

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

JUNE 19, 2018

The meeting was called to order at 7:00 p.m. by Chairperson Donna R. Kalata at the Tustin Fire Station in the Town of Bloomfield. County Clerk Megan Kapp conducted roll call. Present were: Supvs. Bonfiglio, Eckstein, Kalata, Kapp, King, Peterman, Piechowski, Timm and Wedde. Supvs. Kerschner and Lauer were absent. 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 May 15, 2018, monthly County Board meeting; seconded by Supv. Bonfiglio. Motion carried.

PUBLIC COMMENTS

Town of Poy Sippi Chairman Larry Albright informed the Board that Fortify Bank in Poy Sippi, f/k/a 1st National Bank, has closed. Albright suggested the former bank would be an ideal permanent station for EMS ambulance 5, and he encouraged the appropriate board committees to meet with the bank's board of directors.

NEW BUSINESS

REPORTS/PRESENTATIONS

County Administrator's Monthly Report: Administrator Robert J. Sivick recently traveled to Washington, D.C. with Supvs. Kalata and Kapp. Sivick and several supervisors met with other counties regarding the UW-Extension budget and staffing cuts and expressed their support of the UW-Extension staff and services they provide. In other business, negotiations with the deputy sheriff's union have begun, Sivick is forming a workgroup to address the reliability of the County's Information Technology Systems, and the new Buildings and Grounds Superintendent's start date has been pushed back to late September or early October.

Register of Deeds Annual Report: Register of Deeds Heather Schwersenska reported on trends her office has seen with recordings from 2016–2018. An increase in vital records issued can be attributed to statewide issuance which began in 2017. Schwersenska also reported on recent and upcoming legislative initiatives.

State Department of Health Recognition of Service Award: Division of Public Health Deputy Administrator Chuck Warzecha expressed his appreciation to Supv. Dennis Wedde for his statewide leadership and contributions as a member of the Waushara County Board of Health. Warzecha presented an award to Wedde for his many years of service and commitment to Waushara County and statewide public health.

DISCUSSION/POSSIBLE MOTION ACTION ITEMS

Revisions to County Board Bylaws

Moved by Supv. Eckstein, seconded by Supv. Wedde to approve the revisions to the County Board Bylaws as presented. The motion was carried by voice vote.

Zouski made updates to the County Board Bylaws to include changes in committee structure, some cleanup relating to committees, and changing the November County Board meeting to the first Tuesday to accommodate apportionment deadlines.

Purchase of 625 Colligan Ave., Wild Rose – EMS Housing

Moved by Supv. King, seconded by Supv. Kapp to proceed with the purchase and upgrade of 625 Colligan Ave., Wild Rose. A roll call vote showed 9 ayes, 0 nays, 2 absent. Motion carried.

Waushara County has extended an offer to ThedaCare Medical Center to purchase the property, contingent on Board approval. Brian Donaldson, EMS Director, has indicated a permanent ambulance station in Wild Rose is necessary due to the volume of calls in that area. Improvements will be required to make the house into an ambulance station, including the construction of a double bay garage. Funds for the purchase of property and necessary improvements, estimated at approximately \$185,000 total, will come from the uncommitted general fund.

**RESOLUTION NO. 27-06-18
A RESOLUTION CREATING THE WAUSHARA COUNTY
CRIMINAL JUSTICE COORDINATING COMMITTEE**

WHEREAS, protecting the personal safety and property of the citizens of Waushara County is one of the highest priorities of county government; and

WHEREAS, the Waushara County Board of Supervisors is committed to building and maintaining a strong adult and juvenile criminal justice system that employs scarce state and local resources in an efficient manner to most effectively ensure public safety; and

WHEREAS, multiple state, county and local government agencies as well as community groups, advocacy groups, treatment providers, citizens and others play critical roles and have varying responsibilities when it comes to the criminal justice system in Waushara County; and

WHEREAS, we understand that meeting the goal of best protecting the safety of the citizens of Waushara County requires that these various entities coordinate their efforts and work together to maintain and improve our criminal justice system.

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

1. There is created the Waushara County Criminal Justice Coordinating Committee (CJCC). The CJCC is charged with assisting the Waushara County Board of Supervisors in directing, collaborating, and coordinating the services of local governmental agencies and non-governmental entities in the criminal justice system to increase efficiencies, effectiveness and public safety. In the performance of these duties, the CJCC shall conduct planning, research and evaluation activities and make recommendations to improve the criminal justice system policy, operation and outcomes.
2. The CJCC shall consist of not less than 13 members including the following people/entities: at least one County Board Supervisor, the County Administrator, the Circuit Court Judge, the District Attorney, the Sheriff, the Probation and Parole Supervisor, a Defense Attorney, at least one community member, a local municipal law enforcement officer, the Corporation Counsel, the Director of Human Services, the Victim/Witness Coordinator, the Clerk of Circuit Court and the Treatment Court Coordinator.
3. The CJCC may change membership as it evolves and the membership list shall be forwarded to the County Board at the reorganization meeting every two years, unless there are changes to any of the existing positions at a different time. The County Board Supervisor and Community Members will be appointed by the County Administrator with confirmation of the County Board at the same reorganization meeting. The Defense Attorney will be appointed by the Circuit Court Judge and the local municipal officer will be appointed by the District Attorney with confirmation of the County Board at the same reorganization meeting.
4. The CJCC may do all of the following:
 - a. Develop local criminal justice policies designed to strengthen public safety, reduce recidivism and improve offender and system accountability by strengthening the criminal justice system through the promotion of evidence-based practices, risk reduction programming and implementation of effective and sound strategies for crime prevention, diversion and community-based alternatives to confinement.
 - b. Collect and synthesize real-time criminal justice data and track system indicators, such as crime and arrest rates, conviction rates, pretrial and re-entry services, and probation, parole, prison and jail population trends, in order to proactively identify what factors are driving criminal justice costs and to determine more effective strategies to deploy criminal justice resources.
 - c. Provide recommendations to the County Board regarding stable and adequate funding sources for the criminal justice system and identify programs or areas where greater cost-effectiveness could be achieved.
 - d. Evaluate new and current criminal justice policies. Considerations include the impact of current law on public safety, policies or programs' effect on crime reduction, recidivism, prison and jail populations and overall criminal justice costs.

- e. Identify areas in which improved collaboration and coordination of activities and programs would increase the effectiveness and/or efficiency of services by eliminating duplication, filling service gaps and improving the quality of services provided across the criminal justice system.
 - f. Provide strategic planning and guidance for the management of and application of federal and state block and formula grant funds.
 - g. Investigate non-traditional dispositional options in criminal cases and develop, as deemed appropriate, standards and procedures for implementing such options.
 - h. Explore funding options to maintain the Treatment Court Program and to implement other strategies and procedures.
 - i. Upon request, submit a report to the County Board that provides information on the CJCC's work.
5. All county departments are directed to aid and assist the CJCC as possible.

Submitted by Supv. Kalata, Public Safety Committee chair. Motion to approve by Supv. Wedde, seconded by Supv. Peterman. Motion carried by voice vote.

The resolution creates the Criminal Justice Coordinating Committee, an advisory committee tasked with reviewing all aspects of the criminal justice programs and making recommendations to lower criminal activity and recidivism in the county.

RESOLUTION NO. 28-06-18
A RESOLUTION OPPOSING A REDUCTION IN SERVICES AND FUNDING
BY THE UNIVERSITY OF WISCONSIN SYSTEM

WHEREAS, the University of Wisconsin System operates a Cooperative Extension program with counties to provide educational services and programs locally; and

WHEREAS, the State of Wisconsin cut funding in its budget for the University of Wisconsin System resulting in the Cooperative Extension Program reorganizing its structure and delivery of services; and

WHEREAS, such reorganization resulted in changes to the counties' annual contracts based upon county wishes and available funding; and

WHEREAS, each county entered into a contract based on what programs and services they felt were necessary and important in their area, prioritizing these based on funding available; and

WHEREAS, the State has been unilaterally changing the terms of the contracts based on State budget considerations and without regard to existing contractual obligations to the counties; and

WHEREAS, the counties feel with the challenges facing our youth today; the opioid crisis, increased violence in our schools, increased suicide rates among teens, bullying and cyber-bullying, this is not the time for UW Extension to balance their budget at the expense of a proven successful youth program; and

WHEREAS, for example Waushara County entered into a one year contract with the Board of Regents of the University of Wisconsin for the period of January 1 – December 31, 2018 which called for 3.67 FTE positions within the County, including but not limited to a full-time Youth and Family Extension Educator and an Agriculture Extension Educator from May-December of 2018, neither of which have been filled; and

WHEREAS, the Area Extension Director for Waushara County has advised that the State will not be funding the Youth and Family Extension Educator position as a full-time position and has not begun the process for filling the Agriculture Extension Educator due to budget cuts.

NOW THEREFORE, BE IT RESOLVED that the Counties object to a unilateral cut in the budget and level of service to be provided in conflict with the current contract for services between the Counties and the Board of Regents of the University of Wisconsin.

BE IT FURTHER RESOLVED that the Counties urge the Board of Regents of the University of Wisconsin to fulfill its obligations under the current contract.

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

Waushara County is taking an active stance in opposing the reduction in services and staffing by the University of Wisconsin (UW) System. The resolution urges the UW Board of Regents to fulfill its contractual obligations to Wisconsin counties.

RESOLUTION NO. 29-06-18
RESOLUTION AUTHORIZING DEPARTMENT OF AGING SERVICES
TO CREATE AND FILL A PART-TIME ADMINISTRATIVE/SECRETARY SUPPORT POSITION

WHEREAS, the Administrative Assistant for the Department of Aging Services (DOAS) currently provides support services for both the Department of Aging and the tri-county Aging & Disability Resource Center (ADRC); and

WHEREAS, the ADRC and other departments in the lower level of the Courthouse operate without a receptionist where walk-in traffic is heavy; and

WHEREAS, fiscal duties of the Administrative Assistant have increased significantly with new county required fiscal processes; and

WHEREAS, billing duties and data entry responsibilities have increased, and the need to enhance website and social media efforts have become necessary; and

WHEREAS, the populations being served will continue to grow, primarily due to an aging society, and hence, programs and services will grow to meet needs; and

WHEREAS, funding to support this position will be covered primarily with DOAS and ADRC contract funds and MA reimbursement funds; and

WHEREAS, the Commission on Aging is in support and the Personnel Committee has approved creating a part-time position of less than 1,200 hours per year for additional Administrative/Secretarial Support for the Department of Aging and ADRC.

NOW, THEREFORE, BE IT RESOLVED that the Waushara County Board of Supervisors hereby approves Waushara County's hiring in 2018 of additional Administrative/Secretarial Support through a part-time position of less than 1,200 hours per year for the Department of Aging and ADRC.

IT IS FURTHER RESOLVED that no new county levy is required to create this position.

Submitted by Supv. Kalata, Personnel Committee chair. Motion to approve by Supv. Eckstein, seconded by Supv. Wedde. A roll call vote showed 8 ayes, 1 nay (Supv. Timm), 2 absent. Motion carried.

This action creates a part-time support position of not more than 1,200 hours for additional administrative/secretarial support for the Department of Aging Services. No new county levy will be required to fund the position.

RESOLUTION NO. 30-06-18
RESOLUTION AUTHORIZING DEPARTMENT OF AGING
TO CREATE AND FILL A PART-TIME LTE PROGRAMS ASSISTANT POSITION

WHEREAS, the Department of Aging is committed to seeking special project funds and implementing new programs to help meet the needs of a growing older adult population; and

WHEREAS, grant requirements for special projects often require more effort to start up rather than maintain long-term, and current staff time is limited; and

WHEREAS, a special effort to enhance activity programming at dining centers is needed to help increase participation and offset social isolation for countywide elders; and

WHEREAS, funding for a new intergenerational program was received in 2018 to help provide meaningful volunteer opportunities for retirees and to assist with chore service needs for older adults; and

WHEREAS, fundraising assistance is needed to help maintain popular programs such as the Memory Café, Aging Mastery Program, and other healthy aging and special event programs; and

WHEREAS, funding to support this part-time LTE position will be covered with grant or special project funds and with funds from the department's Health Programs committed account; and

WHEREAS, the Commission on Aging is in support and the Personnel Committee has approved creating a part-time LTE Programs Assistant position of less than 1,200 hours per year for the Department of Aging; and

WHEREAS, weekly hours scheduled for this position may vary according to program needs.

NOW, THEREFORE, BE IT RESOLVED that the Waushara County Board of Supervisors hereby approves Waushara County's hiring in 2018 of a part-time LTE Programs Assistant position of less than 1,200 hours per year for the Department of Aging; and

IT IS FURTHER RESOLVED that no new county levy is required to create this position and that this position will sunset when grant, special project, or Health Programs committed account funds are no longer available.

IT IS FURTHER RESOLVED that the balance of unanticipated revenue generated in 2017 and 2018 through the department's indirect expense MA claiming process will be transferred from the department's unrestricted fund balance to the Health Programs committed fund to help support this position.

Submitted by Supv. Kalata, Personnel Committee chair. Motion to approve by Supv. Eckstein, seconded by Supv. Wedde. A roll call vote showed 8 ayes, 1 nay (Supv. Timm), 2 absent. Motion carried.

The resolution creates a part-time LTE Programs Assistant position for the Department of Aging Services. The position will be funded with grant, special project, or health programs committed funds, and will sunset when these funds are no longer available.

**RESOLUTION NO. 31-06-18
REGARDING HUMAN SERVICES NURSE HOME VISITOR POSITION**

WHEREAS, Waushara County does not currently run a home visiting, early childhood prevention program, as other, similar sized counties have; and

WHEREAS, evidence-based, home vising programs, such as Healthy Families America, demonstrate reductions in child maltreatment, improved parent/child relationships, increased school readiness, promotion of physical health and child development, family self-sufficiency, reduction in behavioral and intellectual problems at age 6, and decreases in child injuries and emergency room visits; and

WHEREAS, the Wisconsin Department of Children and Family Services estimates a 13% annual rate of return on investment for these types of prevention programs; and

WHEREAS, a nurse home visitor increases program credibility among participating families, referral sources (including medical providers, WIC, etc.) and the community; and

WHEREAS, grants will be sought after and Medicaid Assistance billing will be utilized whenever possible to generate revenue to support program sustainability; and

WHEREAS, Waushara County staff have worked tirelessly to increase revenues and decrease expenses, creating a Human Services fund balance which is able to sustain the program for many years while Waushara County is realizing the savings of such program; and

WHEREAS, Waushara County Human Services is not seeking additional county levy dollars and instead will maintain the Nurse Home Visitor position by other means as outlined above.

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

1. Waushara County Human Services be allowed to hire a full time employee as a Nurse Home Visitor; and
2. This full time Nurse will be placed on the Waushara County pay scale and receive all the benefits afforded to other full time Waushara County employees.

Submitted by Supv. Wedde, Department of Human Services Board chair. Motion to approve by Supv. Wedde, seconded by Supv. Peterman. A roll call vote showed 9 ayes, 0 nays, 2 absent. Motion carried.

Department of Human Services Director Dawn Buchholz shared a video and provided a handout highlighting the importance of early childhood prevention programs. The resolution authorizes the creation of a Nurse Home Visitor position which will be funded by grants and Medicaid Assistance billing.

RESOLUTION NO. 32-06-18
REQUESTING THE STATE OF WISCONSIN FULLY FUND TREATMENT COURTS

WHEREAS, in a joint effort, counties and the State of Wisconsin have made a commitment to providing treatment and high accountability to drug and OWI offenders through the establishment of treatment courts; and

WHEREAS, the Opioid epidemic has reached staggering levels throughout the State of Wisconsin, forcing government to respond in a manner which is most likely to have long term, positive results; and

WHEREAS, treatment courts have received national attention as an effective treatment strategy for criminal offenders with substance abuse diagnoses; and

WHEREAS, counties and other State agencies already contribute to supporting treatment courts with a 25% match and countless, uncompensated hours from the Circuit Court Judge, Clerk of Courts, District Attorney, Human Services, Sheriff's Department, Public Defenders, and Probation and Parole.

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

1. Wisconsin find and maintain funding for all counties who are setting up, running, and maintaining treatment courts according to nationally recognized standards.
2. Wisconsin ensure that treatment courts are fully funded, through State administered grants, federal funding, or State tax dollars, at no expense to counties other than their 25% match.
3. "Fully funded" includes adequate money for all drug/alcohol tests, treatment, and assessments as needed for individual participants. It also includes paying for all staff costs, including benefits, all required training for treatment court panel members, operating expenses (including supplies and postage), and incentives and educational materials for participants.
4. Wisconsin carefully consider counties' requests for expansion of treatment court programs for other special populations, such as Family Treatment court programs and treatment court programs for Veterans, and fully fund them.
5. Clear, consistent, succinct rules and regulations for treatment court program administration are established, written, published, and distributed. Counties receive adequate support in successfully running treatment court programs.

NOW, THEREFORE, BE IT ALSO RESOLVED, that the County Clerk shall forward a copy of this Resolution to the Governor of the State of Wisconsin, the Wisconsin Counties Association, and Waushara County's Legislative Representatives with the request that they assist in this endeavor.

Submitted by Supv. Wedde, Department of Human Services Board chair. Motion to approve by Supv. Piechowski, seconded by Supv. Kapp. Motion carried by voice vote.

The resolution requests the State of Wisconsin find and maintain funding to ensure that treatment courts are fully funded, at no expense to counties other than their current 25% match.

RESOLUTION NO. 33-06-18
A RESOLUTION IN SUPPORT OF THE CAREGIVER ADVISE, RECORD, ENABLE (CARE) ACT,
A TAX CREDIT FOR FAMILY CAREGIVERS & EXPANDING DEMENTIA
CARE SPECIALIST SERVICES

WHEREAS, in Wisconsin nearly 600,000 people are providing care to a loved one at home; and

WHEREAS, the population continues to age and as such the number of people who will need assistance to stay in their home and community either due to dementia impacts and/or physical limitations will continue to increase; and

WHEREAS, family caregivers are an integral part in maintaining people in their homes and community by providing help with bathing, dressing, feeding, medication management, transportation, communicating with physicians, providing medical histories, ensuring follow-up care and much more; and

WHEREAS, the services that family caregivers provide reduce health care and long-term care systems costs benefiting the community as a whole; and

WHEREAS, family caregivers need support and assistance to be able to meet their own needs while continuing to provide these necessary and cost-effective services.

NOW, THEREFORE, BE IT RESOLVED that the Waushara County Board of Supervisors finds that it is important to support the current family caregivers and the future caregivers and therefore does support Wisconsin legislator's passage of the Caregiver Advise, Record, Enable (CARE) Act, thereby joining 39 other states that have already done so.

IT IS FURTHER RESOLVED that the Waushara County Board supports passing of legislation to provide family caregivers with a state income tax credit for family members who spend and utilize personal resources, and to expand the dementia care specialist services statewide in order that all individuals with dementia and their caregivers have access to Dementia Care Specialist services no matter where they live.

IT IS FURTHER RESOLVED that a copy of this resolution be forwarded by the County Clerk to the WCA for consideration as well as the State Representatives for Waushara County.

Submitted by Warren Brewer, Commission on Aging chair. Motion to approve by Supv. Wedde, seconded by Supv. Eckstein. Motion carried by voice vote.

The Waushara County Board of Supervisors voices its support of the passage of the CARE act. The resolution also expresses support for legislation to expand dementia services and to provide a tax credit for family caregivers.

ORDINANCE NO. 628
ORDINANCE AMENDING WAUSHARA COUNTY ZONING MAPS PURSUANT TO THE
AUTHORITY GRANTED IN CHAPTER 58 WAUSHARA COUNTY CODE
ZONE CHANGE – THE ELICKSON AGENCY INC. – TOWN OF DEERFIELD

WHEREAS, on April 10, 2018, The Ellickson Agency Inc. did file an application with the Waushara County Zoning office for a zoning amendment in Section 29, in the Town of Deerfield; and

WHEREAS, said application involves an approximate 40 acre parcel being the SE 1/4 of NE 1/4 of Section 29, T19N, R09E, Town of Deerfield, Brown Deer Drive and 9th Ave; 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 May 17, 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 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 sanitary.
4. Within 30 days of approval of the zone change from the Town Board, the applicant shall prepare and submit a certified survey map. Said CSM shall include a signature page which contains at a minimum an owner's certificate with notarized signature, signature of a representative of the township, and signature of a representative of the agency.
5. Soil evaluation must indicate conditions are suitable for a Private Onsite Wastewater Treatment System (POWTS) with treatment component (no holding tanks allowed) prior to issuance of permit(s) for construction of new dwelling.
6. Deed restrictions must be included, if applicable.
7. Utility easements must be shown
8. Any future driveway shall be a minimum of 150' from the Corner of 9th Avenue and Brown Deer Drive and 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.
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 Town Board of Deerfield 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 A-G to A-R.
2. That this ordinance shall be effective upon approval and recording with the Office of the County Clerk for Waushara County.

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

The ordinance rezones an approximate 40 acre parcel of land from General Agriculture (A-G) to Agricultural Residential (A-R) zoning, for the purpose of creating four 10 acre parcels, which constitutes a minor subdivision.

APPOINTMENTS

Library Services Committee

Thomas Rheinheimer, Wautoma (*Term: immediate-May 31, 2021*)

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

Administrative Review Board

Thomas Dahlke, Alternate, Wautoma (*Term: immediate-April 30, 2021*)

Theodore Korolewski, Alternate, Wild Rose (*Term: immediate-April 30, 2021*)

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

FUTURE AGENDA ITEMS/ANNOUNCEMENTS

Administrator Sivick noted the July 17, 2018, Waushara County Board meeting will be held at 7:00 p.m. at the Wisconsin Operating Engineers Training Center in Coloma. A tour of the facility will be conducted for members of the public and Board members beginning at 6:00 p.m.

ADJOURNMENT

There being no further business, Supv. Kapp moved to adjourn, seconded by Supv. Timm; motion carried. The meeting thus adjourned at 8:34 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 June 19, 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