

THE APRIL 20, 1999 SESSION
OF THE
WALWORTH COUNTY BOARD OF SUPERVISORS

The Walworth County Board of Supervisors was called to order by Chairman Morrison at 9:00 a.m. at the Walworth County Courthouse, 100 W. Walworth St., Elkhorn, Wisconsin. Roll call was read with all Supervisors present except Supervisor Price, who had been excused. A quorum was established.

The official oath of office was administered to Odell Gigante by the Honorable Judge Robert J. Kennedy. Supervisor Gigante, was elected to the Walworth County Board of Supervisors to fill the vacant position in Supervisory District No. 3 – Town of East Troy – Wards 3, 4 & 5, Village of East Troy – Ward 3 and Village of Mukwonago – Ward 7.

On motion by Supervisor Kret, seconded by Supervisor Muzatko, the day's agenda was approved as presented.

On motion by Supervisor Mikrut, seconded by Supervisor Tilton, the minutes of the March 9, 1999 session were approved.

Chairman Morrison requested public comments. None were received.

On motion by Supervisor Logterman, seconded by Supervisor S. Shepstone, the claim of Irene Wachowiak was denied.

Corporation Counsel, Dennis Costello, presented a report regarding recent activities in his office. Mr. Costello introduced Lee Huemphner, the new Assistant Corporation Counsel who will be handling child support enforcement and paternity actions.

Ann Capela, Administrative Coordinator, updated the Supervisors regarding recent legislative activity the county has been involved in.

Chairman Morrison presented a Chairman's Report and informed the Supervisors of the following; WCA Executive Director, Mark Rogacki is doing well following surgery. The Chairman has been appointed to the WCA Convention Program Planning Committee. The Chairman attended the Gateway Appointment Committee meeting and participated in the appointment of four new Gateway District Board members.

The following Reports of Zoning Gone into Effect were read and placed on file.

Doug Ridge (Jim and Deb Nast, Appl.), Town Whitewater
James O. Jacobson, Town Richmond
Marilyn Vorpapel, Town Richmond
Dan Daniels – Towerview Mobil Court, Inc., Town Lyons
Pillman Limited Partnership, Town Linn

The following Report of Petitions Referred to Planning, Zoning and Sanitation Committee were read and placed on file.

**REPORT OF PETITIONS REFERRED
TO PLANNING, ZONING AND SANITATION COMMITTEE**

TO: THE COUNTY BOARD OF WALWORTH COUNTY

The undersigned County Clerk hereby reports that the following petitions for rezone of lands in Walworth County were referred to the Planning, Zoning and Sanitation Committee for public hearing:

| NAME | TOWN | CHANGE REQUESTED | DATE REFERRED |
|--|-------------|--------------------------------|--------------------------|
| Dermot E. and Jean C. Fleming | Lyons | R-1 to B-1 | 3-22-99 |
| Richard Whelan (B.R. Amon & Sons, Inc., Appl.) | Sharon | A-1 to M-3 | 3-22-99 |
| Roger Voskuil (Republic Services of WI, LLC dba Mallard Ridge RDF, Appl.) | Darien | A-1 to M-3 | 3-22-99 |
| Michael R. Katzenberg | Lyons | C-3, A-2 & C-1 to C-2 & C-1 | 3-22-99 |
| Dennis Unbehaun | Bloomfield | R-1 & A-3 to R-2 | 3-22-99 |

| | | | |
|--|------------------------------|---|----------------|
| <p>Otto Jacobs Trust (Thomas C. Jacobs, Appl.)</p> | <p>Linn & Bloomfield</p> | <p>To modify boundaries of A-1, C-2, M-3, & M-4</p> | <p>3-22-99</p> |
| <p>Text Amendment to Article II Land Disturbance, Erosion Control and Stormwater Management Ordinance</p> | | | <p>3-22-99</p> |
| <p>Text Amendment to Private Sewage System and Sanitation Ordinance, Walworth County, Wisconsin</p> | | | <p>3-22-99</p> |

Dated this 22nd day of March, 1999.

Kimberly S. Bushey
County Clerk

On motion by Supervisor Tilton, seconded by Supervisor Logterman, the petition of Bill and Pamela Clark and Greg Wescott, Town Darien, to rezone A-1 to C-3 containing 2.9 acres was approved. On motion by Supervisor Tilton, seconded by Supervisor Lohrmann, the petition of Bruce M. and Kathleen C. Pillman (Christopher Stecker c/o Keefe Real Estate, Inc., Appl.), Town Delavan, to rezone from B-2 to R-5 was tabled for one month.

**REPORT OF PLANNING, ZONING AND SANITATION COMMITTEE
TO COUNTY BOARD ON HEARING ON PETITION
TO AMEND THE WALWORTH COUNTY ZONING ORDINANCE**

TO THE COUNTY BOARD OF WALWORTH COUNTY:

The Walworth County Planning, Zoning and Sanitation Committee, having considered the petitions to amend the Walworth County Zoning Ordinance and Shoreland Zoning Ordinance; and having held public hearings thereon, pursuant to Section 59.97(5)(e) Wisconsin Statutes, notice thereof having been given as provided by law, and being duly informed of the facts pertinent to the changes proposed and duly advised of the wishes of the people in the area affected, hereby recommends as follows:

1. Bill and Pamela Clark and Greg Wescott, Town Darien – filed a petition on the 8th day of January, 1999 to rezone from A-1 Prime Agricultural Land District to C-3 Conservancy-Residential District.

Recommendation: Said petition be approved.

**ORDINANCE AMENDING
WALWORTH COUNTY ZONING ORDINANCE**

WHEREAS, the Walworth County Board of Supervisors has heretofore been petitioned to amend the Walworth County Zoning Ordinance; and

WHEREAS, the petitions have been referred to the Walworth County Planning, Zoning and Sanitation Committee for public hearing; and

WHEREAS, the Walworth County Planning, Zoning and Sanitation Committee on due notice conducted public hearings on the proposed amendments and filed their recommendations with the board; and

WHEREAS, the proposed amendments have been given due consideration by the Board in open session.

NOW, THEREFORE, the County Board of Supervisors of the County of Walworth do ordain as follows:

The Zoning Ordinance of Walworth County and Shoreland Zoning Ordinance (and accompanying Zoning Map) is amended in the following respects:

1. Bill and Pamela Clark and Greg Wescott, Town of Darien – to amend said zoning maps from A-1 Prime Agricultural Land District to C-3 Conservancy-Residential District on the following described lands:

Tax parcel #'s BSU 00008 and BSU 00009

PLAT OF

A proposed rezone of a parcel of land being part of lots 8 and 9. Sunset Hills Estates, T2N, R15E, Walworth County, Wisconsin and described as follows: Beginning at the Southeast corner of lot 9 of said Sunset Hills Estates; thence N 87D51'50" W 267.93 feet; thence 182.00 feet along the arc of a 167.00 foot radius curve to the right. The chord bearing N 56D38'32.5" W 173.13 feet; thence 105.04 feet along the arc of a 1133.00 foot radius curve to the left, the chord bearing N 28D04'36" W 105.00 feet to the Southwest corner of said lot 8: thence N 13D42'10" E along the West line of said lot 8, 112.55 feet to the C-3/A-1 zoning district boundary line; thence N 88D57'45" E along said line, 429.48 feet to the East line of said lot 9; thence S 1D02'15" E along the East line of said lot 9, 315.00 feet to the Southeast corner of said lot 9 and the place of beginning. Containing 2.911 acres of land more or less.

Dated this 20th day of April, 1999.

Allen L. Morrison
County Board Chairman

Supervisors Kuhnke and Price were nominated to the Walworth County Children with Disabilities Education Board. On motion by Supervisor Lothian, seconded by Supervisor Burwell, the nominations were closed and a unanimous ballot was cast for Supervisors Kuhnke and Price.

Supervisors Burwell and Schaefer were nominated to the Lakeland Nursing Home Board of Trustees. On motion by Supervisor Fischer, seconded by Supervisor Scharine, the nominations were closed and a unanimous ballot was cast for Supervisors Burwell and Schaefer.

The following committee chairs reported on recent activities involving their Committee.

Administrative Committee – Chair Scharine

Agriculture, Conservation and Extension Committee – Chair Burwell

Finance Committee – Chair Fischer

Walworth County Children with Disabilities Education Board – Chair Wenglowsky

Health and Human Services Board – Chair Miles

Judicial Committee – Chair J. Grant

Lakeland Nursing Home Board of Trustees – Chair S. Shepstone

Human Resources Committee – Chair Lothian

Planning, Zoning and Sanitation Committee/Solid Waste Management Board –
Chair Tilton

Public Property Committee – Chair Norem

Public Protection – Chair R. Shepstone

Transportation & Parks Committee – Chair Parker

Resolution No. 89-03/99, authorizing the disposal of surplus road right-of-way, was adopted on motion by Supervisor Scharine, seconded by Supervisor Parker.

Resolution 89-03/99

DISPOSAL OF SURPLUS ROAD RIGHT-OF-WAY

WHEREAS, Walworth County has acquired property for road right-of-way at various locations and at various times, and

WHEREAS, Walworth County usually did not dispose of any surplus lands for highway purposes that may no longer be needed, and

WHEREAS, Wisconsin Statute Section 83.08(4) gives County Boards the authority to dispose of excess real property owned by the county for Highway purposes, and

WHEREAS, there exists a parcel of approximately 0.75 acres located in the NE quarter of Section 12, Town of Spring Prairie adjacent to CTH ADD@ that is surplus road right-of-way.

NOW THEREFORE BE IT RESOLVED, the Walworth County Board of Supervisors does hereby designate said property as surplus and authorizes the Transportation and Parks Committee to act on behalf of Walworth County in the disposal of said surplus county road right-of-way at public sale, subject to approval of the County Board, and

BE IT FURTHER RESOLVED, that the Walworth County Board of supervisors shall consider separately the public sale of said surplus property. Funds derived from said sale shall be deposited in the County Highway Fund, and expenses incurred in connection with the sale shall be paid from that fund, as provided by statute.

Adopted this 20th day of April, 1999.

| | | |
|--------------------|---------|--------------------|
| Allen Morrison | Date | Kimberly S. Bushey |
| Date | | |
| County Board Chair | 4/28/99 | County Clerk |
| 4/28/99 | | |

Policy and Fiscal Note are attached.

Committee Action:
Committee
Date: February 15, 1999

Transportation and Parks
Vote: 7-0

Date: March 15, 1999

Public Property Committee
Vote: 6 – 0

Date: March 24, 1999

Finance Committee
Vote: 5 – 0

Approved as to Form:

Ann K. Capela Date
Administrative Coordinator 4/12/99

Dennis D. Costello Date Nicole Andersen Date
Corporation Counsel 4/8/99 Finance Director 4/12/99

Action Required: Majority Two-thirds Vote Other

Policy and Fiscal Note

I. Title: Disposal of Surplus Road Right-of-way

II. Purpose and Policy Impact Statement:

Over the years, the Walworth County Highway Department has purchased parcels of land to be used for road right-of-way in conjunction with road improvement projects. Generally this was done to straighten curves or flatten hills, etc. However, the old right-of-way that became unneeded was never disposed of. Under certain circumstances, it is advantageous to both the adjoining property owner and Walworth County to transfer the road right-of-way back to private ownership. Besides reducing the cost of maintenance of the road right-of-way, it also puts additional acreage back on the tax roll.

Wisconsin Statute provides for such sale of surplus land. Corporation Counsel has advised that initially, the County Board should declare such parcels as surplus, and then by a separate action approve/ disapprove the sale of said parcels, once bids are received. Ideally, the responsibility to designate such parcels as surplus should be transferred to the Transportation and Parks Committee. The ultimate decision on the sale would remain in the purview of the full County Board because the Statute requires that process. It is not anticipated that there will be many of these sales.

This resolution identifies a single parcel and "declares" it surplus and delegates the Transportation and Parks Committee to begin the public sale process. A copy of the Spring Prairie plat map showing the location of the parcel is included for information.

III. Is this a budgeted item and what is its fiscal impact:

There were none of these projects budgeted for 1999. It is the intent of the Highway Department to bid the sale in a public offering which would

require the purchaser to provide the legal description and Quit Claim Deed document for execution by Walworth County. It is not anticipated that the land will bring much for its sale, as it is unbuildable for the zoning district in which it is located. To avoid conflicts with the zoning ordinance, a further condition will be placed on the sale so that it must conform with its current zoning. This likely will mean that it will have to be sold to an adjoining property owner and attached to another parcel.

IV. Referred to the following standing committees for consideration and date of referral:

| | |
|---------------------------|-------------------|
| Transportation and Parks | February 15, 1999 |
| Public Property Committee | March 15, 1999 |
| Finance Committee | March 24, 1999 |

V. Committee Consideration:

| | | |
|---------------------------------|--------------|----------------|
| <u>Transportation and Parks</u> | <u>Favor</u> | <u>2/15/99</u> |
| Committee | Vote | Date |
| <u>Public Property</u> | <u>6 - 0</u> | <u>3/15/99</u> |
| Committee | Vote | Date |
| <u>Finance</u> | <u>5 - 0</u> | <u>3/24/99</u> |
| Committee | Vote | Date |

VI. Approved as to Form:

| | |
|----------------------------|---------|
| Ann K. Capela | 4/12/99 |
| Administrative Coordinator | Date |
| Dennis D. Costello | 4/8/99 |
| Corporation Counsel | Date |
| N. Andersen | 4/12/99 |
| Finance Dept. Director | Date |

Ordinance No. 173-03/98, relating to rules of the County Board of Supervisors was moved for adoption on motion by Supervisor Scharine, seconded by Supervisor Lothian. On motion by Supervisor Lothian, seconded by Supervisor Arnold, the ordinance effective date cited in Section 2.10 Part 2 and Part 5 was amended to read "April 20, 1999" and further, the ordinance was referred to the Administrative Committee for review. Supervisor C. Grant and Supervisor J. Grant requested the ordinance address violations and what the process would be for punishment of said violation. The ordinance was adopted

as amended by unanimous consent on motion by Supervisor Lothian, seconded by Supervisor Kret.

ORDINANCE NO. 173-03/97
"AMENDED"

An Ordinance Repealing and Recreating Title 2 of the Walworth County Code of Ordinances Relating to Rules of the County Board of Supervisors.

The WALWORTH COUNTY BOARD OF SUPERVISORS does ordain as follows:

PART 1. Title 2 of the Walworth County Code of Ordinances is hereby repealed in its entirety and recreated to read as follows:

TITLE 2

RULES OF THE WALWORTH COUNTY BOARD OF SUPERVISORS

2.01 STRUCTURE OF THE COUNTY BOARD

2.01.010 MEMBERSHIP. The Board shall be comprised of 35 members, one elected from each Supervisory District in Walworth County.

2.01.020 CHAIRPERSON/VICE-CHAIRPERSON. The Chairperson and Vice Chairperson shall be elected from the membership at large.

2.02 SUPERVISOR ASSIGNMENTS AND COMPENSATION

2.02.010 COMMITTEE ASSIGNMENTS. Each committee, board and commission of the County Board shall be chaired by a County Board Supervisor. Supervisors shall be elected or assigned to committees, boards or commissions in the following ways:

a. **Elected Board Membership.** The County Board shall elect Supervisors to the following Boards as the terms expire or vacancies occur:

1. Lakeland Nursing Home Board of Trustees
2. Children with Disabilities Education Board

3. Such members of the Nominating Committee as may be required pursuant to Sec. 2.09.010(b).

b. **Appointed Membership.** The County Board shall appoint members of the following committees:

1. Administrative
2. Finance
3. Human Resources
4. Agriculture, Conservation and Extension
5. Planning, Zoning and Sanitation
6. Public Protection
7. Judiciary
8. Health and Human Services Board
9. Transportation and Parks
10. Public Property

c. **Committee Leadership.** Each committee shall elect a committee chairperson and vice-chairperson from its membership. Members of the county board shall not chair more than one committee concurrently.

2.02.020 NEW ASSIGNMENTS. All members of committees, who are reelected to another term as County Board Supervisor shall hold over in their committee assignments until their successors have been qualified and approved.

2.02.30 STATE COUNTY BOARD OFFICE.

a. Any Supervisor who wishes to be a candidate for any state, national or federal County association office shall receive prior confirmation of the County Board. If more than one member is interested in the office, an election shall determine approval.

b. Any supervisor who wishes to be considered for appointment as the county board's representative to a regional commission, e.g., Southeast Wisconsin Regional Planning Commission, shall receive prior confirmation of the county board upon recommendation of the county board Administrative Committee. (See also section 2.09.010, Administrative Committee, 9.)

2.02.040 VACANCIES. Supervisor vacancies, caused by resignation or death, will be filled as soon as possible at the next

election cycle unless the next scheduled election is more than 6 months away. Then this vacancy should be filled by appointment and the following procedure. The Administrative Coordinator will advertise for applicants and process applications for review by the Administrative Committee. The Administrative Committee will interview candidates, and advise the county board chair in his/her appointment, which is subject to confirmation by a majority vote of the members elect of the County Board. The Administrative Committee shall recommend to the County Board, for confirmation, (by majority vote of members elect) replacements when committee vacancies occur, subsequent to the biennial organizational meeting.

2.02.050 COMPENSATION OF COUNTY BOARD SUPERVISORS; OFFICERS. Compensation of County Board Supervisors and officers shall be established by resolution of the County Board at a time consistent with State Statute.

2.02.060 DUTIES AND RESPONSIBILITIES.

a. **Chairperson Duties.** The Chairperson shall:

1. Serve on the Administrative Committee
2. Serve as presiding officer of all meetings of the County Board;
3. Be signatory to all official actions of the County Board;
4. Perform such other duties as may be assigned by the County Board or delineated in State Statute and shall be available as may be required for the performance of these functions.
5. Carry out the duties of administrative coordinator required by Sec. 59.19, Wis. Stats., during any interim period(s) when the County Administrative Coordinator position is vacant.

b. **Authorities of The Chair**

1. **Setting the County Board Agenda.** The County Board Chair, with administrative support from the Administrative Coordinator and the County Clerk, shall

compile an Agenda for each Board meeting. All requests for resolutions, ordinances, or reports to be considered shall be submitted to the Clerk no later than 5:00 P.M., on the thirteenth (13th) calendar day prior to the Board meeting for inclusion on the Agenda. After this deadline, any resolution, ordinance or business to be added to the Agenda must be of an emergency nature and be approved the County Board Chair before becoming part of the Agenda, the Administrative Coordinator should be notified of the emergency nature. In no case can the agenda be amended with less than two-hour notice as required per Wis. Stats., 19.84(3). Such emergency requests shall include the committee(s) or supervisor sponsoring the item as well as a title which briefly sets forth the subject matter of the item. The request shall include a full text of the item to be submitted to the Board. All properly presented special orders of business shall also be included on the Agenda.

2. The County Board Chair shall have the authority to appoint ad hoc committees for specific purposes that require a focused effort. Citizen advisory input may be used.

c. **Vice-Chairperson Duties.** If the Chairperson is unable to perform his/her duties, then the Vice-Chairperson shall perform said duties. The Vice-Chairperson may also serve as parliamentarian at Board meetings if so designated by the County Board. The Vice-Chairperson shall serve on the Administrative Committee.

d. **Supervisor Duties.** Supervisors are responsible for attending Board and Committee meetings and for performing the duties for their assigned Committees. Failure of a Supervisor to attend three (3) consecutive committee meetings without notifying the Chairperson of the committee, board and/or commission (other than the county board) of a reasonable excuse, shall be cause for removal of the Supervisor from the assigned committee.

2.03 COUNTY BOARD PROCEDURAL RULES.

2.03.010 RULES GOVERNING MEETINGS. These rules of the County Board shall govern the operations of the County

Board and the conduct of County Board meetings. In all matters of meeting conduct not specifically covered by these Rules, the Board shall be governed by *Robert's Rules of Order*.

2.03.020 SUSPENSION OF RULES. A vote of two-thirds of the members elect shall be required to suspend or amend the Rules of the County Board.

2.03.030 DISCUSSION ON BOARD FLOOR - MEMBERS. All business to be transacted by the Board shall be presented by one of its members. Whenever a member of the Board desires to address the Chairperson of the Board, or any member thereof, he/she shall raise their hand, wait to be recognized, then stand, address the Chair, and confine his/her remarks to the questions before the Board.

2.03.040 DISCUSSION - MEMBERS OF THE PUBLIC. Any member of the public wishing to speak on any topic coming before the Board or any committee must be recognized by the Chairperson upon request by a Supervisor or committee person. The discussion shall be limited to ten (10) minutes unless the Chairperson grants special leave or in cases when the County Board conducts a review of hearings held by other County agencies.

2.03.050 LEAVING MEETING. No member of the Board shall absent themselves from the floor while the Board is in session without special leave of the Chairperson.

2.03.060 VOTING REQUIREMENTS.

a. **Quorum.** No action may be taken at any meeting unless a quorum of the board/committee is present and votes. A quorum of the county board shall consist of a majority of members elected to a seat on the Board.

b. **Voting Responsibility.** When a question is presented for a vote, every member present shall vote. No passing the vote shall be allowed unless a conflict of interest exists for the voting member.

c. **Conflict of Interest.** If any Supervisor has a conflict of interest with regard to any matter coming before the Board, the Supervisor shall immediately notify the

Chairperson of said conflict and thereupon shall not participate in a discussion or vote or any action whatsoever with respect to the matter.

- d. **Fund Appropriations; Budget Changes and Transfer of Funds.** All resolutions requiring the transfer of funds, or a change in the purpose of funds, or which call for a transfer from the General Fund or the Contingent fund, shall require a vote of two-thirds of the members elected to a seat on the County Board for passage.

- e. **New or Expanded Programs.** Any new or expanded program, service or contract for study, which requires the expenditure of funds, and such expenditure was not included in the annual budget, or any new employee position not included in the annual budget, shall not be authorized until a resolution is presented to the Board and adopted by a vote of two-thirds of the members elected to a seat on the County Board. In the event that a new program is contemplated, and such program does not require the expenditure of funds, but does create legally binding commitments upon the County, then such program may not be authorized unless the provisions of Sec. 5.04.040 (c) of Title 5 are met, which require review by the corporation counsel and administrative coordinator, and the giving of information regarding the program to liaison committee. (NOTE: THE ADMINISTRATIVE COORDINATOR IS NOT MENTIONED IN THE CURRENT COUNTY BOARD TITLE 5.) If a new position is contemplated, but which will be paid for with non-county funds, the position must first be approved by a resolution adopted by a two-thirds vote of the members elected to a seat on the County Board.

- f. **Roll Call.** The Ayes and Noes by Roll Call shall be ordered
 - 1. on demand of one member,
 - 2. on all resolutions containing an appropriation of money,
 - 3. and on all other matters requiring greater than a majority vote for passage.

When a roll call vote is demanded or required, the Clerk shall call the roll of members in alphabetical order, except that each successive roll call shall start with the member next in order in the alphabetical roll. On a roll call vote, the Chairperson of the Board will vote last. Prior to the Chairperson announcing the result of the roll call, the Clerk if requested by a member shall repeat each Supervisor's name and vote as it was given.

- g. **Reconsideration.** It shall be in order for any member voting in the majority to move a reconsideration of the vote on any question on the same day as the original consideration.
- h. **Procedural errors.** Any procedural error in the enactment of an ordinance or resolution will be considered waived unless brought before the board no later than the next meeting after passage of the ordinance or resolution.
- i. **Call the Question.** A motion to close debate may be brought by a member by stating "I call the question!" The Chairman shall determine the matter, after a second, without debate, on a voice vote. Majority vote shall prevail.

2.04 COUNTY BOARD MEETING AGENDA REQUIREMENTS.

2.04.010 ANNUAL AND MONTHLY MEETINGS. The Annual Meeting of the County Board of Supervisors shall be held at the November Board meeting and continue for as many days as it takes to complete the meeting.

2.04.020 MEETING AGENDA: PREPARATION. The following procedures shall be followed in the assembly and publication of the County Board meeting agenda:

- a. **Setting the Agenda.** The County Board Chair, with Administrative support from the Administrative Coordinator and County Clerk, shall compile an Agenda for each Board meeting. All requests for resolutions, ordinances, or reports to be considered shall be submitted to the Clerk no later than 5:00 P.M., on the thirteenth (13th) calendar day prior to the Board meeting for inclusion on the Agenda. After this

deadline, any resolution, ordinance or business to be added to the Agenda must be of an emergency nature and be approved by the County Board Chair before becoming part of the Agenda, and the Administrative Coordinator should be notified of the emergency nature. In no case can the Agenda be amended with less than two-hour notice as required per Sec. 19.84(3), Wis. Stats. Such emergency requests shall include the committee(s) or supervisor sponsoring the item, as well as a title which briefly sets forth the subject matter of the item. The request should include a full text of the item to be submitted to the Board. All properly presented special orders of business shall also be included on the Agenda.

- b. **Full text of Resolution, Ordinance, Report, Communication.** Not later than 5:00 P.M. on the eighth (8th) calendar day prior to the Board meeting, the full and final text, including policy and fiscal notes, of any resolution, ordinance, or report must be complete and filed with the County Clerk. The clerk shall mail to each member, one week before the Board meeting, the full text of all resolutions, ordinances, and reports to be considered at the Board meeting. The Clerk shall also mail to each newspaper in Walworth County, as well as to any other media who have requested to be notified of meetings of the County pursuant to Sec. 19.84 Wis. Stats., a copy of the agenda of the board meeting. The agenda shall be communicated to the media.
- c. **Withdrawal of Agenda Items.** Subsequent to Agenda publication and prior to the presentation and Reference of Claims, an item can be withdrawn from the agenda by motion and second of signatories to the resolution, when the motion is approved by a majority of the members present. There shall be no withdrawal of any matter after the Presentation and Reference of Claims portion of the Agenda.
- d. **Items not on the Agenda.** Any matter which was not included on the Agenda and does not meet the Wisconsin open meetings law criteria as set forth in § 19.84 (2) & (3), Wis. Stats., or which was not presented to the Clerk in a timely manner, as

prescribed in sections 2.02.060 (b), (1) and 2.04.020 (a) of the board rules, shall not be acted upon.

2.05 RESOLUTIONS AND ORDINANCES: PROCESS AND REVIEW.

2.05.010 RESOLUTION AND ORDINANCE PROCESS. The following procedures and reviews shall be required for all resolutions and ordinances presented prior to action of the County Board.

- a. All resolutions and ordinances shall be reviewed as to form and signed by the Corporation Counsel prior to introduction. A copy is to be provided to the Administrative Coordinator.
- b. Resolutions and ordinances shall be introduced by the Chairperson by reciting the title of the item together with a chronology of past Board or Committee action which shall constitute the reading.
- c. All new ordinances and resolutions, whether originating from a committee or sponsored by a County Board Supervisor, may, where appropriate, be referred to a standing committee of the County Board before County Board action is taken.
- d. If substantive changes are made to an ordinance by amendment at the County Board meeting, the ordinance may be laid over to the subsequent meeting of the Board for a second reading. Reading the title of the ordinance at the Board meeting shall constitute the second reading, if the ordinance in revised form is mailed in written form to each Board member with that meeting's agenda.

2.05.020 POLICY AND FISCAL NOTES. A policy and/or fiscal note shall be appended to all resolutions and ordinances which have a policy and/or fiscal impact. All account numbers contained in the resolution or fiscal notes shall be assigned by the County Finance Director. The policy and/or fiscal note shall contain the following information:

- a. A reliable estimate of the anticipated increase in expenditures and/or revenues for the current year and the account numbers affected.

- b. A statement as to whether the appropriation will cause a repeat expenditure or revenue in succeeding years and an estimate of the amount, and for how many years.
- c. A statement as to whether such item is consistent with existing County policy, modifies County policy or establishes a new County policy.

2.05.030 ZONING ORDINANCES. Newly created zoning ordinances shall be considered for adoption as prescribed in Sec. 59.69(5)(a) and (b), Wisconsin Statutes.

2.06 ORDER OF BUSINESS.

2.06.010 AGENDA ORDER OF BUSINESS. The order of business for County Board meetings shall be as follows:

- 1. Call to order
- 2. Pledge of Allegiance
- 3. Roll call of members
- 4. Withdrawals from agenda, if any
- 5. Approval of the agenda
- 6. Approval of past meeting minutes
- 7. Public comment period
- 8. Special order of business (at time specific)
- 9. Consent Agenda items.
- 10. Presentation and reference of claims
- 11. Reports of officers
- 12. Reports of standing committees
- 13. Reports of special committees
- 14. Review and approval of emergency decisions made on an interim basis by the Administrative Committee.
- 15. Unfinished business
- 16. New business
- 17. Correspondence and communications
- 18. Adjournment

2.06.020 SPECIAL ORDER OF BUSINESS. Agenda items requiring special explanation or testimony can be established as a special order of business with a specified time on the agenda. A request for a special order of business must be sponsored by a County Board member or a committee of the County Board, and must be presented, in writing, to the County Clerk in accordance with the time deadlines as set forth in Sec. 2.04.020a.

2.06.030 CALL TO ORDER. The Chairperson, or in his or her absence the Vice-Chairperson or County Clerk, shall call the meeting to order at the hour fixed in the meeting notice. In the absence of both the chair and vice-chair, the County Clerk or Administrative Committee chair will call the meeting to order; in the absence of that person, the immediate past board chair will call the meeting to order.

2.06.040 PRESENTATION AND REFERENCE OF CLAIMS. The Clerk shall forward copies of all claims against the County to the Corporation Counsel who shall review said claims and process as appropriate. The Corporation Counsel shall present recommendations as to the resolution of claims to the Administrative Committee. Recommendations for approval or denial of claims will then be forwarded to the County Board for final action.

2.06.050 CONSENT AGENDA. The Clerk may establish a section of the Agenda entitled "Consent Agenda Items" and place thereunder two (2) or more items of business which items shall be adopted by the Board without debate, upon a single motion, seconded and adopted by a majority vote of members elected to a seat on the County Board. Any Supervisor may request removal of any item or part of an item included on the consent agenda. If any item is removed from the consent agenda in accordance with this procedure, the Board shall consider that item at an appropriate time during the Board's regular order of business.

2.07 PROCEEDINGS DISTRIBUTION.

2.07.010 PROCEEDINGS DISTRIBUTION. The County Clerk shall submit copies of minutes of County Board proceedings after each session to all department heads and County Board members.

2.08 COMMITTEES, COMMISSIONS, AND BOARDS OF THE COUNTY BOARD.

2.08.010 CREATION. The following committees, boards, and commissions of the Walworth County Board are hereby created:

1. Administrative Committee
2. Agriculture, Conservation and Extension Committee

3. Finance Committee
4. Children with Disabilities Education Board
5. Health and Human Services Board
6. Human Resources Committee
7. Judiciary Committee
8. Lakeland Nursing Home Board of Trustees
9. Nominating Committee
10. Planning, Zoning and Sanitation Committee
11. Public Property Committee
12. Public Protection Committee
13. Transportation and Parks Committee

2.09 MEMBERSHIP, RULES AND DUTIES OF COMMITTEES.

2.09.010 ADMINISTRATIVE COMMITTEE

- a. **Purpose.** The Administrative Committee shall have the following duties:
 1. Serve as the liaison committee to the Administrative Coordinator, Office of the County Clerk, and the Office of the Corporation Counsel.
 2. Assign members of the County Board to meet with state representatives, as required, and meet with the seven county Southeastern District of The Wisconsin Counties Association.
 3. Review recommendations by standing committee chairs to remove board supervisors from committees, boards or commissions for three (3) consecutive unexcused absences. If cause is found as per Sec. 2.02.060 (d), removal will be at the discretion of the County Board.
 4. After advertisement and processing of applications for vacated county board seats by the Administrative Coordinator, the Committee will interview candidates, and advise the County Board chair on his/her appointment, to be confirmed by the County Board. The Administrative Committee shall nominate replacements when committee vacancies occur, subsequent to the biennial organizational meeting for confirmation by the County Board.

5. Ensure communication with all Board members and department heads on policy matters under consideration.
 6. Advise the County Board Chair in making interim decisions on behalf of the County Board in emergency administrative and management matters which decisions shall remain in effect only until the next convened County Board session at which time the interim action shall be subject to review and affirmed or rescinded by majority vote of the County Board members present at that session.
 7. Review and make recommendations regarding liability and property insurance, inclusive of fire, inland marine, motor vehicle, personal injury, errors and omissions, property damage and fidelity and surety bonding and periodically review the advantages or disadvantages of self-insuring any of these coverages.
 8. Make recommendation to the county board for supervisor appointment as the board's representative to a regional commission, e.g., Southeast Wisconsin Regional Planning Commission, subject to confirmation of the county board. (See section 2.02.030, State County Board Office, b.)
- b. **Membership.** The Administrative Committee shall consist of seven (7) County Board Supervisors, including the Chairperson and Vice-Chairperson of the County Board.

2.09.020 AGRICULTURE, CONSERVATION AND EXTENSION COMMITTEE.

- a. **Purpose.** The Agriculture, Conservation and Extension Committee shall have the following duties:
1. Serve as the liaison committee for the Walworth County Land Conservation Office, Lakeland Agricultural Complex and U.W. Extension Office.
 2. Recommend and implement programs, policies and services relative to agriculture, land conservation

and extension education.

3. Carry out those duties relative to land conservation as set forth in Sec. 92.07, Wis. Stats.
 4. Perform those duties relative to the UW-Extension service as set forth in Sec. 59.56(3), Wis. Stats.
- b. **Membership.** The Agriculture, Conservation and Extension Committee shall consist of seven (7) members including five (5) County Board Supervisors, one (1) representative of the County School Administrators and the Chairperson or designee of the U.S.D.A. Farm Service Agency, formerly known as the Agricultural Stabilization and Conservation Service Committee.

2.09.030 FINANCE COMMITTEE

- a. **Purpose.** The Finance Committee shall have the following duties:
1. Serve as the liaison committee to the following departments: Finance, Information Systems, and County Treasurer.
 2. Make final recommendations on budget to the County Board.
 3. Review and make recommendation on all resolutions and ordinances requiring a budget change prior to final vote of the Board.
 4. Periodically review and approve recommendations and investment activities of the staff investment advisory committee.
 5. Appraise for sale and sell tax delinquent properties acquired through In Rem foreclosure actions.
 6. The Finance Committee shall jointly with the Human Resources Committee review and make recommendations on the financing of employee wages and benefits including a periodic review on the advantages or disadvantages of self insuring any employee related insurance benefits or any other

wage or fringe benefit programs.

- b. **Membership.** The Finance Committee shall consist of seven (7) members of the County Board.

2.09.040 Children with Disabilities Education Board.

- a. **Purpose.** The Children with Disabilities Education Board shall have the following duties:
 - 1. Recommend and implement programs, policies and services relative to the Lakeland School;
 - 2. Appoint an advisory board of school administrators representative of the area served;
 - 3. Exercise those duties and responsibilities set forth in Sec. 115.86 of the Wisconsin Statutes;
- b. **Membership.** The Children with Disabilities Education Board shall consist of five (5) County Board Supervisors.

2.09.050 HEALTH AND HUMAN SERVICES BOARD.(Res. No.10-05/97)

- a. **Purpose.** The Health and Human Services Board shall have the following duties: (note: duties have been renumbered)
 - 1. Serve as the liaison committee for the Department of Health and Human Services and Veterans Service Departments.
 - 2. Evaluate and recommend programs and policies concerning health, human services and veterans' programs.
 - 3. Exercise duties and powers set forth in Sec. 46.23, Wis. Stats.
- b. **Membership.** The Health and Human Services Board shall consist of nine (9) members, five (5) of whom shall be County Board Supervisors. There shall be four (4) citizen members. At least one (1)

member shall be a person who receives or has received human services or is a family member of such an individual.

- c. **Term of Office.** As required by Wis. Stats. § 46.23 (4) (c), members of a county human services board shall serve for terms of 3 years, so arranged that as nearly as practicable, the terms of one-third of the members shall expire each year. Vacancies shall be filled in the same manner as the original appointment.

2.09.060 HUMAN RESOURCES COMMITTEE

- a. **Purpose.** The Human Resources Committee shall have the following duties:
 1. Serve as the liaison committee for the Human Resources Department.
 2. Recommend and implement bargaining parameters for collective bargaining.
 3. Review and make recommendation on all resolutions and ordinances concerning personnel and labor relations, including all matters related to wages, hours and conditions of employment of all employees and officials of the county, prior to final vote of the Board. Wages, hours and conditions of employment includes, without exhaustive enumeration, health insurance, dental insurance, life insurance, long or short-term disability insurance, workers' compensation insurance, vacations, sick leave, holidays, severance pay, pension programs, and eligibility conditions.
 4. Carry out all duties required of the Human Resources Committee under terms of the County Personnel Code or by collective bargaining agreements;
 5. Serve as the Grievance Committee under Sec. 59.26, Wis. Stats.
 6. The Human Resources Committee shall work with the Corporation Counsel on all legal matters in which it may become involved and shall file any and

all contracts with labor unions or third parties with the Corporation Counsel.

7. The Human Resources Committee shall jointly, with the Finance Committee, review and make recommendations on the financing of employee wages and benefits, including a periodic review on the advantages or disadvantages of self-insuring any employee-related insurance benefits or other wage and fringe benefit programs.

b. **Membership.** The Human Resources Committee shall consist of seven (7) members of the County Board.

2.09.070 JUDICIARY COMMITTEE.

a. **Purpose.** The Judiciary Committee shall have the following duties:

1. Serve as the liaison committee for the Clerk of Courts and District Attorney.
2. Recommend and establish programs, policies and services regarding issues related to the Court system.

b. **Membership.** The Judiciary Committee shall consist of five (5) Supervisors.

2.09.080 LAKELAND NURSING HOME BOARD OF TRUSTEES

a. **Purpose.** The Lakeland Nursing Home Board of Trustees shall have the following duties:

1. Evaluate and recommend programs, policies and services relative to the Lakeland Nursing Home;
2. Exercise those duties and authorities as set forth in Sec. 46.18 of the Wisconsin Statutes;

b. **Membership.** The Lakeland Nursing Home Board of Trustees shall consist of five (5) County Board Supervisors and two (2) community representatives.

- c. **Term of office** - The Board of Trustees shall be chosen by ballot by the County Board. At its annual meeting, the County Board shall appoint an uneven number of trustees for staggered 3-year terms ending the first Monday in January. The County Board Chair may appoint a trustee to fill a vacancy until the County Board acts (Wis. Stats. § 46.18(1)).

2.09.090 NOMINATING COMMITTEE

- a. **Purpose.** At the biennial organizational meeting of the County Board, the Nominating Committee shall nominate members for appointment to the committees of the County Board identified under Sec. 2.02.010 (b), subject to approval of the County Board.
- b. **Membership.** Membership of the Nominating Committee shall consist of the following nine (9) members:
 - 1. County Board Chairperson
 - 2. County Board Vice-Chairperson
 - 3. Immediate past County Board Chairperson
 - 4. The remaining six (6) members of the (9) member Nominating Committee shall be elected at large from the County Board.

2.09.100 PLANNING, ZONING AND SANITATION COMMITTEE

- a. **Purpose.** The Planning, Zoning and Sanitation Committee shall have the following duties:
 - 1. Serve as the liaison committee for the following departments, boards and offices: Planning, Zoning and Sanitation, County Surveyor, and Register of Deeds, Board of Adjustment and Land Information Office.
 - 2. Evaluate and recommend programs, policies and services relative to land use planning, zoning enforcement, sanitation and industrial development.
 - 3. Exercise those powers relative to planning and zoning as set forth in Sec. 59.69, Wis. Stats.

4. When sitting as a Solid Waste Management Board, exercise those powers set forth in Sec. 51.70(2), Wis. Stats.

b. **Membership.** Unless otherwise designated by the Board, the Planning, Zoning and Sanitation Committee shall consist of seven (7) members including five (5) County Board Supervisors and two (2) community representatives. Two (2) additional community members shall be appointed by the Board and serve only at those times when the Committee sits as the Solid Waste Management Board pursuant to Sec. 57.70(2), Wis. Stats.

c. **Terms of office.**

1. The term of office for the members of the Planning, Zoning and Sanitation Committee shall be for seven (7) years. Terms shall be staggered so that the term of one member expires July 1 each year.

2. The terms of office for the Solid Waste Management Board shall be three years, but of the members first appointed, at least one-third shall be appointed for one year; at least one-third for two years; and the remainder for three years [Wis. Stats., § 59.70(2)].

2.09.110 PUBLIC PROPERTY COMMITTEE

a. **Purpose.** The Public Property Committee shall have the following duties:

1. Serve as the liaison committee for all management staff assigned responsibilities for oversight of county facilities and properties.

2. Recommend and implement programs, policies and services relative to capital projects, facilities maintenance and preventive maintenance management.

3. Review and make recommendation on all resolutions and ordinances regarding decisions on the construction and maintenance of county-owned buildings and public works projects prior to final vote

of the Board.

- b. **Membership.** The Public Property Committee shall consist of seven (7) members of the County Board.

2.09.120 PUBLIC PROTECTION COMMITTEE.

- a. **Purpose.** The Public Protection Committee shall have the following duties:

1. Serve as the liaison committee for the Sheriff and Coroner.
2. Recommend and implement programs, policies and services regarding issues of public protection.

- b. **Membership.** The Public Protection Committee shall consist of five (5) County Board Supervisors.

2.09.130 TRANSPORTATION AND PARKS COMMITTEE.

- a. **Purpose.** The Transportation and Parks Committee shall have the following duties:

1. Serve as the liaison committee for the Highway Department.
2. Recommend and implement programs, policies and services relative to transportation and parks maintenance.
3. Exercise those powers relative to County highways as set forth in Sec. 83.015, Wis. Stats.;
4. Designate two (2) Supervisors from the Transportation and Parks Committee and one (1) member of the public to represent Walworth County on the Wisconsin River Rail Transit Commission.

- b. **Membership.** The Transportation and Parks Committee shall consist of seven (7) members of the County Board.

2.10 RULES AND DUTIES TO MEMBERS.

2.10.010 RULES AND DUTIES TO MEMBERS. Eight (8) days prior to the April meeting of the County Board, the County Clerk shall send each member of the Board a copy of this Title, together with any proposed changes or amendments to this Title. Title 2 may be amended at any time in the same manner as any other ordinance, except as prohibited by law.

PART 2. This Ordinance shall be effective at the ~~September 8, 1998~~ April 20, 1999 County Board meeting.

PART 3. All previously adopted policies, rules and resolutions relating to rules of the County Board are repealed to the extent they may conflict with this Ordinance.

PART 4. All contracts entered into or action taken under any previous committee structure shall be considered valid, even though the name specified in the contract or action is the previous committee which had the authority to take action on the matter.

PART 5. All standing committees have the authority to appoint sub-committees or ad hoc committees when a specific or special project requires a focused effort.

DATED this ~~8~~ 20th day of ~~September~~ April, 19989.

Allen L. Morrison, Chairman
Walworth County Board of Supervisors

VOTE REQUIRED: 2/3 MAJORITY

ATTEST: Kim Bushey, County Clerk

Published this 15th day of October, 1998.

Revised: 3/11/97, 5/13/97-(Res.No.10-05/97), 6/17/97-(Ord.No.173-06/97), Memo 7/02/97(from Brd.Chairman & Co.Clerk), 10/14/97-(Ord.No.180-10/97), 9/8/98(Ord.No.173-03/97), 12/8/98 (Ord. No. 187-12/98),2/11/99 (Ord. No. 188-02/99 & Ord. No. 189-02/99), 4/20/99

Resolution No. 01-04/99, approving the plat of the Baptist Memorial Cemetery, was adopted on motion by Supervisor J. Grant, seconded by Supervisor Holden.

WHEREAS, capital needs impact the ability of Walworth County to obtain its long range goals, and

WHEREAS, it is fiscally prudent to develop a mechanism with which to identify, prioritize and provide funding for long range capital needs, and

WHEREAS, a formal Capital Improvement Program (CIP) would provide an orderly and routine method of planning and financing the County's capital improvements, and

NOW THEREFORE BE IT RESOLVED BY THE WALWORTH COUNTY BOARD OF SUPERVISORS that the following capital improvement policy (Attachment A on file with original Board minutes) is hereby adopted, and

BE IT FURTHER RESOLVED, that the County will develop a 5-year Capital Improvement Plan for presentation to the Walworth County Board of Supervisors in fiscal year 1999 for inclusion in the 2000 budget.

Dated this 20th day of April, 1999.

Allen L. Morrison
COUNTY BOARD CHAIR

Kimberly S. Bushey
ATTEST: COUNTY CLERK

Policy & Fiscal Note Attached: Yes

Approved as to form: Ann K. Capela 4/1/99
Administrative Coordinator Date

Dennis D. Costello
Corporation Counsel Date

N. Andersen 3/30/99
Finance Director Date

Action Required: Majority Vote Two-thirds Vote

Resolution No. 02-04/98

Policy and Fiscal Note

- I. Title: Adoption of Walworth County's Policy Statement Authorizing a 5-Year Capital Improvement Program

II. Purpose and Policy Impact Statement: The purpose of this resolution is to authorize the development of a 5-Year capital plan for Walworth County. At the present time, the County reviews only current capital needs during its annual budget process. The adoption of this policy will provide for a long-range assessment of all capital needs within the County. In addition, it will be used as supporting documentation when rating agencies review the County's overall management plan.

III. Is This a Budgeted Item and what is its fiscal impact? - It is anticipated that the forms developed for use in the 5-year planning process will replace forms used in the current process. Initially, departments may be required to spend additional time compiling information to document 5 years of capital requests, however, it is expected that once a long range plan has been established, less effort will be required to maintain it annually. Department heads have been involved in ongoing discussions regarding the development of a 5-year plan and have indicated that this will not create undue hardship on existing staff.

IV. Committee Consideration:

| | | | |
|-------------------|----------------|------------------|-------|
| Public Property | March 15, 1999 | Approved Concept | 6-0 |
| Finance Committee | March 24, 1999 | Approved | 4 - 1 |

V. Approved as to Form:

| | |
|----------------------------|--------|
| Ann K. Capela | 4/1/99 |
| Administrative Coordinator | Date |

| | |
|---------------------|------|
| Dennis D. Costello | Date |
| Corporation Counsel | Date |

| | |
|------------------|---------|
| N. Andersen | 3/30/99 |
| Finance Director | Date |

Resolution No. 03-04/99, approving the replacement of the garage floor at the Law Enforcement Center, was moved for adoption on motion by Supervisor Lohrmann, seconded by Supervisor R. Shepstone. The resolution was adopted by unanimous consent on motion by Supervisor Lohrmann, seconded by Supervisor Wolf.

**RESOLUTION NO. 03-04/99
APPROVE THE REPLACEMENT OF LAW ENFORCEMENT CENTER GARAGE
FLOOR**

Moved by: Public Property Committee and Finance Committee

- I. Title. Resolution No. 03-04/99: Approve the Replacement of the Law Enforcement Center Garage Floor
- II. Purpose and Policy Impact.
The Public Protection Committee, Public Property Committee and the Finance Committee have recognized and approved the need to replace the originally constructed LEC garage floor in a manner that would allow a safe environment in which to work on County vehicles, as was originally anticipated.
- III. Budget and Fiscal Impact.
The replacement of the garage floor was not a budgeted outlay item for 1999, due to a delay in identifying the problem and developing a proper and cost-effective solution. Crispell Snyder, Inc. provided to the Public Property and Public Protection Committees a correction suggestion for removing the existing floor and car hoist and replacing them at an estimated cost of \$14,000.00. Due to the calendar year change, those funds that may have been reallocated for this project have lapsed back into the General Fund. The recommendation of the Public Protection, Public Property and Finance Committees is to reallocate \$14,000.00 from the General Fund to go forward with this project.
- IV. Considered by the following Committees prior to County Board Consideration.
Public Property Committee on January 18, 1999, on a vote of 7-0, recommends adoption.
Public Protection Committee on January 19, 1999 by unanimous approval, recommends adoption. Finance Committee, on February 24, 1999, by unanimous approval, recommends adoption.
- V. Approved as to Form.

| | |
|----------------------------|--------|
| Ann K. Capela | 4/7/99 |
| Administrative Coordinator | Date |
| Dennis D. Costello | 4/7/99 |
| Corporation Counsel | Date |
| N. Andersen | 4/7/99 |
| Finance Director | Date |

Resolution No. 04-04/99, approving an official county newspaper, was moved for adoption on motion by Supervisor Scharine, seconded by Supervisor Van Dreser. Chairman Morrison read into the record a letter from County Clerk Bushey requesting that an official county newspaper be named. Supervisor Fischer requested the Chair to recognize Rich Leipzig, General Manager of

Southern Lakes Media, Inc. Mr. Leipzig informed the Supervisors that the bid document did not specify details regarding location of circulation, his bid was submitted under the criteria listed on the bid specifications. Discussion continued from the floor regarding adequate county coverage, bid specifications and low bid. On motion by Supervisor Scharine, seconded by Supervisor Lothian, the question was called. Total Vote: 34; Ayes: 15 - Burwell, C. Grant, Kret, Lightfield, Logterman, Lothian, Mikrut, Muzatko, Norem, Palzkill, Parker, Pearce, Scharine, Van Dreser, Wenglowksy; Noes: 18 - Arnold, Fischer, Gigante J. Grant, Holden, Kelley, Kuhnke, Lohrmann, Maynard, Miles, Schaefer, R. Shepstone, Shroble, Smith, Tilton, Troemel, Wolf, Morrison; Absent: 1 – Price; Abstaining: 1 – S. Shepstone (family member employed by an involved newspaper). The resolution was defeated by roll call vote.

**RESOLUTION NO. 04-4/99
OFFICIAL COUNTY NEWSPAPER**

WHEREAS, the County Clerk requested and received bids for publication of legal notices, and

WHEREAS, the Administrative Committee recommended that the MidWeek, Delavan, Wisconsin, be designated the official county newspaper.

NOW THEREFORE, BE IT RESOLVED that \$6,000 be transferred from the contingency fund for County Board publication of legal notices, and

BE IT ALSO RESOLVED that pursuant to Section 10.04 (2) (a) that Resolution 127-03/90 be amended to include the MidWeek as a publication which is authorized by the Walworth County Board of Supervisors to publish election notices.

BE IT FURTHER RESOLVED that pursuant to Section 985.05, Wisconsin Statutes, the MidWeek, Delavan, Wisconsin, be and is hereby designated the Official Newspaper for Walworth County for the period beginning immediately upon adoption of this resolution and ending March 31, 2000 or when a successor newspaper is named.

Dated this 20th day of April, 1999.

Allen L. Morrison
County Board Chairman

Kimberly S. Bushey
Attest: County Clerk

Policy and Fiscal Note Attached: X Yes _____ No

Approved as to Form:

| | |
|----------------------------|---------|
| Ann K. Capela | Date |
| Administrative Coordinator | 4/12/99 |

| | |
|---------------------|---------|
| Dennis D. Costello | Date |
| Corporation Counsel | 4/12/99 |

| | |
|------------------|---------|
| Nicki Andersen | Date |
| Finance Director | 4/12/99 |

Action Required: Majority Vote Two-thirds Vote Other: _____

Administrative Committee Action: 4- In Favor 1- Opposed 2-Absent
Date: March 18, 1999

Resolution
Policy and Fiscal Note

- I. Title: Official County Newspaper
- II. Purpose and Policy Impact Statement: To designate an official Walworth County newspaper as outlined by Wisconsin Statute 985.05.

Further, if the MidWeek is named as the official Walworth County newspaper Resolution No. 127-3/90 be amended to include this publication in the list of Election Publications cited in this resolution.

- III. Is This a Budgeted Item? Individual departments requiring legal notices budget for these costs independently. It should be noted, however, that the 1999-2000 bid for advertising units in the MidWeek is \$4.97/advertising unit. The 1998-99 actual rate was \$3.50/advertising unit with the Whitewater Register.

The Whitewater Register was the low bid with a bid of \$3.50 per advertising unit, however due to concerns regarding County circulation the Administrative Committee recommends the MidWeek.

- IV. Fiscal Impact: The MidWeek submitted a 1999-2000 for \$4.97per advertising unit; this reflects an increase of \$1.47/advertising unit over the 1998-99 rates.

It is reasonable to assume that department heads assembled their 1999-2000 budgets using past experience as the basis for their budgeting. The actual cost for Walworth County Legal Publications for 1998 was \$59,351.58.

It appears that an increase in the per column inch rate will have the most significant budgetary impact on the following areas: Elections, County Board and Planning Zoning and Sanitation.

Since there was no county-wide primary in February, the Elections budget may experience a savings in legal publication costs which might offset an increase for the 1999-2000 budget year. The Elections budget at this time will request no additional allocation of funds to offset the increase in the per unit rate. However, should the increase in publication costs have a significant impact, it may require a request in the future.

Although the Planning, Zoning and Sanitation Department is impacted by the pricing increase, they are not requesting the allocation of additional funds to offset the increased unit pricing.

After reviewing the past and current utilization of County Board legal publication costs this increase will have an impact on the County Board budget. An additional \$6,000 is requested to be transferred from the contingency fund for publication of legal notices.

V. Referred to the following standing committee for consideration:

Administrative Committee: 4-1

VI. Reviewed as to Form:

| | |
|---|-----------------|
| Ann K. Capela Administrative Coordinator | Date 4/12/99 |
| Dennis D. Costello Corporation Counsel | Date 4/12/99 |
| Nicki Andersen Director of Finance | Date 4/12/99 |

On motion by Supervisor J. Grant, seconded by Supervisor Maynard, it was approved to reconsider Resolution No. 04-04/99. Supervisors Van Dreser, Palzkill, Lothian and Wenglowsky recorded "no" votes. A motion was offered by Supervisor Kuhnke, seconded by Supervisor Troemel, to amend the resolution to remove the MidWeek, Delavan and insert the Whitewater Register, Whitewater and delete the \$6,000 to be transferred from the Contingency Fund. An amendment to the proposed amendment was offered by Supervisor Norem, seconded by Supervisor C. Grant, to leave the \$6,000 in the resolution for the Clerk to use at her discretion for the publication of legal notices. A division of the house was declared and a roll vote on the second amendment was held. Total vote: 34; Ayes: 11 - Burwell, C. Grant, Lightfield, Logterman, Lothian, Mikrut,

Norem, Palzkill, Parker, Van Dreser, Wenglowisky; Noes: 22 - Arnold, Fischer, Gigante, J. Grant, Holden, Kelley, Kret, Kuhnke, Lohrmann, Maynard, Miles, Muzatko, Pearce, Schaefer, Scharine, R. Shepstone, Shroble, Smith, Tilton, Troemel, Wolf, Morrison; Absent: 1 - Price; Abstaining: 1 - S. Shepstone (family member employed by an involved newspaper). The amendment was defeated. Discussion continued regarding cost and obtaining more complete coverage of the county. The question was called on motion by Supervisor Arnold, seconded by Supervisor Troemel. Supervisor Van Dreser requested a roll call vote on the first amendment. Total vote: 34; Ayes: 18 - : Arnold, Fischer, Gigante, J. Grant, Holden, Kelley, Kuhnke, Lohrmann, Maynard, Miles, Parker, R. Shepstone, Shroble, Smith, Tilton, Troemel, Wolf, Morrison; Noes: 15 - Burwell, C. Grant, Kret, Lightfield, Logterman, Lothian, Mikrut, Muzatko, Norem, Palzkill, Pearce, Schaefer, Scharine, Van Dreser, Wenglowisky; Absent: 1 - Price; Abstaining: 1 - S. Shepstone (family member employed by an involved newspaper). The amendment to Resolution No. 04-04/99 was approved. The resolution, as amended, was adopted by voice vote. Supervisors Norem, Mikrut, Logterman, C. Grant, Lothian, Wenglowisky and Palzkill cast "no" votes. Supervisor S. Shepstone abstained from voting (family member employed by an involved newspaper).

RESOLUTION NO. 04-4/99
OFFICIAL COUNTY NEWSPAPER

AMENDED

WHEREAS, the County Clerk requested and received bids for publication of legal notices, and

WHEREAS, the Whitewater Register submitted 1999-2000 low bid of \$3.50 per advertising unit,

~~WHEREAS, the Administrative Committee recommended that the MidWeek, Delavan, Wisconsin, be designated the official county newspaper.~~

~~NOW THEREFORE, BE IT RESOLVED that \$6,000 be transferred from the contingency fund for County Board publication of legal notices, and~~

~~BE IT ALSO RESOLVED that pursuant to Section 10.04 (2) (a) that Resolution 127-03/90 be amended to include the MidWeek as a publication which is authorized by the Walworth County Board of Supervisors to publish election notices.~~

BE IT FURTHER RESOLVED that pursuant to Section 985.05, Wisconsin Statutes, the MidWeek, Delavan, Whitewater Register, Whitewater, Wisconsin, be and is hereby designated the Official Newspaper for Walworth County for the period beginning immediately upon adoption of this resolution and ending March 31, 2000 or when a successor newspaper is named.

Dated this 20th day of April, 1999.

Allen L. Morrison
County Board Chairman

Kimberly S. Bushey
Attest: County Clerk

Policy and Fiscal Note Attached: Yes No

Approved as to Form:

Ann K. Capela
Administrative Coordinator Date

Dennis D. Costello
Corporation Counsel Date

Nicki Andersen
Finance Director Date

Action Required: Majority Vote Two-thirds Vote Other: _____

~~Administrative Committee Action: _____ 4 In Favor 1 Opposed 2 Absent~~
~~_____ Date: March 18, 1999~~

Resolution
Policy and Fiscal Note

I. Title: Official County Newspaper

II. Purpose and Policy Impact Statement: To designate an official Walworth County newspaper as outlined by Wisconsin Statute 985.05.

~~Further, if the MidWeek is named as the official Walworth County newspaper Resolution No. 127 3/90 be amended to include this publication in the list of Election Publications cited in this resolution.~~

III. Is This a Budgeted Item? Individual departments requiring legal notices budget for these costs independently. ~~It should be noted, however, that the 1999-2000 bid for advertising units in the MidWeek is \$4.97/advertising unit. The 1998-99 actual rate was \$3.50/advertising unit with the Whitewater Register.~~

~~The Whitewater Register was the low bid with a bid of \$3.50 per advertising unit, however due to concerns regarding County circulation the Administrative Committee recommends the MidWeek. which reflects no increase from the 1998-99 rate.~~

IV. Fiscal Impact: The MidWeek submitted a 1999-2000 for \$4.97 per advertising unit; this reflects an increase of \$1.47/advertising unit over the 1998-99 rates.

The Whitewater Register submitted a 1999-2000 bid of \$3.50 per advertising unit which is not an increase over the 1998-99 rates. It is reasonable to assume that department heads assembled their 1999-2000 budgets using past experience as the basis for their budgeting. The actual cost for Walworth County Legal Publications for 1998 was \$59,351.58.

It appears that an increase in the per column inch rate will have the most significant budgetary impact on the following areas: Elections, County Board and Planning Zoning and Sanitation.

Since there was no county-wide primary in February, the Elections budget may experience a savings in legal publication costs which might offset an increase for the 1999-2000 budget year. The Elections budget at this time will request no additional allocation of funds to offset the increase in the per unit rate. However, should the increase in publication costs have a significant impact, it may require a request in the future.

Although the Planning, Zoning and Sanitation Department is impacted by the pricing increase, they are not requesting the allocation of additional funds to offset the increased unit pricing.

After reviewing the past and current utilization of County Board legal publication costs this increase will have an impact on the County Board budget. An additional \$6,000 is requested to be transferred from the contingency fund for publication of legal notices.

V. Referred to the following standing committee for consideration:

Administrative Committee: 4-1 Recommended the MidWeek at a rate of \$4.97 per advertising unit.

VI. Reviewed as to Form:

Ann K. Capela Date
Administrative Coordinator

Dennis D. Costello Date
Corporation Counsel

Nicki Andersen
Director of Finance

Date

Resolution No. 05-04/99, authorizing the allocation of funds from the Jail Assessment Fund to be used for the Law Enforcement Center plumbing improvement project, was moved for adoption on motion by Supervisor Norem, seconded by Supervisor R. Shepstone. The resolution was adopted by unanimous consent on motion by Supervisor Lothian, seconded by Supervisor Arnold.

RESOLUTION NO. 05-04/99

AUTHORIZATION FOR THE ALLOCATION OF FUNDS FROM THE JAIL ASSESSMENT FUND TO GO FORWARD WITH THE LAW ENFORCEMENT CENTER PLUMBING IMPROVEMENT PROJECT.

WHEREAS, the Public Property Committee and The Public Protection Committee have determined that the Plumbing System in the Jail/Huber areas of the Law Enforcement Center should be improved; and

WHEREAS, it is in the best interest of Walworth County to go forward with the plumbing improvements in 1999; and

WHEREAS, the funding for this project should come from the Jail Assessment Fund;

NOW, THEREFORE, BE IT RESOLVED that the Walworth County Board authorize the allocation of \$208,043 from the Jail Assessment Fund to proceed with the Jail/Huber Area plumbing improvement project

Allen L. Morrison
County Board Chair

Kimberly S. Bushey
Attest: County Clerk

Policy and Fiscal Note Attached: Yes _____ No _____

Approved as to Form:

Dennis D. Costello
Corporation Counsel

4/7/99
Date

N. Andersen
Finance Director

4/7/99
Date

Ann K. Capela
Administrative Coordinator

4/7/99
Date

Public Property Committee Action: Passed 6-0; Date: March 15, 1999
Public Protection Committee Action: Passed 3-0; Date March 16, 1999
Finance Committee Action Passed 5 - 0; Date March 24, 1999

Action Required: Majority Vote Two-Thirds Vote Other

County Board Meeting Date: April 20, 1999

**RESOLUTION NO. 05-04/99
POLICY AND FISCAL NOTE**

I. Title.

Resolution No. 05-04/99 is to authorize the allocation of \$208,043 from the Jail Assessment Fund to improve the plumbing in the Jail/Huber Area of the Law Enforcement Center.

II. Purpose and Policy Impact Statement.

The Public Property Committee and the Public Protection Committee have determined that it is in the best interest of the County to go forward with the Plumbing Improvement Project. This Project will meet the immediate upgrades required to meet the needs of the facility.

III. Is this a budgeted item and what is its fiscal impact:

This item was not budgeted for 1999. The problems with the existing system were identified a while ago and it has been determined that now is the correct time to go forward with the recommended upgrades in the amount of an estimated \$208,043.

IV. Referred to the following standing Committees for Consideration and date of referrals:

Public Property Committee on March 15, 1999- unanimous approval
Public Protection Committee on March 16, 1999- unanimous approval
Finance Committee on March 24, 1999- 5 - 0 approval

V. Approval to Form:

ANN K. CAPELA 4/7/99
Administrative Coordinator Date

DENNIS D. COSTELLO 4/7/99
Corporation Counsel Date

NICKI ANDERSEN 4/7/99
Finance Director Date

Resolution No. 06-04/99, authorizing allocation of funds from the Jail Assessment Fund and the Contingency Fund to be used for the replacement of carpeting at the Law Enforcement Center was moved for adoption on motion by Supervisor Norem, seconded by Supervisor Lothian. The resolution was adopted by unanimous consent on motion by Supervisor Lothian, seconded by Supervisor Arnold.

RESOLUTION NO. 06-04/99

AUTHORIZATION FOR THE ALLOCATION OF FUNDS FROM THE JAIL ASSESSMENT FUND TO GO FORWARD WITH THE REPLACEMENT OF THE CARPETING AT THE LAW ENFORCEMENT CENTER.

WHEREAS, the Public Property Committee and The Public Protection Committee have determined that the carpeting in the Jail/Huber/Various Administrative Areas in the Law Enforcement Center needs to be replaced; and

WHEREAS, it is in the best interest of Walworth County to proceed with the carpet replacement in 1999; and

WHEREAS, the funding for this project should come from the Jail Assessment Fund for those areas Jail/Huber; and

Whereas, the cost of the areas not Jail/Huber, would come from the County Contingency Fund, and

NOW, THEREFORE, BE IT RESOLVED that the Walworth County Board appropriates \$96,000 for the Law Enforcement Center carpeting project with \$77,000 being funded from the Jail Assessment Fund and \$19,000 from the Contingency Fund.

Allen L. Morrison
County Board Chairman

Kimberly S. Bushey
Attest: County Clerk

Policy and Fiscal Note Attached: Yes _____ No _____

Approved as to Form:

Dennis D. Costello 4/16/99
Corporation Counsel Date

N. Andersen 4/19/99
Finance Director Date

Ann K. Capela 4/16/99
Administrative Coordinator Date

Public Property Committee Action: Passed 6-0; Date: March 15, 1999

Public Protection Committee Action: Passed 3-0; Date March 16, 1999

Finance Committee Action Passed 5 - 0; Date March 24, 1999

Action Required: Majority Vote Two-Thirds Vote Other

County Board Meeting Date: April 20, 1999

RESOLUTION NO. 06-04/99
POLICY AND FISCAL NOTE

- I. Title.
Resolution No. 06-04/99 is to authorize the total allocation of \$96,000 from the Jail Assessment Fund and the Contingency Fund to replace the carpet at the Jail/Huber/Various Administrative areas Law Enforcement Center.
- II. Purpose and Policy Impact Statement.
The Public Property Committee and the Public Protection Committee have determined that it is in the best interest of the County to go forward and replace the carpet at the Law Enforcement Center. The replacement will remove a safety problem and extend planned replacement several years into the future.
- III. Is this a budgeted item and what is its fiscal impact:
This item was not budgeted for 1999. The problems with the existing carpet were identified months ago and it has been determined that now is the correct time to go forward with the recommended replacement in the total amount of \$96,000.
- IV. Referred to the following standing Committees for Consideration and date of referrals:
Public Property Committee on March 15, 1999- unanimous approval
Public Protection Committee on March 16, 1999- unanimous approval

Finance Committee on March 24, 1999- 5 - 0 approval

V. Approval to Form:

| | |
|---|-----------------|
| ANN K. CAPELA Administrative Coordinator | 4/13/99 Date |
| DENNIS D. COSTELLO Corporation Counsel | 4/13/99 Date |
| NICKI ANDERSEN Finance Director | 4/19/99 Date |

On motion by Supervisor Wolf, seconded by Supervisor Muzatko, Resolution No. 07-04/99, proclaiming the Week of April 18 – 24, 1999 as National County Government Week, was adopted.

RESOLUTION NO. 07-04/99

PROCLAMATION
NATIONAL COUNTY GOVERNMENT WEEK
APRIL 18-24, 1999

WHEREAS, Americans place great faith in the county form of government, which traces its roots to the earliest days of the republic; and

WHEREAS, county government truly supports the nation's citizenry, serving as their voice in town squares, state houses and the White House; and

WHEREAS, America's counties are proud to be among those providing proof that local solutions can be applied throughout America to solve many of the nation's most challenging needs; and

WHEREAS, county government's primary concern is to assure that county leaders provide citizens with an environment that encourages all people to build strong families and strong communities; and

WHEREAS, the quality of life for all Americans is dependent upon choices that accommodate all citizens while preserving the community; and

WHEREAS, by providing county citizens with safe, healthy communities which are necessary to ensure a high quality of life for all, counties across the nation will continue to thrive and prosper, and

WHEREAS, the arts, learning and community history go hand in hand in providing stability and well-being to all county citizens; and

WHEREAS, community leaders, county leaders and all citizens should take steps to recognize all that is good within the county, and praise those programs and individuals who have made progress and innovation available to all within the community;

NOW, THEREFORE, BE IT RESOLVED that the Walworth County Board of Supervisors hereby proclaims April 18-24, 1999 National County Government Week.

Allen L. Morrison
County Board Chairman

Kimberly S. Bushey
Attest: County Clerk

Policy and Fiscal Note Attached: Yes X No

| | | |
|----------------------|---|-----------------|
| Approved as to Form: | Ann K. Capela Administrative Coordinator | 4/13/99 Date |
| | Dennis D. Costello Corporation Counsel | 4/12/99 Date |
| | N. Andersen Finance Director | 4/14/99 Date |

Action Required: Majority Vote Two-thirds Vote Other _____

County Board Meeting Date: April 20, 1999

On motion by Supervisor Scharine, seconded by Supervisor Lothian, Resolution No. 08-04/99, approving the Walworth County Update to the Land Records Modernization Plan: 1999, was adopted.

Resolution No. 08-04/99

Approval of
Walworth County Update to Land Records Modernization Plan: 1999

Moved By: Land Information Committee

WHEREAS, Walworth County created a land information office pursuant to the requirements of § 59.88, Wis. Stats; and

WHEREAS, the State Land Information Board requires that a plan update be filed, and Walworth County's plan update must be filed with the state in June 1999 to qualify for a portion of state grant monies; and

WHEREAS, the Walworth County Land Information Committee has approved the plan update prepared with the assistance of Southeastern Wisconsin Regional Planning Commission whose staff have full knowledge and understanding of the state requirements; and

WHEREAS, approval of the plan update by the Walworth County Board is a prerequisite to submitting the plan to the Wisconsin State Land Information Board for approval; and

WHEREAS, upon approval of the plan update by the State, Walworth County can begin to use the retained register of deeds' recording and filing fees to pursue land modernization activities in accordance with the plan; and

WHEREAS, the members of Walworth County Land Information Committee unanimously recommended at a meeting held on April 1, 1999 to present the plan update to the Walworth County Board for approval;

NOW, THEREFORE, BE IT RESOLVED by the Walworth County Board of Supervisors that the Walworth County Update to Land Records Modernization Plan: 1999 (attached) is approved for filing with the State Land Information Board as Walworth County's new official plan document.

BE IT FURTHER RESOLVED that the Land Information Officer for Walworth County if hereby authorized and directed by the board to submit the plan document to the State Land Information Board requesting that board's approval.

Allen L. Morrison
County Board Chair

Kimberly S. Bushey
Attest: County Clerk

Policy and Fiscal Note Attached: Yes No

| | | | |
|----------------------|---|-----------------|--|
| Approved as to Form: | Ann K. Capela Administrative Coordinator | 4/13/99 Date | |
| | Dennis D. Costello Corporation Counsel | 4/13/99 Date | |
| | N. Andersen Finance Director | 4/14/99 Date | |

Action Required: Majority Vote Two-thirds Vote Other _____

County Board Meeting Date: April 20, 1999

POLICY AND FISCAL NOTE
Resolution No. 08-04/99

- I. Title: Walworth County Update to Land Records Modernization Plan: 1999
- II. Purpose and Policy Impact Statement; the original Walworth County Land Records Modernization Plan was established by the County on October 15, 1991. This document is intended to provide an update to County and local officials, private entities, and any other interested parties with basic knowledge of Walworth County's efforts to modernize its land records system. Adding to this plan is the establishment of a Geographic Information System (GIS) and the position of a GIS Manager, who will be designated as the Land Information Officer. The LIO will be charged with the responsibility of leading the land records modernization effort and to integrate GIS into the daily activities of all County departments that will be able to utilize spatial data.
- III. Is this a budgeted item and what is its fiscal impact: For FY 1999 County designated and approved \$1,010,920 in its Capital Improvement Program and is expected to commit the same amount each year for the next four years to complete the County wide base mapping. Some of the expenditures of land records modernization plan will be offset by fees collected through the County's Recorder's office. The position of GIS Manager has been funded through the existing Surveyor's budget in the amount of \$100,000. This amount is inclusive of all Statutory duties of the County's Surveyor, GIS Manager's salary, benefits and start up capital for the establishment of this office for the remaining FY.
- IV. Referred to the following standing committees for consideration and date of referral:

| | | |
|-------------------------------|-------------|-----------------------|
| Land Information Committee | 9-0 Vote | April 1, 1999 Date |
|-------------------------------|-------------|-----------------------|

- V. Approved as to form:

| | |
|---|-----------------|
| Ann K. Capela Administrative Coordinator | 4/13/99 Date |
|---|-----------------|

| | |
|---|-----------------|
| Dennis D. Costello Corporation Counsel | 4/13/99 Date |
|---|-----------------|

| | |
|---------------------------------|-----------------|
| N. Andersen Finance Director | 4/14/99 Date |
|---------------------------------|-----------------|

Resolution No. 09-04/99, seeking two-thirds funding for Lakeland School, was moved for adoption on motion by Supervisor Troemel, seconded by Supervisor Mikrut. Supervisor Wenglowsky explained the significance of Walworth County being included in the State's school aid funding formula. Discussion was held from the floor regarding the dollar amount that could be anticipated. The question was called on motion by Supervisor Lohrmann, seconded by Supervisor Troemel. The resolution was adopted by unanimous consent on motion by Supervisor Lohrmann, seconded by Supervisor Kret.

Resolution No. 09-04/99

Resolution by the Walworth County Board To Seek Two-Thirds State Funding for Lakeland School

WHEREAS, the Walworth County Children with Disabilities Education Board (WCCDEB) provides educational programs to disabled students throughout fifteen (15) school districts in Walworth County; and

WHEREAS, WCCDEB provides valuable educational programs to some of our most vulnerable children; and

WHEREAS, if WCCDEB did not provide these educational programs to the other school districts, those school districts would have to pay for the programs of their children with disabilities; and

WHEREAS, the State of Wisconsin, in an effort to reduce property taxes, provides school districts with two-thirds funding to cover educational costs; and

WHEREAS, in the State 1999-2001 Biennium Budget submitted by Governor Thompson, the four CDEBs in this state, including Walworth County, were inadvertently excluded from receiving the full amount calculated by the state's school aid formula; and

WHEREAS, because of this oversight, it is estimated that the loss of state funding for Walworth County was \$1,248,000 in 1999 and that the burden of supplying the education of our children with disabilities fell upon Walworth County taxpayers; and

WHEREAS, Walworth County recognizes the importance of the mission of WCCDEB and the education of our children with disabilities;

NOW, THEREFORE, BE IT RESOLVED that the Walworth County Board of Supervisors supports inclusion of Walworth County Children with Disabilities Education Board and Lakeland School in the State's school aid funding formula of educational costs and respectfully requests our legislative delegation and the rest of the State legislature to support full reimbursement for general state aid

that is due to Walworth County and the other CDEBs in the State of Wisconsin and include the funding in the biennial budget.

Allen L. Morrison
County Board Chair

Kimberly S. Bushey
Attest: County Clerk

Policy and Fiscal Note Attached: X Yes No

Approved as to Form:

Administrative Coordinator Date

Corporation Counsel Date

N. Andersen 4/20/99
Finance Director Date

Action Required: Majority Vote Two-thirds Vote Other

County Board Meeting Date: April 20, 1999

Resolution No. 09-04/99
Policy and Fiscal Impact

Resolution by the Board
To Seek Two-Thirds State Funding for Lakeland School

I. Since 1995, the four Counties that continue to provide this service as part of a county-wide operations have sought to equalize the funding formula that effects the special education needs. Both our legislators and school administrators have been examining the best way to equally divide the education dollars both among the four counties and across the state.

II. Currently the proposed State budget has not addressed the equalization of distribution of funds among all the education needs. The "2/3 funding" request does not guarantee 2/3 funding of Walworth County total FY operational expenditures. The intent of this resolution is to request addresses that Walworth County be equally funded for the education services as if those services were provided by any of the school districts

within the County.

III. Thus, the \$1.247 million is the amount of additional funding which would have been received in 1999 based upon the estimated level of student enrollment. This would represent approximately 44% of the allowable County costs estimated at \$4,400,000 for 1999. Currently, the County is estimated to receive \$677,000.

IV. Conclusion: If the State had provided the additional funding as proposed, it is estimated that the County would have realized additional revenue of \$1.247 million in the FY 1999. Although an exact estimate cannot be made at this time, it is assumed that the additional General Aid Revenue would be of an equivalent amount in FY2000.

Approved as to form:

Administrative Coordinator

Corporation Counsel

N. Andersen

4/20/99

Finance Director

On motion by Supervisor Troemel, seconded by Supervisor R. Shepstone, Resolution No. 10-04/99, proclaiming the week of April 18 – 24, 1999 as Severe Weather Awareness Week, was adopted.

RESOLUTION NO. 10-04/99

PROCLAMATION – SEVERE WEATHER AWARENESS WEEK

WHEREAS, the Governor of Wisconsin has declared the Week of April 18 – 24 as Severe Weather Awareness Week; and

WHEREAS, the County of Walworth, State of Wisconsin, recognizes that several lives can be saved with proper education; and

WHEREAS, the County Board of Supervisors for the County of Walworth is dedicated to preservation of life and property; and

WHEREAS, the Walworth County Emergency Management Director for the County of Walworth serves as the county warning officer; and

WHEREAS, the Director of Emergency Management recorded severe weather in Walworth County in 1998 to have caused catastrophic damage and minor injury; and

THE MAY 11, 1999 SESSION
OF THE
WALWORTH COUNTY BOARD OF SUPERVISORS

The Walworth County Board of Supervisors was called to order by Chairman Morrison at 6:00 p.m. at the Walworth County Courthouse, 100 W. Walworth St., Elkhorn, Wisconsin. Roll call was read with all Supervisors present. (Supervisor Fischer arrived at 7:25 p.m.) A quorum was established.

On motion by Supervisor Mikrut, seconded by Supervisor Van Dreser, the day's agenda was approved as presented.

On motion by Supervisor Muzatko, seconded by Supervisor Tilton, the minutes of the April 20, 1999 session were approved.

Chairman Morrison requested public comments. None were received.

Corporation Counsel Dennis Costello presented a report regarding recent activities in his office. Mr. Costello introduced Michael Cotter, the new Assistant Corporation Counsel, who will be handling Planning and Zoning issues.

Administrative Coordinator Ann Capela did not present a report.

Chairman Morrison presented a Chairman's Report and informed the Supervisors of the following: The Annual County Board Party was held Wednesday, May 5th at the Monte Carlo Room. A thank-you has been received from the Pat Sheahan family, thanking the County for the memorial plaque presented to them at the County Board Party.

The following Report of Zoning Gone into Effect was read and placed on file.

Bill and Pamela Clark and Greg Wescott, Town Darien

The following Report of Petitions Referred to Planning, Zoning and Sanitation Committee were read and placed on file.

**REPORT OF PETITIONS REFERRED
TO PLANNING, ZONING AND SANITATION COMMITTEE**

TO: THE COUNTY BOARD OF WALWORTH COUNTY

The undersigned County Clerk hereby reports that the following petitions for rezone of lands in Walworth County were referred to the Planning, Zoning and Sanitation Committee for public hearing:

| NAME | TOWN | CHANGE REQUESTED | DATE REFERRED |
|---|-------------|---------------------------------------|----------------------|
| Stanley C. and Maria K. Odling | Delavan | Modification of Shoreland boundary | 4-26-99 |
| Daniel and Carolyn Gifford | Bloomfield | R-1 to B-2 | 4-26-99 |
| Charles L. Kaye | Delavan | A-1 to A-5 | 4-26-99 |
| Peter Van Dyke, Beatrice A. Dale, Lynne Van Dyke, Gloria Ringel, and Allison Willis (Fairwyn, a Wis. Corp., Appl.) | Linn | B-1 to B-3 | 4-26-99 |
| Richard F. and Geraldine J. Kropacek | Richmond | A-1 to A-2 | 4-26-99 |
| Douglas Ridge (Shawn Alexander, Appl.) | Whitewater | A-3 to A-5 | 4-26-99 |

Dated this 26th day of April, 1999.

Kimberly S. Bushey
County Clerk

A motion was offered by Supervisor Schaefer, seconded by Supervisor Tilton, to approve the following Reports of Planning, Zoning and Sanitation Committee as presented. On motion by Supervisor Kret, seconded by Supervisor Burwell, the Petition of Ken Johnson and Sue Selker, Town of Delavan, was referred back to the Planning, Zoning and Sanitation Committee. The following Petitions were approved as presented.

REPORT OF PLANNING, ZONING AND SANITATION COMMITTEE

**TO COUNTY BOARD ON HEARING ON PETITION
TO AMEND THE WALWORTH COUNTY ZONING ORDINANCE**

TO THE COUNTY BOARD OF WALWORTH COUNTY:

The Walworth County Planning, Zoning and Sanitation Committee, having considered the petitions to amend the Walworth County Zoning Ordinance and Shoreland Zoning Ordinance; and having held public hearings thereon, pursuant to Section 59.97(5)(e) Wisconsin Statutes, notice thereof having been given as provided by law, and being duly informed of the facts pertinent to the changes proposed and duly advised of the wishes of the people in the area affected, hereby recommends as follows:

1. Michael R. Katzenberg, Town of Lyons – filed a petition on the 6th day of May, 1998 to rezone from A-2, Agricultural Land District to C-2, Upland Resource Conservation District the following described lands:

Tax Parcel Number N LY2200008

Part of the Southwest $\frac{1}{4}$ of the Southeast $\frac{1}{4}$ of Section 22, Township 2 North, Range 18 East of the fourth principal meridian, in the Town of Lyons, Walworth County, Wisconsin and being more particularly described as follows: Commence at the southwest corner of said Southeast $\frac{1}{4}$ Section; Thence South $89^{\circ}54'32''$ East along the South line of said Southeast $\frac{1}{4}$ Section 420.03 feet to the place of beginning of this description; thence North $00^{\circ}02'13''$ East 1328.42 feet; thence South $89^{\circ}55'27''$ East 554.43 feet; thence South $47^{\circ}35'44''$ East 238.31 feet; thence South $00^{\circ}00'44''$ West 1168.14 feet to a point on the south line of said Southeast $\frac{1}{4}$ Section; thence North $89^{\circ}54'32''$ West along said south line 731.00 feet to the place of beginning. Containing 21.96 acres of land more or less. Subject to rights of the public over the south 33 feet thereof for road purposes (Steele Road).

Recommendation: Said petition is denied to allow an opportunity to review a new proposal.

2. Cheryl L. Davis, Town of Sharon – filed a petition on the 22nd day of January, 1999 to rezone from B-2, General Business District to A-2, Agricultural Land District.

Recommendation: Said petition be approved.

3. Kenneth Held (Lyons Lions Club), Town of Lyons – filed a petition on the 3rd day of February, 1999 to rezone from A-1, prime Agricultural land District to P-1, Recreational Park District.

Recommendation: Said petition be approved. – Said rezone was approved after the appropriate findings were made as required by State Farmland Preservation Program s91.77(1) Wis. Stats.

4. Walworth Property, Inc.: Alpine Valley Limited Partnership, Applicant – Town LaFayette – filed a petition on the 8th day of February, 1999 to rezone from A-2, Agricultural Land District and P-2, Institutional park District to B-5, Planned Commercial Recreation Business District.

Recommendation: Said petition be approved.

5. Donald and Kathryn Cocroft (Robert and Elizabeth Cocroft, Applicants), Town of Lyons – filed a petition on the 3rd day of February, 1999 to rezone from A-1, Prime Agricultural Land District to A-4, Agricultural-Related Manufacturing, Warehousing, and marketing District.

Recommendation: Said petition be approved.

6. Planning, Zoning, and Sanitation Committee - Text Amendment to amend the Zoning and Shoreland Zoning Ordinance, Walworth County, Wisconsin. Sections 2.4, 3.3, 3.4, 3.5, 3.7, 4.4, 4.5, 5.3, 9.2, 10.3, 12.2, 13.

Recommendation: Said petition be approved.

ORDINANCE AMENDING WALWORTH COUNTY ZONING ORDINANCE

WHEREAS, the Walworth County Board of Supervisors has heretofore been petitioned to amend the Walworth County Zoning Ordinance; and

WHEREAS, the petitions have been referred to the Walworth County Planning, Zoning and Sanitation Committee for public hearing; and

WHEREAS, the Walworth County Planning, Zoning and Sanitation Committee on due notice conducted public hearings on the proposed amendments and filed their recommendations with the board; and

WHEREAS, the proposed amendments have been given due consideration by the Board in open session.

NOW, THEREFORE, the County Board of Supervisors of the County of Walworth do ordain as follows:

The Zoning Ordinance of Walworth County and Shoreland Zoning Ordinance (and accompanying Zoning Map) is amended in the following respects:

2. Cheryl L. Davis, Town of Sharon - TO AMEND SAID ZONING MAPS FROM B-2, GENERAL BUSINESS DISTRICT TO A-2, AGRICULTURAL LAND DISTRICT ON THE FOLLOWING DESCRIBED LANDS:

Tax Parcel # A S 600007.

A PARCEL OF LAND LOCATED IN THE NORTHWEST ¼ OF THE NORTHWEST ¼ OF SECTION 6, T1N, R15E, WALWORTH COUNTY, WISCONSIN DESCRIBED AS FOLLOWS: BEGINNING AT THE INTERSECTION OF THE CENTERLINE OF STATE TRUNK HIGHWAY NO. 15 AND THE EAST LINE OF SAID NORTHWEST ¼ OF THE NORTHWEST ¼; THENCE S 72°24' W ALONG THE CENTERLINE OF SAID HIGHWAY 269.10 FEET; THENCE N 6°53' E 208.52 FEET (RECORDED AS 172.26 FEET) TO AN IRON PIPE; THENCE N 87°00' E 236.45 FEET TO THE EAST LINE OF SAID NORTHWEST ¼ OF THE NORTHWEST ¼; THENCE S 1°50' W ALONG SAID EAST LINE AND THE CENTERLINE OF A PUBLIC ROAD 138.03 FEET TO THE PLACE OF BEGINNING.

3. Kenneth Held (Lyons Lions Club), Town of Lyons - TO AMEND SAID ZONING MAPS FROM A-1, PRIME AGRICULTURAL LAND DISTRICT TO P-1, RECREATIONAL PARK DISTRICT ON THE FOLLOWING DESCRIBED LANDS:

Said rezone was approved after the appropriate findings were made as required by State Farmland Preservation Program s91.77(1) Wisconsin Statutes.

Tax Parcel # N LY 900001.

THAT PART OF THE NORTHEAST ¼, THE NORTHWEST ¼, THE SOUTHWEST ¼ AND THE SOUTHEAST ¼ OF THE NORTHEAST ¼ OF SECTION 9, TOWNSHIP 2 NORTH, RANGE 18 EAST IN THE TOWN OF LYONS, WALWORTH COUNTY, WISCONSIN AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCE AT THE NORTHEAST CORNER OF SAID NORTHEAST ¼ SECTION; THENCE SOUTH 89°17'43" WEST ALONG THE NORTH LINE OF SAID NORTHEAST ¼ SECTION 343.86 FEET; THENCE SOUTH 00°46'27" EAST 47.53 FEET TO A POINT ON THE SOUTHERLY LINE OF S.T.H. "36" AND THE PLACE OF BEGINNING OF THIS DESCRIPTION; THENCE CONTINUE SOUTH 00°46'27" EAST 1391.23' FEET TO A POINT ON THE NORTHERLY LINE OF THE CHICAGO, MILWAUKEE, ST. PAUL AND PACIFIC RAILROAD RIGHT-OF-WAY; THENCE SOUTH 77°15'37" WEST ALONG SAID NORTHERLY LINE

1144.29 FEET TO A POINT ON THE EASTERLY LINE OF S.T.H. "36"; THENCE NORTH 02°57'40" EAST ALONG SAID EASTERLY LINE 199.69 FEET; THENCE NORTH 08°40'18" EAST ALONG SAID EASTERLY LINE 100.50 FEET; THENCE NORTH 02°57'40" EAST ALONG SAID EASTERLY LINE 510.91 FEET; THENCE NORTH 21°18'55" EAST ALONG SAID EASTERLY LINE 223.08 FEET; THENCE NORTH 35°37'43" EAST ALONG SAID EASTERLY LINE 236.37 FEET; THENCE NORTH 47°47'34" EAST ALONG SAID EASTERLY LINE 279.74 FEET; THENCE NORTH 57°43'26" EAST ALONG SAID EASTERLY LINE 280.61 FEET; THENCE NORTH 70°14'57" EAST ALONG SAID EASTERLY LINE 189.55 FEET TO A POINT ON THE SOUTHERLY LINE OF SAID STATE TRUNK HIGHWAY "36"; THENCE NORTH 80°53'39" EAST ALONG SAID SOUTHERLY LINE 206.42 FEET TO THE PLACE OF BEGINNING. CONTAINING 31.13 ACRES OF LAND MORE OR LESS

4. . Walworth Property, Inc.: Alpine Valley Limited Partnership, Applicant – Town LaFayette – TO AMEND SAID ZONING MAPS FROM A-2, Agricultural Land District and P-2, Institutional Park District to B-5, Planned Commercial Recreation Business District on the following described lands:

Tax Parcel #KA180500002 and KA145900003.

Lot 2 Certified Survey No. 1805. Recorded in vol. 8 CS PG 277 WCR NW ¼ SW ¼ Section 1, T3N R17B. 14.83 Acres.

Lot 3 Certified Survey No. 1459. Recorded in vol. 7 CS PG 17 WCR SE ¼ SW ¼ Section 1, T3N R17E. 30.98 Acres.

5. Donald and Kathryn Cocroft (Robert and Elizabeth Cocroft, Applicants) Town of Lyons - TO AMEND SAID ZONING MAPS FROM A-1, PRIME AGRICULTURAL LAND DISTRICT TO A-4, AGRICULTURAL-RELATED MANUFACTURING, WAREHOUSING, AND MARKETING DISTRICT ON THE FOLLOWING DESCRIBED LANDS:

Said rezone was approved after the appropriate findings were made as required by State Farmland Preservation Program s91.77(1) Wisconsin Statutes.

Tax Parcel # N LY1700007.

Part of the Southwest ¼ of the Southwest ¼ of Section 17, Town 2 North, Range 18 East, Lyons Township, Walworth County, Wisconsin described as follows: Commence at the Southwest corner of said Section 17; Thence n 0°17'47" W along the West line of said Section 17 364.00 feet to the point of beginning; Thence continue N 0°17'47" W along said Section line 644.95 feet to the centerline of Buckby road; Thence N 62°02'28" E along said centerline 166.96 feet; Thence N 58°03'00" E along said centerline 228.49 feet; Thence S

6°54'26" E 848.00 feet; Thence S 89°42'13" W 440.00 feet to the point of beginning. Said parcel contains 6.75 acres including right-of-way.

6. Planning, Zoning and Sanitation Committee - Text Amendment to amend the Zoning and Shoreland Zoning Ordinance, Walworth County, Wisconsin. Sections 2.4, 3.3, 3.4, 3.5, 3.7, 4.4, 4.5, 5.3, 9.2, 10.3, 12.2, 13.

Additions are underscored; deletions are crossed off.

Section 2.4

The above size, height, and locational requirements are applicable to accessory structures used for residential purposes in all zone districts where they are a permitted or conditional use. The requirements are not applicable to accessory structures used for agricultural purposes in ~~agricultural zone districts~~ the A-1, A-2 and A-3 districts nor for accessory structures used for business, industrial public, or recreational purposes.

Section 3.3

A-2 Agricultural Land District

(B) Conditional Uses:

12. ~~Riding~~ Commercial Stables

22. More than one farm dwelling per Section 4.4

A-3 Agricultural Land District

(B) Conditional Uses:

19. More than one farm dwelling per Section 4.4

Section 3.4

C-2 Upland Resource Conservation District

(C) Conditional Uses:

9. ~~Riding~~ Commercial Stables

Section 3.5

P-1 Recreational Park District

(B) Conditional Uses:

10. ~~Riding~~ Commercial Stables

P-2 Institutional Park District

(B) Conditional Uses:

8. Riding Commercial Stables

Section 3.7

B-4 Highway Business District:

(B) Conditional Uses:

7. ~~Gift, Novelty, and Souvenir Sales~~ Stores

B-5 Planned Commercial-Recreation Business District:

(B) Conditional Uses:

10. Retail Sales

i. ~~Gifts, Novelties, and Souvenirs~~ Stores

16. Riding Commercial Stables

Section 4.4 Agricultural and Related Uses

Veterinarian Services

Commercial Stables in the A-2, C-2, P-1, P-2 and B-5 districts.

Section 4.5 Recreational and Related Uses

Public Assembly Uses . . .

Riding Commercial Stables in the A-2, C-2, P-1, and P-2 and B-5 districts.

Section 5.3 Parking Requirements

Location to be on the same lot as the principal use, or on a lot not over four hundred (400) feet from the principal use. Parking stalls located in the A-4, P-1, P-2, R-4, R-5, R-8, B-1, B-2, B-3, B-4, B-5, B-6, M-1, M-2 districts shall be located at least twenty-five (25) feet from any public right of way. No parking stall or driveway, except in residential districts, shall be closer than twenty-five (25) feet to a residential district lot line or a street line opposite a residential district.

Section 9.2 Yards

~~Off street Parking is permitted in rear yards in all districts and in front and side yards in the Business and Industrial Districts and the R-5 Residential District, but shall not be closer than twenty five (25) feet to any public right of way.~~

Section 10.3 Rules

Limitations on Applications. A party shall not initiate action for a variance affecting the same land more than once every twelve (12) months unless there is a substantial change in the proposed structure location.

Section 12.2 Initiation

Limitation on Applications: A party shall not initiate action for a zoning change affecting the same land more often than once every twelve (12) months unless there is a substantial change in the area or a change in use. The twelve months to be calculated from effective date of the Committee's public hearing.

Section 13. Definitions

Commercial Stable

A building or premises used for the boarding, riding, driving, jumping or training of horses or animals as a business.

~~Riding Stable~~

~~A building or premises used for the rent or lease of horses or animals for riding, driving, training, boarding, or jumping.~~

Substantial Structural Improvement

Any repair, re-construction or improvement of a structure, the cost of which equals or exceeds 50 percent (50%) of the present equalized assessed value of the structure . . .

ATTEST this 11th day of May, 1999.

Allen L. Morrison
County Board Chairman

ATTEST this 11th day of May, 1999.

Kimberly S. Bushey
County Clerk

On motion by Supervisor Scharine, seconded by Supervisor R. Shepstone, the following were appointed to the Walworth County Workforce Investment Board. Supervisor Lothian informed the Supervisors that the Private Industry Council and Joint Training Partnership Act will no longer be in existence after July 1, 1999. Restructuring, due to the Workforce Investment Act by the federal government, specifies the creation of a Workforce Investment Board and one stop service centers to be established in various counties. Administrative Coordinator Ann Capela presented a summary of the Workforce Investment Act and outlined the design and funding of this new board.

WORKFORCE INVESTMENT BOARD

Greg Wright – K-12 Education, Adult Education/Literacy, Post Secondary Education/Community College

Cynthia Simonson - Community Based Organization Representing Disabled

Mike Stumph – Economic Development

Mike Kohl – WIA

Bill Richard – Wagner-Peyser

Pat Flanagan – Adult Education and Literacy

Marilyn Putz – Senior Community Employment (Title V)

Arlene Jorgenson – Community Services Block Grant

Lisa Henning – Native American/Migrant and Seasonal Farm Workers

Dave Weber – Manufacturing – Employer

Charles Coleman – Manufacturing – Employer

Jim Stowell – Transportation – Employer

Carol C. Thomas – Hospitality – Employer

The following committee chairs reported on recent activities involving their Committee.

Administrative Committee – Chair Scharine

Agriculture, Conservation and Extension Committee – Chair Burwell

Finance Committee – Vice-Chair Wolf

Walworth County Children with Disabilities Education Board – Chair Wenglowsky

Health and Human Services Board – Chair Miles

Judicial Committee – Chair J. Grant

Lakeland Nursing Home Board of Trustees – Chair S. Shepstone

Human Resources Committee – Chair Lothian

Planning, Zoning and Sanitation Committee/Solid Waste Management Board – Chair Tilton

Public Property Committee – Chair Norem

Public Protection – Chair R. Shepstone

Transportation & Parks Committee – Chair Parker

On motion by Supervisor J. Grant, seconded by Supervisor Holden, Resolution No. 11-05/99, updating financial depositories for County funds and investment of County funds, was adopted.

RESOLUTION NO. 11-5/99

Resolution updating financial depositories for County funds and investment of County funds.

WHEREAS, Section 59.61 (2), Wisconsin Statutes, requires that the County Board designate one or more credit unions, banks, savings banks, savings and loan associations, or trust companies organized and doing business

under the laws of this state or federal law, located in this state, as county depositories. In addition to the depositories specified above the local government pooled-investment fund may be designated as a depository for investment purposes.

WHEREAS, Section 66.04 (2), Wisconsin Statutes, allows the investment of County funds not immediately needed in certain institutions and/or securities.

NOW THEREFORE BE IT RESOLVED, by the Walworth County Board of Supervisors that the following financial institutions:

Amcore Bank
Anchor Bank
Bank One, Wisconsin
Commercial Bank
Community Bank of Elkhorn
F & M Bank
First Banking Center
First Citizens State Bank
M & I Bank South - Delavan
St. Francis Bank
TCF Bank Wisconsin, fsb
Walworth State Bank

and

Local Government Pooled Investment Fund
Edward D. Jones
FSC Securities Corporation

qualified as public depositories under Chapter 34 of the Wisconsin Statutes, shall be and are hereby designated until further action, as public depositories for all public monies coming into the hands of the Treasurer and/or the Clerk of Courts of the County of Walworth, State of Wisconsin.

BE IT FURTHER RESOLVED THAT, the County Treasurer and the Clerk of Courts are authorized to invest funds pursuant to sections 66.04(2)(4) and 59.40(3) respectively, Wisconsin Statutes, in securities authorized by that Section utilizing brokers approved from time to time by the Finance Committee/Investment Committee.

BE IT FURTHER RESOLVED, that withdrawal or disbursements from any one of the above-named depositories shall be through the use of money transfer techniques, including electronic funds transfers and automated clearinghouse methods.

BE IT FURTHER RESOLVED, that in accordance therewith, all checks shall be signed by the following persons:

Allen L. Morrison, Chairman
Kathleen M. Du Bois, Treasurer
Kimberly S. Bushey, Clerk

or their successors in office.

BE IT FURTHER RESOLVED, that in lieu of their personal signatures, the following facsimile signatures, which have been adopted by them as below shown:

may be affixed on such order check(s); that any one of the above-named depositories shall be fully warranted and protected in making payments on any order checks bearing such facsimile(s) notwithstanding that the same may have been placed thereon without the authority of the designated person or persons.

BE IT FURTHER RESOLVED, that for those funds invested and/or deposited by the Clerk of Circuit Court, pursuant to s. 59.40, Wis. Stats., that said funds may be withdrawn on order, check or wire transfer upon the signature of the Clerk of Circuit Court, or in lieu of her personal signature, upon the facsimile signature of the Clerk of Circuit Court:

BE IT FURTHER RESOLVED, that the following persons are authorized as signatories for the accounts specified:

| ACCOUNT DESCRIPTION | AUTHORIZING SIGNATURE(S) |
|---------------------|---|
| Treasurer: | |
| Depository | County Board Chair, County Clerk, County Treasurer (facsimile) |
| Accounts Payable | County Board Chair, County Clerk, County Treasurer (facsimile) |
| Payroll | County Board Chair, County Clerk, County Treasurer (facsimile) |
| Clerk of Courts: | |
| Depository | Clerk of Courts, Courts Office Manager |
| General | Clerk of Courts, Courts Office Manager |
| Kids | Clerk of Courts, Courts Office Manager |
| Sheriff: | |
| Sheriff Trust | Sheriff, Undersheriff, Account Clerk (2) |

Civil Process Sheriff, Undersheriff, Account Clerk (2)
Huber Trust Sheriff, Undersheriff, Account Clerk (2)
Inmate Trust Sheriff, Undersheriff, Account Clerk (2), Shift Comr.
(5), Correctional Supervisor (9)

Lakeland Nursing Home:

Resident Fund LNH Director of Finance, Business Office Manager
Buildings & Furniture LNH Director of Finance, Business Office Manager
Resident Council Social Work Supervisor, Social Worker
Employee ERC Treasurer, Assistant Treasurer
Recognition Committee

Lakeland School

Student Council Student Council Advisor, Administrator, School
Bookkeeper

Health and Human Services Dept.

Supportive Home Care Victor Young Company Accountant
Money Market Ckg. HHSD Director, Protective Payee, Records Supr.
Nutrition Sites (4) County Board Chair, County Clerk, County Treasurer
(facsimile)

BE IT FURTHER RESOLVED, that the aforementioned shall be and are hereby designated as public depositories for all county departments handling public monies.

BE IT FURTHER RESOLVED, that the County Board Chairman, County Clerk, Administrative Coordinator, County Treasurer and Clerk of Circuit Court are hereby authorized and directed to sign the appropriate contract and necessary ancillary agreements on behalf of Walworth County.

BE IT FURTHER RESOLVED, that a certified copy of this resolution shall be delivered to each of the above-named depositories, and said depositories may rely on this resolution until changed by lawful resolution, and a certified copy of such resolution has been given to the secretary of their respective above-named depositories.

BE IT FURTHER RESOLVED, that this resolution is to be effective upon adoption.

Allen L. Morrison
County Board Chair

Kimberly S. Bushey
Attest: County Clerk

Policy and Fiscal Note Attached: X Yes _____ No - No Fiscal Impact

Approved as to Form:

| | |
|---|-----------------|
| Ann K. Capela Administrative Coordinator | 4/30/99 Date |
| Dennis D. Costello Corporation Counsel | 4/30/99 Date |
| N. Andersen Finance Department Director | 4/29/99 Date |

Committee Consideration:

| | | |
|-------------------|----------------------|--------------------------|
| Finance Committee | <u>6-0</u> (Vote) | <u>4/28/99</u> (Date) |
|-------------------|----------------------|--------------------------|

Action Required: Majority Vote Two-thirds Vote Other _____

County Board Meeting Date: May 11, 1999

Policy and Fiscal Note

I. Title: Resolution No. 11-5/99 "updating financial depositories for County funds and investment of County funds".

II. Purpose and Policy Impact Statement: This resolution updates resolutions 67-01/96, 61-02/97, 76-12/97, 80-12/97 and 09-4/98 as to list of authorized financial depositories. Following is the list of financial institution changes:

- Blackhawk Credit Union - delete from list
 - Community Bank of Delavan - delete from list
 - FSC Securities Corporation - add to list
 - First Financial Bank - delete from list
 - Firststar Bank Milwaukee, N.A. - delete from list
 - M & I Bank - Lake Geneva - delete from list
 - Southern Lakes Credit Union - delete from list
 - TCF Bank Wisconsin, fsb - delete from list
- (Note: The institutions deleted did not respond or did not respond in a timely manner.)

III. Is this a budgeted item and what is its fiscal impact: This is not a

NOW THEREFORE, BE IT RESOLVED, that the following positions be hired for the 1999-2000 school year:

3.0 CD & LD
0.25 CD
0.5 ED
0.5 LD
0.5 EC
4.75 Teachers

3.5 CD Aide
1.0 ED Aide
0.5 LD/ED Aide
1.0 Contingency
6.0 Aides

.5 Psychologist

CD – Cognitive Disabilities
LD – Learning Disabilities
ED – Emotional Disabilities
EC – Early Childhood

BE IT FURTHER RESOLVED, that no appropriation from the contingency fund will be needed for 1999 and appropriate funding will be added in the 2000 budget.

DATED this 27th day of April, 1999

Allen L. Morrison
County Board Chair

Kimberly S. Bushey
Attest: County Clerk

Policy and Fiscal Note Attached Yes No

Approved as to Form:

Ann K. Capela 5/4/99
Administrative Coordinator Date

Dennis D. Costello 5/4/99
Corporation Counsel Date

N. Andersen 5/4/99
Accounting and Budget Date

Action Required: Majority Vote Two-thirds Vote Other _____

County Board Meeting Date: May 11, 1999

POLICY AND FISCAL NOTE

Additional WCHCEB Staff Salaries & Fringe Benefits

Purpose & Policy Impact

It is anticipated that the additional positions requested for the 1999-2000 school year will have the following impact on salaries and fringe benefits: \$363,322 (4.75 teachers, 6 aides, and 0.5 psychologist)

III. Budget & Fiscal Impact

The following is a break-down of funds needed in order to implement the proposed staff increases: From Aug, 1999 through Dec, 2000 which includes 17 months of employment.

| | School Year 1999 |
|----------------------------|------------------|
| 1999 Budget | Aug - Dec |
| Salary & Fringe Benefits* | \$170,111 |
| Staff Replacement | - 39,827 |
| Federal Revenue IDEA | - 25,500 |
| Capital Outlay | -20,000 |
| 99 Budget, Salary & Fringe | <u>-84,784</u> |
| Net Appropriation | 000 |

Note: State Categorical Aid arrives in 2000 - \$60,387.74

| 2000 Budget | School year 1999 | School year 2000 | |
|--------------------------|------------------|------------------|-------------------|
| | Jan – June | Aug – Dec | <u>Total</u> |
| Salary & Fringe Benefits | \$193,211.00 | + \$154,930 | = 348,141.06 |
| State Categorical Aid | | | <u>-60,387.74</u> |
| Net Appropriation | | | \$287,753.32 |

Note: State Categorical Aid arrives in 2001 - \$118,367.96

*Amounts may increase depending at what level new staff is hired and new negotiated contract.

IV. Possible Additional Revenue:

State Aid funding - \$1,149,000

- V. Considered by the following standing committees prior to County Board consideration:

WCHCEB

Personnel Committee
Finance Committee

- VI. Approved as to Form

| Administrative Coord. | Date |
|-----------------------|--------|
| Dennis D. Costello | 5/4/99 |
| Corporation Counsel | Date |
| N. Andersen | 5/4/99 |
| Finance Director | Date |

Resolution No. 13-05/99, proclaiming the month of May, 1999, Older Americans Month in Walworth County, was adopted on motion by Supervisor Miles, seconded by Supervisor R. Shepstone. Supervisors Maynard and Smith recorded "no" votes.

RESOLUTION NO. 13-05/99

PROCLAMATION

WHEREAS, the Administration on Aging has declared this year's Older Americans Month 1999 theme as *"Honor the Past, Imagine the Future: Towards a Society for all Ages."* This theme was developed in partnership with the White House Millennium Council and the United Nation's General Assembly's designation of 1999 as the International Year of Older Persons, and

WHEREAS, Older Americans Month represents efforts to pay tribute to and learn from generations of older Americans whose ingenuity, hard work and sacrifice have resulted in enhanced lives for future generations, and

WHEREAS, Older Americans Month also recognizes the leadership role that our nation has in providing a blueprint for the societal changes that are necessary to prepare for global longevity, and

WHEREAS, during May and throughout the year, the Administration on Aging—working together with the national aging network of state and area agencies on aging, tribal organizations, service providers, consumer organizations, volunteers and family caregivers—is working to address the current and emergent needs of multi-generational cohorts of older Americans. To focus

Resolution No. 14-05/99

Policy and Fiscal Note

I. Title: Adoption of Walworth County's Land and Water Resource Management Plan Authorizing the Implementation of this Plan

II. Purpose and Policy Impact Statement: The purpose of this resolution is to adopt the Walworth County's Land and Water Resource Management Plan to foster and support a locally led process that improves decision-making, streamlines administrative and delivery mechanisms, and better utilizes local, state and federal funds. This plan will assist to protect Wisconsin's land and water resources, specifically Walworth County's. The Land and Water Resource Management Plan is not intended to be another "program". It is intended to provide a process to assess our resource conditions, needs, and to assist us in making decisions which best obtain our goals.

III. Is this a budgeted item and what is its fiscal impact: This would be a NEW budgeted item for 1999; however, there is no fiscal impact related to the county's net appropriation. Once the adoption of this resolution is approved, an additional funding of \$57,000 will be allocated to Walworth County for the installation of best management conservation practices to landowners throughout the County.

IV. Committee Consideration:
Land Conservation Committee - March 16, 1999 Approved Concept 5-0

VI. Approved as to Form:

| | |
|----------------------------|--------|
| Ann K. Capela | 5/4/99 |
| Administrative Coordinator | Date |

| | |
|---------------------|--------|
| Dennis D. Costello | 5/4/99 |
| Corporation Counsel | Date |

| | |
|------------------|--------|
| N. Andersen | 5/3/99 |
| Finance Director | Date |

Resolution No. 15-05/99, adopting Walworth County's Lake Management Protection Grant Proposal and authorizing the implementation of this 5-year plan, was moved for adoption on motion by Supervisor Lightfield, seconded by Supervisor Tilton. The resolution was adopted by unanimous consent on motion by Supervisor Kret, seconded by Supervisor Van Dreser.

RESOLUTION NO. 15-05/99

**Adoption of Walworth County's Lake Management Protection Grant Proposal
Authorizing the Implementation of this 5 Year Plan.**

WHEREAS, Wisconsin Statutes, Chapter 92, specifies under 92.07 (1) through (15) the Land Conservation Committee powers to administer soil and water programs subject to the approval of the Walworth County Board of Supervisors.

WHEREAS, your Land Conservation Committee, through the Land Conservation Department has developed the County's Lake Management Protection Grant Proposal, fulfilling all the requirements as set forth by the Wisconsin Department of Natural Resources guidelines; and

WHEREAS, Walworth County's Lakes are an important resource used by the public for private and public recreation and enjoyment of natural beauty; and

WHEREAS, the protection of these critical watershed areas and reasonable lake use activities are paramount in the protection of water quality and the natural ecosystem of all the lakes within Walworth County; and

WHEREAS, the approval and acceptance of this grant will require the County to establish a full time project position for the year 2000 and will continue for the term of the grant.

NOW THEREFORE BE IT RESOLVED BY THE WALWORTH COUNTY BOARD OF SUPERVISORS, request the funds and assistance available from the Wisconsin Department of Natural Resources under the "Lake Protection Grant Program"; and

BE IT FURTHER RESOLVED that the Walworth County Land Conservation Committee will on behalf of Walworth County submit an application to the State of Wisconsin for financial aid for lake protection purposes; sign documents; and take necessary action to undertake, direct, and complete an approved protection project and will implement said proposal with their yearly budget program proposals and meet with the financial obligations.

BE IT FURTHER RESOLVED that the initial expenses for 1999 of \$29,976 to implement this "Lake Protection Grant Program" which \$22,482.00 of reimbursed State Grant monies; therefore the balance of \$7,494.00 shall be authorized for transfer from the Walworth County contingency fund.

**Allen L. Morrison
County Board Chair**

**Kimberly S. Bushey
Attest: County Clerk**

Policy and Fiscal Note Attached: _____ Yes _____ No

ISSUE: Hawthorn Melody Manufacturing Plant

I. Decision to be Made: Is it in the best interest of Walworth County to sell the three Hawthorn Melody Manufacturing Plant parcels of land to the City of Whitewater for the amount the City received from the County for the City's share of taxes from 1991 through 1998 in the amount of \$16,432.18. Walworth County will not assume the responsibility for any contamination cleanup or personal injury.

II. Summary of Why this Decision is Before the Committee or Governing Board as a Whole:

1. The City of Whitewater is as anxious as Walworth County to have this property generating revenue. The goal is to integrate environmental, community and economic revitalization.
2. The City of Whitewater will assume the responsibility of cleaning up the contaminated lands with funds obtained through TIP financing.
3. Hawthorn Melody has three (3) tax bills identified as TRP 0038; TRA 00068; AND wup 00270 with delinquent taxes for the tax years 1991 through 1998.

III. Key Information for Developing Options for this Decision:

1. The delinquent taxes go back to the 1991 taxes. The assessor for the City of Whitewater reduced the assessed value of the property of the buildings commencing with the 1995 real estate taxes.
2. The parcels have one buried diesel tank resulting in soil contamination, deep water wells which need to be abandoned and sealed off, asbestos contamination and a dam that feeds into Tripp Lake.

IV. Options/Recommendations:

1. If the Finance Committee approves the sale of these parcels to the City of Whitewater for the amount of One and no/100 Dollar (\$1.00), and recommends that the County Board as a whole approve same, clean up may begin and the County may again gain from tax revenue.

Resolution No. 17-05/99, ratifying the 1999-2001 AFSCME Employees' Collective Bargaining Agreements, was moved for adoption on motion by Supervisor Troemel, seconded by Supervisor Price. The resolution was adopted by unanimous consent on motion by Supervisor J. Grant, seconded by Supervisor Tilton.

RESOLUTION NO. 17-05/1999
RATIFY THE 1999-2001 AFSCME EMPLOYEES=

COLLECTIVE BARGAINING AGREEMENTS

Moved by: Human Resources Committee

WHEREAS, the Human Resources Committee and AFSCME bargaining representatives have reached tentative agreement on three-year successor agreements to the collective bargaining agreements which expired on December 31, 1998, and

WHEREAS, the tentative agreements are attached to this resolution, and

WHEREAS, the Human Resources Committee unanimously recommends ratification of the tentative agreements for the contract period of January 1, 1999 through December 31, 2001.

NOW, THEREFORE, BE IT RESOLVED that the Walworth County Board of Supervisor's hereby ratifies the terms of the tentative agreements reached with AFSCME Locals 1925 (Highway Employees), 1925A (Lakeland Nursing Home Employees), 1925B (Courthouse Employees) and 1925C (Human Services Employees), and

BE IT FURTHER RESOLVED that funds required to implement the 1999 contract are included in the 1999 budget.

Dated this 11th day of May, 1999.

Allen L. Morrison
County Board Chair

Kimberly S. Bushey
Attest: County Clerk

Policy and Fiscal Note Attached: Yes

Approved as to Form: Ann K. Capela 5/4/99

Administrative Coordinator Date

Dennis d. Costello 5/4/99
Corporation Counsel Date

N. Andersen 5/4/99
Finance Director Date

Action Required: Majority Vote

Policy and Fiscal Note

I. Title. Resolution No. 17-05/99: RATIFY THE 1999-2001 AFSCME EMPLOYEES' COLLECTIVE BARGAINING AGREEMENTS

II. Purpose and Policy Impact.

Ratification of the tentative agreements is subject to final approval of the County Board. All AFSCME unions on May 4, 1999 ratified the terms of the tentative agreements.

Notable changes in the AFSCME agreements are:

- AFSCME took the lead on negotiating changes in language in the health care plan document and implementing a co-pay drug card. The contracts do not require full-time employees to pay a portion of the health insurance premium; but, the AFSCME employees continue to receive less in wage adjustments since 1996 than the Deputy Sheriffs' Association, the Human Service Professional Employees, and non-represented employees.
- Employees are given the option to enroll in spouse/dependent life insurance, at the employees' cost.
Wages: 2.0% (1/1/1999) 1.5% (7/1/1999)
 2.0% (1/1/2000) 1.5% (7/1/2000)
 2.0% (1/1/2001) 1.5% (7/1/2001)
- Special adjustments to address the recruitment and retention of Correctional Officer staff.
- Revised contract terms for the consolidated Facilities Management employees, addressing employee issues and meeting management needs to provide 7-day a week, 24-hour coverage for essential duties.
- Reduction of 5-year rate schedule at Lakeland Nursing Home to a 4-year schedule to be consistent with Locals 1925B and 1925C, resulting in a higher entry rate to address recruitment needs.
- Term: 3-year contract

III. Budget and Fiscal Impact.

See attached total package cost worksheets.

IV. Standing Committee Consideration.

The Human Resources Committee on April 21, 1999, on a vote of ___ to ___ recommended ratification of the tentative agreements.

V. Approved as to Form.

| | |
|---|----------------|
| Ann K. Capela Administrative Coordinator | 5/4/99 Date |
| Dennis D. Costello Corporation Counsel | 5/4/99 Date |
| N. Andersen Finance Director | 5/4/99 Date |

Prepared by: Janice St. John, Human Resources Director

Resolution No. 18-05/99, ratifying the 1999-2001 Deputy Sheriffs Association Collective Bargaining Agreement, was moved for adoption on motion by Supervisor Lothian, seconded by Supervisor Kuhnke. The resolution was adopted by unanimous consent on motion by Supervisor Lothian, seconded by Supervisor Burwell.

**RESOLUTION NO. 18-05/1999
RATIFY THE 1999-2001 DEPUTY SHERIFFS ASSOCIATION
COLLECTIVE BARGAINING AGREEMENT**

Moved by: Human Resources Committee

WHEREAS, the Human Resources Committee and Union bargaining representatives have reached tentative agreement on a three-year successor agreement to the collective bargaining agreement which expired on December 31, 1998, and

WHEREAS, the tentative agreement is attached to this resolution, and

WHEREAS, the Human Resources Committee unanimously recommends ratification of the tentative agreement for the contract period of January 1, 1999 through December 31, 2001.

NOW, THEREFORE, BE IT RESOLVED that the Walworth County Board of Supervisor=s hereby ratifies the terms of the tentative agreement reached with the Deputy Sheriffs Association, and

BE IT FURTHER RESOLVED that funds required to implement the 1999 contract are included in the 1999 budget.

Dated this 11th day of May, 1999.

NOW THEREFORE BE IT RESOLVED, that the Walworth County Board of Supervisors authorize the write-off of uncollectible personal property taxes for the 1997 tax year as listed in Attachment A.

BE IT FURTHER RESOLVED, that this write-off will reduce the General Fund balance by \$4,907.25.

BE IT FURTHER RESOLVED, that this resolution is to be effective upon adoption.

Allen L. Morrison
County Board Chair

Kimberly S. Bushey
Attest: County Clerk

Policy and Fiscal Note Attached: X Yes _____ No - No Fiscal Impact

| | | |
|----------------------|---|----------------|
| Approved as to Form: | Ann K. Capela Administrative Coordinator | 5/2/00 Date |
| | Dennis D. Costello Corporation Counsel | 5/1/00 Date |
| | Nicki Andersen Finance Department Director | 5/1/00 Date |

Committee Consideration:

| | | |
|-------------------|------------------------|----------------------------|
| Finance Committee | <u> 7-0 </u> (Vote) | <u> 4/28/00 </u> (Date) |
|-------------------|------------------------|----------------------------|

Action Required: Two-thirds Vote Other _____

County Board Meeting Date: May 9, 2000

Policy and Fiscal Note

I. Title: Resolution No. 13-5/00 "Writing Off Uncollectible 1997 Personal Property Taxes for Tax Year 1997".

II. Purpose and Policy Impact Statement: Historically, the County has not attempted collection of delinquent property taxes.

- 2.0% (1/1/2000) 1.5% (7/1/2000)
- 2.0% (1/1/2001) 1.5% (7/1/2001)
- Term: 3-year contract

III. Budget and Fiscal Impact.

See attached total package cost worksheet.

IV. Standing Committee Consideration.

The Human Resources Committee on April 21, 1999, on a vote of ___ to ___ recommended ratification of the tentative agreement.

V. Approved as to Form.

| | |
|----------------------------|--------|
| Ann K. Capela | 5/4/99 |
| Administrative Coordinator | Date |
| | |
| Dennis D. Costello | 5/4/99 |
| Corporation Counsel | Date |
| | |
| N. Andersen | 5/4/99 |
| Finance Director | |
| | Date |

Prepared by: Janice St. John, Human Resources Director

Resolution No. 19-05/99, ratifying the 1999-2001 Human Service Professional Employees Association Collective Bargaining Agreement was moved for adoption on motion by Supervisor Van Dreser, seconded by Supervisor Lothian. The resolution was adopted by unanimous consent on motion by Supervisor Lothian, seconded by Supervisor Wolf.

**RESOLUTION NO. 19-05/1999
RATIFY THE 1999-2001 HUMAN SERVICE PROFESSIONAL EMPLOYEES=
ASSOCIATION COLLECTIVE BARGAINING AGREEMENT**

Moved by: Human Resources Committee

WHEREAS, the Human Resources Committee and Union bargaining representatives have reached tentative agreement on a three-year successor agreement to the collective bargaining agreement which expired on December 31, 1998, and

WHEREAS, the tentative agreement is attached to this resolution, and

WHEREAS, the Human Resources Committee unanimously recommends ratification of the tentative agreement for the contract period of January 1, 1999 through December 31, 2001.

NOW, THEREFORE, BE IT RESOLVED that the Walworth County Board of Supervisor's hereby ratifies the terms of the tentative agreement reached with the Human Service Professional Employees' Association, and

BE IT FURTHER RESOLVED that funds required to implement the 1999 contract are included in the 1999 budget.

Dated this 11th day of May, 1999.

Allen L. Morrison
County Board Chair

Kimberly S. Bushey
Attest: County Clerk

Policy and Fiscal Note Attached: Yes

Approved as to Form:

| | |
|----------------------------|---------------|
| | Ann K. Capela |
| 5/4/99 | Date |
| Administrative Coordinator | |
| Dennis D. Costello | 5/4/99 |
| Corporation Counsel | Date |
| N. Andersen | 5/4/99 |
| Finance Director | |
| | Date |

Action Required: Majority Vote Two-Thirds

Policy and Fiscal Note

- I. Title. Resolution No. 19-05/99: RATIFY THE 1999-2001 HUMAN SERVICE PROFESSIONAL EMPLOYEES= ASSOCIATION COLLECTIVE BARGAINING AGREEMENT
- II. Purpose and Policy Impact.

RESOLUTION NO. 20-05/99

ADOPT REVISIONS TO THE COUNTY HEALTH INSURANCE PLAN;
ADOPT REVISIONS TO NON-REPRESENTED EMPLOYEE 1999
COMPENSATION

Moved by: Human Resources Committee

WHEREAS, preceding resolutions on the agenda for the County Board meeting held on May 11, 1999, adopted collective bargaining agreements with six unions of the County, including health insurance plan document changes, a co-payment drug card plan, and changes in the pro-rating of health insurance for part-time employees; and

WHEREAS, it is the recommendation of the Human Resources Committee that these changes also be extended to all other employees and other parties covered under the County group health insurance plan, and

WHEREAS, non-represented employees received a 3.0% general increase on January 1, 1999; and, the labor agreements presented for ratification this date provide for a 2.0% increase on January 1, 1999 and 1.5% increase on July 1, 1999 (an effective increase of 2.75% in 1999).

NOW, THEREFORE, BE IT RESOLVED that the Walworth County Group Health Insurance Plan is amended effective June 1, 1999 to reflect the plan document revisions attached hereto, including the implementation of a copayment drug plan; and

BE IT FURTHER RESOLVED that the method for prorating health insurance premiums for part-time non-represented employees will be made consistent with the practice in the AFSCME bargaining units; and

BE IT FURTHER RESOLVED that there shall not be any further general increase in the pay schedules in 1999 for non-represented employees, but that equity with actual rate increases shall be attained in 2000.

Dated this 11th day of May, 1999.

Allen L. Morrison
County Board Chair

Kimberly S. Bushey
Attest: County Clerk

Policy and Fiscal Note Attached: Yes No

Approved as to Form:

Ann K. Capela 4/30/99
Administrative Coordinator Date

Dennis D. Costello 4/30/99
Corporation Counsel Date

N. Andersen 4/29/99
Accounting and Budget Date

Action Required: Majority Vote

Policy and Fiscal Note

I. Title. Resolution No. 20-05/99, ADOPT REVISIONS TO THE COUNTY HEALTH INSURANCE PLAN; ADOPT REVISIONS TO NON-REPRESENTED EMPLOYEE 1999 COMPENSATION.

II. Purpose and Policy Impact.

The resolution proposes the same health insurance benefits for all persons covered by the Walworth County Group Health Plan. The pro-rated health plan for AFSCME employee sets the base contribution of part-time employees at 50%, or equal to the employee's FTE, if greater. For example, if a part-time AFSCME employee has a 70% FTE, the County will pay 70% of the health premium. The non-represented policy is set at a base of 50%.

Non-union employees received a 3% increase in 1999, with the effective increase of 3% "in-pocket" in 1999. The union settlements increase rates by 3.5% by the end of 1999, but because of the split increase the effective increase ("in-pocket") is only 2.75%.

III. Budget and Fiscal Impact.

The County's health insurance consultant, David Huttleston Sr., has determined that the cost impact of the health insurance changes to the plan is cost-neutral. The purpose of the plan document revisions is to reduce exposure to any unnecessary claim disputes which may have otherwise arisen, resulting in litigation costs.

WHEREAS, the County will pursue collection of the County and State's share;

NOW THEREFORE BE IT RESOLVED, that the Walworth County Board of Supervisors authorize the write-off of uncollectible personal property taxes for the 1994-1996 tax years as listed in Attachment A.

BE IT FURTHER RESOLVED, that this write-off will reduce the General Fund balance by \$16,400.60.

BE IT FURTHER RESOLVED, that this resolution is to be effective upon adoption.

Allen L. Morrison
County Board Chair

Kimberly S. Bushey
Attest: County Clerk

Policy and Fiscal Note Attached: Yes No - No Fiscal Impact

Approved as to Form:

Ann K. Capela
Administrative Coordinator
4/30/99
Date

Dennis D. Costello
Corporation Counsel
4/30/99
Date

N. Andersen
Finance Department Director
4/29/99
Date

Committee Consideration:

Finance Committee
6-0 4/28/99
(Vote) (Date)

Action Required: Two-thirds Vote Other _____

County Board Meeting Date: May 11, 1999

Policy and Fiscal Note

I. Title: Resolution No. 22-5/99 "Writing Off Uncollectible 1994 through 1996 Personal Property Taxes" for tax years 1994-1996.

County Board Meeting Date: May 11, 1999

Policy and Fiscal Note No. 23-05/99

- I. Title: Walworth County Officials/Department Heads "Team Building" workshop.
- II. *Purpose and Policy Impact Statement:* At the County Board workshop, January 12, 1999, one of the priorities and a directive was that Walworth County Officials /Department Heads would have an opportunity to review, prioritize and plan as a team, to carry out the directives of the Board. To accomplish this, it is necessary that the Officials/Department Heads undergo a team building process to establish a plan and gain a better understanding in the following areas: a) what needs to be accomplished, b) defining departmental roles, c) establishing the relationships between the roles d) assessment where we are, e) County Board relations f) committee structures, g) who are our customers and h) establishment of an agreed mechanism for internal conflict resolution.
- III. Is this a budgeted item and what is its fiscal impact: This item was not budgeted since the direction was given after the FY 1999 budget was approved. Unless otherwise directed by the Board, the amount of \$5,000 will be taken from the contingency fund. There are sufficient funds in this account to accommodate this request.
- IV. Referred to the following standing committees for consideration and date of referral:

| | | |
|-------------------------------------|-----------------------|-------------------|
| Committee: Administrative Committee | Vote: 6-1 Affirmative | Date: 04.22.99 |
| Committee: Finance Committee | Vote: 6-0 Affirmative | Date: 04.28.99 |

- V. Approved as to form:

| | |
|----------------------------|--------|
| Ann K. Capela | 5/4/99 |
| Administrative Coordinator | Date |

| | |
|---------------------|--------|
| Dennis D. Costello | 5/4/99 |
| Corporation Counsel | Date |

N. Andersen
Finance Director

5/3/99
Date

On motion by Supervisor Troemel, seconded by Supervisor Van Dreser, Resolution No. 24-05/99, proclaiming the week of May 9 – 15, 1999 to be Disability Awareness Week in Walworth County, was adopted.

RESOLUTION NO. 24-05/99

**Official Proclamation
Disability Awareness Week in Walworth County**

WHEREAS, Walworth County strives to involve all of its citizens in its employment, educational, and life enrichment opportunities; and

WHEREAS, Walworth County views all people with disabilities as full and free citizens of this County and the State of Wisconsin, equal to all others and entitled to access to all public programs, services, and buildings; and

WHEREAS, Society's Assets, Inc. has worked to ensure the rights of all persons with disabilities for 25 years and continues to offer a wide range of services promoting independent living; and

WHEREAS, it is necessary for society to value the individual and provide intelligent assistance to overcome disabilities;

NOW, THEREFORE, BE IT RESOLVED that the Walworth County Board of Supervisors does hereby proclaim the week of May 9-15, 1999 to be Disability Awareness Week in Walworth County, Wisconsin and calls upon all citizens to recognize and utilize the abilities of people with disabilities to contribute to the growth and character of the County of Walworth, State of Wisconsin.

Allen L. Morrison
County Board Chair

Kimberly S. Bushey
Attest: County Clerk

Policy and Fiscal Note Attached: _____ Yes X No

Approved as to Form:

Ann K. Capela
Administrative Coordinator 4/30/99
Date

Dennis D. Costello
Corporation Counsel 4/30/99
Date

Nicole Andersen 4/29/99

Finance Director

Date

Action Required: Majority Vote Two-thirds Vote Other_____

County Board Meeting Date: May 11, 1999

Resolution No. 25-05/99, supporting increased funding of 36.6 million dollars in fiscal year 2000 and 36.6 million dollars in fiscal year 2001 for local highways, was moved for adoption on motion by Supervisor Logterman, seconded by Supervisor Kret. On motion by Supervisor Lothian, seconded by Supervisor Kret, the resolution was amended to add "BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the Joint Finance Committee, Department of Highways, Governor Thompson, Wisconsin Counties Association and Wisconsin Department of Transportation". The resolution was adopted as amended.

Resolution 25-05/99

WISDOT 2000 - 2001 BUDGET PROPOSAL

"AMENDED"

WHEREAS, the Wisconsin County Highway Association (WCHA) and Walworth County have reviewed the current Wisconsin Department of Transportation (WisDOT) budget being considered by joint finance, and

WHEREAS, the WCHA has worked diligently with WisDOT in the past to identify transportation needs across Wisconsin both on the state system and local highway system, and

WHEREAS, the Wisconsin legislature proactively provided increases in transportation revenue during the last biennial budget in response to the needs identified, and

WHEREAS, the WCHA continued to work diligently with WisDOT to ensure Wisconsin receive increased federal funds and Wisconsin received and continues to receive significantly more in federal funds under TEA-21 (new federal act) than received under the ISTEA (old federal act) provisions, and

WHEREAS, the current WisDOT budget proposal being considered continues an alarming trend of reduced commitment in local highways resulting in a 3.00% decline in local highway programs as directly related to STH road programs from 1997-2001, and

WHEREAS, this decline results in a reduced commitment by WisDOT in local highways of 36.6 million dollars in 2001 alone.

NOW THEREFORE BE IT RESOLVED, that Walworth County supports increased funding of 36.6 million dollars in FY2000 and 36.6 million dollars in FY2001 for local highways with the increased funds to be added to General Transportation Aids (GTA), Local Road Improvement Program (LRIP), and County Highway Improvement Program - Discretionary (CHIP-D), and

BE IT FURTHER RESOLVED, that this increase in funding for local highways be funded with the transportation funds currently included in the proposed WisDOT budget, thus reestablishing a level of commitment equal to 1997 levels and ensuring that local highways share fully and equally in all transportation fund increases.

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the Joint Finance Committee, Department of Highways, Governor Thompson, Wisconsin Counties Association and Wisconsin Department of Transportation.

Dated this 11th day of May 1999.

Allen L. Morrison
County Board Chair

Kimberly S. Bushey
Attest: County Clerk

Policy and Fiscal Note

I. Title: Resolution No. 25-05/99 WisDOT 2000 - 2001 Budget Proposal

II. Purpose and Policy Impact Statement:

The Transportation and Parks Committee monitors the preparation of the state budget as it relates to transportation. This resolution expresses our concerns about the under funding of local programs in light of recent increases in federal funding to Wisconsin.

III. Is this a budgeted item and what is its fiscal impact:

The fiscal impact to Walworth County is not direct. However, it is estimated that the diversion of the additional federal funds from Washington to only state programs and projects has cost Walworth County in excess of \$98,000 per year. This was accomplished by an accounting practice initiated by the state as part of the budgeting process. The funding levels for county highway maintenance and certain road construction funds have remained constant without any basic or inflationary increase. The resolution calls for the reallocation of these federal funds more equally between the State Department of Transportation and local units of government, specifically counties.

IV. Referred to the following standing committees for consideration and date of referral:

Transportation and Parks April 19, 1999

V. Committee Consideration:

| | | | |
|----------------|---------------------------------|------------|------|
| <u>4/27/99</u> | <u>Transportation and Parks</u> | <u>6-0</u> | |
| | Committee | Vote | Date |

VI. Approved as to Form:

| | |
|----------------------------|--------|
| Ann K. Capela | 5/3/99 |
| Administrative Coordinator | Date |
| Dennis D. Costello | 5/3/99 |
| Corporation Counsel | Date |
| N. Andersen | 5/3/99 |
| Finance Dept. Director | Date |

Fiscal Statement: None

Amendment: Additions underlined, deletions crossed off.

Resolution No. 26-05/99, stating Walworth County position on Wisconsin Department of Transportation State Highway Plan for 1999, was moved for adoption on motion by Supervisor Logterman, seconded by Supervisor Tilton. On motion by Supervisor Lothian, seconded by Supervisor Kret, the resolution was amended to add "BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the Joint Finance Committee, Department of Highways, Governor Thompson, Wisconsin Counties Association and Wisconsin Department of Transportation". The resolution was adopted as amended.

Resolution 26-05/99

**WALWORTH COUNTY POSITION ON WISDOT
STATE HIGHWAY PLAN 1999**

"AMENDED"

WHEREAS, the Wisconsin Department of Transportation (WisDOT) has released the Wisconsin State Highway Plan for public input and comment, and

WHEREAS, the Wisconsin County Highway Association (WCHA) membership, including Walworth County, has had opportunity to attend and

participate in various public forums across Wisconsin to review and comment on the State Highway Plan, and

WHEREAS, the State Highway Plan is relative to the State Trunk Highway System only and identifies significant shortfalls in funding to accomplish the plan goals on the State Highway System as presented.

NOW THEREFORE BE IT RESOLVED, that Walworth County expresses its concern that the State Highway Plan must address transportation across Wisconsin in a more comprehensive manner inclusive of the Local Highway System, and

BE IT FURTHER RESOLVED, that Walworth County does not support the State Highway Plan as presented due to the lack of reference to local highways and the possible adverse impact on Wisconsin's local highways as a result of the projected state funding shortfall, and

BE IT FURTHER RESOLVED, that Walworth County encourages WisDOT to include local highways in the State Highway Plan evaluation thus providing a comprehensive transportation review and ensuring minimum adverse impact on any single area of transportation.

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the Joint Finance Committee, Department of Highways, Governor Thompson, Wisconsin Counties Association and Wisconsin Department of Transportation.

Dated this 11th day of May 1999.

Allen L. Morrison
County Board Chair

Kimberly S. Bushey
Attest: County Clerk

Policy and Fiscal Note

I. Title: Resolution No. 26-05/99 Walworth County Position on WisDOT State Highway Plan 1999

II. Purpose and Policy Impact Statement:

The Transportation and Parks Committee monitors the planning done by the Wisconsin Department of Transportation (WisDOT). WisDOT is currently developing a new State Highway Plan for the entire state. This resolution expresses our concern about the narrow focus of the state's plan.

III. Is this a budgeted item and what is its fiscal impact:

There is no direct fiscal impact to Walworth County of this resolution. However, there are numerous indirect costs such as road construction that the County will incur as a result of how the state's system is configured, constructed and maintained. The state's plan positions it for justification for funding through the legislature and ignores the fiscal impacts to local units of government, especially counties. It is our intention to raise our objection to this redirection of state resources away from local highway systems.

IV. Referred to the following standing committees for consideration and date of referral:

Transportation and Parks April 19, 1999

V. Committee Consideration:

| | | |
|---------------------------------|------------|----------------|
| <u>Transportation and Parks</u> | <u>6-0</u> | <u>4/27/99</u> |
| Committee | Vote | Date |

VI. Approved as to Form:

| | |
|----------------------------|--------|
| Ann K. Capela | 5/3/99 |
| Administrative Coordinator | Date |
| Dennis D. Costello | 5/3/99 |
| Corporation Counsel | Date |
| N. Andersen | 5/3/99 |
| Finance Dept. Director | Date |

Fiscal Statement: None

Supervisor Lothian provided an update regarding a recent trade mission to Germany with the Wisconsin Counties Association.

On motion by Supervisor Tilton, seconded by Supervisor Logterman, the Board adjourned at 7:35 p.m. The next regularly scheduled meeting of the Walworth County Board of Supervisors is Tuesday, June 8, 1999 – 6:00 p.m.

Kimberly S. Bushey
County Clerk

STATE OF WISCONSIN)

)SS

COUNTY OF WALWORTH)

I, Kimberly S. Bushey, County Clerk in and for the County aforesaid do hereby certify that the foregoing is a true and correct copy of the proceedings of the County Board of Supervisors for the May 11, 1999 meeting.

**THE JUNE 8, 1999 SESSION
OF THE
WALWORTH COUNTY BOARD OF SUPERVISORS**

The Walworth County Board of Supervisors was called to order by Chairman Morrison at 6:00 p.m. at the Walworth County Courthouse, 100 W. Walworth St., Elkhorn, Wisconsin. Roll call was read with all Supervisors present except Supervisors Scharine, Shroble and Van Dreser who had been excused. A quorum was established.

On motion by Supervisor Tilton, seconded by Supervisor Mikrut, the day's agenda was approved as presented.

On motion by Supervisor R. Shepstone, seconded by Supervisor Wolf, the minutes of the May 11, 1999 session were approved.

Chairman Morrison requested public comment. None were received.

A Special Order of Business was held at this time. Chairman Morrison called on Supervisor Burwell, Chairman of the Agricultural, Conservation and Extension Committee. Supervisor Burwell, Shelby Maier, UW Extension Dept. Chairman and Gareth Betts, Community Development, presented a plaque for recognition of service to Cliff Schiefelbein. Mr. Schiefelbein has served on the Extension Committee for 15 years and will be retiring at the end of the month.

Assistant Corporation Counsel, Michael Cotter presented a report regarding recent activities in the Corporation Counsel Office. The Supervisors were informed that a written report from the Wisconsin Counties Mutual Insurance Corporation was available at the front table for anyone who would like a copy.

Ann Capela, Administrative Coordinator, updated the Supervisors regarding recent activities involving her department. The Supervisors were informed that a written report from the Wisconsin Counties Association has been placed on each Supervisor's Desk. This report contains a communication from Waterman & Associates on federal activities. Supervisors were requested to review this informative material.

Chairman Morrison presented a Chairman's Report and informed the Supervisors of the following: Chairman Morrison, Administrative Coordinator Capela, Phil Evenson-SEWRPC, Gene Kovacs-Planning, Zoning Director and Supervisors Fischer and Shroble met with the Whitewater City Council to discuss the Walworth County Land Information Plan. Chairman Morrison, Supervisor Fischer and Administrative Coordinator Capela met with the Editorial Board of the Janesville

Gazette. Copies of the editorial comments are available from the Administrative Coordinator.

The following Reports of Zoning Gone into Effect were read and placed on file.

Cheryl L. Davis, Town Sharon
Text Amendment to Zoning and Shoreland Zoning Ordinance, Sections 2.4, 3.3, 3.4, 3.5, 3.7, 4.4, 4.5, 5.3, 9.2, 10.3, 12.2 and 13.
Kenneth Held (Lyons Lions Club, Applicant), Town Lyons
Donald and Kathryn Cocroft (Robert and Elizabeth Cocroft, Applicants), Town Lyons
Walworth Properties, Inc.: Alpine Valley Limited Partnership, Applicant, Town LaFayette

The following Report of Petitions Referred to Planning, Zoning and Sanitation Committee were read and placed on file.

**REPORT OF PETITIONS REFERRED
TO PLANNING, ZONING AND SANITATION COMMITTEE**

TO: THE COUNTY BOARD OF WALWORTH COUNTY

The undersigned County Clerk hereby reports that the following petitions for rezone of lands in Walworth County were referred to the Planning, Zoning and Sanitation Committee for public hearing:

| NAME | TOWN | CHANGE REQUESTED | DATE REFERRED |
|--|-------------|-----------------------------|--------------------------|
| Gerard M. Nettesheim | Delavan | A-1 to A-2 | 5-26-99 |
| Town of Geneva (various properties) | Geneva | R-1 to R-2 | 5-26-99 |
| Arthur and Leah Niquet | Richmond | A-1 to A-5 | 5-26-99 |

| | | | |
|---|-------------|---------------------|---------|
| Arthur W. Zabierek (Kenneth R. Balestrieri, Appl.) | Sugar Creek | A-2 & C-2 to C-2 | 5-26-99 |
| Roger Jacobsen (Mann Bros., Inc., Appl.) | Sugar Creek | A-1 to M-3 | 5-26-99 |
| Text Amendment to Walworth County Code of Ordinances Sections 14-5. & 14-6. | | | 5-26-99 |

Dated this 26th day of May, 1999.

Kimberly S. Bushey
County Clerk

On motion by Supervisor Tilton, seconded by Supervisor Holden, the following Reports of Planning, Zoning and Sanitation Committee were approved as presented. Supervisor Palzkill recorded a "no" vote.

**REPORT OF PLANNING, ZONING AND SANITATION COMMITTEE
TO COUNTY BOARD ON HEARING ON PETITION
TO AMEND THE WALWORTH COUNTY ZONING ORDINANCE**

TO THE COUNTY BOARD OF WALWORTH COUNTY:

The Walworth County Planning, Zoning and Sanitation Committee, having considered the petitions to amend the Walworth County Zoning Ordinance and Shoreland Zoning Ordinance; and having held public hearings thereon, pursuant to Section 59.97(5)(e) Wisconsin Statutes, notice thereof having been given as provided by law, and being duly informed of the facts pertinent to the changes proposed and duly advised of the wishes of the people in the area affected, hereby recommends as follows:

1. Michael Smiley, Town Darien – filed a petition on the 15th day of October, 1998 to rezone from A-1 Prime Agricultural Land District to A-4 Agricultural Related Manufacturing, Warehousing and Marketing District.

Recommendation: Said petition be approved.

2. Buddy R. Short, Town Spring Prairie – filed a petition on the 2nd day of December, 1998 to rezone from A-1 Prime Agricultural Land District to M-3 Mineral Extraction District.

Recommendation: Said petition be approved.

3. Dermot E. and Jean C. Fleming, Town Lyons – filed a petition on the 1st day of March, 1999 to rezone from R-1 Single Family Residence District (Unsewered) to B-1 Business District.

Recommendation: Said petition be modified to the B-4 Highway Business District.

4. Richard Whelan (B. R. Amon & Sons, Inc., Appl.), Town Sharon – filed a petition on the 24th day of February, 1999 to rezone from A-1 Prime Agricultural Land District to M-3 Mineral Extraction District.

Recommendation: Said petition be approved.

5. Roger Voskuil (Republic Services of WI, LLC DBA Mallard Ridge RDF, Appl.), Town Darien – filed a petition on the 2nd day of March, 1999 to rezone from A-1 Prime Agricultural Land District to M-3 Mineral Extraction District.

Recommendation: Said petition be approved.

6. Michael R. Katzenberg, Town Lyons – filed a petition on the 3rd day of February, 1999 to rezone from A-2 Agricultural Land District and C-3 Conservancy-Residential District to C-2 Upland Resource Conservation District.

Recommendation: Said petition be approved.

7. Dennis Unbehaun, Town Bloomfield – filed a petition on the 2nd day of March, 1999 to rezone from R-1 Single Family Residence District (Unsewered) and A-3 Agricultural Land Holding District to R-2 Single Family Residence District (Sewered).

Recommendation: Said petition be approved.

8. Otto Jacobs Trust (Thomas C. Jacobs, Appl.), Town of Linn and Bloomfield – filed a petition on the 3rd day of March, 1999 to rezone from A-1 Prime Agricultural Land District, C-2 Upland Resource Conservation District, M-3 Mineral Extraction District and M-4 Sanitary Landfill District to A-1 Prime Agricultural Land District, C-2 Upland Resource Conservation District and M-3 Mineral Extraction District.

Recommendation: Said petition be approved.

9. Bruce M. and Kathleen C. Pillman (Christopher Stecker %Keefe Real Estate Inc., Appl.), Town Delavan – filed a petition on the 6th day of January, 1999 to rezone from B-2 General Business District to R-5 Planned Residential Development District.

Recommendation: Said petition be approved.

10. Walworth County Land Conservation Office – Text Amendment to Land Disturbance, Erosion Control and Stormwater Management Ordinance, Walworth County, Wisconsin, Section 26.

Recommendation: Said petition be approved.

11. Planning, Zoning, and Sanitation Committee – Text Amendment to Private Sewage System and Sanitation Ordinance, Walworth County, Wisconsin, Sections 1.5 and 4.5.

Recommendation: Said petition be approved.

**ORDINANCE AMENDING
WALWORTH COUNTY ZONING ORDINANCE**

WHEREAS, the Walworth County Board of Supervisors has heretofore been petitioned to amend the Walworth County Zoning Ordinance; and

WHEREAS, the petitions have been referred to the Walworth County Planning, Zoning and Sanitation Committee for public hearing; and

WHEREAS, the Walworth County Planning, Zoning and Sanitation Committee on due notice conducted public hearings on the proposed amendments and filed their recommendations with the board; and

WHEREAS, the proposed amendments have been given due consideration by the Board in open session.

NOW, THEREFORE, the County Board of Supervisors of the County of Walworth do ordain as follows:

The Zoning Ordinance of Walworth County and Shoreland Zoning Ordinance (and accompanying Zoning Map) is amended in the following respects:

1. Michael Smiley, Town Darien – to amend said zoning maps from A-1 Prime Agricultural Land District to A-4 Agricultural Related Manufacturing, Warehousing and Marketing District on the following described lands:

Part of Tax parcel #B D 2100004B

Commencing at the intersection of the West, North and South 1/8 Section line of Section 21, Town 2 North, Range 15 East, with the center of the Chicago and Madison Territorial Road, thence Southeast along the center of said Road 3 Rods and 22 Links to a Point; thence Northeasterly 347.44 feet to a Point, said Point being 188.65 feet Southeast of the East & West Quarter Section line; thence Northwesterly 229.49 feet to a Point, said Point being 40.84 feet Northwest of said Quarter Section line; thence

313.36 Southwesterly to a Point in the center of the Chicago and Madison Territorial Road; thence Southeast along the center of said Road 197.43 feet to the place of Beginning, in Walworth County, Wisconsin.

2. Buddy R. Short, Town Spring Prairie – to amend said zoning maps from A-1 Prime Agricultural Land District to M-3 Mineral Extraction District on the following described lands:

Part of Tax Parcel #0 SP2000002A

That part of the Northwest $\frac{1}{4}$ of the Northwest $\frac{1}{4}$ of Section 20, Township 3 North, Range 18 East of the Fourth Principal Meridian, in the Town of Spring Prairie, Walworth County, Wisconsin and being more particularly described as follows: Commence at the Northwest corner of said Section 20; thence South along the West line of said Northwest $\frac{1}{4}$ Section 995.73 feet; thence South 87D52'05" East 224.80 feet. thence South 89D 29'23" East 133.49 feet to the place of beginning of this description. thence South 87D39'38" East 178.72 feet; thence South 31D23'41" East 63.96 feet; thence South 76D55'37" East 76.94 feet; thence South 38D30'39" West 137.02 feet; thence South 02D44'41" West 68.55 feet; thence north 87D24'27" West 119.45 feet; thence North 44D30'27" West 57.00 feet; thence North 60D27'27" West 50.00 feet; thence North 01D24'53" East 184.33 feet to the place of beginning. containing 1.2- acres of land, more or less.

Survey for: Buddy Short

Survey Location; N6012 State Road "120"

3. Dermot E. and Jean C. Fleming, Town Lyons – to amend said zoning maps from R-1 Single Family Residence District (Unsewered) to B-4 Business District on the following described lands:

Tax parcel #NGH 00008

Lots 10, 11, and 12 Lake Geneva Golf Hills, being a subdivision of part of the NW $\frac{1}{4}$ of Section 32, T2N, R18E, Walworth County, Wisconsin, excepting therefrom the East 10 feet of Lot 12 aforesaid.

4. Richard Whelan (B. R. Amon & Sons, Inc., Appl.), Town Sharon – to amend said zoning maps from A-1 Prime Agricultural Land District to M-3 Mineral Extraction District on the following described lands:

Part of Tax Parcel #A S 100002

A parcel of land located in the North $\frac{1}{2}$ of Section 1, T1N, R15E, Town of Sharon, Walworth County, Wisconsin and described as follows:
Commencing at the Southeast corner of the northeast $\frac{1}{4}$ of said Section 1; thence West on the quarter section line 1280 feet to the place of beginning; thence continue West

1050.9 feet; thence north 1468.5 feet; thence East 410.9 feet to the Westerly edge of the existing M-3 zoning line; thence South along said zoning line 150 feet; thence follow said zoning line in a zigzag manner in a Southeasterly direction approximately 650 feet; thence East along said zoning line 200 feet; thence South 920 feet to the place of beginning. Containing 30 Acres.

5. Roger Voskuil (Republic Services of WI, LLC DBA Mallard Ridge RDF, Appl.), Town Darien – to amend said zoning maps from A-1 Prime Agricultural Land District to M-3 Mineral Extraction District on the following described lands:

Tax Parcel #B D 700003

The West ½ of the Northwest ¼ of Section 7, Town 2 North, Range 15 East, Walworth County, Wisconsin, excepting therefrom a parcel of land described as follows: Beginning at the Northwest corner of said Northwest ¼; thence East, 460.00 feet; thence South 420.00 feet; thence West, 460.00 feet; thence North, 420.00 feet to the Point of Beginning.

6. Michael R. Katzenberg, Town Lyons – to amend said zoning maps from A-2 Agricultural Land District and C-3 Conservancy-Residential District to C-2 Upland Resource Conservation District on the following described lands:

Tax parcel #N LY2200008

Part of the Southwest ¼ of the Southeast ¼ of Section 22, Township 2 North, Range 18 East of the Fourth Principal Meridian, in the Town of Lyons, Walworth County, Wisconsin and being more particularly described as follows: Begin at the Southwest corner of said Southeast ¼ Section; thence North 00D01'55" East along the West line of said Southeast ¼ Section 292.19 feet; thence North 89D56'06" East 420.05 feet; thence North 00D02'13" East 1035.09 feet; thence South 89D55'27" East 554.43 feet; thence South 47D35'44" East 238.31 feet; thence South 00D00'44" West 1168.14 feet to a point on the South line of said Southeast ¼ Section; thence North 89D54'32" West along said South line 1151.03 feet to the Place of Beginning. containing 25.11 acres of land more or less. Subject to rights of the public over the South 33 feet and West 33 feet thereof for road purposes (Steele Road and South Road).

7. Dennis Unbehaun, Town Bloomfield – to amend said zoning maps from R-1 Single Family Residence District (Unsewered) and A-3 Agricultural Land Holding District to R-2 Single Family Residence District (Sewered) on the following described lands:

Tax parcel #MB 1500001E

A parcel of land located in the Southeast ¼ of the Northeast ¼ of Section 15, Town 1 north, Range 18 East, Walworth County, Wisconsin, more particularly described as

follows: Commencing at a concrete County monument found marking the East ¼ corner of said Section 15; thence along the East line of said Northeast ¼, N 01DEG 42MIN 25SEC W, 129.36 feet to the Point of Beginning; thence S 88 DEG 43MIN 31SEC W, 561.87 feet to an iron pipe stake; thence N 02DEG 03MIN 24SEC W, 99.69 feet to an iron pipe stake; thence S 88DEG 45MIN 40SEC W, 112.24 feet to an iron pipe stake; thence N 01DEG 19MIN 18SEC W, 1099.75 feet to an iron pipe stake; thence n 88DEG 44MIN 21SEC E, 667.32 feet to the East line of said Northeast ¼; thence along the East line of said Northeast ¼, S 01DEG 42MIN 25SEC, E, 1199.38 feet to the Point of Beginning.

8. Otto Jacobs Trust (Thomas C. Jacobs, Appl.), Town of Linn and Bloomfield – to amend said zoning maps from A-1 Prime Agricultural Land District, C-2 Upland Resource Conservation District, M-3 Mineral Extraction District and M-4 Sanitary Landfill District to A-1 Prime Agricultural Land District, C-2 Upland Resource Conservation District and M-3 Mineral Extraction District on the following described lands:

Parcel A
C-2 to A-1

A parcel of land being part of lot 2 of Certified Survey Map No. 1828, located in the Southeast ¼ of Section 12, Town 1 North, Range 17 East, Walworth County, Wisconsin, currently zoned as C-2 to be rezoned as A-1, described as follows: Beginning at the Southwest corner of Lot 2 of Certified Survey Map No. 1828; thence N 10DEG 23MIN 49SEC E, 175.00 feet along the Northwest line of said Lot 2; thence S 15DEG 47MIN 07SEC E, 220.59 feet to the Southwest line of said Lot 2; thence N 66DEG 19MIN 56SEC W, 100.00 feet to the point of beginning. Containing 8516 square feet of land (0.20 acres) more or less.

Parcel B
A-1 to C-2

A parcel of land located in the Southeast ¼ of Section 12, Town 1 North, Range 17 East, Walworth County, Wisconsin, currently zoned as A-1 to be rezoned as C-2 described as follows: Commencing at the Southwest corner of Lot 2 of Certified Survey Map No. 1828; thence N 10DEG 23MIN 49SEC E, 175.00 feet along the Northwest line of said Lot 2 to the point of beginning; thence 152.29 feet along the arc of a curve to the left having a radius of 1055.00 feet and a chord which bears N 40DEG 27MIN 52SEC W, 152.16 feet; thence N 76DEG 12MIN 51SEC E 92.14 feet; thence S 64 DEG 04MIN 13SEC E, 35.25 feet to the Northwest line of Lot 2 of said CSM 1828; thence S 10 DEG 23MIN 49SEC W, 124.35 feet to the point of beginning. Containing 8097 square feet of land (0.19 acres) more or less

Parcel C
M-3 to C-2

A parcel of land located in the Southeast ¼ of Section 12, Town 1 North, Range 17 East, Walworth County, Wisconsin, currently zoned as M-3 to be rezoned as C-2, described as follows:

Commencing at the Southwest corner of lot 2 of Certified Survey Map No. 1828; thence N 10DEG 23MIN 49SEC E 299.35 feet along the Northwest line of said lot 2 to the point of beginning; thence N 64DEG 04MIN 13SEC W, 35.25 feet; thence N 76DEG 12MIN 51SEC E, 37.23 feet to the Northwest line of said lot 2; thence S 10DEG 23MIN 49SEC W, 24.69 feet to the point of beginning. Containing 419 square feet of land (0.01 acres) more or less.

Parcel D
M-3 to C-2

A parcel of land located in the Southeast ¼ of Section 12, Town 1 North, Range 17 East, Walworth County, Wisconsin, currently zoned as M-3 to be rezoned as C-2, described as follows:

Commencing at the Southwest corner of Lot 2 of Certified Survey Map No. 1828; thence N 10DEG 23MIN 49SEC E, 299.35 feet along the northwest line of said Lot 2; thence N 64DEG 04MIN 13SEC W, 402.40 feet to the point of beginning; thence 116.57 feet along the arc of a curve to the left having a radius of 1055.00 feet and a chord which bears N 64DEG 13MIN 37SEC W, 116.51 feet; thence N 64DEG 13MIN 37SEC W, 457.43 feet; thence N 22DEG 31MIN 28SEC E, 270.57 feet; thence N 30DEG 37MIN 37SEC E, 609.72 feet; thence S 49DEG 34MIN 30SEC E, 586.00 feet; thence S 29DEG 24MIN 37SEC W, 313.05 feet; thence S 27DEG 03MIN 52SEC W, 417.13 feet to the point of beginning. Containing 10.78 acres of land more or less.

Parcel E
A-1 to C-2

A parcel of land located in the Southeast ¼ of Section 12, Town 1 North, Range 17 East, Walworth County, Wisconsin, currently zoned as A-1 to be rezoned as C-2, described as follows: Commencing at the Southwest corner of Lot 2 of Certified Survey Map No. 1828; thence N 10DEG 23MIN 49SEC E, 299.35 feet along the Northwest line of said Lot 2; thence N 64DEG 04MIN 13SEC W, 518.91 feet to the point of beginning; thence 520.35 feet along the arc of a curve to the left having a radius of 1055.00 feet and a chord which bears N 81DEG 31 MIN 19SEC W, 515.09 feet; thence N 01DEG 09MIN 31SEC W, 145.57 feet; thence N 26DEG 29MIN 50SEC E, 337.44 feet; thence S 35DEG 40MIN 03SEC E, 91.89 feet; thence S 22DEG 31MIN 28SEC W, 270.57 feet; thence S 64DEG 13MIN 37SEC E, 457.43 feet to the point of beginning. Containing 1.35 acres of land more or less.

Parcel F
A-1 to M-3

A parcel of land located in the Southeast ¼ of Section 12, Town 1 North, Range 17 East, and in the Southwest ¼ of Section 7, Town 1 North, Range 18 East, Walworth County, Wisconsin, currently zoned as A-1 to be rezoned as M-3, described as follows:

Beginning at the West ¼ corner of said Section 7 (T1N, R18E), also being the East ¼ Corner of said Section 12 (T1N, R17E); thence N 86DEG 37MIN 14SEC E, 661.99 feet along the North line of the Southwest ¼ of said Section 7; thence N 00DEG 27MIN 16SEC W, 495.50 feet; thence N 68DEG 52MIN 31SEC E, 185.49 feet; thence S 61DEG 37MIN 51SEC E, 223.45 feet, thence S 22DEG 16MIN 43SEC W, 482.33 feet; thence S 56DEG 11MIN 07SEC E, 375.08 feet to the Northwest line of the future State trunk Highway "120" bypass as shown of State of Wisconsin Dept. of Transportation Plans dated 6-12-1998; thence along said future right-of-way line 983.95 feet along the arc of a curve to the left having a radius of 2690.28 feet and a chord which bears S 30DEG 59MIN 08SEC W, 978.47 feet; thence continue along said future right-of-way line, S 20DEG 30MIN 28SEC W, 330.37 feet to the Northeast line of Lot 1 of Certified Survey Map No. 1878; thence N 66DEG 09MIN 41SEC W, 299.72 feet along said Lot 1; thence N 17DEG 13MIN 53SEC E, 452.66 feet; thence N 44DEG 56MIN 31SEC W., 547.25 feet; thence S 88DEG 36MIN 53SEC W, 452.62 feet; thence N 49DEG 34MIN 30SEC W, 275.00 feet; thence N 30DEG 31MIN 26SEC E, 226.13 feet to the North line of the Southeast ¼ of said section 12; thence N 89DEG 27MIN 08SEC E, 537.79 feet to the point of beginning. Containing 27.35 acres of land more or less.

Parcel G
M-4 to A-1

A parcel of land located in the Northeast ¼ of section 12, Town 1 North, Range 17 East, Walworth County, Wisconsin, currently zoned as M-4 to be rezoned as A-1, described as follows: Commencing at the East ¼ corner of said Section 12 (T1N, R17E); thence S 89DEG 27MIN 08SEC W, 537.79 feet to the point of beginning; thence continue S 89DEG 27MIN 08SEC W, 786.50 feet to the Southwest corner of the Southeast ¼ of the Northeast ¼ of said section 12; thence N 00DEG 11MIN 30SEC W, 350.28 feet; thence N 03DEG 02MIN 52SEC W, 650.00 feet; thence N 87DEG 23MIN 05SEC E, 450.00 feet; thence S 03DEG 02MIN 52SEC E, 600.00 feet; thence S 25DEG 31MIN 30SEC E, 209.64 feet; thence S 50DEG 03MIN 51SEC E, 101.73 feet; thence S 76DEG 14MIN 19SEC E, 143.21 feet; thence N 89DEG 27MIN 08SEC E, 107.46 feet; thence S 30DEG 31MIN 26SEC W, 145.93 feet to the point of beginning, containing 12.06 acres of land more or less.

9. Bruce M. and Kathleen C. Pillman (Christopher Stecker %Keefe Real Estate Inc., Appl.), Town Delavan – to amend said zoning maps from B-2 General Business District to R-5 Planned Residential Development District on the following described lands:

Part of Tax Parcel #FA195000002

Being a part of Lot 2 of CSM #1950 in part of the Northwest ¼ of the Southwest ¼ of Section 23, Town 2 North, Range 16 East, Town of Delavan, Walworth County, Wisconsin.

Commencing at a concrete monument with brass cap marking the West quarter corner of Section 23, Town 2 North Range 16 East; thence along the North line of the Southwest ¼ of Section 23, North 89D21'47" East, 504.00 feet to a point; thence South 00D32'58" East, 264.14 feet to the point of beginning; thence North 89D17'21" East, 99.88 feet to a point; thence North 89D21'48" East, 408.54 feet to a point; thence South 00D38'14" East, 189.06 feet to a point; thence South 59D36'38" East, 235.04 feet to a point; thence South 30D21'06" West, 238.64 feet to a point; thence North 59D37'18" West, 174.40 feet to a point; thence North 30D22'42" East, 43.28 feet to a point; thence North 60D35'34" West, 293.29 feet to a point; thence North 29D24'26" East, 19.00 feet to a point; thence North 60D35'34" West, 167.71 feet to a point; thence South 29D24'26" West, 19.00 feet to a point; thence North 60D35'34" West, 80.56 feet to a point; thence North 27D29'46", 1875 feet to a point; thence North 00D32'58" West, 100.03 feet to the point of beginning.

Said parcel containing 4.033 acres more or less.

10. Walworth County Land Conservation Office – Text Amendment to Land Disturbance, Erosion Control and Stormwater Management Ordinance, Walworth County, Wisconsin, Section 26.

Article II. Land Disturbance, Erosion Control and Stormwater Management*

Sec. 26-31. Definitions.

Impervious surface - a surface ...and streets including those constructed of gravel surfaces are examples....

Land Restoration - land ...practices. (IE mining restoration, mass grading, golf courses, etc.)

Division 2. Administration and Enforcement*

Sec. 26-58. Content of control plan.

(1) *Existing site conditions.*

h. Site topography . . . greater. All sites within County regulated 75 foot shoreland setback areas must show 2 foot existing and proposed contours for any proposed grade changes. Areas . . .

Sec. 26-61. Escrow account for surety bond.

...Violation of performance security requirements shall be enforceable as indicated in section 26-6410....

Sec. 26-63. Inspection.

The County technician or designee shall inspect construction sites ~~at least once a month during the period starting March 1 and ending October 31 and at least two times during the period starting November 1 and ending February 28~~ to ensure compliance with the control plan. If land disturbance....

Division 3. Regulations, Standards Specifications

Sec. 26-86. Design criteria, standards and specifications for control measures.

All control ... forth in this article, ...

Sec. 26-87. Maintenance of control measures.

All sedimentation basins Standards for maintenance...forth in this article,...the State Wisconsin Storm Water manual...

Sec. 26-88. Control of erosion, stormwater and pollutants during land developing and land disturbing activities.

(b) This section applies to the following types of land disturbing or land developing activities for stormwater control purposes:

- (2) Those...~~a gross aggregate area of three acres or more~~ with at least 1.5 acres...
- (3) Those...~~the a development...of three two .. or .. 1.5 one~~ acre...
- (4) Those developments or land restoration projects...

C) Erosion, stormwater and other pollutant control measures. The following requirements shall be met on all sites described in subsections (a) and (b) of this section:

- (6) Retaining walls. All retaining walls constructed for slope stabilization shall result in a total maximum slope of 3 feet horizontal to 1 foot vertical or result in the minimum excavation necessary for installation of retaining walls for stabilization of natural slopes. All retaining walls must meet County setback requirements.
- (7) Shoreland Contours. Both existing and proposed two foot contour intervals must be shown for all projects conducted in the County regulated 75 foot shoreland setback area or the plan must specify that no grade changes shall occur.

(8) Site erosion control.

(9) Stormwater management.

- a.Runoff curve numbers for pre-development land use calculations must be consistent with natural state hydrologic soil groups on site. Determination of peak flow rates and volume of runoff for purposes of meeting the requirements of this article shall be computed by procedures described in technical release 55 published by the Engineering Division, United States Natural Resource Conservation Service, United States Department of Agriculture, June 1992. Other calculation methods may be used upon approval of the County Conservation office.
- f. ...All contributions of runoff entering the project site must be included in the design of the drainage system.
- g. Swales, overland flows and ... Conveyance for the peak flow runoff from a 100 year 24 hour event shall be provided such that no inundation of or damage to built structures shall occur (such structures shall include access to the site). All open channel stormwater conveyance systems shall provide safe conveyance for peak flow from a 25 year frequency, 24 hour rainfall event within the defined channel banks.
- n.Stormwater easements must be used exclusively for stormwater transport and may not be combined with other uses (IE pedestrian access).
- o. Wetlands shall not be used for reduction of stormwater or nonpoint source pollution in runoff water from proposed project sites.

(10) Pond Regulations. All ponds require both erosion control and zoning permit approvals. Erosion permit applications are reviewed through the Walworth County Land Conservation office while zoning permit applications are reviewed by the County Zoning office. The following criteria must be followed during application and construction of a pond:

- a. The project plans for pond construction must be drawn to scale, provide proposed and existing 2 foot contours for the pond dimensions, and indicate setbacks from neighboring property. The project plan must show the location and proposed strategy for stabilization of the spoils (earthen material excavated from a pond) site.
- b. Ponds proposed to be constructed in County regulated wetlands must meet the dimensions of wildlife pond construction. Wildlife ponds have a maximum depth of four feet with 4h to 1v side slopes and do not provide for more than 20 percent open water within a wetland. Wildlife ponds

may not be constructed across a wetland boundary with a deeper portion proposed outside of the wetland. Wildlife ponds may not have a significant adverse affect on the natural hydrologic water regime of a wetland area and must be a wetland enhancement.

- c. No spoils may be disposed of in any county regulated wetland area.
- d. If a pond is proposed to be constructed in a floodplain area, the applicant must demonstrate that the project restores or improves functional values including increasing flood and stormwater storage, maintaining groundwater recharge-discharge, enhanced fisheries and wildlife habitat, improved filtration or storage of sediments, nutrients, and toxins, improved shoreline protection against erosion, and any additional wetland functional values. The enhancement of functional values of a floodplain may not be conducted as part of mitigation for loss of wetlands.
- e. Spoils from pond construction may not be hauled off site or sold without obtaining proper zoning and conditional use approval.
- f. No spoils for pond construction may be placed in any floodplain area without first conducting an engineering study showing that the fill will not violate state standards. The applicant must obtain conditional use approval for fill in the floodplain.
- g. Applicants must obtain all approvals required by the State of Wisconsin DNR, U. S. Army Corps of Engineers and local agencies prior to commencing pond construction within Walworth County.
- h. Site specific guidelines may be established during the review and approval process which are more restrictive based on unique characteristics of property.

12. Planning, Zoning, and Sanitation Committee – Text Amendment to private Sewage System and Sanitation Ordinance, Walworth County, Wisconsin, Sections 1.5 and 4.5.

Text Amendment to Amend the Private Sewage System and Sanitation Ordinance, Walworth County, Wisconsin, Sections 1.5 and 4.5

Additions are underscored; deletions are crossed out.

Section 1.5 Consistency With State Plumbing Code

The State Plumbing Code for Private Sewage Systems as set forth in Chapters 59 and 145 State Statutes, and Chapter Comm 83 Wisconsin Administrative Code, contains standards state-wide in application; therefore, the regulation of private sewage systems in this ordinance shall not be more lenient, nor more strict, than the rules set forth in

I, the undersigned Chairman of the Walworth County Board of Supervisors, do hereby re-appoint Jon D. Kachel to the Walworth County Housing Authority Board. Said term to expire June 30, 2004, or until a successor is named.

Dated this 8th day of June, 1999.

Allen L. Morrison, Chairman
Walworth County Board of Supervisors

On motion by Supervisor Burwell, seconded by Supervisor C. Grant, June E. Yantis was appointed to the Walworth County Board of Adjustment.

WALWORTH COUNTY
BOARD OF ADJUSTMENT

STATE OF WISCONSIN)
)SS
COUNTY OF WALWORTH)

I, the undersigned Chairman of the Walworth County Board of supervisors do hereby appoint June E. Yantis to the Walworth County Board of Adjustment. Said term to expire June 30, 2002, or until a successor is named.

Dated this 8th day of June, 1999.

Allen L. Morrison, Chairman
Walworth County Board of Supervisors

Laurie Kant-Hull was appointed to the Delavan Aram Library Board on motion by Supervisor S. Shepstone, seconded by Supervisor Wenglowsky.

DELAVAN ARAM LIBRARY BOARD

STATE OF WISCONSIN)
)SS
COUNTY OF WALWORTH)

I, the undersigned Chairman of the Walworth County Board of Supervisors do hereby appoint Laurie Kant-Hull as a member of the Delavan Aram Library Board for a term of 3 years. Said term to expire June 30, 2002, or until a successor is named.

Dated this 8th day of June, 1999.

Allen L. Morrison, Chairman
Walworth County Board of Supervisors

An Ordinance Repealing and Recreating Title 2 of the Walworth County Code of Ordinances Relating to Rules of the County Board of Supervisors.

The WALWORTH COUNTY BOARD OF SUPERVISORS does ordain as follows:

PART 1. Title 2 of the Walworth County Code of Ordinances is hereby repealed in its entirety and recreated to read as follows:

TITLE 2

RULES OF THE WALWORTH COUNTY BOARD OF SUPERVISORS

2.01 STRUCTURE OF THE COUNTY BOARD

2.01.010 MEMBERSHIP. The Board shall be comprised of 35 members, one elected from each Supervisory District in Walworth County.

2.01.020 CHAIRPERSON/VICE-CHAIRPERSON. The Chairperson and Vice Chairperson shall be elected from the membership at large.

2.02 SUPERVISOR ASSIGNMENTS AND COMPENSATION

2.02.010 COMMITTEE ASSIGNMENTS. Each committee, board and commission of the County Board shall be chaired by a County Board Supervisor. Supervisors shall be elected or assigned to committees, boards or commissions in the following ways:

a. **Elected Board Membership.** The County Board shall elect Supervisors to the following Boards as the terms expire or vacancies occur:

1. Lakeland Nursing Home Board of Trustees
2. Children with Disabilities Education Board
3. Such members of the Nominating Committee as may be required pursuant to Sec. 2.09.010(b).

b. **Appointed Membership.** The County Board shall appoint members of the following committees:

1. Administrative
2. Finance

3. Human Resources
4. Agriculture, Conservation and Extension
5. Planning, Zoning and Sanitation
6. Public Protection
7. Judiciary
8. Health and Human Services Board
9. Transportation and Parks
10. Public Property

- c. Committee Leadership. Each committee shall elect a committee chairperson and vice-chairperson from its membership. Members of the county board shall not chair more than one committee concurrently.

2.02.020 NEW ASSIGNMENTS. All members of committees, who are reelected to another term as County Board Supervisor shall hold over in their committee assignments until their successors have been qualified and approved.

2.02.30 STATE COUNTY BOARD OFFICE.

- a. Any Supervisor who wishes to be a candidate for any state, national or federal County association office shall receive prior confirmation of the County Board. If more than one member is interested in the office, an election shall determine approval.
- b. Any supervisor who wishes to be considered for appointment as the county board's representative to a regional commission, e.g., Southeast Wisconsin Regional Planning Commission, shall receive prior confirmation of the county board upon recommendation of the county board Administrative Committee. (See also section 2.09.010, Administrative Committee, 9.)

2.02.040 VACANCIES. Supervisor vacancies, caused by resignation or death, will be filled as soon as possible at the next election cycle unless the next scheduled election is more than 6 months away. Then this vacancy should be filled by appointment and the following procedure. The Administrative Coordinator will advertise for applicants and process applications for review by the Administrative Committee. The Administrative Committee will interview candidates, and advise the county board chair in his/her appointment, which is subject to confirmation by a majority vote of the members elect of the County Board. The Administrative

Committee shall recommend to the County Board, for confirmation, (by majority vote of members elect) replacements when committee vacancies occur, subsequent to the biennial organizational meeting.

2.02.050 COMPENSATION OF COUNTY BOARD SUPERVISORS; OFFICERS. Compensation of County Board Supervisors and officers shall be established by resolution of the County Board at a time consistent with State Statute.

2.02.060 DUTIES AND RESPONSIBILITIES.

a. **Chairperson Duties.** The Chairperson shall:

1. Serve on the Administrative Committee
2. Serve as presiding officer of all meetings of the County Board;
3. Be signatory to all official actions of the County Board;
4. Perform such other duties as may be assigned by the County Board or delineated in State Statute and shall be available as may be required for the performance of these functions.
5. Carry out the duties of administrative coordinator required by Sec. 59.19, Wis. Stats., during any interim period(s) when the County Administrative Coordinator position is vacant.

b. **Authorities of The Chair**

1. **Setting the County Board Agenda.** The County Board Chair, with administrative support from the Administrative Coordinator and the County Clerk, shall compile an Agenda for each Board meeting. All requests for resolutions, ordinances, or reports to be considered shall be submitted to the Clerk no later than 5:00 P.M., on the thirteenth (13th) calendar day prior to the Board meeting for inclusion on the Agenda. After this deadline, any resolution, ordinance or business to be added to the Agenda must be of an emergency nature and be approved the County Board Chair before becoming part of the Agenda, the Administrative Coordinator should be notified of the emergency nature. In no case can the

agenda be amended with less than two-hour notice as required per Wis. Stats., 19.84(3). Such emergency requests shall include the committee(s) or supervisor sponsoring the item as well as a title which briefly sets forth the subject matter of the item. The request shall include a full text of the item to be submitted to the Board. All properly presented special orders of business shall also be included on the Agenda.

2 The County Board Chair shall have the authority to appoint ad hoc committees for specific purposes that require a focused effort. Citizen advisory input may be used.

c. **Vice-Chairperson Duties.** If the Chairperson is unable to perform his/her duties, then the Vice-Chairperson shall perform said duties. The Vice-Chairperson may also serve as parliamentarian at Board meetings if so designated by the County Board. The Vice-Chairperson shall serve on the Administrative Committee.

d. **Supervisor Duties.** Supervisors are responsible for attending Board and Committee meetings and for performing the duties for their assigned Committees. Failure of a Supervisor to attend three (3) consecutive committee meetings without notifying the Chairperson of the committee, board and/or commission (other than the county board) of a reasonable excuse, shall be cause for removal of the Supervisor from the assigned committee.

2.03 COUNTY BOARD PROCEDURAL RULES.

2.03.010 RULES GOVERNING MEETINGS. These rules of the County Board shall govern the operations of the County Board and the conduct of County Board meetings. In all matters of meeting conduct not specifically covered by these Rules, the Board shall be governed by *Robert's Rules of Order*.

2.03.020 SUSPENSION OF RULES. A vote of two-thirds of the members elect shall be required to suspend or amend the Rules of the County Board.

2.03.030 DISCUSSION ON BOARD FLOOR - MEMBERS. All business to be transacted by the Board shall be presented by one of its members. Whenever a member of the Board desires to address the Chairperson of the Board, or any member thereof, he/she shall raise their hand, wait to be recognized, then stand, address the

Chair, and confine his/her remarks to the questions before the Board.

2.03.040 DISCUSSION - MEMBERS OF THE PUBLIC. Any member of the public wishing to speak on any topic coming before the Board or any committee must be recognized by the Chairperson upon request by a Supervisor or committee person. The discussion shall be limited to ten (10) minutes unless the Chairperson grants special leave or in cases when the County Board conducts a review of hearings held by other County agencies.

2.03.050 LEAVING MEETING. No member of the Board shall absent themselves from the floor while the Board is in session without special leave of the Chairperson.

2.03.060 VOTING REQUIREMENTS.

- a. **Quorum.** No action may be taken at any meeting unless a quorum of the board/committee is present and votes. A quorum of the county board shall consist of a majority of members elected to a seat on the Board.
- b. **Voting Responsibility.** When a question is presented for a vote, every member present shall vote. No passing the vote shall be allowed unless a conflict of interest exists for the voting member.
- c. **Conflict of Interest.** If any Supervisor has a conflict of interest with regard to any matter coming before the Board, the Supervisor shall immediately notify the Chairperson of said conflict and thereupon shall not participate in a discussion or vote or any action whatsoever with respect to the matter.
- d. **Fund Appropriations; Budget Changes and Transfer of Funds.** All resolutions requiring the transfer of funds, or a change in the purpose of funds, or which call for a transfer from the General Fund or the Contingent fund, shall require a vote of two-thirds of the members elected to a seat on the County Board for passage.
- e. **New or Expanded Programs.** Any new or expanded program, service or contract for study, which requires the expenditure of funds, and such expenditure was not included in the annual budget, or any new employee position not included in the annual budget, shall not be authorized until a

resolution is presented to the Board and adopted by a vote of two-thirds of the members elected to a seat on the County Board. In the event that a new program is contemplated, and such program does not require the expenditure of funds, but does create legally binding commitments upon the County, then such program may not be authorized unless the provisions of Sec. 5.04.040 (c) of Title 5 are met, which require review by the corporation counsel and administrative coordinator, and the giving of information regarding the program to liaison committee. (NOTE: THE ADMINISTRATIVE COORDINATOR IS NOT MENTIONED IN THE CURRENT COUNTY BOARD TITLE 5.) If a new position is contemplated, but which will be paid for with non-county funds, the position must first be approved by a resolution adopted by a two-thirds vote of the members elected to a seat on the County Board.

- f. **Roll Call.** The Ayes and Noes by Roll Call shall be ordered
 - 1. on demand of one member,
 - 2. on all resolutions containing an appropriation of money,
 - 3. and on all other matters requiring greater than a majority vote for passage.

When a roll call vote is demanded or required, the Clerk shall call the roll of members in alphabetical order, except that each successive roll call shall start with the member next in order in the alphabetical roll. On a roll call vote, the Chairperson of the Board will vote last. Prior to the Chairperson announcing the result of the roll call, the Clerk if requested by a member shall repeat each Supervisor's name and vote as it was given.

- g. **Reconsideration.** It shall be in order for any member voting in the majority to move a reconsideration of the vote on any question on the same day as the original consideration.
- h. **Procedural errors.** Any procedural error in the enactment of an ordinance or resolution will be considered waived unless brought before the board no later than the next meeting after passage of the ordinance or resolution.
- i. **Call the Question.** A motion to close debate may be

brought by a member by stating "I call the question!" The Chairman shall determine the matter, after a second, without debate, on a voice vote. Majority vote shall prevail.

2.04 COUNTY BOARD MEETING AGENDA REQUIREMENTS.

2.04.010 ANNUAL AND MONTHLY MEETINGS. The Annual Meeting of the County Board of Supervisors shall be held at the November Board meeting and continue for as many days as it takes to complete the meeting.

2.04.020 MEETING AGENDA: PREPARATION. The following procedures shall be followed in the assembly and publication of the County Board meeting agenda:

- a. **Setting the Agenda.** The County Board Chair, with Administrative support from the Administrative Coordinator and County Clerk, shall compile an Agenda for each Board meeting. All requests for resolutions, ordinances, or reports to be considered shall be submitted to the Clerk no later than 5:00 P.M., on the thirteenth (13th) calendar day prior to the Board meeting for inclusion on the Agenda. After this deadline, any resolution, ordinance or business to be added to the Agenda must be of an emergency nature and be approved by the County Board Chair before becoming part of the Agenda, and the Administrative Coordinator should be notified of the emergency nature. In no case can the Agenda be amended with less than two-hour notice as required per Sec. 19.84(3), Wis. Stats. Such emergency requests shall include the committee(s) or supervisor sponsoring the item, as well as a title which briefly sets forth the subject matter of the item. The request should include a full text of the item to be submitted to the Board. All properly presented special orders of business shall also be included on the Agenda.
- b. **Full text of Resolution, Ordinance, Report, Communication.** Not later than 5:00 P.M. on the eighth (8th) calendar day prior to the Board meeting, the full and final text, including policy and fiscal notes, of any resolution, ordinance, or report must be complete and filed with the County Clerk. The clerk shall mail to each member, one week before the Board meeting, the full text of all resolutions, ordinances, and reports to be considered at the Board meeting. The Clerk shall also mail to each newspaper in Walworth County, as well as to any other media who have

requested to be notified of meetings of the County pursuant to Sec. 19.84 Wis. Stats., a copy of the agenda of the board meeting. The agenda shall be communicated to the media.

- c. **Withdrawal of Agenda Items.** Subsequent to Agenda publication and prior to the presentation and Reference of Claims, an item can be withdrawn from the agenda by motion and second of signatories to the resolution, when the motion is approved by a majority of the members present. There shall be no withdrawal of any matter after the Presentation and Reference of Claims portion of the Agenda.
- d. **Items not on the Agenda.** Any matter which was not included on the Agenda and does not meet the Wisconsin open meetings law criteria as set forth in § 19.84 (2) & (3), Wis. Stats., or which was not presented to the Clerk in a timely manner, as prescribed in sections 2.02.060 (b), (1) and 2.04.020 (a) of the board rules, shall not be acted upon.

2.05 RESOLUTIONS AND ORDINANCES: PROCESS AND REVIEW.

2.05.010 RESOLUTION AND ORDINANCE PROCESS. The following procedures and reviews shall be required for all resolutions and ordinances presented prior to action of the County Board.

- a. All resolutions and ordinances shall be reviewed as to form and signed by the Corporation Counsel prior to introduction. A copy is to be provided to the Administrative Coordinator.
- b. Resolutions and ordinances shall be introduced by the Chairperson by reciting the title of the item together with a chronology of past Board or Committee action which shall constitute the reading.
- c. All new ordinances and resolutions, whether originating from a committee or sponsored by a County Board Supervisor, may, where appropriate, be referred to a standing committee of the County Board before County Board action is taken.
- d. If substantive changes are made to an ordinance by amendment at the County Board meeting, the ordinance may be laid over to the subsequent meeting of the Board for a second reading. Reading the title of the ordinance at the Board meeting shall constitute the second reading, if the

ordinance in revised form is mailed in written form to each Board member with that meeting's agenda.

2.05.020 POLICY AND FISCAL NOTES. A policy and/or fiscal note shall be appended to all resolutions and ordinances which have a policy and/or fiscal impact. All account numbers contained in the resolution or fiscal notes shall be assigned by the County Finance Director. The policy and/or fiscal note shall contain the following information:

- a. A reliable estimate of the anticipated increase in expenditures and/or revenues for the current year and the account numbers affected.
- b. A statement as to whether the appropriation will cause a repeat expenditure or revenue in succeeding years and an estimate of the amount, and for how many years.
- c. A statement as to whether such item is consistent with existing County policy, modifies County policy or establishes a new County policy.

2.05.030 ZONING ORDINANCES. Newly created zoning ordinances shall be considered for adoption as prescribed in Sec. 59.69(5)(a) and (b), Wisconsin Statutes.

2.06 ORDER OF BUSINESS.

2.06.010 AGENDA ORDER OF BUSINESS. The order of business for County Board meetings shall be as follows:

1. Call to order
2. Pledge of Allegiance
3. Roll call of members
4. Withdrawals from agenda, if any
5. Approval of the agenda
6. Approval of past meeting minutes
7. Public comment period
- 1 Special order of business (at time specific)
9. Consent Agenda items.
- 10 Presentation and reference of claims
- 11 Reports of officers
12. Reports of standing committees
13. Reports of special committees
14. Review and approval of emergency decisions made on an interim basis by the Administrative Committee.

15. Unfinished business
16. New business
17. Correspondence and communications
18. Adjournment

2.06.020 SPECIAL ORDER OF BUSINESS. Agenda items requiring special explanation or testimony can be established as a special order of business with a specified time on the agenda. A request for a special order of business must be sponsored by a County Board member or a committee of the County Board, and must be presented, in writing, to the County Clerk in accordance with the time deadlines as set forth in Sec. 2.04.020a.

2.06.030 CALL TO ORDER. The Chairperson, or in his or her absence the Vice-Chairperson or County Clerk, shall call the meeting to order at the hour fixed in the meeting notice. In the absence of both the chair and vice-chair, the County Clerk or Administrative Committee chair will call the meeting to order; in the absence of that person, the immediate past board chair will call the meeting to order.

2.06.040 PRESENTATION AND REFERENCE OF CLAIMS. The Clerk shall forward copies of all claims against the County to the Corporation Counsel who shall review said claims and process as appropriate. The Corporation Counsel shall present recommendations as to the resolution of claims to the Administrative Committee. Recommendations for approval or denial of claims will then be forwarded to the County Board for final action.

2.06.050 CONSENT AGENDA. The Clerk may establish a section of the Agenda entitled "Consent Agenda Items" and place thereunder two (2) or more items of business which items shall be adopted by the Board without debate, upon a single motion, seconded and adopted by a majority vote of members elected to a seat on the County Board. Any Supervisor may request removal of any item or part of an item included on the consent agenda. If any item is removed from the consent agenda in accordance with this procedure, the Board shall consider that item at an appropriate time during the Board's regular order of business.

2.07 PROCEEDINGS DISTRIBUTION.

2.07.010 PROCEEDINGS DISTRIBUTION. The County Clerk shall submit copies of minutes of County Board proceedings after each session to all department heads and County Board members.

2.08 COMMITTEES, COMMISSIONS, AND BOARDS OF THE COUNTY BOARD.

2.08.010 CREATION. The following committees, boards, and commissions of the Walworth County Board are hereby created:

1. Administrative Committee
2. Agriculture, Conservation and Extension Committee
3. Finance Committee
4. Children with Disabilities Education Board
5. Health and Human Services Board
6. Human Resources Committee
7. Judiciary Committee
8. Lakeland Nursing Home Board of Trustees
9. Nominating Committee
10. Planning, Zoning and Sanitation Committee
11. Public Property Committee
12. Public Protection Committee
13. Transportation and Parks Committee

2.09 MEMBERSHIP, RULES AND DUTIES OF COMMITTEES.

2.09.010 ADMINISTRATIVE COMMITTEE

- a. **Purpose.** The Administrative Committee shall have the following duties:
 1. Serve as the liaison committee to the Administrative Coordinator, Office of the County Clerk, and the Office of the Corporation Counsel.
 2. Assign members of the County Board to meet with state representatives, as required, and meet with the seven county Southeastern District of The Wisconsin Counties Association.
 3. Review recommendations by standing committee chairs to remove board supervisors from committees, boards or commissions for three (3) consecutive unexcused absences. If cause is found as per Sec. 2.02.060 (d), removal will be at the discretion of the County Board.
 4. After advertisement and processing of applications for vacated county board seats by the Administrative Coordinator, the Committee will interview candidates, and advise the County Board chair on his/her appointment, to be confirmed by the County Board. The Administrative

Committee shall nominate replacements when committee vacancies occur, subsequent to the biennial organizational meeting for confirmation by the County Board.

5. Ensure communication with all Board members and department heads on policy matters under consideration.
 6. Advise the County Board Chair in making interim decisions on behalf of the County Board in emergency administrative and management matters which decisions shall remain in effect only until the next convened County Board session at which time the interim action shall be subject to review and affirmed or rescinded by majority vote of the County Board members present at that session.
 7. Review and make recommendations regarding liability and property insurance, inclusive of fire, inland marine, motor vehicle, personal injury, errors and omissions, property damage and fidelity and surety bonding and periodically review the advantages or disadvantages of self-insuring any of these coverages.
 8. Make recommendation to the county board for supervisor appointment as the board's representative to a regional commission, e.g., Southeast Wisconsin Regional Planning Commission, subject to confirmation of the county board. (See section 2.02.030, State County Board Office, b.)
- b. **Membership.** The Administrative Committee shall consist of seven (7) County Board Supervisors, including the Chairperson and Vice-Chairperson of the County Board.

2.09.020 AGRICULTURE, CONSERVATION AND EXTENSION COMMITTEE.

- a. **Purpose.** The Agriculture, Conservation and Extension Committee shall have the following duties:
 1. Serve as the liaison committee for the Walworth County Land Conservation Office, Lakeland Agricultural Complex and U.W. Extension Office.
 2. Recommend and implement programs, policies and services relative to agriculture, land conservation and extension education.

3. Carry out those duties relative to land conservation as set forth in Sec. 92.07, Wis. Stats.
4. Perform those duties relative to the UW-Extension service as set forth in Sec. 59.56(3), Wis. Stats.
- b. **Membership.** The Agriculture, Conservation and Extension Committee shall consist of seven (7) members including five (5) County Board Supervisors, one (1) representative of the County School Administrators and the Chairperson or designee of the U.S.D.A. Farm Service Agency, formerly known as the Agricultural Stabilization and Conservation Service Committee.

2.09.030 FINANCE COMMITTEE

- a. **Purpose.** The Finance Committee shall have the following duties:
 1. Serve as the liaison committee to the following departments: Finance, Information Systems, and County Treasurer.
 2. Make final recommendations on budget to the County Board.
 3. Review and make recommendation on all resolutions and ordinances requiring a budget change prior to final vote of the Board.
 4. Periodically review and approve recommendations and investment activities of the staff investment advisory committee.
 5. Appraise for sale and sell tax delinquent properties acquired through In Rem foreclosure actions.
 6. The Finance Committee shall jointly with the Human Resources Committee review and make recommendations on the financing of employee wages and benefits including a periodic review on the advantages or disadvantages of self insuring any employee related insurance benefits or any other wage or fringe benefit programs.
- b. **Membership.** The Finance Committee shall consist of seven (7) members of the County Board.

2.09.040 Children with Disabilities Education Board.

- a. **Purpose.** The Children with Disabilities Education Board shall have the following duties:
 - 1. Recommend and implement programs, policies and services relative to the Lakeland School;
 - 2. Appoint an advisory board of school administrators representative of the area served;
 - 3. Exercise those duties and responsibilities set forth in Sec. 115.86 of the Wisconsin Statutes;
- b. **Membership.** The Children with Disabilities Education Board shall consist of five (5) County Board Supervisors.

2.09.050 HEALTH AND HUMAN SERVICES BOARD.(Res. No.10-05/97)

- a. **Purpose.** The Health and Human Services Board shall have the following duties: (note: duties have been renumbered)
 - 1. Serve as the liaison committee for the Department of Health and Human Services and Veterans Service Departments.
 - 2. Evaluate and recommend programs and policies concerning health, human services and veterans' programs.
 - 3. Exercise duties and powers set forth in Sec. 46.23, Wis. Stats.
- b. **Membership.** The Health and Human Services Board shall consist of nine (9) members, five (5) of whom shall be County Board Supervisors. There shall be four (4) citizen members. At least one (1) member shall be a person who receives or has received human services or is a family member of such an individual.
- c. **Term of Office.** As required by Wis. Stats. § 46.23 (4) (c), members of a county human services board shall serve for terms of 3 years, so arranged that as nearly as practicable, the terms of one-third of the members shall expire each year. Vacancies shall be filled in the same manner as the original appointment.

2.09.060 HUMAN RESOURCES COMMITTEE

- a. **Purpose.** The Human Resources Committee shall have the following duties:
 - 1. Serve as the liaison committee for the Human Resources Department.
 - 2. Recommend and implement bargaining parameters for collective bargaining.
 - 3. Review and make recommendation on all resolutions and ordinances concerning personnel and labor relations, including all matters related to wages, hours and conditions of employment of all employees and officials of the county, prior to final vote of the Board. Wages, hours and conditions of employment includes, without exhaustive enumeration, health insurance, dental insurance, life insurance, long or short-term disability insurance, workers' compensation insurance, vacations, sick leave, holidays, severance pay, pension programs, and eligibility conditions.
 - 4. Carry out all duties required of the Human Resources Committee under terms of the County Personnel Code or by collective bargaining agreements;
 - 5. Serve as the Grievance Committee under Sec. 59.26, Wis. Stats.
 - 6. The Human Resources Committee shall work with the Corporation Counsel on all legal matters in which it may become involved and shall file any and all contracts with labor unions or third parties with the Corporation Counsel.
 - 7. The Human Resources Committee shall jointly, with the Finance Committee, review and make recommendations on the financing of employee wages and benefits, including a periodic review on the advantages or disadvantages of self-insuring any employee-related insurance benefits or other wage and fringe benefit programs.
- b. **Membership.** The Human Resources Committee shall consist of seven (7) members of the County Board.

2.09.070 JUDICIARY COMMITTEE.

- a. **Purpose.** The Judiciary Committee shall have the following duties:
 - 1. Serve as the liaison committee for the Clerk of Courts and District Attorney.
 - 2. Recommend and establish programs, policies and services regarding issues related to the Court system.
- b. **Membership.** The Judiciary Committee shall consist of five (5) Supervisors.

2.09.080 LAKELAND NURSING HOME BOARD OF TRUSTEES

- a. **Purpose.** The Lakeland Nursing Home Board of Trustees shall have the following duties:
 - 1. Evaluate and recommend programs, policies and services relative to the Lakeland Nursing Home;
 - 2. Exercise those duties and authorities as set forth in Sec. 46.18 of the Wisconsin Statutes;
- b. **Membership.** The Lakeland Nursing Home Board of Trustees shall consist of five (5) County Board Supervisors and two (2) community representatives.
- c. **Term of office -** The Board of Trustees shall be chosen by ballot by the County Board. At its annual meeting, the County Board shall appoint an uneven number of trustees for staggered 3-year terms ending the first Monday in January. The County Board Chair may appoint a trustee to fill a vacancy until the County Board acts (Wis. Stats. § 46.18(1)).

2.09.090 NOMINATING COMMITTEE

- a. **Purpose.** At the biennial organizational meeting of the County Board, the Nominating Committee shall nominate members for appointment to the committees of the County Board identified under Sec. 2.02.010 (b), subject to approval of the County Board.
- b. **Membership.** Membership of the Nominating Committee shall consist of the following nine (9) members:
 - 1. County Board Chairperson

2. County Board Vice-Chairperson
3. Immediate past County Board Chairperson
4. The remaining six (6) members of the (9) member Nominating Committee shall be elected at large from the County Board.

2.09.100 PLANNING, ZONING AND SANITATION COMMITTEE

- a. **Purpose.** The Planning, Zoning and Sanitation Committee shall have the following duties:
 1. Serve as the liaison committee for the following departments, boards and offices: Planning, Zoning and Sanitation, County Surveyor, and Register of Deeds, Board of Adjustment and Land Information Office.
 2. Evaluate and recommend programs, policies and services relative to land use planning, zoning enforcement, sanitation and industrial development.
 3. Exercise those powers relative to planning and zoning as set forth in Sec. 59.69, Wis. Stats.
 4. When sitting as a Solid Waste Management Board, exercise those powers set forth in Sec. 51.70(2), Wis. Stats.
- b. **Membership.** Unless otherwise designated by the Board, the Planning, Zoning and Sanitation Committee shall consist of seven (7) members including five (5) County Board Supervisors and two (2) community representatives. Two (2) additional community members shall be appointed by the Board and serve only at those times when the Committee sits as the Solid Waste Management Board pursuant to Sec. 57.70(2), Wis. Stats.
- c. **Terms of office.**
 1. The term of office for the members of the Planning, Zoning and Sanitation Committee shall be for seven (7) years. Terms shall be staggered so that the term of one member expires July 1 each year.
 2. The terms of office for the Solid Waste Management Board shall be three years, but of the members first appointed, at least one-third shall be appointed for one year; at least one-third for two years; and the remainder for three years [Wis. Stats., § 59.70(2)].

2.09.110 PUBLIC PROPERTY COMMITTEE

- a. **Purpose.** The Public Property Committee shall have the following duties:
 - 1. Serve as the liaison committee for all management staff assigned responsibilities for oversight of county facilities and properties.
 - 2. Recommend and implement programs, policies and services relative to capital projects, facilities maintenance and preventive maintenance management.
 - 3. Review and make recommendation on all resolutions and ordinances regarding decisions on the construction and maintenance of county-owned buildings and public works projects prior to final vote of the Board.
- b. **Membership.** The Public Property Committee shall consist of seven (7) members of the County Board.

2.09.120 PUBLIC PROTECTION COMMITTEE.

- a. **Purpose.** The Public Protection Committee shall have the following duties:
 - 1. Serve as the liaison committee for the Sheriff and Coroner.
 - 2. Recommend and implement programs, policies and services regarding issues of public protection.
- b. **Membership.** The Public Protection Committee shall consist of five (5) County Board Supervisors.

2.09.130 TRANSPORTATION AND PARKS COMMITTEE.

- a. **Purpose.** The Transportation and Parks Committee shall have the following duties:
 - 1. Serve as the liaison committee for the Highway Department.
 - 2. Recommend and implement programs, policies and services relative to transportation and parks maintenance.

3. Exercise those powers relative to County highways as set forth in Sec. 83.015, Wis. Stats.;
 4. Designate two (2) Supervisors from the Transportation and Parks Committee and one (1) member of the public to represent Walworth County on the Wisconsin River Rail Transit Commission.
- b. **Membership.** The Transportation and Parks Committee shall consist of seven (7) members of the County Board.

2.10 RULES AND DUTIES TO MEMBERS.

2.10.010 RULES AND DUTIES TO MEMBERS. Eight (8) days prior to the April meeting of the County Board, the County Clerk shall send each member of the Board a copy of this Title, together with any proposed changes or amendments to this Title. Title 2 may be amended at any time in the same manner as any other ordinance, except as prohibited by law.

PART 2. This Ordinance shall be effective at the ~~September 8, 1998~~ April 20, 1999 County Board meeting. upon adoption.

PART 3. All previously adopted policies, rules and resolutions relating to rules of the County Board are repealed to the extent they may conflict with this Ordinance.

PART 4. All contracts entered into or action taken under any previous committee structure shall be considered valid, even though the name specified in the contract or action is the previous committee which had the authority to take action on the matter.

PART 5. All standing committees have the authority to appoint sub-committees or ad hoc committees when a specific or special project requires a focused effort.

DATED this ~~8th~~ 20th day of ~~September~~ April, ~~1998~~.

Allen L. Morrison, Chairman
Walworth County Board of Supervisors

VOTE REQUIRED: 2/3 MAJORITY

ATTEST: Kim Bushey, County Clerk

~~Published this 15th day of October, 1998.~~

Revised: 3/11/97, 5/13/97-(Res.No.10-05/97), 6/17/97-(Ord.No.173-06/97), Memo 7/02/97(from Brd.Chairman & Co.Clerk), 10/14/97-(Ord.No.180-10/97), 9/8/98(Ord.No.173-03/97), 12/8/98 (Ord. No. 187-12/98), 2/11/99 (Ord. No. 188-02/99 & Ord. No. 189-02/99), 4/20/99

Ordinance No. 190-06/99, establishment/revision of a speed zone on CTH "ES", was moved for adoption on motion by Supervisor Kuhnke, seconded by Supervisor Maynard. Ordinance No. 190-06/99 was adopted by unanimous consent on motion by Supervisor Muzatko, seconded by Supervisor Tilton.

ORDINANCE NO. 190-06/99

ESTABLISHMENT/REVISION OF SPEED ZONE ON
WALWORTH COUNTY TRUNK HIGHWAYS, WALWORTH COUNTY, WISCONSIN

WHEREAS, the Walworth County Highway Department has conducted an engineering and traffic investigation on CTH "ES" between Townline Road and West Street; and

WHEREAS, the maximum speed at which vehicles may be operated on the described highway is as set forth below:

Speed Limit and Location: Thirty-five (35) miles per hour for all vehicles from its intersection with Townline Road easterly to West Street, in the Village of East Troy.

NOW, THEREFORE, BE IT ORDAINED that pursuant to Wis. Stats., 346.57(4)(f), the COUNTY BOARD OF SUPERVISORS of the County of Walworth, does hereby establish a speed limit for all vehicles traveling on CTH "ES" as described above, and such maximum limit shall be in force upon passage of this ordinance and upon the erection of standard signs giving notice thereof. All other speed zones for this area are hereby repealed and are no longer in force or effect.

DATED this 8th day of June, 1999.

ALLEN L. MORRISON
County Board Chairman

ATTEST: KIMBERLY S. BUSHEY
County Clerk

Policy and Fiscal Note Attached: No

Published this 24th day of June, 1999

Ordinance No. 191-06/99, establishment/revision of speed zone on CTH "B", was moved for adoption on motion by Supervisor Logterman, seconded by Supervisor Parker. Ordinance No. 191-06/99 was adopted by unanimous consent on motion by Supervisor Mikrut, seconded by Supervisor Tilton.

ORDINANCE NO. 191-06/99

**ESTABLISHMENT/REVISION OF SPEED ZONE ON
WALWORTH COUNTY TRUNK HIGHWAYS, WALWORTH COUNTY, WISCONSIN**

WHEREAS, the Walworth County Highway Department has conducted an engineering and traffic investigation on CTH "B" between STH 67 and Shabona Drive; and

WHEREAS, the maximum speed at which vehicles may be operated on the described highway is as set forth below:

Speed Limit and Location: Thirty-five (35) miles per hour for all vehicles from its intersection with STH 67 easterly to Shabona Drive, in the Villages of Fontana on Geneva Lake and Walworth and the Town of Walworth.

NOW, THEREFORE, BE IT ORDAINED that pursuant to Wis. Stats., ' 346.57(4)(f) and (g), the COUNTY BOARD OF SUPERVISORS of the County of Walworth, does hereby establish a speed limit for all vehicles traveling on CTH "B" as described above, and such maximum limit shall be in force upon passage of this ordinance and upon the erection of standard signs giving notice thereof. All other speed zones for this area are hereby repealed and are no longer in force or effect.

DATED this 8th day of June, 1999.

ALLEN L. MORRISON

ATTEST: KIMBERLY S. BUSHEY

Policy and Fiscal Note Attached: No

Published this 24th day of June, 1999.

Resolution No. 27-06/99, proclaiming May 15, 1999 through May 14, 2000 as "Year of the Long-Term Care Worker", was adopted on motion by Supervisor Troemel, seconded by Supervisor Burwell.

RESOLUTION NO. 27-06/99

Proclamation

WHEREAS, the Governor of the State of Wisconsin has proclaimed May 15, 1999 through May 14, 2000 as "Year of the Long-Term Care Worker;" and

WHEREAS, long-term care workers provide life enhancing care, programs, education, activities and emotional support to the elderly and to persons with disabilities and to their families; and

WHEREAS, the jobs of long-term care workers take them into individuals' homes and into long-term care facilities in all parts of the state; and

WHEREAS, all citizens of Wisconsin share a responsibility to assure that the caretakers of the state's most vulnerable citizens are not deprived of the recognition, which they so richly deserve;

NOW, THEREFORE, BE IT RESOLVED, the Walworth County Board of Supervisors do hereby proclaim May 15, 1999 through May 14, 2000 the "Year of the Long-Term Care Worker" in Walworth County and urge citizens of Walworth County to acknowledge the services performed by long-term care workers and their value to our society.

Dated this 19th day of May, 1999.

Policy and Fiscal note Attached: Yes No
Majority Vote Required

Approved as to Form:

| | |
|---|-----------------|
| Ann K. Capela Administrative Coordinator | 5/28/99 Date |
| Dennis D. Costello Corporation Counsel | 5/28/99 Date |
| Nicole Andersen Finance Department | 6/1/99 Date |

Finance Department Director Date

Action Required: Majority Vote Two-thirds Votes Other

County Board Meeting Date: June 8, 1999

Committee

Consideration: Administrative Committee Date: May 20, 1999 Vote: 5-0

Resolution Introduced By: Administrative Committee.

Resolution No. 29-06/99, authorizing the transfer of .20 FTE from Human Services to Central Services for needed clerical support, was adopted on motion by Supervisor Miles, seconded by Supervisor Troemel.

Resolution No. 29-06/99

Resolution to Authorize the Transfer of .20 FTE from Human Services to Central Services to Fulfill Need for Full-Time Clerical Support

WHERE AS, the Central Services Department is responsible for the procurement of goods and services for Walworth County, and

WHEREAS, the Central Services Department is continuously evaluating options for obtaining goods and services in a manner that is most advantageous to Walworth County, and

WHEREAS, the implementation of improved business practices has produced significant savings for the County, and

WHEREAS, a change in business practices has resulted in a reduced need for interdepartmental courier services and an increased need for clerical support, and

WHEREAS, the resignation of the part-time Courier (.80 FTE) allows the County the opportunity to address changing needs within the Central Services Department, and

WHEREAS, a vacant part-time Nutrition Site Worker position in the Human Services Department will no longer be required,

NOW THEREFORE BE IT RESOLVED, that the Walworth County Board of Supervisors does hereby authorize the transfer of .20 FTE from the Human Services Department to the Central Services Department, and

BE IT FURTHER RESOLVED, that the .80 FTE Courier position is hereby eliminated, and

Based upon the amount budgeted for the Nutrition Site Worker position and an effective date of June 15, 1999, adoption of this resolution will result in the transfer of \$1,986 from the Human Service Fund to the General Fund to offset costs related to the transfer of this position. Note: The part- time Human Services position did not qualify for health and dental benefits, therefore, the County will be responsible for funding the additional increase in the health and dental benefits due to the increase from .80 FTE to full time in the Central Service Department. Due to the existing staff vacancy in the Central Services department, no additional appropriation is required.

IV. ADDITIONAL KEY INFORMATION:

Positive changes are occurring in the Central Services Department. Consolidation of multiple solid waste contracts will result in savings of \$110,000 over a 3-yr contract life. A new office supply contract resulted in direct cost savings of \$14,000, equivalent to a 23% reduction based upon continued purchase of similar items. Use of an outside mail service will result in approximately 7% in savings on postage.

Additional opportunities exist. The Central Service Manager is continuing to work with our departments to consolidate future purchases and/or improve existing business practices. As more and more purchases are consolidated, the need for full-time clerical support has become evident.

Due to the resignation and relocation of our courier, (a .80 FTE position), and the changes in business practices, we have been given the opportunity to redefine the organization of duties within the Central Services Department. See attached organizational chart for more information.

V. COMMITTEE CONSIDERATION:

| | | |
|----------------|--------------------------|---|
| April 28, 1999 | Finance Committee | Approved |
| May 18, 1999 | Human Services Board | Quorum not present. Consensus of those in attendance gave approval to concept. To facilitate action, this resolution has been sent on to the County Board for consideration with no formal recommendation, per direction of Human Services Director. The County Board does have the option, <i>if necessary</i> , to return this resolution to the Human Services Board for official action. |
| May 19, 1999 | Human Resource Committee | Approved 7-0 Assuming confirmation of request by the Human Services Board members. |

VI. APPROVED AS TO FORM:

| | |
|---|-------------------------------|
| Ann K. Capela Administrative Coordinator | 5/28/99 Date |
| Dennis D. Costello Corporation Counsel | 5/28/99 Date |
| Nicole Andersen Finance Director | 6/1/99 Date |

Resolution No. 30-06/99, opposing the Governor's budget proposal to increase State Administrative Fee for sales tax collection, was adopted on motion by Supervisor Lothian, seconded by Supervisor Gigante.

Resolution No. 30 - 06/99

Opposition to Governor's Budget Proposal to Increase State Administrative Fee for Sales Tax Collection

WHEREAS, Walworth County adopted a county sales tax to fund payment of existing debt and property tax relief, and

WHEREAS, the State of Wisconsin retains 1.5% of the sales tax collected in Walworth County to cover their costs to administer, enforce and collect the tax, and

WHEREAS, the Governor's 1999-01 Budget proposes to increase the state retention fee from 1.5% to 1.75% at the same time when the state's collection costs have decreased, and

WHEREAS, no justification has been provided for this fee increase, and

WHEREAS, an increase of this fee would result in approximate loss of \$24,000 between 1999-2001 to Walworth County,

THEREFORE BE IT RESOLVED THAT, the Walworth County Board of Supervisors oppose the Governor's proposal to increase the sales tax collection fee, and

BE IT FURTHER RESOLVED THAT, a copy of this resolution be sent to all local members of the State Senate and State Assembly, the Governor, Wisconsin Counties Association and the other 71 Wisconsin Counties.

Allen L. Morrison
County Board Chair

Kimberly s. Bushey
County Clerk

Attest:

Policy and Fiscal Note Attached: Yes No

| | | |
|----------------------|---|-----------------|
| Approved as to Form: | Ann K. Capela Administrative Coordinator | 5/28/99 Date |
| | Dennis D. Costello Corporation Counsel | 5/28/99 Date |
| | Nicole Andersen Finance Director | 6/1/99 Date |

Action Required: Majority Vote Two-thirds Vote Other

County Board Meeting Date: June 8, 1999

POLICY AND FISCAL NOTE

For Resolution No. 30-06/99

- I. Title: Opposition to Governor's Budget Proposal to Increase State Administrative Fee for Sales Tax collection.
- II. Purpose and Policy Impact Statement: Should the State Legislators approve the Governor's proposed budget, Walworth County will loose approximately \$24,074.36 (see attached Exhibit A & B).
- III. Is this a budgeted item and what is its fiscal impact: For FY 1999 Walworth County will loose approximately \$5,900.
- IV. Referred to the following standing committees for consideration and date of referral: This is a Finance Committee referral to the full County Board.

Finance Committee Action: 05.20.99 YES 7 NO 0

| | | |
|-------------------------|---|-----------------|
| V. Approved as to Form: | Ann K. Capela Administrative Coordinator | 5/28/99 Date |
| | Dennis D. Costello Corporation Counsel | 5/28/99 Date |
| | _____ Finance Director | _____ Date |

Resolution No. 31-06/99, transferring staff of the Solid Waste Management Program to the Facilities Management Department, was moved for adoption on motion by Supervisor Muzatko, seconded by Supervisor Lothian. The resolution was adopted by unanimous consent on motion by Supervisor Kret, seconded by Supervisor Norem.

**RESOLUTION NO. 31-06/99
TRANSFER STAFF OF THE SOLID WASTE MANAGEMENT PROGRAM
TO THE FACILITIES MANAGEMENT DEPARTMENT**

Moved by: Planning, Zoning & Sanitation Committee and Solid Waste Management Board, Public Property Committee, and Finance Committee

WHEREAS, the County Board by Resolution #61-09/89 created the position of Solid Waste Planner (Manager and one part-time Clerk Typist position), effective January 2, 1990, under the direction of the Planning, Zoning & Sanitation Director; and

WHEREAS, the Solid Waste Manager position was vacated on March 26, 1999; and

WHEREAS, the Planning, Zoning & Sanitation Committee and Solid Waste Management Board, the Public Property Committee have evaluated and recommended adoption of a staff proposal to transfer the Solid Waste Program from the direction by the Planning, Zoning & Sanitation Director to the Facilities Management Director; and

WHEREAS, the Solid Waste Manager under the direction of the Facilities Management Director would, in addition to the solid waste management duties under sec. 59.70(2), 97-98 Wis. Stats., be assigned expanded managerial duties related to environmental compliance, occupational safety, and professional administrative support in Facilities Management.

NOW, THEREFORE, BE IT RESOLVED that the Solid Waste Manager, part-time clerical position and corresponding budget for Solid Waste are hereby transferred to the Facilities Management Department; and

BE IT FURTHER RESOLVED that the Solid Waste Management Board shall continue as the liaison committee on all solid waste management program matters, but all other assigned duties related to facilities management shall be under the direction of the Facilities Management Director and oversight of the Public Property Committee.

Dated this 8th day of June, 1999.

Allen L. Morrison

Kimberly S. Bushey

accountable for all environmental Issues/reporting County wide with the exception of hazardous waste reporting. Facilities provide the labor support and transportation to collect and store recyclable and hazardous waste for the Solid Waste Management Division. With the transfer of the Solid Waste Division to Facilities Management, expanded duties can be expected that would encompass and provide a centralized function for all environmental issues/reporting, occupational safety issues, and additional administrative support to the Facilities Management Department and still maintain the Solid Waste duties.

The Position. With the expanded duties described above, the Solid Waste Manager would be developed into a position of higher authority as Assistant Director of Facilities Management. The Human Resources Department has hired Mr. Charles Carlson, an outside Consultant, to provide/ assist in the development of the combined job description. As the position evolves in the near future, a clearer definition of the job content can be established.

The Structure. It has been agreed upon by the Public Property Committee and the Planning and Zoning Committee that the transfer of this position to the Facilities Management Department makes logical sense with a timely transition period between committees.

To provide a smooth transition and maintain continuity, the Solid Waste Management Board as a sub-function of the Planning and Zoning Committee would remain as it is today with the intent of transferring the sub-functionality to the Public Property Committee during the Normal County Board reorganization in April year 2000.

- III. **Fiscal Impact.** This resolution has no budgetary impact on Countywide operations. See the attached Request for Budget Amendment for detail.

- IV. **Considered by the Following Committees.** Human Resources Committee approved the transfer April 17, 1999, 7 – 0. Public Property Committee approved it on May 17, 1999, 7 – 0, Finance Committee approval on May 20, 1999, 7 – 0; Solid Waste Management Board and Planning, Zoning and Sanitation on May 20, 1999 approved unanimously.

- V. **Approved as to Form.**

| | |
|----------------------------|---------|
| Administrative Coordinator | Date |
| Dennis D. Costello | 5/28/99 |
| Corporation Counsel | Date |
| Nicole Andersen | 6/1/99 |
| Finance Director | Date |

On motion by Supervisor Lohrmann, seconded by Supervisor Norem, and by roll call vote the Board convened into closed session to confer with legal counsel for the County who will give an opinion on strategy concerning potential litigation regarding environmental issues under Wisconsin Statutes 19.85 (1)(g). Total Vote: 32; Ayes: 32 - Arnold, Burwell, Fischer, Gigante, C. Grant, J. Grant, Holden, Kelley, Kret, Kuhnke, Lightfield, Logterman, Lohrmann, Lothian, Maynard, Mikrut, Miles, Muzatko, Norem, Palzkill, Parker, Pearce, Price, Schaefer, R. Shepstone, S. Shepstone, Smith, Tilton, Troemel, Wenglowisky, Wolf, Morrison; Noes: 0; Absent: 3 – Scharine, Shroble, Van Dreser. Upon completion of the closed session, the Board reconvened into open session to continue with regularly scheduled agenda items.

Resolution No. 32-06/99, an amendment to Resolution No. 77-09/90, closure procedures for underground storage tank cleanup, was moved for adoption on motion by Supervisor Norem, seconded by Supervisor Kret. The resolution was adopted by unanimous consent on motion by Supervisor Lohrmann, seconded by Supervisor Holden.

**RESOLUTION NO. 32-06/99
AN AMENDMENT TO RESOLUTION NO. 77-09/90 - CLOSURE PROCEDURES FOR
UNDERGROUND STORAGE TANK CLEANUP**

Resolution by the Public Property and Finance Committee Authorizing the Appropriation of Funds for the Cleanup of the Contamination caused by the Underground Gasoline Storage Tank at the Northwest Corner of the Courthouse Jail Property.

WHEREAS, Resolution 23 adopted June 12, 1990 authorized the appropriation of \$15,000.00 for the purpose of conducting a subsurface hydrogeologic investigation to determine the extent of the contamination surrounding the underground gasoline storage tank at the Northwest corner of the Courthouse Jail property; and

WHEREAS, Resolution 77-09/90 adopted September 11, 1990 authorized the additional appropriation of \$50,000.00 for the purpose of conducting a subsurface hydrogeologic investigation to determine the extent of the contamination surrounding the underground gasoline storage tank at the Northwest corner of the Courthouse Jail property; and

WHEREAS, certain additional investigation will be necessary to finally determine the extent of the contamination; and

WHEREAS, once the extent of the contamination is determined it is desired to remove the contamination as soon as possible; and

WHEREAS, Walworth County should be eligible to receive reimbursements for most of these costs from the Petroleum Environmental Cleanup Fund (PECFA);

NOW, THEREFORE, BE IT RESOLVED by the Walworth County Board of Supervisors that \$57,000.00 be appropriated from the Contingency Fund for the purpose of covering the cost of any additional investigation.

BE IT FURTHER RESOLVED that the reimbursement from the PECFA for this contamination removal should be placed in the General Fund.

Dated this 8th day of June, 1999.

Allen L. Morrison
County Board Chair

Kimberly S. Bushey
Attest: County Clerk

Policy and Fiscal Note Attached: _____ Yes _____ No
Approved as to form:

Ann K. Capela
Administrative Coordinator
5/28/99
Date

Dennis D. Costello
Corporation Counsel
5/28/99
Date

N. Andersen
Finance Director
6/1/99
Date

Action Required: Two-thirds Vote

POLICY AND FISCAL NOTE

I. Title. Resolution No. 32-06/99. An Amendment to Resolution No. 77-09/90 – Closure Procedures for Underground Storage Tank Cleanup.

II. Purpose and Policy Impact.

The Public Property Committee and the Finance Committee have recognized the need and authorized the appropriation of funds for the additional research regarding the cleanup of the contamination caused by the underground gasoline storage tank at the northwest corner of the Courthouse jail property.

III. Budget and Fiscal Impact. The additional investigation is to determine the extent of the contamination and possible removal of any soils discovered to be not in compliance. \$57,000.00 is required to complete the investigation, which would be allocated from the Contingency Fund.

IV. Considered by the following Committees prior to County Board

Consideration. Public Property Committee, May 17, 1999, 7 – 0. Finance Committee, May 20, 1999, 7 – 0.

V. Approved as to Form.

| <u>Administrative Coordinator</u> | <u>Date</u> |
|---|-----------------|
| Dennis D. Costello Corporation Counsel | 5/28/99 Date |
| N. Andersen Finance Director | 6/1/99 Date |

Resolution No. 33-06/99, a proclamation proclaiming the week of July 11 – 18, 1999 as Homeless Week in Walworth County, was adopted on motion by Supervisor Lothian, seconded by Supervisor Kret.

RESOLUTION NO. 33-06/99

PROCLAMATION – HOMELESS WEEK IN WALWORTH COUNTY

WHEREAS, homelessness is a continuing problem in our society, and

WHEREAS, Community Action, Inc. of Rock and Walworth Counties operates Twin Oaks Shelter for the Homeless in the Town of Darien, and

WHEREAS, Community Action, Inc. has joined with numerous members of the Walworth County clergy and other concerned citizens in order to bring about a greater awareness of this problem and to address the needs of those afflicted by homelessness during the week of Sunday, July 11, 1999 through Sunday, July 18, 1999,

NOW, THEREFORE, BE IT RESOLVED that the Walworth County Board of Supervisors commends and is supportive of those efforts of awareness and assistance, and

BE IT FURTHER RESOLVED that the Walworth County Board of Supervisors proclaims the week of Sunday, July 11, 1999 through Sunday July 18, 1999 as Homeless Week in Walworth County.

Dated this 8th day of June, 1999.

Allen L. Morrison
County Board Chairman

Kimberly S. Bushey
Attest: County Clerk

Kimberly S. Bushey
County Clerk

STATE OF WISCONSIN)

)SS

COUNTY OF WALWORTH)

I, Kimberly S. Bushey, County Clerk in and for the County aforesaid do hereby certify that the foregoing is a true and correct copy of the proceedings of the County Board of Supervisors for the June 8, 1999 meeting.