

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

JULY 16, 2019

The meeting was called to order at 7:00 p.m. by Chairperson Donna R. Kalata at the Fox Valley Technical College Wautoma Regional Center. County Clerk Megan Kapp conducted roll call. All were present: Supvs. Bonfiglio, Eckstein, Jarvis, Kalata, Kapp, Kerschner, King, Lauer, Peterman, Piechowski and Timm. 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. Peterman. The motion carried by voice vote.

APPROVAL OF MINUTES

Supv. Eckstein moved to approve the minutes of the June 18, 2019, monthly County Board meeting; seconded by Supv. Bonfiglio. The motion carried by voice vote.

PUBLIC COMMENTS – None

NEW BUSINESS

REPORTS/PRESENTATIONS

County Administrator's Monthly Report: Administrator Robert Sivick reported on recent happenings including the June Dairy Breakfast and a Wisconsin Historical Society listening session. Sivick and department directors are working on the 2020 budget and capital improvements plan. The senior dining center tour continues.

County Libraries Overview: Winnefox Library System Assistant Director Mark Arend explained the structure and function of the library system. Winnefox is one of 16 library systems in Wisconsin. Winnefox provides services to the libraries within its system including internet and network access, database support, grant writing, and training and education for staff.

Courthouse Security Report: Corporation Counsel Ruth Zouski shared a written report on items that have been confiscated from individuals entering the courtroom during the last four weeks. Currently, individuals are only screened prior to entering the courtroom.

DISCUSSION ITEM

Disposal of County Property

In 2010, the County Board adopted a policy on the disposal of used information technology equipment that is no longer needed. Questions have recently come up as to how to dispose of other equipment. Board members shared their input on a potential policy regarding the disposal of county property. Corporation Counsel Ruth Zouski will work on a draft policy to bring before the Board.

**RESOLUTION NO. 19-07-19
CAPITAL IMPROVEMENTS PLAN (CIP) 2020-2024**

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 2020-2024, which was reviewed and approved by the Executive Committee on July 8, 2019; and

WHEREAS, The Capital Improvements Plan 2020-2024 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 2020-2024 [which is incorporated herein by reference] is hereby approved.

BE IT FURTHER RESOLVED, that the Capital Improvements Plan 2020-2024 is remanded to the Executive Committee for inclusion in the 2020 Budget.

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

The CIP outlines the proposed capital expenditures over the next five years along with proposed funding sources. The 2020 CIP proposes funding \$1,513,229 with tax levy, which will be rolled into the proposed budget.

**RESOLUTION NO. 20-07-19
A RESOLUTION AMENDING RESOLUTION NO. 21-04-18
DESIGNATION OF DEPOSITORIES**

WHEREAS, the County Board previously designated public depositories through April 30, 2020; and

WHEREAS, Huntington Bank, Wautoma Office sold some of its accounts, including some Waushara County accounts, to Associated Bank and Associated Bank was not included in the designated public depositories resolution.

NOW, THEREFORE, BE IT RESOLVED, that the County Board adds Associated Bank to the list of authorized designated depositories through April 30, 2020.

All other provisions of Resolution No. 21-04-18 remain in effect.

Submitted by Corporation Counsel Ruth Zouski. Motion to approve by Supv. Peterman, seconded by Supv. Jarvis. Motion carried by voice vote.

The resolution adds Associated Bank to the list of depositories that the County Treasurer is authorized to use through April 30, 2020.

ORDINANCE NO. 639
ORDINANCE AMENDING WAUSHARA COUNTY ZONING MAPS PURSUANT TO THE
AUTHORITY GRANTED IN CHAPTER 58 WAUSHARA COUNTY CODE – ZONE CHANGE
ROSE’S ENCHANTED FOREST CAMPGROUND LLC – TOWN OF SPRINGWATER

WHEREAS, on April 30, 2019, Rose’s Enchanted Forest Campground, LLC did file an application with the Waushara County Zoning office for a zoning amendment in Section 26, in the Town of Springwater; and

WHEREAS, said application involves an approximate 0.25 area of an existing 31 acre parcel of land to be rezoned C-S (service commercial), with the remaining 30.75 acres to be rezoned O-P (park and recreation), all being part of the SW ¼ of the NW ¼ except CSM 3412, and part of government lot 1 in section 27, Section 26, T20N, R11E, Kusel Lake, Town of Springwater, W5695 County Road A; 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 20, 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. The applicant shall contact the County Building Inspector within 30 days of the approval and comply with their recommendations and the adopted building code, including adequate sanitary facilities. If it is determined that commercial building codes apply, all commercial plans (Building, HVAC, etc..) shall be submitted and approved within 6 months of the date of the Notice of Decision. An Occupancy Permit shall not be issued until such time that all commercial plans and inspections have been approved. Failure to comply with these requirements may result in a recommendation to possibly rescind the Conditional Use approval.

5. Adequate parking must be provided.
6. 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 Springwater 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 (General Agriculture) to C-S (Commercial Service) & O-P (Park & Recreation).
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. Eckstein, seconded by Supv. King. Motion carried by voice vote.

The ordinance allows that an existing 31 acre parcel of land be rezoned from General Agriculture (A-G) to Service Commercial (C-S) and Park and Recreation (O-P), to establish a retail store with convenience goods and a camp office, and to more accurately reflect the current land use.

PROCLAMATION

Recognizing September 23-29, 2019, as Diaper Need Awareness Week

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

FUTURE AGENDA ITEMS/ANNOUNCEMENTS

Chair Kalata informed the Board that a children's carnival will be held on the Courthouse grounds as part of Augustfest on August 10. Volunteers are needed to help with the carnival.

ADJOURNMENT

There being no further business, Supv. Eckstein moved to adjourn, seconded by Supv. Timm; motion carried. The meeting thus adjourned at 8:16 p.m.

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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 July 16, 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