

**OFFICIAL MINUTES OF THE PROCEEDINGS OF THE
WAUSHARA COUNTY BOARD OF SUPERVISORS**

FEBRUARY 20, 2018

The meeting was called to order at 7:00 p.m. by First Vice Chairperson Mark Kerschner. County Clerk Megan Kapp conducted roll call. Present were: Supvs. Eckstein, Heise, Kapp, Kerschner, King, Krentz, Rothermel, Timm, Wedde and Wedell. Supv. Kalata 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. Wedell moved to approve the minutes of the January 16, 2018, monthly County Board meeting; seconded by Supv. Krentz. Motion carried.

PUBLIC COMMENTS - None

NEW BUSINESS

REPORTS/PRESENTATIONS

S.O.W. (Supporting Others to Win) Foundation: Jared Abbrederis created his new foundation, Supporting Others to Win (S.O.W.) as a way to give back to his community after playing in the National Football League for the last several years. Abbrederis has partnered with the Waushara County Department of Human Services to focus on helping those in need within the community.

County Administrator's Monthly Report: Administrator Robert J. Sivick updated the Board on recruitment for the Buildings and Grounds Superintendent and Emergency Management Director positions. Difficulty in recruitment and retention of employees is leading him to explore ways to improve the work environment. Administration will be rolling out a lunch and learn series on various topics for employees.

Highway Department Annual Report: Commissioner Brian Freimark reported on projects his staff completed in 2016 and 2017, and shared pictures of equipment the department purchased last year. Freimark explained that his department can generate revenue by doing work for other municipalities, and the revenue generated is returned to their equipment replacement fund.

Sheriff's Department Annual Report: Sheriff Jeff Nett shared statistics on activity from 2017 and reported on major department projects including the remodel of the 911 dispatch center, an upgrade to security cameras, safety equipment purchases, and department reorganizations. In 2017, the average daily population of the jail was 82 inmates. There were a total of seven traffic fatalities last year.

Clerk of Circuit Court's Office Annual Report: Clerk of Circuit Court Melissa Zamzow provided statistics on the various types of cases her office handles. In 2017, her office implemented E-filing and will continue to work in 2018 to improve the process. Other initiatives for 2018 include increasing debt collection, E-filing for the Register in Probate, and department restructuring.

DISCUSSION/POSSIBLE MOTION ACTION ITEMS

**RESOLUTION NO. 08-02-18
ESTABLISHING TOTAL ANNUAL COMPENSATION FOR COUNTY ELECTED OFFICERS
PURSUANT TO §59.22, WIS. STATS. – SHERIFF & CLERK OF CIRCUIT COURT**

WHEREAS, pursuant to Wis. Stat. §59.22(1) the Board must establish the total annual compensation for services to be paid to county elected officials (other than supervisors and circuit judges) prior to the earliest time for filing nomination papers for the county elective office; and

WHEREAS, the Board desires to establish the total annual compensation for county elected officials, which is separate and distinct from the fringe benefits offered by the County to the elected officials, and which fringe benefits are subject to increase or decrease during the officer's term at the discretion of the Board and in accordance with State and Federal law; and

WHEREAS, as part of the County's fringe benefit program, county elected officials may participate in the Wisconsin Retirement System in accordance with State law; and

WHEREAS, as part of the County's fringe benefit program, county elected officials elect to receive health insurance coverage under the same terms and conditions as the health insurance coverage offered to non-represented managerial county employees; and

WHEREAS, along with other exempt employees, elected officials participate in a Post-Employment Health Plan (PEHP), a benefit to which the County contributes \$49.60 per employee per pay period, amounting to \$1,289 per year, which *is not* included in the total annual compensation below.

NOW, THEREFORE, BE IT RESOLVED by the Waushara County Board of Supervisors that the total compensation for county elected officers under Wis. Stat. §59.22(1) shall be as follows, effective on the first day of a term of office that begins after the date of this resolution:

<u>Elected Official:</u>	<u>Total Annual Compensation:</u>			
	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>
Sheriff	\$86,126	\$87,418	\$88,729	\$90,060
Clerk of Circuit Court	\$65,669	\$66,655	\$67,654	\$68,669

BE IT FURTHER RESOLVED that the aforementioned county elected officials are entitled to participate in the Wisconsin Retirement System in accordance with law and the County shall pay only its share of the contributions as required by law; and

BE IT FURTHER RESOLVED that the aforementioned county elected officials are entitled to participate in the County's health insurance program subject to the terms and conditions of the program, which may be modified from time to time, under the same terms and conditions as the health insurance coverage offered to non-represented managerial county employees; and

BE IT FURTHER RESOLVED that the aforementioned county elected officials participate in the PEHP, subject to the terms and conditions of the program, which may be modified from time to time, under the same terms and conditions offered to other exempt county employees.

Submitted by Supv. Kerschner, Executive Committee vice chair. Motion to approve by Supv. Wedde, seconded by Supv. Kapp. A roll call vote showed 10 ayes, 0 nays, 1 absent. Motion carried.

The action sets compensation for the Clerk of Circuit Court and Sheriff positions for the 2019-2022 term. It also details fringe benefits in which the officials are eligible to participate: health insurance, the Wisconsin Retirement System and the Post-Employment Health Plan.

RESOLUTION NO. 09-02-18
RESOLUTION MODIFYING ONE DEPUTY CLERK OF COURT POSITION TO
CHIEF DEPUTY CLERK OF COURT

WHEREAS, there currently exists multiple Deputy Clerk of Court positions within the Clerk of Court's Department at pay level L; and

WHEREAS, the Clerk of Court is recommending that one of these positions be modified to a Chief Deputy Clerk of Court in order to better distribute the workload and have a back-up when the Clerk of Court is unavailable; and

WHEREAS, the Administrator has reviewed this request and the amended job description and is recommending that such position be created at pay level J; and

WHEREAS, the Executive and Personnel Committees have approved the modified job description now entitled Chief Deputy Clerk of Court at pay level J.

NOW THEREFORE, BE IT RESOLVED that one deputy clerk position within the Clerk of Court's Department will be modified to Chief Deputy Clerk of Court at pay level J.

BE IT FURTHER RESOLVED that the change in position and pay will be effective upon filling this new position as it is currently vacant.

Submitted by Supv. Kerschner, Executive Committee vice chair. Motion to approve by Supv. Eckstein, seconded by Supv. Wedde. A roll call vote showed 10 ayes, 0 nays, 1 absent. Motion carried.

One of the Deputy Clerk of Court positions is currently vacant due to a recent retirement. The Clerk of Circuit Court and Administration have taken this opportunity to evaluate the needs of the department, and have determined that a Chief Deputy Clerk of Court is necessary to ensure continuity of operations in the absence of the Clerk of Circuit Court.

RESOLUTION NO. 10-02-18
A RESOLUTION IN OPPOSITION TO SUPREME COURT OF WISCONSIN
RULE PETITION 18-01

WHEREAS, the Constitution of the State of Wisconsin grants the Supreme Court of Wisconsin "superintending and administrative authority over all courts"; and

WHEREAS, §751.12(1) of the Wisconsin Statutes recognizes the Supreme Court's authority to adopt rules of practice and procedure; and

WHEREAS, since 1977 the Wisconsin Circuit Courts have been organized into ten (10) separate Judicial Administrative Districts with the County of Waushara being placed in the Sixth (6th) District along with sister counties Adams, Clark, Columbia, Dodge, Green Lake, Juneau, Marquette, and Sauk; and

WHEREAS, the counties contained in the Sixth (6th) District are largely rural in nature with populations ranging from approximately Eighty-Eight Thousand (Dodge) to Fifteen Thousand (Marquette) which is comparable to Waushara County's approximate population of Twenty-Four Thousand; and

WHEREAS, Rule Petition 18-01 reassigns the County of Waushara to the Fourth (4th) District which presently includes the counties of Calumet, Fond du Lac, Manitowoc, Marquette, Sheboygan, and Winnebago; and

WHEREAS, the proposed Fourth (4th) District is more urban in nature exemplified by a majority of counties in that District having more than twice and up to more than seven (7) times the population of Waushara County; and

WHEREAS, presently an additional judge for the Waushara County Circuit Court is being considered due to that Court's high caseload; and

WHEREAS, interested parties in Waushara County fear placing that County into the proposed Fourth (4th) District containing other counties with far greater judicial resources would conceal Waushara County's desperate need for additional resources.

NOW, THEREFORE, the Waushara County Board of Supervisors respectfully expresses its opposition to Rule Petition 18-01, requests it be rejected, or in the alternative the matter be scheduled for a public hearing allowing the public to be heard.

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

The Wisconsin Supreme Court is looking at redrawing judicial districts in the state, and the proposed reorganization would put Waushara County in a judicial district with counties that are higher in population and more urban in nature. This resolution opposes this action and requests that Rule Petition 18-01 be rejected, or that this matter instead be scheduled for public hearing.

**RESOLUTION NO. 11-02-18
ACKNOWLEDGMENT OF RANDY GRAMSE'S SERVICE TO
AND RETIREMENT FROM WAUSHARA COUNTY**

WHEREAS, Waushara County wishes to take this opportunity to express its appreciation to Randy Gramse for over 25 years of service and dedication to Waushara County; and

WHEREAS, acknowledgment is given to Randy for the conscientious and devoted service he gave to the Waushara County Buildings and Grounds Department, first as a Maintenance Technician, and most notably as the Buildings and Grounds Superintendent for the past 13 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 Randy for his long, distinguished and conscientious service.
2. Every good wish goes to him for a fruitful, wonderful retirement filled with contentment and joy.

Submitted by Supv. Heise, Buildings and Grounds Committee vice chair. Motion to approve by Supv. Rothermel, seconded by Supv. King. Motion carried by voice vote.

After over 25 years with the County, and most recently as the Buildings and Grounds Superintendent for 13 years, Randy Gramse has retired. He is thanked for his service and wished well in retirement.

**RESOLUTION NO. 12-02-18
ACKNOWLEDGMENT OF WAYNE RIEHLE'S SERVICE TO AND
RETIREMENT FROM THE WAUSHARA COUNTY HIGHWAY DEPARTMENT**

WHEREAS, the County of Waushara wishes to take this opportunity to express its appreciation to Wayne Riehle for more than 19 years of service and dedication to Waushara County; and

WHEREAS, acknowledgment is given to Wayne for the conscientious and dedicated service he gave the citizens of Waushara County.

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 Wayne Riehle for his long, distinguished and conscientious service as Truck Driver at the Highway Department.
2. Every good wish goes to Wayne for a long and enjoyable retirement filled with contentment and good health.

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

After more than 19 years, Wayne Riehle has retired from Waushara County. The resolution thanks him for his long and dedicated service and wishes him a happy future.

RESOLUTION NO. 13-02-18
ACKNOWLEDGMENT OF TERRI DOPPPAUKSTAT'S SERVICE
TO AND RETIREMENT FROM WAUSHARA COUNTY

WHEREAS, the County of Waushara wishes to take this opportunity to express its appreciation to Terri DoppPaukstat for 27 years of loyal service and dedication to Waushara County. Terri held an array of positions within the Zoning Department from Technician to Assistant Administrator, but most notably and honorably the position of Director of Land Conservation and Zoning for the past 8 years; and

WHEREAS, acknowledgment is given to Terri for the conscientious and dedicated service she gave the citizens of Waushara County.

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 Terri for her long, distinguished and conscientious service.
2. Every good wish goes to Terri for a long and enjoyable retirement filled with contentment and good health.

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

Terri DoppPaukstat has retired after over 27 years of service to Waushara County in the Land Conservation and Zoning Department. She is wished well in her retirement and recognized for her long-time service.

**RESOLUTION NO. 14-02-18
REGARDING THE DEDICATED WORK AND CONTRIBUTIONS OF
TAMMI KENTON TO THE RESIDENTS OF WAUSHARA COUNTY
AND THE LAND CONSERVATION & ZONING DEPARTMENT**

WHEREAS, Tammi Kenton served in the Land Conservation and now the Land Conservation & Zoning Department as the Administrative Secretary; and

WHEREAS, Tammi served the department and Waushara County with dignity, respect, and commitment for the work she performed for 21 years; and

WHEREAS, Tammi's dedication, compassion and support to the operations of this department helped to better serve those in our county; and

NOW, THEREFORE, BE IT RESOLVED that Tammi Kenton be recognized for her many years of service and contributions to the Department of Land Conservation & Zoning, the State of Wisconsin and the residents of Waushara County. We wish you good luck in your retirement, and thank you!

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

Tammi Kenton has retired from Waushara County after 21 years of service. The resolution recognizes her for her dedicated work and wishes her well in her retirement.

**ORDINANCE NO. 622
ORDINANCE AMENDING WAUSHARA COUNTY ZONING MAPS PURSUANT TO
THE AUTHORITY GRANTED IN CHAPTER 58 WAUSHARA COUNTY CODE
ZONE CHANGE – FRONT PORCH PETS INC. – TOWN OF ROSE**

WHEREAS, on December 18, 2017, Front Porch Pets Inc. did file an application with the Waushara County Zoning office for a zoning amendment in Section 36, in the Town of Rose; and

WHEREAS, said application involves an approximate 17 acre parcel of land, of which approximately 3.5 acres described as 330' north and south by 570' east and west, lying approximately 200' north of County Road O and adjacent to state Road 22, to be zoned M-I (Intensive Manufacturing); with the remaining approximate 13.5 acres of the parcel to be zoned AG-5 (General Agricultural-5 acre minimum), all being described as the south 17 acres of the East ½ of the SE ¼ of the SW ¼, Section 36, T20N, R10E, Town of Rose, N4935 State Road 22; and if approved would conditionally establish the processing/smoking of fish and meat for the

present product line of "Front Porch Pets" in the existing 125' x 130' commercial building, and to permit general agricultural activities on the remaining lands; 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 18, 2018; 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 testimony provided at the public hearing.
2. All permits must be obtained including land use, building, and sanitary processing of wastewater.
3. Adequate parking must be provided for both employees, deliveries and pick-ups.
4. 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.
5. The applicant will allow agents of Waushara County access to the property to ensure compliance with all applicable regulations.
6. 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.
7. The applicant is responsible for complying with any other applicable regulations, including those related to meat and fish processing and the wastewater treatment & disposal.
8. Any new advertising signs or alterations to the existing signage must be in accordance with all County and State requirements.
9. No outside storage of products, parts, scraps, or wastes is allowed.
10. The existing cargo containers shall be removed by June 30, 2018.
11. If the building has any floor drains, the applicant is responsible for checking with the DNR, DATCP or DSPS to determine how the wastes are to be collected and disposed of.
12. The application is now forwarded to the Waushara County Board of Supervisors and the Town Board of Rose 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 M-G to M-I and AG-5.
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.

The ordinance rezones an approximate 17 acre parcel of land from General Manufacturing (M-G) to Intensive Manufacturing (M-I) and General Agricultural – 5 Acre Minimum (AG-5) zoning, so the applicants can establish the processing/smoking of fish and meat for the present product line of “Front Porch Pets,” and to permit general agricultural activities on the property.

APPOINTMENT

Economic Development Corporation

Angie Metzger, Redgranite (*Term: January 1, 2018 – December 31, 2020*)

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

FUTURE AGENDA ITEMS/ANNOUNCEMENTS

Supv. Timm requested that a report be prepared detailing what is happening with the capital improvement projects and what we are getting with the \$1.9 million bond that was approved in January. Sivick will prepare a report for the March 20, 2018, County Board meeting.

ADJOURNMENT

There being no further business, Supv. Eckstein moved to adjourn, seconded by Supv. Kapp; motion carried. The meeting thus adjourned at 8:11 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 February 20, 2018. These minutes are subject to amendment or change at subsequent meetings of the County Board, and any such changes will be detailed in the minutes of the meeting at which the amendments are proposed.

/s/ Megan Kapp, Waushara County Clerk