

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

**DECEMBER 18, 2018**

The meeting was called to order at 7:02 p.m. by Chairperson Donna R. Kalata at the Waushara County Courthouse. Prior to the meeting, the Blazing Stars 4H Club performed Christmas carols. Deputy County Clerk/Finance Supervisor Sarah Luchini conducted roll call. All were present: Supvs. Bonfiglio, Eckstein, Kalata, Kapp, Kerschner, King, Lauer, Peterman, Piechowski, Timm and Wedde. 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. Bonfiglio. The motion carried by voice vote.

**APPROVAL OF MINUTES**

Supv. Kapp moved to approve the minutes of the November 6, 2018, monthly County Board meeting/2019 County budget public hearing; seconded by Supv. Eckstein. Motion carried.

**PUBLIC COMMENTS**

Sheriff Jeff Nett spoke during public comments. He is retiring after 38 years in law enforcement. He said it was an honor and privilege to work for Waushara County, and it has been a great honor to work with other County employees and all County Board supervisors.

**NEW BUSINESS**

REPORTS/PRESENTATIONS

*County Administrator's Monthly Report:* Administrator Robert Sivick highlighted a number of recent meetings and events. These included attending the Wisconsin Fall Tourism Conference, meeting with the Waushara Tourism Resource Board and a Veterans Day ceremony. He attended local government meetings for the Village of Redgranite, Town of Bloomfield and Town and Village of Hancock to establish working relationships and an outreach program that will continue amongst all area local governments over the course of the next two years. Sivick also announced acceptance by UW-Oshkosh as part of their Masters of Public Administration Program to conduct a study on market comparable wages and benefits amongst similar public employees.

*Corporation Counsel's Office Annual Report:* Corporation Counsel Ruth Zouski gave an update on the County Road I project. In the last year, her office collected about \$123,000 in unpaid bills on behalf of various departments with the majority being collected for ambulance bills. Zouski also mentioned that the County continues to work on HIPAA compliance and the civil rights compliance plan.

Surveyor's Annual Report: Surveyor Jerry Smart reported on 2018 projects which included surveying for the new EMS building in Wild Rose and attending LIDAR meetings. He completed section corners in the Town of Plainfield, finished fieldwork for the Town of Oasis, and Town of Marion will be done in 2019. Also in 2019 he would like to work with Land Records and Register of Deeds to do an upgrade to the subdivision ordinance.

County Clerk's Office Annual Report: Motion to table by Supv. Wedde, seconded by Supv. Eckstein. Motion carried by voice vote.

**RESOLUTION NO. 50-12-18**  
**REQUESTING THE STATE FUND FOR NEXT GENERATION 911 UPGRADES**

WHEREAS, modernizing Wisconsin's 911 system has been a priority for local governments, Public Safety Answering Points (PSAPs), law enforcement, and the telecommunications industry since the early 2000s; and

WHEREAS, the 2017-19 state biennial budget provided funding for creation of a statewide emergency services IP network (ESInet), which is the first step in the transition to a digital Next Generation 911 (NG911) system; and

WHEREAS, a NG911 system utilizes advancements in technology to improve communication with 911 operators and provides greater efficiency in assisting individuals in crisis; and

WHEREAS, once the ESInet is operational, local 911 centers (PSAPs) will require NG911 capable equipment to connect to the digital systems; and

WHEREAS, currently very few PSAPs, including Waushara County, have the equipment necessary to utilize the ESInet and transition from analog to digital systems; and

WHEREAS, Waushara County has previously spent \$178,441 on 911 upgrades without any assistance from the state and will need to spend additional money to transition to NG911; and

WHEREAS, the average cost for the necessary equipment upgrades will exceed \$250,000 per county in addition to ongoing maintenance costs; and

WHEREAS, while the state has provided grant funding for counties in the past to upgrade local PSAPs, state funding has not existed in over a decade; and

WHEREAS, the state currently has a funding source – the Police and Fire Protection Fee – whose original intent was to fund county PSAP upgrades; and

WHEREAS, revenue from the Police and Fire Protection Fee is deposited into the state's general fund and has never been utilized for its intended purpose.

NOW, THEREFORE, BE IT RESOLVED that Waushara County does hereby urge the Governor and Wisconsin State Legislature to allocate \$7 million annually for counties to upgrade local 911 centers to begin the NG911 transition utilizing the existing Police and Fire Protection Fee.

Submitted by Supv. Kalata, Radio/Emergency Communication Committee chair. Motion to approve by Supv. Wedde, seconded by Supv. Kerschner. Motion carried by voice vote.

The resolution asks the State to allocate funds for counties to upgrade local 911 centers to begin the Next Generation 911 transition.

**RESOLUTION NO. 51-12-18**  
**A RESOLUTION URGING THE UNITED STATES POSTMASTER GENERAL**  
**TO RECONSIDER HOW RURAL MAIL ROUTES AND MAIL BOX LOCATIONS ARE**  
**DETERMINED PLACING PRIORITY ON CONSUMER SAFETY**

WHEREAS, concerned citizens of Waushara County attended a Highway Traffic Safety Committee and voiced concerns about a recent directive from the US Postal Service to move the location of their mailboxes requiring them to either cross State Highway 21 to retrieve their mail or move their box to a cluster location on busy corner of State Highway 21 and Silvercryst Road; and

WHEREAS, these citizens had advised that they had attempted to discuss the issue with the post office, but were told that the mailboxes needed to be moved unless there was an approved hardship, which required a form to be completed by their doctor and then approved by the post office officials; and

WHEREAS, the Highway Traffic Safety Committee noted that the section of the Highway 21 where these citizens lived and received their mail was traveled often by large trucks and multiple vehicles throughout the day traveling at speeds of 45MPH or higher; and

WHEREAS, the Highway Traffic Safety Committee has been advised by the State Department of Transportation that these sections of Highway 21 have been reviewed and that the speed limit is appropriate for the engineering requirements of the road and no reductions in the speed limit will be forthcoming; and

WHEREAS, representatives from the Postal Service advised the Highway Traffic Safety Committee that routes and mailbox locations are determined by using parameters set forth in policy that take into account carrier safety, efficiency and consumer safety; and

WHEREAS, the Highway Traffic Safety Committee recommends that the Public Safety Committee present a resolution to the County Board encouraging the US Postal Service to review their policies that set routes and mailbox locations to put a priority on consumer safety and to look at the clientele and specific circumstances of each community when making such determinations; and

WHEREAS, the Public Safety Committee has reviewed the information and concerns and recommends that the County Board of Supervisors urge the US Postal Service to review their policies and make consumer protection the number one priority.

NOW, THEREFORE, the Waushara County Board of Supervisors does hereby resolve that the safety of Waushara County citizens and all people who have home delivered mail is and should be the number one priority in setting mailbox locations and routes; and

BE IT FURTHER RESOLVED that the Waushara County Board of Supervisors does hereby encourage the US Postal Service to review its policies so that all determinations of mailbox locations and routes prioritizes consumer safety and considers local conditions in making such determinations.

This Resolution shall be forwarded to the US Postmaster General, the Regional Office serving Waushara County and the Federal Congressional Offices representing Waushara County.

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

A number of citizens have voiced concerns about a recent directive from the United States Postal Service (USPS) to move mailboxes on State Highway 21, requiring residents to cross the busy highway in order to retrieve their mail. The resolution encourages USPS to review its policies and prioritize consumer safety when making mailbox location determinations.

**AMENDED RESOLUTION NO. 52-12-18  
A RESOLUTION AUTHORIZING THE PURCHASE OF A K9**

WHEREAS, the County Board has previously authorized the Sheriff's Department to maintain and operate two K9 positions within the sworn law enforcement force; and

WHEREAS, one of the two existing K9 handlers has been elected to be Sheriff beginning in 2019, which may retire his current K9 once a new K9 handler could be appointed and trained; and

WHEREAS, this modification to personnel requires the purchase of a new K9 to replace Deputy Zuehlke's dog; and

WHEREAS, the Sheriff's Department is requesting to continue to maintain and operate two K9 positions within the sworn law enforcement force; and

WHEREAS, the Sheriff's Department has advised that an individual who wishes to remain anonymous has pledged to pay the cost associated with the purchase of the new dog; and

WHEREAS, Crime Stoppers has approved paying for the purchase of necessary equipment if the purchase of the dog was approved by the County Board; and

WHEREAS, the Public Safety Committee has determined that it is beneficial to the County to continue to maintain and operate two K9 positions within the Department.

NOW, THEREFORE, the County Board of Supervisors does authorize the Sheriff's Department to purchase a new K9, said cost being \$14,000.00 to replace the dog and position currently staffed by Deputy Zuehlke, which may be retired as he determines necessary once he is Sheriff, understanding that may result in three K9 units for a period of time.

THE COUNTY BOARD further acknowledges appreciation for the anonymous donor and Crime Stoppers continued support of the K9 program requests that the Sheriff's Department forward such thanks and appreciation.

Submitted by Supv. Kalata, Public Safety Committee chair. Motion to approve as amended by Supv. Kerschner, seconded by Supv. Kapp. Motion carried by voice vote.

The resolution authorizes the purchase of a new K9 at a cost of \$14,000 to replace the dog and position currently staffed by Sheriff Elect Walter Zuehlke. Zuehlke's dog will be retired as he deems necessary, understanding that may result in three K9 units for a period of time.

**RESOLUTION NO. 53-12-18**  
**A RESOLUTION TO MAKE A SOLE SOURCE DETERMINATION**

WHEREAS, the County Board of Supervisors previously adopted a Procurement Code to set a consistent procedure for purchases within the County; and

WHEREAS, the Procurement Code requires a formal request for bids for all purchases over \$25,000.00 unless the County Board makes a determination that the project is a sole source project; and

WHEREAS, Waushara County has previously developed and built an emergency radio and tower communication system with Motorola Solutions, which is built around Motorola equipment; and

WHEREAS, the system is now in need of upgrade and such upgrade can only be accomplished with Motorola equipment unless the entire system is rebuilt as different

manufacturer's equipment is not compatible with the equipment currently being used by Waushara County; and

WHEREAS, Waushara County has been satisfied with the Motorola products; and

WHEREAS, the Radio/Emergency Communication Committee has advised that to completely rebuild the system would be more expensive than upgrading the current system to today's standards.

NOW, THEREFORE, the County Board of Supervisors does hereby determine that the upgrade to the emergency radio and tower communication system is a sole source project pursuant to the Waushara County Procurement Code.

Submitted by Supv. Kalata, Radio/Emergency Communication Committee chair. Motion to approve by Supv. Piechowski, seconded by Supv. Wedde. Motion carried by voice vote.

The emergency radio and tower communication system is built around Motorola equipment and needs upgrading. Such upgrade can only be done by Motorola unless the entire system is rebuilt. This resolution designates this upgrade as a sole source project in accordance with the Procurement Code.

**RESOLUTION NO. 54-12-18**  
**A RESOLUTION TO UPGRADE WAUSHARA COUNTY**  
**RADIO & TOWER COMMUNICATION SYSTEM**

WHEREAS, the County Board of Supervisors has previously authorized an emergency communication system including, but not limited to 6 tower sites, radio and dispatch equipment to allow for communication between law enforcement, emergency medical services, fire and other emergency responders; and

WHEREAS, the current system is reaching its end of life due to advances in technology, requiring the system to be upgraded and continually maintained in order to ensure continuous operability; and

WHEREAS, the Radio/Emergency Communications Committee has reviewed the situation and is recommending that the County enter into a 10 year contract with Motorola Solutions to initially bring the system current and then to maintain and regularly upgrade the system through December 2028; and

WHEREAS, the Public Safety Committee has reviewed the recommendation and agrees that the 10 year plan is an appropriate way to address the needs of the County to ensure emergency communications; and

WHEREAS, the cost of the entire 10 year plan is \$1,870,034.00, with the initial payment for the initial upgrade and first year of maintenance is \$437,183.00; and

WHEREAS, the 2019 Budget includes \$126,847.00 for maintenance of the current system, which can be applied to the initial payment.

NOW, THEREFORE, the County Board of Supervisors does hereby authorize entering into the 10 year agreement with Motorola Solutions.

BE IT FURTHER RESOLVED that the County Board of Supervisors authorizes the transfer of not more than \$310,336.00 from the unassigned, uncommitted general fund to the 2019 Budget for the payment of the initial upgrade and maintenance.

BE IT FURTHER RESOLVED that the Sheriff's Department, Finance Supervisor and Administrator are to work the payments for the remaining 9 years of the agreement into the budget through the normal annual process.

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

This action authorizes entering into a 10 year agreement with Motorola Solutions for the upgrade and maintenance of the County's emergency communication system. Up to \$310,336 may be transferred from the uncommitted general fund for the payment of the initial upgrade and maintenance, and payments for the remaining 9 years will be worked into the annual budget.

**RESOLUTION NO. 55-12-18**  
**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:

69016-02074-0800- RHONDA LEANNA  
Lot Eight (8), Plat of Lucerne Woodland Lots, Town of Marion, Waushara County,  
Wisconsin.

69136-01072-2000- MARK GUSTAFSON

Outlook Five (5) of the Assessor's Plat in the southeast Quarter of the Northeast Quarter (SE1/4-NE1/4) of Section Ten (10), Township Nineteen (19) North, Range Eight (8) East, Village of Hancock, Waushara County, Wisconsin.

69176-00872-0500- EDWARD WILSON

Lot One (1) of Block "D" and Lots Five (5) and Six (6) in Block "C", according to the recorded plat of J.F. Dedrick's Addition to the Village Redgranite, Waushara County, Wisconsin.

By said tax deeds, title to the above named properties shall be vested in Waushara County in fee simple.

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

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. 56-12-18  
RESOLUTION AUTHORIZING CANCELLATION OF OUTSTANDING CHECKS  
(COUNTY TREASURER)**

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

<b>Check No.</b>		
125173	\$	75.00
125921		25.00
125938		59.00
127725		20.51
128383		75.00
128739		80.00
128979		11,312.76
129695		48.49
130473		<u>11,312.76</u>

**TOTAL      \$ 23,008.52**

WHEREAS, the County auditor recommends that these checks be cancelled and the funds be returned to the County Treasury, in accordance with Wisconsin State Statute 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. Lauer. 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. 57-12-18**  
**RESOLUTION REVISING CORONER TO BE MEDICAL EXAMINER OFFICE FEES**

WHEREAS, the County has previously set fees for various items related to the Office of the Coroner pursuant to Section 59.36, Wis. Stats. and such fees were divided between the Coroner and the County due to the Coroner being a part-time elected official and the fees supplementing the limited salary and per diems of deputy coroners; and

WHEREAS, the County has made the decision to change from a Coroner system to a Medical Examiner system beginning in 2019, with such Medical Examiner and Deputy Medical Examiners being employees of the County; and

WHEREAS, it is necessary to revise the fees pursuant to the authority to establish such fees under Section 59.36, Wis. Stats. to reflect the change in the office from Coroner to Medical Examiner.

NOW, THEREFORE, the County Board does hereby resolve that the fees of the Medical Examiner's Office, effective January 7, 2019 shall be:

1. Death Certificate Signing Fee - \$75.00
2. Cremation Permit Fee - \$125.00
3. Disinterment Fee - \$100.00
4. Coroner Report - \$60.00

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

Fee amounts have not changed, but this revision reflects the change from a Coroner to a Medical Examiner system beginning in 2019.

**ORDINANCE NO. 631**  
**ORDINANCE AMENDING WAUSHARA COUNTY ZONING MAPS PURSUANT TO THE**  
**AUTHORITY GRANTED IN CHAPTER 58 WAUSHARA COUNTY CODE**  
**ZONE CHANGE – PATRICK VAN ABEL – TOWN OF BLOOMFIELD**

WHEREAS, on October 17, 2018, Patrick Van Abel did file an application with the Waushara County Zoning office for a zoning amendment in Section 36, in the Town of Bloomfield; and

WHEREAS, said application involves 2 parcels together being Lots 2, 3, 4, Block 29 of the Village of Tustin Plat except CSM 5750, Section 36, T20N, R13, Lake Poygan, Town of Bloomfield, W217 County Road H; 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 15, 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 connection made to municipal sewer.
4. Prior to the issuance of a Land Use Permit, a Plat of Survey or Certified Survey Map, inclusive of all easements must be submitted and recorded in accordance with County and State requirements.
5. Adequate parking must be provided.
6. A maximum of one (1) driveway shall be permitted per lot. 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.
7. The applicant will allow agents of Waushara County access to the property to ensure compliance with all applicable regulations.
8. The application is now forwarded to the Waushara County Board of Supervisors and the Town Board of Bloomfield 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 C-C (Community Commercial) to RS-10 (Single Family Residential).
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 & Zoning Committee chair. Motion to approve by Supv. Kapp, seconded by Supv. Timm. Motion carried by voice vote.

The ordinance rezones two parcels of land from Community Commercial (C-C) to Residential Single Family (RS-10) zoning, so the applicant can convert an existing tavern/restaurant to a single family dwelling.

#### **FUTURE AGENDA ITEMS/ANNOUNCEMENTS**

Chair Kalata thanked Sheriff Nett for his dedication and service to Waushara County, and for his efforts in training Sheriff Elect Zuehlke.

#### **ADJOURNMENT**

There being no further business, Supv. Eckstein moved to adjourn, seconded by Supv. Timm; motion carried. The meeting thus adjourned at 7:50 p.m.

I, Sarah Luchini, deputy county clerk/finance supervisor 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 18, 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/ Sarah Luchini, Waushara County Deputy Clerk/Finance Supervisor