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4-7 February Meeting
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52-55 September Meeting
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II. MOTIONS – Index by Month

JANUARY MOTIONS - NONE

FEBRUARY MOTIONS

Page:
5  - Motion to approve the Electronic Device Use Agreement.
5  - Motion to approve the list of 2017 fire wardens as proposed by the Wisconsin Department of Natural Resources.

MARCH MOTIONS

Page:
8  - Motion to offer the position of county administrator to Bob Sivick.
9  - Motion to approve the amended 2017-2018 Wisconsin Professional Police Association (WPPA) tentative agreement.
9  - Motion to table until the June county board meeting the topic of committee reports at board meetings.
9  - Motion to table to the April board meeting a decision regarding county board members receiving emails on their tablets.
13 - Motion to approve proclamations designating April 2017 as Child Abuse Prevention Month, April 3-7, 2017 as Work Zone Safety Awareness Week, and April 9-15, 2017 as Public Safety Telecommunications Week.

APRIL MOTIONS

Page:
15 - Motion to have email set up on County Board members’ tablets.
16 - Motion to adopt the Federal Uniform Grant Guidance policies.
16 - Motion to approve the employment agreement between Waushara County and Robert Sivick.
16 - Motion to approve changes to the Rules and Bylaws of the Waushara County Board of Supervisors document.
26 - Motion to approve appointments to the Board of Adjustment, Human Services Board, Land/Water/Education Committee, and Waushara Economic Development Corporation.
26 - Motion to approve proclamations designating April 17-21, 2017 as Severe Weather Awareness Week; May 7-13, 2017 as Correctional Officers Week; May 14-20, 2017 as Police Week and May 15, 2017, as peace Officers Memorial Day; and May 21-27, 2017 as Emergency Medical Services Week.
II. MOTIONS - Index by Month

MAY MOTIONS

Page:
29  - Motion to update the Hearing Conservation Program guidelines as presented, and to incorporate it into the County Personnel Policy.
29  - Motion to approve the Capital Improvement Plan (CIP) Policy and Procedures.
31  - Motion to approve appointments to Transportation Coordinating Committee.
35  - Motion to approve proclamations designating May 2017 as Older Americans Month; May 2017 as Aging and Disability Resource Center Month; and June 15, 2017 as Elder Abuse Awareness Day.

JUNE MOTIONS

Page:
32  - Motion to have committee chairs send committee reports to County Administrator Robert Sivick for inclusion in his reports to the full board.
       (Motion died for lack of second.)
33  - Motion to change the date of the November County Board meeting from November 14 to November 7, 2017.
36  - Motion to approve appointment to the Fox Valley Workforce Development Board.
36  - Motion to remove the administrator and corporation counsel positions from Level A of the wage scale, leave this level open, and deal with the two positions separately, with salaries open to negotiation.
37  - Motion to increase the corporation counsel's salary to $55.29 per hour to be in line with the county administrator.

JULY MOTIONS

Page:
41  - Motion to approve updates to the emergency business recovery plan.
45  - Motion to approve appointments to Economic Development Corporation and Ethics Board.

AUGUST MOTIONS

Page:
46  - Motion to appoint Megan Kapp to the position of county clerk, effective September 30, 2017.
50  - Motion to approve appointments to Economic Development Corporation and Planning and Zoning Committee.
50  - Motion to approve proclamation designating August as Child Support Awareness Month.
WAUSHARA COUNTY BOARD PROCEEDINGS
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II. MOTIONS – Index by Month

SEPTEMBER MOTIONS

Page:
53  - Motion to approve changes to the Pre-Approval Purchase Policy.
55  - Motion to approve appointments to Library Services and Central Housing Region CDBG Committees.
55  - Motion to approve proclamation designating September as Jury Appreciation Month.

OCTOBER MOTIONS

Page:
57  - Motion to approve the tentative agreement with the EMS Employees Union, International Association of Fire Fighters Local 425.
57  - Motion to confirm appointment of Todd Wahler as the next Land Conservation and Zoning Director.
57  - Motion to leave the 2018-2020 County Board compensation rates the same as the 2016-2018 term.
62  - Motion to approve appointment to the Human Services Board.

NOVEMBER MOTIONS

Page:
71  - Motion to amend the 2018 budget appropriation to restore the requested appropriation of a 9 percent increase over the 2017 budget for the libraries. **(Denied)**
71  - Motion to amend the 2018 budget appropriation to increase the library funding by 2 percent. **(Passed)**
72  - Motion to approve proclamation designating November 2017 as National Family Caregivers Month.

DECEMBER MOTIONS

Page:
74  - Motion to draft a proposed ordinance for ATV routes on county roads.
74  - Motion to approve the Aging and Disability Resource Center contract.
85  - Motion to approve appointment to the Board of Health.
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OFFICIAL MINUTES OF THE PROCEEDINGS OF THE WAUSHARA COUNTY BOARD OF SUPERVISORS

JANUARY 17, 2017

The meeting was called to order at 7:01 p.m. by Chairperson Donna R. Kalata. County Clerk Melanie Stake conducted roll call, which showed all present except Supv. Krentz, who was excused. A silent prayer was held, followed by the pledge of allegiance.

APPROVAL OF AGENDA

Supv. Wedde made a motion to approve the agenda as presented, seconded by Supv. Kapp; motion carried.

APPROVAL OF MINUTES

Supv. Kapp moved to approve the minutes of the December 20, 2016, monthly County Board meeting, seconded by Supv. Wedell. Motion carried.

PUBLIC COMMENTS

Supv. Wedde introduced his grandson, Beau, who was visiting from Arizona.

NEW BUSINESS

REPORTS/PRESENTATIONS

County Clerk’s Office Annual Report: County Clerk Stake gave an overview of the office, whose primary responsibilities are elections, county board, budget/finance, licensing, purchasing and general information. She gave statistics pertinent to those areas for both 2015 and 2016. Elections and finance duties, as well as short-staffing, have been the major challenges.

Presidential Recount Recap: County Clerk Stake reported that the Presidential Election recount cost the County just under $12,000, which will be reimbursed by the Jill Stein Campaign via the State of Wisconsin. Recount proceedings took four full work days and two half-days, but she and Deputy Clerk Megan Kapp spent approximately 186 hours on tasks associated with the recount.

DISCUSSION/POSSIBLE MOTION ACTION ITEMS

RESOLUTION NO. 01-01-17

APPROVAL OF BICYCLE ACCOMMODATIONS FOR CTH F FROM CREE DRIVE TO 21ST AVENUE, FUNDED BY FEDERAL AND LOCAL FUNDS

WHEREAS, the Waushara County Public Works Board is planning to resurface CTH F between STH 73 to CTH F in the Town of Marion, T18N, R11E, Section 17, Waushara County, Wis.; and
WHEREAS, CTH F between Cree Drive and 21st Avenue is currently identified as a portion of Route 6 of the Bike Routes in Waushara County by the Waushara County Parks Department; and

WHEREAS, the existing cross section for CTH F does not provide any bicycle accommodations; and

WHEREAS, the four-foot wide shoulders (three-foot paved), along with the resurfacing of CTH F will also provide additional space for people biking along the road; and

WHEREAS, the Wisconsin Department of Transportation, under the Bicycle and Pedestrian State Statue § 84.01 (35) (b), modifications effective July 14, 2015, requires bicyclists be given due consideration in the planning and design of rehabilitation projects funded in whole or in part from state funds or federal funds, and requires municipal authorization to establish bikeways;

NOW, THEREFORE, BE IT RESOLVED that Waushara County asserts this project meets the conditions to establish bikeways, and the Public Works Board hereby approves accepting the three-foot paved shoulders along CTH F from Cree Drive to 21st Avenue located in the Town of Marion to improve bicycle conditions.


When state or federal monies fund any part of road repaving, Wisconsin Statutes require that the needs of bicyclists be considered. The resolution acknowledges that when County Road F from Cree Drive to 21st Avenue is repaved, three-foot paved shoulders will be created to accommodate bicycles.

ANNOUNCEMENTS/BOARD SUGGESTIONS FOR FUTURE AGENDA ITEMS

Tablets
I.T. Coordinator Barry West distributed tablets to Board members, along with an instruction sheet. He also reviewed how to navigate the device and connect to the Internet. Each Board supervisor will have his/her own email address.

An Electronic Device Use Agreement was distributed. It will be on February's Executive Committee and County Board agendas for discussion/adoption.

Employee Concerns
A jail corporal wrote to the Board about work conditions. Corporation Counsel Ruth Zouski said that if Board supervisors had questions about the letter, they should speak with Administrative Coordinator Deb Behringer. If the Board thinks anything in the letter should be addressed, it can be brought to the Personnel Committee.
Sports Show
Supv. Eckstein and Parks Superintendent Scott Schuman are looking for volunteers for the Milwaukee Sports Show, which will be held March 8-12, 2017.

ADJOURNMENT

There being no further business, Supv. Eckstein moved to adjourn, seconded by Supv. Timm; motion carried. The meeting thus adjourned at 7:51 p.m.

I, Melanie R. Stake, County Clerk in and for the County of Waushara, Wis., do hereby certify that the foregoing is the original record of the proceedings of the Waushara County Board of Supervisors at its regular monthly meeting held January 17, 2017.

/s/ Melanie R. Stake, Waushara County Clerk
OFFICIAL MINUTES OF THE PROCEEDINGS OF THE 
WAUSHARA COUNTY BOARD OF SUPERVISORS 

FEBRUARY 21, 2017

The meeting was called to order at 7:02 p.m. by Chairperson Donna R. Kalata. County Clerk Melanie Stake conducted roll call, which showed all present. A silent prayer was held, followed by the pledge of allegiance.

APPROVAL OF AGENDA

Supv. Wedde made a motion to approve the agenda as presented, seconded by Supv. Kapp; motion carried.

APPROVAL OF MINUTES

Supv. Wedell moved to approve the minutes of the January 17, 2017, monthly county board meeting, seconded by Supv. Krentz. Motion carried.

PUBLIC COMMENTS

Evergreen Rezone
Area resident Bob Welch spoke in support of Ordinance No. 607, the Evergreen Campsites rezoning/expansion. The project has the support of the town board, Planning and Zoning Committee, and the local lake district.

NEW BUSINESS

REPORTS/PRESENTATIONS

Corporation Counsel’s Office Annual Report: Corporation Counsel Ruth Zouski gave updates on litigation the county is involved in. In 2016, her office collected $94,000 in unpaid bills on behalf of various departments, mostly for EMS. The county entered into an agreement with a company for HIPAA compliance services.

Sheriff’s Office Annual Report: Sheriff Jeff Nett reported on major department projects and statistics in various areas, including investigations, jail population and 9-1-1 calls. There were three traffic fatalities in 2016, while there were four drug overdoses that resulted in death. Sheriff Nett provided handouts that showed data trends.

Administration Department Annual Report: Administrative Coordinator Deb Behringer presented facts on her office’s major areas of responsibility, including human resources, insurances, property listing/GIS and information technology. She also gave updates on projects, including the rollout of performance evaluations and pay-for-performance.
DISCUSSION/POSSIBLE MOTION ACTION ITEMS

Electronic Device Use Agreement
Moved by Supv. Wedde, seconded by Supv. Eckstein to approve the Electronic Device Use Agreement. Motion carried by voice vote.

The agreement governs appropriate use of tablets issued to county board supervisors for work purposes.

Fire Wardens List
Supv. Krentz moved to approve the list of 2017 fire wardens as proposed by the Wisconsin Department of Natural Resources. The motion was seconded by Supv. Kerschner and carried by voice vote.

RESOLUTION NO. 02-02-17
ACKNOWLEDGMENT OF MIKE ABITZ’S SERVICE TO AND RETIREMENT FROM WAUSHARA COUNTY

WHEREAS, the County of Waushara wishes to take this opportunity to express its appreciation to Mike Abitz for 16 years of service and dedication to Waushara County; and

WHEREAS, acknowledgment is given to Mike for the conscientious and dedicated service he gave the citizens of Waushara County during his years as Land Information Officer, Data Processing Technician and Data Processing Coordinator.

WHEREAS, Mike used his many years of service and experience in Data Processing in keeping the systems updated to support and meet the needs of the departments while keeping the burden on the taxpayers in mind.

NOW, THEREFORE, BE IT RESOLVED by the Waushara County Board of Supervisors that:

1. The County Board, on behalf of the grateful residents of Waushara County, does hereby commend Mike Abitz for his long, distinguished and conscientious service.

2. Every good wish goes to Mike for a long and enjoyable retirement filled with contentment and good health.


After 16 years with the county, most recently as the data processing coordinator, Mike Abitz has retired. He is thanked for his service and wished a long and happy retirement.
ORDINANCE NO. 607
ORDINANCE AMENDING WAUSHARA COUNTY ZONING MAPS PURSUANT TO
THE AUTHORITY GRANTED IN CHAPTER 58 WAUSHARA COUNTY CODE
ZONE CHANGE – EVERGREEN CAMPSITES & RESORT INC. – TOWN OF SPRINGWATER

WHEREAS, on December 20, 2016, Evergreen Campsites & Resort Inc. did file an application with the Waushara County Zoning Office for a zoning amendment in Section 35, in the Town of Springwater; and

WHEREAS, said application involves an approximate 5.5 acre portion of a 7 acre parcel of land, being the N 150’ of Government Lot 1, being part of the NE1/4 of the NE1/4, and part of NW1/4 of the NE1/4, Section 35, T20N, R11E, Town of Springwater, N5291 24th Avenue; and

WHEREAS, the said Zoning Office did process said application as required; and

WHEREAS, the Waushara County Planning Committee did consider said application at a regular meeting held at the Waushara County Courthouse on January 19, 2017; and

WHEREAS, the said Planning Committee did approve said request with the following conditions:
1. The development must be in substantial compliance with the site plan and additional information provided at the public hearing.
2. All required setbacks must be complied with and all other codes must be adhered to.
3. All permits must be obtained for any new improvements.
4. All driveways shall meet all required codes, including fire and access code requirements, to provide for access by emergency vehicles. In addition, the driveway shall provide good visibility and a turnaround area to prevent backing onto the road. The emergency access to the east shall be maintained. Adequate parking must be provided.
5. All fire safety requirements shall be adhered to including keeping a fire break around the campground, and designating an area for fires and outdoor cooking at each site, with no other areas allowed for fires/cooking outside designated areas.
6. The applicant will allow agents of Waushara County access to the property to ensure compliance with all applicable regulations.
7. A security fence shall be maintained along the south boundary of the property.
8. If practical, a vegetative buffer shall be maintained on the south property line to aid in screening the campsites from the lands to the south, as long as fire suppression and control considerations are considered.
9. The application is now forwarded to the Waushara County Board of Supervisors and the Town Board of Springwater for their consideration. The Town Board is responsible for determining whether this application, if approved, is in compliance with the Town’s approved Land Use Plan.
THEREFORE, the Waushara County Board of Supervisors does hereby ordain as follows:
1. That the Waushara County zoning maps are amended by changing the zoning district of the described property from A-G/RS-20 to O-P/RS-20.
2. That this ordinance shall be effective upon approval and recording with the Office of the County Clerk for Waushara County.


The rezoning of 5.5 acres of land will allow the property owner to expand an existing campground/mobile home park by 24 campsites.

ANNOUNCEMENTS/BOARD SUGGESTIONS FOR FUTURE AGENDA ITEMS

Several announcements were made:
- The former South Annex building was given back to the county. Bids for the building’s demolition are being solicited, so that a parking lot can be created in that space.
- The Executive Committee will meet February 22, 2017, to continue reviewing the 13 applications that were received for the county administrator position.
- Board supervisors will begin using their tablets for meetings, but paper documents should also continue being sent for one more month. Departments should scan all documents associated with a particular meeting into a single pdf file and email the file to the addresses specifically associated with the tablets. More tablet training will be provided at March’s county board meeting.
- The Department of Aging kitchen is celebrating its five-year anniversary. Chair Kalata also complimented the department on its Loose Ends publication.

ADJOURNMENT

There being no further business, Supv. Eckstein moved to adjourn, seconded by Supv. Timm; motion carried. The meeting thus adjourned at 8:01 p.m.

I, Melanie R. Stake, County Clerk in and for the County of Waushara, Wis., do hereby certify that the foregoing is the original record of the proceedings of the Waushara County Board of Supervisors at its regular monthly meeting held February 21, 2017.

/s/ Melanie R. Stake, Waushara County Clerk
OFFICIAL MINUTES OF THE PROCEEDINGS OF THE WAUSHARA COUNTY BOARD OF SUPERVISORS

MARCH 21, 2017

The meeting was called to order at 7 p.m. by Chairperson Donna R. Kalata. County Clerk Melanie Stake conducted roll call, which showed all present except Supv. Wedell, who was excused. A silent prayer was held, followed by the pledge of allegiance.

APPROVAL OF AGENDA

Supv. Wedde made a motion to approve the agenda as presented, seconded by Supv. Krentz; motion carried.

APPROVAL OF MINUTES

Supv. Eckstein moved to approve the minutes of the February 21, 2017, monthly county board meeting, seconded by Supv. Kapp. Motion carried.

PUBLIC COMMENTS – None

NEW BUSINESS

CLOSED SESSION

Supv. Eckstein made a motion to convene in closed session, pursuant to Wisconsin State Statutes Section 19.85(1)(c), to consider the employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; for the purpose of interviewing an applicant for the county administrator position. Supv. Wedde seconded the motion, and a roll call vote showed 10 ayes, 0 nays, 1 absent. The motion carried, and the meeting went into closed session at 7:03 p.m.

Supv. Wedde moved to reconvene in open session at 8:10 p.m., seconded by Supv. Kapp. Motion carried by voice vote.

DISCUSSION/POSSIBLE MOTION ACTION ITEMS

County Administrator Position

Moved by Supv. Kerschner, seconded by Supv. Wedde to offer the position of county administrator to Bob Sivick. A roll call vote showed 10 ayes, 0 nays, 1 absent. Motion carried.

Board supervisors had the opportunity to meet with candidate Bob Sivick prior to the meeting, and Mr. Sivick had formerly met with the executive committee and department heads. Mr. Sivick accepted the position and will be available to start June 1, 2017. Corporation Counsel Ruth Zouski provided the board a sample employment contract to review; those details will be formally acted on at a future meeting.


**WPPA Tentative Agreement**

Supv. King moved to approve the amended 2017-2018 Wisconsin Professional Police Association (WPPA) tentative agreement. The motion was seconded by Supv. Kapp. A roll call vote resulted in 10 ayes, 0 nays, 1 absent.

Some items in the original contract were renegotiated due to incompatibility with the county's timekeeping system. Time-and-a-half will be paid out after 168 hours instead of 171, and vacation time will increase to reflect a 42-hour work week. Changes are effective April 30, 2017.

**Committee Reports at Board Meetings**

Supv. Wedde moved to table until the June county board meeting the topic of committee reports at board meetings. The motion was seconded by Supv. Eckstein and carried by voice vote.

To keep up with what is happening at the committee level, some county board members would like each committee chair to give a quick update at each board meeting. Now that board members have tablets, however, they could get all committee minutes online. The subject will be revisited after board supervisors become more experienced with using their tablets.

**Tablets and Emailing**

Supv. Wedde moved to table to the April board meeting a decision regarding county board members receiving emails on their tablets. Supv. Krentz seconded the motion, and it was carried by voice vote.

Tablets are not currently configured to receive emails; they can only receive digital documents. Corporation Counsel Zouski said that the board should consider having a designated email for county business set up on the tablets for purposes of record retention and public records requests.

**DISCUSSION/POSSIBLE ACTION ON RESOLUTIONS AND ORDINANCES**

**RESOLUTION NO. 03-03-17**

**RESOLUTION SUPPORTING EFFORTS TO CLOSE COMMERCIAL PROPERTY ASSESSMENT LOOPHOLES**

WHEREAS, homeowners in Wisconsin already pay 70% of the total statewide property tax levy; and

WHEREAS, the disproportionate burden is about to get much worse unless the Legislature addresses tax avoidance strategies that national chains like Walgreens, and big box establishments like Target and Lowe’s are using across the country to gain dramatic reductions in their property tax bills at the expense of homeowners and other taxpayers; and
WHEREAS, a carefully-orchestrated wave of hundreds of lawsuits in Wisconsin is forcing assessors to slash the market value of thriving national retail stores, shifting their tax burden to local mom and pop shops and homeowners; and

WHEREAS, Walgreens and CVS stores in Wisconsin have argued in communities across the state that the assessed value of their property for property tax purposes should be less than half of their actual sale prices on the open market; and

WHEREAS, in many cases the courts have sided with Walgreens and CVS, requiring communities to refund tax revenue back to the stores; and

WHEREAS, there are over 200 Walgreens stores located in Wisconsin; and

WHEREAS, Target, Lowe's, Meijer, Menards and other big box chains are using what is known as the “Dark Store Theory” to argue that the assessed value of a new store in a thriving location should be based on comparing their buildings to sales of vacant stores in abandoned locations for a different market segment; and

WHEREAS, the Indiana Legislature has on two occasions in the last two years overwhelmingly passed legislation prohibiting assessors from valuing new big box stores the same as nearby abandoned stores from a different market segment; and

WHEREAS, the Michigan State House overwhelmingly passed similar legislation in May of 2016.

NOW, THEREFORE, BE IT RESOLVED that Waushara County does hereby urge the Governor and State Legislature to protect homeowners and main street businesses from having even more of the property tax burden shifted to them by passing legislation clarifying that:

1. Leases are appropriately factored into the valuation of leased properties; and

2. When using the comparable sale method of valuation, assessors shall consider as comparable only those sales within the same market segment exhibiting a similar highest and best use rather than similarly sized but vacant properties in abandoned locations.

Submitted by Executive Committee Chair Kalata. Motion to approve by Supv. King, seconded by Supv. Wedde. Motion carried by voice vote.

Thriving big box chain stores in busy locations are often being assessed similar to vacant stores in rundown neighborhoods (“Dark Store Theory”). This practice greatly reduces these companies’ property taxes. The tax burden then shifts to smaller businesses and homeowners. The resolution urges the governor and state legislature to pursue legislation that addresses these tax avoidance strategies.
RESOLUTION NO. 04-03-17
AUTHORIZATION TO CONTRACT WITH THE
WISCONSIN DEPARTMENT OF REVENUE FOR THE COLLECTION OF DEBT

WHEREAS, the Waushara County Clerk of Circuit Court collects court-ordered financial obligations and has employed legal means to collect unpaid amounts; and

WHEREAS, the Clerk of Circuit Court for Waushara County employs several methods of collecting, including, but not limited to: payment hearings, payments plans, judgments and tax refund intercept; and

WHEREAS, §59.40.(4), Wis. Stats., allows the Clerk of Circuit Court, if authorized by County Board under §59.52(28), Wis. Stats., to contract with the Wisconsin Department of Revenue (DOR) for collection of unpaid debt; and

WHEREAS, any agreement entered into with the DOR shall indicate that any collection fees incurred by the DOR shall be in addition to the debt owed the Clerk of Circuit Court and charged by the DOR directly to the debtor; and

WHEREAS, the proceeds received by the Clerk of Circuit Court from the DOR shall be the entire amount of debt collected for purposes of distribution;

NOW, THEREFORE, BE IT RESOLVED by the Waushara County Board of Supervisors that the Board hereby authorizes the Clerk of Circuit Court to contract with the Wisconsin Department of Revenue for the collection of unpaid debt pursuant to Wisconsin Statutes.

BE IT FURTHER RESOLVED that the County Administrator is authorized to execute a contract to effectuate this purpose, subject to the review and approval of the Corporation Counsel.

Submitted by Executive Committee Chair Kalata. Motion to approve by Supv. Kapp, seconded by Supv. Krentz. Motion carried by voice vote.

The clerk of circuit court, in conjunction with the county administrator and corporation counsel, is authorized to contract with the Wisconsin Department of Revenue (DOR) to collect unpaid court-ordered financial obligations. The DOR’s cost for the service will be added to the debtor’s balance, so the court still receives the full amount that it is owed.

ORDINANCE NO. 608
AN ORDINANCE AMENDING ORDINANCE NO. 519 –
THE WAUSHARA COUNTY 20-YEAR COMPREHENSIVE PLAN

The County Board of Waushara County, Wisconsin, does ordain as follows:
WHEREAS, Waushara County, Wisconsin, adopted the Waushara County 20-Year Comprehensive Plan 2030 on December 8, 2009, in compliance with Wisconsin Statutes sections 66.1001(1)(a) and 66.1001(2), as Ordinance No. 519; and

WHEREAS, pursuant to sections 59.69(2) and (3) of the Wisconsin Statutes, Waushara County is authorized to prepare, adopt and amend a comprehensive plan as defined in sections 66.1001(1)(a) and 66.1001(2) of the Wisconsin Statutes; and

WHEREAS, the Waushara County Board has adopted written procedures designed to foster public participation in every stage of the preparation of a comprehensive plan amendment as required by section 66.1001(4)(a) of the Wisconsin Statutes; and

WHEREAS, proposed February 2017 Amendments to the Waushara County Comprehensive Plan dated February 16, 2017, has been prepared by the Waushara County Land Use Planning Committee; and

WHEREAS, Waushara County published the required Class 1, 30-day notice on January 12, 2017; and

WHEREAS, the Waushara County Planning and Zoning Committee conducted a public hearing on February 16, 2017, in compliance with Wisconsin Statutes 66.1001(4)(d), regarding the proposed February 2017 Amendments to the Waushara County Comprehensive Plan; and

WHEREAS, the said Planning Committee did approve said request with the following conditions:

1. The Waushara County Planning and Zoning Committee approves the proposed changes to the Waushara County 20-Year Comprehensive Plan and recommends that the Waushara County Board of Supervisors approves the recommended changes to the Comprehensive Plan as presented.

2. After reviewing the application, the proposed amendments to the 20-Year Comprehensive Plan, if approved, will not harm the public interest, but rather provide a sound and accurate basis for making land use decisions.

3. The proposed amendments to the land use plan have been recommended for adoption by the Waushara County Land Use Committee and the Waushara County Land, Water and Education Committee, and accomplish the goals set forth in the Wisconsin Statutes.

4. The proposed amendments are consistent with the remaining sections of the adopted Waushara County 20-Year Comprehensive Plan.

5. The proposed amendments, together with the adopted Waushara County 20-Year Comprehensive Plan, contain all the elements set forth in Wisconsin Statutes.

6. The plan is now referred to the Waushara County Board of Supervisors for its consideration.
THEREFORE, the County Board of Waushara County, Wisconsin, does, by the enactment of this ordinance, formally adopt the document entitled, *February 2017 Amendments to the Waushara County Comprehensive Plan*, as described in the resolution by the Waushara County Planning and Zoning Committee dated February 16, 2017, and makes these amendments to Ordinance No. 519, The Waushara County 20-Year Comprehensive Plan (2030).

Submitted by Planning and Zoning Committee Chair Kerschner. Motion to approve by Supv. Krentz, seconded by Supv. Kerschner. Motion carried by voice vote.

The ordinance repeals and replaces chapters 1, 2 and 6 of the comprehensive plan, in order to reflect recent census data updates. The appendices relating to these chapters were repealed and replaced also. All of the amendments can be found at: [http://waushara.uwex.edu/planning/](http://waushara.uwex.edu/planning/).

**PROCLAMATIONS**

*Designating April 2017 Child Abuse Prevention Month*
Motion to approve by Supv. Wedde, seconded by Supv. Kapp. Motion carried.

*Designating the Week of April 3-7, 2017, Work Zone Safety Awareness Week*
Motion to approve by Supv. Eckstein, seconded by Supv. Wedde. Motion carried.

*Designating April 9-15, 2017, Public Safety Telecommunications Week*
Motion to approve by Supv. Kapp, seconded by Supv. Krentz. Motion carried.

**REPORTS/PRESENTATIONS**

*Clerk of Courts Office Annual Report*: Clerk of Circuit Court Melissa Zamzow compared 2014-2016 data, which revealed the following trends: foreclosures and small claims have decreased, the divorce rate has held steady, and traffic citations and felonies have increased significantly. Goals for 2017 focus on mandatory e-filing, collecting debt and restitution, and scanning records.

*Land Conservation and Zoning Department Annual Report*: Department Director Terri DoppPaukstat reported that in 2016, her team made more than 1,000 field visits and issued 422 land use permits and 213 sanitary permits. She also provided statistics on the various programs her department administers, including nutrient management and wildlife abatement.

*Tablet Training*: I.T. Coordinator Barry West provided additional materials and training to board members regarding their tablets.

**ANNOUNCEMENTS/BOARD SUGGESTIONS FOR FUTURE AGENDA ITEMS**

Chair Kalata reported that bids are being gathered for the South Annex demolition. Once the building is taken down, the county highway department will pave the area for additional parking. The project should be complete by June 1, 2017.
County Clerk Stake distributed surveys to board members on behalf of the Wisconsin Counties Association. The surveys will be used to assess county board members’ training needs and should be returned to the clerk as soon as possible.

**ADJOURNMENT**

There being no further business, Supv. Eckstein moved to adjourn, seconded by Supv. Timm; motion carried. The meeting thus adjourned at 9:19 p.m.

I, Melanie R. Stake, county clerk in and for the county of Waushara, Wis., do hereby certify that the foregoing is the original record of the proceedings of the Waushara County Board of Supervisors at its regular monthly meeting held March 21, 2017.

/s/ Melanie R. Stake, Waushara County Clerk
The meeting was called to order at 7:01 p.m. by Chairperson Donna R. Kalata. County Clerk Melanie Stake conducted roll call. Present were: Supvs. Eckstein, Heise, Kalata, Kapp, Kerschner, King, Krentz, Rothermel, Timm and Wedde. Supv. Wedell was excused. A silent prayer was held, followed by the Pledge of Allegiance.

**APPROVAL OF AGENDA**

Supv. Wedde made a motion to approve the agenda as presented, seconded by Supv. Kapp; motion carried.

**APPROVAL OF MINUTES**

Supv. Kapp moved to approve the minutes of the March 21, 2017, monthly County Board meeting, seconded by Supv. Krentz. Motion carried.

**PUBLIC COMMENTS**

*Complaints Against County*

Hancock resident Tim Hamilton expressed concerns about former county employees' actions and with how the county administers guardianships. He asked the board to look into these matters.

**UNFINISHED BUSINESS**

**DISCUSSION/POSSIBLE MOTION ACTION ITEM**

*Sending Emails to Board Tablets*

Supv. Kapp made a motion to have email set up on County Board members’ tablets. Supv. Kerschner seconded the motion, and it was carried by voice vote with Supv. Timm voting no.

This item was carried over from March’s meeting. County Board supervisors’ tablets currently can receive only digital documents – not email. To alleviate problems with receiving documents, and to address public records and retention concerns, email will be set up on the tablets. All county business will be conducted using these county email accounts. I.T. Coordinator Barry West will work on assigning email addresses and adding this capability to the tablets.

**NEW BUSINESS**

**REPORTS/PRESENTATIONS**

*Open Meetings Law Reminders:*

Corporation Counsel Ruth Zouski noted that another Wisconsin county had been cited for violating the Open Meetings Law. The wording of agenda items must be specific, so the public can determine what will be discussed or enacted, and discussion/action must be limited to that subject. Board members are personally liable for any breaches of the law.
Treasurer’s Office Annual Report: County Treasurer Elaine Wedell outlined a list of duties she oversees. In addition to collecting property taxes, the office handles and records all county departments’ receipts, performs bank reconciliation, and facilitates the tax deed process. Upcoming projects include learning a new cash receipting program.

Buildings & Grounds Department Annual Report: Superintendent Randy Gramse gave a recap of 2016 projects, which included upkeep at the jail, a new roof for the North Annex, and the completion of the Hancock EMS station. In 2017, the limestone facing of the courthouse will be repaired, and the South Annex will be demolished and become an additional parking area.

District Attorney’s Office Annual Report: D.A. Scott Blader said that 2016 was a busy year, with 270 felonies and more than 500 misdemeanors. So far, 2017 volume is a little less than 2016. Heroin use remains a concern, and methamphetamine usage is on the rise as well. The office will be hiring a new D.A. investigator, since the person holding that position has taken a different job.

DISCUSSION/POSSIBLE MOTION ACTION ITEMS

Federal Uniform Grant Guidance Policies
Motion by Supv. Wedde, seconded by Supv. Eckstein to adopt the Federal Uniform Grant Guidance policies as presented. The motion was carried by voice vote.

Governments receiving federal grant money must adopt formal financial policies and procedures that regulate usage of these dollars. The action brings the county in compliance with these requirements.

County Administrator Employment Agreement
Supv. Wedde moved to approve the employment agreement between Waushara County and Robert Sivick. Supv. Kerschner seconded the motion, and it was carried by voice vote.

The document outlines pay, benefits and expectations/goals for Mr. Sivick when he begins work as the county administrator on June 1, 2017.

County Board Rules and Bylaws Revisions
Moved by Supv. Krentz, seconded by Supv. Eckstein, to approve changes to the Rules and Bylaws of the Waushara County Board of Supervisors document. Motion carried by voice vote.

References to an administrative coordinator were replaced with county administrator. Wording was updated to reflect that the administrator will make committee appointments, and the board will confirm them. The Land, Water and Education Committee description was also changed to provide for a Farm Service Agency alternate position on the committee.
RESOLUTION NO. 05-04-17
RESOLUTION AUTHORIZING FUND BALANCE RESTRICTIONS,
COMMITSMENTS, ASSIGNS, AND REAPPROPRIATION OF
SPECIFIED FUNDS FROM 2016 TO 2017

WHEREAS, Waushara County has previously established fund balances of various
programs and activities for carryover and reappropriation to subsequent budget years. Some of
the fund balances are restricted by outside authority, while some have been set up by previous
county board budgets or subsequent action.

WHEREAS, the county board has previously adopted “Resolution No. 08-02-12
Implementing Fund Balance Policy in Accordance With GASB Statement No. 54” on February 21,
2012; and

WHEREAS, the budget/finance supervisor has compiled a pre-audit list identifying those
activities, programs, projects, and funds that should be carried forward and reappropriated in
the 2017 budget; and

WHEREAS, the appropriate oversight committees and the Waushara County Executive
Committee have reviewed the requests and recommend that the restrictions, commitments,
assigns and reappropriation requests be approved; and

WHEREAS, Wisconsin statutes and county board rules require that the county board take
official action to authorize the commitments, assigns and reappropriation of funds; and

WHEREAS, sound financial practice requires that such carryovers be recorded in the
official records of the county; and

WHEREAS, any additional items or adjustments that may be required at the completion of
the county’s external audit will be brought to the county board in a separate resolution at the
conclusion of the field work of the external audit;

NOW, THEREFORE, BE IT RESOLVED by the Waushara County Board of Supervisors that
the following funds and their designations are authorized to be carried over from the official
records of the county for the year ended December 31, 2016, to the official records of the
county for the year ending December 31, 2017; that the funds be reappropriated and expended
as may be required; and that the 2017 annual budget is amended and the appropriate line items
in the general fund may be increased as necessary:

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## RESTRICTED FUND BALANCE (Continued)

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## COMMITTED FUND BALANCE

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COMMITTED FUND BALANCE (Continued)

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TOTAL: $2,745,537.90

UNASSIGNED FUND BALANCE

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BE IT FURTHER RESOLVED that remaining funds in the county’s special revenue funds and debt service fund be carried forward for their intended purpose as previously approved by the county board.

BE IT FURTHER RESOLVED that the budget/finance supervisor is directed to record such information in the official records of the county for the year ended December 31, 2016, and for the year ending December 31, 2017, as may be required.

Submitted by Supv. Kalata, Executive Committee chair. Motion to approve by Supv. Wedde, seconded by Supv. Eckstein. Motion carried by voice vote.

The resolution provides details on the funds carried over from the 2016 budget to the 2017 budget. Some of this money is available for any purpose, and some must be kept in reserve for emergencies. Various other funds are earmarked for specific purposes, programs or projects.

RESOLUTION NO. 06-04-17
RESOLUTION IN SUPPORT OF PROVIDING ADEQUATE RESOURCES TO SUPPORT COUNTY LAND CONSERVATION STAFF AND COST-SHARING FOR FARMERS AND OTHER LAND USERS

WHEREAS, county land conservation departments around the state are the local delivery mechanism for a wide range of natural resource management programs including nonpoint pollution control, reclamation of non-metallic mines, invasive species control, woodland management, and lakes protection; and

WHEREAS, the Wisconsin Farm Bureau Federation supports the concept of credit trading and adaptive management between municipalities and the agriculture community to reduce phosphorus discharge; urges the state to stop the spread of invasive species in Wisconsin; and supports adequate funding to local units of government to implement the nonpoint program, provided that local regulations do not exceed state standards; and
WHEREAS, the Wisconsin Board of Agriculture, Trade and Consumer Protection acknowledges the counties’ statutory role in coordinating and implementing farm conservation standards at the local level, and supports efforts to ensure that adequate resources are available for counties to do their job; and

WHEREAS, state grants for county land conservation staff have decreased since the program began; and

WHEREAS, the governor’s budget has not requested maintenance of the annual average staff funding of $9.3 million that was included in the pre-recession budgets from 2001 to 2011, thus reducing the funding to $8 million annually in the 2017-19 budget; and

WHEREAS, the Wisconsin Counties Association (WCA) 2017 statewide policy recognizes the value of the work county land conservation departments provide to farmers and Wisconsin citizens by supporting adequate resources to implement maintaining this base level of funding; and

WHEREAS, the inability to adequately fund local, voluntarily accepted farm conservation practices has led to environmental problems and increasing citizen suits and court decisions against farmers;

NOW, THEREFORE, BE IT RESOLVED that the Waushara County Board of Supervisors does hereby urge the governor of the State of Wisconsin and all elected representatives in the Wisconsin State Legislature to return to the $9.3 million appropriation for state aid to counties, recognizing the invaluable service that county land conservation employees provide in helping Wisconsin farmers grow our state’s agriculture, and preserving natural landscapes through citizen-led best management practices, while preserving the state’s land and water resources for future generations.


The resolution urges the state to return land conservation staff funding to the pre-recession levels of $9.3 million annually. The proposed 2017-2019 state budget has $8 million each year dedicated to this purpose.

RESOLUTION NO. 07-04-17
SUPPORT FOR GROUNDWATER PROGRAMS

WHEREAS, good quality groundwater in sufficient quantity is a basic resource that all citizens and businesses in the State of Wisconsin, as well as Waushara County, rely upon; and

WHEREAS, the citizens and businesses of our great state and county expect state government to monitor and protect the groundwater in our state in such a way that we may all prosper; and
WHEREAS, negative implications to the citizens and businesses of the state from not having comprehensive groundwater programming in place could be catastrophic; and

WHEREAS, there exists limited protection and permitting measures that are based on scientific research and prospective modeling on a statewide basis; and

WHEREAS, there exists limited funding sources to plan and implement statewide groundwater programming to protect groundwater resources to ensure sufficient quantity and quality of the groundwater resource, that provides protection to those citizens and businesses that rely upon those resources; and

WHEREAS, the potential for unchecked groundwater withdrawals continues to grow statewide, becoming an ever increasing threat to groundwater quantity and quality, and there are few additional resources available to study and attempt to mitigate this threat; and

WHEREAS, the potential for groundwater depletion as well as contamination continues to grow statewide, because of cumulative effects; and

WHEREAS, Waushara County concurs with the Wisconsin Counties Association on two legislative priorities as stated below:

1. Enact comprehensive groundwater quantity legislation that balances the need to protect groundwater from contamination and overuse while respecting the needs of the agricultural economy.
2. Ensure that counties have input with the DNR in establishing groundwater quantity criteria that are appropriate in each county and reflect decisions made at the local level.

NOW, THEREFORE, BE IT RESOLVED that the Waushara County Board of Supervisors respectfully encourages the state legislature to support aspects of SB22, AB50, SB76 and AB105 that call for the development and utilization of scientific research that leads to sound groundwater management plans for all areas of the state, but especially those areas that are currently experiencing quantity and quality issues from increased groundwater withdrawals; and

BE IT FURTHER RESOLVED that the Waushara County Board of Supervisors respectfully encourages the state legislature to prioritize establishment of a committee to develop a groundwater management plan in the uncontained aquifer known as the “Central Sands” that considers the adverse impacts and potential benefits to all users of groundwater resources; and

BE IT FURTHER RESOLVED the Waushara County Board of Supervisors supports making available additional resources to plan and implement statewide groundwater programming that will lead to better understanding, protection, and utilization of our groundwater resources, as well as protect the citizens, businesses, and natural features that rely on clean groundwater in sufficient quantity; and
BE IT FURTHER RESOLVED that a copy of this resolution be directed to the attention of the state legislators, the governor, and the directors of DNR, DATCP, and the Wisconsin Counties Association.


The resolution encourages the state to: pursue scientific research that can be applied to groundwater management plans, establish a committee to develop such a plan for the Central Sands aquifer, and provide for statewide groundwater programming.

ORDINANCE NO. 609
ORDINANCE AMENDING WAUSHARA COUNTY ZONING MAPS PURSUANT TO THE AUTHORITY GRANTED IN CHAPTER 58 WAUSHARA COUNTY CODE
ZONE CHANGE – CHRISTIANO’S PIZZA, LLC – TOWN OF MARION

WHEREAS, on February 14, 2017, Christiano’s Pizza, LLC did file an application with the Waushara County Zoning Office for a zoning amendment in Section 6, in the Town of Marion; and

WHEREAS, said application involves an approximate 350’ x 500’ portion of an existing 13.63 acre parcel of land to be zoned C-G, and an approximate 108’ x 475’ x 150’ x 235’ riparian parcel to be zoned RS-20, the original parcel being 13.63 acres of land known as Lot 1 of Certified Survey Map #6408, being part of Government Lot 2, Section 6, T18N, R11E, Town of Marion, Lake Irogami, State Road 21 and Woodworth Crossing; and

WHEREAS, the said Zoning Office did process said application as required; and

WHEREAS, the Waushara County Planning Committee did consider said application at a regular meeting held at the Waushara County Courthouse on March 16, 2017; and

WHEREAS, the said Planning Committee did approve said request with the following conditions:

1. The development must be in substantial compliance with the site plan and the additional information provided at the public hearing.
2. All required setbacks must be complied with, and all other codes must be adhered to.
3. All permits must be obtained including land use, building, commercial building, and proper connection to municipal sewer.
4. All restaurant and health code permits shall be complied with. Alcohol sales must be in compliance with state and local laws and permitting requirements.
5. A certified survey map must be submitted and recorded in accordance with county and state requirements.
6. Deed restrictions must be included, if applicable, and utility easements must be shown.
7. Adequate parking must be provided.
8. If more than an acre is disturbed, the landowner must contact the appropriate stormwater experts at DNR and comply with those regulations in addition to commercial code requirements.
9. All driveways shall meet all required codes, including fire and access code requirements, to provide for access by emergency vehicles. In addition, the driveways shall provide good visibility and turnaround areas to prevent backing onto the road.
10. The applicant will allow agents of Waushara County access to the property to ensure compliance with all applicable regulations.
11. The application is now forwarded to the Waushara County Board of Supervisors and the Marion Town Board for their consideration. The town board is responsible for determining whether this application, if approved, is in compliance with the town’s approved land use plan.

THEREFORE, the Waushara County Board of Supervisors does hereby ordain as follows:

1. That the Waushara County zoning maps are amended by changing the zoning district of the described property from A-G to C-G and from A-G to RS-20.
2. That this ordinance shall be effective upon approval and recording with the Office of the County Clerk for Waushara County.

Submitted by Supv. Kerschner, Planning and Zoning Committee chair. Motion to approve by Supv. Kerschner, seconded by Supv. Wedde. Motion carried by voice vote.

A 13.63-acre parcel of land, formerly zoned General Agricultural, is now divided between Residential Single Family zoning and General Commercial zoning for construction of a restaurant.

ORDINANCE NO. 610
ORDINANCE AMENDING WAUSHARA COUNTY CODES
NOS. 18, 42, 54 AND 58

WHEREAS, the Waushara County Planning & Zoning Committee did file Draft #8 Ordinance Amending Waushara County Codes; and

WHEREAS, the Waushara County Planning Committee did consider said application at a regular meeting held at the Waushara County Courthouse on March 16, 2017; and

WHEREAS, the said Planning Committee did approve said request with the following conditions:
1. The implementation of these code changes shall be immediate except upon consideration and approval of the amendments, in whole or in part, by the Waushara County Board of Supervisors.
2. The application is referred to the Waushara County Board of Supervisors for its consideration.
THEREFORE, the Waushara County Board of Supervisors does hereby ordain as follows:

1. That Waushara County Codes Nos. 18, 42, 54 and 58 are amended.
2. That these codes shall be effective upon the approval and recording with the Office of the County Clerk for Waushara County.

Submitted by Supv. Kerschner, Planning and Zoning Committee chair. Motion to approve by Supv. Krentz, seconded by Supv. Wedde. Motion carried by voice vote.

The ordinance offers updates to the following county codes: Chapter 18 Floods, Chapter 42 Subdivisions, Chapter 54 Utilities and Chapter 58 Zoning. The amendments will ensure better enforcement of these codes, compliance with state statutes, and protection of the county’s resources.

**The full text of these amendments is available for viewing in the County Clerk’s Office.**

ORDINANCE NO. 611
ORDINANCE AMENDING ARTICLE VII. CODE OF ETHICS

WHEREAS, the Waushara County Board previously adopted a Code of Ethics; and

WHEREAS, said Code of Ethics requires action by the administrative coordinator under certain sections; and

WHEREAS, the county board has eliminated the position of administrative coordinator and created the position of county administrator creating a need to update the Code of Ethics.

NOW, THEREFORE, the Waushara County Board of Supervisors does hereby ordain as follows:

Sec. 2-332. Notice.

County officials and employees shall be made aware of this code at the time of election, employment or appointment. The county clerk shall distribute a copy of this code to each county board supervisor at the first meeting of the county board following the spring biennial election. The administrative coordinator shall distribute a copy of this code to each employee at the beginning of employment. Training will be held on this code for all county officials and employees.

Sec. 2-338. Ethics board.

(a) There is hereby created an ethics board to consist of seven members. The membership of the ethics board shall consist of four citizens, the chair and vice-chair of the county board and the county clerk. The administrative coordinator shall provide necessary staff assistance to the board, shall serve as its secretary, but shall not vote. The corporation counsel
shall furnish the board whatever legal assistance is necessary to carry out its functions. The corporation counsel may retain outside counsel to provide this assistance as necessary. In all other sections of this article where the term corporation counsel is used, it shall include any counsel retained by the corporation counsel under this section.

**Sec. 2-339. Procedures for ethics board – Handling of complaints.**

(b) *Notice.*

(4) An agenda shall be filed and posted by the administrative coordinator or corporation counsel prior to the initial hearing.

(c) *Hearings.*

(14) Upon completion of the board's inquiry it shall adjourn to closed session for deliberations. Any person not a member of the board, including county board supervisors, shall be excluded from the deliberations of the ethics board. For the purposes of this section only, member of the board shall include the administrative coordinator or corporation counsel who are charged with providing administrative and legal assistance to the board under the ethics code.

**Sec. 2-340. Same – Handling of advisory opinions.**

(b) *Notice.*

(3) An agenda shall be filed and posted by the administrative coordinator or corporation counsel prior to the meeting.

(c) *Meeting.*

(2) The board shall meet with the requestor in closed session to obtain any additional information needed to form an opinion and to discuss the circumstances in order to formulate an opinion. The requestor may be asked to leave the closed session, if determined by the board that the requestor's presence would infringe upon the discussion of the board to reach an opinion on the request. Any person not a member of the board, including county board supervisors, shall be excluded from the closed session of the ethics board. For the purposes of this section only, member of the board shall include the administrative coordinator or corporation counsel who are charged with providing administrative and legal assistance to the board under the ethics code.

**BE IT FURTHER ORDAINED that this ordinance shall be effective upon passage.**

Submitted by Supv. Kalata, Executive Committee chair. Motion to approve by Supv. Kapp, seconded by Supv. Wedde. Motion carried by voice vote.
In the county’s Code of Ethics, there were references to the administrative coordinator. Those references have now been changed to reflect the transition to a county administrator form of government.

**APPOINTMENTS**

*Board of Adjustment*

**John Benz,** Wautoma *(Term: May 2017-April 2020)*

**Roger Wagner,** Berlin *(Term: May 2017-April 2020)*

**Dave Williams,** Alternate, Wild Rose *(Term: May 2017-April 2020)*

Motion to approve by Supv. Kerschner, seconded by Supv. Kapp; motion carried by voice vote.

*Human Services Board*

**Marge Sholar,** Wautoma *(Term: April 1, 2017-March 31, 2020)*

Motion to approve by Supv. Wedde, seconded by Supv. Krentz; motion carried by voice vote.

*Land/Water/Education Committee*

**Enrique Soria,** FSA Rep, Coloma *(Term: May 2017-April 2020)*

**Allen Stea,** FSA Rep Alternate, Wautoma *(Term: May 2017-April 2020)*

Motion to approve by Supv. Eckstein, seconded by Supv. Kapp; motion carried by voice vote.

*Waushara Economic Development Corporation*

**Jody Jansen,** Wild Rose *(Term: January 1, 2017-December 31, 2019)*

Motion to approve by Supv. Krentz, seconded by Supv. King; motion carried by voice vote.

**PROCLAMATIONS**

*Designating April 17-21, 2017, as Severe Weather Awareness Week; Designating May 7-13, 2017, as Correctional Officers Week; Designating May 14-20, 2017, as Police Week and May 15, 2017, as Peace Officers Memorial Day; Designating May 21-27, 2017, as Emergency Medical Services Week*

Motion to approve by Supv. Kerschner, seconded by Supv. Kapp; motion carried by voice vote.

**ADJOURNMENT**

There being no further business, Supv. Eckstein moved to adjourn, seconded by Supv. Timm; motion carried. The meeting thus adjourned at 7:53 p.m.
I, Melanie R. Stake, county clerk in and for the county of Waushara, Wis., do hereby certify that the foregoing is the original record of the proceedings of the Waushara County Board of Supervisors at its regular monthly meeting held April 18, 2017.

/s/ Melanie R. Stake, Waushara County Clerk
The meeting was called to order at 7 p.m. by Chairperson Donna R. Kalata. County Clerk Melanie Stake conducted roll call. All were present: Supvs. Eckstein, Heise, Kalata, Kapp, Kerschner, King, Krentz, Rothermel, Timm, Wedde and Wedell. A silent prayer was held, followed by the Pledge of Allegiance.

**APPROVAL OF AGENDA**

Supv. Wedde made a motion to approve the agenda as presented, seconded by Supv. Kapp; motion carried.

**APPROVAL OF MINUTES**

Supv. Kapp moved to approve the minutes of the April 18, 2017, monthly County Board meeting, seconded by Supv. Timm. Motion carried.

**PUBLIC COMMENTS**

*ATV Routes*
Brandon Bonfiglio, Town of Aurora resident and representative of the Waushara County ATV Association, spoke in favor of allowing ATVs on certain segments of the county highway system. He provided handouts on the potential positive economic impact, as well as a sample ordinance, which he urged the board to take up at the June County Board meeting.

*Zone Change*
Alexis Tenpas asked the board to approve Ordinance No. 612. She has owned and operated a business on this Town of Plainfield property for 35 years and is now selling it. The sale is contingent on the passage of the ordinance/zone change.

**NEW BUSINESS**

**REPORTS/PRESENTATIONS**

*Waushara County Historical Society and Museum Annual Report:* Society President Marvin Wagner, Jr. reported that in 2016, the museum served 280 visitors and 160 researchers. The museum is open on Wednesdays from 9 a.m. to 4 p.m. He gave updates on building maintenance projects, including the reroofing that must take place in 2018.

*Department of Aging Annual Report:* Director Debbie Paavola provided a written and oral overview of 2016 statistics regarding departmental activity, budget, accomplishments and future needs. The department serves 3,000 different people per year, with daily contacts ranging from 200 to 400. Director Paavola reported on meal choice, the Aging Mastery Program, and memory screens/dementia outreach.
Public Health Department Annual Report: Director/Public Health Officer Patti Wohlfeil briefed the board on her department’s 2016 activities, including that it achieved full accreditation status. The five-year community health assessment was also completed in 2016. Though providing immunizations is just one of the many services Public Health provides, it administered nearly 1,000 flu shots last year. Director Wohlfeil provided a written annual report summary as well.

**DISCUSSION/POSSIBLE MOTION ACTION ITEMS**

**Hearing Conservation Program**  
Moved by Supv. Wedde, seconded by Supv. Wedell to update the Hearing Conservation Program guidelines as presented, and to incorporate it into the County Personnel Policy. The motion was carried by voice vote.

Language was changed to reflect a county administrator form of government, and the specific positions covered under the program were detailed. The plan will become part of the overall personnel policy.

**Capital Improvement Plan Policy**  
Supv. Kapp moved to approve the Capital Improvement Plan (CIP) Policy and Procedures. Supv. Krentz seconded the motion, and it was carried by voice vote.

A CIP is used to document and prepare for major purchases and projects, including plans for funding. The policy defines applicable expenses and details procedures for submitting projects or purchases for inclusion into the CIP.

Administrative Coordinator Deb Behringer explained that once the board approves the policy, departments will be completing their CIP requests. Details on the requests will be available at the July board meeting.

**ORDINANCE NO. 612**  
**ORDINANCE AMENDING WAUSHARA COUNTY ZONING MAPS PURSUANT TO THE AUTHORITY GRANTED IN CHAPTER 58 WAUSHARA COUNTY CODE**  
**ZONE CHANGE – COMPLETE AIR SYSTEMS, INC. – TOWN OF PLAINFIELD**

WHEREAS, on March 22, 2017, Complete Air Systems, Inc. did file an application with the Waushara County Zoning office for a zoning amendment in Section 10, in the Town of Plainfield; and

WHEREAS, said application involves an approximate 8.74 acre of land being part of the SE1/4 of the NE1/4, Section 10, T20N, R18E, Town of Plainfield, N6721 5th Avenue; and

WHEREAS, the said Zoning office did process said application as required; and

WHEREAS, the Waushara County Planning Committee did consider said application at a regular meeting held at the Waushara County Courthouse on April 20, 2017; and
WHEREAS, the said Planning Committee did approve said request with the following conditions:

1. The development must be in substantial compliance with the site plan.
2. All required setbacks must be complied with and all other codes must be adhered to.
3. All permits must be obtained including land use, building, and proper connection made to the private sewage system.
4. The existing private sewage system shall undergo a complete evaluation including sizing calculations. The evaluation shall include a soil boring to document that soil conditions are suitable to provide treatment for the wastes generated. The evaluation shall be provided to the Zoning office prior to issuance of any land use or building permits, and prior to the start of operation of the business.
5. The applicant shall contact the county building inspectors within 30 days of this approval and comply with their recommendations and the adopted commercial building code, including adequate sanitary facilities.
6. The applicant is responsible for complying with any other applicable regulations.
7. Any advertising signs must be in accordance with all county and state requirements.
8. No outside storage of products, parts, scraps or wastes is allowed.
9. If the building has any floor drains, the applicant is responsible for checking with the DNR to determine how the wastes are to be collected and disposed of.
10. All storage, handling, and disposal of hazardous and toxic materials shall be in accordance with state and federal requirements, and must be reported to appropriate agencies.
11. Adequate parking must be provided. All driveways shall meet all required codes, including fire and access code requirements to provide for access by emergency vehicles. In addition, the driveway shall provide good visibility and a turnaround area to prevent backing onto the road.
12. The applicant will allow agents of Waushara County access to the property to ensure compliance with all applicable regulations.
13. The application is now forwarded to the Waushara County Board of Supervisors and the Plainfield Town Board for their consideration. The Town Board is responsible for determining whether this application, if approved, is in compliance with the town’s approved land use plan.

THEREFORE, the Waushara County Board of Supervisors does hereby ordain as follows:

1. That the Waushara County zoning maps are amended by changing the zoning district of the described property from C-G and A-G to M-G.
2. That this ordinance shall be effective upon approval and recording with the Waushara County Clerk’s Office.

The ordinance changes a nearly 9-acre parcel of land from General Commercial and General Agricultural zoning to General Manufacturing zoning. The rezone is necessary so a heating, ventilation and air conditioning equipment fabrication and assembly operation can be established on the property. The existing auto parts sales business will remain as well.

APPOINTMENTS

Transportation Coordinating Committee
Roger Charette, Wautoma (Term: June 2017-May 2020)
Greg Erickson, Human Services (Term: June 2017-May 2020)

Motion to approve by Supv. Wedde, seconded by Supv. Eckstein; motion carried by voice vote.

PROCLAMATIONS

Designating May 2017 Older Americans Month; Designating May 2017 Aging and Disability Resource Center Month; Designating June 15, 2017, Elder Abuse Awareness Day

Motion to approve by Supv. Eckstein, seconded by Supv. Krentz; motion carried by voice vote.

FUTURE AGENDA ITEMS/ANNOUNCEMENTS

Chair Kalata asked board members to stop at the courthouse and see I.T. Coordinator Barry West, so that email functionality can be added to their tablets.

ADJOURNMENT

There being no further business, Supv. Eckstein moved to adjourn, seconded by Supv. Timm; motion carried. The meeting thus adjourned at 7:57 p.m.

I, Melanie R. Stake, county clerk in and for the county of Waushara, Wis., do hereby certify that the foregoing is the original record of the proceedings of the Waushara County Board of Supervisors at its regular monthly meeting held May 16, 2017.

/s/ Melanie R. Stake, Waushara County Clerk
OFFICIAL MINUTES OF THE PROCEEDINGS OF THE
WAUSHARA COUNTY BOARD OF SUPERVISORS

JUNE 20, 2017

The meeting was called to order at 7:01 p.m. by Chairperson Donna R. Kalata. County Clerk Melanie Stake conducted roll call. All were present: Supvs. Eckstein, Heise, Kalata, Kapp, Kerschner, King, Krentz, Rothermel, Timm, Wedde and Wedell. A silent prayer was held, followed by the Pledge of Allegiance.

APPROVAL OF AGENDA

Supv. Wedde made a motion to approve the agenda as presented, seconded by Supv. Wedell; motion carried.

APPROVAL OF MINUTES

Supv. Krentz moved to approve the minutes of the May 16, 2017, monthly County Board meeting, seconded by Supv. Eckstein. Motion carried.

PUBLIC COMMENTS

ATV Routes
Brandon Bonfiglio, town of Aurora resident and member of the Waushara County ATV Association, said several municipalities passed ordinances allowing ATVs on some of their roads. His group is asking for access to small stretches of the following county roads: XX, D, E and EE.

Jerry Lauer, who lives in the village of Plainfield and is president of the Waushara County Roadrunners ATV/UTV Club, asked for ATV access on portions of county roads J, V, FF and GG.

Town of Deerfield resident Debra Schmitz asked the County Board to work with municipalities to make the county accessible to ATVs. She stated that more people own ATVs than snowmobiles.

Storm Damage Update
Sheriff Jeff Nett reported that the dispatch center took more than 400 reports of damage associated with the severe storm on June 14, 2017. There was one reported injury. Uprooted trees fell onto structures and into roadways. Sheriff Nett thanked local fire departments, the county Highway Department, other area agencies, and the utility companies for their responses.

OLD BUSINESS

DISCUSSION/POSSIBLE MOTION ACTION ITEMS

Committee Reports at Board Meetings
Some County Board members have suggested that, at board meetings, committee chairs provide brief updates on their committees’ activities. Supv. Eckstein moved to have committee chairs send committee reports to County Administrator Robert Sivick for inclusion in his reports to the full board. The motion died for lack of a second.
NEW BUSINESS

REPORTS/PRESENTATIONS

Property Assessed Clean Energy (PACE) Wisconsin: Wisconsin Counties Association Outreach Manager Jon Hochkammer explained that PACE helps commercial property owners secure loans for energy efficiency and sustainability projects. No federal, state or local dollars are involved, and if Waushara County opted in, there would be no cost to the county. The only caveat is, in the unlikely event of a loan delinquency, the Treasurer’s Office would have to add this amount as a special charge on the affected property tax bill. Mr. Hochkammer offered to have a meeting with the county’s treasurer, corporation counsel and administrator to answer questions. The board would have to then pass a resolution and ordinance to join PACE.

Parks & Solid Waste Department Annual Report: Superintendent Scott Schuman started off with an update on storm damage at the parks. He then explained that he is responsible for six program areas in the budget: Parks, Advertising and Promotion, Snowmobile, Solid Waste, Recycling and Clean Sweep. Superintendent Schuman detailed how his department is involved in getting state grant dollars distributed to the 11 local snowmobile clubs.

DISCUSSION/POSSIBLE MOTION ACTION ITEM

November County Board Meeting Date
Moved by Supv. Wedde, seconded by Supv. Kerschner to change the date of the November County Board meeting from November 14 to November 7, 2017. The motion was carried by voice vote.

The “annual meeting” of the County Board is typically held on the first Tuesday after the second Monday of November. In 2017, this date would be November 14. The county budget is approved at this meeting however, and apportionment information is due to the state on November 15 – a day after the meeting. In order to accommodate any last-minute budget/apportionment changes, the board meeting will be held a week earlier than usual this year.

RESOLUTION NO. 08-06-17
RESOLUTION AMENDING RESOLUTION NO. 20-05-13
AUTHORIZING REQUEST FOR LEGAL EXPENSE COVERAGE FROM WISCONSIN COUNTY MUTUAL INSURANCE CORPORATION

WHEREAS, the Waushara County Board of Supervisors approved Resolution No. 36-10-10 in October 2010, which authorized designees for requesting coverage under the legal expense endorsement; and

WHEREAS, in May 2013, the Waushara County Board of Supervisors approved Resolution No. 20-05-13, amending Resolution No. 36-10-10; and
WHEREAS, the Waushara County Board of Supervisors has modified the county structure from administrative coordinator to an administrator form of government.

NOW, THEREFORE, BE IT RESOLVED that the Waushara County Board of Supervisors does hereby authorize the request for coverage under the legal loss prevention services endorsement, per the endorsement form number WCMIC-End 3024 (10/10), from the Wisconsin County Mutual Insurance Corporation to be requested as needed by the County Board chair or otherwise authorized designee.

BE IT FURTHER RESOLVED that the County Board of Supervisors is designating the following positions to be the authorized designee(s) for requesting coverage under the legal loss prevention service endorsement:
- Acting Waushara County Board of Supervisors Chair
- Acting Waushara County Corporation Counsel
- Acting Waushara County Administrator


The resolution specifies which county employees can request legal services through the county's liability insurance. Now that the county has an administrator, this position has been added to the list, which also includes the corporation counsel and County Board chair.

**RESOLUTION NO. 09-06-17**
**RESOLUTION AUTHORIZING THE TRANSFER OF UP TO $4,345.25 FROM THE UNASSIGNED GENERAL FUND BALANCE TO COVER WAUSHARA COUNTY PORTION OF FOX VALLEY WORKFORCE DEVELOPMENT BOARD, INC. SETTLEMENT WITH WISCONSIN DEPARTMENT OF WORKFORCE DEVELOPMENT**

WHEREAS, Waushara County is a member of the workforce board that includes the counties of Calumet, Fond du lac, Green Lake, Waupaca, Waushara and Winnebago, and until 2012 Outagamie, recognized as the Fox Valley Workforce Development Board (FVWDB); and

WHEREAS, in 2010, routine monitoring of the FVWDB identified questionable costs and were considered questionable or disallowed because the board did not follow the federal or state guidelines on how the funds should be spent. Examples of disallowed costs were funds for an “out of school youth” (someone age 16-24 without a diploma and not in school) were spent on someone enrolled in school or older than 24, and funds were spent on a training program for an eligible male who hadn't registered for Selective Service, and funds were allocated toward an equipment or property purchase; and

WHEREAS, in 2012 the CEO of the FVWDB resigned from her position, and Outagamie County decided to leave the FVWDB; and
WHEREAS, at no time was anyone accused of doing anything illegal or personally benefitting from the questionable costs; and

WHEREAS, the final determination is that the FVWDB would need to reimburse the State Department of Workforce Development (DWD) $102,645 over a period of five years with no interest; and

WHEREAS, the FVWDB has requested consideration from their insurance carrier to cover the cost of the claim with DWD, but has not been successful at this time; and

WHEREAS, the county board chairs of the counties have agreed that if the insurance does not cover the cost of the claim, that the counties would cover the cost of the claim based on population. In this scenario, Waushara County would be responsible for a total of $4,345.25.

NOW, THEREFORE, BE IT RESOLVED that the Waushara County Board of Supervisors agrees to pay up to $4,345.25 from the unassigned general fund balance to settle the Waushara County balance of the DWD settlement.


An audit found that the Fox Valley Workforce Development Board (FVWDB) spent $102,000 in state money on unallowable costs. These funds must to be returned to the state, and member counties of the FVWDB are responsible for repayment. Though subject to insurance adjustments, the highest amount Waushara County would have to pay is $4,345.25. Since this isn’t a budgeted expense, the money would have to come from the general fund’s unassigned balance. Supv. Timm thought the resolution should wait until the amount owed was definite.

RESOLUTION NO. 10-06-17
AUTHORIZING WAUSHARA COUNTY SHERIFF TO JOIN THE NORTH CENTRAL EMERGENCY RESPONSE TEAM

WHEREAS, Sections 66.0313 and 66.0513 of the Wisconsin Statutes allow law enforcement to respond to mutual aid requests from other law enforcement agencies; and

WHEREAS, the sheriff has advised that it would be beneficial to the department and Waushara County to be part of a formal agreement for mutual aid to obtain additional assistance in the event of an emergency situation that exceeds the capabilities of Waushara County personnel; and

WHEREAS, such mutual aid agreements provide that such assistance shall be received and provided without reimbursement, except that in a case of unusual or extraordinary and unanticipated expenses, which may be submitted for consideration by the county board of the receiving agency to determine payment at their discretion; and
WHEREAS, the North Central Emergency Response Team (NCERT) has been created and exists with such other law enforcement agencies that are in the proximity of Waushara County and would be a viable source of such assistance; and

WHEREAS, the Public Safety Committee has reviewed the NCERT agreement and agrees with the sheriff that entering into the agreement would be beneficial to Waushara County.

NOW, THEREFORE, the County Board of Supervisors hereby resolves that the sheriff is authorized to enter into an agreement for mutual aid and become a team member on behalf of Waushara County of the NCERT.

Submitted by Supv. Kalata, Public Safety Committee chair. Motion to approve by Supv. Wedell, seconded by Supv. Kapp. The motion was carried by voice vote.

The resolution authorizes the Waushara County Sheriff's Department to enter into an agreement for mutual aid with the North Central Emergency Response Team (NCERT). In the event of an emergency situation requiring additional law enforcement resources, members of the NCERT agree to offer assistance to each other without requiring reimbursement.

APPOINTMENTS

Fox Valley Workforce Development Board
Robert J. Sivick, County Administrator, Wautoma (Term: June 20, 2017–June 30, 2019)

Motion to approve by Supv. Wedde, seconded by Supv. Eckstein; motion carried by voice vote.

CLOSED SESSION

Supv. Kerschner made a motion to convene in closed session, pursuant to Wisconsin State Statutes Section 19.85(1)(c), to consider the employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, for the purpose of discussing the wage scale—specifically the corporation counsel's salary. Supv. Eckstein seconded the motion, and a roll call vote showed 11 ayes, 0 nays. The motion carried, and the meeting went into closed session at 8:19 p.m.

Supv. Eckstein moved to reconvene in open session at 8:39 p.m., seconded by Supv. King. Motion carried by voice vote.

DISCUSSION/POSSIBLE MOTION ACTION ITEM

Wage Scale/Corporation Counsel Salary
Moved by Supv. King, seconded by Supv. Eckstein to remove the administrator and corporation counsel positions from Level A of the wage scale, leave this level open, and deal with the two positions separately, with salaries open to negotiation. Motion carried by voice vote.
Supv. Eckstein moved to increase the corporation counsel’s salary to $55.29 per hour to be in line with the county administrator, seconded by Supv. Wedde. A roll call vote showed 8 ayes, 3 nays (Supvs. Heise, Kapp and Wedell). Motion carried.

FUTURE AGENDA ITEMS/ANNOUNCEMENTS

Chair Kalata welcomed Robert Sivick as county administrator and thanked Deb Behringer for her more than 28 years as administrative coordinator. Administrative Coordinator Behringer thanked the board for its support over the years.

The board discussed whether the subject of ATVs on county roads should be on a future agenda. Chair Kalata stated that committees had previously discussed the matter, and, due to safety concerns, did not think it prudent to advance the matter to the full County Board.

ADJOURNMENT

There being no further business, Supv. Eckstein moved to adjourn, seconded by Supv. Timm; motion carried. The meeting thus adjourned at 8:54 p.m.

I, Melanie R. Stake, county clerk in and for the county of Waushara, Wis., do hereby certify that the foregoing is the original record of the proceedings of the Waushara County Board of Supervisors at its regular monthly meeting held June 20, 2017.

/s/ Melanie R. Stake, Waushara County Clerk
The meeting was called to order at 5:01 p.m. by Chairperson Donna R. Kalata. Deputy County Clerk Megan Kapp conducted roll call, which showed 7 present (Supvs. Eckstein, Kalata, Kapp, King, Rothermel, Wedde and Wedell), 2 excused (Supvs. Kerschner and Krentz) and 2 absent (Supvs. Heise and Timm; Supv. Timm joined the meeting at 5:24 p.m.). A silent prayer was held, followed by the Pledge of Allegiance.

APPROVAL OF AGENDA

Supv. Wedde made a motion to approve the agenda as presented, seconded by Supv. Kapp; motion carried.

NEW BUSINESS

DISCUSSION/POSSIBLE MOTION ACTION ITEM

RESOLUTION NO. 11-06-17
A RESOLUTION ISSUING A DISASTER DECLARATION
PURSUANT TO SECTION 323.11, WISCONSIN STATUTES

WHEREAS, on Wednesday, June 14, 2017, at approximately 2:35 p.m., a disaster, namely severe thunderstorms, struck Waushara County, Wisconsin; and

WHEREAS, pursuant to Section 323.11 of the Wisconsin Statutes, it is necessary and expedient for the health, safety, welfare, transportation and good order of the county to declare that emergency conditions exist; and

WHEREAS, the Emergency Management Director, Sheriff’s Department and Highway Commissioner have advised that there is substantial damage in the county that is causing the county to expend, commit and exhaust its pertinent and available resources; and

WHEREAS, the Waushara County Board requests state assistance and advises the state of Wisconsin of our emergency conditions.

NOW, THEREFORE, the Waushara County Board of Supervisors does hereby resolve that there is a state of emergency in Waushara County that is likely to continue until August 1, 2017.

Submitted by Supv. Kalata, Waushara County Board of Supervisors chair. Motion to approve by Supv. Wedde, seconded by Supv. Wedell. Motion carried by voice vote.

Emergency Management Director Mark Piechowski gave a presentation highlighting the damage throughout the county as a result of severe weather on June 14, 2017. Approximately 80 structures/vehicles were damaged, and many trees are down throughout the area.
Due to the extent of the damage, Waushara County may be eligible for financial assistance through the Wisconsin Disaster Fund. This resolution is required in order to submit a request for assistance. If the state approves the funding, the county could be reimbursed up to 70 percent of the costs incurred in responding to and recovering from this natural disaster.

**ADJOURNMENT**

There being no further business, Supv. Eckstein moved to adjourn, seconded by Supv. Kapp; motion carried. The meeting thus adjourned at 5:36 p.m.

I, Megan Kapp, deputy county clerk in and for the county of Waushara, Wis., do hereby certify that the foregoing is the original record of the proceedings of the Waushara County Board of Supervisors at a special meeting held June 23, 2017.

/s/ Megan Kapp, Waushara County Deputy Clerk
OFFICIAL MINUTES OF THE PROCEEDINGS OF THE
WAUSHARA COUNTY BOARD OF SUPERVISORS

JULY 18, 2017

The meeting was called to order at 7:01 p.m. by Chairperson Donna R. Kalata. County Clerk Melanie Stake conducted roll call. All were present: Supvs. Eckstein, Heise, Kalata, Kapp, Kerschner, King, Krentz, Rothermel, Timm, Wedde and Wedell. A silent prayer was held, followed by the Pledge of Allegiance.

APPROVAL OF AGENDA

Supv. Wedde made a motion to approve the agenda as presented, seconded by Supv. Eckstein; motion carried.

APPROVAL OF MINUTES

Supv. King moved to approve the minutes of the June 20, 2017, monthly County Board meeting, and the June 23, 2017, special County Board meeting. The motion was seconded by Supv. Wedde. Motion carried.

PUBLIC COMMENTS

County Clerk Resignation
County Clerk Stake reported that her last day as Waushara County clerk would be September 29, 2017. Though she considers the role of clerk to be vitally important to county government, she needs to focus her full time and energy into her lifelong dream of writing professionally. She thanked the board for the opportunity, and requested that they appoint current deputy county clerk, Megan Kapp, to the post.

ATV Routes
Jerry Lauer, village of Plainfield resident and president of the Waushara County Roadrunners ATV/UTV Club, reiterated his request for ATV access on portions of several county roads.

NEW BUSINESS

REPORTS/PRESENTATIONS

County Administrator Monthly Report: Administrator Robert J. Sivick met with department directors and County Board members, and is making contacts in the community. He is reviewing current personnel and procurement policies. Recruiting and retaining employees will be a focus. Labor negotiations with EMS have begun. He hopes to complete a request for proposal (RFP) for an architectural study of the courthouse complex to determine the best use of the limited space.

Atlanta Preparedness Summit: Public Health nurses Melodi Simos and Judy Burton attended this national conference from April 25, 2017, to April 28, 2017. Some topics discussed were biodefense and how emerging technology, like drones, can be used in the realm of public health.
DISCUSSION/POSSIBLE MOTION ACTION ITEM

Emergency Business Recovery Plan
Moved by Supv. Wedde, seconded by Supv. Krentz to approve updates to the emergency business recovery plan. The motion was carried by voice vote.

The amended plan reflects changes in county structure, personnel and contact information.

RESOLUTION NO. 12-07-17
RESOLUTION AUTHORIZING REORGANIZATION OF WAUSHARA COUNTY VETERANS SERVICES DEPARTMENT

WHEREAS, the organizational structure of the Waushara County Veterans Services Department currently includes a full-time benefit specialist position; and

WHEREAS, the current benefit specialist is anticipating retirement at the end of 2017; and

WHEREAS, the department has reevaluated its staffing needs and has determined that it would be in the best interest of the department to modify the staffing to remove the benefit specialist position and reallocate funding to allow for an assistant County Veterans Services Officer (CVSO) position; and

WHEREAS, this staffing change would assist with the efficiency of the department and provide for succession planning, which is especially important in a two-person office; and

WHEREAS, the assistant CVSO position will not be pursued until the benefit specialist has decided to retire; and

WHEREAS, the subsequent recruitment effort would follow Wisconsin statutory guidelines required for an assistant CVSO position, which has similar requirements as recruitment for a CVSO.

NOW, THEREFORE, BE IT RESOLVED by the Waushara County Board of Supervisors that the Waushara County Veterans Services Department is allowed to reorganize to better serve the community.

Submitted by Supv. Kapp, Veterans Services Committee chair. Motion to approve by Supv. Kapp, seconded by Supv. Eckstein. A roll call vote showed 11 ayes, 0 nays, 0 absent. Motion carried.

The resolution authorizes that, when the current Veterans Services Department benefits specialist retires at yearend, the position will be converted to an assistant veterans service officer. This will allow for better succession planning. Recruitment efforts will begin as soon as possible.
ORDINANCE NO. 613
ORDINANCE AMENDING WAUSHARA COUNTY ZONING MAPS PURSUANT TO THE AUTHORITY GRANTED IN CHAPTER 58 WAUSHARA COUNTY CODE
ZONE CHANGE – DAVID & RUBY HOCHSTETLER – TOWN OF RICHFORD

WHEREAS, on May 16, 2017, David & Ruby Hochstetler did file an application with the Waushara County Zoning Office for a zoning amendment in Section 17, in the Town of Richford; and

WHEREAS, said application involves an approximate 500’ x 700’ portion in the northeast corner of an existing 40-acre parcel of land being the NW1/4 of the SW1/4, Section 17, T18N, R09E, Town of Richford, W11687 State Road 21; and

WHEREAS, the said Zoning Office did process said application as required; and

WHEREAS, the Waushara County Planning Committee did consider said application at a regular meeting held at the Waushara County Courthouse on June 15, 2017; and

WHEREAS, the said Planning Committee did approve said request with the following conditions:

1. The development must be in substantial compliance with the site plan and additional information presented at the public hearing.
2. All required setbacks must be complied with and all other codes must be adhered to.
3. All permits must be obtained including land use, building and sanitary.
4. The applicant shall contact the county building inspectors within 30 days of this approval and comply with their recommendations and the adopted building code, including adequate sanitary facilities.
5. The applicant is responsible for complying with any other applicable regulations including storage of potentially hazardous or dangerous materials.
6. Any advertising signs must be in accordance with all county and state requirements.
7. Outside storage of building materials shall be behind the building as shown on the site plan.
8. If the building has any floor drains, the applicant is responsible for checking with the DNR to determine how the wastes are to be collected and disposed of.
9. All storage, handling, and disposal of hazardous and toxic materials shall be in accordance with state and federal requirements.
10. All driveways shall meet all required codes, including fire and access code requirements, to provide for access by emergency vehicles. In addition, the driveway shall provide good visibility and a turnaround area to prevent backing onto the road for both customers and delivery vehicles. Adequate parking shall be provided.
11. The applicant will allow agents of Waushara County access to the property to ensure compliance with all applicable regulations.
12. The application is now forwarded to the Waushara County Board of Supervisors and the Richford Town Board for their consideration. The town board is responsible for determining whether this application, if approved, is in compliance with the town’s approved land use plan.
THEREFORE, the Waushara County Board of Supervisors does hereby ordain as follows:

1. That the Waushara County zoning maps are amended by changing the zoning district of the described property from AG-3 to C-G.

2. That this ordinance shall be effective upon approval and recording with the Office of the County Clerk for Waushara County.

Submitted by Supv. Kerschner, Planning and Zoning Committee chair. Motion to approve by Supv. Wedell, seconded by Supv. Kerschner. Motion carried by voice vote.

The ordinance rezones a general agricultural (AG-3) property to general commercial (C-G) zoning. The landowners intend to construct a warehouse and office as part of a retail building supply business.

ORDINANCE NO. 614
ORDINANCE AMENDING WAUSHARA COUNTY ZONING MAPS PURSUANT TO THE AUTHORITY GRANTED IN CHAPTER 58 WAUSHARA COUNTY CODE ZONE CHANGE – ROWLOCK LLC – TOWN OF SPRINGWATER


The ordinance requested a zone change from general agricultural (A-G) to residential multifamily (R-M) zoning, so that four duplexes could be constructed on the property. However, the developer involved with the project emailed the Land Conservation and Zoning Department on July 18, 2017, indicating that the deal had fallen through. The rezone was therefore denied.

ORDINANCE NO. 615
ORDINANCE AMENDING WAUSHARA COUNTY ZONING MAPS PURSUANT TO THE AUTHORITY GRANTED IN CHAPTER 58 WAUSHARA COUNTY CODE ZONE CHANGE – TOWN OF MARION

WHEREAS, on May 11, 2017, the Town of Marion did file an application with the Waushara County Zoning Office for a zoning amendment in Section 7, in the Town of Marion; and

WHEREAS, said application involves an approximate 5.22-acre portion of Government Lots 1 & 4, located south and west of Chicago Point Road and northeasterly of State Road 73, to include vacant parcels and improved parcels with uniform address numbers N2076 State Road 73, N2115 Chicago Point Road, W7147 Chicago Point Road, W7127 Chicago Point Road, N2117 Chicago Point Road, and N2123 Chicago Point Road, Sections 6 & 7, Town of Marion; and

WHEREAS, the said Zoning Office did process said application as required; and

WHEREAS, the Waushara County Planning Committee did consider said application at a regular meeting held at the Waushara County Courthouse on June 15, 2017; and
WHEREAS, the said Planning Committee did approve said request with the following conditions:

1. The development must be in substantial compliance with the site plan.
2. All required setbacks must be complied with and all other codes must be adhered to.
3. All permits must be obtained including land use and building, and proper connection made to municipal sewer whenever construction takes place.
4. A certified survey map must be submitted and recorded in accordance with county and state requirements for the creation of any new lots.
5. Deed restrictions must be included, if applicable.
6. Utility easements must be shown on maps if applicable.
7. Adequate parking must be provided for all new residences.
8. All driveways shall meet all required codes, including fire and access code requirements, to provide for access by emergency vehicles. In addition, the driveway shall provide good visibility and a turnaround area to prevent backing onto the road. Driveways shall be located off Chicago Point Road instead of the state highway, whenever possible. If driveways are planned off State Road 73, they must comply with requirements of the Wisconsin Department of Transportation and Waushara County Codes.
9. The applicant will allow agents of Waushara County access to the property to ensure compliance with all applicable regulations.
10. The application is now forwarded to the Waushara County Board of Supervisors and the Marion Town Board for their consideration. The town board is responsible for determining whether this application, if approved, is in compliance with the town’s approved land use plan.

THEREFORE, the Waushara County Board of Supervisors does hereby ordain as follows:

1. That the Waushara County zoning maps are amended by changing the zoning district of the described property from A-G to RS-20.
2. That this ordinance shall be effective upon approval and recording with the Office of the County Clerk for Waushara County.

Submitted by Supv. Kerschner, Planning and Zoning Committee chair. Motion to approve by Supv. Kapp, seconded by Supv. Wedell. Motion carried by voice vote.

Town of Marion officials requested that 10 small parcels, totaling five acres, be rezoned from general agricultural (A-G) to single-family residential (RS-20) zoning. The new zoning district will more accurately reflect the current use of that area.

APPOINTMENTS

Economic Development Corporation
Robert J. Sivick, County Administrator, Wautoma (Term: Beginning July 18, 2017)
Ethics Board
Robert J. Sivick, County Administrator, Wautoma (Term: Beginning July 18, 2017)

Motion to approve by Supv. Wedde, seconded by Supv. King; motion carried by voice vote.

FUTURE AGENDA ITEMS/ANNOUNCEMENTS

Chair Kalata gave an update on East Central Wisconsin Regional Planning Commission activities. She encouraged board members to use the commission as a resource.

Supv. Krentz warned that phone scams have been occurring in the area.

ADJOURNMENT

There being no further business, Supv. Eckstein moved to adjourn, seconded by Supv. Timm; motion carried. The meeting thus adjourned at 7:40 p.m.

I, Melanie R. Stake, county clerk in and for the county of Waushara, Wis., do hereby certify that the foregoing is the original record of the proceedings of the Waushara County Board of Supervisors at its regular monthly meeting held July 18, 2017.

/s/ Melanie R. Stake, Waushara County Clerk
The meeting was called to order at 7:00 p.m. by Chairperson Donna R. Kalata. County Clerk Melanie Stake conducted roll call. Present were: Supvs. Heise, Kalata, Kapp, Kerschner, King, Krentz, Rothermel, Timm, Wedde and Wedell. Supv. Eckstein was excused. A silent prayer was held, followed by the Pledge of Allegiance.

APPROVAL OF AGENDA

Supv. Wedde made a motion to approve the agenda as presented, seconded by Supv. Kapp; motion carried.

APPROVAL OF MINUTES

Supv. King moved to approve the minutes of the July 18, 2017, monthly County Board meeting, seconded by Supv. Krentz. Motion carried.

PUBLIC COMMENTS

Chair Kalata reported that Supv. Eckstein's recent surgery went well, but he will be recuperating for a while. She also thanked the Waushara Argus for its coverage of storm damage at Mt. Morris Hills County Park.

NEW BUSINESS

REPORTS/PRESENTATIONS

County Administrator Monthly Report: Administrator Robert J. Sivick reported on 2018 budget preparations, including his concerns about likely health insurance increases. He will be reviewing the fees that the county charges for services. He reminded board members that their attendance and participation at committee meetings was important and valued.

Human Services Annual Report: Director Dawn Buchholz introduced the department's management team. She provided a handout with 2016 statistical information, which included the fact that the department receives 171 applications for state and federal benefits per month. Two Human Services' clients shared stories about how the department helped them.

DISCUSSION/POSSIBLE MOTION ACTION ITEM

Appointment/Replacement of County Clerk
Moved by Supv. Wedell, seconded by Supv. Kerschner to appoint Megan Kapp to the position of county clerk, effective September 30, 2017. The motion was carried by voice vote.
When a county clerk vacates his/her position mid-term, Wisconsin State Statutes say the county board can either appoint someone to replace the clerk, or call for a special election. Ms. Kapp has been the deputy county clerk for the last two years, and current County Clerk Melanie Stake and the Executive Committee recommended Ms. Kapp for the job. Ms. Kapp thanked the board for their support and provided some details on her qualifications.

**RESOLUTION NO. 13-08-17**

**A RESOLUTION ORDERING THE ISSUANCE OF TAX DEEDS ON CERTAIN TAX FORECLOSED PROPERTY**

**WHEREAS**, the Waushara County Treasurer has followed the procedures required by Chapters 74 and 75 of the Wisconsin Statutes in attempting to collect property tax owed on certain real estate located within Waushara County; and

**WHEREAS**, tax certificates have been issued, notices of application for tax deeds have been served upon the proper parties and affidavits of such service have been filed with the county clerk;

NOW, THEREFORE, the Waushara County Board of Supervisors hereby orders the issuance of tax deeds to Waushara County and its assigns for the parcels of land listed below:

69014-03058-1000-TOWN OF LEON-WOLFGANG K. HOSSBACH
Beginning at the Southeast corner of Lot No. One (1) of Grand View Subdivision, thence South 67° 30' East 50 feet and South 80.5 feet, thence North 67° 30' West 1000 feet to place of beginning, thence South 22° 30' West 436 feet; thence South 67° 30' East 100 feet, thence North 22° 30' East 436 feet, thence North 67° 30' West 100 feet, being a part of Government Lot Eight (8) in Section Thirty (30), Township Nineteen (19) North, Range Twelve (12) East, Town of Leon, Waushara County, Wisconsin.

69030-01871-0390-TOWN OF SAXEVILLE-FRED J. MALLAS
Lot 17 of Block 4 of Long Lake Woodlands, Town of Saxeville, Waushara County, Wisconsin. 69030-01871-0400-TOWN OF SAXEVILLE-FRED J. MALLAS
Lot 18 of Block 4 of Long Lake Woodlands, Town of Saxeville, Waushara County, Wisconsin. 69030-01871-1030-TOWN OF SAXEVILLE-FRED J. MALLAS
Lot 41, Block 5, Long Lake Woodlands Plat, Town of Saxeville, Waushara County, Wisconsin; AND that part of Lot 40, Block 5, of said Long Lake Woodlands Plat described as follows: The North 7.5 feet of the South 17.5 feet thereof AND a strip of land 10 feet in width off from the South side of said lot described as follows: Beginning at the Southeast corner of said Lot 40; thence Northerly along the East line of said Lot 40, 10 feet to a point; thence Westerly, parallel to the South line of said Lot 40 to the West line of said Lot 40; thence Southerly along the West line of Lot 40, 10 feet to the Southwest corner thereof; thence Easterly along the South line of Lot 40 to the point of beginning.

Life Estate Interest to Julius F. Mallas.
Lot 23 in Block 5 of Long Lake Woodlands, Town of Saxeville, Waushara County, Wisconsin.

A part of Out Lot 40 of the Assessor’s Plat in the Village of Hancock, located in the N ½ of the SE ¼ of Section 10, Township 19 North, Range 8 East bounded and described as follows: Beginning at the Northwest corner of Out Lot 46 of said Assessor’s Plat and running thence South 89°27’20” East, 264.00 feet; thence North 16°09’40” East 49.50 feet; thence North 89°22’46” West 264.00 feet, thence South 16°09’40” East, 49.50 feet, more or less to the place of beginning. EASEMENT OF INGRESS AND EGRESS described in AFFIDAVIT recorded May 28, 2002 in Volume 613 of Records, pages 240-243 as Document No. 392326.

Out Lot 46 in the SE ¼ of Section 10, Township 19 North, Range 8 East, according to the Assessor’s Plat in the Village of Hancock, Waushara County, Wisconsin. EASEMENT OF INGRESS AND EGRESS described in AFFIDAVIT recorded May 28, 2002 in Volume 613 of Records, pages 240-243 as Document No. 392326.

West Half (W ½) of Lot 8, all of Lots 9 and 10 in Block 7 of the Lohrville Park Plat, Section 18, Township 18 North, Range 12 East, Village of Lohrville, Waushara County, Wisconsin.

Lots 1 and 2 of Block 9 in the plat of Asbach’s Second Addition to the Village of Redgranite, Waushara County, Wisconsin.

Lots 9 & 10, Block D, Sear’s Addition to the Village of Redgranite, Waushara County, Wisconsin.

Lot 11, Block D, Sear’s Addition to the Village of Redgranite, Waushara County, Wisconsin.

Lot No. 2 in Block 10 of Asbach’s Second Addition to the Village of Redgranite, Waushara County, Wisconsin, according to the recorded plat thereof. A/K/A CSM No. 990.

Lots numbered Twenty-two (22), Twenty-three (23) and Twenty-four (24) in Block Eight (8) in South Wild Rose, n/k/a Roberts Addition, excluding Volume 95 Page 111, Village of Wild Rose, Waushara County, Wisconsin.
By said tax deeds, title to the above named properties shall be vested in Waushara County in fee simple.


The resolution authorizes the county to take several parcels on tax deeds for failure to pay property taxes. Proper procedures were followed, and notifications were made and published.

RESOLUTION NO. 14-08-17
ACKNOWLEDGMENT OF JEAN ARMSTRONG’S SERVICE TO AND RETIREMENT FROM WAUSHARA COUNTY

WHEREAS, the County of Waushara wishes to take this opportunity to express its appreciation to Jean Armstrong for 17 years of service and dedication to Waushara County; and

WHEREAS, acknowledgment is given to Jean for the conscientious and dedicated service she gave the citizens of Waushara County in the County Treasurer’s Office.

NOW, THEREFORE, BE IT RESOLVED by the Waushara County Board of Supervisors that:

1. The County Board, on behalf of the grateful residents of Waushara County, does hereby commend Jean for her many years of service and contributions to the County Treasurer's Office.
2. Every good wish goes to Jean for a long and enjoyable retirement filled with contentment and good health.

Submitted by Supv. Kalata, Executive Committee chair. Motion to approve by Supv. King, seconded by Supv. Wedde. Motion carried.

Jean Armstrong worked the majority of her 17 years at the county as a deputy in the Treasurer’s Office. The resolution thanks her for her service and wishes her future happiness and health.

RESOLUTION NO. 15-08-17
ACKNOWLEDGMENT OF DEBRA BEHRINGER’S SERVICE TO AND RETIREMENT FROM WAUSHARA COUNTY

WHEREAS, the County of Waushara wishes to take this opportunity to express its appreciation to Debra Behringer for more than 28 years of service and dedication to Waushara County; and

WHEREAS, acknowledgment is given to Debra Behringer for the conscientious and dedicated service she gave the citizens of Waushara County during her years as administrative coordinator.
NOW, THEREFORE, BE IT RESOLVED by the Waushara County Board of Supervisors that:

1. The County Board, on behalf of the grateful residents of Waushara County, does hereby commend Debra Behringer for her long, distinguished and conscientious service.
2. Every good wish goes to Debra Behringer for a long and enjoyable retirement filled with contentment and good health.


After more than 28 years as the county's administrative coordinator, Debra Behringer has retired. She is wished well in her retirement and thanked for her long-time service.

APPOINTMENTS

Economic Development Corporation

Dennis Apps, Coloma *(Term: August 2017-December 2019)*

Motion to approve by Supv. King, seconded by Supv. Wedell. Motion carried by voice vote.

Planning and Zoning Committee

Carl G. Grisar, Wautoma *(Term: August 2017-April 2018)*

Motion to approve by Supv. Wedde, seconded by Supv. Kapp; motion carried by voice vote.

PROCLAMATION

Designating August as Child Support Awareness Month

Motion to approve by Supv. Wedell, seconded by Supv. Krentz; motion carried by voice vote.

FUTURE AGENDA ITEMS/ANNOUNCEMENTS

Department Accomplishments

Chair Kalata remarked that Child Support recently collected a large, long-standing debt, and thanked Child Support Director Kim Stebbins for her efforts. At future board meetings, Chair Kalata encouraged board members to report on departmental accomplishments they hear about.

Distribution of Meeting Materials

Supv. Timm expressed concerns about obtaining board and committee meeting materials. He has missed meetings due to tablet problems. Various solutions were suggested, including tracking of email read receipts, sending text message reminders about meetings, and forwarding meeting information to board members’ personal email addresses as well as to their tablets.
Chair Kalata said that board members needed to take personal responsibility for checking their tablets regularly and getting help if the tablets weren’t functioning properly. They also could discuss options with the department staff who distributes their meeting materials.

*County Board Photo*
Supv. Wedell reminded the board that there had not been a recent photo taken of the group. Chair Kalata said that she had talked to the *Waushara Argus*, and if Supv. Eckstein is able to attend the September 19, 2017, board meeting, a photo will be taken that day at 6:30 p.m. More information will be coming.

**ADJOURNMENT**

There being no further business, Supv. Wedde moved to adjourn, seconded by Supv. Timm; motion carried. The meeting thus adjourned at 7:55 p.m.

I, Melanie R. Stake, county clerk in and for the county of Waushara, Wis., do hereby certify that the foregoing is the original record of the proceedings of the Waushara County Board of Supervisors at its regular monthly meeting held August 15, 2017.

/s/ Melanie R. Stake, Waushara County Clerk
The meeting was called to order at 7:00 p.m. by Chairperson Donna R. Kalata. Deputy County Clerk Megan Kapp conducted roll call. All were present: Supvs. Eckstein, Heise, Kalata, Kapp, Kerschner, King, Krentz, Rothermel, Timm, Wedde and Wedell. A silent prayer was held, followed by the Pledge of Allegiance.

**APPROVAL OF AGENDA**

Supv. Wedell made a motion to approve the agenda as presented, seconded by Supv. Wedde; motion carried.

**APPROVAL OF MINUTES**

Supv. Wedde moved to approve the minutes of the August 15, 2017, monthly County Board meeting, seconded by Supv. Kapp. Motion carried.

**PUBLIC COMMENTS**

*Mt. Morris Hills Park Tree Cutting*

Town of Leon resident Shawen Jones questioned if there is a way to be more involved with the clean-up at Mt. Morris Park. He would like to know if there is a better way of open communication so they know what is really going on.

Pat Waid, who lives in the town of Mt. Morris, spoke for Heal the Hill to let the board know they want to be there to help and to preserve the trees that have been planted. She asked to be a part of open communication and asked that no more live trees be cut.

Victoria M. Friday, town of Saxeville resident, expressed concern about cutting any more living trees from the Mt. Morris Park.

Town of Marion resident Dave Nelson, who has participated in Heal the Hill, asked for open communication and to not cut any of the trees they’ve worked to plant over the last three years.

Cheri Schultz, town of Mt. Morris resident, spoke on behalf of Heal the Hill and requested open communication and for no more live trees to be cut. Schultz asked the board to work with the taxpayers, and she requested to be placed on next month’s agenda.

**NEW BUSINESS**

**REPORTS/PRESENTATIONS**

*County Administrator Monthly Report:* Administrator Robert J. Sivick addressed the five citizens who spoke about concerns regarding Mt. Morris Hills Park. He extended an invitation to the group to meet with him September 21, 2017, to discuss their concerns.
Sivick reported that labor negotiations with EMS Union, Local 425 IAFF have gone well. He will continue touring Department of Aging’s area dining centers, and he stated a recent UW-Extension needs assessment brought about good research and discussion.

**Register of Deeds Annual Report:** Register of Deeds Heather Schwersenska highlighted the different functions of her office. Schwersenska outlined the numerous types of individuals who use their records, and she reviewed the fees charged for records and services. From 2015-2016, they saw an increase in fees collected by their office, and the trend continues thus far into 2017.

**UW-Extension Annual Report:** UW-Extension staff Patrick Nehring, Zina Soltis, Jay Dampier, Heidi Hensel-Bunstock, Ken Williams, Mary Ann Schilling and Barb Barker provided information on their job duties and services they provide to the county. Facts were shared about their various programs including Food W!se, 4-H, Aging Mastery, agriculture and community development. Barker will be retiring at the beginning of 2018, and she thanked the board for their support of 4-H over the last 23 years.

**Life Saving Awards Presented to Sheriff’s Department Employees:** Sheriff Jeff Nett described two separate events where members of his staff executed their jobs at a very high standard. Awards were presented to Corrections Officer Stephanie Dormady, Corrections Corporal Robert Kamholz, Communications Officer Kaitlin Nett, and Deputy Scott Eagan for their life-saving efforts.

**Fall Prevention Presentation:** September is fall prevention awareness month. Department of Aging Director Debbie Paavola shared statistics pertaining to fall related accidents. Health Promotions Coordinator Amanda Kutcher provided an overview of the fall prevention workshops she provides along with several other classes she offers.

**DISCUSSION/POSSIBLE MOTION ACTION ITEM**

**Pre-Approval Purchase Policy**
Moved by Supv. Krentz, seconded by Supv. Eckstein to accept the policy change as presented. The motion was carried by voice vote.

In 2012, the County Board issued a policy stating capital improvement purchases over $5,000 needed prior home committee approval. This policy is now modified to allow purchases of less than $20,000 to be approved by the County Administrator as long as the money is in the budget, and purchases in excess of $20,000 require approval by committee and the County Board if the money is to come from the general fund.
RESOLUTION NO. 16-09-17
A RESOLUTION IN SUPPORT OF THE STATE OF WISCONSIN CREATING A SECOND JUDICIAL POSITION WITHIN WAUSHARA COUNTY

WHEREAS, the State of Wisconsin maintains a system that calibrates the judicial needs of each county based upon the types and numbers of cases heard in the county and Waushara County has for some time rated in excess of one judge and currently rates as in need of 1.75 judges; and

WHEREAS, based upon the recent history and trends, it is anticipated that the caseload in Waushara County will continue to increase and the 6th Judicial District of which Waushara County is a part of will be seeking legislation to create the office of a second judge in Waushara County; and

WHEREAS, the State of Wisconsin wants to verify that a county is willing to accept the responsibilities as well as the advantages of having a new judicial position; and therefore seeks a resolution from the Waushara County Board of Supervisors supporting the creation of a second judgeship in Waushara County; and

WHEREAS, the current judge has advised the Executive Committee of the current need and future need for additional judicial services in Waushara County and is recommending pursuing a second judgeship in Waushara County to begin at the earliest in 2019; and

WHEREAS, the Clerk of Court has advised that in order to support a second judgeship in Waushara County, the following costs may arise on an ongoing basis, the creation of a Judicial Assistant position that will handle all scheduling for both judges and the family court commissioner as well as any other tasks assigned by the Judges and the addition of two deputy clerks so that both courtrooms can be staffed while in session and the office remain covered and still allow for existing staff to use vacation and other benefits; and

WHEREAS, the Clerk of Court has advised that in order to house the additional staff associated with a second judgeship, the County will need to provide an office for the Court Reporter assigned to the second judge, find a location for the Judicial Assistant and potentially reconfigure the existing Clerk of Court’s Office to make room for additional deputy clerks; and

WHEREAS, being advised of the need and the potential costs associated with having a second judicial position in Waushara County, the Executive Committee recommends that the County Board consider supporting this request.

NOW, THEREFORE, the Waushara County Board of Supervisors does hereby resolve to go on record as being in support of the creation of a second circuit court judgeship in Waushara County and the county commits that it will provide for the space and recurring costs associated with maintaining a second judgeship.
Submitted by Supv. Kalata, Executive Committee chair. Motion to approve by Supv. Kerschner, seconded by Supv. Wedell. A roll call vote showed 10 ayes, 1 nay (Supv. Timm), 0 absent. Motion carried.

This resolution verifies the county is willing to accept the additional responsibilities and costs associated with an additional judge if the state decides to add a second judgeship in Waushara County. According to a judicial needs assessment, Waushara County currently rates as in need of 1.75 judges. Corporation Counsel Ruth Zouski provided the board with a summary of the potential wage costs associated with a second judge.

**APPOINTMENTS**

*Library Services Committee*

**Jean Nelson**, Redgranite *(Term: Immediate-April 2019)*

**Collette Ross**, Pine River *(Term: Immediate-April 2019)*

Motion to approve by Supv. Kapp, seconded by Supv. Eckstein; motion carried by voice vote.

*Central Housing Region CDBG Committee*

**Robert J. Sivick**, Wautoma *(Term: Starting September 2017)*

Motion to approve by Supv. Kerschner, seconded by Supv. Wedde; motion carried by voice vote.

**PROCLAMATION**

*Designating September as Jury Appreciation Month*

Motion to approve by Supv. Wedde, seconded by Supv. Kapp; motion carried by voice vote.

**FUTURE AGENDA ITEMS/ANNOUNCEMENTS**

Department of Human Services Director Dawn Buchholz invited the board members to their Treatment and Diversion (TAD) court graduation celebration on October 4, 2017, at 3:00 p.m.

**ADJOURNMENT**

There being no further business, Supv. Eckstein moved to adjourn, seconded by Supv. Timm; motion carried. The meeting thus adjourned at 8:41 p.m.

I, Megan Kapp, deputy county clerk in and for the county of Waushara, Wis., do hereby certify that the foregoing is the original record of the proceedings of the Waushara County Board of Supervisors at its regular monthly meeting held September 19, 2017.

/s/ Megan Kapp, Waushara County Deputy Clerk
The meeting was called to order at 7:00 p.m. by Chairperson Donna R. Kalata. Deputy County Clerk Megan Kapp conducted roll call. All were present: Supvs. Eckstein, Heise, Kalata, Kapp, Kerschner, King, Krentz, Rothermel, Timm, Wedde and Wedell. A silent prayer was held, followed by the Pledge of Allegiance.

**APPROVAL OF AGENDA**

Supv. Wedde made a motion to approve the agenda as presented, seconded by Supv. Kapp; motion carried.

**APPROVAL OF MINUTES**

Supv. Wedell moved to approve the minutes of the September 19, 2017, monthly County Board meeting, with the following correction on page 2, the fourth paragraph under Reports: Replace Live with Life. The motion was seconded by Supv. Krentz and carried by voice vote.

**PUBLIC COMMENTS**

Town of Hancock resident Jim Miller addressed the board regarding the library services proposed budget. Miller discussed some of the services provided by the libraries, and expressed his desire for the Board to find a little extra money in the 2018 budget for library services.

**NEW BUSINESS**

**REPORTS/PRESENTATIONS**

*Emergency Medical Services Annual Report*: Director Brian Donaldson reviewed the department’s mission, vision and values that guide their work on a daily basis. Accomplishments over the past year include developing new clinical practice guidelines, the implementation of educational and mentorship programs, and being chosen as a 2017 National “Spotlight” Agency. Donaldson shared several future goals for the department.

**DISCUSSION/POSSIBLE MOTION ACTION ITEMS**

*2018 Proposed Budget*

Administrator Robert J. Sivick presented the Waushara County 2018 Proposed Budget and Capital Improvements Plan. Copies of Sivick’s 2018 Budget Memorandum were available at the meeting. Sivick thanked Budget/Finance Supervisor Sarah Luchini and Financial Consultant Mike Konecny for their hard work and guidance with this budget.
Sivick pointed out changes in the formulation and management of the budget as a result of the County’s change from an Administrative Coordinator to an Administrator. The 2018 budget as presented has a total tax levy amount of $16,886,484, which is an increase of $3,068 from 2017’s budget. Some of the larger increases in expenses include a wage increase of 2% for employees, and an almost 27% increase in health insurance premiums.

Sivick also discussed the County’s Capital Improvements Plan (CIP). This is a five-year plan that will be reviewed annually and revised as necessary. Capital improvement projects in 2018 total $4,953,068. The 2018 Proposed Budget already includes $3,191,540 for these expenses, and the CIP proposes to fund the remaining $1,761,528 through long-term financing.

Corporation Counsel Ruth Zouski reminded board members that they will be asked to make a final decision on the budget after the public hearing in November. She instructed the board to review the budget prior to the November 7th meeting and to reach out to Sivick or Luchini with any questions.

_Tentative Agreements with EMS Employees Union IAFF Local 425_
Moved by Supv. Eckstein, seconded by Supv. Timm to approve the tentative agreement with the EMS Employees Union, International Association of Fire Fighters Local 425. The motion was carried by voice vote.

This agreement is effective from January 1, 2018 through December 31, 2020, and includes a 2% wage increase in 2018 and a 1.5% wage increase in both 2019 and 2020.

_Appointment of Land Conservation and Zoning Director_
Moved by Supv. Kerschner, seconded by Supv. Krentz to confirm Sivick’s appointment of Todd Wahler as the next Land Conservation and Zoning Director. The motion was carried by voice vote.

Current Land Conservation and Zoning Director Terri DoppPaukstat is retiring at the end of this year. Several Board members were involved in the recruitment process by which Sivick selected Wahler for the position.

_County Board Supervisor Compensation for 2018-2020 Term_
Moved by Supv. Wedde, seconded by Supv. Wedell to leave the 2018-2020 County Board compensation rates the same as the 2016-2018 term. The motion was carried by voice vote.

A copy of the current board compensation rates was provided. Compensation rates were set at the November 12, 2013 County Board meeting and remain in effect for the 2016-2018 term.

**RESOLUTION NO. 17-10-17**
**TO MODIFY THE COMMUNICATIONS SERGEANT POSITION TO COMMUNICATIONS MANAGER LIEUTENANT**
Submitted by Supv. Kalata, Personnel Committee and Public Safety Committee chair. Motion to table by Supv. Eckstein, seconded by Supv. Wedde. The motion was carried by voice vote.

Chair Kalata, Administrator Sivick, and Sheriff Nett met recently with the State’s Emergency Management staff. Subsequently, Kalata’s recommendation is to table this resolution and take it back to the Personnel Committee so that some questions can be answered.

RESOLUTION NO. 18-10-17
RESOLUTION APPROVING THE RESTRUCTURING OF THE AGING & DISABILITY RESOURCE CENTER (ADRC)

WHEREAS, the Aging and Disability Resource Center of Adams, Green Lake, Marquette and Waushara Counties received notice from Marquette County of their intent to become a single county ADRC effective January 1, 2018; and

WHEREAS, the remaining three counties intend to continue operating as a regional ADRC consortium but are required to submit a new application to the state; and

WHEREAS, the Wisconsin Department of Health Services, Division of Public Health will be approving funding for Adams, Green Lake and Waushara Counties to reorganize as a multi-county Aging and Disability Resource Center operated by Waushara, Green Lake, and Adams counties; and

WHEREAS, the Health and Human Services Department of Adams, Green Lake, and the Department of Human Services and Department of Aging Services of Waushara County have effectively operated within a quad-county Aging and Disability Resource Center consortium since 2012 and as a tri-county consortium with Marquette County but without Adams since 2006; and

WHEREAS, the cost of reorganizing to a tri-county Aging and Disability Resource Center of Adams, Green Lake and Waushara Counties will be county levy neutral.

NOW, THEREFORE, BE IT RESOLVED that the Waushara County Department of Human Services and Waushara County Department of Aging Services be authorized to work with Adams County Department of Health and Human Services and Green Lake County Department of Health and Human Services, and to submit the application for becoming a tri-County ADRC of Adams, Green Lake and Waushara Counties; and

BE IT FURTHER RESOLVED that the Waushara County Department of Human Services will continue to perform as the fiscal agent for the ADRC Consortium.

Submitted by Supv. Wedde, Human Services Board chair, and Warren Brewer, Commission on Aging chair. Motion to approve by Supv. Krentz, seconded by Supv. Wedde. The motion was carried by voice vote.
The ADRC of Adams, Green Lake, Marquette and Waushara Counties received notice from Marquette County of their intent to become a single county ADRC. The remaining counties will continue operating as a tri-county ADRC and will submit a new application to the state.

**RESOLUTION NO. 19-10-17**

**ACKNOWLEDGMENT OF CORRECTIONS OFFICER JOHN BREITLOW’S SERVICE TO AND RETIREMENT FROM WAUSHARA COUNTY**

WHEREAS, the County of Waushara wishes to take this opportunity to express its appreciation to Corrections Officer John Breitlow for twenty (20) years of service and dedication to Waushara County; and

WHEREAS, acknowledgment is given to Corrections Officer Breitlow for the conscientious and dedicated service he gave to the Waushara County Sheriff’s Office and citizens of Waushara County.

NOW, THEREFORE, BE IT RESOLVED by the Waushara County Board of Supervisors that:

1. The County Board of Supervisors does hereby commend Corrections Officer John Breitlow for his conscientious and dedicated service.

2. That good wishes go to Corrections Officer Breitlow for a long and enjoyable retirement, filled with contentment and good health.


After 20 years of service, Corrections Officer John Breitlow has retired from Waushara County. The resolution thanks him for his service and wishes him future happiness and health.

**RESOLUTION NO. 20-10-17**

**ACKNOWLEDGMENT OF MELANIE R. STAKE’S COMMENDABLE SERVICE TO WAUSHARA COUNTY**

WHEREAS, the County of Waushara wishes to take this opportunity to express its appreciation to Melanie R. Stake for her more than 13 years of service and dedication to Waushara County; and

WHEREAS, acknowledgment is given to Melanie for the conscientious and dedicated service she gave the citizens of Waushara County in the County Clerk’s office.

NOW, THEREFORE, BE IT RESOLVED by the Waushara County Board of Supervisors that:
1. The County Board, on behalf of the grateful residents of Waushara County, does hereby commend Melanie for her long, distinguished and conscientious service.

2. Every good wish goes to Melanie in her future endeavors.

Submitted by Supv. Kalata, Executive Committee chair. Motion to approve by Supv. Wedell, seconded by Supv. Kapp. Motion carried by voice vote.

The resolution recognizes Melanie Stake for her more than 13 years of service to Waushara County in the County Clerk's office. She is wished well in her future endeavors.

RESOLUTION NO. 21-10-17
COOPERATION AGREEMENT FOR CDBG PROGRAM

WHEREAS, the County of Waushara has an identified need and interest in joining the Central Wisconsin Housing Region, which includes the counties of Adams, Green Lake, Juneau, Marathon, Marquette, Portage, Waupaca, Waushara, and Wood, to provide decent housing; and

WHEREAS, the County of Waushara contemplates submitting jointly with the Central Wisconsin Housing Region an application for funds under the Community Development Block Grant (CDBG) housing program of the Wisconsin Division of Housing (DOH) for the purpose of meeting those needs; and

WHEREAS, the County of Waushara and the Central Wisconsin Housing Region desire to and are required to, enter into a written cooperative agreement with each other to participate in such CDBG program; and

WHEREAS, the County of Waushara and the Central Wisconsin Housing Region understand that Juneau County will act as the applicant (Lead), with an automatic two-year renewal period unless terminated, and will have the ultimate responsibility to assume all obligations under the terms of the grant including assuring compliance with all applicable laws and program regulations and performance of all work in accordance with the grant contract; and

WHEREAS, it is understood that the Department of Housing and Urban Development and DOH have access to all participants' grant records and authority to monitor all activities.

NOW, THEREFORE, pursuant to Wisconsin Statutes 66.0301, the County of Waushara and the Central Wisconsin Housing Region agree to cooperate in the submission of an application for such funds, and agree to cooperate in the implementation of the submitted CDBG program, as approved by the Department of Administration.
BE IT FURTHER RESOLVED that this agreement is entered into on the 17th day of October, 2017 by and between the County of Waushara and the Central Wisconsin Housing Region, and nothing contained in this agreement shall deprive any municipality of any power or zoning, development control or other lawful authority which it presently possesses.


The County already has an agreement in place for the CDBG Program, and this resolution is reaffirmation of that agreement.

RESOLUTION NO. 22-10-17
CAPITAL IMPROVEMENTS PLAN 2018-2022

WHEREAS, On May 16, 2017, the Waushara County Board of Supervisors approved the Capital Improvements Plan, Policy and Procedures; and

WHEREAS, The County Administrator, with assistance from finance personnel, developed a Capital Improvements Plan 2018-2022, which was reviewed and approved by the Executive Committee on September 11, 2017; and

WHEREAS, The Capital Improvements Plan 2018-2022 is subject to review by the County Board.

NOW, THEREFORE, BE IT RESOLVED by the Waushara County Board of Supervisors that the Capital Improvements Plan 2018-2022 [which is incorporated herein by reference] is hereby approved.

BE IT FURTHER RESOLVED, that the Capital Improvements Plan 2018-2022 is remanded to the Executive Committee for inclusion in the 2018 Budget.

Submitted by Supv. Kalata, Executive Committee chair. Motion to approve by Supv. Wedde, seconded by Supv. King. A roll call vote showed 10 ayes, 1 nay (Supv. Timm), 0 absent. Motion carried.

The Capital Improvements Plan outlines the proposed capital expenditures over the next five years along with proposed funding sources.

RESOLUTION NO. 23-10-17
AUTHORIZING ENGAGEMENT OF VON BRIESEN & ROPER, S.C., AND CRUEGER DICKINSON LLC, TOGETHER WITH SIMMONS HANLY CONROY LLC, AS COUNSEL IN RELATION TO CLAIMS AGAINST OPIOID MANUFACTURERS
The Wisconsin Counties Association (WCA) is encouraging counties to consider joining in a statewide litigation effort against certain pharmaceutical companies for their role in creating the opioid epidemic. Three law firms are proposing to undertake this effort on behalf of the counties and the firms indicate there will be no upfront cost to the counties.

Zouski expressed concern over the amount of staff time that would be expended to gather all of the data and information needed for the litigation, which would include data on the County’s costs associated with combating the opioid epidemic. Department of Human Services Director Dawn Buchholz indicated she has talked with her managers, and she feels they could come up with sound numbers without it being too much of a burden.

Supv. Kapp stated he would like to see how much money the County has involved before signing on, and suggested tabling the resolution to the next meeting in order to gather information first.

Sivick spoke on the matter and questioned whether this is appropriate on a county level, stating he believes this is something that should probably be settled through the national or state governments. Chair Kalata did attend a session on the litigation at the WCA Conference, and agrees with Sivick but does not advise the board one way or the other.

Supv. Wedde moved to table Resolution No. 23-10-17 until the November 7th, 2017 County Board meeting in order to obtain more information from the WCA. The motion was seconded by Supv. Eckstein, and it was carried by voice vote. Zouski will contact Attorney Andrew Phillips and see if he can attend the November County Board meeting.

**APPOINTMENT**

*Human Services Board*

**Caryn Ruetten**, Wild Rose *(Term: September 28, 2017-March 31, 2018)*

Motion to approve by Supv. Wedde, seconded by Supv. Krentz; motion carried by voice vote.

**FUTURE AGENDA ITEMS/ANNOUNCEMENTS**

Kalata reminded the Board that next month’s meeting will be on November 7th, 2017, two weeks earlier than usual. She instructed board members to review the budget before the next meeting.

The opioid litigation resolution and the communications sergeant resolution will both be on next month’s agenda.

**ADJOURNMENT**

There being no further business, Supv. Eckstein moved to adjourn, seconded by Supv. Kapp; motion carried. The meeting thus adjourned at 8:20 p.m.
I, Megan Kapp, county clerk in and for the county of Waushara, Wis., do hereby certify that the foregoing is the original record of the proceedings of the Waushara County Board of Supervisors at its regular monthly meeting held October 17, 2017.

/s/ Megan Kapp, Waushara County Clerk
OFFICIAL MINUTES OF THE PROCEEDINGS OF THE
WAUSHARA COUNTY BOARD OF SUPERVISORS &
2018 COUNTY BUDGET PUBLIC HEARING

NOVEMBER 7, 2017

The meeting was called to order at 7:00 p.m. by Chairperson Donna R. Kalata. County Clerk Megan Kapp conducted roll call. Present were: Supvs. Heise, Kalata, Kapp, Kerschner, King, Krentz, Rothermel, Timm, Wedde and Wedell. Supv. Eckstein was excused. A silent prayer was held, followed by the Pledge of Allegiance.

APPROVAL OF AGENDA

Supv. Wedde made a motion to approve the agenda as presented, seconded by Supv. Krentz; motion carried.

APPROVAL OF MINUTES

Supv. Wedell moved to approve the minutes of the October 17, 2017, monthly County Board meeting, seconded by Supv. Kapp. Motion carried.

PROPOSED 2018 WAUSHARA COUNTY BUDGET PUBLIC HEARING

Chair Kalata convened a public hearing regarding the 2018 Waushara County budget. No one spoke on the subject, so the Board meeting resumed at 7:03 p.m.

PUBLIC COMMENTS

Land Conservation and Zoning Director Terri DoppPaukstat introduced her replacement, Todd Wahler. She also encouraged the board to consider the resolution for the department’s reorganization, stating the complexity of the department warrants the proposal.

UNFINISHED BUSINESS

RESOLUTION NO. 17-10-17
TO MODIFY THE COMMUNICATIONS SERGEANT
POSITION TO COMMUNICATIONS MANAGER LIEUTENANT

WHEREAS, the Sheriff has determined that a more efficient and consistent management structure within the Communications Center would be to upgrade the current Communications Sergeant position to a Communications Manager Lieutenant; and

WHEREAS, the upgrade of the position would have no impact on the Sheriff’s Department budget and levy due to the fact that the current Communications Sergeant’s pay is equivalent to the starting pay of a Lieutenant at Pay Level F of the Waushara County Pay Scale; and
WHEREAS, the Public Safety Committee and Personnel Committee have reviewed the request, both are in support of the modification and requested that it be forwarded to the full County Board; and

WHEREAS, the County Administrator has reviewed the request and is in support of the modification.

THEREFORE, BE IT RESOLVED, that the position of Communications Sergeant shall be modified to Communications Manager Lieutenant at Waushara County Pay Scale Level F upon the retirement of the current Communications Sergeant.

THEREFORE, BE IT FURTHER RESOLVED, that the Sheriff is authorized to recruit and post the position as a Lieutenant in preparation for the retirement of the current Communications Sergeant.

Submitted by Supv. Kalata, Personnel Committee and Public Safety Committee chair. Motion to approve by Supv. Wedell, seconded by Supv. King. The motion was carried by voice vote.

This resolution upgrades the position of Communications Sergeant to Communications Manager Lieutenant upon the retirement of the current Communications Sergeant.

RESOLUTION NO. 23-10-17
AUTHORIZING ENGAGEMENT OF VON BRIESEN & ROPER, S.C., AND CRUEGER DICKINSON LLC, TOGETHER WITH SIMMONS HANLY CONROY LLC, AS COUNSEL IN RELATION TO CLAIMS AGAINST OPIOID MANUFACTURERS

WHEREAS, Waushara County is concerned with the recent rapid rise in troubles among County citizens, residents, and visitors in relation to problems arising out of the use, abuse and overuse of opioid medications, which according to certain studies, impacts millions of people across the country; and

WHEREAS, issues and concerns surrounding opioid use, abuse and overuse by citizens, residents and visitors are not unique to Waushara County and are, in fact, issues and concerns shared by all other counties in Wisconsin and, for that matter, states and counties across the country, as has been well documented through various reports and publications, and is commonly referred to as the Opioid Epidemic ("Opioid Epidemic:); and

WHEREAS, the societal costs associated with the Opioid Epidemic are staggering and, according to the Centers for Disease Control and Prevention, amount to over $75 billion annually; and

WHEREAS, the National Institute for Health has identified the manufacturers of certain of the opioid medications as being directly responsible for the rapid rise of the Opioid Epidemic by virtue of their aggressive and, according to some, unlawful and unethical marketing practices; and
WHEREAS, certain of the opioid manufacturers have faced civil and criminal liability for their actions that relate directly to the rise of the Opioid Epidemic; and

WHEREAS, Waushara County has spent millions in unexpected and unbudgeted time and resources in its programs and services related to the Opioid Epidemic; and

WHEREAS, Waushara County is responsible for a multitude of programs and services, all of which require Waushara County to expend resources generated through state and federal aid, property tax levy, fees and other permissible revenue sources; and

WHEREAS, Waushara County’s provision of programs and services becomes more and more difficult every year because the costs associated with providing the Opioid Epidemic programs and services continue to rise, yet Waushara County’s ability to generate revenue is limited by strict levy limit caps and stagnant or declining state and federal aid to Waushara County; and

WHEREAS, all sums that Waushara County expends in addressing, combatting and otherwise dealing with the Opioid Epidemic are sums that cannot be used for other critical programs and services that Waushara County provides to Waushara County citizens, residents and visitors; and

WHEREAS, Waushara County has been informed that numerous counties and states across the country have filed or intend to file lawsuits against certain of the opioid manufacturers in an effort to force the persons and entities responsible for the Opioid Epidemic to assume financial responsibility for the costs associated with addressing, combatting and otherwise dealing with the Opioid Epidemic; and

WHEREAS, Waushara County has engaged in discussions with representatives of the law firms of von Briesen & Roper, s.c., Crueger Dickinson LLC and Simmons Hanly Conroy LLC (the “Law Firms”) related to the potential for Waushara County to pursue certain legal claims against certain opioid manufacturers; and

WHEREAS, Waushara County has been informed that the Law Firms have the requisite skill, experience and wherewithal to prosecute legal claims against certain of the opioid manufacturers on behalf of public entities seeking to hold them responsible for the Opioid Epidemic; and

WHEREAS, the Law Firms have proposed that Waushara County engage the Law Firms to prosecute the aforementioned claims on a contingent fee basis whereby the Law Firms would not be compensated unless Waushara County receives a financial benefit as a result of the proposed claims and the Law Firms would advance all claim-related costs and expenses associated with the claims; and

WHEREAS, all of the costs and expenses associated with the claims against certain of the opioid manufacturers would be borne by the Law Firms; and
WHEREAS, the Law Firms have prepared an engagement letter, which is submitted as part of this Resolution (“Engagement Letter”) specifying the terms and conditions under which the Law Firms would provide legal services to Waushara County and otherwise consistent with the terms of this Resolution; and

WHEREAS, Waushara County is informed that the Wisconsin Counties Association has engaged in extensive discussions with the Law Firms and has expressed a desire to assist the Law Firms, Waushara County and other counties in the prosecution of claims against certain of the opioid manufacturers; and

WHEREAS, Waushara County would participate in the prosecution of the claim(s) contemplated in this Resolution and the Engagement Letter by providing information and materials to the Law Firms and, as appropriate, the Wisconsin Counties Association as needed; and

WHEREAS, Waushara County believes it to be in the best interest of the County, its citizens, residents, visitors and taxpayers to join with other counties in and outside Wisconsin in pursuit of claims against certain of the opioid manufacturers, all upon the terms and conditions set forth in the Engagement Letter; and

WHEREAS, by pursuing the claims against certain of the opioid manufacturers, Waushara County is attempting to hold those persons and entities that had a significant role in the creation of the Opioid Epidemic responsible for the financial costs assumed by Waushara County and other public agencies across the country in dealing with the Opioid Epidemic.

NOW, THEREFORE, BE IT RESOLVED, Waushara County authorizes, and agrees to be bound by, the Engagement Letter and hereby directs the appropriate officer of the County to execute the Engagement Letter on behalf of the County; and

BE IT FURTHER RESOLVED, Waushara County shall endeavor to faithfully perform all actions required of the County in relation to the claims contemplated herein and in the Engagement Letter and hereby directs all County personnel to cooperate with and assist the Law Firms in relation thereto.

Krista Baisch from Crueger Dickinson and Steve Nelson from Von Briesen & Roper were present to answer the Board’s questions about the litigation. Baisch noted that lawsuits were filed today on behalf of 28 Wisconsin counties.

Chair Kalata asked what the expectations would be of the County in regards to gathering information. Baisch described a potential timeline for meeting with counties, the type of information that they would be looking to gather, and how they intend to go about gathering the necessary information to ensure consistency and confidentiality. She further explained that there would be no cost to the County for the litigation, aside from staff time spent gathering the required data.
Corporation Counsel Ruth Zouski asked when the firms intend to file the lawsuit if the Board decides to move forward with the litigation. Baisch indicated they hope to file the next set of lawsuits by Thanksgiving Day (November 23, 2017). Filing by this deadline will allow as many counties as possible to be represented at a multi-district litigation hearing that is scheduled for November 30, 2017.

Supv. Wedde moved to approve the resolution, seconded by Supv. Kerschner. Motion carried by voice vote.

NEW BUSINESS

REPORTS/PRESENTATIONS

County Administrator’s Monthly Report: Administrator Robert J. Sivick reported that health insurance meetings took place earlier today for employees with the new health insurance. The County has a new Land Conservation and Zoning Director.

Child Support Office Annual Report: Director Kim Stebbins shared some of the responsibilities of her office, including creating economic security for children and establishing paternity. In fiscal year 2017, her office handled approximately 1,100 cases, collecting around $2.5 million in child support.


Fox Valley Technical College (FVTC) & Wautoma Area School District (WASD): Bringing Opportunities to the Region: Patti Jorgensen, FVTC Vice President of Student & Community Development, and Jeff Kasuboski, Wautoma Area School District Administrator, presented on the need for the FVTC Regional Center in Wautoma. They shared the missions of both FVTC and WASD, and highlighted the programs offered by the FVTC Regional Center. A decision has been made to construct a new Regional Center on the WASD grounds, with construction to begin in early April 2018. Several partners have already committed to helping fund the project, and they are asking for the County’s support in the amount of $25,000 over the course of five years.

DISCUSSION/POSSIBLE MOTION ACTION ITEMS

RESOLUTION NO. 24-11-17
RESOLUTION AUTHORIZING ONE ADDITIONAL EMPLOYEE FOR THE HIGHWAY DEPARTMENT

WHEREAS, the Highway Commissioner has advised that the Department will be receiving additional funding from the State and is contracting with local municipalities for additional work, which would necessitate the hiring of one additional person; and
WHEREAS, the Public Works Committee and Personnel Committee have reviewed the request and approved the hiring on the condition that the Highway Department enter into a three year contract with the Town of Springwater for snow plowing and non-winter work; and

WHEREAS, the Town of Springwater did sign a three year agreement with the Highway Department.

NOW, THEREFORE, BE IT RESOLVED that the Waushara County Board of Supervisors authorizes the Highway Department to hire one full-time truck driver.

BE IT FURTHER RESOLVED that this position will sunset when there is no longer funding from the State or Local Municipality contracts to cover the cost.


The Highway Department has entered into an agreement with the Town of Springwater for snow plowing and non-winter work. The resolution authorizes the department to hire one full-time truck driver to carry out the additional work.

RESOLUTION NO. 25-11-17
RESOLUTION AUTHORIZING RE-ORGANIZATION OF THE DEPARTMENT OF LAND CONSERVATION AND ZONING FOR WAUSHARA COUNTY

WHEREAS, the Waushara County Land Conservation and Zoning Department has experienced an increase in both the quantity and the complexity of programs assigned to its staff; and

WHEREAS, efficiencies have been gained from the implementation of technology, but the complexity of the programs continues to rise; and

WHEREAS, the Director of Land Conservation and Zoning, along with the Planning and Zoning Committee, has determined that a reorganization of the Department would lead to more efficient and consistent implementation of all of the programs under its jurisdiction; and

WHEREAS, it has been determined that upgrading the job description of the full-time Administrative Secretaries to Administrative Specialists would better describe the complexity of the work required of the position; and

WHEREAS, it has been determined that the complexity of the position is in line with pay grade L, which is one level higher than the current administrative secretaries; and
WHEREAS, the work schedules and the professional requirements of the Technical staff has been evaluated, and

WHEREAS, it has been determined that the department would be better served by Zoning and Land Conservation Technicians that are considered exempt; and

WHEREAS, the re-organization of the Department will have minimal effect on the budget, but maximum effect on the operation of the Department to handle the workload it currently has, as well as the anticipated increase.

NOW, THEREFORE, BE IT RESOLVED that the Waushara County Board of Supervisors does hereby authorize the Waushara County Land Conservation and Zoning Department to be reorganized by changing two Administrative Secretaries to Administrative Specialists at pay grade L effective November 12, 2017, and by changing the Technicians from hourly staff to exempt effective January 1, 2018.

BE IT FURTHER RESOLVED that the Land Conservation and Zoning Director is authorized to work with the Administrator to post for an Administrative Specialist to fill the vacant position.


The resolution changes two Administrative Secretaries to Administrative Specialists, with an increase in paygrade by one level effective November 12, 2017. In addition, Land Conservation and Zoning Technicians will be made exempt employees effective January 1, 2018.

RESOLUTION NO. 26-11-17
RESOLUTION APPROVING THE WAUSHARA COUNTY 2018 BUDGET APPROPRIATION

WHEREAS, Wisconsin State Statute 65.90 requires Waushara County to prepare an annual statement of budgeted expenses and revenues; and

WHEREAS, Wisconsin State Statute 65.90 requires that said annual budget statement be provided by the Waushara County Board for a public hearing. Such notice of budget hearing was posted on October 18, 2017, and the hearing was held on November 7, 2017; and

WHEREAS, such budget document has been prepared under the guidance and review of the Waushara County Administrator and the Waushara County Executive Committee, which hereby presents said document for recommendation of approval.

NOW, THEREFORE, BE IT RESOLVED by the Waushara County Board of Supervisors that said document, provided and attached as Exhibit A, with a levy amount of $16,886,484, is
approved and given for execution January 1, 2018, through December 31, 2018, in accordance with provisions of Wisconsin State Statute 65.90.


Supv. Timm expressed concern that the request to increase the budget for the libraries was denied. He shared his reasoning for why he feels library funding in Waushara County is inequitable, and gave suggestions for ways to equalize this. Timm moved to amend the original motion to restore the requested appropriation of a 9 percent increase over the 2017 budget for the libraries. Supv. Heise seconded the amendment.

A discussion was had about library funding. Administrator Sivick provided a handout to the board members demonstrating the impact on the entire budget if each department were to increase their budget by 9 percent over the 2017 budgeted amount. Department heads were told to hold their budgets to a zero increase, and Winnefox was held to the same expectation.

The motion to amend the original motion to restore the requested appropriation of a 9 percent increase for libraries failed upon roll call vote with 2 ayes (Supvs. Heise and Timm), 8 nays, 1 absent (Supv. Eckstein).

Supv. Wedell moved to amend the original motion to increase the library funding by 2 percent. Supv. Kapp seconded the amendment, which passed upon roll call vote with 9 ayes, 1 nay (Supv. Kalata), 1 absent (Supv. Eckstein). A roll call vote on the 2018 County budget as amended showed 10 ayes, 0 nays, 1 absent (Supv. Eckstein). Motion carried.

The 2018 County budget sets a levy amount of $16,896,482 to support $39,718,949 in anticipated expenditures. This decreases the mill rate by $0.156, to $6.866043.

RESOLUTION NO. 27-11-17
ACKNOWLEDGMENT OF KATHLEEN KOEPKE’S SERVICE TO AND RETIREMENT FROM WAUSHARA COUNTY

WHEREAS, Waushara County wishes to take this opportunity to express its appreciation to Kathleen Koepke for over 26 years of service and dedication to Waushara County; and

WHEREAS, acknowledgment is given to Kathleen for the conscientious and devoted service she gave to the Department of Aging, Department of Social Services, Project Rebound, the Department of Community Programs, and finally the Department of Human Services throughout the many years.

NOW, THEREFORE, BE IT RESOLVED by the Waushara County Board of Supervisors that:
1. The County Board, on behalf of the grateful residents of Waushara County, does hereby commend Kathleen Koepke for her years of service to the residents of Waushara County.
2. Every good wish goes to her for a fruitful, wonderful retirement filled with contentment and joy.


Kathleen Koepke worked in several different departments throughout her 26 years with Waushara County, most recently in the Department of Human Services. The resolution thanks her for her service and wishes her well in her retirement.

PROCLAMATION

Designating November 2017 as National Family Caregivers Month

Motion to approve by Supv. Wedde, seconded by Supv. Krentz. Motion carried by voice vote.

FUTURE AGENDA ITEMS/ANNOUNCEMENTS

Supv. King said that a number of constituents have spoken to him about the possibility of ATV trails on county roads and asked that the board at least consider the matter. King requested that a discussion on the ATV trails be placed on the December County Board agenda.

ADJOURNMENT

There being no further business, Supv. Wedell moved to adjourn, seconded by Supv. Timm; motion carried. The meeting thus adjourned at 9:06 p.m.

I, Megan Kapp, county clerk in and for the county of Waushara, Wis., do hereby certify that the foregoing is the original record of the proceedings of the Waushara County Board of Supervisors at its regular monthly meeting and 2018 County budget public hearing held November 7, 2017.

/s/ Megan Kapp, Waushara County Clerk
The meeting was called to order at 7:00 p.m. by Chairperson Donna R. Kalata. County Clerk Megan Kapp conducted roll call. Present were: Supvs. Eckstein, Heise, Kalata, Kerschner, King, Krentz, Rothermel, Timm, Wedde and Wedell. Supv. Kapp was absent. A silent prayer was held, followed by the Pledge of Allegiance.

APPROVAL OF AGENDA

Chair Kalata informed the board that she would like to move the discussion on ATV Routes to be before the reports. Supv. Wedde made a motion to approve the amended agenda, seconded by Supv. Eckstein; motion carried.

APPROVAL OF MINUTES

Supv. Wedell moved to approve the minutes of the November 7, 2017, monthly County Board meeting/2018 County budget public hearing; seconded by Supv. Krentz. Motion carried.

PUBLIC COMMENTS - NONE

NEW BUSINESS

Supv. Kapp joined the meeting at 7:03 p.m.

DISCUSSION ITEM

Request for ATV Routes on County Roads

Chair Kalata established some ground rules for the discussion and explained she will allow 20 minutes of speaking from both sides of the subject. Seven people spoke in opposition of ATV routes on county roads, with another six people registering in opposition but not to speak. Seven people spoke in favor of ATV routes on county roads, with another 32 people registering in favor but not to speak. Two members of the public also spoke for information only on the subject. A list of all who registered is attached to these minutes.

Those speaking in opposition expressed concern for increased noise and traffic, and safety issues. Several requested that ATV’s not be allowed on the Bannerman Trail because they are not compatible with the current use of the trail. Others in opposition stated ATV’s are made for off roads and are not designed to be on public roadways.

People speaking in favor spoke about the economic benefit of having ATV trails in the county. Several expressed the need to be friendly to businesses, and feel this is a way to help commerce and build tax revenue. Some stated ATV’s are no more dangerous than other recreational activities such as swimming, or other vehicles on the road such as farm equipment. Others also indicated there are noise limits on ATV’s from the manufactures, and there are laws and regulation in place to direct ATV riders.
Waushara County Sheriff Jeff Nett spoke about the safety of ATV’s on roadways, explaining summer traffic can increase by four times the normal amount, making all roads busy. Many county roads are narrow with hills and curves, and ATV’s don’t meet federal standards for highway use.

Waushara County Highway Commissioner Brian Freimark expressed concern with vehicles going multiple speeds and the safety issue with the Highway Department having a minimum of 12 trucks on the roads daily.

The Supervisors proceeded to ask questions and to discuss the proposed ATV routes. Representatives from the Wisconsin Department of Natural Resources were also available to answer questions from the Supervisors. Items discussed included safety, liability insurance requirements, open intoxicants and operating while intoxicated violations, speed limits, lighting on ATV’s, and enforcement of regulations on routes.

Following the discussion, Corporation Counsel Ruth Zouski requested direction from the Board. Motion by Supv. King to draft a proposed ordinance for consideration at January’s County Board meeting. Kapp seconded the motion, which passed upon roll call vote with 6 ayes, 5 nays (Supvs. Eckstein, Kalata, Kapp, Timm and Wedde), 0 absent. Motion carried.

**REPORTS/PRESENTATIONS**

*County Administrator’s Monthly Report:* Administrator Robert J. Sivick reported that the employee luncheon was well received with over 200 people in attendance. He then introduced Collin Williams, a mentor from the Waushara County Department of Human Services.

Williams highlighted his work with a 17-year-old client who was moved to a residential facility in August 2017. To help this individual with the transition, Williams reached out to the Green Bay Packers organization, who presented the young man with a package of Packers memorabilia, including an autographed picture of his favorite player, Aaron Rodgers. The Board thanked Williams for his good work.

**DISCUSSION/POSSIBLE MOTION ACTION ITEM**

*Aging and Disability Resource Center Contract:* Motion to approve by Supv. King, seconded by Supv. Krentz. Motion carried by voice vote.

Zouski explained that this agreement used to be done through a memorandum of understanding, but a change in state law now requires a formal contract to be approved by the County Board. The terms of the agreement have not changed.
RESOLUTION NO. 28-12-17
RESOLUTION AUTHORIZING CANCELLATION OF OUTSTANDING CHECKS
(COUNTY TREASURER)

WHEREAS, the following checks issued are outstanding and presumed lost:

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<thead>
<tr>
<th>Check No.</th>
<th>Amount</th>
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<tr>
<td>118560</td>
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</tr>
<tr>
<td>118965</td>
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</tr>
<tr>
<td>123012</td>
<td>$35.30</td>
</tr>
<tr>
<td>123015</td>
<td>$24.08</td>
</tr>
</tbody>
</table>

TOTAL $618.26

WHEREAS, the County auditor recommends that these checks be cancelled and the funds be returned to the County Treasury, in accordance with Wisconsin State Statue 59.64(4)(e).

NOW, THEREFORE, BE IT RESOLVED by the Waushara County Board of Supervisors that:

1. The checks appearing in the first preamble hereof are hereby cancelled.
2. This Resolution shall take effect immediately upon its passage.

Submitted by Supv. Kalata, Executive Committee chair. Motion to approve by Supv. Wedde, seconded by Supv. Kapp. Motion carried by voice vote.

The resolution cancels several checks that are outstanding and presumed lost. The funds will be returned to the County treasury.

RESOLUTION NO. 29-12-17
RESOLUTION MAKING THE BUILDINGS AND GROUNDS DEPARTMENT A DIVISION OF ADMINISTRATION

WHEREAS, the current Buildings and Grounds Department Head has given notice for his retirement and the Administrator has determined that all positions should be reviewed when employees retire to ensure continued efficiency; and
WHEREAS, the Administrator is recommending that Buildings and Grounds become a division of the Administration Department; and

WHEREAS, such restructuring would not reduce the number of employees, but rather would create a position of Superintendent who would report directly to the Administrator with Administration providing all clerical and routine support for Buildings and Grounds, freeing up the Superintendent to handle the day to day operations; and

WHEREAS, the Executive Committee is recommending that the Buildings and Grounds Committee continue until the County Board reorganization in April of 2018 when a better determination can be made as to whether the committee should continue or its functions be absorbed by the Executive Committee; and

WHEREAS, this restructuring has been discussed by the Buildings and Grounds Committee.

NOW, THEREFORE, the Waushara County Board of Supervisors hereby resolves that the position of Buildings and Grounds Department Head shall be revised to Buildings and Grounds Superintendent under the Administration Department effective upon the retirement of the current Buildings and Grounds Department Head.

BE IT FURTHER RESOLVED that the Buildings and Grounds Committee shall remain intact and continue to oversee Buildings and Grounds functions until the April 2018 County Board reorganization at which time, the County Board will decide whether or not to continue the committee.

Submitted by Supv. Kalata, Executive Committee chair. Motion to approve by Supv. Kerschner, seconded by Supv. Wedell. Motion carried by voice vote.

This resolution will move Buildings and Grounds functions under the Administration Department in order to improve efficiencies.

RESOLUTION NO. 30-12-17
A RESOLUTION AMENDING RESOLUTION NOS. 10-04-05 AND 24-06-11
RESTRUCTURING THE EMERGENCY MANAGEMENT POSITION

WHEREAS, the Waushara County Board in 2005 transferred emergency management functions to the Sheriff’s Department from the Emergency Services Department creating a fulltime position of E911/Emergency Management Lieutenant; and

WHEREAS, the Waushara County Board in 2011 eliminated the position of E911/Emergency Management Lieutenant and created the position of Courthouse Security/Emergency Management Lieutenant; and
WHEREAS, the Public Safety Committee, the Sheriff and the Administrator have recommended that duties of Courthouse Security and Emergency Management be separated; and

WHEREAS, in reviewing the current position, it has been determined that current configuration does not allow sufficient time to meet the requirements set forth by the State for emergency management planning and exercises; and

WHEREAS, it has been determined that the County would be better served with a fulltime Emergency Management Director who could also be assigned other planning duties such as grant writing and public information; and

WHEREAS, the position will be required to not only interact with the Sheriff's Department but all departments of the county, and the Administrator is recommending that it be under the oversight of Administration.

NOW, THEREFORE, the Waushara County Board hereby resolves that the position of Courthouse Security/Emergency Management Lieutenant be eliminated from the Sheriff's Department organizational chart and the position of Emergency Management Director be created at paygrade H under the oversight of Administration.

Submitted by Supv. Kalata, Executive and Public Safety Committee chair. Motion to approve by Supv. Kapp, seconded by Supv. Eckstein. A roll call vote showed 11 ayes, 0 nays, 0 absent. Motion carried.

This resolution eliminates the position of Courthouse Security/Emergency Management Lieutenant and creates the position of Emergency Management Director under the oversight of Administration.

RESOLUTION NO. 31-12-17
RESOLUTION CREATING A FULLTIME SECURITY DEPUTY POSITION WITHIN THE SHERIFF’S DEPARTMENT

WHEREAS, the Sheriff's Department has had a Lieutenant position that handles emergency management and courthouse security duties; and

WHEREAS, the current Lieutenant has given his notice of retirement and the Sheriff and Administrator have discussed the current needs of the Department and the County; and

WHEREAS, the Sheriff and the Administrator are recommending that the duties of emergency management and courthouse security be split; and

WHEREAS, the Sheriff has determined that there is a need for a fulltime courthouse security deputy that would assist with the security of the Courthouse complex (Courthouse and
North Annex) and the transportation of inmates between the Jail and the Courthouse for court purposes; and

WHEREAS, the Public Safety Committee has reviewed the request and agrees that it would be in the interest of the County to not only split the duties of emergency management and courthouse security but to create a fulltime security deputy position with the Sheriff’s Department.

NOW, THEREFORE, BE IT RESOLVED that a fulltime Security Deputy position is created within the Sheriff’s Department, which shall be a union position paid at the same rate as other Deputy positions and shall be assigned to work hours consistent when the Courthouse complex is open to the public.

Submitted by Supv. Kalata, Public Safety Committee and Personnel Committee chair. Motion to approve by Supv. Wedde, seconded by Supv. Kerschner. A roll call vote showed 11 ayes, 0 nays, 0 absent. Motion carried.

In continuation with the elimination of the Courthouse Security/Emergency Management Lieutenant, this resolution creates a fulltime Security Deputy Position. Due to increased complexities in courthouse security, Sheriff Jeff Nett indicated that a fulltime courthouse security position is necessary.

RESOLUTION NO. 32-12-17
MULTI-DISCHARGE VARIANCE RESOLUTION

WHEREAS, the Waushara County Land Conservation & Zoning Department desires to receive funding from Municipal water facilities from the Multi-Discharge Variance program under s. 283.16, Wis. Stat. for the purposes of implementing the Wisconsin Department of Natural Resources (WDNR) State Performance Standards; and

WHEREAS, the soil and water resources of Waushara County need to be protected from nonpoint source pollution including the over application of nutrients; and

WHEREAS, the Land Conservation & Zoning Department agrees to target these funds in the Upper Fox and Wolf Watersheds Hydrologic Unit Code 8 (HUC-8); and

WHEREAS, Waushara County and the Land Conservation & Zoning Department are well qualified to carry out these responsibilities, are in the best position to coordinate and install best management practices (bmp’s) with participating landowners within the HUC-8 watershed; and has the technical expertise to install these bmp’s in order to meet the State of Wisconsin’s Performance Standards.

NOW, THEREFORE, BE IT RESOLVED that the Waushara County Board of Supervisors directs: The Land/Water & Education Committee (LWE) through the Land Conservation &
Zoning Department requests the funds and assistance from the WDNR under the MDV program and hereby authorizes:

- The Waushara County Board of Supervisors to sign and submit resolution to the DNR.
- The Waushara County Land Conservation & Zoning Department Deputy Director to sign and submit application and agreement between the Waushara County and the WDNR.
- The Waushara County Land Conservation & Zoning Department Deputy Director to sign and submit payment reimbursement request as required.

BE IT FURTHER RESOLVED that the Land Conservation & Zoning Department will comply with state rules for the MDV program and will meet the financial obligations under the MDV program.

Submitted by Supv. Krentz, Land/Water and Education Committee chair. Motion to approve by Supv. Kapp, seconded by Supv. Wedell. Motion carried by voice vote.

The resolution authorizes the Land Conservation and Zoning Department to request funds and assistance from the Wisconsin Department of Natural Resources through the Multi-Discharge Variance program.

RESOLUTION NO. 33-12-17
RESOLUTION AMENDING RESOLUTION NO. 25-11-17
AUTHORIZING RE-ORGANIZATION OF THE DEPARTMENT OF LAND CONSERVATION AND ZONING FOR WAUSHARA COUNTY

WHEREAS, the County Board, at its regular meeting held November 7, 2017, did approve Resolution No. 25-11-17; and

WHEREAS, said resolution indicated that the Zoning and Land Conservation Technicians would change from hourly staff to exempt effective January 1, 2018; and

WHEREAS, in reviewing the pay period dates, the first pay period of 2018 actually begins on January 7, 2018.

NOW, THEREFORE, BE IT RESOLVED by the Waushara County Board of Supervisors that Resolution No. 25-11-17 be amended such that the Zoning and Land Conservation Technicians will change from hourly staff to exempt effective January 7, 2018.

Submitted by Supv. Kalata, Executive Committee chair. Motion to approve by Supv. Krentz, seconded by Supv. Eckstein. Motion carried by voice vote.
The wording in the original resolution indicated a date of January 1, 2018, for the technicians to switch from hourly to exempt; however, that date is in the middle of a pay period. This resolution changes the effective date to January 7, 2018, in alignment with the beginning of the first pay period of the new year.

RESOLUTION NO. 34-12-17
RESOLUTION ALLOWING PARTICIPATION IN THE WISCONSIN COUNTY FISH AND GAME PROJECT

WHEREAS, the legislature of the State of Wisconsin enacted legislation providing for allocation to the respective counties in that state on an acreage basis for the county fish and game projects on the condition that the counties match the state allocation; and

WHEREAS, Waushara County Public Works Committee has committed to restoring prairie habitat at Kusel Lake County Park and Lake Alpine County Park; and

WHEREAS, Waushara County desires to participate in the county fish and game projects pursuant to provisions of S. 23.09(12) of the Wisconsin Statutes.

THEREFORE, BE IT RESOLVED, that the Waushara County Board of Supervisors be and hereby is authorized to expand the funds hereby appropriated and the funds to be received from the State of Wisconsin, for the improvement of fish and wildlife habitat, and to operate and maintain, or to cause to be operated and maintained, the project for its intended purpose.

BE IT FURTHER RESOLVED that the matching County funds will come from the Parks Department’s Designated Fund/Capital Improvements account and will have no effect on the 2018 levy.

This resolution will take effect immediately upon its passage.


The resolution authorizes the Parks Department to apply for a Wisconsin County Fish and Game Project grant and match any funds received from the state. The project will focus on restoring the prairie habitat at Kusel Lake County Park and Lake Alpine County Park.

RESOLUTION NO. 35-12-17
RESOLUTION COMMITTING FUNDS TO SUPPORT BUILDING OF NEW FVTC REGIONAL CENTER

WHEREAS, Fox Valley Technical College (FVTC) has been operating a regional center in Waushara County in the City of Wautoma since 1978; and
WHEREAS, FVTC over the years has expanded the services provided to Waushara County through its regional center through increased partnerships with local school districts and employers; and

WHEREAS, Waushara County employers have continued to express a need for educated and trained employees; and

WHEREAS, a new regional center could continue and expand the program offerings in Waushara County including, but not limited to expanding the existing welding program, providing basic adult education and enhancing the dual credit, advanced standing, and youth options program for all school districts within Waushara County; and

WHEREAS, increasing the training and educational base in Waushara County will assist in increasing the living wage for Waushara County residents, which benefits all of Waushara County.

NOW, THEREFORE, the Waushara County Board of Supervisors does hereby resolve to support the building of a new FVTC Regional Center with a commitment to provide Five Thousand Dollars ($5000.00) per year for 2018, 2019, 2020, 2021, and 2022 to assist with this building project.

Submitted by Supv. Kalata, Executive Committee chair. Motion to approve by Supv. King, seconded by Supv. Krentz. A roll call vote showed 9 ayes, 2 nays (Supvs. Timm and Wedell), 0 absent. Motion carried.

The resolution supports the building of a new FVTC Regional Center in Wautoma with a commitment to expend $5,000 per year for the next five years. Supv. Timm expressed concern with the County supporting this financially when money from tax payers already supports FVTC, although he is not opposed to the building of the new facility. Supv. Wedell questioned the benefit to residents in outlying districts.

RESOLUTION NO. 36-12-17
INITIAL RESOLUTION AUTHORIZING THE ISSUANCE OF NOT TO EXCEED $1,900,000 GENERAL OBLIGATION PROMISSORY NOTES FOR CAPITAL IMPROVEMENT PROJECTS

WHEREAS, Waushara County, Wisconsin (the “County”) is in need of an amount not to exceed $1,900,000 for the public purpose of financing projects included in the County’s Capital Improvement Plan, including County-wide radio replacement and upgrade, jail intercom system and emergency services monitoring and other equipment; and

WHEREAS, it is desirable to authorize the issuance of general obligation promissory notes for such purpose pursuant to Section 67.12(12), Wis. Stats.; and
WHEREAS, the County may issue general obligation promissory notes only if one or more of the conditions specified in Section 67.045, Wis. Stats., apply; and

WHEREAS, general obligation promissory notes may be issued under Section 67.045, Wis. Stats., if the County Board of Supervisors adopts a resolution to issue the debt by a vote of at least three-fourths of its members-elect.

NOW, THEREFORE, BE IT RESOLVED by the County Board of Supervisors of Waushara County, Wisconsin, that:

1. There shall be issued, pursuant to Section 67.12(12) of the Wisconsin Statutes, general obligation promissory notes in an amount not to exceed $1,900,000 (the “Notes”) for the public purpose of financing projects included in the County’s Capital Improvement Plan, including County-wide radio replacement and upgrade, jail intercom system and emergency services monitoring and other equipment.

2. There be and there hereby is levied on all the taxable property in the County a direct, annual tax in such years and in such amounts as are sufficient to pay when due the principal and interest on the Notes.

Submitted by Supv. Kalata, Executive Committee chair. Motion to approve by Supv. Wedde, seconded by Supv. Kapp. A roll call vote showed 11 ayes, 0 nays, 0 absent. Motion carried.

A number of capital expenditures included in the County’s Capital Improvement Plan for 2018 are to be funded by long-term debt. The capital expenditures include County-wide radio replacement and upgrade, jail intercom system and emergency services monitoring and other equipment. The resolution declares the County’s intent to borrow $1.9 million to fund these projects.

RESOLUTION NO. 37-12-17
ACKNOWLEDGMENT OF SCOTT BLADER’S SERVICE TO WAUSHARA COUNTY

WHEREAS, Scott Blader was elected to the position of Waushara County District Attorney in November of 2006 and was sworn in office in January of 2007; and

WHEREAS, Scott Blader has dedicated numerous hours to the faithful fulfillment of the obligations and duties of the Office of the District Attorney and the citizens of Waushara County; and

WHEREAS, we acknowledge and thank Scott for his dedicated and conscientious service as the District Attorney; and
WHEREAS, Scott Blader has been appointed as the US Attorney for the Western District of Wisconsin by the President of the United States.

NOW, THEREFORE, BE IT RESOLVED by the Waushara County Board of Supervisors that:

1. The County Board, on behalf of the grateful citizens of Waushara County and the employees of Waushara County, does hereby commend Scott Blader for his many dedicated and selfless hours of service in the Office of the District Attorney.

2. Every good wish goes to Scott in his continued pursuit of justice with the US Attorney's Office.

Submitted by Supv. Kalata, Executive Committee chair. Motion to approve by Supv. Eckstein, seconded by Supv. Wedell. Motion carried by voice vote.

After nearly 11 years as the Waushara County District Attorney, Scott Blader has been appointed as the US Attorney for the Western District of Wisconsin. This resolution commends him for his service and wishes him well in his new position.

ORDINANCE NO. 616
ORDINANCE AMENDING WAUSHARA COUNTY ZONING MAPS PURSUANT TO THE AUTHORITY GRANTED IN CHAPTER 58 WAUSHARA COUNTY CODE
ZONE CHANGE – PROSTANDS LLC – TOWN OF POY SIPPI

WHEREAS, on October 17, 2017, Prostands, LLC did file an application with the Waushara County Zoning Office for a zoning amendment in Section 7, in the Town of Poy Sippi; and

WHEREAS, said application involves an approximate 4.3 acre parcel of land being part of the S ½ of the NE ¼, excluding document #235119, Section 7, T19N, R13E, Town of Poy Sippi; and

WHEREAS, the said Zoning Office did process said application as required; and

WHEREAS, the Waushara County Planning Committee did consider said application at a regular meeting held at the Waushara County Courthouse on November 16, 2017; and

WHEREAS, the said Planning Committee did approve said request with the following conditions:

1. The development must be in substantial compliance with the site plan and additional testimony at the public hearing.
2. All required setbacks must be complied with and all other codes must be adhered to.
3. All permits must be obtained including land use, building, and proper connection maintained to municipal sewer.
4. All driveways shall meet all required codes, including fire and access code requirements to provide for access by emergency vehicles. In addition, the driveway shall provide good visibility and a turnaround area to prevent backing onto the road. Adequate parking must be provided.

5. The applicant shall contact the County Building Inspector within 30 days of this approval and comply with their recommendations and the adopted building code, including adequate sanitary facilities.

6. The applicant is responsible for complying with any other applicable regulations.

7. Any advertising signs must be in accordance with all County and State requirements.

8. No outside storage of products, parts, scraps, or wastes is allowed for the welding shop. Vehicles waiting to be serviced shall be kept behind a solid fence that adequately screens them from neighboring properties and the road. Outside storage for storage unit customers is not permitted. The owners own vehicles must all be licensed and roadworthy. No inoperative vehicle storage is allowed.

9. If the building has any floor drains, the applicant is responsible for checking with the DNR to determine how the wastes are to be collected and disposed of.

10. All storage, handling, and disposal of hazardous and toxic materials shall be in accordance with state/federal requirements.

11. A Certified Survey Map is required to be completed within 90 days to insure that lot line locations are known and that no construction, traffic, or use takes place off the landowner’s property.

12. No on-going rummage sales or other commercial activities are allowed on the property.

13. The applicant will allow agents of Waushara County access to the property to ensure compliance with all regulations.

14. The applicant must complete finishing of the exterior of the building and install the overhead doors for the mini storage units within one year of the final zone change approval.

15. The application is now forwarded to the Waushara County Board of Supervisors and the Town Board of Poy Sippi for their consideration. The Town Board is responsible for determining whether this application, if approved, is in compliance with the Towns’ approved Land Use Plan.

THEREFORE, the Waushara County Board of Supervisors does hereby ordain as follows:

1. That the Waushara County Zoning maps are amended by changing the zoning district of the described property from RS-10 (Residential Single Family) and A-G (General Agriculture) to C-G (General Commercial)

2. That this ordinance shall be effective upon approval and recording with the Office of the County Clerk for Waushara County.

The ordinance rezones a 4.3 acre parcel of land from Residential Single Family (RS-10) and General Agricultural (A-G) to General Commercial (C-G) zoning, so the applicants can establish mini storage units and a welding and fabrication shop.

**ORDINANCE NO. 617**

**AN ORDINANCE AMENDING CHAPTER 2, ARTICLE I, SEC. 2-1**

**WAUSHARA COUNTY CODES**

WHEREAS, the Waushara County Board of Supervisors previously adopted Ordinance Nos. 231 and 434, which were later codified into Chapter 2, Article I, Sec. 2-1 of the Waushara County Code establishing a cutoff time for the filing and recording of documents within the Register of Deeds’ Office; and

WHEREAS, the Register of Deeds has advised that due to advancements and changes in the office over the years, it is no longer necessary to have a full hour prior to the close of office for a cutoff for the reception of documents; and

WHEREAS, the Register of Deeds wishes to extend the time of filing for the convenience of the taxpayers and other users of the office.

NOW, THEREFORE, the Waushara County Board of Supervisors does hereby ordain as follows:

Sec. 2-1– Cutoff reception time for filing and recording of documents.

Pursuant to Wis. Stats. §59.20(3)(c), and in order that processing, recording and indexing of documents may be completed to conform to the day of reception, the cutoff reception time for filing and recording of documents is hereby advanced by one one-half hour in any official business day, during which time the county register of deeds’ office is open to the public.

IT IS FURTHER ORDAINED that this amendment shall be effective January 1, 2018.

Submitted by Supv. Kalata, Executive Committee chair. Motion to approve by Supv. Wedell, seconded by Supv. Wedde. Motion carried by voice vote.

Historically, the cutoff time for recordings has been 3:30 p.m. Due to advancements in technology, the Register of Deeds’ office no longer needs an hour to process recordings. This ordinance changes the cutoff time from 3:30 p.m. to 4:00 p.m.

**APPOINTMENT**

*Board of Health*

**Patti R. Miller**, Wautoma *(Term: January 1, 2018 – December 31, 2019)*

Motion to approve by Supv. Eckstein, seconded by Supv. Wedde; motion carried by voice vote.
FUTURE AGENDA ITEMS/ANNOUNCEMENTS

Supv. Wedde questioned if something about liability insurance could be included in the ATV ordinance. Sivick indicated we will look at what surrounding counties have done when drafting the ordinance.

Supv. King expressed his appreciation for the many citizens that attended tonight’s meeting.

ADJOURNMENT

There being no further business, Supv. Eckstein moved to adjourn, seconded by Supv. Timm; motion carried. The meeting thus adjourned at 9:10 p.m.

I, Megan Kapp, county clerk in and for the county of Waushara, Wis., do hereby certify that the foregoing is the original record of the proceedings of the Waushara County Board of Supervisors at its regular monthly meeting held December 19, 2017.

/s/ Megan Kapp, Waushara County Clerk