

ADAMS COUNTY BOARD OF SUPERVISORS REGULAR MONTHLY MEETING
 ADAMS COUNTY BOARD ROOM July 17, 2007
 7:00 p.m.

1. Call to Order by the Chair
2. Was the meeting properly announced?
3. Moment of Silence
4. Pledge of Allegiance
5. Roll Call
6. Approve the Agenda
7. Approval of the June 19, 2007 County Board Minutes.
8. Public Participation (if requested by the County Board Chair)
9. Announcement of Meetings, Agenda Changes, Report of Supervisors Claims read by the County Clerk, and appoint 6 supervisors to approve claims (to be reviewed during recess) Renner, Licitar, Morgan, Neuenfeldt, Dehmlow, and Sebastiani.

Claim: Notice of claim received July 1, 2007 regarding damage to Verizon property located at County Hwy Z, Beaver Lane, Adams County WI.

10. **Correspondence:** Letter dated June 18, 2007 from Mark Wilk regarding Mr. Mike Edwards from Planning & Zoning department professionalism in providing services.

11. **Appointments:**

12. **Unfinished Business:**

13. **New Business:** Administrative Coordinator Report, Library Financial (included in minutes), County Clerk's Financial Report.

| | | |
|------------------------------------|-------------------------|------------------------------|
| 14. | | |
| Adams County Brd 6/19 | Hlth Hum 6/8 | Resource & Rec 5/9, 6/7, 7/5 |
| Admin & Fin 6/14, 6/15, 6/26, 6/27 | Hlth Hum Fin 6/8 | SCLS 6/11 |
| Board Adjust 5/16, 6/20 | Hlth Hum Sub 7/6 | Surveyor 7/1 |
| CWCA Exec Com 5/23 | Library 6/21 | |
| Exe Com 6/11, 6/29 | Planning & Dev 6/6, 7/2 | |
| Golden Sands 5/17 | Pub Safety 6/13 | |
| | Pub Works 6/13, 6/14 | |

15. **Resolutions:**

Res. #31: To appoint Mr. John R. Albert to the position of Corporation Counsel/Personnel Director for Adams County at a salary of \$72, 820.80, Grade 18, Step 4, plus benefits, and on April 1, 2008, would advance to Step 5 of pay structure, along with the cost of living adjustment. Vacation will be ten (10) days to start; 2008-2016 – three weeks (15 days) on anniversary date, plus one (1) floating holiday; 2017 – 20 days on anniversary date, and one (1) floating holiday.

Res. #32: To create one regular, full-time County position, Energy Assistance Specialist, in Group 1, Class 3 of the Collective Bargaining Agreement between the County of Adams and Adams County Courthouse Employees Union, Local 1168, AFSCME, AFL-CIO.

Res. #33: To update the County's designation that the Local Government Property Insurance Fund is the insurer for all of Adams County Government's buildings and other property.

Res. #34: To renew the contract with Mid-State Technical College (MSTC), to provide HSED/GED (High School Equivalency Diploma/General Education Diploma) instruction and materials at the Adams County Sheriff's Department Jail. MSTC will provide the certified instructor for 6.5 hours per week for 34 weeks during the 2007-2008 academic year. This is in accordance with the current Adams County rules of the board, rule #XXVII.

Res. #35: To establish new fees for the County Coroner.

Res. #36: To authorize the County Conservationist to act on behalf of Adams County to apply for \$2540.80 from the Wisconsin Department of Natural Resources under the Lake Planning Grant Program, Small Scale. The money will fund the purchase of aquatic plant identification books and t-shirts and aprons for volunteers to use when performing water quality monitoring, invasive species monitoring, and Clean Boats, Clean Waters activities on the lakes with public access in Adams County.

Res. #37: To transfer \$35,000 from the General Fund into Solid Waste Account #600. 26.53610.450 (Building Maintenance) to replace the furnace & air conditioning units, as well as provide an exhaust system from the shop to provide clean air to meet AMCA 210 and OSHA 1910 guidelines for employee safety as recommended by Alpha Terra.

16. Ordinance:

Ord. #14: Rezone a parcel of land in the Town of Rome, owned by Barbara M, & Richard D. Lawrence, owners, portion of property (200'X200') located at 273 Blackhawk Drive, in the N ½, NW ¼, SW ¼, Section 23, Township 19 North, Range 7 East, from a Conservancy District to a Recreational/Residential District.

Ord. #15: Rezone a portion of a parcel of land in the Town of Preston, owned by Patrick A. Bandl, property (4.62 acres) known as Lot #1, C.S.M #3445, in the NW ¼, SE ¼, Section 36, Township 17 North, Range 5 East, from an R-2 Residential District to an R-1 Residential District & an R-1 (LL) Residential District.

17. Denials:

18. Approve Claims:
19. Per Diem and Mileage for this Meeting read by the County Clerk.
20. Motion for County Clerk to correct errors.
21. Set next meeting date.
22. **Closed Session:** (none)
23. Adjournment.

INTRODUCED BY: Executive Committee.

INTENT & SYNOPSIS: To appoint Mr. John R. Albert to the position of Corporation Counsel/ Personnel Director for Adams County at a salary of \$72,820.80, Grade 18, Step 4, plus benefits, and on April 1, 2008, would advance to Step 5 of pay structure, along with the cost of living adjustment. Vacation will be ten (10) days to start; 2008 - 2016 – three weeks (15 days) on anniversary date, plus one (1) floating holiday; 2017 - 20 days on anniversary date, and one (1) floating holiday.

FISCAL NOTE: None, monies are budgeted for the position in the Department’s 2007 budget.

WHEREAS: On May 14, 2007, the Executive Committee interviewed candidates for the position of Corporation Counsel/Personnel Director; and.

WHEREAS: On May 14, 2007, the Executive Committee approved for the Personnel Director/ Corporation Counsel’s Office to make an offer to the number one candidate; and

WHEREAS: The Corporation Counsel/Personnel Department completed reference and a criminal background check; and

WHEREAS: On June 5, 2007, the Executive Committee held a telephone conference call with Mr. Albert to negotiate and finalize offer; and

WHEREAS: The Executive Committee approved, on June 5, 2007, to refer to the County Board Mr. John R. Albert for the appointment to the position of Corporation Counsel/Personnel Director; and

WHEREAS: Mr. Albert would begin employment with Adams County on approximately July 30, 2007.

NOW, THEREFORE, BE IT RESOLVED: By the Adams County Board of Supervisors to appoint Mr. John R. Albert to the position of Corporation Counsel/Personnel Director with a salary of \$72,820.80, Grade 18, Step 4, plus benefits, and on April 1, 2008, would move to Step 5 of pay structure, along with the cost of living adjustment. Vacation will be ten (10) days to start, 2008 - 2016 – Three weeks (15 days) on anniversary date plus one (1) floating holiday, 2017 - 20 days on anniversary date and one (1) floating holiday.

Dated this 17th day of July, 2007.

Adopted _____
Defeated _____ by the Adams County Board of Supervisors this 17th day of July, 2007.
Tabled _____

County Board Chair

County Clerk

INTRODUCED BY: Health & Human Services Board

INTENT AND SYNOPSIS: To create one regular, full-time County position, Energy Assistance Specialist, in Group 1, Class 3 of the Collective Bargaining Agreement between the County of Adams and Adams County Courthouse Employees Union, Local 1168, AFSCME, AFL-CIO.

FISCAL NOTE: Funds necessary for this position are available and appropriated to the County through the annual Wisconsin Home Energy Assistance Program (WHEAP) with the Wisconsin Department of Administration. **NO COUNTY TAX LEVY FUNDS ARE TO BE EXPENDED FOR THIS POSITION.** Line item creation and revision amounts assume a start date of August 13, 2007 and wages at the 2-year rate in the Collective Bargaining Agreement and are as specified:

| <u>Changes to 2007 Budget</u> | <u>Approved</u> | <u>Revision</u> | <u>Total</u> |
|---|-----------------|-----------------|--------------|
| Create Expense Lines (LIHEAP) | | | |
| Reg Salaries (240E.27.54401.110.000) | \$0 | \$ 10,878 | \$ 10,878 |
| Social Security (240E.27.54401.210.000) | \$0 | \$ 832 | \$ 832 |
| Retirement (240E.27.54401.211.000) | \$0 | \$ 1,327 | \$ 1,327 |
| Hosp & Health (240E.27.54401.214.000) | \$0 | \$ 3,321 | \$ 3,321 |
| Life Insurance (240E.27.54401.215.000) | \$0 | \$ 12 | \$ 12 |
| Advertising (240E.27.54401.324.000) | \$0 | \$ 700 | \$ 700 |
| Printing (240E.27.54401.412.000) | \$0 | \$ 300 | \$ 300 |
| Small Equipment (240E.27.54401.414.000) | \$0 | \$ 1,750 | \$ 1,750 |
| Mileage (240E.27.54401.432.000) | \$0 | \$ 600 | \$ 600 |
| Convention Fees (240E.27.54401.433.000) | \$0 | \$ 150 | \$ 150 |
| Revise Budgeted Expense Lines (LIHEAP) | | | |
| OPS – Administration (240E.27.54110.350.016) | \$19,537 | (\$6,512) | \$ 13,025 |
| OPS – Outreach (240E.27.54110.350.017) | \$ 6,742 | (\$2,247) | \$ 4,495 |
| OPS – Public Benefits (240E.27.54110.350.049) | \$ 3,255 | (\$1,085) | \$ 2,170 |
| OPS – Crisis Benefits (240E.27.54110.350.053) | \$30,079 | (\$10,026) | \$ 20,053 |

WHEREAS, the Adams County Health & Human Services Department (HHSD) receives annually an appropriation from the State of Wisconsin Department of Administration to administer the Wisconsin Home Energy Assistance Program (WHEAP), and

WHEREAS, the HHSD is by contract the agency responsible for the local operation of WHEAP; and

WHEREAS, the HHSD must assure eligible households living within Adams County are provided available WHEAP benefits and services; and

WHEREAS, the HHSD is responsible in establishing a central location for the distribution and receipt of request for Assistance;

WHEREAS, the HHSD is responsible for assuring a number of year-round services, including providing adequate and sufficient staffing for the dissemination of program information on Home Energy and Crisis Assistance, taking applications to assist clients with home energy needs, providing outreach activities, providing Emergency Services during the heating season, and providing proactive services year-round, and

WHEREAS, the entire operation of the WHEAP program has in the past been subcontracted to the Central Wisconsin Community Action Council, Inc. (CWCAC) and all State funds paid to CWCAC, and

WHEREAS, it is expected that providing WHEAP services rather than contracting them will result in program efficiencies and better integration with other economic support services available to County residents, and

WHEREAS, collocation of WHEAP services with other HHSD services will benefit referring County departments, other agencies, and county residents, and

WHEREAS, it is expected that providing WHEAP services rather than contracting them will result in fiscal efficiencies through the allocation of a portion of economic support services program and departmental administration and overhead costs to the WHEAP contract rather than to the County tax levy, therefore reducing the direct burden on Adams County taxpayers, and

WHEREAS, from time to time the State of Wisconsin allocates additional emergency funds for both direct client services and program administration, and
WHEREAS, it is expected that providing WHEAP services rather than contracting them will result in more of these emergency funds being available to County residents for direct benefits rather than program administration, and
WHEREAS, sufficient revenues are provided through the contract with the Wisconsin Department of Administration to fund the Energy Assistance Specialist position, and
WHEREAS, no county tax levy funds will be expended for the energy assistance program,
NOW, THEREFORE, BE IT RESOLVED by the County Board of Supervisors that one full-time Energy Assistance Specialist position be created in the Health & Human Services Department, effective 13 August 2007, and that recruitment for the position begin immediately, and
BE IT FURTHER RESOLVED by the County Board of Supervisors that the Health & Human Services Board review annually during the budget development process the availability of adequate revenue to continue to fund the position, and,
BE IT FURTHER RESOLVED by the County Board of Supervisors that the position be eliminated should revenues be unavailable or insufficient, and
BE IT FURTHER RESOLVED by the County Board of Supervisors that the 2007 Budget be amended in accordance with the Fiscal Note.

Dated this 8th day of June, 2007.

HEALTH & HUMAN SERVICES BOARD

_____ ADOPTED
_____ DEFEATED

by the Board of Supervisors of Adams County, Wisconsin, this _____ day of _____, 2007.

County Clerk

County Board Chairperson

JOB DESCRIPTION
Adams County, Wisconsin

JOB TITLE: Energy Assistance Specialist
STATUS: Full-time; non-exempt
DEPARTMENT: Health & Human Services
SUPERVISOR: Economic Support Services/W-2 Program Manager

POSITION SUMMARY

Under general supervision, the Energy Assistance Specialist is responsible for the local operations of the Wisconsin Home Energy Assistance Program for eligible households living in the jurisdiction of Adams County. The Energy Assistance Specialist retains a strong sense of public responsibility and professional ethics.

JOB DUTIES

1. Accept and process applications for the Energy Assistance Program.
2. Assess crisis energy needs.
3. Interview applicants, as required, to verify information on the application form for Energy Assistance determination.
4. Enter information as gathered from the Energy Assistance applications, into the State computer system.
5. Communicate information regarding the Energy Assistance Program to the general public in a pleasant and professional manner, either verbally or by written response (eligibility, requirements, and applications).
6. Verify pertinent data for the purpose of completing each Energy Assistance application.
7. Do outreach for Energy Assistance in accepting applications at various sites through Adams County, town halls, Community Center, and etc.
8. Making home visits to elderly and/or disabled individual's homes who are not able to get to the office or to an outreach site.
9. Negotiate fuel deliveries and services with area vendors for Energy Assistance clients.
10. Takes an active role in outreach activities for the purpose of contacting all potential eligible Adams County residents.
11. Schedule appointments for Energy Assistance interviews at the Health and Human Services office, outreach sites, and home visits.
12. Participates in specialized training to achieve and maintain expertise in the knowledge of all current Federal regulations and State requirements for the Energy Assistance Program.
13. Monitors program categorical expenditures to assure operation within the Energy Assistance program budget goals.
14. Attends scheduled staff meetings.
15. Prepares and presents the agency case for appeals hearings held with administrative law judge regarding denials of benefits or other negative actions.
16. May be required to work outside normally scheduled hours in the event of a home energy-related crisis (subject to the provisions of the Collective Bargaining Agreement regarding call-in pay).
17. The Health & Human Services Department's staff operates on a team approach; therefore you might be asked to do something other than your regular duties by the department management staff for the efficiency of the department. For example, you may be asked to provide support for the agency in the absence of other staff, or in the event of an emergency or crisis, etc. or you may be asked to perform other on-going duties appropriate to your job classification as assigned by your supervisor, or the Director.

PERSONAL ATTRIBUTES

1. Responsible for the strict maintenance of client confidentiality. Assures that records that contain client names or other personal information are not visible to the public during office hours and are stored securely during non-office hours. Does not discuss client cases or other confidential agency information with anyone (staff or collaterals) at any time, unless there is a demonstrable need to know and a signed authorization to release information (as appropriate). Does not discuss client cases or other confidential agency information with members of the general public, including members of his/her family. Adheres to Code of Conduct in maintaining privacy and confidentiality.
2. Responsible for making suggestions to improve program operations, existing service delivery systems, service selection and coordination on a systemic or individual client basis. Responsible for identifying problems and barriers and for recommending appropriate solutions. Responsible for contributing to a productive, harmonious, and cooperative work environment.

REQUIRED QUALIFICATIONS

1. Two years of post-secondary education or prolonged course of specialized intellectual instruction, preferable in a related field, and two years of experience dealing with the public, or an equivalent combination of education, training, and experience dealing with the public, or an equivalent combination of education, training, and experience which provides the required knowledge, skills, and abilities.
2. Continuing education sufficient to achieve and maintain expertise in the field of public assistance.
3. Possession of a valid Drivers License.
4. Requires experience and expertise in several software programs, including Microsoft Windows, Microsoft Office (Word and Excel), and Corel WordPerfect Office (including Quattro Pro), etc. Requires the ability to type at a rate of at least 50 words per minute with fewer than three errors.
5. Requires the ability to add, subtract, multiply, divide, calculate decimals and percentages, and make use of descriptive statistics. Requires accuracy in data entry into spreadsheets and required state reporting systems.
6. Requires excellent interpersonal skills, and problem-solving and organizational abilities, as well as the ability to support the work of clinicians and other professionals. Requires a solution-oriented approach and the ability to generate creative helpful solutions to problems. Requires the ability to follow directions, apply fairly appropriate agency policies, complete projects in a timely manner, and be a team player.
7. Requires the ability to work with minimal supervision in a fast-paced and stressful environment focusing on client treatment and habilitation. Requires the ability to maintain the confidentiality of client, staff, and agency information.
8. Requires the ability to work independently and to deal calmly with and prioritize multiple simultaneous demands, and the ability to plan and process work efficiently and accurately under pressure. Requires excellent interpersonal skills, helpful attitude, and a problem-solving approach to a variety of situations.
9. Requires good analytical and organizational abilities, a solution-oriented approach, and the ability to generate creative solutions to problems. Requires self-direction and sound time management skills.
10. Requires the ability to understand and carry out written and oral instructions, complete projects in a timely manner, and be a team player, and to communicate effectively with the public, even under pressure working in emotionally-charged situations.
11. Testing for this position is required (typing/50 words per minute with fewer than 3 errors, data entry).

PHYSICAL DEMANDS AND WORK ENVIRONMENT

1. Work indoors in controlled environment.
2. Work normally performed from a sedentary position. Ability to function primarily in situations encountered in a normal office setting.
3. Activities include frequent verbal and written communication, utilizing multi-line telephone systems and computer applications.
4. Must have good hand-eye coordination.

5. Ability to perform moderately active work consisting of a combination of walking, standing, bending, stooping, lifting, and carrying.
6. Ability to operate a variety of office equipment such as computer terminal, facsimile machine, calculator/adding machine, computer printer, and photocopier.
7. Must be able to meet deadlines and to maintain a balanced workload. Must be able to tolerate the stresses associated with deadlines, internal and external customer service, and quality enhancement.
8. Exposure to blood borne pathogens is considered **low**.

Approved by the Health & Human Services Board this 8th day of June , 2007 .

Approved by the Executive Committee this ____ day of _____, _____.

Revised:

INTRODUCED BY: Administrative & Finance Committee.

INTENT & SYNOPSIS: To update the County’s designation that the Local Government Property Insurance Fund is the insurer for all of Adams County Government’s buildings and other property.

FISCAL NOTE: None.

WHEREAS: An audit performed of the Local Government Property Insurance Fund resolutions that are to be adopted in accordance with Chapter 605, Wisconsin State Statutes, showed that many Counties resolutions were incorrect, out of date or not complete; and

WHEREAS: The State of Wisconsin in an effort to update records, requests that all Counties update and adopt resolutions designating Local Government Property Insurance Fund as the insurer of all County buildings and other properties; and

WHEREAS: This resolution is being adopted in accordance with Chapter 605, Wisconsin State Statutes.

NOW, THEREFORE, BE IT RESOLVED: by the Adams County Board of Supervisors hereby resolves that from and after the 17th of July, 2007, the buildings and other property belonging to Adams County Government be insured in the Local Government Property Insurance Fund, under Chapter 605, Wisconsin Statutes, and amendments thereto.

BE IT FURTHER RESOLVED: upon adoption, the County Clerk provide a certified copy of this resolution to the Local Government Property Insurance Fund.

Dated this 17th day of July 2007.

Adopted _____
Defeated _____ by the Adams County Board of Supervisors this 17th day of July 2007.
Tabled _____

County Clerk

County Board Chair

INTRODUCED BY: Public Safety and Judiciary Committee.

INTENT & SYNOPSIS: To renew the contract with Mid-State Technical College (MSTC), to provide HSED/GED (High School Equivalency Diploma / General Education Diploma) instruction and materials at the Adams County Sheriff's Department Jail. MSTC will provide the certified instructor for 6.5 hours per week for 34 weeks during the 2007- 2008 academic year. This is in accordance with the current Adams County rules of the board, rule # XXVII.

FISCAL NOTE: The cost of the contact is \$6,421.00 for the length of the contract with a begin date of 07/01/07 and an end date of 06/30/08. The entire amount of this contract shall be paid out of the Adams County Sheriff's Department Jail Commissary Account.

WHEREAS: Mid-State Technical College will provide 259 hours of high school educational instruction to approximately thirty (30) inmates serving sentences in the Adams County Sheriff's Department Jail; and

WHEREAS: The majority of the inmates participating in the program are Adams County residents and upon completion of their jail terms will return to the local community; and

WHEREAS: The benefit for Adams County are the inmates that successfully complete this course will be more successful at entering the work force that will translate to a lower offender recidivism rate.

NOW, THEREFORE, BE IT RESOLVED: By the Adams County Board of Supervisors to renew the contract with Mid-State Technical College for the 2007 – 2008 academic year.

Dated this 19th day of June 2007.

Adopted _____
Defeated _____ by the Adams County Board of Supervisors this 19th day of June 2007.
Tabled _____

County Clerk

County Board Chair

INTRODUCED BY: Public Safety & Judiciary Committee.

INTENT & SYNOPSIS: To establish new fees for the County Coroner.

FISCAL NOTE: None.

WHEREAS: Section 59.36, Wisconsin Statutes, authorizes the County Board to set fees for all services rendered by the County Coroner and County Deputy Coroners in amounts reasonable related to the actual and necessary costs of providing the services; and

WHEREAS: Adams County has established certain fees with respect to services of the County Coroner and County Deputy Coroner; and

WHEREAS: Upon the recommendations of Coroner Terry Scheel, the Public Safety & Judiciary Committee recommends the following fees for services be established and collected by the County Coroner and Deputy Coroner and paid to Adams County.

Death Certificate fee - \$90.00
Cremation Certificate - \$110.00

The following fees will remain the same:

Photo Duplicates - .25 per page Disinterment Permit Current - \$25.00
Coroner Report Current - \$50.00
Final Autopsy Copy Current - \$50.00
Special Toxicology Report Current - \$25.00

NOW, THEREFORE, BE IT RESOLVED: By the Adams County Board of Supervisors to adopt the fees as outlined in this resolution and that the fees shall take effect upon adoption of this resolution; and

BE IT FURTHER RESOLVED: That the Adams County Coroner shall collect the established fees, maintain audible records and deposit those fees with the County Treasurer on a monthly basis.

Dated this 17th day of July, 2007.

Adopted _____
Defeated _____
Tabled _____

by the Adams County Board or supervisors this 17th day of July, 2007.

County Board Chair

County Clerk

RESOLUTION NO. 36-07

INTRODUCED BY: Land & Water Conservation Department

INTENT & SYNOPSIS: To authorize the County Conservationist to act on behalf of Adams County to apply for \$2540.80 from the Wisconsin Department of Natural Resources under the Lake Planning Grant Program, Small Scale. The money will fund the purchase of aquatic plant identification books and t-shirts and aprons for volunteers to use when performing water quality monitoring, invasive species monitoring, and Clean Boats, Clean Waters activities on the lakes with public access in Adams County.

FISCAL NOTE: The Wisconsin Department of Natural Resources Lake Management Grant requires matching contribution. This contribution will be provided by the lake districts and associations. Adams County Land & Water Conservation Department will be administering the grant and will distribute the items. Adams County will not contribute to the matching funds.

WHEREAS: Adams County lakes are an important resource used for recreation and enjoyment of natural beauty; and

WHEREAS: the citizen monitoring program assists in the protection of lake watersheds and the reasonable lake use activities, which are paramount in the protection of water quality and the natural ecosystems of the lakes; and

WHEREAS: the Adams County Land & Water Conservation Department has the qualifications to perform the responsibilities and is already in the process of accumulating information relevant to this grant; and

NOW, THEREFORE BE **IT** RESOLVED by the Adams County Board of Supervisors to authorize the Land and Water Conservation Department to submit an application to the Wisconsin Department of Natural Resources under the Lake Planning Grant for financial aid in purchasing aquatic plant identification books and t-shirts & aprons for Clean Boats, Clean Waters; and

BE IT FURTHER RESOLVED THAT Adams County will comply with the state rules for the program and will meet the administrative obligations under the grant which are also stated in the fiscal impact portion of the resolution.

Submitted this - day of July 2007. Land and Water Conservation Committee

Adopted Defeated

By the Adams County Board of Supervisors this - day of July 2007.

County Clerk

County Board Chair

RESOLUTION NO. 37 -2007

INTRODUCED BY: Adams County Public Works Committee

INTENT & SYNOPSIS: To transfer \$35,000 from the General Fund into Solid Waste Account #600.26.53610-450 (Building Maintenance) to replace the furnace & air conditioning units, as well as provide an exhaust system for the shop to provide clean air to meet AMCA 210 and OSHA 1910 guidelines for employee safety as recommended by Alpha Terra.

FISCAL NOTE: \$35,000.00 from the General Fund into Solid Waste Account #600.26.53610.450 Building Maintenance Account for the replacement and installation of a new HVAC system.

WHEREAS, the existing furnace and air conditioning units in the Office/Shop were installed in 1988; and

WHEREAS, the existing furnace and air conditioning units are well past their life expectancy and have required numerous repairs in the past; and

WHEREAS, the existing furnace and air conditioning units are not energy conservation rated; and

WHEREAS, the existing air exchanger in the landfill shop does not meet AMCA 210 and OSHA 1910 guidelines; and

WHEREAS, replacing the air exchanger with an adequate ventilation system was recommended by Alpha Terra during the safety audit and will protect the employees from toxic fumes.

NOW, THEREFORE, BE IT RESOLVED by the County Board of Supervisors of Adams County, Wisconsin to transfer \$35,000 from the General Fund into Solid Waste Account #600.26.53610-450 (Building Maintenance) to replace the furnace & air conditioning units, as well as provide an exhaust system for the shop to meet AMCA 210 and OSHA 1910 guidelines for employee safety as recommended by Alpha Terra.

Submitted this _____ day of _____, 2007

Adopted _____
Defeated _____ by the Adams County Board of Supervisors this _____ day of _____, 2007.

County Clerk

County Board Chair

AMENDMENT OF ADAMS COUNTY SHORELAND PROTECTION ORDINANCE

WHEREAS: The Adams County board of Supervisors adopted the Adams County Shoreland Protection Ordinance on December 14, 1970, with an effective date of January 1, 1971, pursuant to the authorization contained in Section 59.692 of the Wisconsin Statutes, and was revised on June 19, 1990 as the Adams County Shoreland Protection Ordinance, with an effective date of June 27, 1990 and

WHEREAS: On June 7, 2007, Barbara M, & Richard D. Lawrence, owners, petitioned the Adams County Board of Supervisors to amend the Adams County Shoreland Protection Ordinance to rezone a parcel of land in the Town of Rome, as hereinafter described; and

WHEREAS: A public hearing, with due notice, was conducted on that petition by the Adams County Planning and Development Committee on July 2, 2007, and the Adams County Planning and Development Committee, after evaluating all data and evidence presented at the public hearing, recommends enactment of the proposed zoning change and hereby submits this proposed zoning ordinance amendment to the Adams County Board of Supervisors; now, therefore,

The County Board of Supervisors of the County of Adams does ordain as follows:

Zoning Change: The Adams County Shoreland Protection Ordinance, Ordinance No.8-1990 and the corresponding zoning maps are amended to reflect that the following described property (200'X200') be changed from a Conservancy District to a Recreational/Residential District.

Portion of property (200'X200') located at 273 Blackhawk Drive, in the N ½, NW 1/4, SW 1/4, Section 23, Township 19 North, Range 7 East, Town of Colburn, Adams County, Wisconsin.

Published in the Times Reporter, the official newspaper of Adams County, on the _____ day of July 2007.

Recommended for enactment by the Adams County Planning and Development Committee on this 2nd day of July 2007.

Enacted/Defeated by the Adams County Board on the _____ day of July 2007.

Cindy Phillippi, County Clerk

Cynthia Loken, Board Chair

ADAMS CO PLANNING & DEVELOPMENT COMMITTEE
July 2, 2007 – Room A260 -Courthouse
Friendship, WI 53934 – 9:00 A.M.

Barbara M. & Richard Lawrence – Rezoning Request from a Conservancy District to a Recreational/Residential District of the Adams County Shoreland Protection Ordinance to allow a hunting cabin in a shoreland area on a portion of property (200’X200’) located at 273 Blackhawk Drive, in the N ½, NW ¼, SW ¼, Section 23, Township 19 North, Range 7 East, Town of Colburn, Adams County, Wisconsin.

Appearing for with testimony: Richard Lawrence.

No one appearing against:

Correspondence: Notification from the Town Board of Colburn on June 12, 2007 that they have no objection to the rezoning change.

Disposition. Mike Keckeisen made a motion to recommend enactment of the zoning change, on the above-described property, to allow a 14”X50” single-wide manufactured home to be utilized as a hunting cabin, to the County Board for final action. Sylvia Breene seconded the motion. Roll Call Vote: 6-Yes. 1-Excused (Dixon). Motion carried.

AMENDMENT OF ADAMS COUNTY ZONING ORDINANCE

WHEREAS: The Adams County Board of Supervisors adopted the amended Adams County Zoning Ordinance as Ordinance No. 3-1998 on March 18, 1998, which was effective upon publication on March 25, 1998, and which was approved by the town board of Preston on November 9, 1999, such approval having been filed with the Adams County Clerk pursuant to section 59.69 of the Wisconsin Statutes; and

WHEREAS: On June 7, 2007, Patrick A. Bandl, owner, petitioned the Adams County Board of Supervisors to amend the county zoning ordinance to rezone a portion of a parcel of land in the Town of Preston, as hereinafter described; and

WHEREAS: A public hearing, with due notice, was conducted on that petition by the Adams County Planning and Development Committee on July 2, 2007, and the Adams County Planning and Development Committee, after evaluating all data and evidence presented at the public hearing, recommends enactment of the proposed zoning change and hereby submits this proposed zoning ordinance amendment to the Adams County Board of Supervisors; now, therefore,

The County Board of Supervisors of the County of Adams does ordain as follows:

Zoning Change. The Adams County Zoning Ordinance, Ordinance No. 3-1998, and the corresponding zoning maps are hereby amended to reflect that the following described property is changed from an R-2 Residential District to an R-1 Residential District & an R-1 (LL) Residential District.

Property (4.62 acres) known as Lot #1, C.S.M #3445, in the NW 1/4, SE 1/4, Section 36, Township 17 North, Range 5 East, Town of Preston, Adams County, Wisconsin.

Published in the Times-Reporter, the official newspaper of Adams County, on the _____ day of July 2007

Recommended for enactment by the Adams County Planning and Development Committee on this 2nd day of July 2007.

Enacted/Defeated by the Adams County Board on the _____ day of July 2007

Cindy Phillippi, County Clerk

Cynthia Loken, Board Chair

June 14th, 2007
8:00 a.m.

Meeting called to order by Chairperson Sebastiani at 8:10 a.m. Present Davis, West, Keckeisen. Excused Grabarski

Motioned by Keckeisen/Davis to approve May 11th, and 14th, 2007 Administrative and Finance Minutes. Motion to approve carried by unanimous voice vote.

Grabarski present at 8:20 a.m.

Nickel explained ATV State Project 1529 as of now \$7,000 of the \$9,000 allocated has been spent. The remaining \$2,000 could be used for trail grooming.

Motioned by Keckeisen/West to approve spending remaining \$2,000.00 on ATV trails. Motion carried by unanimous voice vote.

West excused at 9:06 a.m.

McGhee informed the committee of increased fees for antivirus software and additional licenses renewal costs for software maintenance.

Motioned by Grabarski/Davis to approve money needed to purchase additional software and license. Motion carried by unanimous voice vote.

McGhee explained that three computers were set up at Public Health along with phones for three part-time positions. This is an extra expense, potential to share computers to save on costs.

There is a 15% increase in software/maintenance over last year for 2008 this is not including departments budget requests or any other items.

Phone system is out of incoming numbers, but extension numbers are available for internal use.

Hard drive space, on line storage options are being looked at. Potentially set aside moneys to consolidate files.

Data from Verizon is not seen in 911 system to systems are not currently talking to each other, but is being worked on maybe

Motioned by Grabarski/Keckeisen to approve June 26th and 27th of 2007 to tour county property starting at 8:00 a.m. Motion carried by unanimous voice vote.

Helmrick discussed Resolution for collections clerk. Position is designed to receive funds that are delinquent. To do tax intercept. Future revenue options would be to consider implementing financial fees for payment plans. Interest on civil judgements belongs to the county and is not shared with anyone else. The collection agency receives 25%.

Motioned by Grabarski/Keckeisen to forward Resolution to County Board. Motion carried by unanimous voice vote.

Motioned by Keckeisen/Davis to recess at 10:30 a.m. Motion carried by unanimous voice vote.

Reconvened at 10:50 a.m. Present Keckeisen, Davis, Grabarski, Sebastiani.

Beckman explained uniforms are returned when someone leaves employment. There are some changes in clothing to cut costs, such as changing to a three-season jacket rather than separate ones for each season. Explained road officers needing eighteen and currently down four. The jail is short one person.

Davis excused at 10:55 a.m.

Petkovsek will work with County Clerk this afternoon on 2008 budget process and submit a packet to the committee for review and approval tomorrow. There should be a written plan to the management letter.

Grabarski excused at 11:50 a.m. Loken took Grabarski's place in the meeting.

Committee approved vouchers.

Motioned by Loken/Keckeisen to adjourn at 1:30 p.m. until June 15, 2007 at 8:00 a.m.

Respectfully submitted,

Cindy Phillippi

Recording Secretary

These minutes have not been approved by the Administrative Finance Committee

Administrative & Financial Meeting Minutes

June 15, 2007

8:00 a.m.

Called to order by Chairperson Sebastiani at 8:04 a.m. Present Grabarski, Keckeisen, Sebastiani. Excused Davis, West.

Jane Grabarski to discuss Resolution to be submitted to County Board. The cost to cover a firm to prepare an RFP document recommending that the money be taken from the sales tax fund.

West present at 8:10 a.m.

Committee recommends forwarding Resolution to full board for them to approve/deny.

Motioned by Keckeisen/West to forward Resolution to County Board to request money for RFP on communication system and bidding process as a late resolution. Motion carried by unanimous voice vote.

Carol Johnson explained utilities cost at Community Center. It was suggested to reallocate expense of electric and possibly budget for anticipated revenue collected on rent to offset the levy. This will be discussed again during the 2008 budget process.

Motioned by West/Keckeisen to approve **Res. #25**: To transfer money from the General Fund to the Land and Water Conservation Department Dam Maintenance expense function to pay for a study to determine the feasibility and methods so Easton Dam may meet state dam safety laws, and **Res. #26**: To transfer money from the General Fund to the Land and Water Conservation Department Dam Maintenance expense function to cover needed dam repairs for Easton and Cottonville Dams, and send to County Board. Motion carried by unanimous voice vote.

Motioned by Grabarski/Keckeisen to approve treasurer to draw up a resolution for the Local Governmental Property Insurance Fund as requested. Motion carried by unanimous voice vote.

West excused at 10:00 a.m.

Petkovsek submitted to the committee a suggested 2008 budget timeline. Discussed goals such as working on the fiscal policy with the committee and County Clerk, working on the policy and procedure manual, providing budget training to County Board members, meeting with department heads. It was suggested the committee should have auditors give an annual report of the audit on a yearly basis.

Committee approved vouchers

Sebastiani excused at noon.

Motioned by Grabarski/Keckeisen to recess at noon. Motion carried by unanimous voice vote.

Called to order at 12:15 p.m. Present West, Keckeisen, Grabarski.

Committee approved vouchers.

Motioned by Keckeisen/West to adjourn at 12:26 p.m. until July 13, 2007 at 8:00 a.m. Motion carried by unanimous voice vote.

Respectfully submitted,

Cindy Phillippi

Recording Secretary

These minutes have not been approved by the Administrative Finance Committee

Administrative & Finance Meeting Minutes
June 26th, 2007
8:00 am

Meeting called to order by Chairperson Sebastiani at 8:00 am. Present were Sebastiani, Grabarski, Davis, Keckeisen. Excused West.

Left courthouse to inspect In-Rem tax deed foreclosure property at the south one half of the county and set minimum bid amounts. The following properties were checked: 20-1138, 20-1002, 20-1867, 12-1334, 22-456-10, 8-1435, 8-1675-20, 8-1306, 8-1307, 32-309, 32-316-10, 32-316-20, 32-1289, 10-1398, 26-1456, 26-1211. A total of 92.8 miles were traveled.

Returned to the courthouse. Motion by Grabarski/Keckeisen to adjourn at 11:37 am. Motion carried by unanimous voice vote.

Respectfully submitted,

Mary Ann Bays
Recording Secretary

These minutes have not been approved by the Administrative Finance Committee.

Administrative & Finance Meeting Minutes
June 27th, 2007
8:00 am

Meeting called to order by Chairperson Sebastiani at 8:00 am. Present were Sebastiani, Grabarski, Davis, Keckeisen. Excused West.

Left courthouse to inspect In-Rem tax deed foreclosure property at the north one half of the county and set minimum bid amounts. The following properties were checked: 34-2887, 34-752, 4-1648, 18-1013, 18-1014, 30-1582, 30-1363, 30-3258, 30-6759, 24-2108, 4-618, 4-632, 201-327. A total of 73.7 miles were traveled.

Returned to the courthouse. Motion by Grabarski/Keckeisen to adjourn at 10:30 am. Motion carried by unanimous voice vote.

Respectfully submitted,

Mary Ann Bays
Recording Secretary

These minutes have not been approved by the Administrative Finance Committee.

ADAMS COUNTY BOARD OF ADJUSTMENT
MONTHLY MINUTES: June 20, 2007

On Wednesday, June 20, 2007 at 9:30 A.M., Ivan Morrow-Chairman called the Adams County Board of Adjustment meeting to order with the following members present: Wayne Kaye, Vice-Chairman; Cathy Croke, Secretary; Robert Donner; Dale Helm; Alternates Wilbur Fritz and Ron Jacobson. Others present were: Phil McLaughlin, Zoning Administrator and Diane Kopitzke, Recording Secretary.

Public Hearings were conducted for the following: Thomas & Mari Jo Jacquette –After the Fact Special Exception Permit request under Section 5.41(1) of the Adams County Shoreland Protection Ordinance to fill and grade on slopes of more than 20 percent to allow rock field stone terrace walls in a shoreland area on property located at 1588 South Shore Drive, known as Lot #30, Arkdale Shores in the NW 1/4, SW1/4, Section 14, Township 18 North, Range 5 East, Town of Strongs Prairie, Adams County, Wisconsin. Cathy Croke made a motion to grant the After the Fact Special Exception Permit, on the above-described property, provided that the correction order is followed as stated in the E-Mail, dated April 25, 2007, from Terence Kafka, Department of Natural Resources. Wayne Kaye seconded the motion. Roll Call Vote: 5-Yes. Motion carried. Shirley Schultz – Special Exception Permit request under Section 5.41(1) of the Adams County Shoreland Protection Ordinance to fill and grade on slopes of more than 20 percent to allow a walkout basement in a shoreland area on property located at 154 County Road I, known as Lot # 2, C.S.M. #1465, in Part of Government Lot #3, in the SE 1/4, SW 1/4, Section 24, Township 15 North, Range 7 East, Town of Jackson, Adams County, Wisconsin. Cathy Croke made a motion to grant the Special Exception Permit request, on the above-stated property, contingent that the petitioner requests the Adams County Land & Water Conservation Department to be involved on this project. Wayne Kaye seconded the motion. Roll Call Vote: 5-Yes. Motion carried.

The Board contemplates a site visit if necessary.

Minutes: Phil McLaughlin presented the Committee with the minutes from the May 16, 2007 meeting for their review. Wayne Kaye made a motion to accept the above-stated meeting minutes as presented. W. Dale Helm seconded the motion. All in favor. Motion carried.

The Board set the next monthly meeting dates for the Adams County Board of Adjustment as follows: Wednesday July 18, 2007 and August 15, 2007 at 9:30 A.M. in Room A260, at the Courthouse in Friendship, Wisconsin.

Correspondence: None.

Robert Donner made a motion to adjourn until Wednesday, July 18, 2007 for the next monthly meeting of the Adams County Board of Adjustment. W. Dale Helm seconded the motion. All in favor. Motion carried.

ADAMS COUNTY BOARD OF ADJUSTMENT
MONTHLY MINUTES: JUNE 20, 2007
PAGE #2

ADJOURNED: 10:35 A.M.

Ivan Morrow, Chairman

Robert Donner

Wayne Kaye, Vice- Chairman

W. Dale Helm

Cathy Croke, Secretary

Wilbur Fritz

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE

Central Wisconsin Community Action Council, Inc. Board Meeting Proceedings
May 23, 2007

CWCAC, Inc. Headquarters 1000 Highway 13 Wisconsin Dells, WI 53965

Board Members *Present*-

Fran Dehmlow, Bill Gomoll, Ross Swinehart, John Atkinson, John Stevenson, Dave Frohling, Joe Garvin, Muriel Harper, Joan Koscal, John Earl, and Kristine Koenecke

Absent: Evans Littlegeorge, Sherry Majors, and Joan Fordham

Unexcused absent: Scott Beard

Staff Present: Guests: Fred Hebert, Craig Gaetzke, Lisa Williams, John Hay, and Donna Lynch

Guest: Dick Schlimm and Lynne Oens

Discussion Items

Presidents Comments

John Encouraged all board members to share ideas they any have regarding the new board member changes and thanked everyone for being there.

Executive Director's Comments

Fred welcomed the new board. Dick Schlimm, Executive Director of WISCAP, described the importance of WISCAP and the Community Action Agency in providing important services to individuals and families. He will be coming back this fall to provide board member training. Fred discussed the Community Art Gallery Project Robin Skala has been working on at our Adams office. He mentioned the expiration of funding of the Skills Enhancement Program and steps being taken to encourage funding continuation. John Hay, Economic Development Manager, gave an update on activities at the MVP Business Center; currently with 24 businesses and 150 jobs created.

Committee Reports

a. *Finance Committee*

John Earl gave the Committee Reports of February 28th & April 25th. The Committee reviewed the January and March 2007 Financial Reports, Finance Unit & Committee Goals, Cost, Cost Allocation Plan, and Capitalization Policy with the financial position of the agency strong. Jean Christensen of WIPFLI reviewed the 2006 Audit Report. Kitty Kocal, State CSBG Coordinator, reported on her review of agency operations.

b. *Building Committee*

Bill Gomoll gave the Committee Reports of March 2nd, March 27th, April 24th, and May 8th. The Committee has been working on plans for Wood Hollow, the Affordable Housing Project in Necedah. Susan Tucker provided updates on the Homeless Unit and the outstanding job her staff has done providing more services each year with less dollars. Fred provided updates; CDBG Project is progressing; no movement yet on the Adams-Friendship School Property Development; would like to start process of converting Colfax from a four-plex to a single unit; and committee members recently toured the St. Michael's School Property in Beaver Dam which Father John would like us to make an offer on. Committee members agreed to review the work that needs to be done on the loading dock at the Adams Building.

c. *Personnel Committee*

No Meeting - No Report

d. *Hunger Reduction Committee*

Lisa Williams gave the Committee Report of February 28th. There was discussion of the reduction of commodities in the 2007 TEFAP contract, the impact on the Food Pantries, and possible solutions. Recipients will be given a flyer describing how they help by requesting an increase in funding from State legislators. The Portage Area Food Pantry received a grant of \$11,000 from the Roundy's Foundation. The Waupun Area Food Pantry is expanding. On April 21st there will be an Elvis Fundraiser at Chalet Lanes in the Dells.

e. *Planning, Monitoring, & Economic Development Committee*

Craig Gaetzke gave the Committee Reports of February 28th and April 25th. Weatherization Program production was reviewed with 209 units completed at the end of April. The contract calls for completion of 278 units so with the 7% allowance we only need to complete 59 more units by the end of June which will not be a problem. Craig shared the schedule and results of the Low-Income Rep Board Member Elections conducted in our five counties.

f. *Executive Committee*

John Earl gave the Committee Reports of February 28th, March 21st, April 11th, May 11th, and May 23rd. The Committee approved a request from Kathy Radcliff to waive CWCAC Policy on Subordination of Mortgage. Committee members discussed, reviewed, and made recommendations on the new CWCAC Board Reorganization.

Recognition of exiting board members was addressed. Fred gave updates on the following items: National Community Action Foundation Meeting he attended in March was successful; and CDBG Pre-Applications have been submitted. The Committee passed motions to recommend board approval of a Lending Resolution in the amount of \$160,000 from the Bank of Mauston, Necedah Branch for the Wood Hollow Apartment Project in Necedah and to pursue an offer to purchase St. Michael's Elementary School in Beaver Dam.

4. Board Reorganization - Recording, Reporting & Membership

Fred commented on the Executive Committee recommended summarized version of the meeting minutes stating that a full transcribed version would be available upon request. By-Laws would be changed to reflect the committee changes and sent to board members for their review prior to the next meeting. There was much discussion about whether or not the Finance Committee should be combined with the Executive & Personnel Committee or left separate and whether or not a fifth member should be assigned to the Executive Committee. The board decided to combine the Finance Committee with the Executive & Personnel Committee for the time being with the issue being revisited if board members feel it is not working. John Earl recommended that the issue of adding a fifth member to the Executive Committee be revisited by the Executive Committee so they can come back with a proposal. The board approved the CWCAC Board Reorganization recommended by the Executive Committee with the following changes: under Committee Structure the four committees of at least five members each should be the three committees of at least five members each; the Ad Hoc Committee is not a standing Committee; and under Committee Appointments & Composition remove the line indicating that the immediate past president will be part of the Executive Committee.

Old Business

John Earl commented that we will be recognizing exiting board members at our June meeting.

New Business

John Earl stated that we added two items under new business prior to the agenda being adopted; Wood Hollow and St. Michael's. Motion unanimously passed to approve a lending Resolution in the amount of \$160,000 for Wood Hollow the Affordable Housing Project in Necedah and to pursue an offer to purchase St. Michael's Elementary School in Beaver Dam. Muriel Harper asked if the increase in mileage for board and staff have been addressed. Fred said after reviewing the budget with Kari staff mileage would not be increasing, however with the decrease in board members the increase in reimbursement should not be an issue. Fred commented on an anonymous call he received thanking our agency for going the extra mile in providing food pantry services to a homeless family in Beaver Dam who needed immediate help. The board thanked Joe Garvin by giving him a well-deserved round of applause. The 8th Annual Golf Outing will be held on Thursday, June 14th at Trapper's Turn. Lynne Oens, business entrepreneur at the MVP Business Center will be returning for our June meeting to take pictures of the board.

Next Meeting

Wednesday June 27, 2007 at 10:00 a.m.

8. Adjourn

Action Items

Ground Breaking Ceremony in Necedah - July 13, 2007

lending Resolution Wood Hollow in Necedah

Approval to Pursue Offer to Purchase St. Michael's School

Board Member Mileage Reimbursement to Finance Committee Approval of CWCAC Board Reorganization

Recommendation by Executive Committee

Executive Committee will revisit/make recommendation for 5th member Recognition of Exiting Board Members at June 27, 2007 meeting

8th Annual Golf Outing June 14th, 2007 at Trapper's Turn

Executive Committee Minutes
June 11, 2007
9:00 a.m. – Conference Room A260

Chair Loken called the meeting to order at 9:00 a.m. Members present: Joyce Kirsenlohr, Dave Grabarski, Larry Babcock, Dave Renner and Cindy Loken. Also present were: Barb Petkovsek, Administrative Coordinator/Director of Finance; Edie Felts-Podoll, UW-Extension Family Living Agent; Eric Furtkamp, Director of Health & Human Services; Carol Johnson, Aging Director; and Tracy Hamman, Maintenance Supervisor.

Motion by Renner/Kirsenlohr to approve the agenda. Motion carried.

Motion by Babcock/Grabarski to approve the June 5, 2007 minutes. Motion carried.

No public participation. No correspondence.

Helmer Lecy from Old Farmer's Antique Club was not present, so the Chair decided to come back to this item later.

#9 – Trial Reservations. Edie Felts-Podoll reported that they have had positive comments through the website. They can download the information and don't have to come in unless they have to give them a check. The only problem they had was an individual was using an old phone number to access and not getting through, but that has now been resolved. Loken asked the committee if they needed to take action on this. It was decided to continue as is since it is now working and things are running smoothly.

#10a – UW-Extension Clerk/Typist job description. Edie said, the job description was last updated in 1992. The changes made to the description were they took out equipment they don't use any longer and old computer programs were deleted. No changes in actual job. **Motion by Kirsenlohr/Babcock to approve the Clerk/Typist job description with the revisions and to change fill to file in #7. Motion carried.**

#10b – UW-Extension Secretary/Receptionist/Bookkeeper. The description was updated to reflect changes in equipment usage and new computer software programs. **Motion by Grabarski/Renner to approve job description changes.** Loken questioned why bookkeeping/accounting was not in the job description. Edie explained because the type of bookkeeping that is done, it is not like accounting. Grabarski stated that #2 requires that. Kirsenlohr stated number two, office experience, requires it. **Motion carried.**

#10c – Benefit Specialist, Health & Human Services (Aging) Dept. – Carol Johnson, Aging Director, explained the changes they made to the description is to number one, and that is per the Northern Area District Office. The other item added is number 13, background checks, which is County policy. #14 under "Required Qualifications" should be omitted from the job description. **Motion by Renner/Grabarski to approve the Benefit Specialist job description with #14 under "Required Qualifications" be omitted.** Discussion was held about omitting #14. **Motion carried.** Loken advised Eric Furtkamp to take the revised description back to his committee.

#12 – Old Library Building Lease/Sale. Cindy Loken explained the background history of the building to Ms. Petkovsek, Administrative Coordinator. The lease was revised with recommended changes and on a month-by-month term. **Motion by Grabarski/Babcock to approve the lease and send it on to Renewal Unlimited. Motion carried.**

#13 – Signature on Panic Button Resolution. The Committee executed the resolution, which was approved at the May 7, 2007, meeting.

#14 – Update on Safety Program Development – Liz Hendricksen, Administrative Assistant to Administrative Coordinator, updated the committee on the safety program. Drafts are on the network for the Dept. Heads to review. A meeting in the near future is scheduled with Bob Cooke from Alpha Terra. Once those are finalized, they will be brought back to the committee.

#15 – ID Badge and Key Policy. Liz Hendricksen explained to the Committee that Captain Beckman made the updates to the identification policy and now it needs approval from the Corporation Counsel.

#16 – Grade 19 of Adams County Pay Scale & Resolution for creation of Grade 19. Proposals were given to the Committee with the Administrative Coordinator’s wage incorporation into those. **Motion by** Grabarski/Babcock to adopt the forth proposal with the wage offered to Ms. Petkovsek at Step 4. **Motion carried.**

#17 – Administrative Coordinator/Director of Finance WCA Seminar. Loken explained there was money in the budget and asked Ms. Petkovsek if she was available to attend the conference on Monday, June 18, 2007. **Motion by** Kirsenlohr/Grabarski to approve the Administrative Coordinator’s attendance at the WCA GASB Seminar. **Motion carried.**

#18 – Vacation – Anniversary date and excess vacation for Jane Gervais was discussed. **Motion by** Kirsenlohr/Babcock to extend the vacation of Jane Gervais to March 31, 2008, due to extenuating circumstances. This does not set precedence. **Motion carried.**

Supervisor Grabarski gave an update on the fairgrounds, item #8. They already gave them an approval to house the sawmill and now they would like a chain link fence for security reasons.

#19 – Vouchers. **Motion by** Renner/Grabarski to approve vouchers. **Motion carried.**

#20 – **Motion by** Grabarski/Renner to convene in closed session per Sec. 19.85(1)(c), & 19.85(1)(g), Wis. Stats., for considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility and to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved: Solid Waste grievance denial, Grievance no. 05-03-2007. **Motion carried.**

Motion by Grabarski/Kirsenlohr to reconvene in open session per Sec. 19.85(2), Wis. Stat., to consider and vote on appropriate matters. **Motion carried.**

Next meeting is scheduled for Monday, July 9, 2007 at 9:00 a.m.

Item #11 – Collections Specialist – Dee Helmrick, Clerk of Court, explained the need for the creation of Collection Clerk position. The amount of money coming into her office and all the directions it needs to go is a full-time position in itself. **Motion by** Babcock/Grabarski to approve the job description. **Motion carried.** **Motion by** Grabarski/Babcock to approve the resolution. Discussion was held regarding adding the fiscal note to, therefore, be it resolved. **Grabarski withdrew his motion. Second by** Babcock. **Motion carried.** **Motion by** Grabarski/Babcock to approve the resolution with adding a, “Be it Further Resolved” stating the same as the fiscal note, \$22,340 from the general fund. **Motion carried.**

Bev Ward asked about the old Library lease. The revisions to the lease were explained. Ms. Ward also asked the Executive Committee if they were aware of all the re-classifications coming forward.

Motion by Renner/Grabarski to adjourn at 11:25 a.m. **Motion carried.** The next meeting is scheduled for Monday, July 9, 2007, at 9:00 a.m.

Respectfully submitted,
Jane M. Gervais
Paralegal/Personnel Assistant

THESE MINUTES HAVE NOT BEEN APPROVED BY EXECUTIVE COMMITTEE.

Executive Committee
Friday, June 29, 2007

Conference Room A231

Chairman Loken called the meeting to order at 11:00 a.m. The meeting was properly noticed.

Members present: Supervisors Babcock, Kirsenlohr, Loken, Renner and Grabarski.

Others present: Supervisor Ward, Dianna Helmrick, Clerk of Courts, Barbara Petkovsek, Administrative Coordinator, Ed Williams, Labor Attorney

Motion by Grabarski seconded by Babcock to convene into closed session pursuant to the provision of WI Statutes 19.85 (1)(c)(f) and (g) for the purpose of considering the employment and performance evaluation data of a public employee over which the governmental body has jurisdiction or exercises responsibility; considering personal history or disciplinary data of specific persons, preliminary consideration of specific personnel problems or investigation of charges against specific persons which, if discussed in public, would likely have a substantial adverse effect upon the reputation of such person referred to in such histories or data, or involved in such problems or investigation; for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is, or is likely, to become involved; and adjournment. Roll call vote. All aye. Motion carried. Meeting convened in closed session at 11:03 a.m.

Motion by Grabarski seconded by Renner to reconvene into open session. Roll call vote. All aye. Motion carried.

Motion by Renner seconded by Babcock to adjourn at 12:16 p.m. Voice vote. Motion carried.

Respectfully submitted,

Barbara Petkovsek
Administrative Coordinator

These minutes have not been approved by the Committee.

Golden Sands Resource, Conservation & Development Council, Inc.
Regular Business/Executive Committee Meeting Minutes
May 17, 2007
Portage County Annex, Stevens Point, WI

Attendees: Al Barden (at large member); Steve Bradley (Portage); Bob Brilowski (Portage); Bruce Bushweiler (Waupaca); Reesa Evans (Adams); Ed Hernandez (Waushara); Debra Hunt (Golden Sands); Christine Kaup (East Central Regional Planning Commission); Janeen Laatsch (NHI); Hugh O'Donnell (Wood); Lindsay Opelt (NRCS); Donald Peterson (Waupaca); William Peterson (Portage); Jamie Phillis (Golden Sands); Joe Piechowski (Waushara); Amy Thorstenson (Golden Sands); Jodi Wieber (Golden Sands).

Call to Order: The meeting was called to order by Chair O'Donnell at 10:30 a.m.

Introductions: At the request of O'Donnell, everyone attending verbally identified himself or herself and named the organization and/or county being represented.

Approval of Minutes: Some discussion was had as to whether Merlin Becker of WOAA was a voting member. Upon motion by O'Donnell, seconded by Barden, motion to make Becker a member-at-large approved unanimously. Motion for approval of the minutes for the March 2007 meeting was made by Joe Piechowski, seconded by Don Peterson. Motion carried unanimously.

Treasurer's Report: Jamie Phillis gave the treasurer's report and passed out copies. Motion made to accept the report as presented made by Al Barden and seconded by Don Peterson. Motion carried unanimously.

Old Business: No new information was available on the state RC & D conference. Jodi and Amy reported on their attendance at the regional conference in Frankenmuth, Michigan. Jamie indicated that the state RC&D had reimbursed Golden Sands RC&D for \$500 towards the conference expenses of Amy & Jodi.

NEW BUSINESS:

RC&D Training Conference: O'Donnell attended the training for one day, Thursday. Bill Ebert did a presentation, and there was a report on the Emerald Ash Borer & how it can be managed.

Conflict of Interest Policy: The amended Conflict of Interest policy was presented to the entire counsel. After some discussion regarding the proposed changes, motion by Barden, seconded by Piechowski, to adopt the policy. Motion carried unanimously. Amy asked that members sign their conflict of interest sheet & return it to her as soon as possible.

More At-Large Members: Amy indicated that one idea she got from the regional conference was to bring in more at-large members, especially from the business community, to enlarge our support base for RC&D. She suggested that she could put out a press release about our desire for new members, which she would email to the counties. The counties should then make sure the information gets distributed. Motion made by Piechowski, seconded by Bill Peterson, for Amy to pursue making a press release & getting information out.

Committee Reports:

Personnel Committee Report: Joe Piechowski reported that the Personnel Committee, in the joint meeting with the Finance Committee that morning, had adopted the Conflict of Interest policy.

Finance Committee Report: Reesa Evans reported on the Finance Committee meeting. The bank told Jamie that the interest was lost due to the switch to direct deposit. The bank evaluated the account and put the account back in interest-bearing. Rates will automatically go up in one year unless the account is re-evaluated or if Golden Sands RC&D doesn't keep \$7500 balance in the account. \$15,000 is still owed on the line of credit loan. Jamie reported that Golden Sands now has 21 employees.

Amy and Debra are working on next year's budget. No one bid against us for the NHI contract, so they are working on getting all the paperwork done by the end of the state fiscal year, 6/30/07. The new contract will probably be for 5 years, with annual renewal.

Al Barden discussed the changes that WOAA made to the conflict of interest statement he had prepared earlier. The joint committee discussed changes appropriate for Golden Sands RC&D. Motion approved to take corrected copy to full council.

Forestry Committee Report: Al Barden passed around the signs that will be put up at the demonstration forest sites in memory of John Krueger. He reported that oak wilt billboards have been put up in Portage, Waupaca & Wood counties. The WDNR has inquired about putting up more such billboards. About \$5000 in new tree shelter sales occurred. Reporting on the agroforestry project, Al said that about 500 trees & shrubs have been planted at the Steinhaugen estate, all with tree shelters. Tree Essentials donated 750 tree shelters to use for this planting. Al also said a few forestry placemats are left. Fern Island work days are set for October of this year.

Water Committee Report: Steve Bradley reported that Waushara County had finished its shoreline video project and held a Conservation Field day for 5th graders. Waushara also recently sprayed for gypsy moths and have a living snowfence set for installation in 2008. Donations of \$5500 were received for the Wautoma park project discussed at a meeting earlier this year.

Adams County informed the Water Committee that none of its lakes received AIS grants this year, partly because there were no ongoing water monitoring groups already functioning. Monitoring training is scheduled for this year, starting in May. The first county lake fair was held on May 12; about 68 people attending. Gypsy moth spraying was also done in Adams County. No Conservation Field days were held this year in Adams County due to school budget problems.

Jodi Wieber indicated that the Little Plover River Appreciation Day went well, with 7 stations, and about 130 4th graders. Groundwater Infiltrates Waupaca/Waushara Counties has taught about 400 5th graders. Janeen from NHI reported that she has been inventorying wetlands for rare plants. That project will continue this summer.

Portage County said that the Little Plover Work Group, which includes Del Monte, the Village of Plover, Portage County Highway Department and a vegetable grower, continued to work on the water problem for the Little Plover. A basin will be set up to receive 65 million gallons of cooling water from Del Monte to return to the Little Plover ground watershed. Also, Portage County farmers are writing their own nutrient management plans with the help of the agronomist.

Amy Thorstenson had reported to the Water Committee about her ongoing AIS work and also passed out a recent WDNR release about VHS, a fish disease.

Wildlife Committee Report: Bruce Bushweiler said that the Prairie Chicken Festival went well; information about the “take away message” is being solicited. A Prairie Chicken slide show was running during the meeting. Currently, no funding for next year’s festival has become available; if none is found, the funding will run out this year. Bruce also reported that the funding for Teal’s grazing specialist position for 2008 did not get approved, so that will also end this year. A small profit was made from the Watchable Wildlife project.

New Projects for Approval:

Bruce proposed four new projects, two of which are already funded. The two already funded are the Frog/Toad DVD and Marathon County grazing assistance. No budget has yet been developed for the Buena Vista bird checklist—about \$750 is needed to cover postage, stationery, printing, etc. And the 2008 Prairie Chicken Festival has no funding yet.

Steve brought forth a new project proposal for a community gardens project.

The 2007 Plan of Work for Golden Sands has also not yet been approved by the Council.

Upon motion of Don Peterson, seconded by Barden, all projects were approved unanimously.

Hugh also signed the formal acceptance letter for the Lake Emily AIS grant.

Funding Update: Since Bill Ebert wasn’t present, no new funding information was available. Debra Hunt reported that Golden Sands was the only bidder on the NHI project.

Project Updates: None not already covered in the meeting.

Agency Updates: Christine Kaup from East Central Planning Commission introduced herself and indicated that her agency is looking for input from Golden Sands on developing their regional plan.

Other Reports: Next year will be the year for officer elections.

Adjournment: Upon motion of Barden, seconded by Don Peterson, the meeting was adjourned at 11:30 a.m.

Next Meeting: July 19, 2007.

Respectfully submitted,

Reesa Evans
Secretary, Golden Sands RC & D

Golden Sands Resource, Conservation & Development Council, Inc.
Joint Finance & Personnel Committee Meeting Minutes
May 17, 2007
Portage County Annex, Stevens Point, WI.

Call to Order: Joe Piechowski, Chair of the Personnel Committee, called the meeting to order at 8:56 a.m.

Attendance: Hugh O'Donnell, absent; Reesa Evans, secretary; Amy Thorstenson, Golden Sands RC&D; Jamie Phillis, Golden Sands RC&D; Al Barden, Vice-President; Bob Brilowski, treasurer; Joe Piechowski, Personnel Committee; Steve Bradley, Personnel Committee.

Minutes Approved: Minutes approved unanimously on motion by Brilowski & seconded by Piechowski.

Review of Treasurer's Report: Jamie passed out the treasurer's report. The bank told her that the interest was lost due to the switch to direct deposit. The bank evaluated the account and put the account back in interest-bearing. Rates will automatically go up in one year unless the account is re-evaluated or if Golden Sands RC&D doesn't keep \$7500 balance in the account. \$15,000 is still owed on the line of credit loan.

She reported that Golden Sands now has 21 employees.

Upon motion of Evans, seconded by Bradley, treasurer's report was approved.

Management of Financial Transactions: Amy and Debra are working on next year's budget. No one else bid for the NHI contract, so they are working on getting all the paperwork done by the end of the state fiscal year, 6/30/07. The new contract will probably be for 5 years, with annual renewal.

Conflict of Interest Policy: Al Barden discussed the changes that WOOA made to the conflict of interest statement he had prepared earlier. The joint committee discussed changes appropriate for Golden Sands RC & D. On motion by Evans, seconded by Brilowski, motion approved to take corrected copy to full council.

Adjournment: Upon motion by Bradley and seconded by Brilowski, the joint committee meeting was adjourned at 9:25 a.m.

Respectfully submitted,

Reesa Evans
Secretary, Golden Sands RC&D

Golden Sands Resource Conservation & Development Council, Inc.
Wildlife Committee Minutes
May 17, 2007
Portage County Courthouse Annex
Stevens Point, WI 54481

Call to Order: Bruce Bushweiler called the meeting to order at 9:30 a.m.

Attendance: Sharon Schwab, Debra Hunt, and Bruce Bushweiler

Introductions: Committee members introduced themselves and indicated whom they are affiliated with.

Approve Minutes: The minutes of the March 15, 2007 meeting were approved.

Project Status Review:

Sharon:

Sharon provided a written "Activity Report" (enclosed)

She also reported that the post event survey for the Prairie Chicken Festival would be sent this week. Approximately 550 people attended the festival. Sharon was not yet successful in securing grants for the CWGCA coordinator position. She will be meeting with the "partners" to assign program responsibilities for next year. Sharon provided 4 RC&D measure proposals:

- >Frog Identification DVD-\$400 funding secured
- >Marathon County Grazing-\$1,000 funding secured
- >Buena Vista Marsh Bird List-funding not secured
- >2008 Prairie Chicken Festival-funding not secured

The meeting adjourned at 10:00 a.m.

Golden Sand Resource Conservation & Development Council, Inc.
Forestry Committee Minutes
May 17, 2007
Portage County Courthouse Annex
Stevens Point, WI 54481

Call to order: The meeting was called to order by Al Barden at 9:35am.

Attendance: Al Barden (At-Large Member), Hugh O'Donnell (Wood Co.), Don Peterson (Waupaca Co.), Bill Peterson (Portage Co.), and Jamie Phillis (RC&D), and Christine Kaup (East Central Regional Planning Commission) entered at 9:55am.

Introduction: Committee members introduced themselves and indicated whom they are affiliated with. Kaup stated she is working with Glacierland RC&D on a Timber grant.

Approve Minutes: Motion to approve (Don Peterson/Hugh O'Donnell).

Project Status Reviews:

Tree Shelters: Phillis reported there have been approximately 30 sales and revenue of about \$5,000.

Placemats: No activity.

Demo Forest: The signs are in for the Kruger Memorial that will be attached to each big sign. There is one for each county. The signs were made at Laser Innovations in Woodruff.

Oak Wilt Awareness Program Update: The billboards are up and are located on Hwy 49, Hwy 13, and Hwy 54 in the counties of Waupaca, Portage, and Wood. They are contracted for one month, but will stay up longer if no one else has contracted the billboard for the following month.

Fern Island Invasive Species Project: Event is scheduled for October 19th and 20th. Jodi Wieber will be helping with the project. Amy and Jodi scouted the island on May 15th. There has been some honeysuckle re-growth, but no buckthorn re-growth seen yet. Some fruit-bearing-sized buckthorn remains and a lot of fruit-bearing-sized honeysuckle remains. They plan to train the students to ID both. Also, they need to work on community support. One of the components of the project was to share information with other schools and encourage similar projects. Randee Block of Merrill is coordinating a similar project with Merrill High School and a local park. Steve Bradley ID'd a potential site for a project in Waupaca, and Amy has inquired with Rene Lehman, Waupaca High School Teacher who raises Purple Loosestrife Beetles, as to her interest in such a project.

Agro-Forestry: Project Assistant, Jordan Prindle, submitted information regarding the Agroforestry demo project. It is a 2.5-acre parcel located on what is known as the Steinhagen Property. The landowner is Dick Olson. They have installed an 8-foot tall tensile electric fence designed to exclude deer. Over 500 trees, shrubs, and smaller perennial plants have been planted, most of which have tree protectors installed. They designed an irrigation system that collects water from an 80' x 40' barn roof into a 1,000-gallon storage tank. This water will be used to irrigate plants during dry summer periods. Everything is mulched and almost all of the plants appear to be alive and growing. The purpose of the project is that trees and perennial crops require little input once established. This method of agriculture is beneficial because of increased soil and water conservation due to lack of annual tilling. This cutting edge project also explores alternative crops such as nuts, berries, and fiber production.

Emerald Ash Borer: Places are selling firewood to help reduce the risk of transporting EAB.

New Projects: None

Adjourn: Motion and second to adjourn (Bill Peterson/Don Peterson). Adjourned 10:15 am.

GOLDEN SANDS RESOURCE CONSERVATION & DEVELOPMENT COUNCIL, INC.

Water Resources Committee Minutes

May 17, 2007

Portage County Courthouse Annex-Rm. 1

Call to Order: 9:35am

Attendees: Joe Piechowski (Waushara Co), Ed Hernandez (Waushara Co), Steve Bradley (Portage Co), Bob Brilowski (Portage Co), Reesa Evans (Adams Co), Amy Thorstenson (RC&D), Jodi Wieber (RC&D), Janeen Laatsch RC&D)

MINUTES: Approved (Piechowski/Evans).

PROJECT UPDATES:

Waushara County: They finished their video documentation on lakeshore property. They have been working with the Central WI Chapter of TU to conduct level 2 water quality monitoring on Carpenter Creek. They hosted a Conservation Field Day for all 5th graders in the county. Their gypsy moth spraying is complete. They have been coordinating with their Highway Department and the CWWP to install living snow fences in 2008. The LCC contributed \$500 to the Wautoma Park project.

Adams County: They will be presenting their LWRMP to the LWCB for approval in June. The document incorporates their lake management plans. They submitted five AIS grants and none were funded. The grants should be tied to a Clean Water/Clean Boats program to obtain a higher ranking. The County Lake Alliance sponsored their first "Lake Fair" and had 68 people attend. Their gypsy moth spraying has started. They did not have a Conservation Field day with the schools because the schools did not have funding. Reesa will be training volunteers to monitor for water quality and AIS in the County. She has also started writing short reports for lakes. She did Lake Critical Habitat reports with help from DNR as part of their Lake Classification project. The reports will be incorporated into lake management plans and hopefully their shoreland-zoning program.

Jodi's Projects: Jodi assisted the Friends of Little Plover River with a newsletter and hosting a river appreciation day on May 4th at the Little Plover River Park in the Village of Plover for approximately 130 4th grade students. She also has been working on the "Groundwater Infiltrates Waupaca and Waushara County's" project to help educate approximately 400 5th grade students.

Janeen's Project: Janeen reported that the NHI staff has begun their field season. She has inventoried wetlands in Adams, Waushara and Marquette counties for wetland plants with an emphasis on rare and endangered species.

Amy's Projects: Amy continues her AIS work in Waushara, Portage and Adams Counties. She helped out at the Waushara County Conservation Field Day. A 'Clean Boats, Clean Water' workshop is being rescheduled, and an AIS Demo Day is planned for July 28th. She is assisting in Adams County with their workshops. She handed out a press release from DNR regarding the fish virus found in Little Lake Butte des Morts. The Lake Emily grant to hire 2 staff to assist with their 'Clean Boats, Clean Water' program and rusty crayfish trapping was funded.

Portage County: The Little Plover River Workgroup is progressing with several activities to reduce the impact of high capacity wells on the flow in the river. One highlight is a proposal by Del Monte, Village of Plover, County Highway Department and a potato and vegetable grower to pump cooling water from Del Monte to a infiltration basin near the headwaters of the river

NEW PROJECTS:

Urban Community Garden:

The purpose of the project is to network with other organizations on the idea of turning an unused lot into a community garden. The benefits are community bonding, re-connecting people with where their food comes from, promote "eating local", reduction in food purchases from far away and promotion of sustainable food production.

Approved: Evans/Brilowski

OTHER BUSINESS: None

Adjourn: Piechowski/Hernandez. 10:30 am.

Respectfully submitted by Steve Bradley

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HEALTH & HUMAN SERVICES BOARD 8 June 2007 Meeting

Call to Order and Roll Call – The meeting of the Adams County Health & Human Services Board was called to order by Bev Ward at 10:00 A.M. in the Richard C. Holt Conference Room of the Health & Human Services building in Friendship. Those in attendance included Board Chairperson Bev Ward, Pat Townsend, R.N., Jerry Kotlowski, Maureen Bruce, R.N., Jeanne Heideman, R.N., Teresa Harvey-Beversdorf, and Joyce Kirslenlohr. Board member Matt Sherd was excused.

Staff Present – Diane Osborn, Long Term Support Services Manager, Carol Johnson, Aging Director, Mandy Stanley, CSW, Youth Services Manager, Sandra Wormet ESS/W-2 Program Manager, Wendy Pierce, Financial Manager, Philip Robinson, LCSW, Clinical Services Manager, Linda McFarlin, R.N., M.A., Health Officer, and Eric G. Furtkamp, Ph.D., Director. Ron Johnson, Veteran's Services Officer, was present for the Veteran's Services portion of the agenda.

Others Present – None

Approval of Agenda and Compliance with Open Meetings Law – A motion was made by Ms. Townsend and seconded by Ms. Kirslenlohr to approve the agenda as published and to certify compliance with the Open Meetings Law. Voice vote, all in favor. Motion Carried.

Approval of Minutes – A motion was made by Ms. Harvey-Beversdorf and seconded by Ms. Townsend to approve the minutes of the 11 May 2007 HHS Board meeting. Voice vote, all in favor. Motion Carried.

Public Participation – None

Correspondence – None

Veteran's Services

Approval of monthly Veteran's Services Officer's report and June calendar. Mr. Johnson had previously distributed the monthly service officer's report for May and his monthly calendar for June. Mr. Johnson noted that the check for the County Veterans Service Grant was received and that he will speak with the new Administrative Coordinator/Director of Finance before depositing the grant check. Finally, Mr. Johnson informed Board members of problems encountered around the Memorial Day holiday, including his need to visit 13 cemeteries in order to resolve issues with the placement of flags on the graves of veterans (he reported having a number of new volunteers). A motion was made by Mr. Kotlowski and seconded by Ms. Townsend to approve the Veteran's Services Officer's report and calendar. Voice vote, all in favor. Motion Carried.

Health & Human Services

Purchase of Service Contracts – None

Conference and Workshop Requests – The Board reviewed the conference and workshop requests presented. A motion was made by Ms. Townsend and seconded by Ms. Heideman to approve the following conference and workshop attendance:

- Rachel Babcock to Child Care Eligibility Policy and CARES Integration in Madison on June 26 and 27, 2007 (approximately \$78 mileage, \$40 *per diem*, \$72 lodging).

- Erin Schiferl and Matt Holtman to the 2007 Wisconsin Conference on Homelessness in Baraboo on July 24-27, 2007 (\$75 registration/ES, \$125 registration/MH, approximately \$50 mileage each, lodging \$62/MH).
- Matt Holtman to Women & Poverty Conference in Madison on September 5 and 6, 2007 (approximately \$10 mileage, \$52 *per diem*).
- Mark Rossano to Crisis Prevention Institute Instructor Certification Program in Madison on August 21-24, 2007 (\$1,199 registration, mileage, *per diem*, lodging).

Voice vote, all in favor. Motion Carried.

Purchases – None

Unit, Advisory Committee, and Consortia Reports

◆ Aging & Long Term Support

- *Aging Advisory Committee* – Next meeting not yet scheduled.
- *Nutrition Advisory Committee* – Ms. Johnson had distributed the minutes of the May 16, 2007 meeting, and reviewed briefly the comments and attendance statistics. Mr. Kotlowski asked that the reference to the Administrative Coordinator/Director of Finance be corrected.
- *Long Term Support Advisory Committee* – Ms. Johnson had distributed the minutes of the April 19, 2007 meeting. Board members had no additional questions.
- *Review of Written Report of the Aging Unit Director* – Ms. Johnson was present to review the written report previously submitted to the Board. She highlighted the extension of Senior Care through December 2009, noted that Mary Deane was the most senior qualified applicant for the full-time Benefit Specialist position, and described in general terms the status of a number of elder abuse cases. Ms. Johnson also invited Board members to the annual pig roast, scheduled this year for Thursday, August 23rd.
- *Review of Written Report of the Long Term Support Services Manager* – Ms. Osborn was present to review the contents of the written report previously distributed to the Board. She noted that one more nursing home relocation has been accomplished and commented generally on the higher level of support and equipment needs of those individuals moving into the community. Ms. Osborn also informed Board members that Sandy Davis was the successful applicant for the Training Specialist – Thrift Store position, replacing Roberta Ritchhart.

◆ Public Health

- *Review of Written Report of Health Officer* – Ms. McFarlin was present to review the contents of the written report previously submitted to the Board. She highlighted the following items from her report: the partners meeting (next meeting in August at Moundview), the application for the Seal-a-Smile grant for 2007-2008, and the confirmation of a rabid bat in Marquette County. Ms. McFarlin also briefed the Board members on her discussions with Alpha Terra and Liz Hendricksen regarding the County Bloodborne pathogen program (minutes of which were included in the packet). Finally, she distributed a press release from DHFS announcing the first dead bird (a crow) which tested positive for the West Nile Virus in Wood County.

◆ Children & Family Services

- *Youth Services Advisory Committee (4-Cs)* – Mr. Robinson attended the May 11th meeting and provided a brief summary of the discussion of the restorative justice program and teen court presently being considered. Next meeting when school resumes.
- *Mental Health/AODA Committee* – Mr. Robinson summarized for Board members the issues discussed at the May 31st meeting. The group is presently focusing on the crisis response system, from the perspective of a consumer, with a view to creating a subcommittee to recommend ways of making the system more aware of the needs of the consumer, preventing or minimizing psychiatric hospitalization through the development of crisis plans and alternatives to hospitalization, and involving the consumer earlier and more completely in the development of aftercare plans. The next meeting is scheduled for June 28th, possibly at Moundview Memorial Hospital.
- *Review of Written Report of Youth Services Manager* – Ms. Stanley was present to review a written report previously submitted to the Board. She noted that there were 6 calls requesting information only in May and 14 in April (these numbers were omitted from the reports for those months). The Social Worker job is advertised, and Ms. Stanley reported that the caseloads were manageable for the time being.
- *Review of Written Report of Clinical Services Manager* – Phil Robinson was present to review the written report previously distributed to the Board. He commented that both the balance between clinic openings and closings for May and the frequency and duration of inpatient hospitalizations for May were good. He also

reported that the medication refill/question line was working well. Mr. Robinson also informed Board members that collecting co-payments, as authorized as a part of the 2007 budget, was a “work in progress”, with some as-yet unresolved issues.

◆ Economic Support

- *W-2 Steering Committee* – Ms. Wormet had previously distributed minutes of the May 9th meeting, which she and Ms. Townsend attended. Board members had no additional questions.
- *PAW Consortium* – The minutes of the May 29th Job Center Managers meeting were included in the packet. No administrative meeting was held in May. Ms. Wormet noted that the W-2 Case Manager assigned to Adams County, Chris Rustad, was laid off effective May 31, 2007 and that a Wood County Economic Support Specialist was assigned to cover Adams County and would be on site for some number of days per week.
- *Job Center Update* – Ms. Wormet informed Board members that Forward Services Corporation did not receive the WIA grant, and would not be involved in the Job Center effective July 1, 2007. CESA 5 has received the grant and is unwilling to employ a receptionist, even if paid through contract with the HHSD. At the present time, it appears that CESA 5 will only provide WIA Youth Services. Ms. Wormet and Dr. Furtkamp asked the Board members to reconsider the provider for reception (Resource Associate) services, now that FSC will no longer be involved. Two alternatives were suggested: North Central Community Action Council and Gemini Employee Leasing. After discussion of the benefits and drawbacks of each provider, a motion was made by Ms. Heideman and seconded by Ms. Townsend to approve an addition of a part-time receptionist/resource associate to the existing contract with Gemini Employee Leasing, Inc. Voice vote, all in favor. Motion Carried.
- *Review of Written Report of Economic Support Services/W-2 Program Manager* – Ms. Wormet was present to review the written report previously distributed to the Board. Board members had no additional questions.

◆ Fiscal & Support

- *Report of Fiscal & Support Services Manager* – Ms. Pierce informed Board members that the audit by Schenck has been completed, and that she is working with the County Clerk regarding carryover accounts and amounts.

Subcommittee Reports

- ◆ Finance Subcommittee – Ms. Kirslenlohr reported that the vouchers (in the amount of \$336,897.38) and May 2007 financial report of the HHSD had been reviewed and approved by the subcommittee.
- ◆ Human Resources Subcommittee – Ms. Ward reported signing Personnel Recruitment Forms for the part-time Benefit Specialist position. The Board discussed potential dates for interviewing Social Worker candidates, identifying times during the first week of July when Ms. Ward and Ms. Kirslenlohr were available.
- ◆ Service Evaluation Subcommittee – Next meeting early 2008.

Director’s Report – None

Health & Human Services

Review and approval of reclassification requests and revisions to job descriptions for the following positions: Environmental Health Technical Specialist (currently Public Health Technician), Secretary/Bookkeeper (currently Clerk-Typist, Long-Term Support Services). Dr. Furtkamp described for Board members the process by which the HHSD leadership staff decided which positions to propose for reclassification during the June reclassification period, as specified in the Adams County Personnel & General Administrative Policy Manual. Ms. McFarlin and Ms. Osborn presented the rationale for reclassifying the current full-time Public Health Technician and Clerk-Typist, Long-Term Support, respectively. There was much discussion among Board members regarding the process for reclassification and the determination of recommended pay rate (group and class), especially for employees covered by Collective Bargaining Agreements. There was discussion of whether positions should be reclassified or whether the existing positions should be eliminated and new ones created by resolution of the County Board of Supervisors. It was suggested that action on the job description changes be separated from action on the reclassification request, but no formal action was taken on the suggestion. Questions were also raised regarding whether the recommendations were based upon specific employees or the particular needs of the Department.

After more discussion, a motion was made by Ms. Heideman and seconded by Ms. Townsend to approve the reclassification request and job description for the proposed Environmental Health Technical Specialist position and forward it to the Personnel Director, Administrative Coordinator/Director of Finance, and Executive Committee for action. Voice vote, aye 6, nay 1 (Ms. Kirslenlohr). Motion Carried.

The Board briefly discussed the proposed reclassification of the Clerk-Typist – Long-Term Support position. A motion was made by Ms. Bruce and seconded by Ms. Heideman to approve the reclassification request and revised job description and forward them to the Personnel Director, Administrative Coordinator/Director of Finance, and Executive Committee for action. Voice vote, all in favor. Motion Carried.

Review and approval of resolution creating full-time Energy Assistance Specialist and job description. Ms. Wormet and Dr. Furtkamp presented information regarding the creation of the Energy Assistance Specialist, including the resolution to create the position and the job description for the position. Funds for the Wisconsin Home Energy Assistance Program (WHEAP) are presently received from the Wisconsin Department of Energy on a federal fiscal year basis and are divided into two categories: those funds allocated directly to the county (to pay for the costs of administering the program) and those reserved by the State for payment of direct benefits on behalf of county residents. For federal fiscal year 2007 (October 1, 2006 through September 30, 2007), the allocation for WHEAP administration is \$59,613. The administration of this program has been contracted for many years to the Central Wisconsin Community Action Council (CWCAC), and all funds received by the county have been directed to CWCAC. A number of potential benefits in providing rather than contracting the service are anticipated: program efficiencies and better coordination with other Economic Support services, collocation of WHEAP services with other HHSD services, fiscal efficiencies through allocation of a portion of existing ESS and HHSD administration and overhead costs to the WHEAP contract rather than the tax levy, and the ability to allocate all additional emergency funds received to direct client services (rather than split between direct services and program administration). Board members reviewed the resolution and job description, and a motion was made by Mr. Kotlowski and seconded by Ms. Heideman to approve the resolution and job description and to forward them to the Executive Committee and County Board of Supervisors for action. Voice vote, all in favor. Motion Carried.

Discussion and action on participation in fraud investigation consortium. Ms. Wormet reviewed with Board members the proposal to create a fraud investigation consortium (which had been included as part of the packet). This proposal is based upon a request for pilot programs by the State of Wisconsin DHFS for administration of the Public Assistance Fraud Program (PAFP). Eight counties have begun discussions about forming a consortium. These counties (Monroe, Waushara, Green Lake, Juneau, Columbia, Adams, Marquette, and Sauk) presently contract with O'Brien and Associates for investigation services. There are a number of potential benefits to combining the front end verification and fraud investigation services into a single investigatory program and to pooling fiscal resources (PAFP allocations) across a number of counties. For Adams County, such a consortium would be expected to result in increased fraud prevention investigations overall. At the present time, the PAFP funds received (\$8,000) allow the county to contract with O'Brien and Associates for two fraud investigations and 28 front end verifications per year (and no administration or overhead is retained by the county from the PAFP allocation). Ms. Wormet described situations where it has been difficult to decide whether to refer a case for investigation or verification, or to "save" the referral in order to see if a more egregious case arose during the contract period. Under the terms discussed, there would be no limit to the number of referrals, the emphasis would shift to early intervention and investigation (before fraud occurs), the consortium (with Columbia County as fiscal agent) would contract with O'Brien for one staff for benefit recoveries and one fraud prevention investigator, and each county would receive an allocation of approximately \$3,000 for administration of the program. The remainder of the PAFP allocation would be redirected to the consortium. Ms. Wormet distributed copies of the proposed Cooperative Agreement for Fraud Prevention and Investigation Program, which the Board members reviewed. After discussion, a motion was made by Ms. Bruce and seconded by Ms. Heideman to authorize entering into the cooperative agreement. Voice vote, all in favor. Motion Carried.

Update on Thrift Store. Ms. Ward reported that the lease buyout option approved at May's HHS Board meeting was withdrawn by the owner of the property. She told Board members that she had left several messages over the past three weeks, but none of her calls have been returned. The Board discussed a number of alternatives, and it was the consensus of the members that the building be winterized and utility services terminated as soon as feasible in order to save ongoing expenses. The Board directed Ms. Osborn to draft a letter, for Ms. Ward's signature, to the owner of the building communicating this intent and providing an effective date.

Consideration of request for abatement order and citation for property at 949 Fur Avenue, Wisconsin Dells, Wisconsin. Ms. McFarlin asked that consideration of this issue be postponed for one month.

Update on drug/medication clean sweep. Ms. McFarlin presented Board members with an update on the plans for the drug/medication clean sweep. A planning meeting is scheduled for next Tuesday (June 12th) and representatives of the Sheriff's Department, local pharmacies, U-W Extension, the Solid Waste Department, and

HHSD (including Aging and Public Health staff) have been invited to participate. Kathy Challoner, Public Health Secretary, is working on a brochure to publicize the event. Current plans call for a 3 to 4 hour collection period and for the event to be held on the HHSD grounds, perhaps on a Saturday.

Continued discussion of HHSD security issues. Ms. Pierce presented the highlights of a discussion of security issues at the all-staff meeting in May. Dr. Furtkamp described the plan to use the Security Hazard Vulnerability Analysis instrument obtained from Moundview Memorial Hospital, asking each administrative unit within the HHSD to complete the instrument from their vantage point prior to the July all-staff meeting, at which time the results will be compared, threats and vulnerabilities ranked, and the process of prevention and mitigation begun. Board approval of Mark Rossano's attendance at the Crisis Prevention Institute instructor certification program was also noted.

Continued discussion of space needs of Health & Human Services Department. Discussion was postponed until the July HHS Board meeting.

CLOSED SESSION – A motion was made by Mr. Kotlowski and seconded by Ms. Bruce to convene in closed session per §19.85(1)(f), Wisconsin Statutes, to consider social or personal history of specific persons which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations. Roll Call vote: 7 aye, 0 nay. Motion Carried.

OPEN SESSION – A motion was made by Ms. Townsend and seconded by Mr. Kotlowski to reconvene in open session per §19.85(2), Wisconsin Statutes, to consider and vote on appropriate matters. Roll Call vote: 7 aye, 0 nay. Motion Carried.

Committee Discussion – Identification of other potential agenda items for future meetings. The Board identified the following issues: consideration of abatement order, update on the drug/medication clean sweep, and continuation of security and space needs discussions.

Confirmation of Next Meeting Date – Next regular meeting 13 July 2007 at 10:00 A.M. Ms. Harvey-Beversdorf and Ms. Bruce noted that they would be on vacation at the time and asked to be excused.

Adjournment – A motion was made by Ms. Harvey-Beversdorf and seconded by Ms. Bruce to adjourn at 12:32 P.M. Voice vote, all in favor. Motion Carried.

Respectfully Submitted,

Eric G. Furtkamp, Ph.D.
Director

THESE MINUTES HAVE NOT BEEN APPROVED BY THE HEALTH & HUMAN SERVICES BOARD

Health & Human Services Department

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HEALTH & HUMAN SERVICES BOARD – Finance Subcommittee 8 June 2007 Meeting

Call to Order and Roll Call – The meeting of the Finance Subcommittee of the Adams County Health & Human Services Board was called to order at 8:30 A.M. in the Richard C. Holt Conference Room of the Health & Human Services building in Friendship. Those in attendance included Chairperson Joyce Kirslenohr, Bev Ward, Jeanne Heideman, Jerry Kotlowski, and Pat Townsend. Also present were Wendy L. Pierce, Financial Manager, and Eric G. Furtkamp, Ph.D., Director. Ron Johnson, Veteran’s Services Officer, was present during the review of the Veteran’s Services vouchers.

Approval of Agenda and Compliance with Open Meetings Law – A motion was made by Ms. Townsend and seconded by Mr. Kotlowski to approve the agenda and certify compliance with the Open Meetings Law. Voice vote, all in favor. Motion Carried.

Approval of Minutes of 11 May 2007 meeting. A motion was made by Ms. Ward and seconded by Ms. Townsend to approve the minutes of the 11 May 2007 meeting. Voice vote, all in favor. Motion Carried.

Public Participation and Correspondence – None

Review of Veteran’s Services Vouchers and Financial Report – The subcommittee reviewed the Veteran’s Services Department vouchers for April 2007, presented by Mr. Johnson, who noted that the carryover amount has been received from the auditors and that the check for the County Veterans Service Grant was received. He noted that he will speak with the new Administrative Coordinator/Director of Finance before depositing the grant check. Finally, Mr. Johnson drew the attention of Subcommittee members to a higher than expected mileage claim for May, due to his need to visit 13 cemeteries in order to resolve issues with the placement of flags on the graves of veterans. A motion was made by Ms. Townsend and seconded by Ms. Heideman to approve the Veteran’s Services vouchers and financial report. Voice vote, all in favor. Motion Carried.

Review of Health & Human Services Vouchers – The subcommittee reviewed vouchers, Revenue/Expense Reports from the County Clerk’s office for April 2007, and the April 2007 financial report from the Health & Human Services Department, presented by Wendy Pierce and Eric Furtkamp. Ms. Kirslenohr questioned a number of line items which have exceeded (or are projected to exceed) budgeted amounts, and explanations were provided by Ms. Pierce. In addition, Ms. Pierce noted that a small number of late bills (including Kwik Trip) will be submitted for payment next Friday.

A motion was made by Ms. Townsend and seconded by Ms. Heideman to approve the April HHSD vouchers (total \$336,897.38 including “Friday checks”) and April 2007 HHSD financial report. Voice vote, all in favor. Motion Carried.

Committee Discussion – The subcommittee discussed including the following issues in future meetings: None.

Confirm next meeting date – July 13, 2007 at 8:30 A.M.

Adjournment – A motion was made by Ms. Heideman and seconded by Ms. Townsend to adjourn at 9:59 A.M. Voice vote, all in favor. Motion Carried.

Respectfully Submitted

Eric G. Furtkamp, Ph.D., Director

THESE MINUTES HAVE NOT BEEN APPROVED BY THE HEALTH & HUMAN SERVICES BOARD.

HEALTH & HUMAN SERVICES DEPARTMENT

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web site: <http://www.co.adams.wi.gov>



HEALTH & HUMAN SERVICES BOARD – Human Resources Subcommittee 6 July 2007

Call to Order and Roll Call – The meeting of the Human Resources Subcommittee of the Adams County Health & Human Services Board was called to order by Ms. Bev Ward at 9:00 A.M. in the Health & Human Services building in Friendship. Those in attendance included Bev Ward, Joyce Kirsenlohr, and Karl Klingforth. Also present were Barb Petkovsek, Administrative Coordinator/Director of Finance, Mandy Stanley, C.S.W., Youth Services Manager, and Eric G. Furtkamp, Ph.D.

Approval of Agenda and Compliance with Open Meetings Law – A motion was made by Ms. Kirsenlohr and seconded by Mr. Klingforth to approve the agenda as published and to certify compliance with the Open Meetings Law. Voice vote, all in favor. Motion Carried.

Closed Session – A motion was made by Ms. Kirsenlohr and seconded by Mr. Klingforth to convene in closed session pursuant to §19.85(1)(c), Wisconsin Statutes, to conduct interviews for the position of Social Worker I/II. Roll Call vote: 3 aye, 0 nay. Motion Carried.

At approximately 11:35 A.M., a motion was made by Mr. Klingforth and seconded by Ms. Kirsenlohr to recess until 1:00 P.M. Voice vote, all in favor. Motion Carried.

At 1:00 P.M. the subcommittee reconvened in closed session. Ms. Kirsenlohr arrived at 1:10 P.M.

Open Session – A motion was made by Mr. Klingforth and seconded by Ms. Kirsenlohr to reconvene in open session pursuant to §19.85(2), Wisconsin Statutes, and vote to select individuals (and alternates) for the Social Worker I/II position and to consider and vote on any other appropriate matters. Roll Call vote: 3 aye, 0 nay. Motion Carried.

- ♦ A motion was made by Ms. Kirsenlohr and seconded by Mr. Klingforth to offer the position to Mr. Quinn Hansen, pending background check and reference check, to designate as alternate, for a period of one year for this or other Social Worker I/II position, Ms. Shalan Larson, and, in the event both candidates decline the position or another Social Worker position becomes available within the next two months, to select candidates for another round of interviews from those applications already received. Voice vote, all in favor. Motion Carried.

Committee Discussion – Identification of other potential agenda items for future meetings: none.

Adjournment – A motion was made by Mr. Klingforth and seconded by Ms. Kirsenlohr to adjourn. Voice vote, all in favor. Motion Carried. The meeting was adjourned at 2:15 P.M.

Respectfully Submitted,

Eric G. Furtkamp, Ph.D., Director

THESE MINUTES HAVE NOT BEEN APPROVED BY THE HEALTH & HUMAN SERVICES BOARD

**ADAMS COUNTY LIBRARY BOARD OF TRUSTEES
MEETING MINUTES
JUNE 18, 2007**

The meeting was called to order by President Nelson at 1:00 p.m. Present were Kreten, Renner, Townsend, Heideman, President Nelson and Director Calef. Albrecht and Downing were excused. President Nelson verified that the meeting had been properly announced.

MOTION to approve the agenda as amended was made by Townsend, seconded by Kreten and carried unanimously.

MOTION to approve the minutes of the May 21st meeting was made by Townsend, seconded by Renner and carried unanimously.

Bills were disseminated for approval and initialing.

MOTION to approve the financial report as mailed was made by Townsend, seconded by Kreten and carried unanimously.

COMMUNICATIONS AND REPORTS: The board members received and reviewed letters from the Winnefox Library System and the Winding Rivers Library System regarding the passage of Act 420 in 2006 which requires notification of cross border library usage by Adams County residents. If Adams County tax payers were required to reimburse the two reporting systems, the cost would be \$19,303.

SOUTH CENTRAL LIBRARY SYSTEM REPORT AND AGREEMENT: Townsend reported that the South Central Library System delivery costs which annually rise about 3% per year will go up 5% for 2008. The increase will raise our costs about \$600 per year and will be reflected in the 2008 budget. Copies of the amended agreement between the Adams County Library and the South Central Library System were given to each member of the board.

MOTION to accept the above agreement was made by Townsend, seconded by Renner and passed unanimously.

LIBRARY SIGNS UPDATE: President Nelson reported that the placement of the sign (shared with the A-F High School and the airport) will be placed by the City of Adams pending approval of the state. Signs already purchased for the area in front of the building will be placed by county employees. A sign on North Street will be placed by the Village of Friendship.

DIRECTOR'S REPORT:

1. Circulation for May was 6926 compared to 7789 last year. Total for the year so far is 38,130 compared to 41,038 last year at this time.
2. The Summer Reading Program has started. Special performances will be held on Thursdays beginning June 21 and mystery Tuesdays will begin on June 26.
3. PLAC met on June 7. Director Calef was unable to attend because 60 third graders from A-F Elementary were expecting Dan the Story Man that morning. LINK met on June 14. Our costs for 2008 will actually be going down slightly. After conferring with staff, we decided to take two of our public LINK terminals off the LINK network and place them on our local network. In the old building there were advantages to having our Internet connection through LINK. However, our local network is working well and we can lower our LINK operating costs by reducing the public LINK terminals. As mentioned previously, LINK is virtually back to square one in terms of a new system. LINK staff will be meeting with vendors at the ALA conference in Washington next week.
4. The Friends of the Library held a brat fry on Saturday, June 16.

INTERNET POLICY REVIEW: The Adams County Library Acceptable Internet Use Policy was reviewed and revised. MOTION to accept the policy as revised was made by Heideman, seconded by Townsend and carried unanimously.

REVIEW OF STATE STANDARDS: The board members and Director Calef reviewed Section 4 “Staffing for Public Libraries” and Section 5 “Collection and Resources.”

PART-TIME STAFF ISSUES: Discussed the problem of staff coverage for vacation and sick time. There are issues regarding the need to cover gaps in staffing by an already coverage-inadequate staff taking into consideration they cannot exceed 85 hours per month routinely. This needs to be brought to the County Administrator. President Nelson offered to accompany Director Calef to such a meeting.

POSSIBLE ITEMS FOR FUTURE MEETINGS:

1. Part-time staff issues
2. Meeting the needs of the community’s aging population with more emphasis on senior citizens.
3. Marketing ploys for Crazy Daze book sale to be held on August 3 & 4.

Meeting adjourned at 1:45 p.m. and the next meeting will be held on July 23 at 1:00 p.m.

Respectfully Submitted,
 Jeanne Heideman
 Secretary Pro tem

| ACCOUNT DESCRIPTION - 55110 | 2007 BUDGET AMOUNT | EXPENSE THRU MAY | JUNE | EXPENDITURE YTD | BALANCE |
|--------------------------------------|--------------------|------------------|-------------|-----------------|-------------|
| 110 - REGULAR SALARIES & WAGES | \$107,623.00 | 42,295.51 | \$12,951.85 | \$55,247.36 | \$52,375.64 |
| 121 - LTE (CO-OP STUDENT) | 3,750.00 | 1,779.39 | 356.26 | 2,135.65 | 1,614.35 |
| 122 - PART-TIME SALARIES & WAGES | 56,867.00 | 20,820.23 | 6,057.92 | 26,878.15 | 29,988.85 |
| 210 - SOCIAL SECURITY | 12,870.00 | 4,800.54 | 1,448.29 | 6,248.83 | 6,621.17 |
| 211 - RETIREMENT EMP SHARE | 20,068.00 | 7,700.15 | 2,281.17 | 9,981.32 | 10,086.68 |
| 214 - HOSP & HEALTH INSURANCE | 25,932.00 | 10,823.20 | 2,164.64 | 12,987.84 | 12,944.16 |
| 215 - LIFE INSURANCE | 109.00 | 16.15 | 3.23 | 19.38 | 89.62 |
| 316 - CONTRACTED SERVICES (OXFORD) | 5,000.00 | 5,000.00 | 0.00 | 5,000.00 | 0.00 |
| 317 - SPEC ASSESS & CHARGES (SCLS) | 6,287.00 | 6,372.34 | 0.00 | 6,372.34 | -85.34 |
| 321 - GAS & ELECTRIC SERVICE | 8,200.00 | 3,125.65 | 631.70 | 3,757.35 | 4,442.65 |
| 323 - OTHER UTILITIES-FUEL | 3,000.00 | 1,095.34 | 0.00 | 1,095.34 | 1,904.66 |
| 350 - OTHER PURCHASED SERVICES | 0.00 | 413.96 | 0.00 | 413.96 | -413.96 |
| 341 - REPAIR & MAINTAIN OFFICE EQUIP | 1,200.00 | 506.75 | 0.00 | 506.75 | 693.25 |
| 410 - POSTAGE & BOX RENT | 800.00 | 0.00 | 0.00 | 0.00 | 800.00 |
| 420 - PUBL SUBSC & DUES | 4000.00 | 1067.65 | 3500.00 | 4567.65 | -567.65 |
| 421 - BOOKS & LIBRARY MATERIALS | 23,000.00 | 11,238.97 | 975.45 | 12,214.42 | 10,785.58 |
| 421 - LSTA GRANT | 2,000.00 | | | 0.00 | 2,000.00 |

| | | | | | |
|------------------------------------|---------------------|---------------------|--------------------|---------------------|---------------------|
| 432 - MILEAGE | 500.00 | 189.15 | 0.00 | 189.15 | 310.85 |
| 433 - CONVENTION FEES | 300.00 | 0.00 | 0.00 | 0.00 | 300.00 |
| 440 - OPERATING SUPPLIES | 4,000.00 | 1790.95 | 242.66 | 2033.61 | 1966.39 |
| 690 - OTHER FIXED CHARGES | 8,682.00 | 8,682.00 | 0.00 | 8,682.00 | 0.00 |
| ACCOUNT DESCRIPTION - 55120 | | | | 0.00 | 0.00 |
| 324 - ADVERTISING | 500.00 | 290.22 | 0.00 | 290.22 | 209.78 |
| 350 - OTHER PURCHASED SERVICES | 500.00 | 0.00 | 0.00 | 0.00 | 500.00 |
| | | | | 0.00 | 0.00 |
| TOTAL | \$295,188.00 | \$128,008.15 | \$30,613.17 | \$158,621.32 | \$136,566.68 |

| DATE | FINES | BK SALE | LIB CARDS | PASSTHRU S (NON-INCOME) | FEES (fax, postage etc) | LOST/DMG | DONATION S (or GRANT) | COPIES | TOTAL |
|------|-------|---------|-----------|-------------------------|-------------------------|----------|-----------------------|--------|--------|
| 1 | 10.60 | 1.00 | | | 1.00 | 8.50 | 0.10 | 28.65 | 49.85 |
| 2 | 7.70 | 2.50 | | | | | | 4.65 | 14.85 |
| 3 | 0.00 | | | | | | | 0.00 | 0.00 |
| 4 | 35.30 | 5.00 | | | | 11.00 | 0.60 | 10.40 | 62.30 |
| 5 | 14.20 | 10.50 | | | 36.25 | | | 21.10 | 82.05 |
| 6 | 21.50 | 1.50 | 2.00 | | 5.00 | | 0.50 | 7.70 | 38.20 |
| 7 | 2.50 | 3.00 | | | | | 1.00 | 7.85 | 14.35 |
| 8 | 13.70 | | | | | | 0.05 | 10.60 | 24.35 |
| 9 | 8.90 | | 4.00 | | | | 0.05 | 2.30 | 15.25 |
| 10 | 0.00 | | | | | | | 0.00 | 0.00 |
| 11 | 11.50 | 4.00 | | | | | 181.00 | 21.45 | 217.95 |
| 12 | 4.90 | | 4.00 | | | | 0.11 | 8.95 | 17.96 |
| 13 | 27.90 | 4.00 | 2.00 | | 0.66 | | | 10.45 | 45.01 |
| 14 | 7.20 | 3.50 | 2.00 | -20.00 | | | 0.25 | 11.20 | 4.15 |
| 15 | 30.70 | 4.00 | | | 12.00 | 3.00 | 2.00 | 22.25 | 73.95 |
| 16 | 7.20 | 0.75 | 4.00 | | 3.00 | | | 2.80 | 17.75 |
| 17 | 0.00 | | | | | | | 0.00 | 0.00 |
| 18 | 4.25 | 2.00 | 2.00 | | | | 365.00 | 12.20 | 385.45 |
| 19 | 15.30 | 11.00 | | | 0.75 | | 0.51 | 11.10 | 38.66 |
| 20 | 11.20 | 4.50 | 2.00 | 331.30 | 8.00 | | 0.05 | 7.75 | 364.80 |
| 21 | 30.90 | 2.00 | | | 5.00 | | 1.00 | 5.90 | 44.80 |
| 22 | 49.50 | 2.50 | | | 6.25 | | | 19.20 | 77.45 |
| 23 | 5.00 | 2.50 | | | 0.25 | | | 8.55 | 16.30 |
| 24 | 0.00 | | | | | | | 0.00 | 0.00 |
| 25 | 10.80 | 7.70 | 2.00 | | 2.00 | | | 14.97 | 37.47 |
| 26 | 16.20 | 0.50 | 2.00 | | 0.25 | | 1.00 | 25.80 | 45.75 |
| 27 | 18.00 | 1.00 | 2.00 | -40.00 | 7.00 | | 0.50 | 8.20 | -3.30 |
| 28 | 19.20 | 3.00 | | | 9.00 | 5.00 | | 21.75 | 57.95 |
| 29 | 31.30 | 5.00 | 2.00 | | 8.50 | | 0.35 | 28.35 | 75.50 |
| 30 | 1.80 | 0.50 | | | | | 0.95 | 3.20 | 6.45 |
| 31 | 0.00 | | | | | | | 0.00 | 0.00 |

| | | | | | | | | | |
|--------------|--------|-------|-------|--------|--------|-------|--------|--------|---------|
| TOTAL | 417.25 | 81.95 | 30.00 | 271.30 | 104.91 | 27.50 | 555.02 | 337.32 | 1825.25 |
|--------------|--------|-------|-------|--------|--------|-------|--------|--------|---------|

1-Jun Lost bk - "Cradle of death" - \$8.50 pd by Faith Dorsett - due date: 6/7/07;

- 4-Jun** Lost bk - "New dinosaur dictionary" - \$11 PARTIAL payment pd by D J Hogan Jr of WID - due date 12/12/2000;
- 11-Jun** CE grant from SCLS for library paraprofessionals seminar in Fond du Lac--Judy & Rene attended - \$181;
- 14-Jun** Passthru - replenishment of petty cash - \$20;
- 18-Jun** Donation - \$365 made by Shirley Collins in memory of Ronald E. Collins;
- 20-Jun** Passthru - reimbursement from county budget to library for funds pd out of library checking account - \$331.30;
- 27-Jun** Passthru - replenishment of petty cash - \$40;
- 28-Jun** Damaged CD - "From one" - \$5 PARTIAL payment pd by Ashley Buzzell for SUN-owned item;

*NO OTHER ACTIVITY THIS
MONTH*

| <i>ITEM</i> | <i>CHECKING</i> | <i>SAVINGS</i> | <i>DONATION</i> | <i>CURR MO</i> |
|---------------------------------------|-----------------|----------------|-----------------|----------------|
| BALANCE FORWARD MAY | 981.11 | 18316.91 | 2025.36 | |
| MAY INCOME (deposited in June) | | | | |
| CHECKING ACCOUNT DEPOSIT | 500.00 | | | |
| Transferred from savings | | | | |
| SAVINGS ACCOUNT DEPOSIT | | 1223.19 | | |
| Interest | 0.75 | 74.77 | 1.49 | |
| DONATION ACCOUNT DEPOSIT | | | 1404.99 | |
| TOTAL | 1481.86 | 19614.87 | 3431.84 | |
| JUNE EXPENDITURES | | | | |
| Ace of Adams (coffeemaker) (6/4) | -21.99 | | | |
| Neenah Springs (water) (6/7) | -6.45 | | | |
| Diverse Media (A-V material) (6/18) | -25.81 | | | |
| Amazon.com (pop DVDs) (6/20) | -272.80 | | | |
| Verizon North (comp DSL) (6/25) | -113.79 | | | |
| Rene Elkington (grant mileage) (6/29) | -81.00 | | | |
| Capital One (lib materials) (6/25) | | -256.42 | | |
| Judy Stock (SRP performer) (6/21) | | | -310.00 | |
| Capital One (bks from Amazon) (6/25) | | | -365.48 | |
| Baker & Taylor (donated items) (6/26) | | | -475.36 | |
| Jack Zolkowski (SRP performer) (6/29) | | | -233.00 | |
| TOTAL (JUNE BALANCE FORWARD) | 960.02 | 19358.45 | 2048.00 | |
| JUNE CASH INCOME | | | | |
| FINES | | | | 417.25 |
| BK SALE | | | | 81.95 |
| LIBRARY CARDS | | | | 30.00 |
| PASSTHRUS (Non-Income) | | | | 271.30 |
| FEES (& postage) | | | | 104.91 |
| LOST/DAMAGED | | | | 27.50 |
| DONATIONS & GRANTS | | | | 555.02 |
| COPIES | | | | 337.32 |
| TOTAL JUNE CASH INCOME | | | | 1825.25 |

ACTIVITIES & CIRCULATION

| | |
|----------------------------------|------|
| Reference Questions | 614 |
| Interlibrary Loan Requests | 1016 |
| Interlibrary Loan Checkouts | 2234 |
| Total Circulation | 7966 |
| Interlibrary Photocopies | 68 |
| Interlibrary Loans Out of System | 69 |
| Microfilm Used in House | 47 |
| Typewriter Users | 2 |
| Stereo Users | 3 |
| Library Material Copies | 2150 |
| New Borrowers | 56 |
| Total Volunteer Hours | 111 |
| Computer Users | 1288 |

ADAMS COUNTY PLANNING & DEVELOPMENT COMMITTEE

MEETING: June 6, 2007 at 9:00 A.M.

ROOM A260 – COURTHOUSE

FRIENDSHIP, WISCONSIN

At 9:00 A.M. Robert Dixon, Vice-Chairman, called the Adams County Planning and Development Committee meeting to order with the following members present: Mike Keckeisen; Sylvia Breene; Fran Dehmlow; Richard Colby and Glenn Licitar. Al Sebastiani, Chairman, was excused. Others present were: Phil McLaughlin, Zoning Administrator and Diane Kopitzke, Recording Secretary.

Public Hearings were held for the following: Kenneth A. & Dawn Reichert – Rezoning Request from a Conservancy District to a Recreational/Residential District of the Adams County Shoreland Protection Ordinance to allow a septic and dwelling in a shoreland area on property located in Part of Government Lot #10, known as Lot #1, C.S. M. #3734, Section 2, Township 20 North, Range 5 East, Town of Rome, Adams County, Wisconsin. **(Please note: This property is also Town zoned)**. Richard Colby made a motion to recommend enactment of the zoning change for the 11.44-acre parcel. Motion dies for lack of a second. Mike Keckeisen made a motion to recommend enactment of the zoning change, for a 2-acre portion where the soil test was done, on the above-described property, to the County Board for final action. Fran Dehmlow seconded the motion. Roll Call Vote: 6-Yes. 1-Excused (Sebastiani). Motion carried. Marie Hoernke – Rezoning Request from a Conservancy District to a Recreational-Residential District of the Adams County Shoreland Protection Ordinance to allow residential use on a portion of property (approximately 1 acre) located at Lot #1, C.S.M. #1681 and Outlot #2, C.S.M.#2091, in the NE 1/4, SW 1/4 and the SE 1/4, NW 1/4, Section 14, Township 18 North, Range 5 East, Town of Strongs Prairie, Adams County, Wisconsin. **(Please note: This property is also Town zoned)**. Fran Dehmlow made a motion to recommend enactment of the zoning change, on the above-described property, to the County Board for final action. Richard Colby seconded the motion. Roll Call Vote: 6-Yes. 1-Excused (Sebastiani). Motion carried. Arlan D. Lothe – Rezoning Request from an A-1 Exclusive Agricultural District to an A-3 Secondary Agricultural District of the Adams County Zoning Ordinance to allow the 40.190 acre parcel to be split into four ten acre parcels for residential use on property known as Lot #1, C.S.M. #3445, located in the NW 1/4, SE 1/4, Section 36, Township 17 North, Range 5 East, Town of Adams, Adams County, Wisconsin. Mike Keckeisen made a motion to recommend enactment of the zoning change, on the above-described property, to the County Board for final action. Sylvia Breene seconded the motion. Roll Call Vote: 6-Yes. 1-Excused (Sebastiani). Motion carried. John & Carol Olson – Conditional Use Permit request under Section 5-6.03(E) of the Adams County Zoning Ordinance to construct 2 to 3, 2 story buildings consisting of four to eight dwelling units each, on property known as Lots #4-7, Moundview Subdivision, located in the SW 1/4, NE 1/4 and the SW 1/4, NE 1/4, Section 5, Township 17 North, Range 6 East, Town of Adams, Adams County, Wisconsin. **(Please note: This property is also zoned Recreational/Residential under the Adams County Shoreland Protection Ordinance and there is some Shoreland/Wetland areas on Lots #4 and 5)**. Mike Keckeisen made a motion to deny the Conditional Use Permit request, on the above-described property, because of the amount of multi-family dwellings proposed on the 2.4-acre parcel zoned for single-family

ADAMS COUNTY PLANNING & DEVELOPMENT COMMITTEE

MEETING: JUNE 6, 2007

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dwelling and objection from adjacent property owners who have single-family dwellings on their lots. Fran Dehmlow seconded the motion. Roll Call Vote to deny: 6-Yes. 1-Excused (Sebastiani). Motion carried. Ronald C. Carlson – Rezoning Request from a Recreational/Residential District to a General Purpose District of the Adams County Shoreland Protection Ordinance to make the existing restaurant conforming and allow construction of a beer garden in a shoreland area on property located at 2030 Town Road, in the SW 1/4, NE 1/4, Section 19, Township 17 North, Range 5 East, Town of Quincy, Adams County, Wisconsin. **(Please note: This property is also Town zoned).** Richard Colby made a motion to recommend enactment of the zoning change, on the above-described property, to the County Board for final action. Glenn Licitar seconded the motion. Roll Call Vote: 6-Yes. 1-Excused (Sebastiani). Motion carried. Andrew Ujazzdowski – Rezoning Request from an R-1 Single Family Residential District to an A-3 Secondary Agricultural District on a .015 acre parcel located in the NE 1/4 of the SW 1/4; a portion of the 34.70 acre parcel from an A-1 Exclusive Agricultural District to an A-3 Secondary Agricultural District located in the NW 1/4 of the SE 1/4; a 2.680 acre parcel from an R-1 LL District to an A-1 District located in the North part of the SE 1/4, SW 1/4; a portion of the 35.147 acre parcel from an A-3 Secondary Agricultural District to an A-1 Exclusive Agricultural District in the NE 1/4 of the SE 1/4, and 43.41 acres in the N 1/2 of the SE 1/4 from an A-1(15) Exclusive Agricultural District to an A-1 Exclusive Agricultural District, in Section 34, Township 16 North, Range 7 East, Town of New Chester, Adams County, Wisconsin. Mike Keckeisen made a motion to recommend enactment of the zoning change, on the above-described property, to the County Board for final action. Sylvia Breene seconded the motion. Roll Call Vote: 6-Yes. 1-Excused (Sebastiani). Motion carried. Dana Moen – Conditional Use Permit request under Section 5-6.03(A) to replace the existing singlewide manufactured home in an R-1 District with a 1990 14'X70' singlewide manufactured home on property located at 1141 Fawn Drive, known as Lots #15 & 16, East, Oak Valley Subdivision, in the NW 1/4, SE 1/4 and the SW 1/4, SE 1/4, Section 5, Township 15 North, Range 6 East, Town of Springville, Adams County, Wisconsin. Glenn Licitar made a motion to grant the Conditional Use Permit request, on the above-described property. Richard Colby seconded the motion. Roll Call Vote: 6-Yes. 1-Excused (Sebastiani). Motion carried. Chris Riley – Conditional Use Permit request under Section 5-3.03(19) of the Adams County Zoning Ordinance to expand the gravel pit in an A-1 (15) District on property located in the NW 1/4, SW 1/4, Section 19, Township 14 North, Range 7 East, Town of Dell Prairie, Adams County, Wisconsin. **(Please note: A Conditional Use Permit request for non-metallic mining was granted for this property on December 6, 2000).** Glenn Licitar made a motion to grant the Conditional Use Permit request, on the above-described property with the following conditions: Follow reclamation plan as per the Non-Metallic Mining Reclamation Ordinance as administered by the Adams County Land & Water Conservation Department. The Conditional Use Permit for the expansion area expires in 10 years from the date of its issuance. The original Conditional Use Permit issued in 2000 will expire in 2010. The hours of operation will be between 7:30 A.M. and 7:30 P.M. Mike Keckeisen seconded the motion. Roll Call Vote: 6-Yes. 1-Excused (Sebastiani). Motion carried. William Gaydos – Conditional Use Permit request under Section

ADAMS COUNTY PLANNING & DEVELOPMENT COMMITTEE

MEETING: JUNE 6, 2007

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5-3.03(A)(21) of the Adams County Zoning Ordinance to harvest and process grapes for bottling and allow the sale of the finished product in an A-1 District on property located at 590 County Road P, in the SW 1/4, NW 1/4, Section 20, Township 14 North, Range 7 East, Town of New Haven, Adams County, Wisconsin. Mike Keckeisen made a motion to table this request until the Town Board meets in regard to this matter. Sylvia Breene seconded the motion. Roll Call Vote: 6-Yes. 1-Excused (Sebastiani). Motion carried.

The Adams County Planning & Development Committee contemplates a site visit if necessary.

11:40 A.M. Gregory Rhinehart, County Surveyor joined meeting.

Mike Keckeisen made a motion to take a 10-minute recess. Glenn Licitar seconded the motion. All in favor. Motion carried.

RECESSED: 11:45 A.M.

RECONVENED: 11:55 A.M.

Gregory Rhinehart, County Surveyor, presented the Surveyor's Report for the month of May 2007 for the Committee's review. Gregory Rhinehart submitted two vouchers for the Committee's signature before submitting to Finance Committee. Mike Keckeisen made a motion to accept the Surveyor's report as presented and submit the signed vouchers to the Finance Committee. Sylvia Breene seconded the motion. All in favor. Motion carried.

11:56 A.M.: Greg Rhinehart left meeting

Phil McLaughlin presented the minutes from the May 2007 meeting of the Adams County Planning & Development Committee for review. Richard Colby made a motion to accept the minutes as presented. Sylvia Breene seconded the motion. All in favor. Motion carried

Phil McLaughlin presented the Financial Report for the month of May 2007 to the Committee for review, with input from Diane Kopitzke. Mike Keckeisen made a motion to accept the Financial Report as presented. Glenn Licitar seconded the motion. All in favor. Motion carried.

Vouchers were presented and signed. Mike Keckeisen made a motion to submit the signed vouchers to the Finance Committee for their review. Glenn Licitar seconded the motion. All in favor. Motion carried.

Comp-time Report: Diane Kopitzke submitted the Comp-time Report for the month of May 2007 to the Committee for their review.

Correspondence: None.

Mike Keckeisen made a motion to adjourn until Monday, July 2, 2007 at 9:00 A.M. for the next meeting of the Adams County Planning and Development Committee. Richard Colby seconded the motion. All in favor. Motion carried.

ADJOURNED: 12:10 P.M.

Alfred Sebastiani, Chairman

Robert Dixon, Vice-Chairman

Mike Keckeisen

Fran Dehmlow

Sylvia Breene

Richard Colby

Glenn Licitar

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE.

ADAMS COUNTY PLANNING & DEVELOPMENT COMMITTEE
MEETING: JULY 2, 2007 at 9:00 A.M.

ROOM A260 – COURTHOUSE

FRIENDSHIP, WISCONSIN

At 9:00 A.M. Al Sebastiani, Chairman, called the Adams County Planning and Development Committee meeting to order with the following members present: Mike Keckeisen; Sylvia Breene; Fran Dehmlow; Richard Colby and Glenn Licitar. Robert Dixon, Vice- Chairman, was excused. Others present were: Phil McLaughlin, Zoning Administrator and Diane Kopitzke, Recording Secretary.

Public Hearings were held for the following: Barbara M. & Richard Lawrence – Rezoning Request from a Conservancy District to a Recreational/Residential District of the Adams County Shoreland Protection Ordinance to allow a hunting cabin in a shoreland area on a portion of property (200'X200') located at 273 Blackhawk Drive, in the N ½, NW ¼, SW ¼, Section 23, Township 19 North, Range 7 East, Town of Colburn, Adams County, Wisconsin. Mike Keckeisen made a motion to recommend enactment of the zoning change, on the above-described property, to the County Board for final action. Sylvia Breene seconded the motion. Roll Call Vote: 6-Yes. 1-Excused (Dixon). Motion carried. Patrick A. & Jeannie Bandl -- Rezoning Request from an R-2 Rural Residential District to an R-1 Single Family Residential and an R-1 LL Residential District of the Adams County Zoning Ordinance to allow the 4.62 acre parcel to be split to place a second home on property located at 1470 11th Avenue, known as Lot #1, C.S.M. #3774, in the NW 1/4, SW 1/4, Section 9, Township 18 North, Range 6 East, Town of Preston, Adams County, Wisconsin. Glenn Licitar made a motion to recommend enactment of the zoning change, on the above-stated property, to the County Board for final action. Richard Colby seconded the motion. Roll Call Vote: 6-Yes. 1-Excused (Dixon). Motion carried. James W. & Diane M. Boycks – Conditional Use Permit request under Section 5-3.03(A)(21) of the Adams County Zoning Ordinance to construct an additional building, which will be a hunting lodge in an A-1 District located at 445 County Road A, in the NW 1/4, SE 1/4, Section 33, Township 16 North, Range 7 East, Town of New Chester, Adams County, Wisconsin. Richard Colby made a motion to grant the Conditional Use Permit request, on the above-described property, provided that all applicable permits are obtained and setbacks complied with. Fran Dehmlow seconded the motion. Roll Call Vote: 6-Yes. 1-Excused (Dixon). Motion carried. James McKellips – Conditional Use Permit request under Section 5-6.03(A) of the Adams County Zoning Ordinance to replace a single-wide manufactured home that was destroyed by fire in an R-1 District on property located at 1129 Fawn Court, known as Lot #33, East Oak Valley, in the NW 1/4, SE 1/4, Section 5, Township 15 North, Range 6 East, Town of Springville, Adams County, Wisconsin. **(Please note: The replacement will be a 1987 14'X70' single-wide manufactured home).** Mike Keckeisen made a motion to grant the Conditional Use Permit request, on the above-described property, provided that all applicable permits are obtained, setbacks are complied with and the property gets cleaned up. Fran Dehmlow seconded the motion. Roll Call Vote: 6-Yes. 1-Excused (Dixon). Motion carried. William Gaydos – Tabled Conditional Use Permit request under Section 5-3.03(A)(21) of the Adams County Zoning Ordinance to harvest and process grapes for bottling and allow the sale of the finished product in an A-1 District on property located at 590 County Road P, in the SW 1/4, NW 1/4,

Section 20, Township 14 North, Range 7 East, Town of New Haven, Adams County, Wisconsin. Glenn Licitar made a motion to grant the Conditional Use Permit request, on the above-described property. Richard Colby seconded the motion. Roll Call Vote: 6-Yes. 6-Yes. 1-Excused (Dixon). Motion carried. Jed Flannery – Rezoning Request from an R-2 Rural Residential District to a B-1 Rural Business District of the Adams County Zoning Ordinance to allow rental storage units on property known as Lot #4, C.S.M. #4715, in the SE 1/4, NW 1/4 and the NE 1/4, SW 1/4 of Section 20, Township 18 North, Range 6 East, Town of Preston, Adams County, Wisconsin. Mike Keckeisen made a motion to postpone the Rezoning Request, as no one was present and authorized to explain the request. Sylvia Breene seconded the motion. Roll Call Vote: 6-Yes. 1-Excused (Dixon). Motion carried. **Please note: The petitioner will have to pay a \$400.00 fee before he can be placed on the August 2007 schedule)**

The Adams County Planning & Development Committee contemplates a site visit if necessary.

9:40 A.M. Chris Renner, MSA, joined meeting.

Mike Keckeisen made a motion to take a 10-minute recess. Glenn Licitar seconded the motion. All in favor. Motion carried.

RECESSED: 9:52 A.M.

RECONVENED: 10:00 A.M.

Diane Kopitzke, presented the Surveyor's Report for Greg Rhinehart, who was excused, for the month of June 2007 for the Committee's review. Diane Kopitzke submitted one voucher for the Committee's signature before submitting to Finance Committee. Richard Colby made a motion to accept the Surveyor's report as presented and submit the signed voucher to the Finance Committee. seconded the motion. All in favor. Motion carried.

Preliminary Plat for Spring Creek Landing in the Town of Monroe: Chris Renner presented the proposed preliminary plat to the Committee for their review. Chris Renner stated that Greg Rhinehart wanted approval of the preliminary plat and the final plat at the same time. Mike Keckeisen made a motion to approve the preliminary plat and final plat, as presented. Sylvia Breene seconded the motion. Discussion was held in regard to approving the preliminary plat and final plat at the same time. Mike Keckeisen withdrew his motion. Sylvia Breene withdrew her second. Mike Keckeisen made a motion to approve the preliminary plat, as presented, with Phil McLaughlin approving the final plat. Sylvia Breene seconded the motion. All in favor. Motion carried.

10:15 A.M.: Chris Renner, MSA, left meeting

Phil McLaughlin presented the minutes from the June 2007 meeting of the Adams County Planning & Development Committee for review. Richard Colby made a motion to accept the minutes as presented. Glenn Licitar seconded the motion. All in favor. Motion carried.

Phil McLaughlin presented the Financial Report for the month of June 2007 to the Committee for review, with input from Diane Kopitzke. Mike Keckeisen made a motion to accept the Financial Report as presented. Sylvia Breene seconded the motion. All in favor. Motion carried.

Vouchers were presented and signed. Mike Keckeisen made a motion to submit the signed vouchers to the Finance Committee for their review. Sylvia Breene seconded the motion. All in favor. Motion carried.

Comp-time Report: Diane Kopitzke submitted the Comp-time Report for the month of June 2007 to the Committee for their review.

Update on the Easton dam flood shadow mapping: Phil McLaughlin stated that MSA Professional Services retained Ayers Associates to perform a dam failure analysis of the Easton Dam and which included a Hydraulic Map for areas that would be affected in case the Easton dams would ever go out. The information could be documented on a digital map that would show the affected areas.

Update on the Adams County Shoreland Protection Ordinance revisions: Phil McLaughlin stated that he had submitted the revisions, as directed by the Planning and Development Committee by the deadline date. The Adams County Land & Water Conservation Department had input placed in the revisions.

Update and comments on the Land Disturbance Ordinance proposed by the Adams County Land & Water Conservation Department: Phil McLaughlin stated that he had some concerns in regard to the proposed ordinance as well as Ron Chamberlain, Adams County Highway Commissioner. If the Land Disturbance Ordinance doesn't pass, then the revised Adams County Shoreland Protection Ordinance will be held up as well because it references the Land Disturbance Ordinance. Mike Keckeisen suggested that Phil McLaughlin and Ron Chamberlain attend the July 9, 2007 Planning and Development Committee meeting to express their concerns.

Correspondence: Phil McLaughlin read a letter from Mark Wilk, received on June 25, 2007 commending Mike Edwards for his true professionalism and appreciation for his support, recommendations and advice during the construction of his new home at 1034 Edgewood Avenue, in the Town of Easton. The Committee suggested that a copy of the letter from Mark Wilk goes into Mike Edwards personnel file and also be placed on the County Board of Supervisor's agenda, under correspondence, to be read at the July 2007 meeting.

ADAMS COUNTY PLANNING & DEVELOPMENT COMMITTEE
MEETING MINUTES: JULY 2, 2007
PAGE #4

Mike Keckeisen made a motion to adjourn until Wednesday, August 8, 2007 at 9:00 A.M. for the next meeting of the Adams County Planning and Development Committee. Glenn Licitar seconded the motion. All in favor. Motion carried.

ADJOURNED: 10:58 A.M..

Alfred Sebastiani, Chairman

Robert Dixon, Vice-Chairman

Mike Keckeisen

Fran Dehmlow

Sylvia Breene

Richard Colby

Glenn Licitar

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE.

PUBLIC SAFETY & JUDICIARY

DATE: June 13, 2007
Adams County Courthouse

TIME: 9:00 a.m.
400 Main Street

PLACE: A260
Friendship, WI 53934

MEMBERS PRESENT: John West, Harry Davis, Florence Johnson, Cynthia Loken, Jerry Kotlowski

OTHERS PRESENT: Sheriff Renner, Chief July, Captain Beckman, Dennis McFarlin, Terry Scheel, Deb Barnes, Dee Helmrick, Jane Grabarski, Shirli Suchomel, Administrative & Financial Coordinator Barb Petkovsek

1. Call to Order – At 9:09 a.m. Chair John West called the meeting to order.
2. Was the meeting properly announced? – Yes.
3. Roll call: West, Johnson, Loken, Kotlowski, Davis present.
4. Approve the Agenda – **MOTION** by Kotlowski/Loken to approve the agenda for the June 13, 2007, meeting. MC/Unan.
5. Approve minutes of the May 9, 2007, meeting – **MOTION** by Loken/Davis to approve the minutes from May 9, 2007, Public Safety & Judiciary Committee meeting. MC/Unan.

Coroner's Report- Coroner Scheel gave his report and submitted vouchers. Jane Gervais found the existing resolution for Coroner's fees. Committee asked Scheel to have his proposed resolution drawn up at Corp Counsel's office or Administrator's Assistant's office and a Committee member will sign it prior to it being brought to County Board for approval. MC/Unan. **MOTION** at 9:30 a.m. to approve Coroner's vouchers was made by Davis/Johnson. MC/Unan.

Family Court Commissioner – Dennis McFarlin had no vouchers and reported that Child Support court cases are now caught up. He explained a new Parenting Class program offered free by the UW Extension on that has been expanded to include children of separated parents, ages 10-14.

Child Support –

1. Deb Barnes submitted her Performance Measures Report for May. She explained that the Arrears Collections line item is the most difficult to meet State expectations, but they should make the qualifying numbers on time to get this year's grant money. She stated that Child Support caseload is caught up with the Family Court Commissioner.
2. Conferences/training: None.
3. Office activities: Barnes will be on vacation for two weeks in August.
 - a. Her dual-screen monitors are purchased and operational with \$442 left to spend.
 - b. The vacant position has been re-posted internally and two applicants applied; one dropped out and one tested unsuccessfully. Interviews will commence with members of the public who applied in the round of advertising done earlier, provided they pass the test. Target hiring date is one month from now.
4. Barnes submitted her department's vouchers.

Clerk of Circuit Court – At 9:43 a.m. Dee Helmrick submitted her vouchers and the District Attorney's vouchers. She distributed the Community Service Coordinator's report. Jill Helgeson is in her probationary period and is still in training. Helmrick had presented her job description for Collections Clerk to the Executive Committee who signed it and placed it in the County Board packet. Public Safety & Judiciary Committee signed it and it will be sent to the County Clerk. There has been no change in her personnel problem but she hopes to have news next month. More information is surfacing in the case. The judge is on vacation for two weeks in July.

Conference/Training: Helmrick has a Summer Conference in LaCrosse but it conflicts with jury trials. If scheduling allows she will attend the Friday sessions only. Helmrick left the meeting to get the resolution for her proposed new position.

Register in Probate – Terry Warner gave her vouchers to Committee. She explained how attorneys are assigned certain cases and the need to obtain legal services from Wisconsin Rapids occasionally. She requested a closed session on next month's agenda.

Helmrick returned with her resolution for Collections Clerk.

MOTION by Davis/Johnson to pay the Child Support vouchers and send them to Finance Committee. MC/Unan.

District Attorney – not present; vouchers were submitted. Helmrick reported that the District Attorney will attend a conference in Green Lake.

Coroner Scheel returned with his resolution for Committee. **MOTION** by Loken/Kotlowski to return to agenda item Coroner #2: Coroner's Resolution. MC/Unan. Committee signed the resolution to raise Coroner's fees that had been approved in the May 9, 2007, meeting as well as organization of the fee chart. **MOTION** by Loken/Johnson to approve the Coroner's resolution and forward it to County Board. MC/Unan.

Emergency Management

1. Easton Dam status – Jane Grabarski reported that the emergency repairs to the Easton dam are finished; however, more damage was discovered during the repair process. Land and Water Conservation will request a long-range feasibility study on this dam.
2. Grant status discussion – Radio Interoperability Grant: she has received \$23,871 for reimbursement.
3. Communication System Status discussion and possible action – The cost for an engineer to examine bids for approval and to oversee the bidding process will be \$10,000. She proposed using the Sales and Use Tax under Ordinance Section 1: "excess revenue." Discussion followed. **MOTION** by Kotlowski/Loken to recommend to Finance Committee that \$10,000 be utilized out of Sales Tax fund for Communication Systems Upgrade Bid Document and Review of Bids for Suitability. MC/Unan. Grabarski recommended that when the bids come in they be opened in the presence of Public Safety and Judiciary Committee at a meeting, then be presented to the full County Board to evaluate.
4. Program of Work activities – Emergency Management is having a tabletop exercise in July in Friendship. A Flu Pandemic Clinic will be held in August. Municipal plans: Easton's plan has just been completed; Leola is next and should be finished in the next few weeks. Emergency Operations Plan from various agencies is in need of a signature, and is due by September 30.
5. Office activity –Union Pacific Railroad intended to close the public crossing at 20th Avenue, which Emergency Management and the Town of Strongs Prairie opposed for safety reasons, and a hearing denied the railroad's petition. This decision could be reversed and the crossing could still be closed. A derailment on June 3, 2007, at 3:30 a.m. closed the tracks at Highway 13 for four hours. Only empty coal cars were involved and no spills happened. The recent storm produced high winds that took down a few trees but generally everything was okay.
6. No training or conferences.
7. Vouchers were signed. **MOTION** by Davis/Johnson to approve Emergency Management's vouchers and send them to Finance Committee. MC/Unan

Sheriff's Department

1. Communications – At 10:24 a.m. Sheriff Renner took the floor. He plans to conduct a Drug Roundup in September. He has sent letters to local businesses that sell cigarettes asking merchants to request identification of purchasers and not to sell to minors. He stated that the A-F School District provided \$17,348.00 to fund the Police-School Liaison Officer last year, and this year the amount will be \$18,754.92. A new contract will be drawn up for the 07-08 school year. Union Pacific Railroad invited law enforcement to participate in the Safety Train project. During the ride to Necedah demonstrations and lectures were given on the safety hazards at railroad crossings. A letter of promotion was sent to Sgt. Brent York offering him the position of Investigator; no response in writing has yet been received. Deputy Mary Krause is the department's newest road officer. Deputy Simonsen's training is nearly finished and he will soon be on his own on the road. Deputies Pat Heuer and Sam Klumb are coming along well in training and should be finished in mid-July. Deputy Heuer

experienced an injury at the range, was on light duty for a short time, and is back to full duty now. Robert Hamilton was sent a letter offering him a Road Officer position and he should be starting on July 9.

2. Animal Shelter/Animal Control reports were in Committee's packet.

3. Chief Deputy Report:

- a. Upgrading Eligibility Lists – The Male Corrections Officer list is depleted; test dates are set up. The Road Officer list is also due to be renewed.
- b. Spillman reports – CAD reports from Spillman were distributed and Chief July explained them to Committee. Davis asked about the School Liaison Officer and what part the City of Adams takes in responding to calls at the schools. Chief July stated that when the new City of Adams Police Chief is in place they will approach the City on that matter. July expressed the Sheriff's commitment to the PSLO position, and he stated he is highly in favor of it as well, and they intend for it to continue.
- c. No training or conferences.

4. Jail Captain Report

- a. Safekeeper Report was in Committee's packet. Wood County and Rome are the current clients. Captain Beckman explained the unanticipated costs with State prisoners including the requirement of having a van to transport them, the packaging, shipping, and inventory of their personal property, mandatory phone cards offered through the commissary system, and a system of check-cutting to the State for all their commissary monies that is making it less feasible to house them here. These costs were not mentioned up front by the State; they had to be discovered in the process. By January of 2008 a mandated classification system will be in effect for separation of maximum, medium, and minimum-security inmates.
- b. HVAC in Pod – Tracy Hamman from Maintenance has been working on getting the air conditioning operational in the jail pod, which gets to temperatures in excess of 85 degrees. He is now getting prices to have it fixed.
- c. Vote on Mid-State Technical College contract – Captain presented the MSTC contract for GED program cost increases. He reported that this is a successful program that inmates can continue after incarceration to earn their high school diploma. **MOTION** by Loken/Kotlowski to approve the resolution for the MSTC contract and send it to County Board July meeting. MC/Unan. Committee signed the resolution.
- d. Vote on SGTS contract resolution – The new building security contract has already been reviewed by former Corp Counsel Kevin Kneiss. Committee referred it to the Administrative Coordinator.
- e. Blackberry's – Captain reported a problem with service being stopped intermittently. RIM, who manufactures the Blackberry's, states that the problem is with the County's firewall/filter. Dawn is well aware of the problem.
- f. Progress on fingerprint machine – This is the live print transmission to CIB and FBI. It is scheduled for installation June 19 with training to follow.

5. Accident Reports, Purchase Orders/Vouchers, Financial Reports, and Payroll/Overtime reports were all in Committee's packet. Sheriff reported that Phyllis Wehinger's last day is July 4, 2007. Discussion followed concerning turnover and Sheriff Renner stated the wages are at issue, and the value of experience is being lost.

MOTION by Kotlowski/Loken to approve vouchers for Clerk of Court, Register in Probate, and District Attorney and send them to Finance Committee. MC/Unan

6. Set next meeting date – Wednesday, July 11, 2007, 9:00 a.m. in Conference Room A260.

MOTION by Davis/Loken to approve the Sheriff's Department vouchers and send them to Finance Committee. MC/Unan.

MOTION by Loken/Johnson to go into closed session per Wis. Stat. 18.95(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility: discuss personnel issues of hiring, promotion, resignation, and retirement. The Committee will then reconvene in open session per Wis. Stat. 19.85(2) to consider and vote on appropriate matters.

ROLL CALL VOTE: Davis: Yes. Johnson: Yes. West: Yes. Loken: Yes. Kotlowski: Yes. Unanimous. At 11:30 p.m. all parties except Sheriff, Chief, Administrative Coordinator, and Committee left the room. Per Cindy Loken, **MOTION** at 11:43 a.m. to adjourn was made by Loken/Davis. ROLL CALL vote was unanimously in favor. Meeting adjourned.

Submitted by Deputy Sheriff Shirli Suchomel, Acting Secretary

These minutes are not yet approved by Public Safety & Judiciary Committee (06/14/07)

**ADAMS COUNTY PUBLIC WORKS COMMITTEE
WEDNESDAY, JUNE 13, 2007
LANDFILL OFFICE
1420 HWY 21, FRIENDSHIP, WI 53934**

MEMBERS PRESENT: *Larry Babcock, Chairperson*
Dean Morgan, Vice-Chairperson
David Renner, Secretary
Florence Johnson

MEMBERS EXCUSED: *Robert Dixon*

OTHERS PRESENT: *Myrna Diemert, Solid Waste Director*
Barb Morgan

CALL MEETING TO ORDER: The Meeting of the Adams County Public Works Committee was called to order by Chairperson, Larry Babcock, at 7:04 P.M., on Wednesday, June 13, 2007.

WAS THE MEETING PROPERLY ANNOUNCED? YES

ROLL CALL: BABCOCK, MORGAN, RENNER, JOHNSON. Dixon is excused.

APPROVAL OF AGENDA: *Motion by Renner, second by Morgan, to approve the Agenda as presented. All in favor. Motion carried.*

APPROVAL OF OPEN SESSION MINUTES OF MAY 9, 2007: *Motion by Johnson, second by Renner, to approve the Open Session minutes as printed for May 9, 2007. All in favor. Motion carried.*

PUBLIC PARTICIPATION ON AGENDA ITEMS: There was no public participation.

COMMUNICATIONS/CORRESPONDENCE/OTHER BUSINESS: Ms. Diemert presented a report from Dr. Rawlings, UW Platteville, showing the radar aging study of the soils on our property.

There were no other communications, correspondence, or other business to bring before the Committee.

FINANCIAL REPORT: Ms. Diemert presented and reviewed the May 2007 Financial Report, and three Friday Checks for discussion and approval. *Motion by Morgan, second by Johnson, to approve the May 2007 Financial Report and three Friday checks as presented. All in favor. Motion carried.*

SITE REPORT: Ms. Diemert handed out and reviewed copies of the Site Report dated June 13, 2007 (see attached copy) and discussion was held. *Motion by Renner, second by Johnson, to approve the Site Report as presented. All in favor. Motion carried.*

APPROVAL OF ANY TRAININGS OR CONFERENCES: **Ms. Diemert had no new training requests to present.**

REI GRANT PARTNER AGREEMENT(S): **Ms. Diemert had no new REI Grant agreement to present to the Committee.**

RESOLUTION TO REPLACE HVAC SYSTEM: **Ms. Diemert presented a resolution to take \$35,000 out of the General Fund for the replacement of the furnace, air conditioner, and installing a proper ventilation**

system in the shop area. Discussion was held. She stated that the resolution had been forwarded to the Administrative Coordinator for review. Motion by Johnson, second by Babcock, to approve the resolution pending review, approval, and recommendation by the Administrative Coordinator. We will try to bring this to County Board in July. All in favor. Motion carried. Committee members then signed the resolution.

VOUCHERS: Ms. Diemert presented the vouchers & voucher list to the Committee for review. Discussion was held. Motion by Morgan, second by Renner, to approve the vouchers and forward on to Finance. All in favor. Motion carried. Committee members then signed the voucher list.

IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS: Ms. Diemert stated that she would present the proposed updated job description for the SW Secretary to the Committee at the next meeting. She stated that she would also have the Administrative Coordinator review it prior to that time.

NEXT MEETING DATE AND ADJOURN: The next regular monthly meeting will be held on Wednesday, July 11, 2007 at 7:00 P.M. at the Solid Waste Department. *Motion by Renner, second by Morgan, to adjourn until the next meeting. All in favor. Motion carried.*

Meeting adjourned at 8:12 P.M.

Respectfully submitted,

David Renner, Secretary

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE

SITE REPORT
JUNE 13, 2007
SOLID WASTE DEPARTMENT

TIPPAGE REPORT: 3,523,520 lbs of garbage were brought in which is the second highest amount ever brought into the landfill for May.

There were 69 new over-the-scale customers during the month and is typical for this time of year. (Minimum of \$4,140 annual revenues if these new customers use the facility one time per month with minimum weight). Since April 1, 1998 we have had 3,722 new customers over the scale.

MEETINGS/SEMINARS/TRAININGS/CONFERENCES: Attended the Health Insurance Committee meeting on May 22nd and June 5th.

Attended County Board on May 15th at 6:00 PM and will also attend the June 19th meeting.

Attended the WCSWMA Executive Board meeting on Friday, May 17th in Mosinee.

Attended the Landfill Advisory Committee on Monday, May 21st at 7:00 PM at the Strongs Prairie Town Hall.

Attended the Department Head meeting on May 24th and will attend the June 28th meeting.

Met with Executive Committee & Union on June 11th regarding a grievance. We will present an updated job description for approval during the next negotiating session.

Will attend a regional meeting with Juneau, Monroe, and Vernon Counties on June 20th. Was asked to give a presentation on the value of public sector landfill systems and programs. Committee members are encouraged to attend.

Attended other various meetings through the month.

SITE/EQUIPMENT IMPROVEMENTS: Normal maintenance and repairs were performed during the month.

INSPECTIONS: No inspections were done during May.

LOSS CONTROL/SAFETY/STAFF ISSUES: Performed various daily office management and personnel duties including accident reports for minor injuries to employees. There were no other major injuries reported.

The monthly Hazardous Waste inspection was completed as required.

Arranged for the annual leachate line jetting as required by the DNR. This was performed on June 6, 2007.

Arranged for the annual inspection & maintenance on the submersible leachate pump that will be done June 19th.

Arranged for one employee to have a pre-employment drug test. Arranged for another to have random CDL drug testing.

Met with other Departments regarding holding a Pharmaceutical Clean-Sweep on September 25th. This may be held in conjunction with the Hazardous Waste Clean-Sweep in the future if possible.

Wrote a letter to a property owner notifying them that their dog bit one of our employees. Loss control officer followed up with notifying Sheriff's Department and filling out an incident report.

Working with DOT and renter regarding irrigation equipment in the road right-of-way.

Completed and submitted the Application for Eligibility to Receive Federal Surplus Property as required.

Requested a letter from the Grand Marsh Bank updating our Letter of Credit with the DNR.

Wrote several letters, responded by telephone and email to customers using black bags and/or having questions.

Received notification by the DNR of the new requirements for DNR inspections and landfill-banned recyclables. This new inspection process is one of the reasons we had to implement our "get-tough" program on clear bags and recycling.

No other significant loss control/safety issues were seen this month.

***See Site Improvements section for more Loss Control/Safety Issues**

INDUSTRIAL PARK: Regular weekly maintenance continues on the wellhouse pumping system and no problems or defects were identified during these weekly inspections. The quarterly sprinkler system inspection was performed on May 1, 2007. No problems were encountered.

Arranged for the wellhouse pond pumping & cleaning on May 31st. 500,000 gallons of water is pumped out and the sludge & debris removed. This keeps the pump screens clear and unplugged.

Furnished the annual inspection DNR report to Terrace Homes' insurance agent.

Also arranged for the grass cutting at the wellhouse & median areas.

ADMINISTRATIVE PROJECTS: During the month of May/June the Director performed the following duties: Arranged shipments of tires, baled recyclables, tin, fluorescent light bulbs, corrugated, appliances, and scrap metals as needed.

Continued to coordinate new curbside and residential route customer orders. We had 34 new customers since the last report that adds \$8,859.00 in annual revenues to the department. Many other inquiries and order changes have been received. Ordered containers, dumpsters, signs & labels for business/residential customers as new customers sign up for the program. Was able to purchase multiple containers at ½ price from Eagle Waste Services. A back-haul was arranged for delivery also saving money.

The Appliance & Tire Round-up was held on Saturday, June 9th. 54 customers were served during the event—some with large semis and trailers full of tires and/or appliances. We brought in 740 lbs of scrap metals, 1740 lbs of garbage, 9.99 tons of tires, and 61 appliances.

Assisted the Town of Rome with re-designing their drop-off site to become more efficient. Foreman also inspected their loader and gave recommendations.

Assisted Eau Claire County in disposing of glass from a private customer in their county.

Submitted a proposal for an extension to City of Adams contract for garbage and recycling collection. The City chose to select the 3 year extension option.

Met with Jan McCarren on placement of a new Experience Works (Green Thumb) participant. He is being trained to assist with Saturday coverage of the desk.

Assisted Jackson Township with producing a handout to assist with recycling at their Lake's Association meeting.

Assisted Dr. Elmo Rawlings, UW Platteville, and a group of scientists with obtaining information and borings on soils on landfill property as part of a grant to determine the age of soils in Wisconsin. Sand dunes and old lake beds could be tested by radar and dated back 20,000 years.

Met with marketing vendors, placed ads regarding various advertisements around the county.

Submitted monthly recycling report to the City of Adams as required.

Furnished hours for W-2, Probation, Parole & Huber workers and coordinated new placements.

LANDFILL CONSTRUCTION: No new construction was performed.

**ADAMS COUNTY PUBLIC WORKS COMMITTEE
THURSDAY, JUNE 14, 2007, AT 9:00 A.M.
HIGHWAY DEPARTMENT CONFERENCE ROOM
1342 COUNTY ROAD "F", ADAMS, WI**

MEMBERS PRESENT: *Larry Babcock, Chairperson*
 Dean Morgan, Vice-Chairperson
 David Renner, Secretary
 Florence Johnson

OTHERS PRESENT: *Ronald Chamberlain ~ Highway Commissioner*
 Betty Kahl, Cary Shaffer, David Foss and Barbara Morgan

MEMBER ABSENT: *Robert Dixon ~ Excused*

CALL MEETING TO ORDER: The Meeting of the Adams County Public Works Committee was called to order by Chairperson – Larry Babcock at 9:00 A.M., on Thursday, June 14, 2007.

WAS THE MEETING PROPERLY ANNOUNCED? YES

ROLL CALL: BABCOCK, MORGAN, RENNER AND JOHNSON. MEMBER ABSENT: DIXON ~ EXCUSED

APPROVAL OF AGENDA: *Motion by Renner to approve the Agenda as presented, second by Morgan. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

APPROVAL OF MINUTES OF LAST MEETING (MAY 3, 2007): *Motion by Morgan to approve the Minutes as printed of the Adams County Public Works Committee Meeting for May 3, 2007, second by Renner. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

PUBLIC PARTICIPATION ON AGENDA ITEMS: Public Participation was requested for the following Agenda item:

- CTH "A" STORM WATER CONCERNS ~ FOSS
- ILLEGAL DRIVEWAY ACCESS ~ CTH "Z" ~ SHAFFER
- ILLEGAL DRIVEWAY ACCESS ~ CTH "C" ~ KAHL

CTH "A" STORM WATER CONCERNS ~ FOSS: *Motion by Johnson to recommend Land Conservation Department and Planning & Development Committee address Mr. Foss's erosion concerns on County Road "A", second by Renner. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

ILLEGAL DRIVEWAY ACCESS – CTH "Z" - SHAFFER: *Motion by Renner to grant a driveway access permit to Cary Shaffer for a driveway on County Road "Z", for the standard fee of \$35.00, second by Johnson. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

ADAMS COUNTY PUBLIC WORKS COMMITTEE MEETING
JUNE 14, 2007 ~ 9:00 A.M.

ILLEGAL DRIVEWAY ACCESS – CTH “C” – KAHL: *Motion by Johnson to grant a driveway access permit to Elizabeth Kahl for the standard fee of \$35.00 and to grant an exception to the Driveway Ordinance and to allow the driveway access to be installed on County Road “C”, second by Morgan. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

CTH “O” ~ ATV ROUTE TRAIL (STATE ROAD 13 TO ROME TOWN LINE): The Public Works Committee reviewed and considered a request from Supervisor Repinski for on pavement only operation of ATV’s along County Road “O” and the Adams County Parks Director’s June 12, 2007 Memo regarding the County Road “O” ATV Trail/Route. *Motion by Morgan to leave the ATV Trail/Route in present location, for safety reasons, second by Renner. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED. (JUNE 12, 2007 MEMO ATTACHED TO MINUTES)*

OXFORD PIT ~ FUTURE USAGE: Town Board and residents were contacted concerning the Oxford Pit future usage, consideration was given to their desires. *Motion by Morgan to investigate grant possibilities for an ATV Park, second by Renner. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

CTH “Z” (CTH F TO STH 82) PEDESTRIAN CROSSING CASTLE ROCK PARK: After reviewing, consideration was given to the Parks Department recommendation of a pedestrian crosswalk with warning lights on County Road “Z” by the Castle Road Park. *Motion by Renner to approve recommendation 3.2 of the SEH Pedestrian Crossing Technical Memo dated May 2007, without the in pavement lighting, second by Babcock. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

MOTION BY JOHNSON TO DEVIATE FROM THE AGENDA TO ADDRESS ITEM #26) REVIEW & ACT ON ULTRA THIN OVERLAY BIDS, SECOND BY RENNER. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.

REVIEW & ACT ON ULTRA THIN OVERLAY BIDS: The following bids were received for the Ultra Thin Overlay:

CTH F CTH Z to STH 13

| Bid Item | <u>D.L. Gasser Construction</u> | | | <u>Northeast Asphalt</u> | | |
|-----------------------------|---------------------------------|--------------------|---------------------|--------------------------|--------------------|---------------------|
| | Quantity | Unit Price | Total Price | Quantity | Unit Price | Total Price |
| Asphalt (Wedging & Overlay) | 12,500 ton | \$50.08 | \$260,416.00 | 12,500 ton | \$63.40 | \$329,680.00 |
| Asphalt Tack Coat | Incidental | Incidental | Incidental | Incidental | Incidental | Incidental |
| Asphalt Grinding | 305 sq yds | \$5.22 | \$1,827.00 | 305 sq yds | \$13.80 | \$4,830.00 |
| | | Grand Total | \$262,243.00 | | Grand Total | \$334,510.00 |

CTH N CTH J to STH 21

| Bid Item | <u>D.L. Gasser Construction</u> | | | <u>Northeast Asphalt</u> | | |
|-----------------------------|---------------------------------|--------------------|---------------------|--------------------------|--------------------|---------------------|
| | Quantity | Unit Price | Total Price | Quantity | Unit Price | Total Price |
| Asphalt (Wedging & Overlay) | 3620 ton | \$50.88 | \$184,185.60 | 3620 ton | \$62.85 | \$227,517.00 |
| Asphalt Tack Coat | Incidental | Incidental | Incidental | Incidental | Incidental | Incidental |
| Asphalt Grinding | 500 sq yds | \$5.22 | \$2,610.00 | 500 sq yds | \$11.20 | \$5,600.00 |
| | | Grand Total | \$186,795.60 | | Grand Total | \$233,117.00 |

CTH J CTH Z to Village

| Bid Item | <u>Limits</u> | | | <u>Northeast Asphalt</u> | | |
|-----------------------------|---------------|--------------------|---------------------|--------------------------|--------------------|---------------------|
| | Quantity | Unit Price | Total Price | Quantity | Unit Price | Total Price |
| Asphalt (Wedging & Overlay) | 4650 ton | \$50.58 | \$235,197.00 | 4650 ton | \$62.90 | \$292,485.00 |
| Asphalt Tack Coat | Incidental | Incidental | Incidental | Incidental | Incidental | Incidental |
| Asphalt Grinding | 1110 sq yds | \$5.22 | \$5,794.20 | 1110 sq yds | \$5.85 | \$6,493.50 |
| | | Grand Total | \$240,991.20 | | Grand Total | \$298,978.50 |

ADAMS COUNTY PUBLIC WORKS COMMITTEE MEETING

JUNE 14, 2007 ~ 9:00 A.M.

Motion by Morgan to award the County Road "F", County Road "J" and County Road "N" ultra thin overlay bid to D.L. Gasser for the amount of \$690,029.80, second by Renner. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.

MOTION BY RENNER TO RETURN TO THE ORIGINAL AGENDA, SECOND BY JOHNSON. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.

REVIEW & ACT ON FIREWOOD FOR SALE BIDS: The following bids were received for the Firewood for Sale:

Burt Collins PULPWOOD, Logging and Firewood, LLC \$420.00

Mike Fenner \$126.69

Motion by Morgan to award the Firewood for sale bid to Burt Collins for an amount of \$420.00, second by Renner. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.

CTH "J" COOPERATIVE AGREEMENT: *Motion by Renner to approve the final version of the CTH "J" Cooperative Agreement as presented, second by Babcock. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED. (AGREEMENT ATTACHED TO MINUTES).*

CTH "J" REAL ESTATE ACQUISITION APPROVALS: *Motion by Morgan to approve the CTH "J" Real Estate acquisition appraisals as presented for: Thomas & Dianna Steigerwald, Andrew & Vicki Kolff, Edward & Angeline Baron, Douglas Jensen and David & Sandra Roberts, second by Babcock. ROLL CALL VOTE: Babcock ~ YES, Johnson ~ YES, Morgan ~ YES, Renner ~ ABSTAINED, Dixon ~ ABSENT-EXCUSED. MOTION CARRIED.*

LIVING SNOW FENCE: *Motion by Renner to postpone the Living Snow Fence discussion/decision until the July 2007 meeting, second by Babcock. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

INDIAN RESERVATION ROADS: *Motion by Renner to proceed with Attorney Hazelbaker's recommendation dated June 9, 2007 concerning the Indian Reservation Roads, second by Morgan. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

(CERTIFICATION AS TO STATUS OF INDIAN RESERVATION ROADS RECOMMENDATION ATTACHED TO MINUTES)

WETLAND BANK: NO DISCUSSION / NO ACTION TAKEN ~ POSTPONE PENDING FURTHER INFORMATION.

CTH "Z" (CTH F TO STH 82) HAZARDOUS MATERIALS PHASE II: *Motion by Morgan to proceed with CTH "Z" (CTH "F" to STH 82) Hazardous Materials Phase II Environmental for a price of \$9,422.69, second by Babcock. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

BIG FLATS CULVERT AID: *Motion by Johnson to approve the Culvert Aid payment due to the Town of Big Flats for the amount of \$5,900.56, second by Babcock.*

**ADAMS COUNTY PUBLIC WORKS COMMITTEE MEETING
JUNE 14, 2007 ~ 9:00 A.M.**

VOICE VOTE, ALL IN FAVOR. MOTION CARRIED. The County will reimburse this amount to the Highway Department in the 2008 budget period.

RADIO TOWER: *Motion by Renner to allow Highway Funds to be allocated to start the bid process for the Radio Tower, not to exceed \$10,000.00 and any Highway Funds that are spent must be reimbursed by sales tax revenue, general fund or contingency fund, second by Johnson. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

EMERGENCY GENERATOR: Briefly discussed the need for an emergency generator. Highway Commissioner will compile costs and report back to the Public Works Committee.

EMPLOYEE CONTINUING EDUCATION: Briefly discussed employees' continuing education. Highway Commissioner will report back to the Public Works Committee concerning suggested guidelines, including payback provisions.

REVIEW & ACT ON UNION POSTINGS: *Motion by Johnson to approve the Union Postings: SWEEPER #185 ~ no signatures and TRI-AXLE TRUCK #159 ~ no signatures, second by Babcock. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

REVIEW & ACT ON STATE D.O.T. DISCRETIONARY MAINTENANCE AGREEMENT (DMA) BRIDGE MAINTENANCE: *Motion by Renner to approve the State D.O.T. Discretionary Maintenance Agreement ~ Bridge Maintenance Materials for 2007 in the amount of \$2,300.00, second by Morgan. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

REPORT ON HIGHWAY DEPARTMENT OPERATIONS:

- Crackfilling State Road 82, still in progress
- Seal Coat Surfacing: County Road "C" & County Road "G" (STH 82 to Brooks) ~ DONE
- Paving County Road "A" (CTH "B" to CTH "G"), in progress
- Seal Coat Surfacing in Portage County was completed
- Salt Sand pad week of June 18th being paved
- Culverts: County Road "F" & County Road "J", week of June 18th, in prep for overlays
- Started Painting on State Contracts

Motion by Morgan to approve the Highway Department Operations Report as presented, second by Renner. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.

FINANCIAL REPORT: *Motion by Renner to approve the May 2007 Financial Report as audited, second by Babcock. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

PAYROLL & VOUCHERS: The Highway Department payroll and vouchers were presented to the Committee for review. *Motion by Morgan to approve all payrolls and vouchers as audited, second by Johnson. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*
Committee members signed the voucher summary lists.

**ADAMS COUNTY PUBLIC WORKS COMMITTEE MEETING
JUNE 14, 2007 ~ 9:00 A.M.**

IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS: NONE

ADJOURNMENT AND NEXT MEETING DATE: *Motion by Johnson, second by Renner, to adjourn until the next scheduled meeting for the Highway Department on , Thursday, July 12, 2007 at 9:00 A.M. at the Highway Department Conference Room. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

Meeting adjourned at 12:25 P.M.

Respectfully submitted,

David Renner, Secretary

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE

Resource & Recreation Committee
Minutes of Meeting
June 7, 2007 @ 10:00 AM
Adams County Community Center
569 N. Cedar Street, Room 103
Adams, WI 53910

1. **Call to Order:** Meeting was called to order by Chairman Repinski at 10:00 AM, in Room 103, Adams County Community Center.
2. **Properly announced:** Yes
3. **Roll Call:** Roll call was taken by Felts-Podoll; Neuenfeldt, Dehmlow, Licitar, Ward and Repinski present. Staff present: Don Genrich, Agriculture Agent and Edie Felts-Podoll Department Head/Family Living Agent. Jennifer Swensen, 4-H/Youth Development Agent was excused due to illness.
4. **Agenda Approval:** Motion by Dehmlow and Second by Ward to approve the agenda as presented. Motion carried.
5. **Approve Minutes:** Motion by Ward Second by Licitar to accept minutes of the Resource & Recreation Committee of May 3, 2007 as presented. Motion carried.
6. **Public Participation:** None
7. **Communications:** None
8. **Items for Action or Discussion**
 - a) Vouchers/Expenditures from May 2007: Motion by Ward and Second by Neuenfeldt to approve the vouchers for 2007 budget as presented and send to Finance Committee. Motion carried.
 - b) Review and Place on File Monthly Reports of Jennifer Swensen, Donald Genrich and Edie Felts-Podoll: Motion by Ward Second by Dehmlow to place monthly reports on file. Motion carried.
 - c) Approve Calendars of Jennifer Swensen, Donald Genrich and Edie Felts-Podoll: Motion by Ward Second by Neuenfeldt to approve calendars of staff. Motion carried.
 - d) Support Staff Job Descriptions to June 11th Executive Committee –Clerk-Typist and Receptionist/Bookkeeping positions will be reviewed at June 11th Executive Committee.
 - e) Part-Time Clerical Position – Introduction – Laura Ankele was introduced to the committee.
 - f) Community Center Action Plan Update – Plans will be reviewed at the Executive Committee meeting on June 11th.
 - g) Out-of-State Travel Request to Minneapolis, September 17th – 20th, funding from non-County dollars – Motion by Ward Second by Licitar to take resolution to County Board on out-of-state travel to NEAFCS (National Extension Association of Family & Consumer Sciences) conference September 17th – 20th in Minneapolis. Motion Carried.
9. **Resource/Extension Report of Departments**
 - a) Staff Presentation- Jennifer Swensen, “What Is 4-H?” – “What Is 4-H?” was cancelled due to illness. It will be rescheduled at a future date.
10. **Resource/Extension Report of Committee Members**
11. **Set Next Meeting Date** – July 5, 2007 at 10:00 AM and August 2nd at 10:00 AM in Room 103 at the Adams County Community Center.
12. **Agenda Items for Next Meeting:** Clean Sweep Presentation by Don Genrich and “Water issues In Adams County” by Don Genrich.
13. **Adjourn:** Motion by Ward and Second by Licitar to adjourn at 11:20 AM Motion carried.

Minutes taken by Edie Felts-Podoll
Family Living Educator/Department Head
UW-Extension, Adams County

Glenn Licitar, Committee Secretary

These minutes have not been approved by the Resource & Recreation Committee.

Resource & Recreation Committee
Minutes of Meeting
July 5, 2007 @ 10:00 AM
Adams County Community Center
569 N. Cedar Street, Room 103
Adams, WI 53910

1. **Call to Order:** Meeting was called to order by Chairman Repinski at 10:02 AM, in Room 103, Adams County Community Center.
2. **Was the Meeting Properly Announced:** Yes
3. **Roll Call:** Roll call was taken by Felts-Podoll; Neuenfeldt, Dehmlow, Licitar, Ward and Repinski present. Staff present: Don Genrich, Agriculture Agent and Edie Felts-Podoll Department Head/Family Living Agent. Jennifer Swensen, 4-H/Youth Development Agent was excused due to vacation.
4. **Agenda Approval:** Motion by Dehmlow and Second by Neuenfeldt to approve the agenda as presented. Motion carried.
5. **Approve Minutes:** Motion by Neuenfeldt Second by Ward to accept minutes of the Resource & Recreation Committee of June 7, 2007 as presented. Motion carried.
6. **Public Participation:** None
7. **Communications:** None
8. **Items for Action or Discussion:**
 - h) Vouchers/Expenditures from June 2007: Motion by Licitar and Second by Neuenfeldt to approve the vouchers for 2007 budget as presented and send to Finance Committee. Motion carried.
 - i) Review and Place on File Monthly Reports of Jennifer Swensen, Donald Genrich and Edie Felts-Podoll: Motion by Dehmlow Second by Licitar to place monthly reports on file. Motion carried.
 - j) Approve Calendars of Jennifer Swensen, Donald Genrich and Edie Felts-Podoll: Motion by Ward Second by Neuenfeldt to approve calendars of staff. Motion carried.
 - k) Update Executive Committee –Clerk-Typist and Receptionist/Bookkeeping job description updates were approved by committee. Community Center plans permanently adopted.
 - l) Clean Sweep – Motion by Neuenfeldt Second by Licitar approving Don Genrich to search for Clean Sweep funding for 2008.
9. **Resource/Extension Report of Departments**
 - a) Staff Presentation – Don Genrich “Water Issues in Adams County”
10. **Resource/Extension Report of Committee Members:** None
11. **Set Next Meeting Date:** August 2, 2007 at 10:00 AM and September 6, 2007 at 10:00 AM in Room 103 at the Adams County Community Center.
12. **Agenda Items for Next Meeting:** None
13. **Adjourn:** Motion by Ward and Second by Licitar to adjourn at 11:20 AM Motion carried.

Minutes taken by Edie Felts-Podoll
Family Living Educator/Department Head
UW-Extension, Adams County

Glenn Licitar, Committee Secretary

These minutes have not been approved by the Resource & Recreation Committee.

MINUTES
SCLS BOARD OF TRUSTEES
June 11, 2007 - 12:15 p.m.
SCLS Administration

Present: R. Barden, F. Cherney, R. Curtis, L. Davis-Brown, E. DeSmidt, J. Hanson, J. Healy-Plotkin, M. Howe, T. Iaccarino, R. Keen, N. Myers, N. Nelson, G. Poulson, J. Pugh, L. Schmidt, P. Townsend, J. Wheeler

Also Present: P. Davis, H. Moe, S. Morrill, B. Dimick

Absent: C. McGuire, H. O'Donnell,

Excused: J. Kreten, T. McIlroy, P. Westby,

Call to Order: F. Cherney called the meeting to order at 12:15p.m.

a. Introduction of guests/visitors and new board members: None

b. Changes/additions to the agenda: None

c. Requests to address the board: None

Minutes: The May 14, 2007 minutes were approved.

Bills for Payment/Financial Statements: J. Wheeler moved approval of the bills for payment in the amount of \$76,524.06. J. Hanson seconded. Motion carried.

President's Report: Francis noted the McMillan Library in WI Rapids received a \$25,000 gift for a new fountain. He passed around some photos of the dedication ceremony.

2007 Mid-year budget: L. Davis-Brown moved approval of the mid-year budget on behalf of the Budget/Finance Committee. G. Poulson seconded. Motion carried.

Committee Reports:

Budget & Personnel: The committee will meet July 19th to evaluate the Director position.

System Celebration: J. Wheeler noted the committee decided on the award recipients. Entertainment is needed for a 30 minute interval at the event. If anyone has any ideas, please contact Mark Ibach.

SCLS Foundation Report: L. Davis-Brown provided a handout of the percentage allocation computation from M&I Wealth Management, which to date totals 220,972.44.

Circulation and ILL Statistics: Phyllis checked with other systems to determine if they report similar monthly statistics. The majority of systems don't, although some do provide yearly statistics.

System Director's Report:

The Madison Community Foundation is donating \$25,000 (plus 10% cataloging costs) over two years to 12 Dane County member libraries for the development of special collections. Mark Ibach will be attending the next meeting of the group, which will be focused on PR.

The 2008 LINK budget will go before the Director's council on June 14, 2007. Several SCLS staff will be attending ALA in Washington D.C. at the end of June.

Phyllis and Stef met with Natalie Walleser of the Legislative Audit Bureau. The Bureau is working on a report

regarding "best practices" in public libraries and public library systems.

Stef, Phyllis, Bruce and Brinnan met with Barb Dimick, MPL, and Julie Chase, DCLS, regarding delivery efficiencies and some long range plans. There were also meetings of the Statewide and SCLS Delivery Advisory Committee last month.

Cheryl, Mark and Phyllis will be speaking to the Southwest Library System trustees about strategic planning.

Greg Markle, a current trustee for the Madison Public Library, has agreed to be the Madison Board representative on the SCLS Board.

Stef noted the new membership return due date in September.

Kerri Hilbelink, who is currently a Computer Technician in Automation, has agreed to fill the position of Library Electronic Resources Support Specialist at SCLS Administration. She will begin in July and Automation will be recruiting for her replacement.

There are a couple of SCLS staff that are getting married this month. Amy Gannaway is getting married on June 16th, and Dan Jacobson is getting married June 23rd.

As part of their planning process, WiLS will be holding a focus group and implementing an interesting technique called "scenario planning", which focuses on "what ifs" in the next few years. Stef will represent SCLS.

There were a couple of articles about LINK in the *The Capital Times* in May. Stef passed around the articles. Shawn Brommer, Youth Services and Outreach Coordinator, was also quoted in an article in the paper in an article about social networking.

The Bookalikes service is up and running and is now available to the public. Stef shared the publicity flyer with the board.

At the Dane County Librarians meeting, there was discussion about how SCLS selects and pays for databases. Some libraries wanted to change the formula to base it on collection budgets, rather than operating expenditures. Some libraries want to expand their online databases but other libraries cannot afford to pay any more than they already do.

At the recent PLAC meeting, they decided to leave the payment formula as it is for now, but continue to pursue ways to facilitate the purchase of additional databases for libraries who want to participate. This topic as well as the process we use to select databases will be discussed at the next Reference committee meeting.

Information Sharing:

G. Poulson noted the Sequoya branch has raised \$700,000 toward their new building.

R. Curtis noted Library Legislative Day will be held 1/22/08.

Public Library Advisory Committee (PLAC) Report:

Multitype Advisory Committee (MALC) Report:

LINK Report: Agenda and Minutes for the above committees can be found on the web at: <http://www.scls.info/committees/index.html>

Other Business: None

Meeting adjourned at 12:57 p.m.

H. Moe, Recorder

System Director's Report
June 2007

The summer library programs in our member libraries are really taking off as I write this in mid-June. The theme for 2007 is "Get a Clue@Your Library," and all participating libraries have a full schedule of events, performers and activities for several age groups. I don't know all that is going on, but the magic of electronic communications lets me get some glimpses.

The most recent Vesper library board minutes noted that 56 children had registered for the summer reading program and there were still several days before the registration deadline. Their first program was an outdoor movie with a Harry Potter Theory night, and a game night to follow later this summer. (The total population of Vesper is less than 600.)

The Madison Public Library online newsletter mentioned that 3,000 kids signed up for the Summer Library Program in the first week of registration.

Monona had a low-key Mystery Family Read on June 16, a drop-in program where participants received a bookmark, picked out books and sat together in any area of the library to read. At the end of the program the children checked out, recorded the time they spent reading, and collected a prize. A Junior Volunteer was there throughout the day to help them as well. Karen Wendt, Children's and Young Adult Coordinator, brought face paints from home and gave each interested child a face paint design. About 26 children recorded reading between 11 am and 4 pm. They also have a dry erase board at the children's reference desk and about once a week a junior volunteer writes a message in a secret code for children to work on. This week Patrick wrote in Morse Code "Get a Clue at Your Library."

And the brave and creative staff at the Verona Public Library kicked off their program by having 104 people come to a "sleepover" in the library, 65 kids and 39 parents/adults. Stacey Burkart, Head of Children's Services, posted this report on the SCLS-kidslit mailing list.

"We started off at 7 p.m. by giving away door prizes, including the sleeping rights to the castle in the kids room. Every child got a door prize and then we set them free to do activities. We had a scavenger hunt, crafts, and we did the Crime Caper mystery game. After an hour, we showed a movie on our big screen, after which we read bedtime stories and turned out the lights at 11pm. Incredibly, there was hardly a peep out of anyone after the lights went out."

"The kids loved the scavenger hunt, but the mystery game was a little

hard for some. Many were happy just to curl up in their sleeping bags and read as the night wore on. We had juice, milk, donuts, and fruit available for breakfast from 6:30-7:30, and then people went home." "I spent about \$75 which was mainly on food (we also had pretzels during the movie) and glow sticks (prizes for the scavenger hunt). If we did it again, I might consider a potluck breakfast to keep the costs down. But 12+ hours of fun for less than a dollar a person seems pretty good to me." "Tiffany Thiede, our new children's librarian, was a great sport for agreeing to sleepover her first full week of work. I also had another staff member volunteer to stay over and several of our pages came to be suspects in the mystery game. All in all, it was great event and could hardly have gone any better. Lots of the parents asked if we would do it again next year. One little girl said "This is the best day of my entire life!"

Where else could a little girl get such a memorable experience for less than a dollar? And who demonstrates more creativity, energy and caring than the children's services staff in our public libraries? Electronic communications this week also included two job ads for part-time children's services positions in our member libraries. One listed the pay range at \$8-\$10 and the other at \$11.15. While I know our libraries do the best they can on the budgets they have, and some of our libraries can and do pay higher wages, we need to do better. What our children's librarians do to support early literacy is incredibly important. We need to find ways to attract and retain the best and brightest for this work and give them the tools and resources they need to continue successful summer reading programs.

We can't directly affect wages, but this year, for the first time, we can offer some dollars from a new source to enhance the Summer Library Program. The SCLS Foundation, through a gift from Judith and Dr. Gordon Faulkner, is beginning what we hope will be a long tradition of getting more resources for the literacy and children's programs in our member libraries.

And now I'm off to ALA, so I'll see you on July 9!
Phyllis

SOUTH CENTRAL LIBRARY SYSTEM

Circulation and ILL Statistics

May 2007

| | *2006 Population | 2006 Circulation | **2006 Collection | 2006 Annual Expenditures | Same Mo. 2006 Circ. | Current Mo. Circ. | Mo. ILL Borrowed | Mo. ILL Loaned | YTD Circ. 2007 |
|------------------|---------------------|---------------------|----------------------|-----------------------------|------------------------|----------------------|---------------------|-------------------|-------------------|
| ADAMS | | | | | | | | | |
| Adams Cty | 18,473 | 92,724 | 31,570 | 322,244 | 7,789 | 6,926 | 2,647 | 2,945 | 38,130 |
| Rome | 3,051 | 26,357 | 17,801 | 121,418 | 2,148 | 1,997 | 61 | - | 9,409 |
| TOTAL | 21,524 | 119,081 | 49,371 | 443,662 | 9,937 | 8,923 | 2,708 | 2,945 | 47,539 |
| COLUMBIA | | | | | | | | | |
| Cambria | 771 | 24,609 | 8,333 | 95,800 | 1,826 | 1,838 | 878 | 650 | 9,082 |
| Columbus | 4,824 | 95,669 | 42,957 | 315,517 | 7,669 | 7,252 | 2,025 | 3,769 | 37,183 |
| Lodi | 2,989 | 99,455 | 29,850 | 238,269 | 7,496 | 7,415 | 2,623 | 2,344 | 39,171 |
| Pardeeville | 2,085 | 42,983 | 25,054 | 125,674 | 3,151 | 3,127 | 1,316 | 1,826 | 18,331 |
| Portage | 9,963 | 226,960 | 68,920 | 505,855 | 17,979 | 17,134 | 5,708 | 4,589 | 91,973 |
| Poynette | 2,509 | 55,583 | 20,175 | 119,417 | 4,558 | 4,538 | 1,656 | 1,816 | 23,979 |
| Rio | 986 | 35,018 | 25,765 | 116,585 | 2,726 | 2,726 | 219 | 537 | 2,883 |
| Wis. Dells | 5,184 | 82,192 | 39,542 | 309,563 | 6,842 | 7,327 | 3,210 | 2,507 | 37,336 |
| Wycocena | 719 | 3,665 | 7,214 | 58,724 | 219 | 537 | 204 | 578 | 2,380 |
| Other Cty | 27,599 | | | | | | | | |
| TOTAL | 57,629 | 666,134 | 267,810 | 1,885,404 | 52,466 | 49,168 | 17,620 | 18,079 | 262,318 |
| DANE | | | | | | | | | |
| Belleville | 2,160 | 69,984 | 29,934 | 199,850 | 5,427 | 5,182 | 1,710 | 3,148 | 27,375 |
| Black Earth | 1,331 | 41,468 | 20,835 | 108,276 | 3,274 | 3,179 | 1,114 | 1,872 | 17,281 |
| Cambridge | 1,247 | 55,568 | 24,270 | 151,433 | 4,758 | 4,438 | 1,775 | 1,635 | 23,347 |
| Cross Plains | 3,500 | 84,556 | 38,495 | 314,966 | 6,322 | 7,420 | 1,903 | 3,425 | 37,535 |
| Deerfield | 2,209 | 50,347 | 21,650 | 155,397 | 3,814 | 4,334 | 2,144 | 1,943 | 22,821 |
| DeForest | 8,388 | 362,369 | 80,560 | 644,987 | 27,346 | 28,903 | 7,254 | 8,993 | 149,591 |
| Marshall | 3,676 | 55,123 | 29,980 | 175,222 | 4,326 | 4,130 | 1,732 | 2,632 | 23,153 |
| Mazomanie | 1,578 | 37,037 | 19,338 | 102,861 | 3,117 | 2,988 | 1,459 | 1,635 | 16,250 |
| McFarland | 7,289 | 183,372 | 52,988 | 422,967 | 13,848 | 15,046 | 4,282 | 6,595 | 81,134 |
| Middleton | 16,935 | 672,273 | 98,722 | 1,371,426 | 52,153 | 55,460 | 15,346 | 16,168 | 288,667 |
| Monona | 8,146 | 252,333 | 74,422 | 587,896 | 18,775 | 18,960 | 5,756 | 7,210 | 102,989 |
| Mt. Horeb | 6,609 | 204,199 | 50,254 | 602,963 | 16,964 | 16,809 | 6,441 | 5,177 | 88,967 |
| Oregon | 8,535 | 246,553 | 61,155 | 462,799 | 19,445 | 21,103 | 7,597 | 4,959 | 107,691 |
| Stoughton | 12,755 | 262,792 | 67,880 | 696,865 | 19,275 | 20,020 | 6,662 | 6,196 | 110,798 |
| Sun Prairie | 25,180 | 480,244 | 111,777 | 1,452,694 | 37,878 | 36,065 | 9,021 | 10,032 | 195,206 |
| Verona | 9,846 | 382,635 | 64,782 | 787,739 | 36,161 | 37,276 | 10,108 | 9,081 | 195,289 |
| Waunakee | 10,755 | 241,241 | 73,616 | 551,687 | 19,033 | 17,927 | 4,686 | 6,987 | 96,027 |
| Madison | 223,280 | 4,677,908 | 1,088,751 | 12,093,030 | 388,738 | 376,059 | 64,051 | 40,543 | 1,985,994 |
| DCLS | 111,435 | 171,090 | 49,503 | 3,795,300 | 14,209 | 14,309 | 2,232 | 5,883 | 72,756 |
| TOTAL | 464,854 | 8,531,092 | 2,058,912 | 24,678,358 | 694,863 | 689,608 | 155,273 | 144,114 | 3,642,871 |
| SUB TOTAL | 544,007 | 9,316,307 | 2,376,093 | 27,007,424 | 757,266 | 747,699 | 175,601 | 165,138 | 3,952,728 |

| | *2006 Population | 2006 Circulation | **2006 Collection | 2006 Annual Expenditures | Same Mo. Circ. 2006 | Current Mo. Circ. | Mo. ILL Borrowed | Mo. ILL Loaned | YTD Circ. 2007 |
|--------------------|---------------------|---------------------|----------------------|-----------------------------|------------------------|----------------------|---------------------|-------------------|-------------------|
| GREEN | | | | | | | | | |
| Albany | 2,159 | 37,700 | 14,516 | 47,410 | 2,892 | 3,354 | 172 | - | 17,005 |
| Brodhead | 3,216 | 71,612 | 44,771 | 182,606 | 5,476 | 4,825 | 548 | 3,111 | 17,130 |
| Monroe | 15,290 | 220,866 | 92,697 | 760,752 | 18,416 | 17,100 | 5,494 | 6,160 | 92,021 |
| Monticello | 1,167 | 66,688 | 35,967 | 115,574 | 5,390 | 5,579 | 151 | 0 | 21,721 |
| New Glarus | 2,109 | 77,172 | 28,507 | 241,407 | 5,864 | 5,997 | 2,471 | 3,629 | 33,509 |
| Other City | 11,877 | | | | | | | | |
| TOTAL | 35,818 | 474,038 | 216,458 | 1,347,749 | 38,038 | 36,855 | 8,836 | 12,900 | 181,386 |
| PORTAGE | | | | | | | | | |
| Amherst | 1,043 | 22,052 | 19,891 | 36,018 | 1,198 | 1,189 | 21 | 0 | 4,893 |
| Portage Cty | 68,548 | 463,394 | 181,756 | 1,694,888 | 35,534 | 34,222 | 542 | 67 | 192,530 |
| TOTAL | 69,591 | 485,446 | 201,647 | 1,730,906 | 36,732 | 35,411 | 563 | 67 | 197,423 |
| SAUK | | | | | | | | | |
| Baraboo | 11,505 | 242,695 | 69,571 | 724,520 | 19,480 | 19,490 | 6,746 | 4,855 | 105,612 |
| LaValle | 326 | 4,170 | 5,537 | 17,984 | 307 | 393 | 165 | 227 | 2,188 |
| N. Freedom | 630 | 9,333 | 6,249 | 24,165 | 525 | 1,063 | 165 | 679 | 4,994 |
| Plain | 788 | 31,690 | 12,741 | 100,459 | 2,405 | 2,694 | 1,412 | 1,057 | 14,505 |
| Prairie du Sac | 3,632 | 132,794 | 45,728 | 276,892 | 9,862 | 9,526 | 3,180 | 4,076 | 53,301 |
| Reedsburg | 8,883 | 248,918 | 76,043 | 553,671 | 18,884 | 17,927 | 4,838 | 7,513 | 104,525 |
| Rock Springs | 415 | 9,633 | 7,915 | 33,299 | 989 | 1,014 | 460 | 471 | 4,438 |
| Sauk City | 3,278 | 124,089 | 43,212 | 283,808 | 9,591 | 9,350 | 2,921 | 3,079 | 49,594 |
| Spring Green | 1,505 | 78,624 | 29,474 | 193,547 | 6,295 | 6,629 | 2,483 | 2,180 | 35,512 |
| Other City | 26,258 | | | | | | | | |
| TOTAL | 57,220 | 881,946 | 296,470 | 2,208,345 | 68,338 | 68,086 | 22,370 | 24,137 | 374,669 |
| WOOD | | | | | | | | | |
| Arpin | 822 | 8,664 | 12,880 | 30,491 | no report | no report | | | |
| Marshfield | 21,315 | 407,833 | 145,243 | 1,243,256 | 31,975 | 30,361 | 100 | 58 | 172,303 |
| Nekoosa | 2,629 | 49,573 | 39,462 | 151,658 | 4,016 | 3,169 | 86 | 6 | 18,228 |
| Pittsville | 892 | 31,706 | 17,738 | 59,599 | 2,469 | 2,382 | 24 | - | 11,228 |
| Vesper | 537 | 7,538 | 12,311 | 24,787 | no report | 607 | 36 | - | 2,294 |
| Wis. Rapids | 18,565 | 411,305 | 117,357 | 1,339,476 | 32,520 | 31,475 | 6,856 | 6,805 | 168,204 |
| Other City | 34,707 | | | | | | | | |
| TOTAL | 79,467 | 916,619 | 344,991 | 2,849,267 | 70,980 | 67,994 | 7,102 | 6,869 | 372,257 |
| SUB TOTAL | 242,096 | 2,758,049 | 1,059,566 | 8,136,267 | 214,088 | 208,346 | 38,871 | 43,973 | 1,125,735 |
| GRAND TOTAL | 786,103 | 12,074,356 | 3,435,659 | 35,143,691 | 971,354 | 956,045 | 214,472 | 209,111 | 5,078,463 |

*Based on DOA Official Population Estimates 1/01/06 and includes all those individuals who pay library taxes directly to the indicated community

**Collection includes books, serials, audio, film, video, and other materials such as software, art prints, and toys.

ADAMS COUNTY SURVEYOR'S OFFICE
GREGORY P. RHINEHART, COUNTY SURVEYOR
(608)-339-4226 (608)-339-3808
P.O. BOX 187 -- FRIENDSHIP, WI 53934

ADAMS COUNTY SURVEYOR'S REPORT # 405
July 1 , 2007
Report for the month of June, 2007

Work was done in the Town of New Chester during June on the Corner Maintenance Program. This project is progressing as planned. I anticipate completion in November.

I am continuing with the duties of my office and responding to inquiries from the public and county personnel.

Respectfully
Submitted;

Gregory P. Rhinehart
Adams County Surveyor

ADAMS COUNTY SURVEYOR'S OFFICE
 GREGORY P. RHINEHART, COUNTY SURVEYOR
 P.O. BOX 187, FRIENDSHIP, WI 53934
 (608) 339-4226

SUMMARY OF ACCOUNTS 2007

| <u>RETAINER</u> | | <u>PROJECTS</u> | <u>MISCELLANEOUS</u> |
|-----------------|-------------|-----------------|----------------------|
| | | \$21,900.00 | \$ 500.00 |
| \$3,600.00 | | | |
| JANUARY | 300.00 | | \$ 75.00 |
| Balance | \$3,300.00 | \$21,000.00 | \$325.00 |
| FEBRUARY | 300.00 | | |
| Balance | \$ 3,000.00 | \$ 21,000.00 | \$325.00 |
| MARCH | 300.00 | | |
| Balance | \$2,700.00 | \$ 21,000.00 | \$325.00 |
| APRIL | 300.00 | | |
| Balance | \$ 2,400.00 | \$ 21,000.00 | \$ 325.00 |
| MAY | 300.00 | 8,889.00 | |
| Balance | \$2,100.00 | \$12,111.00 | |
| JUNE | 300.00 | | |
| Balance | \$ 1,800.00 | \$ 12,111.00 | \$ 325.00 |
| JULY | | | |
| Balance | | | |
| AUGUST | | | |
| Balance | | | |
| SEPTEMBER | | | |
| Balance | | | |
| OCTOBER | | | |
| Balance | | | |
| NOVEMBER | | | |
| Balance | | | |
| DECEMBER | | | |
| Balance | | | |
| Grand Total | | | |