

ADAMS COUNTY BOARD OF SUPERVISORS MEETING

Adams County Board Room
September 15, 2015 6:00 p.m.

1. Call to Order by the Chairman
2. Was the meeting properly announced?
3. Moment of Silence
4. Pledge of Allegiance
5. Roll Call
6. Approve Agenda
7. Approval of August 18, 2015 minutes
8. Public participation
9. Announcement of Meetings, Report of Supervisors Claims read by the County Clerk and appoint six (6) Supervisors to approve claims: Wysocky, Allen, Babcock, Borud, Djumadi and Johnson
10. **Claims:** None
11. **Correspondence:** None
12. **Appointments:** None
13. **Unfinished Business:** None
14. **New Business:** None
15. **Reports and Presentations:**
 - A. Miscellaneous:
 - Daric Smith, RIDC
 - ACDoF/County Clerk Report

16. Review Committee Minutes			
Admin & Fin 8/13	H&HS/Vet 8/10	Parks 9/3	Safety 6/4, 8/14
Airport 8/10	Hwy 8/13	P&Z 8/5, 9/2	Solid Waste 8/12
BOA 8/19	Jt Exec/Admin & Fin	Property 8/12, 8/25	Surveyor August 2015
CWCAC 6/24	8/12, 8/17	PS&J 8/12, 8/18	Traffic Safety 5/13
County Board 8/18	Library 7/25		

17. **Resolutions:**

Res. #51: Resolution to approve out-of-state travel and accommodations for the Public Health Officer to Los Angeles, CA from Oct. 26 -30, 2015.

Res. #52: To authorize Cheryl Thompson, Spillman Applications Administrator of the Sheriff's Office, to attend the Spillman User's Conference from September 28 through October 2, 2015 in Salt Lake City, Utah at the Salt Palace Conference Center.

Res. #53: To appoint Mr. Thaddeus Kubisiak to the position of County Manager / Administrative Coordinator for Adams County at a starting salary of \$84,572.88.
18. **Ordinances:**

Ord. #17: Rezone from an A1 Exclusive Agricultural District to an A1-15 Exclusive Agricultural District, two 40 acre parcels, one located in the NW ¼, NE ¼, and the other in the SE ¼, SE ¼, of Section 13, Township 17 North, Range 6 East, Town of Adams, Adams County, Wisconsin

Ord. #18: Rezone a 40 acre parcel from an A1 Exclusive Agricultural District to an R2 Rural Residential District, Property located in the NW ¼, SW ¼, Section 1, Township 17 North, Range 6 East, Town of Adams, Adams County, Wisconsin.
19. **Denials:** None
20. **Petition:** None
21. Approve Claims
22. Approve Per Diem and Mileage
23. Motion for County Clerk to correct errors
24. Set next meeting date(s)
25. Adjournment

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RESOLUTION 59 2015

**RESOLUTION TO APPROVE THE APPOINTMENT OF THADDEUS KUBISIAK
AS THE ADAMS COUNTY MANAGER/ADMINISTRATIVE COORDINATOR**

INTRODUCED BY: Joint Executive/Administrative & Finance Committee

INTENT & SYNOPSIS: To appoint Mr. Thaddeus Kubisiak to the position of County Manager / Administrative Coordinator for Adams County at a starting salary of \$84,572.88.

FISCAL NOTE: None, monies are budgeted for the position in the Department's 2015 budget.

WHEREAS: On September 1, 2015, the County Board interviewed candidates for the position of County Manager / Administrative Coordinator. The Board selected a final candidate; and

WHEREAS: The County Board approved for the Board Chairman and Corporation Counsel to make an offer; and

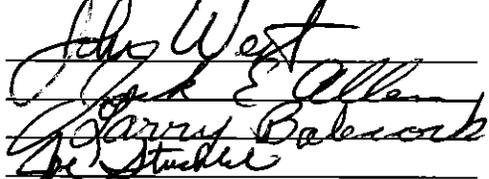
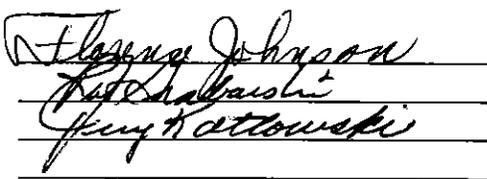
WHEREAS: The County Board approved the terms of Thaddeus Kubisiak's employment offer and recommended adoption by the County Board; and

WHEREAS: Mr. Kubisiak would start on approximately December 7, 2015, with a starting wage of \$84,572.88, with terms per the WIPFLI study; and

WHEREAS: Mr. Kubisiak has agreed to give at least ninety (90) calendar days' written notice prior to resignation or retirement in lieu of thirty (30) calendar days' written notice as required of Department Heads pursuant to Adams County Employment Policy Ch. 7, Sec. 2.01 B.

NOW THEREFORE, BE IT RESOLVED that the Adams County Board of Supervisors approves the appointment of Mr. Thaddeus Kubisiak to the position of County Manager / Administrative Coordinator with a starting salary of \$84,572.88, and that notice of his resignation or retirement shall require at least ninety (90) calendar days' notice.

Recommended for adoption by the Joint Executive/Administrative & Finance Committee this 3rd day of September, 2015.

Adopted _____
Defeated _____ by the Adams County Board of Supervisors this
Tabled _____ 15th day of September, 2015

County Board Chair
 Reviewed by Corporation Counsel

County Clerk
 Reviewed by Interim Administrative Coordinator/Director of Finance

ADAMS COUNTY BOARD OF SUPERVISORS CLOSED SESSION MEETING MINUTES

Adams County Board Room September 1, 2015 8:00 a.m.

Meeting was called to order by Chairman West at 8:01 a.m.
The meeting was properly announced.
There was a moment of silence followed by the pledge of allegiance.

Roll Call of Supervisors: Dist. #01-Mark Hamburg; Dist. #02 Rocky Gilner; Dist. #03-Larry Babcock; Dist. #05-Jerry Kotlowski; Dist. #06-Barb Morgan; Dist. #07-Joseph Stuchlak; Dist. #08-Robin Skala; Dist. #09-Dan Wysocky; Dist. #12-Heidi Roekle; Dist. #13-Florence Johnson; Dist. #15-Jack Allen; Dist. #16-Robert Grabarski; Dist. #18-John West; Dist. #19-Dave Repinski; Dist. #20-Paul Pisellini. Excused: Dist. #04-Larry Borud; Dist. #10-Jake Roseberry; Dist. #11-Robert Eggebrecht; Dist. #17-Lori Djumadi. Vacant: Dist. #14.

Motioned by Kotlowski/Roekle to approve the agenda. Motion carried by unanimous voice vote.

Motioned by Hamburg/Babcock to convene into closed session at 8:02 a.m. for the purpose of considering employment for the position of County Manager. Motion carried by roll call vote, 15 yes, 4 excused, 1 vacant. Excused: Borud, Djumadi, Eggebrecht and Roseberry. Vacant: District #14.

Also present in the closed session, per the discretion of the County Board Supervisors: Ken Wagner, Marcia Kaye, Cindy Phillippi and Karl Nollenberger.

Recess: Motioned by Allen/Hamburg to take a recess at 10:02 a.m. Motion carried by unanimous voice vote.

Reconvene: Closed session meeting called back to order at 10:10 a.m. 15 present, 4 excused, 1 vacant. Excused: Borud, Djumadi, Eggebrecht and Roseberry. Vacant: District #14.

Recess: Motioned by Allen/Hamburg to take a recess at 11:05 a.m. Motion carried by unanimous voice vote.

Reconvene: Closed session meeting called back to order at 11:15 a.m. 15 present, 4 excused, 1 vacant. Excused: Borud, Djumadi, Eggebrecht and Roseberry. Vacant: District #14.

Recess: Motioned by Allen/Roekle to take a recess for lunch at 12:15 p.m. Motion carried by unanimous voice vote.

Reconvene: Closed session meeting called back to order at 1:22 p.m. 15 present, 4 excused, 1 vacant. Excused: Borud, Djumadi, Eggebrecht and Roseberry. Vacant: District #14.

Motioned by Roekle/Repinski to convene back in open session at 1:23 p.m. Motion carried by roll call vote, 15 yes, 4 excused, 1 vacant. Excused: Borud, Djumadi, Eggebrecht and Roseberry. Vacant: District #14.

Motioned by Johnson/Roekle to affirm the decision made in closed session. Motion carried by roll call vote, 15 yes, 4 excused, 1 vacant. Excused: Borud, Djumadi, Eggebrecht and Roseberry. Vacant: District #14.

Next regular County Board meeting date set for: September 15, 2015.

Motioned by Roekle/Pisellini to adjourn the County Board meeting at 1:25 p.m. Motion carried by unanimous voice vote.

Respectfully submitted,



Cindy Phillippi
Adams County Clerk

These minutes have not been approved by the County Board.

CP\ck

AMENDMENT OF ADAMS COUNTY ZONING ORDINANCE

WHEREAS: The Adams County Board of Supervisors adopted the amended Adams County Zoning Ordinance as Ordinance No. 17A-2010 on December 28, 2010, which was effective upon publication on January 12, 2011, and which was approved by the town board of the Town of Adams on November 10, 2011, such approval having been filed with the Adams County Clerk pursuant to section 59.69 of the Wisconsin Statutes; and

WHEREAS: On July 29, 2015, Sammie W. & Marilyn K. Baggs, owners, petitioned the Adams County Board of Supervisors to amend the County Zoning Ordinance to rezone two 40 acre parcels in the Town of Adams, as hereinafter described; and

WHEREAS: A public hearing, with due notice, was conducted on that petition by the Adams County Planning and Zoning Committee on September 2, 2015, and the Adams County Planning and Zoning 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,

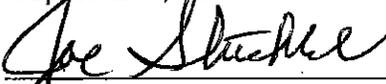
The County Board of Supervisors of the County of Adams does ordain as follows:

Zoning Change. The Adams County Zoning Ordinance, Ordinance No. 17A, 2010, and the corresponding zoning maps are hereby amended to reflect that the following described property be changed from an A1 Exclusive Agricultural District to an A1-15 Exclusive Agricultural District;

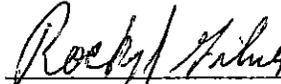
Two 40 acre parcels, one located in the NW ¼, NE ¼, and the other in the SE ¼, SE ¼, of Section 13, Township 17 North, Range 6 East, Town of Adams, Adams County, Wisconsin.

Published in the Times-Reporter, the official newspaper of Adams County, on this _____ day of September, 2015.

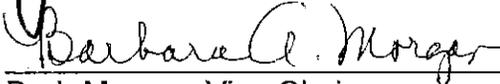
Recommended for enactment by the Adams County Planning and Zoning Committee on this 2nd day of September, 2015.



Joe Stuchlak, Chair



Rocky Gilher



Barb Morgan, Vice Chair



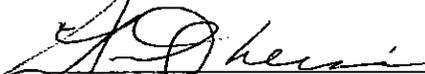
Larry Babcock



Al Sebastiani



Mark Hamburg



Randy Theisen

Enacted _____
Defeated _____ by the Adams County Board of Supervisors
Tabled _____ this _____ day of September, 2015



PLANNING AND ZONING DEPARTMENT

P.O. BOX 187, COURTHOUSE
FRIENDSHIP, WI 53934
PHONE: 608-339-4222
www.co.adams.wi.gov

ADAMS CO PLANNING AND ZONING COMMITTEE
September 2, 2015 – Room A260 -Courthouse
Friendship, WI 53934 – 1:00 P.M.

Sammie W. & Marilyn K. Baggs – Rezoning request of two 40 acre parcels from an A1 Exclusive Agriculture District to an A1-15 Exclusive Agriculture District of the Adams County Comprehensive Zoning Ordinance to allow transfer between family on properties located in the NW ¼, NE ¼, and SE ¼, SE ¼, Section 13, Township 17 North, Range 6 East, Town of Adams, Adams County, Wisconsin.

Appearing for with testimony: Sammie & Marilyn Baggs, owners.

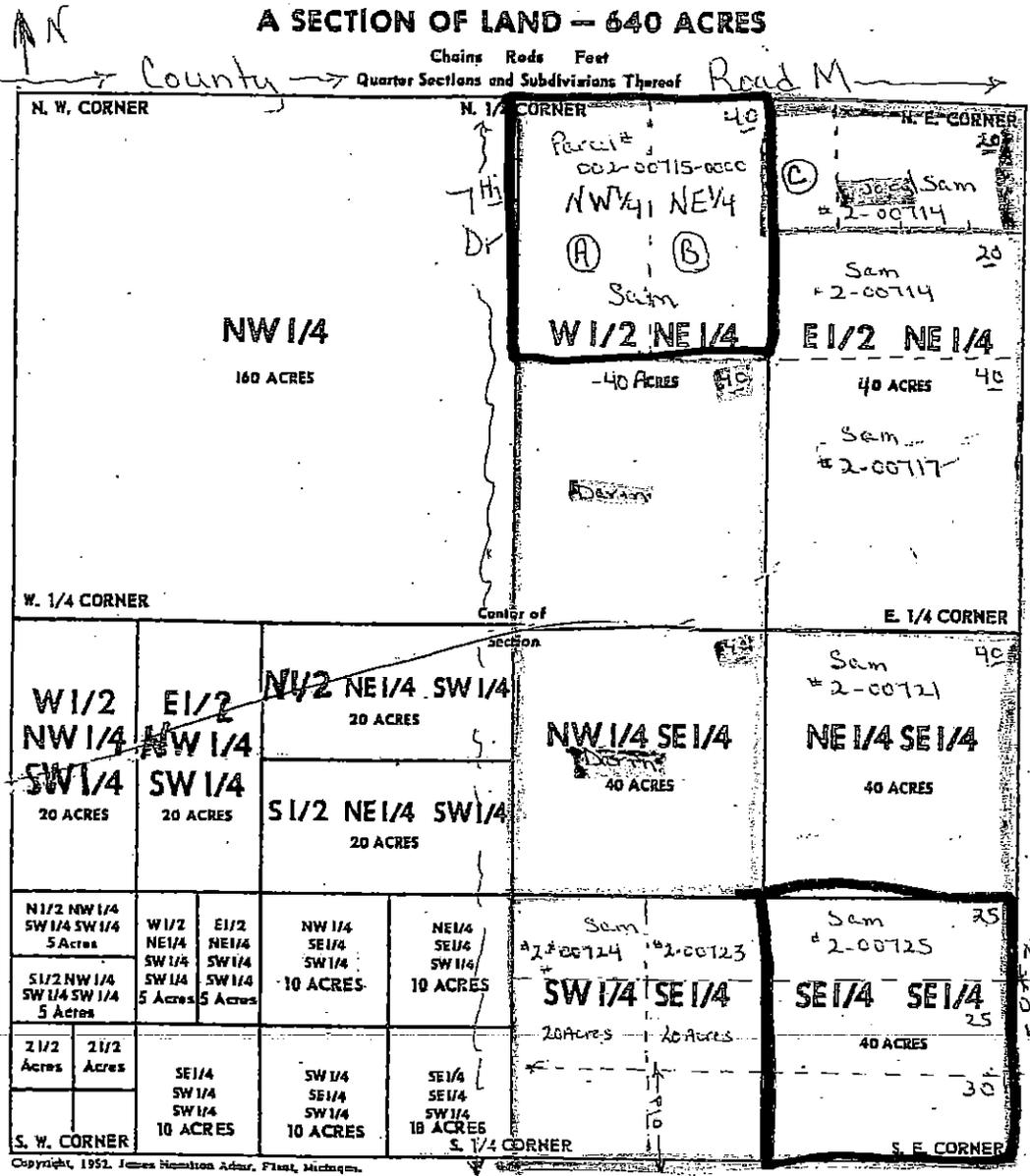
No one appearing against.

Correspondence: Adams Town Board met on July 28, 2015 and had no objections.

Disposition: Barb Morgan made a motion to recommend enactment of the zoning change, on the above-described property, to the County Board for final action. Larry Babcock seconded the motion. Roll Call Vote: 7 -Yes., Motion carried.

A SECTION OF LAND - 640 ACRES

Chains Rods Feet
Quarter Sections and Subdivisions Thereof



Bags - 320 Acres
 Darn - 80
 Sam - 220

New
 Oriented
 10/20/14

Copyright, 1952, James Hamilton Adam, Flint, Michigan.

P8

AMENDMENT OF ADAMS COUNTY ZONING ORDINANCE

WHEREAS: The Adams County Board of Supervisors adopted the amended Adams County Zoning Ordinance as Ordinance No. 17A-2010 on December 28, 2010, which was effective upon publication on January 12, 2011, and which was approved by the town board of the Town of Adams on November 10, 2011, such approval having been filed with the Adams County Clerk pursuant to section 59.69 of the Wisconsin Statutes; and

WHEREAS: On August 12, 2015, Sylvia G. Moses, owner, petitioned the Adams County Board of Supervisors to amend the County Zoning Ordinance to rezone a 40 acre parcel in the Town of Adams, as hereinafter described; and

WHEREAS: A public hearing, with due notice, was conducted on that petition by the Adams County Planning and Zoning Committee on September 2, 2015, and the Adams County Planning and Zoning 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,

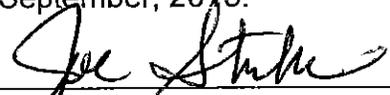
The County Board of Supervisors of the County of Adams does ordain as follows:

Zoning Change. The Adams County Zoning Ordinance, Ordinance No. 17A, 2010, and the corresponding zoning maps are hereby amended to reflect that the following described property be changed from an A1 Exclusive Agricultural District to an R2 Rural Residential District;

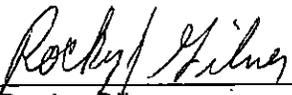
Property located in the NW ¼, SW ¼, Section 1, Township 17 North, Range 6 East, Town of Adams, Adams County, Wisconsin.

Published in the Times-Reporter, the official newspaper of Adams County, on this _____ day of September, 2015.

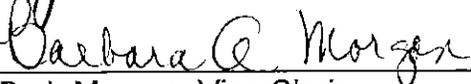
Recommended for enactment by the Adams County Planning and Zoning Committee on this 2nd day of September, 2015.



Joe Stuchlak, Chair



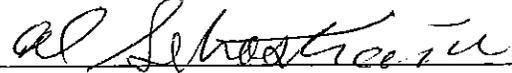
Rocky Gilner



Barb Morgan, Vice Chair



Larry Babcock



Al Sebastiani



Mark Hamburg



Randy Theisen

Enacted _____
Defeated _____ by the Adams County Board of Supervisors
Tabled _____ this _____ day of September, 2015

John West, Board Chair

Cindy Phillippi, County Clerk



PLANNING AND ZONING DEPARTMENT

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ADAMS CO PLANNING AND ZONING COMMITTEE
September 2, 2015 – Room A260 -Courthouse
Friendship, WI 53934 – 1:00 P.M.

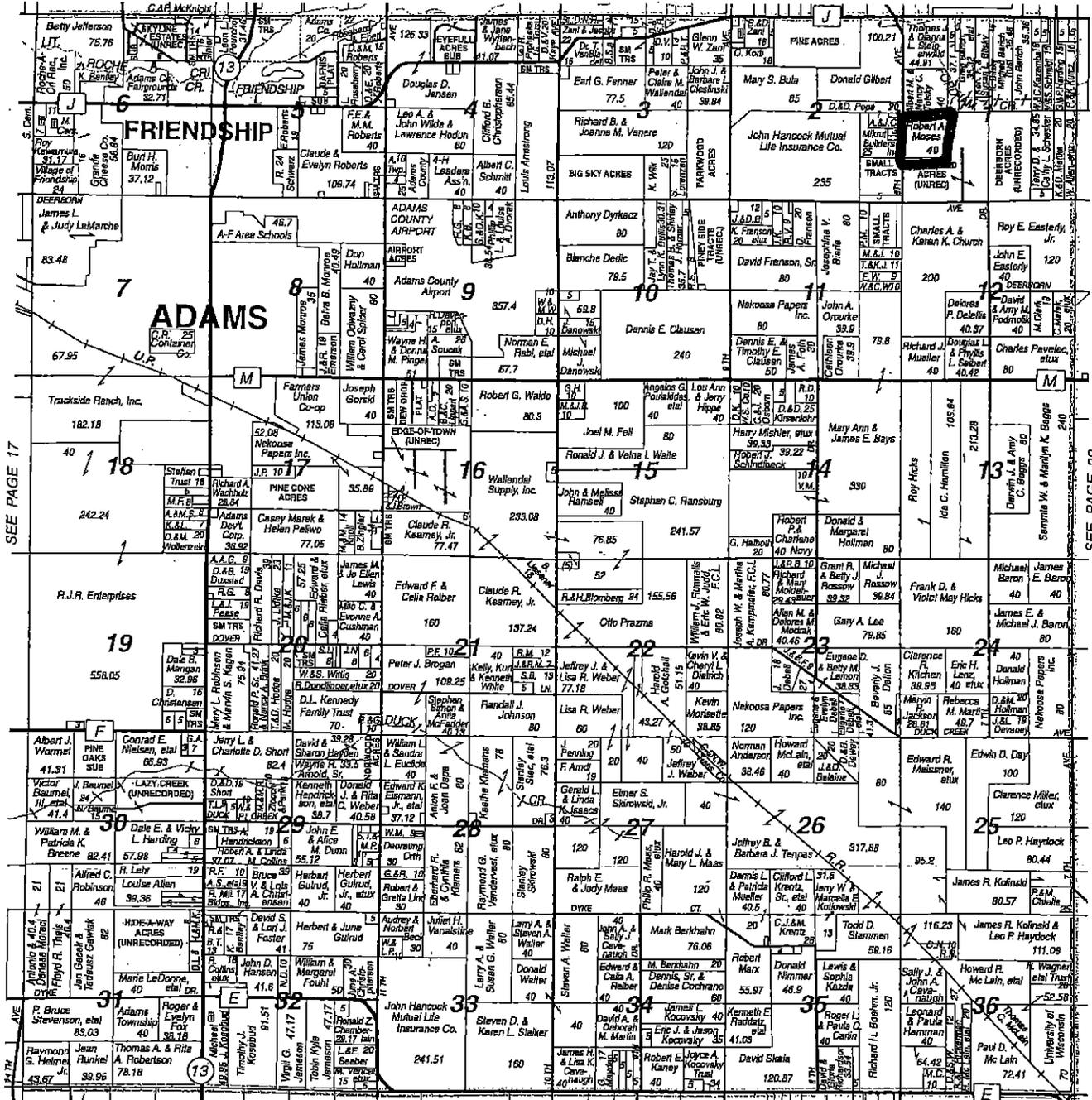
Sylvia G. Moses - Rezoning request of one 40 acre parcel from an A1 Exclusive Agriculture District to a R2 Residential Zoning District to allow property to be divided into four (4) acre parcels and four (6) acre parcels for single family dwellings located in the NW ¼, SW ¼, Section 1, Township 17 North, Range 6 East, Town of Adams, Adams County, Wisconsin.

Appearing for with testimony: Jack Akers of Secluded Land Company represented the Moses estate.

Appearing against: Brenda Keckeisen, Gerald Freuyn, Theresa Hunneshagen and Keith Simpson.

Correspondence: Adams Town Board met on August 25, 2015 and had no objections. Letter from Randall Simpson vehemently opposing the rezone. Phone notification from Paul Reedy and Paul Boyle against the rezone.

Disposition: Mark Hamburg made a motion to recommend enactment of the zoning change, on the above-described property, to the County Board for final action. Larry Babcock seconded the motion. Discussion was held regarding the fact that surrounding properties were mostly residential lots. Roll Call Vote: 6 -Yes. 1 – No.(Gilner) Motion carried.



SEE PAGE 17

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SEE PAGE 14

Adams County, WI

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ADMINISTRATIVE & FINANCE MEETING MINUTES

August 13, 2015 4:00 p.m. Room A160

The meeting was called to order by Vice-Chairman Grabarski at 4:00 p.m. The meeting was properly noticed.

Members present: Grabarski, Kotlowski, Hamburg and Babcock. Excused: West. Also present: Collins, Zander, McGhee, Wollin, Jason Reichoff and Phillippi.

Motioned by Hamburg/Kotlowski to approve the agenda. Motion carried by unanimous voice vote.

Motioned by Babcock/Hamburg to approve the meeting minutes of July 9, 2015. Motion carried by unanimous voice vote.

Present: West present at 4:04 p.m.

West took over as chair at 4:06 p.m.

Public Participation: None

Correspondence: None

Item #8 Discuss and/or act on capital purchases for Solid Waste. Motioned by Kotlowski/Hamburg to take \$43,000 out of the contingency fund as part of \$250,000 project, put into account #600.26.53630.920. This will be paid back by the Solid Waste Department. Motion carried by unanimous voice vote.

Item #9 Discuss and/or act on Health & Human Services' building insulation project costs and funding. Motioned by Hamburg/Kotlowski to take \$15,000 out of the contingency fund and put into 420 fund for phase one of the insulation project. Motion carried by unanimous voice vote.

Item #10 MIS

- a) *Office activities:* Update given. Update was provided on the safety project.
- b) *Financial report:* Motioned by Hamburg/Kotlowski to accept MIS financial report. Motion carried by unanimous voice vote.

Item #11 Treasurer

- a) *Tax deed property update:*
- b) *Financial report:* Motioned by Babcock/Grabarski to approve the Treasurer's financial report as provided. Motion carried by unanimous voice vote.
- c) *Office activities:*

Item #12 County Clerk/ACDoF

- a) *Office activities:*
- b) *Discuss 2016 budget:*

- c) *Update on health insurance rates:* No action taken.
- d) *Discuss and/or act on insurance and wages:* No action taken.
- e) *Discuss and/or act on update of GIS job description:* Motioned by Grabarski/Hamburg to approve the GIS job description. Motion carried by unanimous voice vote.
- f) *Discuss and/or act on pay adjustment ME:* Motioned by Hamburg/Grabarski to approve the retro pay adjustment for the Medical Examiner in the amount of \$4,287.11 from calendar year. Motion carried by unanimous voice vote.
- g) *Update on 2014 audit:* Draft is being worked on. It should be out by Friday.

Upcoming agenda items:

Discuss and/or act on Health & Human Services' building insulation project costs and funding;

Discuss 2016 budget;

Update on health insurance rates;

Discuss and/or act on insurance and wages;

Update on 2014 audit.

Next two meeting dates are September 1st at 2 p.m., and September 14th at 8:30 am.

Motioned by Grabarski/Kotlowski to adjourn at 5:49 p.m. Motion carried by unanimous voice vote.

Respectfully submitted,



Cindy Philippi

Recording Secretary

These minutes have not been approved by the committee.

CP\ck

Adams County Airport Commission
Minutes for the August 10th, 2015 Meeting

Call to Order: Meeting was called to order by Chairman Dave Repinski at 7:00PM.

Roll Call: Present were Dave Repinski, J. Reuterskiold, S. Pollina, M. Bourke,, and Rocky Gilner. Also in attendance was M. Scott, airport manager, and S. Sundsmo, grounds keeper. No audience.

Was the meeting properly announced? Yes

Approve Agenda: Motion by Pollina, Second by Gilner to approve the agenda. All voted aye, motion carried.

Approve the Minutes for July 13th: Motion by Gilner, Second by Reuterskiold, to approve the minutes. All voted aye, motion carried.

Airport Managers Report:

Review Correspondence: Scott passed around the bills and vouchers for the previous month. There was no other general correspondence.

Financial/Review Monthly Check Summary:

Scott presented the monthly check summary and expenses for June. With 60% of the year done only repairs and maintenance is over budget

Scott reported that he has been in contact with the Bureau of Aeronautics regarding the agreement with the property owner south of the airport.

Motion by Pollina, Second by Repinski to update the Pilot Weather Briefing System with the state at the same cost, motion carried.

Motion made by Bourke, second by Pollina, to do the Runway Preventative Maintenance this fall, motion carried.

Motion made by Bourke, second by Pollina, to approve the 2016 budget as presented, motion carried.

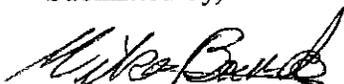
Motion by Pollina, Second by Bourke to accept the managers' report. motion carried.

Grounds Keeper Report:

Motion by Reuterskiold, Second by Gilner to accept the groundskeepers report. motion carried.

Next meeting set for Monday September 14, at 7PM at the Welcome Center. Motion by Pollina to adjourn. Second by Gilner. motion carried. Meeting was adjourned at 7:35 PM.

Submitted by,



Michael Bourke,
Airport Commission Recording Secretary

ADAMS COUNTYBOARD OF ADJUSTMENT
MONTHLY MINUTES:
August 19, 2015

Chairman Bob Beaver called the Adams County Board of Adjustment meeting to order at 9:30 A.M. with the following members present; Cathy Croke, Secretary; Tom Feller and Bob Krause. Bob Benkowski was excused. Others present were: Phil McLaughlin, Zoning Administrator and Cathy Allen, Recording Secretary. Was this meeting properly announced? Mr. McLaughlin stated that it was. Roll Call. Cathy Croke made a motion to approve the Agenda as noticed. Bob Krause seconded the motion. All in favor. Motion carried. Public Hearings: Lloyd & Marilyn Simpson – Special Exception Permit request under Section 3-3.03 of the Adams County Comprehensive Zoning Ordinance to allow a garage in an R3 Residential District without a primary structure present on property located in the NE ¼, SE ¼, Section 23, Township 16 North, Range 6 East, Lot 3 of CSM 942 at 803 Elk Drive, Town of Easton, Adams County, Wisconsin. Mr. Simpson explained that they currently have an existing nonconforming Park Model Camper at this location, along with a septic and well. Mr. Simpson also provided letters from adjacent owners with no objections. Discussion followed. Cathy Croke made a motion to grant the request. Bob Krause seconded the motion. Roll Call Vote: 4 – Yes. Motion carried. Constance J. Price Trust – Variance request under Section 10-4A.01 (C) of the Adams County Shoreland Wetland and Habitat Protection Zoning Ordinance to allow an addition to an existing nonconforming dwelling at 55” to the centerline of a town road instead of the required 63” on property located in the SE ¼, SE ¼, Section 13, Township 19 North, Range 4 East, Lot 1 of CSM 3375 at 977 20th Avenue, Town of Monroe, Adams County, Wisconsin. Discussion was held regarding mitigation measures. Tom Feller made a motion to grant request with the condition that the existing front deck be reduced from eight feet to six feet deep, increasing the setback to the road by two feet. Bob Krause seconded the motion. Roll Call Vote: 4 – Yes. Motion carried. Mark G. & Barbara L. Sloggy – Special Exception Permit request under Section 5-4.01(A) of the Adams County Shoreland Wetland and Habitat Protection Zoning Ordinance for filling and grading on slopes of more than twenty (20) percent on property located in the SE ¼, SE ¼, Section 25, Township 18 North, Range 4 East, Lot 10 of Lake Shore Estates Subdivision at 1787 20th Court, Town of Strongs Prairie, Adams County, Wisconsin. John Easterly from Property Works LLC represented the petitioner. Mr. Easterly explained that all work is outside the 75’ setback area. There will be removal of stumps, leveling of certain areas and reduction in impervious surfaces by replacing with pervious pavers. Discussion followed. Cathy Croke made a motion to grant the request. Tom Feller seconded the motion. Roll Call Vote: 4 – Yes. Motion carried. Kenneth E. Levake - Special Exception Permit request under Section 5-4.01(A) of the Adams County Shoreland Wetland and Habitat Protection Zoning Ordinance for filling and grading on slopes of more than twenty (20) percent on property located in Pt of Gov’t Lot 3 & 4, Section 36, Township 18 North, Range 4 East, Lot 2 of CSM 2586 at 2003 Czech Lane, Town of Strongs Prairie, Adams County, Wisconsin. John Easterly from Property Works, LLC represented Mr. Levake. Both Mr. Easterly and Mr. Levake explained that major storm damage in 2014 has resulted in the need for filling and grading to repair where several tree stumps have been removed, and to allow a sprinkler system and black dirt to be placed. Discussion followed. Bob Krause made a motion to grant the request. Cathy Croke seconded the motion. Roll Call Vote: 4 – Yes. Motion carried.

Chairman Bob Beaver closed the Public Hearing portion of the meeting.

August 19, 2015
Board of Adjustment
Meeting Minutes
Page #2

Minutes: Phil McLaughlin presented the Board with the minutes from the June 17, 2015 meeting for their review. Cathy Croke made a motion to approve the minutes as presented. Bob Krause seconded the motion. All in favor. Motion carried.

Correspondence: None.

The next two Board of Adjustment Meetings will be September 23, 2015 and October 21, 2015 at 9:30 A.M.

Cathy Croke made a motion to adjourn. Bob Krause seconded the motion. All in favor. Motion carried.

ADJOURNED: 10:38 A.M.

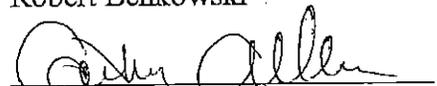
Bob Beaver, Chair

Tom Feller, Vice-Chair

Catherine Croke, Secretary

Bob Krause

Robert Benkowski



Cathy Allen, Recording Secretary

THESE MINUTES HAVE NOT BEEN APPROVED BY THE BOARD.



MEETING MINUTES

Central Wisconsin Community Action Council, Inc. Board Meeting Proceedings

Meeting Date: June 24, 2015
Place: CWCAC, Inc. Headquarters
1000 Highway 13
Wisconsin Dells, WI 53965

Board Members:

Present: Joy Casperson, Sandy Wormet, John Atkinson, Scott Beard, Bob McClyman, Donna Maly, Stacy Ewert, Muriel Harper, John Wenum, David Singer, Charlie Krupa, Renee Greenland, David Moore, and John Earl

Absent: None

Unexcused Absence: None

Staff Present: Craig Gaetzke, Kari Labansky, Jim Dahlke, Jeff Housker, and Susan Tucker

Opening

1. Motion was made by Donna Maly to adopt the agenda. Seconded by Bob McClyman. Passed unanimously. MOTION CARRIED.

Motion was made by David Moore to adopt the April 22, 2015 meeting minutes. Seconded by Renee Greenland. Passed unanimously. MOTION CARRIED.

After the Pledge of Allegiance, John Earl asked all to remain standing to observe a moment of silence to honor those men and women serving in our armed forces around the world.

John welcomed Jean Christensen of WIPFLI who presented our 2014 Financial Audit results. The report on compliance of our major programs included Weatherization Assistance, Low-Income Home Energy Assistance, and Public Benefits. The audit reflected no findings which is a great accomplishment for our agency. Operating statistics reflected comparison of data to other Community Action Agencies across the United States. Our revenues increased 7.3% and expenses increased 13.3%. The agency only spends 4.4% on management and general expense; which is lower in comparison to other Community Action organizations. This means that 95.6% of funding goes out to serve clients. We currently operate 14 programs with Weatherization being the largest at 27.23% of total expenses. Total revenue in 2014 was \$6,089,009 and total expenses were \$6,167,592. Net assets at the beginning of 2014 were \$5,859,869 and at the end of 2014 were \$5,905,767. The Statement of Financial Position reflected an increase in total assets of \$9,219,417 compared to \$8,913,943 in 2013. Our 2014 expenditures were approximately \$6.2

million. Unrestricted net assets reflected \$2,279; WIPFLI's suggested guide is that unrestricted net assets should be between 5% and 10% of expenditures, with 50% of unrestricted net assets in cash. Unrestricted net asset balance should be between \$310,000 and \$620,000. Management letter comments include access rights to accounting software, segregation of duties, and current year loss. Uniform Guidance changes include updating accounting policies for changes in the circular, training of program managers who approve transactions, determining cost methodology, and focusing on internal controls. Jean thanked Kari and the financial staff on the excellent job they did for the audit.

2. Board Membership/Elections

Motion was made by Charlie Krupa to approve Low-Income Representatives: Adams County - *Sandy Wormet*, Columbia County - *John Atkinson*, Dodge County - *Stacy Ewert*, Juneau County - *Dave Singer*, and Sauk County - *Renee Greenland*. Seconded by David Moore. Passed unanimously. MOTION CARRIED.

Motion was made by David Moore to approve Interest Group Representatives: Adams County - *Joy Casperson*, Education; Columbia County - *Scott Beard*, Major Minority; Dodge County - *Muriel Harper*, Volunteerism; Juneau County - *Charlie Krupa*, Building; and Sauk County - *John Earl*, Economic Development. Seconded by Donna Maly. Passed unanimously. MOTION CARRIED.

John Earl asked board members to review Officer Nominations presented in the board packets, reminded them that nominations could be accepted from the floor, and turned the meeting over to Fred. Fred thanked John and mentioned that we received three nominations for Board President; John Earl, Charlie Krupa, and Dave Singer. Charlie Krupa and Dave Singer respectfully declined. With no nominations from the floor, motion was made by John Wenum that nominations be closed and a unanimous ballot be cast for John Earl as Board President. Seconded by Muriel Harper. With no further discussion, motion passed by unanimous voice vote. MOTION CARRIED.

Fred congratulated John and passed the meeting back to him.

John continued with the Board Vice-President election. The nominees were Charlie Krupa and Bob McClyman. Bob McClyman respectfully declined and made a motion that nominations be closed and a unanimous ballot be cast for Charlie Krupa. Seconded by John Wenum. With no further discussion, motion passed by unanimous vote. MOTION CARRIED.

John announced that the nominations for Board Secretary were Muriel Harper, Renee Greenland, and Joy Casperson. Joy Casperson and Renee Greenland respectfully declined. With no nominations from the

floor, John Wenum made a motion that nominations be closed and a unanimous ballot be cast for Muriel Harper. Seconded by David Moore. With no further discussion, motion passed by unanimous vote. MOTION CARRIED.

John announced that nominations for Board Treasurer were Dave Singer, Donna Maly, and John Atkinson. John Atkinson and Donna Maly respectfully declined. With no further nominations from the floor, John Wenum made a motion that nominations be closed and a unanimous ballot be cast for Dave Singer. With no further discussion, motion passed by unanimous vote. MOTION CARRIED.

John reminded board members that one person will be asked to serve as fifth member of the EPF&A Committee and declared the elections complete.

Motion was made by David Moore to accept election results reflecting John Earl as Board President, Charlie Krupa as Board Vice-President and PBP Committee Chair, Muriel Harper as Board Secretary, and Dave Singer as Board Treasurer. Seconded by Scott Beard. Passed by unanimous vote. MOTION CARRIED.

3. President's Comments

John Earl mentioned we are on hold with our next building projects, the Mauston office and Gomoll's Senior Village. He hopes everyone has a wonderful and enjoyable summer. He thanked all board members for 100% attendance at the meeting today.

4. Executive Director's Report

Fred thanked board members and staff for their attendance. We are still waiting for the appointment of our Adams County Elected Official. We are looking thoroughly at all avenues to increase our unrestricted cash including feasibility of programs that cost us extra money to operate. Fred is working with a local group to raise donations from patrons of local merchants as one option to increase cash. Staff work very hard and we try to take care them so they can take the best care of our clients. We recently found out that a former staff member going through a lot of personal problems took his life. Robin Skala and Connie Niblo have resigned from the agency, however we honor them each today with a plaque for all their hard work. We have gone through a lot of staff turnover this last year which hopefully is now at a minimum. Fred expressed appreciation to Jean Christensen and Kari and her staff for all their work on the audit. He also thanked the managers and board for all their work at the agency.

5. Budget & Finance Report

Kari presented an overview of Financial Summary Information

reflecting 35 restricted cost centers with 23 grants and 22 unrestricted cost centers. First quarter results for revenue and expenses indicated an unrestricted balance of \$6,145.00 and restricted balance of -\$37,258.00. The restricted balance fluctuates due to grant monies going in and out and depreciation. Our cash balance at the end of May was \$227,270.27.

Motion was made by Renee Greenland to accept the Budget & Finance Report of June 24, 2015 with thanks to Kari and her staff for all their hard work. Seconded by Muriel Harper. Passed unanimously.
MOTION CARRIED.

6. Committee Reports

a. PBP Committee

John Earl asked board members to review the PBP Committee report of May 8, 2015. Charlie Krupa called the meeting to order. Roll call was taken with seven members present. Motion passed by unanimous vote approving the agenda and minutes of the April 10, 2015 PBP Committee meeting minutes. Ed presented the Buildings Maintenance & Repairs Report. Negotiations are underway with the City of Mauston for purchase of property to construct a new office building; Hartje is working on a site plan. Committee members reviewed the site plan for Gomoll's Senior Village. Fred will contact the City of Wisconsin Dells regarding the Conditional Use Permit. The State HOME RHD and Federal Home Loan Bank grants will be submitted soon. Car Purchase Program information will be presented at the next meeting. With the Representative Payee Program not breaking even, Amy Mead will assume the program and operate it as an independent business as of July 1st. Renee updated the committee on homeless issues in Madison. The Men's and Women's/Families Shelters in Beaver Dam have been continually occupied. Committee members discussed availability of General Relief Funds from our counties. The National Community Stabilization Trust Fund house in Beaver Dam that we tried to acquire through donation has been sold to a private investor. The next meeting will be held on June 12, 2015.

John Earl asked board members to review the PBP Committee report of June 12, 2015. Charlie Krupa called the meeting to order. Roll call was taken with seven members present. Motion passed by unanimous vote approving the agenda and minutes of the May 8, 2015 PBP Committee meeting minutes. Ed presented the Buildings Maintenance & Repairs Report. Motion passed by unanimous vote approving Ed's report. Amy Mead will be assuming the Representative Payee Program by August or September 1st. With Robin's resignation, Dale & Joy Casperson, and Dinah Short will be supervising the Adams Office and we will hire one Experience Works person for one hour per week to assist. The HOME RHD application has been submitted to the State for Gomoll's Senior Village and the Federal Home Loan Bank

application will be submitted by the end of June. The City of Wisconsin Dells Planning Commission renewed our Conditional Use Permit. We are still in contact with the City of Mauston regarding our new Mauston Office. Fred reported on our Car Purchase Program and Jobs & Business Development Revolving Loans. The City of Madison is encouraging the homeless to use the homeless shelters which currently have availability. The Women's/Families Shelter and Men's Shelter in Beaver Dam are in continual use. The New Beginnings Board of Directors has noticed a significant dollar savings by have a Men's Shelter in the area. The next meeting will be held on July 10, 2015.

Motion was made by David Moore to accept the PBP Committee Reports of May 8, 2015 and June 12, 2015. Seconded by John Wenum. Passed unanimously. MOTION CARRIED.

b. EPF&A Committee

John Earl asked board members to review the EPF&A Committee report of May 8, 2015. John Earl called the meeting to order and roll call was taken with five members present. Motion passed by unanimous vote approving the agenda and minutes of the April 10, 2015 EPF&A Committee Meeting. No personnel issues to report. A Finance Report will be presented at the next meeting. Committee members reviewed the Community Services Block Grant Monitoring Results. Negotiations are underway with the City of Mauston for purchase of property to construct a new office building. Committee members discussed adding verbiage for a 25 year term limit in a separate section in our by-laws. Committee members reviewed the site plan for Gomoll's Senior Village. Fred will contact the City of Wisconsin Dells regarding the Conditional Use Permit. The State HOME RHD and Federal Home Loan Bank grants will be submitted soon; the Bank of Mauston has agreed to sponsor our applications. Information was requested on the Second Harvest Mobile Food Pantry in Beaver Dam. The contractor bidding process for our Weatherization / WHEAP programs will be reviewed. Fred reported discussion at the last WISCAP meeting to have public hearings and invite low-income people to gather new ideas. The next meeting will be held on June 12, 2015.

John Earl asked board members to review the EPF&A Committee report of June 12, 2015. John Earl called the meeting to order and roll call was taken with four members present. Motion passed by unanimous vote approving the agenda and minutes of the May 8, 2015 EPF&A Committee Meeting. Robin Skala and Connie Niblo have resigned and a new Weatherization Crew member has been hired. Kari presented the March 2015 Statement of Revenues and Expenditures and Balance Sheet. Jim presented Cash Balances from January through May of 2015. Kari has reviewed the draft audit from WIPFLI which reflected a positive light on our unrestricted cash balance and no findings. WIPFLI will present the 2014 Financial Audit at our next board meeting. Motion was approved by

unanimous vote recommending full board approval of By-Law change proposal, "Add By-Law 2.15: Membership on the Board of Directors is limited to a total of twenty-five (25) years either successive or cumulative." Bill Gomoll recently visited the agency. The HOME RHD application has been submitted to the State for Gomoll's Senior Village and the Federal Home Loan Bank application will be submitted by the end of June. The City of Wisconsin Dells Planning Commission renewed our Conditional Use Permit. Election of Officers and reappointment of Low-Income and At-Large Representatives will take place at our next board meeting. Lori Djumadi resigned from the board. Fred discussed the many sources of fundraisers and donations we receive from various sources. John Earl declared the meeting adjourned. The next meeting will be held on July 10, 2015.

Motion was made by Bob McClyman to accept the EPF&A Committee Reports of May 8, 2015 and June 12, 2015. Seconded by David Singer. Passed unanimously. MOTION CARRIED.

7. Program Reports
 - a. Weatherization
 - b. Homeless
 - c. Hunger Reduction

Craig Gaetzke presented the Weatherization report. With the State installing a new software system, they ended up just extending our Weatherization contract through June of 2016. The contract amount is now \$3,609,252. We have hired an Electrician to do exhaust fan installations and are outsourcing audits which will help expedite production. Total clients served were 208 including 279 audits done and a service goal of 393. To date 145 freezers/refrigerators, 48 furnaces, 63 water heaters, and 15 windows were installed. Susan Tucker presented the Homeless Unit Report. From January through May of 2015 we served 238 clients compared to 323 in 2014; and number of motel vouchers given out was 4 with the cost of motel stays at \$244. The total costs of services went up from \$73,171.15 in 2014 to \$86,172.82 in 2015. New Beginnings has experienced a significant savings on hotel stays due to the Men's Shelter now in place. The Project Chance Transitional Housing Program is currently at full capacity. The Sauk County programs are on target; a meeting will be held soon to discuss the contract for the coming year. John Earl presented the Hunger Reduction Program Report indicating 3,876 households have been served through May 2015 compared to 4,275 in 2014. A 9% decrease in households served in 2015 over 2104 corresponding with a 9% increase in donated and/or purchased foods and a 46% increase in USDA commodities. We currently administer the Section 8 voucher program as an agent of WHEDA in the counties of Adams, Columbia, Jefferson, Marathon, Rusk, Taylor, & Washburn and the City of Eau Claire. We have 542 voucher holders leased up and an additional 33 voucher holders that have ported in to our jurisdiction. The

average per unit cost paid directly to the landlord and/or utility company is \$293.00.

Motion was made by David Moore to accept the Weatherization, Homeless, and Hunger Reduction reports of June 24, 2015. Seconded by John Atkinson. Passed unanimously. MOTION CARRIED.

8. Old Business

None

9. New Business

Motion was made by Charlie Krupa to approve the motion which reads, "The Board of Directors of Central Wisconsin Community Action Council, Inc. approves the 2014 Financial Audit as presented by WIPFLI, LLP." Seconded by John Wenum. Passed unanimously. MOTION CARRIED.

Motion was made by Dave Singer to approve the proposed by-law amendment recommended by the Executive, Personnel, Finance, & Audit Committee: "Add By-Law 2.15 - Membership on the Board of Directors is limited to a total of twenty-five (25) years either successive or cumulative." Seconded by Renee Greenland. Passed unanimously. MOTION CARRIED.

Motion was made by David Moore to approve the Board of Directors Declaration which reads, "Recognizing the worth of our employees and their stalwart constant efforts; and recognizing the honor & tribute we pay to our country's freedom; the Board of Directors declares our extended Fourth of July holiday celebration by inclusion of July 2nd and July 3rd to be agency holidays this year, 2015." Seconded by Scott Beard. Passed unanimously. MOTION CARRIED.

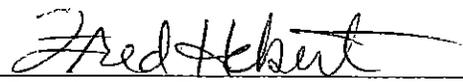
10. Next Meeting

Wednesday, August 26, 2015 @ 10:00 a.m.

11. Adjourn

John Earl declared the meeting adjourned.

Signed by:



Fred Hebert, Executive Director

June 26, 2015
Date

ADAMS COUNTY BOARD OF SUPERVISORS MEETING MINUTES

Adams County Board Room August 18, 2015 6:00 p.m.

Meeting was called to order by Chairman West at 6:02 p.m.

The meeting was properly announced.

There was a moment of silence followed by the pledge of allegiance.

Roll Call of Supervisors: Dist. #01-Mark Hamburg; Dist. #02 Rocky Gilner; Dist. #03-Larry Babcock; Dist. #04-Larry Borud; Dist. #05-Jerry Kotlowski; Dist.#06-Barb Morgan; Dist. #07-Joseph Stuchlak; Dist. #08-Robin Skala; Dist. #09-Dan Wysocky; Dist. #10-Jake Roseberry; Dist. #11-Robert Eggebrecht; Dist. #12-Heidi Roekle; Dist. #13-Florence Johnson; Dist. #14-Marjorie Edwards; Dist. #15-Jack Allen; Dist. #18-John West; Dist. #19-Dave Repinski; Dist. #20-Paul Pisellini. Excused: Dist. #16-Robert Grabarski; Dist. #17-Lori Djumadi.

Motioned by Kotlowski/Eggebrecht to approve the agenda. Motion carried by unanimous voice vote.

Motioned by Wysocky/Roekle to approve the July 21, 2015 minutes. Motion carried by unanimous voice vote.

Public participation: None

Announcement of Meetings, Report of Supervisors Claims read by the County Clerk and appoint six (6) Supervisors to approve claims: Allen, Babcock, Borud, Edwards, Johnson and Wysocky.

Claims: None

Correspondence: None

Appointments: None

Unfinished Business: None

New Business: None

Reports and Presentations: Jon Trautman gave a presentation on the 2014 Audit. Motioned by Stuchlak/Wysocky to approve the Town of Quincy Zoning & Land Use Ordinance. Motion carried by unanimous voice vote. Ken Cleveland introduced himself as the new Ag Agent; he started his employment on June 1st, 2015. Jane Gervais gave a verbal update on Emergency Management. Daric Smith, RIDC, gave a written report. Martin Hillert gave a verbal report on RIDC. ACDoF/County Clerk report was handed out.

Resolutions:

Res. #48: Motioned by Allen/Johnson to adopt Res. #48-15 to adopt the Adams County All Hazards Mitigation Plan Update as an official plan and forward to Wisconsin Emergency Management and Federal Emergency Management officials for final review and approval. Motion to adopt Res. #48-15 carried by roll call vote, 18 yes, 2 excused. Excused, Djumadi and Grabarski.

Res. #49: Motioned by Johnson/Wysocky to adopt Res. #49-15 to approve out-of-state travel for Jennifer Swensen, UW-Extension 4-H/Youth Development Educator. Motion to adopt Res. #49-15 carried by roll call vote, 18 yes, 2 excused. Excused, Djumadi and Grabarski.

Res. #50: Motioned by Roekle/Gilner to adopt Res. #50-15 to recognize Teresa Marti's last day of employment on August 7, 2015, and honor her 15 years of service to Adams County and the Health &

Human Services Office. Motion to adopt Res. #50-15 carried by roll call vote, 18 yes, 2 excused. Excused, Djumadi and Grabarski.

Recess: Motioned by Allen/Repinski to take a recess at 7:00 p.m. Motion carried by roll call vote, 14 yes, 4 no, 2 excused. Voting no, Morgan, Stuchlak, Roekle and Kotlowski. Excused, Djumadi and Grabarski.

Reconvene: West called the meeting back to order at 7:05 p.m. 18 present, 2 excused. Excused, Djumadi and Grabarski.

Ordinances:

Ord. #15: Motioned by Stuchlak/Morgan to enact Ord. #15-15 to rezone a 1-acre portion of a 5-acre parcel located in the SE ¼, SW ¼, Section 34, Township 17 North, Range 6 East, lot 3 of CSM 346 at 970 County Road E, Town of Adams, Adams County, Wisconsin, be changed from an R1 Single Family Residential District to an R3 Versatile Residential District. Motion to enact Ord. #15-15 carried by roll call vote, 18 yes, 2 excused. Excused, Djumadi and Grabarski.

Ord. #16: Motioned by Stuchlak/Hamburg to enact Ord. #16-15 to rezone a 1 acre portion of a 17.5 acre parcel located in the SE ¼, SW ¼, Section 29, Township 16 North, Range 6 East, Lot 1 of CSM 3182 at 2899 11th Drive, Town of Easton, Adams County, Wisconsin, be changed from an R3 Versatile Residential District to a B1 Rural Business District. Motion to enact Ord. #16-15 carried by roll call vote, 18 yes, 2 excused. Excused, Djumadi and Grabarski.

Denials: None

Petition: None

Motioned by Roekle/Repinski to approve claims. Motion carried by unanimous voice vote.

Motioned by Roekle/Johnson to approve Per Diem and Mileage. Motion carried by unanimous voice vote.

Motioned by Johnson/Roekle to have the County Clerk correct any and or all errors and to read back at the next meeting if so requested. Motion carried by unanimous voice vote.

~~County Board Supervisors special meeting set for September 1st, 2015 at 8:00 a.m., for the purpose of interviewing County Manager candidates.~~

Next regular County Board meeting is set for September 15th, 2015 at 6:00 p.m.

Strategic Planning meeting will be moved from September to a possible separate meeting date in October.

Motioned by Allen/Roekle to adjourn the County Board meeting at 7:14 p.m. Motion carried by unanimous voice vote.

Respectfully submitted,



Cindy Phillippi
Adams County Clerk

These minutes have not been approved by the County Board.

CP\ck

**Adams County Health & Human Services and
Veterans Service Board Meeting Minutes
Health & Human Services Building – August 10, 2015**

The Adams County Health & Human Services and Veterans Service Board meeting was called to order by Chairperson Heidi Rockle at 4:01 p.m.

Roll Call of Board Members: Heidi Rockle, Rocky Gilner, Teresa Harvey-Beversdorf, Marge Edwards, Fran Dehmlow, Robert Grabarski, Jack Allen & Dr. Gannon. Absent excused: Deb Johnson-Schuh

Health & Human Services Staff: Diane Cable, Donna Richards, Cindi Flynn, Diane Osborn, Wendy Pierce, Kay Saarinen-Barr, and Ruth Horndasch. Absent excused: Kelly Oleson, Sarah Grosshuesch, Sherrie Manning

Veterans Services Staff: Steve Dykes

Approval of Agenda & Compliance with Open Meetings Law

Motion was made to approve the agenda by Harvey-Beversdorf/Gannon. Motion carried by UVV.

Public Hearings

1. 2016 Budget for Adams County Health & Human Services Department
2. 2016 Aging Plan and Aging Transportation Grant

The Public Hearings for the 2016 Budget for the Adams County Health & Human Services Department, the 2016 Aging Plan and Aging Transportation Grant was open to the public from 4:02pm until 4:15pm. No public in attendance.

Approval of Minutes of July 13, 2015

Motion was made to approve the July 13, 2015 minutes by Grabarski/Gilner. Motion carried by UVV.

Correspondence – None.

Announcements – None.

Veterans Service

1. **Review and approval of Veterans Service vouchers and financial report.** The vouchers and financial report will be reviewed and approved at the September 14, 2015 Health & Human Services Board meeting.

2. **Veterans Service Officer's report.** Veteran Services Officer Dykes updated the HHS Board on the Veterans Services budget draft submitted to the County Administrative Coordinator. Officer Dykes explained that it would be best to turn the Soldiers & Sailor Relief Fund into a revolving fund and not rely on the WDVA grant for 2016.

Officer Dykes excused at 4:23 p.m.

Health & Human Services

1. **Review & Approval Health & Human Services Vouchers & Financial Report.** A brief discussion was held and a motion was made to approve the June 2015 Health & Human Services vouchers and financial report by Allen/Edwards. Motion carried by UVV.
2. **Director's Report & Managers Narratives.** A written report was submitted to the HHS Board prior to the meeting. Director Cable reiterated the importance of enhancing and strengthening the infrastructure at the Health & Human Services Department to provide a stable environment and to be prepared for the future of the department. Director Cable also explained that clients being served and services provided in the Behavioral Health Division continues to be high and the ultimate objective is to improve patient wait times for seeing a therapist.
3. **ADRC – Discuss & approve request to pursue Department of Transportation Grant for vehicle purchase.** ADRC Manager Richards explained that she is working to apply for a State grant for one new vehicle to be used for Meals on Wheels and future basic transportation for seniors. Richards explained that it is a matching grant with the county portion being 20% and the state portion being 80%. The counties portion would amount to approximately \$8,000. Supervisor Grabarski requested a cost analysis for meal sites verses delivery. Richards explained that her division is learning how to use software that will provide that information and that she would bring the cost analysis to a future Board meeting. Director Cable will include the Department of Transportation Grant resolution on the September Board Meeting agenda.
4. **Administration – Review of HHS Department program and operations of past two years.** Director Cable provided the Board with a presentation of the development of the Health & Human Services Department spanning the past two years. Cable shared that the department has transformed from several different departments into operating as one department and shared the outcomes of many accomplishments and positive results achieved from the hard work done by the department over the past 2 years. Additionally,

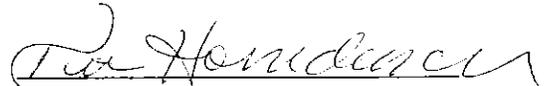
Cable provided the Board with the Director's responsibility as set forth in Wisconsin State Statutes 46.23(6) and provided her recommendations for the future of the Health & Human Services Department.

5. **Administration – Discuss and/or approve proposed Health & Human Services 2016 Budget.** Fiscal Manager Pierce provided the Board with a review of the proposed 2016 Health & Human Services budget. A discussion was held and a motion was made to approve the 2016 Health & Human Services budget by Allen/Edwards. Motion carried by UVV.
6. **Administration – Request to approve Resolution to recognize Teresa Marti for her 15 years of service.** A motion made to approve the Resolution for Teresa Marti's 15 years of service by Allen/Gilner. Motion carried by UVV.
7. **Next Regular Meeting Date – Monday, September 14, 2015 @ 4:00 p.m.**

Motion to adjourn at 6:05 p.m. by Gannon/Gilner. Motion carried by UVV.

*These minutes have not yet been approved by the committee.
Minutes respectfully submitted by Ruth Horndasch.*

Heidi Roekle – Chairperson


Ruth Horndasch

ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE

**THURSDAY, AUGUST 13, 2015 AT 9:00 A.M.
HIGHWAY DEPARTMENT CONFERENCE ROOM
1342 COUNTY ROAD "F", ADAMS, WI**

MEMBERS PRESENT: Larry Babcock ~ Chairperson
Florence Johnson ~ Vice-Chairperson
Jake Roseberry
Dan Wysocky
Mark Hamburg

OTHERS PRESENT: Patrick Kotlowski ~ Highway Commissioner, Scott Whitsett, Matt Morrow, Jay Knoke, Bob Buerger, Pat Fehrenbach and Everett Johnson.

CALL MEETING TO ORDER: The Meeting of the Adams County Highway Department Committee was called to order by Chairperson – Larry Babcock at 9:00 A.M., on Thursday, August 13, 2015.

WAS THE MEETING PROPERLY ANNOUNCED? YES

ROLL CALL: BABCOCK, JOHNSON, ROSEBERRY, WYSOCKY AND HAMBURG. ALL MEMBERS PRESENT.

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

APPROVAL OF MINUTES OF LAST MEETINGS (JULY 9, 2015 & JULY 21, 2015): *Motion by Hamburg to approve the Minutes as printed of the Adams County Highway Department Committee for July 9, 2015 and July 21, 2015 Highway Committee Meetings, second by Johnson. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

PUBLIC PARTICIPATION ON AGENDA ITEMS:

- REVIEW & ACT ON WASH BAY PROPOSALS

REVIEW & ACT ON COUNTY ROAD P (CTH B – CTH G) DESIGN:

The following bids were received for the County Road P (CTH B – CTH G) Engineering Services:

- | | |
|----------|--------------|
| • Ayres | \$149,107.00 |
| • Jewell | \$ 87,715.75 |
| • MSA | \$125,200.00 |
| • OTIE | \$ 79,787.00 |
| • GRAEF | \$149,116.25 |
| • S E H | \$148,900.00 |
| • CWE | \$177,250.00 |

Consultants that were present introduced themselves and what company they represent. Highway Committee reviewed a spreadsheet that was provided by the Highway Commissioner.

**ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE MEETING
AUGUST 13, 2015 ~ 9:00 A.M.**

(SPREADSHEET ATTACHED TO MINUTES) *Motion by Wysocky in the best interest of Adams County to award the County Road P (CTH B – CTH G) Engineering Services to Jewell for an amount of \$87,715.75, second by Hamburg. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

REVIEW & ACT ON TIMBER-SELISSEN LAND SPECIALIST AGREEMENT FOR CTH P LAND ACQUISITIONS: Highway Committee reviewed an agreement with Timber-Selissen Land Specialist for the County Road P (CTH G to Marquette County Line) land acquisition services. *Motion by Hamburg to accept the agreement for Land Acquisition Services for County Road P (CTH G to Marquette County Line) with Timbers-Selissen-Rudolph Land Specialists Inc. for an amount of \$63,020.00 and if the costs will exceed the estimated amount by 10%, the agreement would have to come back before the Committee, second by Wysocky. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

REVIEW & ACT ON WASH BAY PROPOSALS:

- Option 1: Repair floor
- Option 2: New Wash Bay Addition
- Option 3: New Wash Bay Building

S E H Representative Pat Fehrenbach was present to answer questions and discuss the three wash bay proposals. *Motion by Hamburg to move forward with Option 2: New Wash Bay Addition, second by Babcock. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

REVIEW & ACT ON STATE OF WIS. DEPARTMENT OF TRANSPORTATION DMA (DISCRETIONARY MAINTENANCE AGREEMENT) / CONCRETE PAVEMENT REPAIRS STH 13 & STH 21 INTERSECTION: Highway Committee reviewed with the Highway Commissioner the State Discretionary Maintenance Agreement for Concrete Pavement Repairs at STH 13 & STH 21 intersection. Items that were discussed:

- Timeline / work load
- MOU Memorandum of Understanding with State, WCHA and WTBA
- Available Staff
- Sub-Contractors

Motion by Hamburg that after reviewing and considering the Discretionary Maintenance Agreement for Concrete Pavement Repairs at STH 13 & STH 21 Intersection, the Committee agreed to not sign the agreement, second by Roseberry. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.

REVIEW & ACT ON 2016 HIGHWAY BUDGET: Highway Commissioner presented the 2016 Highway Budget to the Highway Committee with no increase in the Highway Tax Levy amount from 2015, which was \$3,423,672.00. The Highway Committee and Commissioner reviewed the 2016 Proposed Highway Budget documents as presented. *Motion by Hamburg to approve and accept the 2016 Proposed Highway Budget as presented with no increase to the County Tax Levy from the prior year: TOTAL REVENUES \$6,468,959.00, TOTAL EXPENSES \$6,468,959.00 COUNTY TAX LEVY \$3,423,672.00, second by Wysocky. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED*

**ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE MEETING
AUGUST 13, 2015 ~ 9:00 A.M.**

REPORT ON HIGHWAY DEPARTMENT OPERATIONS:

- Completed mowing (1st round)
- Shaping CTH G north of STH 82
- Contractor started on CTH G & CTH EE resurfacing projects on 8/10/15
- Sealed bridge decks: State, County and Town of Colburn
- Culvert replaced on CTH M West of 5th Avenue, by Enbridge
- Patching
- PBM (no response back)
- LTE summer help
- Brush on County Roads due to Storm / Working on DNR Grant
- Wages ~ Per Executive Meeting on 8/12/15

FINANCIAL REPORT: *Motion by Hamburg to approve the July 2015 Financial Reports as audited, second by Wysocky. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

VOUCHERS: The Highway Department monthly check summary report was presented to the Committee for review. *Motion by Johnson to approve the Monthly Check Summary report as presented, second by Roseberry. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS:

- Budget

SET NEXT MEETING DATE AND ADJOURN: *Motion by Wysocky, second by Hamburg, to adjourn until the next scheduled meeting for the Highway Department on, Thursday, September 10, 2015 at 9:00 A.M. at the Highway Department. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

Meeting adjourned at 11:45 A.M.

Respectfully submitted,

Patrick Kotlowski, Recording Secretary

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE

Joint Executive and Administrative & Finance Committee Meeting
August 12, 2015 – 1:00 p.m.

MINUTES

Joe Stuchlak, Chair, called the meeting to order at 1:00 p.m.

Pledge of Allegiance. The meeting was properly announced. There was no new correspondence.

Committee members present: Allen, Babcock, Grabarski, Stuchlak, West, Hamburg and Johnson. Kotlowski is excused.

Others present: Ken Wagner, Corporation Counsel; Diane Cable, Health & Human Services Director; Patrick Kotlowski, Highway Commissioner; and Diane Heider, recording secretary. Marcia Kaye, Personnel Director was excused.

Motion by Hamburg, seconded by West to approve the Agenda. Motion carried by unanimous vote.

Motion by Allen, seconded by Babcock to approve Minutes of July 7, 2015. Motion carried by unanimous vote.

Diane Cable left the room at 1:04. Diane Heider was permitted to attend closed session as recording secretary.

Motion at 1:04 p.m. by Grabarski, seconded Hamburg to convene in closed session per Wis. Stats. §19.85(1)(c) for purposes of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Discuss and/or act on:

- (a) Interview Options for position of County Manager/Administrative Coordinator;
- (b) Choosing interview questions as suggested by Joint Committee Members; and
- (c) Employment Agreement for the position of County Manager/ Administrative Coordinator.

Motion carried by unanimous roll call vote.

The meeting convened in open session at 1:47 p.m. Motion by Hamburg, seconded by Babcock to approve the above-stated three items discussed in closed session. Motion approved by unanimous vote.

Agenda Item 11. The Administrative & Finance Committee members were excused at this time.

Patrick Kotlowski and Diane Cable in attendance at 1:47 p.m.

Agenda Item 12. (a) Discuss and/or act on Reclassification wage adjustment for Highway Shop Foreman. Patrick Kotlowski presented a comparison of this position's responsibilities, to that of salaried Superintendent positions. Discussion. Motion by Grabarski, seconded by West, to place the Highway Shop Foreman position at Grade 9 of the Wipfli Wage Structure, at \$ 26.77 per hour, effective next payroll. Motion unanimously carried.

(b) Discuss and/or act on Wage Adjustment for Highway Mechanic. Patrick Kotlowski presented the wage history of an employee obtaining certifications for increased pay. Motion by West, seconded by

**These minutes have been approved by the
Joint Executive & Administrative & Finance Committee.**

Allen to postpone this matter. Patrick is to work with Marcia Kaye, Personnel Director, to get more information. Motion unanimously carried. Kotlowski left the meeting at 2:25 p.m.

Agenda Item 13. (a) Discuss and/or act on Clinic records technician wage reclassification. Diane Cable distributed a handout and presented her recommendations. Discussion. Motion by West, seconded by Allen, to adjust this position from grade 16 to grade 15 of the Wipfli Wage Structure, effective next payroll.

(b), (c) and (d). Discuss and/or act on wage reclassification for the positions of Resource Specialist, Disability Specialist, and Elder Benefits Specialist. Cable again presented her recommendations to reclassify from a grade 11 to grade 10. Discussion. Motion by West, seconded by Babcock to approve wage reclassification for these three positions, effective next pay period. Motion carried by unanimous vote.

Agenda Item 14. Designating degreed positions as being either exempt or non-exempt. Motion by Allen to postpone. Wagner commented regarding the Olney report contained in the agenda packet and recommends holding off on this item. Allen withdrew his motion. No action was taken.

Agenda Item 15. Corporation Counsel 2016 budget. Discussion. Motion by West, seconded by Allen to accept the budget and forward to the Finance Committee. Motion carried by unanimous vote.

Agenda Item 16. Personnel 2016 Budget. Motion by Allen, seconded by Babcock to accept the budget and forward to the Finance Committee. Motion carried by unanimous vote.

Motion by Allen, seconded by West to accept voucher reports of Corporation Counsel and Personnel Director. Motion carried by unanimous vote.

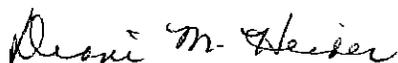
The next joint Executive/Administrative & Finance Committee meeting is scheduled for August 17, 2015 at 9:00 a.m.

The next regular Executive Committee meeting is scheduled for September 3, 2015 at 1:00 p.m. Action items for next meeting:

- Discuss and/or act on designating degreed positions as being either exempt or non-exempt.
- Discuss and/or act on Wage Adjustment for Highway Mechanic

Motion at 2:56 p.m., by Allen, seconded by West to adjourn the meeting. Motion carried by unanimous vote.

Respectfully submitted,



Diane M. Heider
Recording Secretary

**These minutes have been approved by the
Joint Executive & Administrative & Finance Committee.**

Joint Executive and Administrative & Finance Committee Meeting
August 17, 2015 – 9:00 a.m.

MINUTES

Joe Stuchlak, Chair, called the meeting to order at 9:00 a.m.

Pledge of Allegiance. The meeting was properly announced. There was new correspondence from Karl Nollenberger of GovHR USA.

Committee members present: Allen, Babcock, Grabarski, Stuchlak, West, Hamburg, Johnson and Kotlowski.

Others present: Ken Wagner, Corporation Counsel; Diane Heider, recording secretary; and Karl Nollenberger of GovHR USA. Marcia Kaye, Personnel Director was excused.

Motion by Grabarski, seconded by Kotlowski to approve the Agenda. Motion carried by unanimous vote.

Motion by West, seconded by Hamburg to approve Minutes of August 12, 2015. Motion carried by unanimous vote.

Wagner recommends that Agenda Item 7(b) be held in open session. Motion by Hamburg, seconded by Allen, to modify the Agenda to hold discussion on action on Item 7(b) in open session. Motion carried by unanimous vote.

Motion at 9:03 a.m. by Allen, seconded by Hamburg to convene in closed session per Wis. Stats. §19.85(1)(c) for purposes of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Discuss and/or act on recommendations of GovHR on choosing candidates for interview for the position of County Manager/Administrative Coordinator. Motion carried by polled vote: Allen, Babcock, Grabarski, Stuchlak, West, Hamburg, Johnson and Kotlowski all voted yes. Karl Nollenberger, Attorney Kenneth Wagner and Diane Heider, Recording Secretary, were permitted to attend closed session. The meeting convened in closed session at 9:03 a.m.

Pursuant to motion in closed session by Hamburg, seconded by Babcock, and unanimously carried by polled vote: Allen, Babcock, Grabarski, Stuchlak, West, Hamburg, Johnson and Kotlowski all voting yes; the meeting reconvened in open session at 10:22 a.m. Motion by Hamburg, seconded by Allen, to recess for five minutes. Motion carried by unanimous vote.

The meeting reconvened at 10:33 a.m. Discuss and/or act on Interview Options. Motion by Allen, seconded by Hamburg to offer interviews to six candidates chosen by the Committee. Motion carried by unanimous vote. Discussion.

Adams County will coordinate conducting the county tour/candidate meeting with department heads on August 31. Nollenberger will set the interview schedule once candidates' travel arrangements are known.

Nollenberger proposed commencing the county board meeting on September 1st at 8:00 a.m. Interviews will consist of a 50-minute interview after which the applicant will leave the room, and a 10-minute segment for Board discussion of the candidate. Proposed times are 8:15, 9:15, 10:15, 11:15, 1:00, 2:00.

**These minutes have not yet been approved by the
Joint Executive & Administrative & Finance Committee.**

Lunch is to be brought in. If a second interview is desired, they may be scheduled at 3:30 and 4:00 the same day. Discussion. Motion by Hamburg, seconded by Allen to perform follow-up interviews on a different, later date. Vote: Hamburg and Allen voted yes; Babcock, Grabarski, Stuchlak, West, Johnson and Kotlowski voted no. Motion failed. Hamburg commented that if any of the six candidates cancels, no unchosen candidate should fill that cancellation. Nollenberg will have done the Hypothetical Questions and Thomas Kilman Concept testing.

Discussion regarding August 31st meeting with Department Heads from Noon – 1:30 p.m.

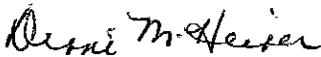
Discussion regarding candidate travel costs: whether to reimburse for mileage, room, food. Motion by Babcock, seconded by Hamburg to reconsider the Committee’s vote on striking Interview Option #10. Discussion. Motion unanimously carried. Motion by Grabarski, seconded by West to pay spouse/significant other’s meal reimbursement up to the IRS rate. Motion carried by unanimous vote.

Motion by Allen, seconded by Babcock, that Chairman West ask the interview questions. Motion carried by unanimous vote.

No future meeting date is anticipated at this time.

Motion at 10:58 a.m., by Allen, seconded by Hamburg to adjourn the meeting. Motion carried by unanimous vote.

Respectfully submitted,



Diane M. Heider
Recording Secretary

**Adams County Library
Board Minutes
07/25/2015**

The meeting was called to order by President Mary Nelson at 1:00 p.m. Present were Nelson, Challoner, Townsend, Kreten, Heideman, Edwards and Director Foley. Peterson was excused.

President Nelson verified that the meeting was properly announced. Public input was invited.

It is noted that no one from the public was present.

Recommended Actions: minutes, bills and financial report:

Motion to approve the agenda was made by Edwards and 2nd by Heideman. **Motion carried.**

Motion to approve June, 2015 minutes was made by Townsend and 2nd by Kreten. **Motion carried.**

Motion to approve June, 2015 financial report was made by Challoner and 2nd by Heideman. **Motion carried.**

Recent bills were distributed for initialing & reviewing. There was no discussion.

Communications and Reports:

Marge Edwards reported that she has sold her house and will no longer be living in her district. She is resigning from the Adams County Library Board effective on July 31, 2015. The Board of Trustees thank Marge for her service.

South Central Library System report:

At the June 25, 2015 SCLS Board meeting, the mid-year budget report was heard and approved. Had a vote to approve the annexation of Hutchinson library into SCLS. Members approved the catalog contract with Madison Public Library. Also approved was the 2014 Audit Report as discussed at the May meeting. SCLS celebrates 40 years as a system.

- Pat Townsend is the Cornerstone Award recipient for 2015. The Foundation event is scheduled for November 19th in Portage. Everyone is welcome to attend. Congratulations to Pat on her nomination.

At the July 23, 2015 SCLS meeting, the formal draft agreement between SCLS and Randolph to make Hutchinson Library a member of SCLS was approved. Also approved was the formal draft petition to DPI annexing Hutchinson library and altering SCLS territory. The Portage Library Director reported that there was interest among the directors to increase the magazine titles offered by the Flipster service to be increased.

Director's Report:

- Circulation was down about 18% in June. This seems to be consistent with other libraries in the system.
- Better World Books – we received our first payment from Better World Books for the quarter. Everything is going fine.
- No major changes are expected in the budget.
- The Adams County Book sale will be on July 31st and August 1, 2015. The bake/book sale will be on Friday July 31st from 9:00 a.m. to 5:00 p.m. and from 10:00 to 2:00 on Saturday, August 1st. Customer Appreciation Day will be on August 1st from 10:00 to 1:00 p.m. Set up for book sale will be on July 30th in the afternoon. Food donations are much appreciated.
- Just a reminder that the Friends of the Library Brat Fry will be on August 28, 2015. Any volunteer help is appreciated.

Review of the Adams County Library Strategic Long Term Plan:

Motion was made by Challoner and 2nd by Kreten to approve the 2015-2020 Strategic Long Term Plan. **Motion carried.**

Review of the Adams County Library Five Year Plan and Goals:

Motion was made by Townsend and 2nd by Kreten to approve the Adams County Library Five Year Plan and Goals. **Motion carried.**

Evaluation of Library Board Director:

A motion was made by Challoner and 2nd by Townsend to go to closed session for the six month evaluation of the Library Board Director, Erin Foley. Motion carried. The Board of Trustees convened into closed session per Sec.19.85(1) (c) Wis. Stats. at 1:35 p.m.

A motion was made by Nelson and 2nd by Edwards to reconvene to open session. **Motion carried.** The Board of Trustees reconvened into open session per Sec.19.85(1)(c) Wis. Stats. at 1:53 p.m.

Identify possible upcoming items for future meetings:

- A. Annual ACL Book Sale
- B. Budget items
- C. Recap of Customer Appreciation Day
- D. Better World Book Sales
- E. New board member
- F. Approval of continued participation for audio books

The next Adams County Library Board meeting will be on August 24, 2015 at 1:00 p.m.

Motion was made by Nelson and 2nd by Townsend to adjourn the meeting. **Motion carried.**

Meeting was adjourned at 1:58 p.m.

Respectfully submitted:

Kathleen Challoner

Kathleen Challoner, Secretary

**Parks Committee Meeting Minutes
September 3, 2015
9:00 a.m. Courthouse Conference Room A231**

Call to Order: Meeting was called to order at 9:00 a.m., by Chairperson Eggebrecht.

The meeting was properly announced.

Roll Call: Committee Members: Bob Eggebrecht– Chairperson, Jake Roseberry, Lori Djumad, and Robin Skala. Others Present: Fred Nickel – Parks Director, Darren Tolley – Petenwell Park Manager, Mark Miller – Castle Rock Park Manager, Rita Kolstad -- Administrative Clerk, Mark Hamburg and Dave Repinski – County Board Members, and Marge Edwards – Concerned Citizen.

Approve the Agenda: Motion by Roseberry/Djumadi to approve the agenda as presented. Motion carried by unanimous vote.

Approve Previous Meeting(s) Minutes: Motion by Djumadi/Roseberry to approve the June 9, 2015 minutes with the amendment of Ordinance 6-2008 to Ordinance 6-2015. Motion carried by unanimous vote.

Committee to Discuss the Following Agenda Items:

1. **Public Participation on Agenda Items:** None.

Committee to Discuss and/or Act on the Following Agenda Items:

1. **Appoint Parks Committee Secretary:** Motion by Roseberry/Scala to appoint Lori Djumadi as the Parks Committee Secretary. Motion carried by unanimous vote.
2. **Reading of Resolution 12-2015:** Committee had read the Resolution prior to the meeting. No discussion.
3. **2016 Parks Department Budget Proposals:** Director distributed copies of the proposed budget to Committee and reviewed the budget. Proposed 2016 budget is \$1000 less than 2015's tax levy. Discussion followed. Motion by Dujmadi to forward parks budget to Admin/Finance Committee. Discussion followed. Motion by Roseberry/Djumadi to amend the proposed budget to remove \$20,000 from the Tourism budget and add \$20,000 to the Recreation Programs budget. Discussion followed. Director explained the County would lose sales tax monies generated by reducing tourism promotion. Mr. Hamburg stated he does not feel it is the County's responsibility to fund recreation programs. Director indicated the Swim Program had already been included in the Outlying Parks proposed budget as well

as putting \$750 for both the Soccer Program and the Little League Program as the Department had in years previous to 2015. Eggebrecht called for a voice vote: Eggebrecht – no, Skala – no to \$20,000, Roseberry – yes, Djumadi – yes. Motion failed by tied vote. Motion by Skala/Roseberry to amend the previous motion to take \$10,000 from the Tourism budget and add \$10,000 to the Recreation Programs budget. Discussion followed. Director recommended they take the \$10,000 from Castle Rock and Petenwell Park revenues instead of the Tourism budget. Decreasing the Tourism promotion will result in decreased visitor sales tax as it did when out of State tourism promotion was eliminated. Roseberry called for a voice vote: Eggebrecht -- no, Roseberry -- yes, Skala – yes, Djumadi – yes. Motion carried to remove \$10,000 from the Tourism budget and add \$10,000 to the Recreation Programs budget for 2016. Motion by Djumadi/Skala to forward amended proposed 2016 Parks Department budget to Admin/Finance Committee. Voice vote: Eggebrecht – no, Djumadi – yes, Skala – yes, Roseberry – yes. Motion carried.

4. **Future Agenda Items:** Tour Petenwell Park, State Grants, Strategic Planning for Capital Improvements.
5. **Set Next Meeting Date:** September 17, 2015, 9:00 a.m. Petenwell Park Office.
6. **Adjournment:** Motion by Djumadi/Roseberry to adjourn at 10:30 a.m. Motion carried by unanimous vote.

Submitted by,

Lori Djumadi
Secretary

*Minutes prepared by Rita Kolstad, Parks Administrative Clerk.
These minutes have not been approved by the Parks Committee.*

ADAMS COUNTY
PLANNING & ZONING COMMITTEE
MEETING MINUTES: August 5, 2015

The Adams County Planning & Zoning Committee was called to order by Chairman Joe Stuchlak at 1:00 P.M. on Wednesday August 5, 2015 with the following members present: Mark Hamburg, Larry Babcock, Rocky Gilner, Barb Morgan, and Randy Theisen. Al Sebastiani was excused. Others present were: Phil McLaughlin, Zoning Administrator and Cathy Allen, Recording Secretary. Pledge of Allegiance. Was this meeting properly announced? Phil McLaughlin stated that it was. Roll Call. Barb Morgan made a motion to approve the agenda as presented. Rocky Gilner seconded the motion. All in favor. Motion carried. Public Hearings: John J. Buck, Sr. – Request for a Conditional Use permit under Section 5-12.03 (A) of the Adams County Comprehensive Zoning Ordinance to allow continued use of the property for a recycling facility in a B1 Rural Business District on property located in the NE ¼ SW ¼, Section 32, Township 18 North, Range 6 East, at 1866 State Hwy 13, Town of Preston, Adams County, Wisconsin. The Town of Preston had no objection to the request with the condition that everything was stored out of site at the end of the day. Phil McLaughlin stated that Mr. Buck agreed to surrender the Conditional Use Permit to collect recyclable products that was issued on August 3, 2011 for the property at 1848 State Road 13. Discussion was held in which Barb Morgan stated that the condition requested by the Town of Preston to have the recycling equipment and recycling materials removed from the front of the building and placed in a screened area as to not be visible from the highway at the end of each day be added. Rocky Gilner made a motion to approve the Conditional Use Permit with those conditions. Randy Theisen seconded the motion. Roll Call. 6 – Yes. Motion carried. Michael D. Fust – Rezoning request of a portion of a 5 acre parcel (1 acre) from an R1 Single Family Residential District to an R3 Versatile Residential District to allow a single wide manufactured home on property located in the SE ¼, SW ¼, Section 34, Township 17 North, Range 6 East, lot 3 of CSM 346 at 970 County Road E, Town of Adams, Adams County, Wisconsin. The Town of Adams did not object to the request. Mr. Fust stated that he currently has two campers on site and wants to replace them with a 1980 single wide manufactured home. Discussion followed. Larry Babcock made a motion to approve the request and forward that recommendation to the County Board for a final action. Mark Hamburg seconded the motion. Roll Call Vote: 6 – Yes. Motion carried. Dwayne E. & Sherry L. Zawistowski – Rezoning request of a portion of a 17.5 acre parcel (1 acre) from an R3 Versatile Residential District to a B1 Rural Business District to allow part of an existing building to be used for an office to conduct internet sales of guns with possible future retail sales on property located in the SE ¼, SW ¼, Section 29, Township 16 North, Range 6 East, Lot 1 of CSM 3182 at 2899 11th Drive, Town of Easton, Adams County, Wisconsin. The Town of Easton did not have any objections to the request. Discussion was held. Mark Hamburg made a motion to approve the rezoning request and forward that recommendation to the County Board for final action. Rocky Gilner seconded the motion. Roll Call Vote: 6 – Yes. Motion carried.

Chairman Stuchlak closed the Public Hearing portion of the meeting and stated that public participation would be taken as needed.

Mark Hamburg made a motion to approve the minutes from the July 1, 2015 Committee Meeting. Rocky Gilner seconded the motion. All in favor. Motion carried.

County Surveyor Greg Rhinehart presented his report for the month of July and the proposed 2016 Surveyor Budget to the Committee for review. Discussion was held regarding Mr. Rhinehart retiring at the end of his term in 2016 and possible changes to the surveyor position job description. Barb Morgan made a motion to approve the Surveyor's report as presented. Mark Hamburg seconded the motion. All in favor. Motion carried. Mark Hamburg made a motion to approve the proposed 2016 Surveyor's Budget and forward to the Administrative Coordinator's Office. Larry Babcock seconded the motion. All in favor. Motion carried.

Register of Deeds Jodi Helgeson discussed property fraud and how the average citizen can subscribe to a hotline for notification of such. Ms. Helgeson presented the proposed 2016 Register of Deeds budget to the Committee for review. Discussion followed. Mark Hamburg made a motion to approve the Register of Deed's report. Randy Theisen seconded the motion. All in favor. Motion carried. Barb Morgan made a motion to approve the proposed 2016 Register of Deeds budget and forward to the Administrative Coordinator's Office. Larry Babcock seconded the motion. All in favor. Motion carried.

Adams County Planning & Zoning
Committee Meeting Minutes
August 5, 2015
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Jodi Helgeson presented the proposed 2016 Land Information budget to the Committee for review. Discussion followed. Randy Theisen made a motion to approve the Land Information report. Barb Morgan seconded the motion. All in favor. Motion carried. Larry Babcock made a motion to approve the proposed 2016 Land Information budget and forward to the Administrative Coordinator's Office. All in favor. Motion carried.

Farmland Preservation: Mr. McLaughlin stated that he has four people for the Ad Hoc Committee, but still needs more.

Forestry District: Mr. McLaughlin stated that he has met with the towns of Adams, Colburn, New Chester, New Haven, Jackson and Springville to explain the Forestry District. It was noted that there were not a lot of citizens present at those meetings. Discussion followed.

Phil McLaughlin presented the proposed 2016 Planning & Zoning budget. Discussion was held. Randy Theisen made a motion to approve the proposed 2016 Planning & Zoning budget with changes noted and forward to the Administrative Coordinator's Office. Mark Hamburg seconded the motion. All in favor. Motion carried.

Planning & Zoning Updates: Discussion was held regarding the County purchasing forest land. Discussion was held regarding the vacant office position and scheduling interviews.

The Financial Report for the month of June was presented to the Committee for review and approval. Larry Babcock made a motion to accept the Financial Report as presented. Randy Theisen seconded the motion. All in favor. Motion carried.

Correspondence: None.

The next Committee meeting was scheduled for September 2, 2015 at 1:00 P.M.

~~Barb Morgan made a motion to adjourn. Mark Hamburg seconded the motion. All in favor. Motion carried.~~

Adjourned: 2:14 P.M.

Joe Stuchlak, Chair

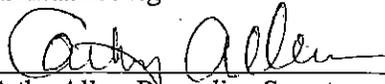
Rocky Gilner

Barb Morgan, Vice-Chair

Larry Babcock

Randy Theisen

Mark Hamburg



Al Sebastiani

Cathy Allen, Recording Secretary

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE.

ADAMS COUNTY
PLANNING & ZONING COMMITTEE
MEETING MINUTES: September 2, 2015

The Adams County Planning & Zoning Committee was called to order by Chairman Joe Stuchlak at 1:00 P.M. on Wednesday September 2, 2015 with the following members present: Mark Hamburg, Larry Babcock, Rocky Gilner, Barb Morgan, Al Sebastiani and Randy Theisen. Others present were: Phil McLaughlin, Zoning Administrator and Cathy Allen, Recording Secretary. Pledge of Allegiance. Was this meeting properly announced? Phil McLaughlin stated that it was. Roll Call. Barb Morgan made a motion to approve the agenda as presented. Randy Theisen seconded the motion. All in favor. Motion carried. Public Hearings: Sammie W. & Marilyn K. Baggs – Rezoning request of two 40 acre parcels from an A1 Exclusive Agriculture District to an A1-15 Exclusive Agriculture District of the Adams County Comprehensive Zoning Ordinance to allow transfer between family on properties located in the NW ¼, NE ¼, and SE ¼, SE ¼, Section 13, Township 17 North, Range 6 East, Town of Adams, Adams County, Wisconsin. The Town of Adams had no objection to the request. Marilyn Baggs explained the request. Discussion was held. Barb Morgan made a motion to approve the rezoning request and forward that recommendation to the County Board for final action. Larry Babcock seconded the motion. Roll Call. 7 – Yes. Motion carried. Sammie W. & Marilyn K. Baggs – Modification request to the length to width ratio of Section 4.63 of the Adams County Land Division Ordinance to allow the division of 80 acres in a way that would allow all three parcels access to 7th Drive on properties located in the SE ¼, Section 13, Township 17 North, Range 6 East, Town of Adams, Adams County, Wisconsin. The Town of Adams did not object to the request. Discussion followed. Al Sebastiani made a motion to approve the request. It was noted that the Modification would not be valid until the rezoning was approved by the County Board. Rocky Gilner seconded the motion. Roll Call Vote: 7 – Yes. Motion carried. Sylvia G. Moses - Rezoning request of one 40 acre parcel from an A1 Exclusive Agriculture District to a R2 Residential Zoning District to allow property to be divided into four (4) acre parcels and four (6) acre parcels for single family dwellings located in the NW ¼, SW ¼, Section 1, Township 17 North, Range 6 East, Town of Adams, Adams County, Wisconsin. The Town of Adams did not have any objections to the request. Jack Akers of Secluded Land Company represented the Moses Estate. Adjacent owners were present with objections to the rezoning. The Committee viewed the Town of Adams Zoning map showing adjacent Zoning Districts. Mark Hamburg made a motion to approve the rezoning request and forward that recommendation to the County Board for final action. Larry Babcock seconded the motion. Discussion was held. Roll Call Vote: 6 – Yes. 1 – No. (Gilner) Motion carried.

Chairman Stuchlak closed the Public Hearing portion of the meeting and stated that public participation would be taken as needed.

Al Sebastiani noted that the motion on last months minutes to approve the Land Information Budget did not show a second. The minutes will be corrected and brought back to the October meeting.

County Surveyor Greg Rhinehart presented his report for the month of August. Barb Morgan made a motion to approve the Surveyor's report as presented. Randy Theisen seconded the motion. All in favor. Motion carried.

Register of Deeds/Land Information: Jodi Helgeson gave a report on office activities for the past month. Mark Hamburg made a motion to approve the Register of Deed's and Land Information report. Randy Theisen seconded the motion. All in favor. Motion carried.

There was nothing new to report on the Farmland Preservation Plan.

Forestry District: Phil McLaughlin stated that he would be meeting with the Town of Preston tonight. Discussion followed regarding the Draft.

Planning & Zoning Updates: Phil McLaughlin informed the Committee that Peter Studley has been hired to fill the vacant position in the Department. He was originally scheduled to start on September 8th, but because of previous commitments, that date has been extended to September 21, 2015.

Adams County Planning & Zoning
Committee Meeting Minutes
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The Financial Report for the month of July was presented to the Committee for review and approval. Barb Morgan made a motion to accept the Financial Report as presented. Randy Theisen seconded the motion. All in favor. Motion carried.

Correspondence: None.

The next Committee meeting was scheduled for October 7, 2015 at 1:00 P.M.

Al Sebastiani made a motion to adjourn. Larry Babcock seconded the motion. All in favor. Motion carried.

Adjourned: 2:14 P.M.

Joe Stuchlak, Chair

Rocky Gilner

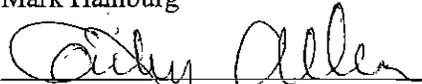
Barb Morgan, Vice-Chair

Larry Babcock

Randy Theisen

Mark Hamburg

Al Sebastiani



Cathy Allen, Recording Secretary

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE.

Property Committee Meeting Minutes
August 12, 2015 9:00 a.m. Room A160

Meeting was called to order at 9:00 a.m. by Chairman Repinski. The meeting was properly announced. Roll call: Djumadi, Gilner, Kotlowski, Pisellini and Repinski. Also present: Zander, Hamman, Johnson, Swenson, Richards, Wagner, Foley and Phillippi.

Motioned by Kotlowski/Pisellini to approve the agenda. Motion carried by unanimous voice vote.

Motioned by Gilner/Pisellini to approve the June 30 and July 8, 2015 minutes. Motion carried by unanimous voice vote.

Item #6 Open and act on bids for tax foreclosure property. There were no bids.

Item #7 Discuss and/or take action on the Easton property. No action was taken; still working on issue with DNR.

Item #8 Discuss the agreement on the memorandum between Tri-Lakes & County of Adams. Discussion took place. Will be placed on next meeting's agenda.

Item #9 Discuss common pulping procedures. Discussion took place.

- a. *Discuss and/or act on wood cutting policies.* Motioned by Djumadi/Pisellini to approve wood cutting policy/form contingent upon necessary changes; i.e. by adding DNR restrictions/changes strike Parks. Motion carried by unanimous voice vote.

Item #10 Discuss and/or act on the ice damming and insulation issues at Health & Human Services. Motioned by Pisellini/Djumadi to use the contractor and ask the Finance Committee for funding to fix the problems on the south half of the Health & Human Services building. Motion carried by unanimous voice vote.

Item #11 Discuss and/or act on Community Center concerns. Motioned by Djumadi/Kotlowski to reduce the Aging Department by 2015 budgeted dollars for garbage and recycling fees and put in the budget in the property/utility portion. Motion carried by unanimous voice vote. Heating/cooling evaluation, was provided to the committee on the Community Center building.

Item #12 Update on Petenwell concrete separation and harbor washout. They are working on it and figure that it will most likely be handled in 2016.

Item #13 Discuss and/or act on personal driveway on county owned property on 10th Avenue Lake Sherwood. Wagner would like to create an easement for the property committee to review before the next meeting.

Recess: Motioned by Djumadi/Pisellini to take a recess at 10:12 a.m. Motion carried by unanimous voice vote.

Reconvene: Meeting called back to order at 10:16 a.m. All present.

Item #14 Discuss and/or act on Lease Agreement between Adams County and Old Farmers Antiques. Motioned by Pisellini/Kotlowski to accept the Lease Agreement between Adams County and the Old Farmer's Antique Club as presented. Motion carried by unanimous voice vote.

Item #15 Update on maintenance items. Update given.

Next meeting date set for August 25th, 2015 at 8:00 a.m. for tax deed property tour, starting in room A160.

Next regular meeting date set for September 9th, 2015 at 9:00 a.m.

Items on next agenda:

Airport Budget;

Property Budget;

Safety Budget;

Open and/or act on bids for tax foreclosure property;

Discuss and/or take action on the Easton property;

Discuss the agreement on the memorandum between Tri-Lakes & County of Adams;

Discuss and/or act on the ice damming and insulation issues at Health & Human Services;

Update on Petenwell concrete separation and harbor washout;

Update on maintenance items.

Motioned by Kotlowski/Djumadi to adjourn at 11:19 a.m. Motion carried by unanimous voice vote.

Respectfully submitted,



Cindy Philippi
Recording Secretary

These minutes have not been approved by the committee.

CP\ck

Property Committee Meeting/Tour Minutes

August 25, 2015 8:00 a.m. Room A160

Meeting was called to order at 8:01 a.m. by Chairman Repinski. The meeting was properly announced. Roll call: Gilner, Kotlowski, Pisellini and Repinski present. Excused: Djumadi. Also present: Zander and Phillippi.

Motioned by Gilner/Kotlowski to approve the agenda. Motion carried by unanimous voice vote.

Recess:

Motioned by Pisellini/Gilner to recess meeting and leave for the tax deeded property tour at 8:02 a.m. Motion carried by unanimous voice vote.

Tax deeded properties were toured.

Reconvene:

Motioned by Repinski/Pisellini to reconvene at 4:45 p.m. Motion carried by unanimous voice vote.

Item # 8: Discuss and/or act on bids amounts. Two commercial properties and 3 stayed properties need bids set on yet. Will discuss at the next meeting. Motioned by Pisellini/Gilner to set the bids as identified (see attached). Motion carried by unanimous voice vote.

Item #9: Discuss and/or act on safety/airport/maintenance budget 2016. Discussion was postponed until the next meeting.

Next meeting for opening bids is set for October 5th at 9:00 a.m.

Motioned by Gilner/Pisellini to adjourn at 4:57 p.m. Motion carried by unanimous voice vote.

Respectfully submitted,



Cindy Phillippi
Recording Secretary

These minutes have not been approved by the committee.
CP\ck

Public Safety & Judiciary Committee
Wednesday, August 12, 2015
9:00 a.m. – Conference Room A260

MINUTES

Chairman Allen called the meeting to order at 9:00 a.m. The meeting was properly announced.

Committee members present: Robert Eggebrecht, Marge Edwards, Jack Allen, and Robert Grabarski – Jerry Kotlowski was excused.

Others present: Carol Collins, Tania Bonnett, Kathie Dye, Chris Langer, Jane Gervais, Marilyn Rogers, Sam Wollin, and Darryl Landeau from the North Central Regional Planning Commission

Motion by Eggebrecht to approve the agenda, seconded by Edwards. Motion carried by unanimous vote. Kotlowski – Excused.

Motion by Edwards to go into the public hearing on the updated draft of the Adams County All Hazards Mitigation Plan, seconded by Grabarski. Motion carried by unanimous vote. Kotlowski – Excused. Public hearing began at 9:02 a.m. Darryl Landeau from the North Central Regional Planning Commission and Gervais explained the purpose of the public hearing. Committee was provided with the Adams County All Hazards Mitigation Plan Update. It was explained that this is the third version of the All Hazards Mitigation Plan and that the plan needs to be in place as it is required by the State. Committee inquired whether the towns in Adams County were aware and up to speed on the plan. It was explained that the towns were notified by correspondence and by public meetings. Committee had numerous questions regarding the statistics in the updated plan and expressed their concern with the information not being current or accurate. Landeau stated he would check the information again to make sure the information was correct. **Motion by Grabarski to go out of the public hearing, seconded by Edwards. Motion carried by unanimous vote. Kotlowski – Excused.** Public hearing ended at 9:24 a.m.

Committee was not comfortable with approving the All Hazards Mitigation Plan Update until the information they questioned has been checked for accuracy. **Motion by Grabarski to table the resolution to adopt the Adams County All Hazards Mitigation Plan Update until their next meeting, seconded by Eggebrecht. Motion carried by unanimous vote. Kotlowski – Excused.**

Motion by Grabarski to approve the July 8, 2015 meeting minutes, seconded by Edwards. Motion carried by unanimous vote. Kotlowski – Excused.

There was no public participation. There was no correspondence.

District Attorney – Tania Bonnett – Present

Committee was provided with the community service report and financial report for July. There were no questions. Bonnett stated things are going well in the office, but they did have a hectic two or three weeks with the recent major incidents. Bonnett stated they are appearing before visiting judges until Judge Wood is on the bench permanently. Bonnett gave an update on the Treatment Alternatives and Diversion work group and stated they have been visiting other drug treatment courts. Committee reviewed the 2016 proposed budget. Bonnett discussed the changes to her budget lines and explained the increases/decreases. There was an overall budget increase of \$74.00 for 2016. **Motion by Eggebrecht to approve the 2016 District Attorney budget as presented, seconded by Edwards. Motion carried by unanimous vote. Kotlowski – Excused.**

Eyes of Hope Shelter—Kris Steffens—Not Present

Steffens was unable to attend the meeting. There was no monthly report to review.

P48

Family Court Commissioner – Dennis McFarlin – Not Present

McFarlin was unable to attend the meeting. Committee was provided with a written report for July and the 2016 proposed budget. Committee reviewed the 2016 proposed budget. There was an overall budget increase of \$33.00 for 2016. **Motion by Edwards to approve the 2016 Family Court Commissioner budget as presented, seconded by Eggebrecht. Motion carried by unanimous vote. Kotlowski – Excused.**

Child Support – Janet Leja – Not Present

Leja was unable to attend the meeting as she was attending the National Child Support Enforcement Association's Leadership Symposium in Milwaukee. Committee was provided with the performance measures and financial reports for July and the 2016 proposed budget. There were no questions on the performance measures or financial report. Committee reviewed the 2016 proposed budget. Leja explained in her written report the increases/decreases to the budget lines. There will be a profit of \$11,284 calculated in 2016, but this will be transferred to cooperating departments on a quarterly basis according to their claims. **Motion by Grabarski to approve the 2016 Child Support budget as presented, seconded by Eggebrecht. Motion carried by unanimous vote. Kotlowski – Excused.**

Clerk of Circuit Court – Kathie Dye – Present

Committee was provided with the financial report for July and the 2016 proposed budget. There were no questions on the financial report. Dye stated the July and August court calendars have been keeping her office busy. Dye explained that she anticipates that her revenues will increase due to the judge issuing warrants for nonpayment. Committee reviewed the 2016 budget. Dye discussed the changes to her budget lines and explained the increases/decreases. There was an overall budget increase for 2016. **Motion by Edwards to approve the 2016 Clerk of Court budget as presented, seconded by Grabarski. Motion carried by unanimous vote. Kotlowski – Excused.**

Register in Probate – Chris Langer – Present

Committee was provided with the financial report for July and the 2016 proposed budget. There were no questions on the financial report. Committee reviewed the 2016 proposed budget. Langer discussed the changes with the budget lines and explained the increases/decreases. There was an overall budget decrease of approximately \$11,000 for 2016. **Motion by Grabarski to approve the 2016 Circuit Court budget as presented, seconded by Eggebrecht. Motion carried by unanimous vote. Kotlowski – Excused.**

Emergency Management – Jane Gervais – Present

Committee was provided with the financial report for July and the 2016 proposed budget. There were no questions on the financial report. Committee reviewed the 2016 proposed budget. Gervais discussed the changes on the budget lines and explained the increases/decreases. There was an overall decrease of \$6,237 for 2016. **Motion by Edwards to approve the 2016 Emergency Management budget as presented, seconded by Eggebrecht. Motion carried by unanimous vote. Kotlowski – Excused.**

Medical Examiner – Marilyn Rogers – Present

Committee was provided with the monthly written report for July and the 2016 proposed budget. There were no questions. Rogers discussed her financial report and stated she expects to be under budget in 2015 as revenues are up and expenses are down. Rogers explained that the office is running smoothly, but July was an extremely busy month with 22 calls. Committee reviewed the 2016 proposed budget. Rogers discussed the changes with the budget lines and explained the increases/decreases. Committee suggested that the amounts for wages, on-call, and per diem be separated out on the budget. There was an overall budget increase for 2016. **Motion by Grabarski to approve the 2016 Medical Examiner budget as presented, seconded by Edwards. Motion carried by unanimous vote. Kotlowski – Excused.**

Motion by Edwards to take a five minute recess, seconded by Grabarski. Motion carried by unanimous vote. Kotlowski – Excused. Committee took a five minute recess at 10:23 a.m. Chairman Allen called the meeting back to order at 10:27 a.m.

Sheriff's Office – Sheriff Wollin – Present

Committee was provided with the monthly financial report for July and the 2016 proposed budget. There were no questions on the financial report. Wollin stated the Public Safety Family Fest that was held on 7/30 was successful and plans to continue in the future. Wollin updated the committee on the current staffing and stated they are still working on getting eligibility lists for jail and patrol. There will be an opening in the Patrol Lieutenant position due to a recent resignation. Committee was updated on the local incidents that have been reported in the news recently. Committee reviewed the 2016 proposed budget. Wollin discussed the changes with the budget lines and explained the increases/decreases. There was an overall budget increase for 2016 of \$69,266. It was explained that the overall increase was due to the increases in wages and benefits and the decrease in revenues. Wollin stated that the operating expenses were decreased by approximately \$73,000 to help absorb the increases, but there is still an overall increase for 2016. **Motion by Grabarski to approve the 2016 Sheriff's Office budget as presented, seconded by Edwards. Motion carried by unanimous vote. Kotlowski – Excused.** Wollin informed the committee that the current 911 system will need to be upgraded in the future and is working on getting more information at this time. The approximate cost to upgrade the 911 system would be \$135,000 - \$220,000. Wollin explained that other counties contacted are also in the same situation with needing to upgrade.

Motion by Edwards to approve vouchers and monthly expense reports as presented, seconded by Eggebrecht. Motion carried by unanimous vote. Kotlowski – Excused.

Identify upcoming agenda items: Nothing at this time.

Set next monthly meeting date as September 9, 2015 at 9:00 a.m.

Motion by Grabarski to adjourn, seconded by Eggebrecht. Motion carried by unanimous vote. Kotlowski – Excused. Meeting adjourned at 11:09 a.m.

These minutes have not been approved by Public Safety & Judiciary Committee.

Respectfully Submitted,

Robert Grabarski
Secretary

P50

Public Safety & Judiciary Committee
Tuesday, August 18, 2015
5:15 p.m. – Conference Room A260

MINUTES

Chairman Allen called the meeting to order at 5.15 p.m. The meeting was properly announced.

Committee members present: Robert Eggebrecht, Marge Edwards, Jack Allen, and Jerry Kotlowski – Grabarski was excused.

Others present: Carol Collins, Jane Gervais, Darryl Landeau from the North Central Regional Planning Commission, and Tawsif Anam – Southwest Wisconsin Regional Director for Senator Ron Johnson.

Motion by Kotlowski to approve the agenda, seconded by Edwards. Motion carried by unanimous vote. Grabarski – Excused.

Public Participation: Tawsif Anam introduced himself to the committee and explained his responsibilities as the Southwest Wisconsin Regional Director for Senator Ron Johnson. Anam informed the committee that Senator Johnson will be making a brief stop in Adams County on 8/19/15 and will be at the Community Center at 10:45 a.m. for approximately 30 minutes.

Discussion was held regarding the Adams County All Hazards Mitigation Plan Update. Darryl Landeau and Gervais explained the revisions that were made to address the concerns that the committee had at the meeting on 8/12/15. The sources are now listed for the numbers that were used in the charts and it was explained that they now have the most current information available in the plan. All of the questions have been addressed and the appropriate corrections were made. **Motion by Edwards to approve the corrected Adams County All Hazards Mitigation Plan Update, seconded by Eggebrecht. Motion carried by unanimous vote. Grabarski – Excused.**

Motion by Kotlowski to approve the resolution to adopt the Adams County All Hazards Mitigation Plan Update and forward it on to County Board, seconded by Edwards. Motion carried by unanimous vote. Grabarski – Excused.

Motion by Edwards to adjourn, seconded by Eggebrecht. Motion carried by unanimous vote. Grabarski – Excused. Meeting adjourned at 5:30 p.m.

These minutes have not been approved by Public Safety & Judiciary Committee.

Respectfully Submitted,

Robert Grabarski
Secretary

SAFETY COMMITTEE MEETING

Minutes

June 4, 2015 / 2:00 pm /Room A160

The Meeting was called to order by Chair Pisellini at 2:01 pm. The meeting was properly announced.

Present: Supervisor Paul Pisellini; Committee members Tracy Hamman Marcia Kaye, Pat Kotlowski, Brenda Quinnell; Mark Rumpel, MEUW Safety Coordinator. Also present: Ruth Horndasch, Meredith Engwall.

Quinnell made motion to Approve the Agenda, seconded by Kotlowski. Motion carried by voice vote.

Motion by Quinnell, seconded by Kotlowski to approve the Minutes from the May 1, 2015 meeting. Motion carried by voice vote.

There was no public participation.

Mark Rumpel provided a written update on projects. (Handout 1).

The AED machines at both HHS and Community Center have expired batteries and pads. Pisellini asked Rumpel to price new machines and cabinets for these locations and will then go to Property and/or Admin & Finance to request money to purchase.

MSDS Online proposal – Proposal received with approx.. \$3,400 in year one and \$3,150 in year two and three. Departments were in agreement that it would be beneficial to have. Pisellini indicated the current plan would be to proceed and ask MIS to include it in their budget for 2016. Kaye will check with WCMIC to see if they have any similar software programs available.

Emergency Action Plan training is being conducted with various departments. Annual Parks training is being looked at for July and some training for Jail in June.

Updated Safety Policies:

Personal Protective Equipment – made changes as recommended. Equipment lists will need to be reviewed on an annual basis or as new hazards arise in job duties.

Excavation – Still looking for competent person training. Issues are not being able to have competent person trained and available. Will meet with maintenance and highway to assess confined spaces and accessibility.

AED – Added inspection form to be included with machines and maintenance checklist form that will be forwarded to Personnel Department and then scanned and sent to Rumpel once it's completed. Inspection person will be designated and responsible to conduct inspection on a monthly basis.

Respiratory Protection Program - Updated with recommended changes. Public Health would like to provide additional information regarding their program in dealing with contagious virus. Rumpel will meet with Grosshuesch to discuss but plan can be submitted and updated as necessary.

All four plans are ready to go to Property Committee for review and approval. Kaye will give hard copy and electronic copy to County Clerk office to be included in July Property agenda.

Workers Comp – (Handout 2) Kaye provided update on loss run totals and indicated that as of 6/1/15. Only one worker's comp issue during the past month. Need to continue to watch conditions that are reported and what we can do to reduce.

Upcoming agenda items: Review worker's compensation claims; update on safety programs; MSDS software, Hep B vaccine update; MEUW contract; AED machines.

Next Meeting date: Would like to change to bi-monthly to allow Rumpel time to work on and update safety programs. Next meeting: Friday, August 14, 2015, 2:00 p.m. in Room A160.

Motion by Kotlowski to Adjourn, seconded by Quinnell at 2:47 p.m. Motion carried by unanimous voice vote.

These minutes approved by the Safety Committee on August 14, 2015

Marcia Kaye, Recording Secretary

SAFETY COMMITTEE MEETING
Minutes
August 14, 2015/ 2:00 pm /Room A160

The Meeting was called to order by Chair Pisellini at 2:00 pm. The meeting was properly announced.

Present: Supervisor Paul Pisellini; Committee members Brenda Quinnell and Pat Kotlowski; Mark Rumpel, MEUW Safety Coordinator; Ruth Horndasch, HHS and Dawn McGhee, MIS Department. Marcia Kaye and Tracy Hamman were excused.

Kotlowski made motion to approve the Agenda, seconded by Quinnell. Motion carried by voice vote.

Motion by Quinnell, seconded by Kotlowski, to approve the Minutes from the June 4, 2015 meeting. Motion carried by voice vote.

There was no public participation, communications or correspondence.

Mark Rumpel distributed his *2015 Safety Coordinator Report* showing work completed to date. The four and one-half page report listed: trainings conducted; programs/policies written and sent to the Safety Committee for approval; the Emergency Action Plan Bulletins; Lock Out/Tag Out procedures written/documented for several departments; the Confined Space Hazard Assessments completed; the work completed towards Hazard Communication; PPE assessments conducted and reviewed in all departments; worked with Sarah Grosshuesch on Hepatitis B letter; facilitated placing AED's in more locations, sharps containers in all bathrooms, and hazardous waste containers at all locations; assisted Parks with fuel cans and lockout/tag-out kits; inspected current AED's; and inspected multi-gas meters at Highway and Solid Waste.

Mark gave an update on current projects. He noted that the newest policy to be sent for review is the Confined Space Policy.

Mark noted that the nearest location to provide Medical Evaluation and Fit-Testing for SCBA is Stevens Point. Their fees are \$36.00 for the medical evaluation and \$47.00 for fit-testing. If they were to travel here the travel fee is \$300.00 in addition to the above costs. Black River Falls is the next closest location. The County Nurse is looking into other options at this time.

Discussion was held on MSDS Online. Dawn noted that she placed the renewal fee in her 2016 budget but that nothing had been budgeted for 2015. It was decided to check with the company to see if they will extend the discounted price past 12-31-15 in order to purchase the program in 2016. If Property does not increase their budget to cover it, the Safety Committee would have to go the Tech Steering Committee to ask that the MIS department cover the costs. McGhee left the meeting.

Discussion was held on AED machines and cases. HHS is currently without an AED machine and since they serve a lot of public with health issues, it was decided to move the AED from the Admin office to HHS building. Once funds are found for additional machines, the AED will be replaced. Mark will check with Marcia to see what budgeted funds are still available in order to purchase a case for the AED at the Community Center building so that it can be encased with an alarm. It is planned to get a case for the courthouse AED also if/when funds are available.

Discussion was held on the MEUW contract and Safety budget. The MEUW contract has a 5% increase so that the yearly fee will be \$27,300.00. If the budget remains at \$30,000.00, this leaves funds for an AED and case next year, but then only approx. \$1500.00 left over for other projects.

Workers compensation claims were reviewed. Brenda noted that she is making changes to services with the hope of decreasing injuries. A discussion was held regarding light duty work offered and the question was raised if the doctors can be notified that it is available just in case the employee fails to tell them? It was recommended to check the possibility of including a description of light-duty activities offered in the county directly on forms sent to physicians at the time of service.

Upcoming agenda items will include an update on the Respiratory Program and medical evaluation/fit-testing questions.

Next Meeting date: Friday, October 2, 2015, 2:00 p.m. in Room A160.

Motion by Kotlowski to Adjourn, seconded by Quinnell at 2:50 p.m. Motion carried by unanimous voice vote.

These minutes have not yet been approved by the Safety Committee.

Brenda Quinnell, Acting Recording Secretary

ADAMS COUNTY SOLID WASTE COMMITTEE
Wednesday, August 12, 2015, 6:00 PM
Landfill Office, 1420 Hwy 21, Friendship, WI 53934

MEMBERS PRESENT: Florence Johnson, Chair
 Larry Babcock, Vice-Chair
 Paul Pisellini
 Barb Morgan
 Mark Hamburg

OTHERS PRESENT: Brenda Quinnell, SW Director
 Jason Reichhoff – Adams County Solid Waste
 Jason Salisbury – Landfill Reduction & Recycling
 Brent Lenorud – Lenorud Services
 Gina Lenorud – Lenorud Services

CALL MEETING TO ORDER: The meeting of the Adams County Solid Waste Committee was called to order by Chair Florence Johnson at 6:00 P.M.

WAS THE MEETING PROPERLY ANNOUNCED? YES. ROLL CALL: JOHNSON, BABCOCK, PISELLINI, MORGAN AND HAMBURG.

APPROVAL OF AGENDA: *Motion by Pisellini, second by Hamburg, to approve the agenda as presented. All in favor; motion carried.*

NOTICE THAT THE COMMITTEE MAY DISCUSS AND ACT ON ANY AGENDA ITEMS LISTED.

APPROVAL OF OPEN SESSION MINUTES FROM THE JULY 8, 2015 REGULAR SOLID WASTE MEETING: *Motion by Babcock, second by Pisellini, to approve the Open Session minutes as presented for the July 8, 2015 Solid Waste meeting. All in favor; motion carried.*

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

Motion by Babcock, second by Pisellini, to deviate from the agenda and move items #12 up to this point in the meeting. All in favor; motion carried.

C&D RECYCLING: Quinnell introduced Jason Salisbury of Landfill Reduction and Recycling, and Brent and Gina Lenorud of Lenorud Services. She reported that they contacted her with a proposal to locate a drop-site for C&D waste here at the landfill. This would save landfill space while recycling this material. It would take a license from the DNR at a cost of approximately \$1550.00. A contract would be entered. *Motion by Morgan, second by Pisellini, to authorize Quinnell to proceed with discussion with Lenorud Services and Landfill Reduction & Recycling and to order the ISI if deemed feasible. All in favor; motion carried.*

Salisbury and the two Lenorud left the meeting.

Motion by Babcock, second by Pisellini, to return to the original agenda. All in favor; motion carried.

COMMUNICATIONS/CORRESPONDENCE/OTHER BUSINESS: Quinnell reported that she was contacted by Senator Julie Lassa regarding the Federal Property Program. Quinnell extended her appreciation to Lassa for her support.

FINANCIAL REPORT: *Motion by Morgan, second by Babcock, to accept the Financial Report and Check Summary as presented. All in favor; motion carried.*

BUDGET REVIEW AND/OR APPROVAL: *Motion by Hamburg, second by Pisellini to accept the budget as presented. All in favor; motion carried.*

SITE REPORT: Quinnell distributed and the Committee reviewed the Site Report dated August 12, 2015 (see attached copy). Discussion was held regarding the upgrades in the recycling building. The current budget has a debt service of \$250,000.00 but the project is going to cost \$293,000.00. Quinnell and Reichhoff explained the need for changes in the layout and Quinnell is on the agenda at Admin/Finance to request an increase. *Motion by Hamburg, second by Pisellini, to approve a request for additional monies to complete the upgrades in the recycling building. All in favor; motion carried.*

Motion by Morgan, second by Babcock, to approve the Site Report as presented. All in favor; motion carried.

UPDATE ON TOWN OF ROME RECYCLING PROJECT: Quinnell reported that she was contacted by Matt Zacher from SOAR and they will not know the results of the EPA grant until later in the month. They are staying in contact.

UPDATE ON ORDINANCE #15-2010 ENFORCEMENT: Quinnell reported that Corporation Counsel Wagner is working on a response to Attorney Speerschneider. She has had conversation with Waste Management, contacted Pellitteri Waste, and is waiting for a contact number for Advanced Disposal.

MATTRESS SURCHARGE: Quinnell reported that she is planning to charge the mattress surcharge before year end at the \$20.00 price approved in the budget. She will give the Townships time to make arrangements and notification to residents. She explained that mattresses create problems in the cell, use much air space, and hopefully can be recycled.

APPROVE ANY VEHICLE/EQUIPMENT PURCHASES/RENTALS: Quinnell reported that they are looking at two semi-van trailers and two land-sea boxes at Federal Property for use in the mattress recycling and other recycling uses. *Motion by Hamburg, second by Babcock to approve the purchase of the trailers and storage boxes. All in favor; motion carried.*

APPROVAL OF ANY TRAININGS OR CONFERENCES: Quinnell reported that the final registration form for the NEWCMG conference in Waupaca on September 30 and October 1 is not out but will be soon. Johnson and Babcock expressed desire to attend. *Motion by Hamburg, second by Pisellini, to approve any committee members to attend the NEWCMG conference. All in favor; motion carried.*

IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS: The following items may be placed on the next agenda: Updates on pertinent items, Updates on the Town of Rome Recycling Project, and Updates on the Ordinance #15-2010 enforcement.

NEXT MEETING DATE AND ADJOURN: The next regular monthly meeting will be held on Wednesday, September 9, 2015 at 6:00 PM at the Landfill.

Motion by Babcock, second by Pisellini, to adjourn until the next meeting. All in favor; motion carried. Meeting adjourned at 8:37 P.M.

Respectfully submitted, Brenda Quinnell, Recording Secretary

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE

SITE REPORT ATTACHED

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 # 501

Report for the month of August, 2015

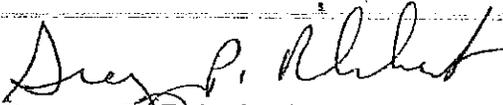
Work continued on the 2015 Government Land Corner Maintenance Project. The project area is Adams, Quincy and Easton Townships.

The Government Land Corners were checked and maintained for the overlay projects on CTH G , CTH EE, CTH O.

I am continuing to respond to queries and perform the duties of my office.

I attended the August 7th meeting of the Wisconsin County Surveyor Association. The county surveyor's role in the Statewide Parcel Map Initiative was discussed.

Respectfully Submitted;


Gregory P. Rhinehart,
Adams County Surveyor

9/1/2015

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

SUMMARY OF ACCOUNTS 2014

	<u>RETAINER</u>	<u>PROJECTS</u>	<u>MISCELLANEOUS</u>
Budget	\$3,900.00	\$25,500.00	\$ 300.00
JANUARY	325.00		100.00
Balance	\$3,575.00	\$25,500.00	\$ 200.00
FEBRUARY	325.00	7,445.15	
Balance	\$3,250.00	\$18,054.85	\$ 200.00
MARCH	325.00		
Balance	\$2,925.00	\$18,054.85	\$ 200.00
APRIL	325.00	9,552.29	
Balance	\$2,600.00	\$ 8,502.56	\$ 200.00
MAY	325.00		
Balance	\$2,275.00	\$ 8,502.56	\$ 200.00
JUNE	325.00		
Balance	\$1,950.00	\$ 8,502.56	\$ 200.00
JULY	325.00		
Balance	\$1,625.00	\$ 8,502.56	\$ 200.00
AUGUST	325.00		
Balance	\$1,300.00	\$ 8,502.56	\$ 200.00

Balance

SEPTEMBER
Balance

OCTOBER
Balance

NOVEMBER
Balance

DECEMBER \$
Balance

Grand Total

Traffic Safety Meeting
 May 13, 2015
 Adams County Highway Department

*Not a draft
 minutes approved
 8-12-15*

Present: Laurie Falash Sheriff's Office
 Seth Tully Sheriff's Office
 Chris Vanderhoven State Patrol
 Mark Stashek Rome Police
 Jon Sonnenberg Rome Hwy
 Dan Brugman WI DOT
 Bob Bots WI DOT BOTS
 Dennis Premo Adams Co. Highway

Meeting called to order: 10:02

Properly announced: All approved

Agenda approved: Tully/Vanderhoven Motion carried

Minutes approved: Stashek/Tully Motion carried

Treasurers report: \$216.74 Premo/Stashek Motion carried

Public Participation: Ted Mattox –Supervisor with Town of Colburn came to the committee asking for help with the continuing traffic violations occurring at CTH. C and CTH G. Problem seems to be with manure hauling trucks. Rumble strips are installed on CTH G both ways. Stop sign visibility there. Asks for red light Stop sign installation which is costly. Hwy Dept. will stop ahead flag the area. State Patrol will be in the area and hopefully with more enforcement and flags the problem may be solved.

Construction Updates: Hwy 82 project is a combination of hot mix patches and cutting smaller sections which are already buckling and

moving together quickly. Project started April and should end the end of June.

Bridge in Arkdale having concrete repair with traffic lights at each end and one lane traffic. Could be done by May 22, 2015 if not sooner.

Overlay repairs on CTH. G from CTH. A to 82 has started and has CTH. T EE from CTH. G to County line.

June 15 started chip and seal coat on CTH. D, CTH. W, and CTH. G from CTH. C to Hwy 21.

Old business: 2 stop ahead signs on CTH. Z on both sides of Apache Ave.

Dan reported the speed study on Hwy. 13 from Czech Ave to Moundview Dr. Study done from frontage road by Czech from 10:00 a.m. to 2:00 p.m. Study showed at 50% of the vehicles in that area were way above posted speed limits. Enforcement would be problem solver at this point. Changing speed limits not required at this time.

New business: Research to be done on the project survey at Woodside Sports Center at the County Line. Dan advised before construction with entry on a State Highway a plan was advised on possible traffic. He will check on this and will advise at the next meeting. Turn lanes would be the problem solver there.

Mark asked that the next agenda that bridges be considered for "No fishing" signs in his area. Some talk about wood planking, piling and south and north erosion on a bridge on 14 mile Creek/CTH. Z.

Jon Sonnenberg asked about the availability of bike helmets for a Town of Rome event coming up. Advised by Laurie that they are available and can be picked up.

Round Table: Bob from Bots talked of the fatalities in Wisconsin to date at a 32.5 percent increase with a 13.2 percent in the 5 year average.

Some handouts on bills of interest that may concern Traffic Safety issues.

TSC CONVENTION May 27th- Appleton

GOVERNOR'S CONVENTION Aug 25-27 Kalahari- Lake Delton

Meeting adjourned 11:15 Vanderhoven/Premo Motion carried

Next meeting Aug 12, 2015

Jane Falast
Secretary
May 13-2015

DRAFT

ADMINISTRATIVE & FINANCE MEETING MINUTES

September 1, 2015 2:00 p.m. or immediately following County Board Room A260

The meeting was called to order by Vice-Chairman Grabarski at 1:55 p.m. The meeting was properly noticed.

Members present: Grabarski, Kotlowski, Hamburg and Babcock. Excused: West. Also present: Bays and Phillippi.

Motioned by Kotlowski/Hamburg to approve the agenda. Motion carried by unanimous voice vote.

Public Participation: None

Correspondence: None

Present: West at 2:04 p.m.

Item #7 Discuss and/or act on the health insurance percentage of increase. Motioned by West/Hamburg to approve the increase of 8% for health insurance. Motion carried by unanimous voice vote.

Item #8 Discuss and/or act on vision insurance.

Item #9 Discuss and/or act on dental insurance policies.

Motioned by Kotlowski/Hamburg to approve the vision/dental insurance changes to Blue Cross Blue Shield. Motion carried by unanimous voice vote.

Item #10 Discuss and/or act on waiving the \$35.00 fee for 2016 (no biometrics offered). WEA will not be offering the biometrics for the insurance for 2016. Motioned by Babcock/West to waive the \$35.00 health assessment fee for the insurance for 2016. Motion carried by unanimous voice vote.

Upcoming agenda items:

Discuss 2016 budget

Next meeting dates set for:

Monday, September 14th at 8:30 a.m.

Tuesday, September 15th at 1:00 p.m.

Wednesday, September 16th at 8:30 a.m.

Thursday, September 17th at 8:30 a.m.

Friday, September 18th at 8:30 a.m.

Motioned by Babcock/Kotlowski to adjourn at 2:30 p.m. Motion carried by unanimous voice vote.

Respectfully submitted,



Cindy Phillippi
Recording Secretary

These minutes have not been approved by the committee.

CP\ck