDINGS: The Board found the property owner did prove unique circumstances to the property in the very steep slope of the property. The Board found to approve the variance request would allow the access necessary for access to the mechanicals for the residence. The Board found to approve the variance request would provide a second ingress / egress for the residence. The Board found to approve the variance request would address safety issues in providing an exit from the lower level living area as well as access to the waterfront side of the residence. The Board found to approve the variance request would cause no harm to public interests. The Board found to approve the variance request will not harm the public's interests in navigable waters. The Board found the owner will work with the Walworth County Land Conservation staff to ensure compliance with the Shoreland Zoning Ordinance. There was one letter of support from the Town of Whitewater. There was no opposition.

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

The Second Hearing was Patricia A. McGrath Trust, owner / Attorney Robert T. VanScoyoc of Sweet & Maier, S.C., applicant – Section(s) 11 – Linn Township

Applicants are requesting a variance from Section(s) 74-181 / 74-263 of Walworth County's Code of Ordinances – Shoreland Zoning to construct a residence, uncovered staircase and an uncovered terrace.

REQUIRED BY ORDINANCE: The Ordinance requires the lot width to be 150' at the building site and requires a 9' side yard setback for uncovered stairs and uncovered terrace.

VARIANCE REQUEST: The applicants are requesting a building site at 135' lot width and an approximate 7.7' side yard setback for uncovered stairs and an approximate 8' side yard setback for an uncovered terrace. The request is a variance from Section(s) 74-181 / 74-263 of Walworth County's Code of Ordinances – Shoreland Zoning to construct a residence, uncovered staircase and an uncovered terrace.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of September 9 & 10, 2015, did not vote on the petition of Patricia A. McGrath Trust, owner / Attorney Robert T. VanScoyoc of Sweet & Maier, S.C., applicant.

BOARD OF ADJUSTMENT FINDINGS: The variance request has been postponed to the October 14 & 15, 2015, Board of Adjustment agenda at the applicant's request.

Hearing – Count #8:52:35 – 09:00:00 / Decision – Count #8:37:25 – 8:40:07

The Third Hearing was Gilbert & Mary Mawhinney, owners – Section(s) 21 – Richmond Township

Applicants are requesting a variance from Section(s) 74-51 of Walworth County's Code of Ordinances – Zoning to construct an accessory structure (storage building).

REQUIRED BY ORDINANCE: The Ordinance requires an 85' street yard setback.

VARIANCE REQUEST: The applicants are requesting an approximate 59' street yard setback. The request is a variance from Section(s) 74-51 of Walworth County's Code of Ordinances – Zoning to construct an accessory structure (storage building).

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of September 9 & 10, 2015, for the petition of Gilbert & Mary Mawhinney, owners, voted to **APPROVE** the request for an approximate 59' street yard setback.

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

BOARD OF ADJUSTMENT FINDINGS: The Board found the existing 8 foot tall foundation has been in place for many years without complaint. The Board found options for relocating the foundation are limited by the natural waterway that lies behind the existing foundation. The Board found the existing foundation to be well constructed and in good condition. The Board found the proposed accessory structure will sit a greater distance from the road right-of-way than the existing residence. The Board found to approve the variance request would cause no harm to public interests as the parcel is surrounded by family-owned property. The Board found the owners did receive approval from the Town. There was one letter of support from the Town of Richmond. There was no opposition.

Hearing – Count #9:00:06 – 9:20:44 / Decision – Count #8:40:08 – 8:45:33

The Fourth Hearing was Elaine Konstant Trust, owner / Don Rudat of McCormack Etten Architects LLC, applicant – Section(s) 3 - Richmond 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 additions to a single-family residence, and a patio, stoop and steps.

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

VARIANCE REQUEST: The applicants are requesting a 52' shore yard setback for steps and stoop, a 63' shore yard setback for a second-story addition, a 26' and 61' shore yard setback for a proposed screen porch and an approximate 26' 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 additions to a single-family residence and a patio, stoop and steps.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of September 9 & 10, 2015, for the petition of Elaine Konstant Trust, owner / Don Rudat of McCormack Etten Architects LLC, applicant, voted to **APPROVE** the request for a 52' shore yard setback for steps and stoop, a 63' shore yard setback for a second-story addition, a 26' and 61' shore yard setback for a proposed screen porch and an approximate 26' shore yard setback for a patio.

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

BOARD OF ADJUSTMENT FINDINGS: The Board found the irregular shape of the parcel and the inlet on the north side of the parcel to be unique property limitations. The Board found the inlet did not allow for shore yard setback averaging on the property. The Board found the residence has existed for some time. The Board found the location of the well and septic system did restrict options to expand the residence. The Board found the proposed variance request offered minimal land disturbance and no grade changes were proposed. The Board found to approve the variance request would permit removal of impervious surface in the shore yard. The Board found the owner did receive approval from the Town and there were no objections from neighbors. There was one letter of support from the Town of Richmond and two letters of support from neighboring property owners. There was no opposition.

Other

- A. Discussion / possible action on Township correspondence - none
- B. Discussion regarding lodging facilities
Board members were brought up-to-date regarding lodging facilities.
- C. Discussion / possible action regarding DNR comments with regards to shoreland zoning variance requests
Board members received a copy of an e-mail from Dale Rezabek of the Wisconsin Department of Natural Resources regarding a recent budget bill amendment that was passed which became Act 55. The WI DNR may only issue opinion on approval or denial of a shoreland zoning variance request upon written request from the Board of Adjustment.
After discussion the Board members did agree WI DNR input would be helpful in making decisions. The Board members asked Deb Grube to draft a letter asking for input from the WI DNR on whether shoreland zoning variance requests should be approved or denied.

A motion was made by Elizabeth Sukala to authorize staff to send a letter to the DNR requesting their opinion and input regarding shoreland zoning variance requests. Seconded by Ann Seaver. Motion carried. 3-favor 0-oppose

Staff Reports

- A. Court cases update - none

- B. Distribution of reports, handouts and correspondence
Board members were advised of a possible Counties Association Workshop in Kenosha County. Several board members expressed an interest in attending the workshop.

Proposed discussion for next agenda

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

WISCONSIN RIVER RAIL TRANSIT COMMISSION
 COMMISSION MEETING - FRIDAY, SEPTEMBER 11TH, 2015 @ 10AM
 DANE COUNTY HWY GARAGE, 2302 FISH HATCHERY RD, MADISON, WI

1. 10: 03 AM **Call to Order** – *Alan Sweeney, Chair*
2. Roll Call. **Establishment of Quorum** – *Mary Penn*

Crawford	Tom Cornford, 2nd Vice Chair	x	Rock	Ben Coopman, Alternate	
	Rocky Rocksford			Wayne Gustina	x
				Alan Sweeney, Chair	x
				Terry Thomas	x
Dane	Gene Gray, Treasurer	x	Sauk	Marty Krueger, Alternate	10:10 AM
	Jim Haefs-Fleming	excused		John Deitrich	
	Chris James, Vice Secretary	x		John Miller, 3 rd Vice Treasurer	
				Dave Riek	x
Grant	Gary Ranum	excused	Walworth	Kevin Brunner	excused
	Vern Lewison	x		Richard Kuhnke, 2 nd Vice Treasurer	x
	Robert Scallon, 1 st Vice Chair	x		Allen Polyock	excused
Iowa	Charles Anderson, Secretary	x	Waukesha	Karl Nilson, 4 th Vice Chair	x
	William G Ladewig	x		Dick Mace	excused
	Jack Demby	x		Carl Pettis	excused
Jefferson	John David	excused			
	Laura Payne	x			
	Augie Tietz, 3 rd Vice Chair	x			

Commission met quorum.

Others present for all or some of the meeting:

- Mary Penn, WRRTC Administrator
- Ken Lucht, WSOR
- Kim Tollers, Rich Kedzior WisDOT
- Scott Alexander, Former Commissioner
- Alan Anderson, Pink Lady RTC

3. Action Item. **Certification of Meeting’s Public Notice** – *Noticed by Penn*
 - *Motion to approve posting of meeting – Gustina/Cornford, Passed Unanimously*
4. Action Item. **Approval of Agenda** – *Prepared by Penn*
 - *Motion to approve agenda – Lewison/Nilson, Passed Unanimously*
5. Action Item. **Approval of draft August Meeting Minutes**– *Prepared by Penn*
 - *Motion to approve August meeting minutes – Kuhnke/Gray, Passed Unanimously*
6. Updates. **Public Comment** – *Time for public comment may be limited by the Chair*
7. Updates. **Correspondence & Communications** – *Discussion may be limited by the Chair*

Penn reported on correspondence she had dealt with since the last meeting. Alan Sweeney reported he had been contacted by a Brian Shoemaker who was looking for a donation of rail property for the North Freedom Mid-Continental Train Museum. Sweeney said he would be having some discussions with Kim Tollers, WisDOT and Ken Lucht, WSOR, about the request. Sweeney also notified the Commission of the upcoming Freight Rail Conference in November 17th, saying there was a sign-up sheet being passed around for sign-up. He said he would be going to the Conference. Kim Tollers confirmed registration was \$35. Karl Nilson said it was worth going to and a good way to find out about rail issues in the State. Sweeney briefly listed what would be presented at the Conference.

Tollers introduced Rich Kedzior who has replaced Marty Morin as the FRIIP and FRPP coordinator. Kedzior said the Commissioners could contact him directly at WisDOT if they had any questions about the programs at Morin’s old number. Penn then distributed articles submitted by Forrest Van Schwartz.

8. Updates. **Announcements by Commissioners** – *No Discussion Permitted*
 There were no announcements.

REPORTS & COMMISSION BUSINESS

9. WRRTC Financial Report – Gene Gray, WRRTC Treasurer

- Motion to pay bills and accept the Treasurer’s Report – Anderson/Cornford, Passed Unanimously

Gene Gray gave the treasurer’s report to the Commission, adding that there were two bills to approve. He reminded the Commission that Jim Matzinger would be with them starting in October. Charles Anderson questioned a \$7,000 net income for projects in 2015 and wondered what it was for. Tom Cornford said that was part of Crawford County’s payment on debt. Sweeney said he had been making notes all summer on the treasurer’s reports and encouraged the Board to bring their own to the October meeting. Gray said the budget would be done in October and there was already a change due to the McHenry County taxes. Sweeney said the possibility of encumbrances would be examined at the October meeting. Gray said Matzinger would “walk through” the statement and balance sheet. Sweeney said understanding the budget was very important. Marty Krueger asked Gray if Matzinger would be prepared for the new budget and if Commissioner’s would have it in hand prior to the meeting.

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

Ken Lucht reported there was not much new to report on maintenance: routine track inspections and tie replacements were ongoing. He said WSOR continued to find broken rails which were being replaced as found. In the next few months equipment would be returning to the shop for its own maintenance. He said WSOR was going through their budget process and said total capital and maintenance budgets would be increased 5% next year. He noted there was no final budget yet.

In capital projects, Lucht reported WSOR was working with WisDOT to prioritize projects. He said the Prairie sub was the top priority and had not seen much maintenance since 2005 but due to increased shipping, it had become a main line. Another priority was the second biggest bridge on the line, the Spring Green Bridge was due for replacement next year. Lucht said the number two priority was the tie replacement project between Crawford and Avoca in order to maintain class 2 status. Priority three was starting with a continuous welded (CWR) rail project (Phase 1) which would begin in Prairie with a mile put in between Blair Dills property and Well Street. Lucht said there had been a lot of work in other counties but the Prairie sub was moving a lot of grain east and west, as well as sand heading east and of course the Spring Green Bridge, all of which would tie up a lot of capital both in state grants and WSOR’s capital.

Lucht also reported on WSOR’s agreement with BNSF as they loaded and moved in shorter runs. Due to the weight of the heavier BNSF engines, this has resulted in some damaged tracks which needed to be addressed. He said the priority list would be going to the State. Next, Lucht spoke about a new contract which would be affecting WSOR as OshKosh Truck gained a grant. He said there was a lot of grain to move, both this and last years. Lastly, Lucht said there could be no excursions this year as the business cars needed repairs. He talked about how excursions were helpful to getting the Board out and seeing the system. He said WSOR would try to do an excursion next spring when the cars were repaired.

Dave Riek asked if the line would be out of service when the Spring Green Bridge was replaced. Lucht said they would build it parallel to the current bridge and shift track once the bridge was done. Sweeney asked about the transitions and the grade. Lucht said there was a lot of grade and very long approaches so there would be challenges but WSOR would have a plan for them. Sweeney next asked Lucht to report on Representative Paul Ryan’s visit to WSOR and its projects. Lucht said Ryan was now the Chair of the Ways and Means Committee which was very influential. Lucht said Ryan visited the CWR project and got to pull spikes in Janesville. Afterwards, Ryan drove the engine back to the round house. The Administrator of Milton and City Manager of Janesville as well as Alan Sweeney joined this trip. They had talked about what Washington could do to help short line companies. Lucht added that 2 weeks ago State Representative Mark Pocan had also visited with WSOR and that Glen Grossman had also visited the Plymouth/Kohler project. Lucht noted it had been a very busy summer.

Bill Ladewig asked if WSOR had gotten letters from them for the TIGER grant. Lucht said Pocan and Grossman had written letters. Anderson asked if WSOR had heard anything about any contact about the GM plant. Sweeney said it was not a contract for the GM plant but rather a new warehouse for Dollar General.

Bob Scallon asked about a non WSOR derailment in Prairie du Chien. Lucht asked if it were BNSF as it had not been a WSOR one. Scallon said three cars had tipped over. Lucht confirmed it was a BNSF track. Cornford said the cars were still there. Lucht said it was bad, old track. Scallon asked if WSOR had cars for corn this year. Lucht said typically cars were leased from banks but some customers had their own cars. He said WSOR had 300 cars doled out to customers and that last year’s car shortage had been due to a shift in commodities.

Sweeney commented that the efforts between unit trains in Avalon with WSOR was certainly helping to move the corn crop. Lucht said they wanted to keep trains moving with BNSF engines on the head and tail of the trains. He reiterated they were very heavy which led to more maintenance due to track damage.

11. WDOT Report–Kim Tollers, WDOT

Kim Tollers announced the 2015 Freight Rail Conference in November. Rich Kedzior said that he was very new to his position and said there was a backlog of agreements to get through. He said the Fox Lake sub agreement had been sent on which was confirmed by Lucht and Kedzior was currently working on eight other agreements, the most current one being the Prairie Sub Bridge agreement. He said the only outstanding question were environmental things but it would be submitted shortly. Kedzior said the Prairie sub tie project has not yet been awarded funding. The other agreements were “on his desk” with many bridge projects. He said he would like to talk to Lucht about these in the next few weeks. Nilson asked Kedzior if any of those bridges were road bridges. Kedzior confirmed they were all rail bridges.

Ladewig asked for some background of Kedzior. Kedzior gave some of his professional history, including work in the Army and in transportation planning. He said he had worked on corridor studies and the Southwest Region Park- and-Ride System Study, adding that WisDOT had hired him 3

weeks ago. Augie Tietz asked what bridges were being looked at between Watertown and Madison but Kedzior said he could not list them right off the top of his head.

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

Penn gave her report on administrative duties since the last meeting. She said that she had had a great deal of WRRTC folders scanned this summer and after indexing all the materials she would discard the paper documents. She said she would be asking Eileen Brownlee what documents she should keep but noted there was an ever increasing pile of paper that needed to be gone through and thrown away. Nilson expressed skepticism on discarding paper documents. Penn assured the Commission that she would check with Brownlee to make sure nothing was lost.

Penn also told the Commission she had been thinking about the issue relating to the Executive Committee and meeting monthly. There was discussion on how to address this. Ladewig suggested exploring meeting electronically (i.e. Skype). Nilson expressed doubts on the efficaciousness of this.

Ladewig also asked for an update on the rail mapping project. Penn referred to Tollers who said "they were very far along" with indexing the records. Tollers said SWWRPC had submitted a proposal and estimate for the pilot project but that still needed approval. Due to staff changes in WisDOT, there had been delays. Tollers said Dave Simon could hopefully push for approval so the project could move forward.

13. Election of Vice Treasurer – WRRTC Commission

- *Motion to nominate Dave Riek as the 3rd Vice- Treasurer – Krueger/Thomas, Passed Unanimously*

Sweeney asked Penn to give background on the item. Penn said that John Miller was stepping down from the Commission for work related reasons. She said she had spoken to Marty Krueger about this as well. She said there had been discussion between herself and Krueger about the possibility that Dennis Polivka might return to the Commission. Kruger said he had spoken with Polivka about that possibility.

14. Discussion and Possible Action on Addressing Prairie Sub Private Crossings (Legal and Illegal) – Ken Lucht, WSOR

Ken Lucht said this issue had been discussed in the past. He said it pertained to the Watertown sub as well as the Waukesha sub, but the Prairie sub was more prominent. He explained some of the issues WSOR had run into in the past in regard to illegal crossings. He said there was a great inventory of legal, private crossings which were on the FRA database. Lucht said WSOR wanted to reach out to the Commission and partner with them on how to approve informal, illegal crossings. He said WSOR was on the ground and contractors could put in private crossings to WSOR standards and there was some efficiency in place to update crossings when the track was replaced. Lucht said WSOR was not looking to do all of them but if WSOR was rehabilitating track, it made sense to update illegal crossings as they went. He said WSOR could play a role in identifying the crossings and outreach but wanted to know the Commission's position on this issue.

Sweeney said there could be a time issue once an illegal crossing was discovered and the process to put in crossings via agreement with the Commission. Lucht agreed there was a timing issue but if the process was underway that would be ok: build the crossing and get the agreement later. He said timing was not so much of an issue but if WSOR was out there, some landowners would want it done at the same time (as the track was replaced). Vern Lewison asked about the cost. Lucht said it depended on the location and usage but that the cost could usually be anywhere between \$2,000.00 and \$5,000.00K. He said there was a benefit to the landowner to have protected access.

Lucht asked how the Commission would like to move forward in approaching these private illegal crossings. Tietz asked for a listing of crossings on the Watertown sub and the requirements for the WSOR crossing standards. Gray asked if there were standards for the crossings. Ladewig asked about the definition of "illegal" and if there was a fine for people trespassing. Lucht confirmed this was trespassing. Nilson asked Lucht if an approved crossing were filled with ballast rather than dirt. Lucht said ballast was provided by WSOR and he described what the materials typically would be. Nilson asked about the life of crossing timbers and for a ball park number of illegal crossings. Lucht said probably about 10 to 20. Sweeney said he would be concerned about the crews out there on the ground being able to do the work efficiently versus having people getting on the agenda to get approval from the Commission. Lucht said they could work with the timeframe with the contractors and a lot of this was discussed between landowners and contractors. Sweeney said there were so many variables in this process: to do this efficiently but yet include the Board was desirable but maybe it should be a policy to do the work wherever WSOR was doing maintenance. Nilson said they did not want to alienate people but make sure crossings were up to standards. Ladewig asked if WisDOT was involved in private crossings. Tollers said it was a Board responsibility. Ladewig asked about the size of the crossings. Lucht said there was a WSOR standard. Sweeney said this was not a time sensitive issue today. Lucht said there was no time issue now but he wanted to talk about process.

Nilson said the Commission should try to help people get legal crossings but not be "ogres" about crossings. Sweeney said they also did not want to allow free access along the line. Laura Payne asked about working with landowners in placement of crossings. She asked if the landowner paid. Lucht confirmed that they did as these were private crossings. Gray said this might be a win-win as there was more traffic and having things up to standard. Jack Demby asked about crossings in the river bottoms to gain access to the river. Lucht said if they were not in the database they were removed when rail was replaced. He added that he would bring copy of the standards to the next meeting.

15. Action Item. Adjournment

- *Motion to adjourn at 11:05 AM – Cornford/Gustina, Passed Unanimously*



WHITEWATER-RICE LAKES MANAGEMENT DISTRICT

P.O. Box 301
Whitewater, WI 53190



MINUTES September 10th, 2015

The September 10th, 2015 Whitewater/Rice Lakes Management District board meeting was called to order by chairman Rich Charts at 6:01 PM. Board members present were, Chuck Chamberlain, Ernie Roy, Brad Corson, Jerry Grant Walworth County Supervisor and Norm Prusener, Whitewater Town Representative. Larry Brady present via telephone conference.

Absent= none

Standing Teams Present – Dave Clevon

Standing Teams Absent – Tom Ganfield, Tom Potrykus

Guest Present: Art Speerbrecher, Art Schmitz

Clerk Present: Susie Speerbrecher

ADMINISTRATIVE

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

A motion to approve the July 9th, and August 22nd minutes as presented was made by Ernie, seconded by Jerry. Motion Carried.

A motion to accept the August 22nd, 2015 Annual Budget Hearing meeting minutes for publication was made by Ernie and seconded by Chuck. Motion Carried

Public Input – Opinions were given how well the bog operation is going this year.

COMMISSIONER REPORTS

Secretary – Correspondence – nothing to report

Finance – Brad reviewed the August expense handout. Expenses totaled \$21,613.47. Brad motioned to accept the expenses as presented. Seconded by Ernie. Motion Carried. Brad then continued to review handouts of the 2015 Monthly Spending Analysis and the Cash Flow.

Weed – Larry reported harvesting has now ended with removal of approximately 800 loads and came in at budget. A new invasive weed call Naiad is beginning to appear.

Chemical – Ernie reported the DNR and Amy Kay from Clean Lakes will be out next week doing a spot plant survey and checking on the water quality. Tom Slawski from SEWRPC will be attending our October meeting.

Bog – Rich reported bog removal started up this week. Fencing was designed by Art Schmitz and constructed by JNT Marina. Equipment is moving constantly and productivity is looking good. He will try and take depth measurements this winter.

Equipment – Chuck reported the following

Brad began by reviewing the RFP handout for Inside Storage of our equipment. Additions and corrections were made and Susie will have the final draft posted in the Whitewater Register.

Some damage was done to the 12' harvester while being tied up on Camp Joy Island. Rich will talk to Scott Hatchett regarding this damage.

The new transport will be going back to Aquarius this fall for installation of wear sheeting and spud anchors. Rust spots will also be addressed.

A customer of Aquarius would like to come out and see our equipment. The board did not have a problem extending the invitation.

Boat Launch / Collection boxes - A grant was received for \$2,431.50

Wildlife Management – Dave reported Fran and himself picked up frozen goose hamburger meat and brought it to the Elkhorn Food Pantry. He will be filing the year end paperwork. He asked the board if they wanted him to continue in this position. Rich motioned that Dave Cleven remain standing team chairman of Wildlife Management as long as needed. Seconded by Ernie. Motion Carried.

Fish – No report given

Safety – No report given.

Water Quality – No report

2015 Schedule – No report

Audit – The audit report for 2014 has been filed.

OLD BUSINESS – Rich reported two volunteers reported in to monitor the boat landings in late August.

NEW BUSINESS – Opinions were expressed regarding the Annual Meeting and that everything went well, there was small attendance and no complaints

OTHER BUSINESS - Ernie reported he was given original plat maps of property owners around the lake that Lowell Wilson had put together in 1983.

Next Meeting: October 8th, 2015 at 6:00 PM

Ernie motioned to adjourn the meeting. Seconded by Brad. Motion Carried. Meeting Adjourned at 7:38 PM.

Respectfully submitted
Susie Speerbrecher, Clerk

Walworth County Workforce Development Board Meeting
Walworth County Job Center
Thursday, August 6, 2015

Minutes

Meeting was called to order at 7:35 a.m. by Karen Burns

WDB Members Present:

Karen Burns, Theresa Carroll, Andrew Dammeir, Derek D'Auria, Brianna Fox, Lynn Jones, Michael O'Donnell, Nancy Russell, Cindy Simonsen and Eric Wentz

Excused: Peggy Osborne, Kim Savage

Attendees: Presenters Mark Leemkuil, Rick Heine, R. Tom Durgom and Wandy Miezio

Agenda approved on motion by D'Auria and 2nd by Simonsen. Passed unanimously.

Minutes approved with suggested change from Nancy Russell on her comments. It will be included in the Comments section at the end of these minutes

Board Chair

Karen Burns again asked if anyone is interested in serving as Board Chair and if so, they should let her know. She also let everyone know that business people from the private-sector are encouraged to serve as WDB Board members.

WIA/WIOA

Mark Leemkuil of Walworth County Job Center provided an update on some of the changes that resulted from the new Federal Workforce Innovation Opportunity (WIOA) Act which supersedes the former Workforce Investment Act (WIA).

The Act serves the same purpose by continuing to provide guidelines for funding three programs - Adult, Dislocated Workers and Youth. Youth now has an increased emphasis on support for Out-of-School Youth, which will allow more youth to be served through the program.

Priority of Services and Basic Skills Deficiency have been added to the Adult Program. There are new provisions for low-income participants and for military spouses and widows being serviced by the Dislocated Worker Program.

There's also an increased emphasis on finding ways to prevent layoffs, especially in transitional jobs. Some efforts have been combined under Career Services. There's a push to provide subsidies for OJTs (On-The-Job-Trainings) and Incumbent Worker Training.

A tri-county leadership meeting for Walworth, Racine and Kenosha representatives is being held following today's WDB meeting to discuss the changes.

Manufacturing Month

Rick said the job center is again participating in Manufacturing Month activities in October. Tours will again be offered to high school students and school personnel from area high schools. Three more high schools will participate this year for a total of eight.

Several area companies have agreed to participate and contribute toward the busses and lunch this year. Thirteen of the sixteen tours that need to be scheduled have a sponsoring company.

A Manufacturing Job fair is planned for Oct. 29 at Gateway/Job Center at a cost of \$150 for companies. There will be no charge for job seekers.

Rick said he and Derek toured Brunk Industries recently and were impressed with the items made there including numerous medical devices and parts for Intel, a customer they were able to get when they acquired a machine that could produce the parts faster and at a lower cost than the company that had been servicing them.

He also noted that the students that take the tours have been great and, at past tours he's taken with them, they have shown genuine interest and expressed their appreciation for having the opportunity to take the tours.

The job center and WCEDA are also working on getting Mentors from area business for the current High School CNC program being conducted on the Gateway Campus here in Elkhorn. He was also pleased to report that a new CNC machine is being installed to make the hands-on portion of the CNC training possible here. Eight students from the area are taking the course.

Gateway Technical College Vet Tech Program

Michael O'Donnell will provide more information on this at the next meeting, but he noted that Gateway received 106 applications for this new program, which can only accommodate 15 students so the selection process has begun. Potential students got a close-up look at the program via interviews and shadowing. It will provide a Certificate for the Veterinary Tech program and an Associate Degree for Veterinary Assistant.

There's a Prairie Party today from 5 to 7 pm during which time the campus will be open to the community. Tours will be offered to show off some of the new additions, including plans to remodel the Manufacturing Lab, which will include installation of the new CNC Machine, etc.

Economic Development Update/WCEDA

Derek D'Auria said WCEDA will host a meeting August 27 on Angel Cap Funding and traditional funding aimed at entrepreneurs/business start-ups. A video will again be available for those who can't attend.

November 12 is the date for the WCEDA Annual Meeting, which will be at Grand Geneva. Topics are still being investigated but might include Health Care or some other Workforce topic. Gender Shift is another possibility, which might include information on what's going on with today's youth and the Boomers, etc.

WCEDA's been meeting with businesses and school personnel such as career counselors to bounce ideas around to get their ideas on what they feel is needed so everyone is on the same page.

They're also looking into programs that have been successful such as "Career Cruising" and "Inspire Rock County."

A person from Whitewater is being considered as an addition to the WCEDA board, and a WCEDA intern is currently reaching out to the community and educators to gather information from them so we can compare what we have now to what our needs will be in the future.

The Professional Development classes are being reviewed as attendance for the six classes was down somewhat for the most recent sessions. Business leaders will be tapped to provide input, and those aspiring to mid-level or higher leadership positions would be invited to the updated sessions.

WCEDA is always working to bring local businesses together and share their ideas.

Community Corrections Employment Program (State of Wis.)

R. Tom Durgom, Employment Programs Coordinator, provided information on the program, which provides a variety of services to help eligible offenders get a job.

He networks with companies and explains the benefits of hiring someone. His main task is to make sure the eligible offenders are right people for the companies that are using the programs services so they can perform well once they are hired.

Durgom said he meets with or does phone conferences regularly with offenders in other areas and throughout Walworth County to make them aware of services. Many referrals come from social workers.

The program is voluntary so those who take advantage of it are very motivated. They can get up to \$800 a semester for training if they are ineligible for financial aid. Most of the candidates are interested in CNC, CDL, or Welding.

Some employers have an aversion to certain deeds of past offenders, so Durgom talks with them about the offenses on the offender's behalf. After the discussions, they are often more willing to participate as they recognize that they are good potential employees. But more felons get hired who are out of his program than in it because, he

said, Wisconsin does a good job of rehabilitating them and they may not want to mention their offenses if they aren't asked. Companies want a good return on their investment and offenders really need a job to make good so they really are interested in long-term employment.

Durgom said he gets few referrals from this area because the program is relatively new, but he said a lack of transportation is often a problem. Another program - "Windows to Work" - does provide some housing and transportation for training.

Economist Report – Wandy Miezio, economist

Wandy shared information from the Bureau of Labor Statistics Quarterly Census of Employment and Wages.

While jobs are coming back, with the 39,605 jobs recorded recently, Walworth County is still 500 jobs short of the pre-recession peak employment level of 2007, which stood at 40,104.

Looking at "Job Loss/Recovery – Average Employment as a Percent of Peak," figures show the county was hit a little harder by the recession than the state of Wisconsin was. It hit earlier and deeper here. While the county used to typically perform a little better than the state overall, the state is now slightly ahead of Walworth County. The pre-recession gap between peak wages for the two entities was about \$6,000 in 2007, and that rose to about \$8000 in 2014.

The figures also show that while job growth is occurring, much of the growth has come from lower-paying jobs. Walworth County is in the middle of the pack in employment among counties in the state when measured as a Percentage of Peak Employment. And "Average Annual Wage Data" (not median), shows Wisconsin wages are lower than the national average and Walworth County's are lower than the state average.

Since the recession, average annual averages have risen at about the same rate for Walworth County, Wisconsin and the nation.

As for "2007 – 2014 Average Annual Wage - Inflation Adjusted," Walworth County Fell 20 percent on an inflation-adjusted basis.

Looking at "Wages by Sector," Manufacturing continues to be #1 in this state. The data is a bit skewed, however, because CEO wages are included, which pulls up the average. And wages for Walworth County are lower compared to state averages in all but the Leisure industry, but that continues to be a low-wage sector overall.

"Public Administration" was the only industry in the county that did not keep up with inflation, and Public Administration, which includes Employment Services, had the lowest industry wages.

Survey data for “Wages by Occupation” showed Walworth County employers pay 95-cents on the dollar when compared to the state average. In most areas, we are comparable to state wages, but we are lowest in the largest category in the county – Production.

“Production Wages by Occupation” showed Tool and Die Makers earn the highest Median Wage followed by First-Line Supervisor and Multiple Machine Tool Operators. The three lowest were Laundry and Dry-Cleaning Workers, Packaging & Filling Machine Operators, and Team Assemblers.

The average wage for all Production jobs is \$16.08/hr. for the state of Wisconsin and \$14.60 per hour for Walworth County.

Comments - Correction to June meeting Minutes

Nancy Russell said she is a member of (SEWRPC) the Southeastern Wisconsin Regional Planning Commission. SEWERPC has in the past dealt primarily with issues such as land conservation and zoning, transportation and land planning as well as environmental issues. They have recently taken up planning for development in the seven-county area.

Next Meeting

November 5, 2015

DRAFT

Walworth County
Intergovernmental Cooperation Council
(ICC)
Tuesday, June 23, 2015 at 6:00 p.m.

Walworth County Government Center, County Board Room 114
100 West Walworth – Elkhorn
Minutes

County Administrator David Bretl called the meeting to order at 6:03 p.m. and welcomed everyone.

Roll was called by municipality. Officials representing the towns of Bloomfield, Darien, Delavan, Geneva, Lyons and Troy. Village representatives were in attendance from Bloomfield, East Troy, Genoa City, Sharon and Williams Bay. City of Delavan was represented. See attached attendance sheet. County Board members Ken Monroe and Nancy Russell were in attendance. Others in attendance were Kathy Seeberg, Executive Director for Walworth County Tourism Bureau; Sergeant Mark Roun, Walworth County Sheriff Department; Jan Ellefsen, Public Health Officer; and Skip Mosshammer, Leadership Walworth.

Approval of agenda on motion by Logterman/Monroe. Motion carried.

Approval of minutes of March 24, 2015 on motion by Timm/Kendall. Motion carried.

Discussion regarding lowest responsible bids – Randy Timm. Bretl introduced Timm. Timm expressed his frustrations on the requirement in Sec. 66.080, Wis. Stats, regarding accepting the lowest responsible bid and how to define “responsible”. He sent letters to Representative August and Senator Nass. Senator Nass replied that he was very busy, but Timm will be meeting with Tyler August in July. The Village of East Troy is having difficulties with contractors they are using. Timm is wishing to change the language at the state level, and he is asking if other government agencies are having problems with the process. Kendall said Town of Troy did have difficulties with a contractor where additional costs were incurred. Monroe inquired about a resolution. When Timm initially discussed the subject with August, August stated no one had ever complained about the process but he was willing to work towards a solution. Bretl said a proposed advisory resolution could be placed on the County Board agenda. Timm stated the vague language makes it difficult to get a quality job. Timm is concerned due to a future \$12-15 million project in East Troy’s industrial park. Bretl expressed his appreciation for bringing the topic up and asked Timm to keep everyone apprised.

Kathy Seeberg, Executive Director of the Walworth County Visitors Bureau. Bretl introduced Seeberg, she gave a brief history of the Visitors Bureau and the funding received from Walworth County. Tourism is Wisconsin’s 3rd largest business. Tourism in 2014 had an \$18.5 billion impact on Wisconsin’s economy, an increase of \$1 billion or 5.5% from 2013. Walworth County ranks six in the state for direct visitor spending. Counties 1-5 are Milwaukee, Dane, Sauk, Waukesha, and Brown. Door County is number 7. The tourism industry in the county has accounted for 6,834 jobs in 2014, a 1.53% increase over 2013.

The STH 50 location at Lake Lawn airport is working well. In 2014, the Visitors Bureau had 3,729 walk in visitors. Directional signs have been placed along State highways to help direct people to the Visitors Bureau. Seeberg distributed the 2015-16 travel guides and asked for help with any corrections to the

municipal information. Seeberg commented that mailings are already at a higher rate than last year. She is excited for Walworth County to possibly host a motor coach tourism convention.

Regarding the room tax Seeberg stated there is a proposal in the state budget to change the way in which towns and municipalities will administer room tax programs. State law allowed local governments to impose a tax of up to 8% on rooms in hotels, motels etc. The proposed legislation would gradually require grandfathered governments to spend more on promotional activities and less on general government. The plan is to be phased in by 2020; a town or municipality could retain the greater amount of room tax it collected in 2009 or 30%. Denise Pieroni, City Administrator for Delavan, commented they would have to increase borrowing to pay for improvements and there would be no incentive to add beds because of the costs involved to provide services. This proposal is awaiting the governor's signature.

Sgt Mark Roun, Walworth County Sheriff. Sgt. Roun provided an update on the Walworth County Traffic Enforcement Task Force. Roun appreciates the opportunity to talk to each town and municipality and stressed this program is about traffic safety. He also wanted to recognize the assistance he has received from Cory Foster, WI-DOT; Amanda Lagle, Sheriff Department; and on his board, Lt. Andy from Walworth Police Department and Lt. Greg from Delavan Police Department. Walworth is the only county in the State that works all three types of enforcement - Operating While Intoxicated, speed and seat belt. So far there have had 18 deployments with 8 – 10 officers participating. During this time, 29 driving while intoxicated arrests were made, 1058 citations issued and 50 warnings issued. This is an average of 44 citations per deployment. Roun has heard positive remarks from municipal judges and police chiefs. Statistics show crashes are down this year and fatalities are about the same as last year. After Roun met with the state, he was told the task force is underfunded and they may receive three times the funds next year. Roun has developed a Facebook page for the task force that has been quite successful. Roun would like to come back in another six months to provide another update.

Jan Ellefsen, Walworth County Public Health Officer. Ellefsen provided a report on Health Department tasks. The Division of Public Health duties are to protect and educate residents and visitors by providing comprehensive health and environmental services, programs, and outreach initiatives for the wellbeing of all. Public Health consists of 15 staff members and they are part of Health and Human Services.

Approximately 10 years ago, in Wisconsin Counties were scored on health outcomes. In 2006, Walworth County's score was 18/19 out of 72 counties in the state; our ranking is now 45 in health outcome and 37 in health factors, a striking decrease. The environmental health profile of Walworth County includes high statistics regarding lung cancer and melanoma. Radon is the leading cause of lung cancer in nonsmokers. So far this year, 150 radon kits have been sold, with only 15 sold last year. This year Public Health will work on a Community Health Assessment and Improvement Plan that is mandated every five years. This helps to determine what action should be taken to improve the health of the community. Public Health is hoping that municipalities and villages will help. In the fall, assessments will be sent, and the goal is to receive 1000 responses to help identify and prevent issues.

One issue identified was access to free health care and the Open Arms Clinic was created. Now we need to look at access to the clinic availability for the entire county. Another issue is the county ranking regarding alcohol related driving fatalities; in 2014, it was 29%, and in 2015, it was up to 34%. Nationwide the average is 14%.

A success story is in nearby Jefferson County where they undertook the problem of obesity. They mapped and established walking paths. In the schools, water bottle fillers were installed to allow children to drink more water instead of sugary drinks. Jefferson County's rating in the state was 30, it is now 10, and Jefferson has declared they will not stop until they are number 1.

The Public Health's accomplishments are available online in the 2nd Annual Report. This past year, in partnership with Geneva Environmental, they tested over 400 private water wells in Linn Township. There is not a mandate to test wells but they would like to work with more municipalities. Public Health's water lab opened a year ago and will start testing for arsenic in well water. Some areas in the county have high arsenic counts. They have been testing the water at Delavan Lake beaches.

Skip Mosshammer, Leadership Walworth County. The aim of Leadership Walworth is to promote new community leaders in both public and private sectors who are aware not only of the social and economic issues affecting the area, but to foster awareness of the network of local people and organizations from county board members to school superintendents. This network is available to offer guidance, perspective and resources.

During the course, each participant defines and undertakes a project that will have a positive impact on the county and is sustainable. This group has started projects ranging from a suicide prevention program, a community development/youth development program in Sharon, a program of leadership for high school students, a nonprofit cooperative buying program and an effort to coordinate public/private transportation in the county. The group meets monthly at a different location to help expand the knowledge base of participants. Some of the locations include UWW Technical Park, VIP Services, Walworth County Jail, GTC/WCEDA, George Williams College and UW-Whitewater.

A second group will begin in September and should be finished up in June 2016; the hope is to have up to 20 participants. Anyone interested please call 630-802-1436.

David Bretl, Discussion regarding Outagamie County Resolution. Bretl stated the resolution is supporting proposed legislation allowing counties and municipalities to certify Dept. of Revenue for the collection of debts owed to a contracted, private ambulance service operating on behalf of county or municipality. Bretl informed the group that this item had been passed and was awaiting the governor's signature. The legislation allows for debt collection for services through the Department of Revenue's Tax Refund Intercept Program (TRIP). TRIP uses tax refunds to collect debt.

David Bretl, Discussion regarding local impacts of state budget. The current budget eliminates the program of Local Property Insurance Fund. Under this program municipalities were able to obtain insurance at an affordable rate. It is believed with the elimination of the program, insurance costs will rise for municipalities.

Next meeting of the Intergovernmental Cooperation Council was confirmed for Tuesday, October 27th at 6:00 p.m.

Motion by Marra/Mangold to adjourn at 7:57 p.m. Motion carried.