

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

MAY 21, 2019

The meeting was called to order at 7:00 p.m. by Chairperson Donna R. Kalata at the Waushara County Courthouse.

BOARD SUPERVISOR APPOINTMENT

Motion by Supv. Kerschner, seconded by Supv. King to confirm Chair Kalata's appointment of John Jarvis to District 6 County Board Supervisor, completing Dennis Wedde's remaining term. Motion carried by voice vote. District Attorney Steven Anderson then swore in Supv. Jarvis, and he was seated as District 6 Supervisor.

County Clerk Megan Kapp conducted roll call. Present were: Supvs. Jarvis, Kalata, Kapp, Kerschner, King, Lauer, Peterman, Piechowski and Timm. Supvs. Bonfiglio and Eckstein were excused. A silent prayer was held, followed by the Pledge of Allegiance.

APPROVAL OF AGENDA

Supv. Kapp made a motion to approve the agenda as presented, seconded by Supv. Timm. The motion carried by voice vote.

APPROVAL OF MINUTES

Supv. Peterman moved to approve the minutes of the April 22, 2019, monthly County Board meeting; seconded by Supv. Lauer. The motion carried by voice vote.

PUBLIC COMMENTS – None

ELECTION OF 2nd VICE CHAIRPERSON

Nomination forms were distributed to County Board members, and they were instructed to nominate as many supervisors for 2nd vice chairperson as they desired. Nominations were received for Supvs. Eckstein, Kapp, Peterman and Piechowski. Corporation Counsel Ruth Zouski distributed, collected and counted the ballots. A secret ballot vote showed Supv. Eckstein with 6, Supv. Kapp with 1, and Supv. Peterman with 2. Supv. Eckstein was therefore elected 2nd vice chairperson.

NEW BUSINESS

REPORTS/PRESENTATIONS

Small Libraries Create Smart Spaces Presentation: The Poy Sippi library has been selected as a grant recipient to receive \$5,000 to spend over a 15 month period to revitalize existing space. Poy Sippi

Library Director Jeanne Williamson explained the goals of the grant and talked about the first phase of the project, which included a community meeting held on April 29, 2019.

Treasurer's Office Annual Report: County Treasurer Elaine Wedell shared the mission statement and duties of her office. She shared comparison figures on bank reconciliations, general investments, receipts and tax settlements.

Department of Aging Annual Report: Director Debbie Paavola provided a written and oral 2018 annual report. The department saw a 7.4 percent increase in the number of meals served and provided just under 6,700 rides. Paavola highlighted the new Sustainable Kitchens effort that incorporates clean cooking and local ingredients, and aims to improve the quality of food.

RESOLUTION NO. 11-05-19
RESOLUTION MODIFYING ONE IN-HOME THERAPIST POSITION TO A
CLINICAL CASE MANAGER (INTEGRATED SERVICES SPECIALIST) POSITION

WHEREAS, the Department of Human Services currently has an open In-Home Therapist position; and

WHEREAS, the Department is recommending that this position be modified to a clinical case manager with either a bachelor's or master's degree because a clinical case manager is able to provide more billable in-home services than an in-home therapist; 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 for a Bachelor's level and level H for a Master's level; and

WHEREAS, the Personnel Committee has approved the modified job description now entitled Clinical Case Manager (Integrated Services Specialist); and

WHEREAS, the Department has advised that it will not need any additional levy to fund this position as it is not creating a new position, but modifying an existing position.

NOW THEREFORE, BE IT RESOLVED that the open In-Home Therapist position within the Department of Human Services be modified to a Clinical Case Manager (Integrated Services Specialist) position.

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

Submitted by Supv. Kalata, Personnel Committee chair. Motion to approve by Supv. Lauer, seconded by Supv. Piechowski. Motion carried by voice vote.

The modification to a Clinical Case Manager allows for more billable in-home services and more flexibility than with an In-Home Therapist.

RESOLUTION NO. 12-05-19
RESOLUTION AUTHORIZING DEPARTMENT OF AGING SERVICES
REORGANIZATION & REPEALING RESOLUTION

WHEREAS, the Department of Aging needs to make changes to its organizational structure due to employee retirements and new service delivery support function requirements; and

WHEREAS, the position created in Resolution No. 29-06-18 adopted June 19, 2018, has not been filled and the Department of Aging has advised that this position is no longer necessary with the proposed changes in this reorganization and resolution; and

WHEREAS, the retirement of the current Programs Coordinator allows for the opportunity to repackage essential transportation and caregiver duties more efficiently; and

WHEREAS, gaps in some administrative and fiscal support tasks currently exist within the department; and

WHEREAS, the Commission on Aging is in support and the Personnel Committee has approved the Department of Aging Reorganization Plan.

NOW, THEREFORE, the County Board of Supervisors does hereby approve the reorganization of the Department of Aging as depicted in the attached organizational chart effective June 10, 2019.

BE IT FURTHER RESOLVED, that this reorganization includes the elimination of the current, full-time Administrative Assistant position, the part-time Secretary/Transportation Scheduler position and creates a full-time Business Services Supervisor at Level K, a full-time Transportation Specialist at Level L, a casual Administrative Assistant (28 hrs/week) at Level M and a casual Caregiver Support Coordinator at Level M.

BE IT FURTHER RESOLVED that the Department of Aging reorganization is county levy neutral.

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

This resolution makes changes to the Department of Aging's organizational structure that are necessary due to gaps in administrative and fiscal support tasks and due to new service delivery support function requirements.

RESOLUTION NO. 13-05-19
RESOLUTION ACKNOWLEDGING THE COMMENDABLE SERVICE OF
DENNIS WEDDE AS WAUSHARA COUNTY SUPERVISOR

WHEREAS, Dennis Wedde was elected to the Waushara County Board of Supervisors in 2000 as the District 9 representative, serving parts of the Towns of Mt. Morris and Springwater and Village of Wild Rose, and later included parts of the Towns of Marion and Leon, and most recently served as the District 6 representative for the Town of Marion Wards I and II, Town of Mt. Morris and Town of Wautoma Ward III; and

WHEREAS, Mr. Wedde did serve on numerous boards and committees, including the Administrative Review Board, Board of Health, CAP Services Board, Library Services Board, Human Services Board, Executive Committee, Public Works Board, and others; and

WHEREAS, Mr. Wedde served as chairman or vice chairman on many of these committees and boards, and was the County Board 2nd Vice Chair for nine years; and

WHEREAS, Mr. Wedde has also been recognized by the State Department of Health for his many years of service and commitment to Waushara County and Statewide public health.

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

1. Mr. Wedde is hereby commended for the commitment and dedication he has provided in his many years as a Waushara County Supervisor.
2. The Waushara County Board does hereby commend Mr. Wedde for his dedicated, faithful and diligent service to this County. Every good wish goes to him for a happy and healthful future.

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

Dennis Wedde has served on the County Board for 19 years. The resolution acknowledges Mr. Wedde for his dedicated service and commitment to the residents of Waushara County.

ORDINANCE NO. 638
ORDINANCE AMENDING WAUSHARA COUNTY ZONING MAPS PURSUANT TO THE
AUTHORITY GRANTED IN CHAPTER 58 WAUSHARA COUNTY CODE
ZONE CHANGE – BUCHKO HOLDINGS LLC – TOWN OF BLOOMFIELD

WHEREAS, on March 20, 2019, Buchko Holdings LLC 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 April 18, 2019; 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 new Plat of Survey or Certified Survey Map, inclusive of quick claim deeds 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 Community Commercial to Residential Single Family.
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. Peterman, seconded by Supv. Jarvis. Motion carried by voice vote.

Two parcels in the Town of Bloomfield have been rezoned from Community Commercial (C-C) to Residential Single Family (RS-10) zoning so that an existing tavern can be converted to a single family dwelling.

APPOINTMENTS

Commission on Aging

Warren Brewer, Hancock (Term: June 1, 2019-May 31, 2022)

William Broten, Wautoma (Term: June 1, 2019-May 31, 2022)

Eloise Krause, Fremont (Term: June 1, 2019-May 31, 2022)

Marianna Larson, Neshkoro (Term: June 1, 2019-May 31, 2022)

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

Administrator and Chair Appointments

Administrator Robert Sivick and Chair Kalata made the following appointments to replace former Supv. Dennis Wedde:

Administrative Review Board: Jarvis

Aging and Disability Resource Center Governing Board: Jarvis

CAP Services Board: Jarvis

Human Services Board: Timm

Land/Water and Education Committee: Jarvis (replaces Supv. King)

Lake Management Districts – Irogami, John’s, Little Hills and Lake Alpine: Jarvis (replaces Supv. King)

Transportation Coordinating Committee: Jarvis

Plainfield Library Board: Jarvis (replaces Supv. Kalata)

Public Works Board: King

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

PROCLAMATION

Recognizing June 15, 2019, as World Elder Abuse Awareness Day

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

ADJOURNMENT

There being no further business, Supv. Timm moved to adjourn, seconded by Supv. Peterman; motion carried. The meeting thus adjourned at 8:06 p.m.

I, Megan Kapp, county clerk in and for the county of Waushara, Wis., do hereby certify that the foregoing the original record of the proceedings of the Waushara County Board of Supervisors at its regular monthly meeting held May 21, 2019. 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