

ADAMS COUNTY BOARD OF SUPERVISORS MONTHLY MEETING  
 ADAMS COUNTY BOARD ROOM  
 December 18, 2007  
 7:00 p.m.

1. Call to Order by the Chair
2. Was the meeting properly announced?
3. Moment of Silence
4. Pledge of Allegiance
5. Roll Call
6. Approve the Agenda
7. Approval of the November 13, 2007, County Board Minutes.
8. Public Participation (if requested by the County Board Chair)
9. Announcement of Meetings, Agenda Changes, Report of Supervisors Claims read by the County Clerk, and appoint 6 supervisors to approve claims Keckeisen, Babcock, Sumpter, West, Repinski, Johnson to review during recess.
10. **Correspondence:**
11. **Appointments:**
12. **Unfinished Business:**
13. **New Business:** Administrative Coordinator/Director of Finance Report, National Award Presentation for Petenwell Park Harbor Refuge Project. Rural Economic Development update Daric Smith, Library Financial Report (included in minutes). Ron Chamberlain update on V/K Study.

14.		
Admin & Fin 11/9, 11/15- County Board 11/13 Exe Com 11/6, Hlth Hum Serv 11/9	Hlth Hum Serv Fin 11/9 Library 11/26 Planning & Dev 11/7, 12/5 Pub Safety & Jud Com 11/7	Pub Works 10/10, 11/8, 11/13, 11/14 Resource & Rec 11/2, 11/9, SCLS 10/8, 11/12 Surveyor 11/7, 12/5

15. **Resolutions:**  
**Res. #68:** To approve a three (3) year Agreement from January 1, 2008, through December 31, 2010, with the International Union of Operating Engineers, Local 139.  
**Res. #69:** To accept the Communications Service Inc. bid for the Adams County improvement and construction of seven-tower with two-seat equipped dispatch console communication system in this second round of re-bidding of the project.
16. **Ordinances:**  
**Ord. #28:** Adams County Storm Water Run Off Ordinance
17. **Petitions:**
18. **Denials:**
19. Approve Claims
20. Per Diem and Mileage for this Meeting read by the County Clerk.
21. Motion for County Clerk to correct errors.
22. Set next meeting date.
23. **Closed Session:** (none)
24. Adjournment

Resolution no. 68 -2007

INTRODUCED BY: Executive Committee.

INTENT & SYNOPSIS: To approve a three (3) year Agreement from January 1, 2008, through December 31, 2010, with the International Union of Operating Engineers, Local 139.

FISCAL NOTE: The Agreement includes wage increases as follows:

January 1, 2008 -	2%
July 1, 2008 -	2%
January 1, 2009 -	3%
January 1, 2010 -	2%
July 1, 2010 -	1%

WHEREAS: A tentative agreement was signed recommending certain changes to the previous Agreement, including, said fair and competitive wage increase, acceptance of the new Unity Health Insurance plan, sick leave accumulation benefit and direct payroll deposit; and

WHEREAS: The International Union of Operating Engineers, Local 139 subsequently ratified the Agreement; and

WHEREAS: The Collective Bargaining Agreement agreed to by the parties is attached to this Resolution.

NOW, THEREFORE, BE IT RESOLVED: by the Adams County Board of Supervisors that the Agreement with the International Union of Operating Engineers, Local 139, from January 1, 2008 through December 31, 2010, is hereby approved and ratified.

Dated this 18<sup>th</sup> day of December, 2007.

David Lewis Cynthia Loken  
Joyce Kersenlohr Larry Bakewell  
David C. Anbarash

Adopted \_\_\_\_\_ by the Adams County Board of Supervisors this 18<sup>th</sup> day of December, 2007.  
 Defeated \_\_\_\_\_  
 Tabled \_\_\_\_\_

\_\_\_\_\_  
County Clerk

\_\_\_\_\_  
County Board Chair

**AGREEMENT BETWEEN**

**ADAMS COUNTY**

**and**

**INTERNATIONAL UNION OF OPERATING ENGINEERS  
LOCAL 139**

Collective Bargaining Agreement  
January 1, 2008 – December 31, 2010

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This Agreement entered into by and between Adams County, hereinafter referred to as the Employer and the International Union of Operating Engineers, Local 139, hereinafter referred to as the Union. The Employer recognizes the Union as the sole and exclusive bargaining representative for all regular full-time and regular part-time blue collar employees of the Adams County Solid Waste Operations listed in Appendix A, excluding supervisory, managerial, executive and confidential employees.

A Regular Full-Time employee is an employee who is hired for a position authorized for an average of at least 37 ½ hours per week.

A Regular Part-Time employee is an employee who is hired for a part time position who works more than 600 hours in any given calendar year.

A Limited Term Employee (LTE) is an employee who is hired for a temporary period not to exceed ninety (90) consecutive calendar days in any year. An LTE who works more than ninety (90) consecutive calendar days will be considered a regular part-time employee in the bargaining unit and entitled to all of the wages and benefits set forth in the current collective bargaining agreement with Adams County.

The County will notify the Union of any LTE or part-time employee hired in the Solid Waste Department.

#### SECTION I – RECOGNITION CLAUSE

WHEREAS, the mutual interest of the Employer and the employees are recognized by this Agreement for the operation of the Solid Waste Operations under methods that will promote safety to the employee, cleanliness and proper care of equipment and protection of property, and facilities of fair and peaceful adjustment of differences that may arise from time to time, and promulgating ethical conduct of business relations between the Employer and employees, and to this end have reached this Agreement.

#### SECTION II – MANAGEMENT RIGHTS

It is recognized that, except as expressly stated herein, the Employer shall retain whatever rights and authority are necessary for it to operate and direct the affairs of the County in all its various aspects, including, but not limited to the following: The right to direct working forces; to plan, direct, and control all the operations and services to the County; to determine the method, means, organization, and number of personnel of which such operations and services are to be conducted; to assign and transfer employees; to schedule working hours and assign overtime; to determine whether goods or services are to be made or purchased; to hire, promote, discipline employees, or relieve any person; to make and enforce reasonable work rules and regulations; and to change or eliminate existing methods, equipment services, or facilities.

### SECTION III – SENIORITY RIGHTS

- a) It shall be the policy of the Employer to recognize seniority, as per the original date of hire by the Adams County Solid Waste Department as a member of the bargaining unit covered by this agreement.
- b) In reducing the employee personnel, the last person hired shall be the first person laid off and the last person laid off shall be the first person rehired providing, however, that the remaining personnel are capable of performing the available work.
- c) Any employee who quits, retires, an employee who is off the payroll for a period of eighteen (18) months, an employee who is discharged, or an employee who fails to return to work within five (5) days of notice of recall, shall lose all prior seniority rights.

### SECTION IV – GRIEVANCE PROCEDURE

A "grievance" shall be defined as a dispute or disagreement raised by an employee against the Employer involving the interpretation or application of the specific provisions of this Agreement.

Grievances as herein defined, shall be processed in the following manner:

- a) The Union Committee and/or the Union Representative shall present the written grievance to the Solid Waste Director no later than ten (10) calendar days after the grievance occurs or knowledge thereof. In the event of a grievance, the employee shall perform his/her assigned work task and grieve his/her complaint later. The Solid Waste Director shall, within five (5) calendar days, in writing, inform the Union Committee and/or Representative of his/her decision.
- b) If a satisfactory settlement is not reached at the Solid Waste Director level, the Union Committee or the Representative shall prepare and present the grievance in writing to the Personnel Director within ten (10) calendar days after receipt of the Solid Waste Director's written decision. The Personnel Director shall hold a meeting within ten (10) calendar days of receipt of the written grievance to discuss the grievance with the aggrieved employee, the Union Committee and/or the Union Representative. The Personnel Director shall respond in writing within ten (10) calendar days of the meeting.
- c) If a satisfactory settlement is not reached at the Personnel Director level, the Union Committee or the Representative shall prepare and present the grievance in writing to the Executive Committee within ten (10) calendar days after receipt of the Personnel Director's written decision. The Executive Committee shall hold a meeting within ten (10) calendar days of receipt of the written grievance to discuss the grievance with the aggrieved employee, the Union Committee and/or the Union Representative. The Executive Committee shall respond in writing within ten (10) calendar days of the meeting.

- d) If a satisfactory settlement is not reached with the Executive Committee, either party to this Agreement may request the grievance be submitted to arbitration within ten (10) calendar days of receipt of the Executive Committee's answer. A grievance may be submitted to arbitration by requesting the Wisconsin Employment Relations Commission to submit a list of five (5) outside non-WERC arbitrators, from which the parties shall alternatively strike names to select the arbitrator. The arbitrator appointed shall hear the dispute and his/her findings and decision shall be final and binding upon the parties. The arbitrator, in arriving at his/her decision, shall be limited to those issues involving the interpretation and application of the specific provisions of this Agreement. The arbitrator shall have no authority to modify, add to or delete from the express terms of the Agreement. Costs of the arbitrator, if any, shall be borne equally by the Union and the Employer.
- e) If a discharged employee claims injustice, the request for a meeting on the grievance must be made within five (5) calendar days. Requests may be made either in person or in writing by letter addressed to the chairperson of the Executive Committee (postmark to be considered time of request).
- f) Time limits set forth may be extended by mutual agreement of the parties, in writing.

#### SECTION V - VACATIONS

- a) Each full-time employee shall receive five (5) days vacation with pay after one (1) year of employment; and ten (10) days vacation with pay after two (2) years of employment; fifteen (15) days vacation with pay after eight (8) years of employment; and twenty (20) days vacation with pay after fifteen (15) years of employment. Year, for this purpose, is measured from the anniversary date of employment. Day, for this purpose, means eight (8) hours.
- b) The number of employees on vacation at any given period shall be determined by the Solid Waste Director.
- c) Choice of vacation time shall be based upon the efficient needs of the department as determined by the Solid Waste Director with consideration of seniority. Vacations must be approved by the Solid Waste Director, that vacation will not be subject to change if another employee with greater seniority later requests vacation for the same time period. Requests for vacation must be made in writing at least two (2) weeks prior to the vacation.
- d) Employees terminating employment due to resignation (where such employees give the Employer a minimum of fourteen (14) calendar days advance notice of said resignation), discharge, or retirement shall be paid for all unused earned vacation. In case of death of an employee, it shall be paid to the immediate survivor, or if no immediate survivor, to the estate of the employee.

SECTION VI - SICK LEAVE

- a) Each full-time employee shall earn one (1) day of sick leave for each month of service.
- b) To be eligible for sick leave benefits the employee must have been employed for a period of one (1) month and must be off work due to sickness or off the job injury (injury not covered by Worker's Compensation).
- c) An employee off work under sick leave must give notice to the Solid Waste Director's office not later than 7:00 a.m. on the first day of absence, if at all possible to do so, and by 7:00 a.m. on each succeeding day of absence unless covered by a written notice for a longer period.
- d) Sick leave benefits shall begin with the first day of absence. A doctor's statement shall be required for absences of more than three (3) days. When abuse of sick leave is reasonably suspected, the Employer shall bear any costs involved in obtaining a doctor's statement.
- e) An employee found to have misused sick leave shall lose all rights under this Section for a period of twelve (12) months.
- f) Unused sick leave may accumulate to a maximum of one hundred eight (108) days. After the maximum number of sick days are accumulated, employees shall be paid for twenty-five percent (25%) of the unused sick leave over the maximum, to be paid annually the first payroll in January for the proceeding year, at the December 31<sup>st</sup> wage rate.
- g) An employee who has exhausted his/her sick leave credits and is unable to return to work due to the illness or injury, shall be granted medical leave of absence without pay until such time as he/she is able to return to work as certified by a physician or chiropractor. Such leaves shall be limited to six (6) months consistent with the FMLA.
- h) Sick leave benefits shall be based on the hourly rate the employee would have received had he/she worked during such period.
- i) Upon retirement, death or termination of employment with the County (excluding an employee who has failed to give the Employer a minimum of fourteen (14) calendar days prior notice of resignation, or who is terminated for cause) an employee shall receive, as a severance bonus, payment of fifty percent (50%) of the sick leave days he/she has accumulated not to exceed thirty (30) work days. Employees with fifteen (15) or more years of service shall receive as their severance bonus, payment of seventy-five percent (75%) of the sick leave days he/she has accumulated not to exceed sixty-seven (67) days.

### SECTION VII – HOLIDAYS

- a) Each full-time employee shall be granted the following holidays off with pay: NEW YEAR'S DAY, SPRING BREAK DAY, MEMORIAL DAY, INDEPENDENCE DAY, LABOR DAY, THANKSGIVING DAY, the day after Thanksgiving day, the last work day immediately preceding Christmas Day and CHRISTMAS DAY. If any one of the above-mentioned holidays falls on Sunday, the following Monday shall be deemed the holiday. If holiday falls on a Saturday, the preceding Friday shall be declared the holiday.
- b) In order to qualify for holiday pay, the employee must be in pay status on the work day immediately before and the work day immediately after the holiday in question.
- c) All floating holidays must be used during the calendar year in which they are earned; if not taken during that year they will be considered to have been waived by the employee. Notice of intent to use a floating holiday shall be given at least one (1) full working day prior to being used.
- d) In addition to the above-named holidays, one (1) additional floating holiday shall be granted to all employees who have been employed by the County for three (3) or more years.

### SECTION VIII – LEAVES OF ABSENCE

- a) Military leaves of absence will be handled according to the law.
- b) Any employee who wishes to be absent him/herself from his/her employment for any reason not otherwise provided for in this agreement, must make application for non-paid leave of absence from the Employer.

### SECTION IX – FAIR SHARE

The County hereby recognizes the "Fair Share" principle as set forth in Wisconsin Statute 111.70 as amended. A deduction from each employee shall be made from the paycheck each month in the amount as certified by Local 139 treasurer, as the uniform dues of the Union.

The Union, as the exclusive representative of all the employees in the bargaining unit, will represent all such employees, Union and non-Union, fairly and equally, and all employees in the unit will be required to pay, as provided in this Article, their proportionate share of the costs of representation by the Union. No employee shall be required to join the Union, but membership in the Union shall be made available to all employees who apply consistent with the Union constitution and bylaws. No employees shall be denied Union membership because of race, creed, color, or sex. The Union shall indemnify and hold the County harmless against any

and all claims, demands, suits, orders, judgments or other forms of liability that shall arise out of, or by reason of, action taken under this Section.

This Section shall become effective upon a positive vote of the membership after signing of this Agreement.

#### SECTION X – CALL PAY

Each employee who is called in to work after being sent home shall be paid a minimum of two (2) hours pay at this straight-time rate of pay for reporting or pay for actual time worked, whichever is greater.

#### SECTION XI – INSURANCE

##### a) Health Insurance.

Effective January 1, 2008, for employees who have remained with the Local 139 Health Benefit Fund, the County shall pay \$1,410.00 towards the monthly premiums for employees eligible for the single or family plan.

Effective January 1, 2009, for employees who have remained with the Local 139 Health Benefit Fund, the County shall pay \$1,580.00 towards the monthly premiums for employees eligible for the single or family plan.

Effective January 1, 2010, for employees who have remained with the Local 139 Health Benefit Fund, the County shall pay \$1,620.00 towards the monthly premiums for employees eligible for the single or family plan.

In addition, upon ratification of the entire Agreement, the County agrees to continue to deduct and forward \$.82 per hour (or \$142.13 each month), on a pre-tax basis, from the wages of those bargaining unit members who are eligible to participate in the Local 139 Health Benefit Fund and who voluntarily have elected in writing to participate in the Local 139 retirement benefit pre-funding program. The employee monthly contributions shall be sent to the Local 139 Health Benefit Fund, along with the County monthly health benefit contributions, on forms provided by the Local 139 Health Benefit Fund.

In addition, the County further agrees to deduct and forward any additional increases to the employee's monthly pre-funding rate beginning in January 1, 2009 and January 1, 2010, as determined by the Local 139 Health Benefit Fund, which shall notify the County once the new pre-funding rates are established. These monthly employee contributions also shall be sent to the Local 139 Health Benefit Fund, along with the County monthly health benefit contributions, on forms provided by the Local 139 Health Benefit Fund.

For current bargaining unit employees who opted out of the Local 139 Health Benefit Fund in 2006, and were employed by the County on or before January 1, 2006, the County shall pay 90% toward the monthly premiums for the employees eligible for the regular County family plan and 90% toward the monthly premiums for the employees eligible for the regular County single plan.

For employees hired on or after January 1, 2006, the County shall pay 85% toward the monthly premiums for the employees eligible for the regular County family plan and 85% toward the monthly premiums for the employees eligible for the regular County single plan.

The County and Union agree that the Health Reimbursement Account (HRA) included in the Unity Health Insurance fully insured plan, shall continue during the initial three (3) year term of this Agreement as an annual benefit covering out-of-network deductibles (out-of-pocket annual deductible shall remain \$500.00 for single and \$1,000.00 for family), co-insurance and charges above usual and customary.

The County and the Union recognize the need to foster competition among health insurance carriers and providers. To that end, the Union and County agree to cooperate to maintain or achieve the lowest possible cost.

The County retains the right to change insurance carriers and/or providers, provided that coverage is substantially equivalent as a whole.

Insurance Study Committee. The parties agree to continue meeting at least quarterly to study insurance during the term of this Agreement. The parties shall continue to receive provider reports and discuss issues relevant to the County insurance plan.

- b) All employees are entitled to workers' compensation coverage and shall be paid in accordance with Wisconsin State Statutes.

#### SECTION XII – WORK WEEK – OVERTIME PAY

- a) The normal work week for full-time employees shall be forty (40) hours per week, Monday through Friday. The normal hours of work for full-time employees shall be from 7:00 a.m. to 3:30 p.m., which shall include a one-half hour unpaid lunch break.
- b) Overtime: All hours worked other than normal hours will be paid at the rate of one and one-half (1½) times the hourly rate. Full-time employees shall be paid at the rate of one and one-half (1½) times the hourly rate for all hours worked in excess of forty (40) hours in a week. Full-time employees also shall be paid at the rate of one and one-half (1½) times the hourly rate for performing work on a scheduled Holiday.

### SECTION XIII – CLASSIFICATION AND WAGES

Classification and Wages, Appendix "A" attached hereto and made a part hereof shall be the minimum rates of pay in effect for the life of this Agreement.

Employees shall receive a \$50.00 per year allowance for prescription safety glasses or safety boots, at the Employee's discretion, with a receipt.

Employees shall receive their paychecks, via direct deposit, on every other Friday. If a payday falls on a holiday, the employees will receive their payroll on the day prior to the holiday.

### SECTION XIV – PROBATIONARY PERIOD

- a) Each newly hired employee shall serve a six (6) month probationary period. This probationary period may be extended to a maximum of twelve (12) months by the Department Head. During the six (6) month probation, such employee shall receive eighty-five percent (85%) of the relevant-position wage called for in Exhibit "A" Classification and Wages. Following the six (6) month probation, such employee shall receive one hundred percent (100%) of the relevant-position wage called for in Exhibit "A." Employees under any probationary status shall be subject to dismissal without recourse to the grievance procedure.

Leave of any kind shall not count toward completion of the probation period.

### SECTION XV – JURY DUTY PAY

A full-time employee on jury duty shall be reimbursed by the County, the difference between his/her regular daily rate of pay and the jury pay he/she receives.

### SECTION XVI – RETIREMENT CONTRIBUTION

The Employer agrees to pay up to 6.4% of the gross wages recognized as the employee's share of the contribution to the State Retirement Fund.

### SECTION XVII – FUNERAL LEAVE

In the event of a death in the immediate family of a regular full-time employee or regular part-time employee, including a probationary employee, such employee will be paid for the time lost from scheduled work necessary to make arrangements and/or attend a funeral as provided below. It is agreed that an employee may be required to furnish verification of the death, date of funeral, relationship of the deceased and attendance at the funeral.

- a) Up to five (5) consecutive work days for employee's parent, spouse, and/or child(ren);
- b) Up to three (3) consecutive work days for employee's brother, sister, mother-in-law, father-in-law, stepparents, stepparents-in-law, stepchild, grandparent, grandchildren or other members of the immediate household.

In the event of the death of a near relative, such as a brother-in-law, sister-in-law, uncle, aunt, niece or nephew, one (1) day of paid leave may be granted.

A person called upon to be pallbearer or participate in a military funeral shall receive one (1) day of paid leave.

Funeral leave is not paid if the employee is on vacation, not working due to illness, on a leave of absence, layoff, or other non-working status.

- c) Funeral leave shall not be paid for an ex-spouse or ex-in-laws.

#### SECTION XVIII – MAINTENANCE OF RIGHTS

Neither party to this Agreement by such act at the time hereof or subsequent hereto agrees to or does waive any rights possessed by it or them under state or federal laws, regulations, or statutes.

#### SECTION XIX – ENTIRE MEMORANDUM OF AGREEMENT

This Agreement constitutes the entire agreement between the parties, and no verbal statements shall supersede any of its provisions. Any amendment supplemental hereto shall not be binding upon either party unless executed in writing by the parties hereto.

The parties further acknowledge that during the negotiations which resulted in this Agreement, each had the unlimited right and opportunity to make demands and proposals with respect to any subject or matter not removed by law from the areas of collective bargaining and that the understandings and agreements were arrived at by the parties after the exercise of that right and the opportunities as set forth in this Agreement. Therefore, the County and the Union, for the life of this Agreement, each voluntarily and unqualifiedly waive the right and agree that the other shall not be obligated to bargain collectively with respect to any subject or matter referred to or not referred to in this Agreement. However, the parties agree to negotiate any subsequent matters primarily related to wages, hours and working conditions that arise subsequent to the date of this Agreement.

SECTION XX - NO STRIKE/NO LOCKOUT AGREEMENT

Strike Prohibited: Neither the Union nor any of its officers, agents, or County employees will instigate, promote, encourage, sponsor, engage in, or condone any strike picketing against the County, slowdown, concerted work stoppage, sympathy strike or any other intentional interruption of work during the term of this Agreement.

Lockout Prohibited: The County agrees not to lockout employees during the term of this Agreement.

SECTION XXI - DURATION

This Agreement shall be effective January 1, 2008, and shall remain in full force and effect up to and including December 31, 2010, and shall continue in full force and effect from year to year thereafter until such time either party desiring to open, alter, amend or otherwise change this Agreement, shall serve written notice upon the other not later than September 1, 2010, or the first day of September in any year thereafter.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

ADAMS COUNTY

INTERNATIONAL UNION OF  
OPERATING ENGINEERS  
LOCAL NO. 139

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APPENDIX "A"Classification and Wages

	Effective 1/1/08	Effective 7/1/08	Effective 1/1/09	Effective 1/1/10	Effective 7/1/10
Working Foreman (currently at \$18.99)	\$19.37 (2% - \$.38)	\$19.76 (2% - \$.39)	\$20.35 (3% - \$.59)	\$20.76 (2% - \$.41)	\$20.97 (1% - \$.21)
Heavy Equipment Operator (currently at \$18.03)	\$18.39 (2% - \$.36)	\$18.76 (2% - \$.37)	\$19.32 (3% - \$.56)	\$19.71 (2% - \$.39)	\$19.91 (1% - .20)

APPENDIX "B"

MEMORANDUM OF UNDERSTANDING

between

ADAMS COUNTY

and

INTERNATIONAL UNION OF OPERATING ENGINEERS, LOCAL 139

During negotiations between Adams County (hereinafter the "County") and the International Union of Operating Engineers, Local 139 (hereinafter the "Union") for the Collective Bargaining Agreement effective January 1, 2008, through December 31, 2010, the Union proposed to incorporate into the Collective Bargaining Agreement a Compensatory Time provision. The County currently has a Compensatory Time provision as part of its Personnel & General Administrative Policies (Section 2 - Overtime and Compensatory Time).

The County hereby agrees not to eliminate the Compensatory Time provision in its Personnel & General Administrative Policies (Section 2 - Overtime and Compensatory Time) during the term of the Collective Bargaining Agreement effective January 1, 2008, through December 31, 2010. The County further agrees that bargaining unit members may avail themselves of the Compensatory Time provisions in the Personnel & General Administrative Policies (Section 2 - Overtime and Compensatory Time) subject to the terms and conditions set forth in said provisions.

The Union agrees that this Memorandum of Understanding shall not be used as evidence or precedent in any investigation, mediation, or interest arbitration proceeding, being understood that this Memorandum of Understanding shall expire on December 31, 2010.

Should any aspect of the Compensatory Time provisions in the Personnel & General Administrative Policies (Section 2 - Overtime and Compensatory Time) be deemed to violate the Fair Labor Standards Act, the provision deemed to violate the Fair Labor Standards Act shall become null and void.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

Adams County

International Union of Operating Engineers,  
Local 139

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INTRODUCED BY: Public Safety and Judiciary Committee

INTENT AND SYNOPSIS: To accept the Communications Service Inc. bid for the Adams County improvement and construction of seven-tower with two-seat equipped dispatch console communication system in this second round of re-bidding of the project.

FISCAL NOTE: Bid for communication system of \$ 2,850,339.00, with the funding source to be determined.

WHEREAS: The Adams County Board of Supervisors, through its Public Safety & Judiciary Committee Resolution #65-2007 on November 13, 2007 approved the re-solicitation of bids for construction and improvement of the Adams County Communication System to a seven-tower with two-seat equipped 911 dispatch console; and

WHEREAS: The Board of Supervisors, through its Public Safety & Judiciary Committee Resolution #65-2007 further approved the payment of \$5,000 with funding from the General Fund, through the Emergency Management (100.19) expense account, to a consultant to ensure that technical parameters were properly set and specifications met in the request for proposals (RFP) soliciting the above referenced bids for the new communications system; and

WHEREAS: Foth Infrastructure & Environment, LLC was selected as the consultant to ensure said technical parameters and specifications were adhered to, and as such, the attached bid was received from Communications Service Inc., in the amount of \$2,850,339.00 for the construction and improvement of the Adams County communications system seven-towers with a two-seat equipped 911 dispatch console.

NOW, THEREFORE, BE IT RESOLVED: By the Adams County Board of Supervisors that the bid submitted by Communications System Inc. for construction and improvement of the Adams County Communications System to a seven-tower system with a two-seat equipped 911 dispatch console in the amount of \$ 2,850,339.00 be accepted.

Dated this 18<sup>th</sup> day of December 2007.

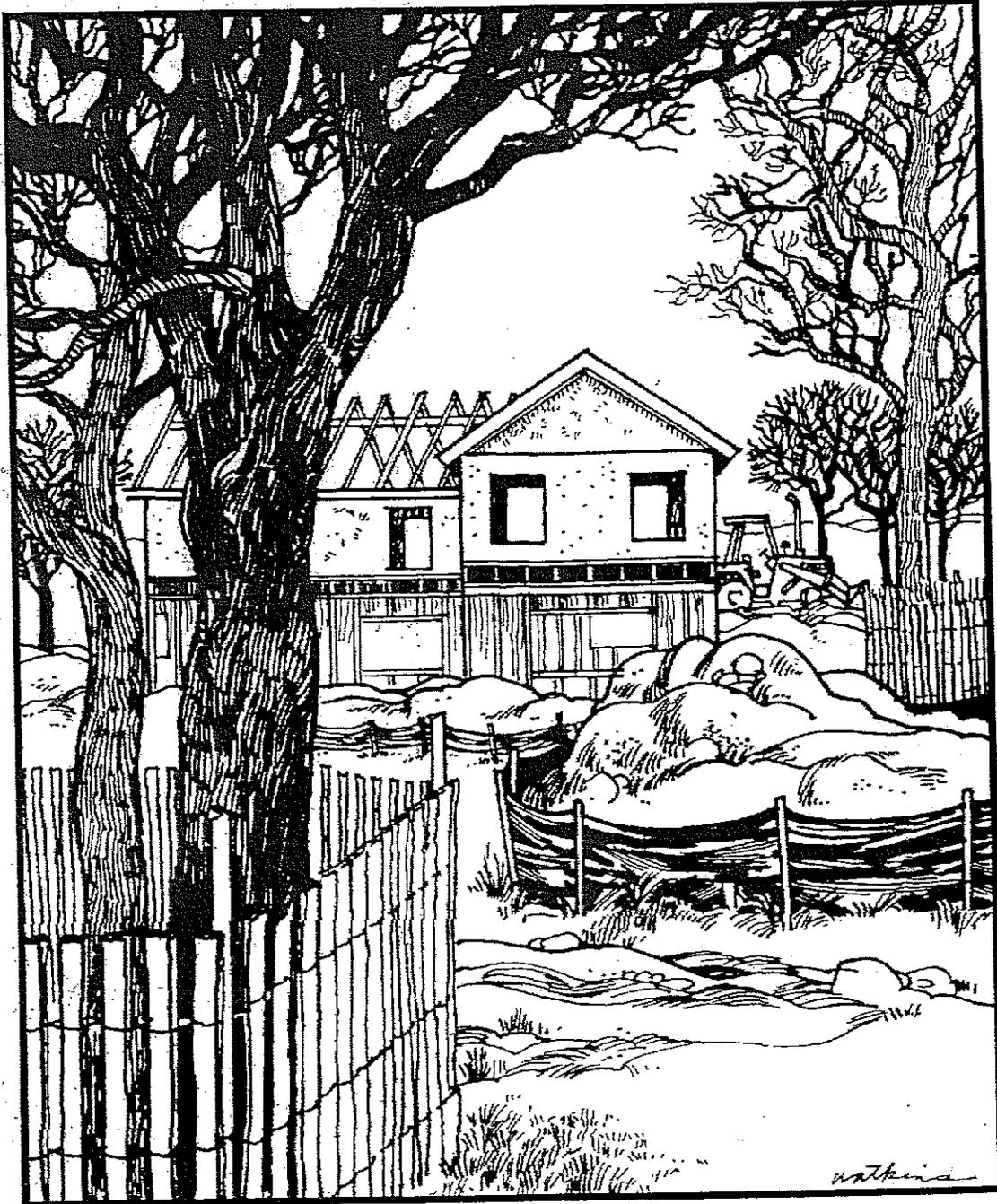
Signed: John West Cynthia Loken  
Greg Kottowski Thomas Johnson

Adopted \_\_\_\_\_  
Defeated \_\_\_\_\_  
Tabled \_\_\_\_\_ by the Adams County Board of Supervisors this 18<sup>th</sup> day of December 2007.

\_\_\_\_\_  
County Clerk County Board Chair



# STORMWATER RUNOFF ORDINANCE 28-2007



Adams County LWCD November 19, 2007

Adams County  
Stormwater Runoff Ordinance

Ordinance #28-2007

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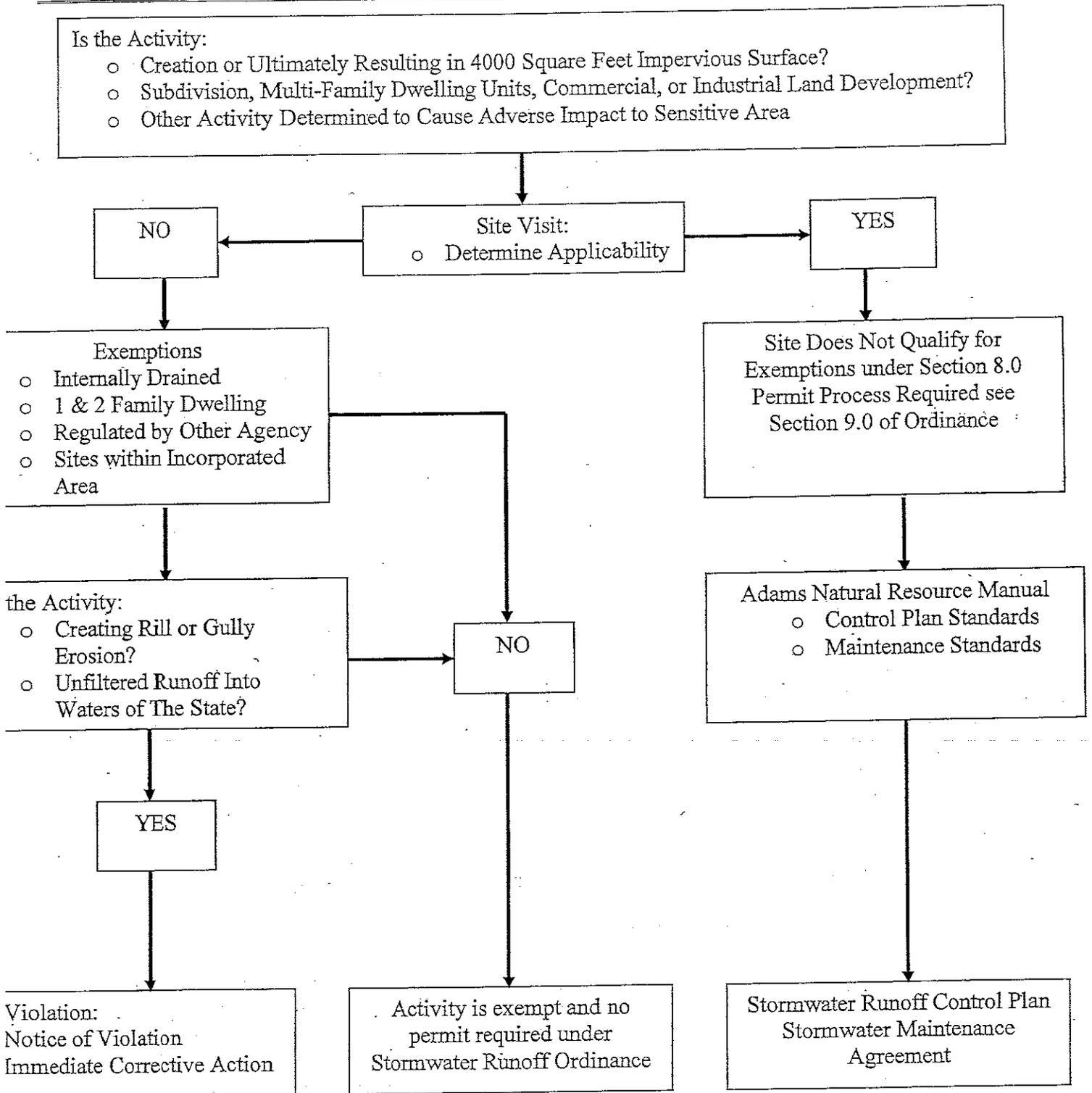
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# FLOW CHART



## **Section 1.0 Title**

- 1.1 Adams County Stormwater Runoff Ordinance for the County of Adams; hereafter referred to as the Ordinance.

## **Section 2.0 Authority for Ordinance**

- 2.1 This ordinance is adopted by the Adams County Board under the authority granted by Sections 59.693 and 92.07(15) and 281 and Chapter 236 Wisconsin Statutes.
- 2.2 Repeal of conflicting Ordinances. This ordinance repeals all provisions of any ordinance previously enacted under s. 59.693 relating to construction site erosion control and storm water management regulations. Wherever there may be a conflict with other county ordinances relating to erosion control, storm water management or site drainage, the more restrictive provision shall apply, as determined by the LWCD.

## **Section 3.0 Findings of Fact**

- 3.1 The Adams County Board of Supervisors finds that unfiltered stormwater runoff and erosion from land disturbance activities can have significant adverse impacts on local surface and ground water resources; on the health, safety, and general welfare of the community; and diminishes the public enjoyment and use of natural resources within Adams County. Specifically, unfiltered post-construction stormwater runoff and erosion from land disturbance activities can:
- Degrade lakes and streams by increasing bank erosion, and negatively altering groundwater recharge and baseflows rates;
  - Diminish the capacity of lakes, streams, and wetlands to support fish, invertebrates, aquatic vegetation, and water supply by increasing pollutants, suspended solids, and heavy metals;
  - Threaten public health, safety, property and general welfare by increasing flood peaks, flood volumes, and overtaxing drainage ways;
  - Diminish water quality due to sediment and nutrient delivery.

## **Section 4.0 Purpose and Intent**

- 4.1 The general purpose of this ordinance is to establish a permit process, require a stormwater runoff control plan and stormwater runoff maintenance plan for applicable projects listed below, regulate all disturbance/development violations within the jurisdictional boundaries, and:
- Prevent and control uncontained rill and gully erosion from negatively impacting waters ways, wetlands, and downstream properties; and
  - Prevent and control the adverse effects of uncontrolled storm water from reaching Waters of the State; prevent and control soil erosion; prevent and control water pollution; protect spawning grounds, fish and aquatic life; control building sites, placement of structures and land uses; preserve ground cover and scenic beauty; and promote sound economic growth..
- 4.2 It is the intent of the Adams County Board of Supervisors to regulate stormwater runoff and erosion through a permit process, stormwater runoff control plans, stormwater runoff maintenance plans, and regulate violations within jurisdictional boundaries.

## **Section 5.0 General Administration**

- 5.1 The Adams County Land and Water Conservation Department, under direction of the Adams County Planning and Development Committee, is designated to administer and enforce this ordinance.

## Section 6.0 Jurisdiction

6.1 This ordinance applies to towns, and unincorporated areas within the jurisdictional boundaries of Adams County.

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## Section 7.0 Definitions

(a) "Applicable review authorities" means the Town, the County Zoning Administrator or the County Parks Director, depending on the type of project and its location.

(b) "Applicant" means any person or entity holding fee title to the property or their representative. The applicant shall become the "permit holder" once a permit is issued.

(c) "Best management practice" (or "BMP") means structural and non-structural measures, practices, techniques or devices employed to avoid or minimize sediment or other pollutants carried in runoff. To determine Stormwater Runoff Control BMPs, reference Adams Natural Resources Manual or obtain Department Approval prior to construction.

(d) "Commercial" means an entity involved in the production, processing, or merchandising of a commodity.

(e) "Common plan of development" means all lands included within the boundary of a certified survey map or subdivision plat created for the purpose of development or sale of property where integrated, multiple, separate and distinct land developing activity may take place at different times by future owners.

(f) "Condominium" means a structure of three or more units, the interior space of which are individually owned; the balance of the property is owned in common by the owners of the individual units.

(g) "County mapping standards" means that the maps are drawn to specifications of the Adams County Automated Land Information Standards, Manual of Standards and Procedures.

(h) "County Zoning Administrator" means the department head of county Planning and Zoning Department.

(h) "Department" means the Adams County Land and Water Conservation Department.

(i) "Erosion" means the process of detachment, transport and deposition of soil, sediment or rock fragments by action of water, wind, ice or gravity.

(j) "Gullies" means large channels cut within the soil surface due to concentrated flow of water

(k) "Individualized Activity" means any stand-alone practice, building, or construction that may or not be associated with a larger purpose.

(m) "Impervious surface" means an area that releases all or a large portion of the precipitation that falls on it, except for frozen soil. Conventional rooftops and asphalt or concrete sidewalks, driveways, parking lots and streets are typical examples of impervious surfaces. For purposes of this ordinance, typical gravel driveways and other examples listed shall be considered impervious unless specifically designed to encourage infiltration or storage of runoff.

(l) "Industrial" means systematic labor especially for some useful purpose or the creation of something of value

- (n) "Internally Drained Site" means the site shall exhibit all of the following:
- Stabilized
  - All stormwater runoff is confined within property boundaries during and post construction
  - Site is not in violation of Ordinance
- (n) "Land Disturbance Activity" means any of the following:
- Structural development, including construction of a new building, parking lot, or other such structures or;
  - Expansion or alternation of an existing structure that results in an increase in the surface dimensions of the building, parking lot or other such structures or;
  - Creation or expansion of impervious surface or;
  - Will ultimately result in the creation or maintenance of a subdivision, condominium, industrial or commercial development.
- (o) "LWCD" means the Land and Water Conservation Department of Adams County. The LWCD County Conservationist supervises the daily activities of the Department, including the administration of this ordinance.
- (p) "Multi-Family Dwelling" means a residential structure designed for or occupied by three or more families including, but not limited to community based residential living facilities, hotels, apartments, condominiums, and quadplexes. The number of families in residence not exceeding the number of dwelling units provided.
- (q) "Permit Holder means any person or entity holding fee title to the property or acting as the owners representative, including any person, firm, corporation or other entity performing services, contracted, subcontracted or obligated by other agreement to design, implement, inspect, verify or maintain the BMPs and other approved elements of erosion control and storm water plans and permits under this ordinance.
- (r) "Pollutant", as per s. 283.01(13) Wisconsin Statutes, means any dredged spoil, solid waste, incinerator residue, sewage, garbage, refuse, oil, sewage sludge, munitions, chemical wastes, biological materials, biological nutrients, radioactive substance, heat, wrecked or discarded equipment, rock, sand, cellar dirt and industrial, municipal and agricultural waste discharged into water.
- (s) "Pollution", as per s. 283.01(10) Wisconsin Statutes, means man-made or man-induced alteration of the chemical, physical, biological or radiological integrity of water.
- (t) "Publicly funded" means a land development, such as a public road or municipal building, that is being funded solely by a unit of government. It does not include new roads or other structures built with private funds, or a combination of public and private funds, and subsequently dedicated to a unit of government.
- (u) "Qualified Professional" means a person holding specific credentials relevant to the work to be done.
- (v) "Regulatory agency" means a public agency that the LWCD recognizes as having the legal authority to review and approve erosion control and storm water management plans and enforce their implementation, with requirements at least as restrictive as this ordinance.
- (w) "Rill" means small channels cut within the soil surface due to concentrated flow of water
- (x) "Road" means any access drive that serves more than two (2) residences or businesses.

(y) "Shoreland" means the area landward of the ordinary high water mark within the following distances: 1,000 feet from a lake, pond or flowage; and 300 feet from a river or stream or to the landward side of the floodplain, whichever distance is greater.

(z) "Site" means the entire area included in the legal description of which the land disturbing or land development activity will occur.

(aa) "Stabilized" means that all land disturbing activities are completed and that a uniform, perennial vegetative cover has been established on at least 80% of the soil surface or other surfacing material is in place and the risk of further soil erosion is minimal, as determined by the LWCD.

(bb) "Stormwater Permit" means a written authorization made by the LWCD to the applicant to conduct land development activities in accordance with the requirements of this ordinance. A storm water permit regulates both site erosion and post-construction stormwater runoff from a site.

(cc) "Stormwater Runoff" means water from rain, snow or ice melt, or dewatering that moves over the land surface via sheet or channelized flow.

(dd) "Subdivision" means a division of a lot, parcel, or tract of land by the owner thereof or the owner's agent for the purpose of sale of building development, where:

- 1. The act of division creates 5 or more parcels or building sites of 1.5 acres each or less in area; or
- 2. Five or more parcels or building sites of 1.5 acres each or less in area are created by successive divisions within a period of 5 years.

(ee) "Technical standard" means a document that specifies design, predicted performance and operation and maintenance requirements for a material, device or method.

(ff) "Unfiltered" means all stormwater not flowing through a best management practice.

(hh) "Utility" means a wire, pipe, tube or other conduit designed to distribute or collect a product or service, including but not limited to electricity, natural gas, oil, telecommunications, drinking water, storm water, sewage, or any combination of these items.

(ii) "Vegetative plantings" means seed or plant stock upon maturity, generally has a deep root system, which enhances infiltration and prevents erosion.

(jj) "Waters of the state", as per s. 281.01 (18), Wisconsin Statutes, includes those portions of Lake Michigan and Lake Superior within the boundaries of this state, and all lakes, bays, rivers, streams, springs, ponds, wells, impounding reservoirs, marshes, watercourses, drainage systems and other surface water or groundwater, natural or artificial, public or private, within this state or its jurisdiction.

(kk) "Wetlands" means an area where water is at, near or above the land surface long enough to be capable of supporting aquatic or hydrophytic vegetation and which has soils indicative of wet conditions.

(ll) "Working day" means any day the office of the LWCD is routinely and customarily open for business and does not include Saturday, Sunday and any official county holidays.

## Section 8.0 Exemptions and Applicability

7.1 The following activities shall be exempt from a Stormwater Permit:

- A. Land disturbing activities exempted by state or federal law, including, but not limited to, highway construction and other projects conducted by a state or other governmental agency, as defined under s. 227.01 (1), Wisconsin Statutes, or under a memorandum of understanding entered into under s. 281.33 (2), Wisconsin Statutes. To recognize an exemption under this paragraph, the LWCD shall require documentation of the person(s) and regulatory agency charged with enforcing erosion control and storm water management for the project.
- B. All activities regulated under Comm. 21.125 Uniform Dwelling Code for construction of one and two family residential dwellings.
- C. Land disturbing activities directly involved with planting, growing and harvesting of any plant grown for human or livestock consumption/use, including sod farms and tree nurseries.
- D. All agricultural structures regulated under NR151, NR243 and ss.281 will be exempted.

7.2 Technical Exemptions for Stormwater Runoff Control & Maintenance Plan. The landowner is encouraged to contact the LWCD Office to schedule a no charge site visit for exemption/applicability determination. The LWCD may exempt a site or a portion of a site from meeting certain technical requirements of this section if the LWCD determines that one or more of the following applies:

- A. Off-Site BMP(s). The requirement has been satisfied through the use of off-site BMP(s). Off-site BMPs could be installed beyond the boundaries of the property covered by the application as part of a regional storm water management plan or through other legal arrangements. However, to be eligible for this exemption, the off-site BMP(s) must meet departmental maintained and approved Stormwater Runoff Control and Maintenance Standards
- B. Internally Drained Sites. The site is internally drained and stabilized and therefore will not discharge runoff from the site after development occurs;

7.3 The following land development activities apply to the requirements of this ordinance and shall require an approved Stormwater Permit per Sec. 9 prior to commencement of all proposed land development activities:

- A. Is the creation or addition ultimately resulting in a total of 4000 square feet impervious surface from land disturbance activities or;
- B. Is a subdivision, multi-dwelling unit, industrial, or commercial development or;
- C. Is a land disturbance activity, regardless of size, that the LWCD determines is likely to cause a high risk of soil erosion, water pollution, or chronic wetness to an environmentally sensitive area or may violate any other erosion control and stormwater management standard set forth in this ordinance or the associated manual.

## Section 9.0 Permit Process

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- 8.1 A Stormwater Permit shall be obtained before any person commences a land development activity, pursuant to the applicability and exemption provisions of Sec. 8. The Adams LWCD will require the applicant to pay a permit fee.
- 8.2 Required Materials. To request approval for a Stormwater Permit under this ordinance, the applicant shall submit to the Adams LWCD all of the following:
- A. A completed and signed application; and
  - B. A completed and approved inventory worksheet; and
  - C. The applicable fee(s); and
  - D. A final stormwater runoff control plan in accordance with Sec 12; and
  - E. A stormwater runoff control maintenance agreement in accordance with Sec. 13; and
  - F. A financial assurance, in accordance with Sec. 8.11 below.
- 8.3 Permit Review Processes. By submittal of the materials under Sec. 8.2, the applicant is authorizing the LWCD to enter upon the subject site to obtain information needed to administer this ordinance. The LWCD shall have 30 working days per individualized activity as determined by the LWCD from the date all materials under Sec. 8.2 are received to approve or disapprove the permit based on the requirements of this ordinance. If within the 30 working days, the LWCD determines the materials under Sec. 8.2 are not complete and requests additional information from the applicant or another source (such as another regulatory agency), the LWCD shall have 30 working days from the date additional information is received to approve or disapprove the permit.
- 8.4 Notification of Results. If the LWCD does not notify the applicant of missing information, approve or disapprove the permit within 30 working days, the applicant may continue pursuing other applicable approvals or deed recording without permit approval and may commence land development activity without a permit. If the LWCD approves the permit, the applicant may proceed with permit implementation requirements. If the LWCD disapproves the permit, the applicant may appeal the decision according to Sec. 10 of this ordinance.
- 8.5 Permit issuance and Display. The LWCD shall issue a permit to the applicant after verifying that all applicable conditions of this ordinance have been met. The permit shall be publicly displayed within 50 feet of the permitted site 5 days prior to construction, throughout construction, and 5 days post construction of the best management practices.
- 8.6 Permit duration. The LWCD shall establish an expiration date for all Stormwater Permits based on the construction schedules established in the approved erosion control and storm water control and maintenance plans.
- 8.7 Permit amendments. The LWCD, upon written request, may amend a Stormwater Permit. The written request shall be submitted to the LWCD and shall include the desired amendments and the desired effective dates of the amendments. The LWCD shall respond to the request per Sec. 8.3 and 8.4. The LWCD may require additional information and requirements as a condition of granting a permit amendment. The LWCD shall charge, and the permitted shall pay, an amendment fee.

Permit transfer. The LWCD may transfer a Stormwater Permit issued under this ordinance to a new applicant upon a written request and payment of the corresponding fee. The permit transfer shall not take effect until the LWCD verifies in writing that the new applicant has satisfied all conditions of this ordinance, including an updated list of responsible parties and the submittal of a new financial assurance.

- 8.9 Permit termination. The LWCD shall issue a permit termination letter to the permit holder upon releasing the financial assurance under Sec. 8.11 (c) below, which shall serve as documentation that all conditions of this ordinance have been satisfied and the permit has been terminated. A copy of this letter shall also be sent to the Wisconsin Department of Natural Resources and shall serve as the "Notice of Termination" under s.s. NR 216.55 Wis. Admin. Code.
- 8.10 Other Permits. Compliance with a Stormwater Permit does not relieve the permit holder or other responsible party of the responsibility to comply with other applicable federal, state, and local laws and regulations. The LWCD may require the applicant to obtain other permits or plan approvals prior to issuing a Stormwater Permit.
- 8.11 Financial Assurance. The LWCD may require the applicant to submit a financial assurance to ensure compliance with the approved erosion control and storm water control plans and other permit requirements.
- A. Financial assurance only applies to a subdivision, multi-dwelling unit, industrial, or commercial development
  - B. The LWCD shall determine the acceptable type and form of financial assurance, which may include cash, a bond, an escrow account or irrevocable letter of credit. The LWCD shall, upon written notice to the permit holder, be authorized to use the funds to complete activities required in the approved plans or this ordinance if the permit holder or other responsible party defaults or does not properly implement the requirements.
  - C. The amount of the financial assurance shall be determined by the landowner in the form of individual itemized installed construction of Best Management Practices. All financial assurance submissions are subject to LWCD approval.
  - D. The LWCD shall provide the permit holder or other responsible party a written statement outlining the purpose of the financial assurance.
  - E. The LWCD shall release the financial assurance and issue a termination letter only after determining full compliance with the permit and this ordinance.
  - F. The LWCD shall withhold from the financial assurance amount released to the permit holder any costs incurred by the LWCD to complete installation or maintenance of best management practices through enforcement action or prior to the transfer of maintenance responsibilities through an approved maintenance agreement, or other unpaid fees or costs incurred by the LWCD associated with the enforcement of this ordinance.
  - G. The financial assurance provisions of this ordinance shall be in addition to any other financial assurance requirements of the local community for other site improvements. Any arrangements made to share financial assurances with the local community shall be made at the discretion of the LWCD and shall be at least as restrictive the requirements in this ordinance.

- 8.12 Permit Certification. After completion of construction, the LWCD may conduct a final inspection of all permitted sites and review as-built surveys/plans to determine compliance with the approved plans and other applicable ordinance requirements. If, upon inspection, the LWCD determines that any of the applicable requirements have not been met, the LWCD shall notify the permit holder what changes would be necessary to meet the requirements. At the request of the permit holder, the LWCD shall provide a notification of noncompliance or a report of final inspection in written or electronic form.
- A. To ensure compliance with this ordinance and to serve as a basis for the engineering verification as-built surveys/plans shall be completed in accordance with LWCD standards. As-built surveys/plans will be required to be certified as accurate by a qualified professional. The LWCD reserves the right to require a professional engineer approval based project scope.
  - B. As-built surveys/plans shall contain a statement that the engineer/technician has successfully completed all site inspections outlined in the approved plans and that the stormwater control plans have been implemented as designed. If vegetative plantings are involved, a qualified professional may be required to verify the planting process and its successful establishment, in accordance with the stormwater and erosion control plans when the following applies:
    - a. Subdivision, multi-dwelling unit, industrial, and commercial developments.
- 8.13 Permit Fees. Application and review fees under this ordinance shall be set by the LWCD and approved by County Board resolution. See most recent copy of Natural Resources Manual for fee schedule.

### **Sec. 10.0 Appeals**

- 9.1 Authority. The Board of Adjustment shall act as the review and appeal authority for any order, requirement, decision or determination by the LWCD under this ordinance.
- 9.2 Procedure. The rules, procedures, duties and powers of the Board of Adjustment shall be as provided in the County Code of Ordinances and the provisions of §59.694, Wisconsin Statutes shall apply to any review or appeal under this ordinance.
- 9.3 Variances. Upon appeal, the Board of Adjustment may authorize variances from the provisions of this ordinance which are not contrary to the public interest or the purposes of this ordinance, and where owing to special conditions beyond the control of the applicant, a literal enforcement of this ordinance will result in unnecessary hardship.
- 9.4 Who May Appeal. Appeals to the Board of Adjustment may be taken by any aggrieved person or by an officer, department, board, or bureau of the County affected by any decision of the LWCD.
- 9.5 Mitigation. Upon appeal, the person(s) may request a formal mitigation process in which a plan must be presented at the time of request. The plan will meet of all the ordinance requirements with the exception of the contested portion(s). The request will first be presented to Board of Adjustment and then to County Board for approval.

### **Sec. 11.0 Enforcement**

- 11.1 Violations. A violation will be determined by one of the following

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- A. A site that is not complying with any requirement set forth in this ordinance as part of its permit or stormwater management and maintenance plan.
  - B. Any activity permitted or not, visually exhibiting gullies
  - C. Any activity contributing unfiltered stormwater runoff that ultimately enters into Waters of the State.
- 11.2 Notice of Violation. The LWCD shall notify the violator of any violation in writing, and copy any other known responsible party involved in the violation. The written notice shall be certified mailed with return receipt by addressee only to the permit holder.
- 11.3 Notice Content. The notice shall describe the violation, remedial action(s) needed and a schedule for remedial action to be completed. Any enforcement measures shall continue until compliance is achieved.
- 11.4 Methods of Enforcement. The LWCD is authorized to use the following methods of enforcement in any combination thereof against any responsible party that is found to be in violation of any provision of this ordinance:
- A. Forfeiture. Any violator shall be subject to a forfeiture of maximum \$500.00 per violation plus the cost of prosecution and mitigation for each violation. Each day that a violation exists shall constitute a separate offense.
  - B. Stop Work Order. Any violator is subject to an order to stop all work except that which is needed as a corrective action to bring the site into compliance.
  - C. Permit Revocation. The LWCD may revoke a permit issued under this ordinance. Upon loss of the permit, all construction shall cease and the site shall be stabilized, with any costs incurred by the County to be charged against the financial assurance.
  - D. Injunction. The County, or any person affected by activities regulated under this ordinance, may enforce the provisions of this ordinance by a temporary restraining order, injunction and other such relief as a court may order.
- 11.5 Declared nuisances. Any land development activity carried out in violation of the provisions of this Ordinance is hereby declared to be a nuisance per se, and the county may apply to any court of competent jurisdiction to restrain or abate such nuisance.
- 11.6 Emergency Action. The LWCD may enter upon any property, permitted or not, and take any necessary emergency action to mitigate and reclaim any gully erosion, uncontrolled stormwater runoff, or other violations against this ordinance that the LWCD determines is an threat to public health, safety, welfare, the environment or downstream property, or if the permit holder or other violator refuses to take the corrective action as ordered by the LWCD. Any cost incurred by the LWCD as a result of this action shall be billed to the permit holder or subtracted from the financial assurance. The LWCD shall provide reasonable notice to the permit holder after exercising this authority.

## **Sec. 12.0 Stormwater Runoff Control Plans**

- 12.1 The Stormwater Runoff Control Plan shall describe how the permit holder will meet the standard of no greater than 10% net increase in stormwater discharge and no visual observation of soil due to erosion traveling outside of the property boundaries. The LWCD may recognize

other methods for determining compliance with no greater than 10% net increases in stormwater goal and no visual erosion as they are standard, including any methods that may come from procedures under Ch. NR216, Wis. Admin Code.

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- 12.2 Stormwater Runoff Control Plan Requirements. Final stormwater control plans shall contain the items from the current version of the departmental maintained and approved Stormwater Runoff Control Plan Standard.

### **Sec. 13.0 Stormwater Maintenance Agreement**

- 13.1 Maintenance Agreements Required. A maintenance agreement shall be required for all permanent storm water and erosion control Best Management Practices installed to comply with the requirements of this ordinance. The maintenance agreement shall be independent of all other restrictions or covenants and shall comply with all provisions of this section.
- 13.2 Maintenance Agreement Provisions. The maintenance agreement shall, at a minimum, contain all information from the current version of the departmental maintained and approved Maintenance Standard

### **Sec. 14.0 Declaration of Severability**

- 14.1 Severability. The several sections, subsections and paragraphs of this Ordinance are hereby declared to be severable. If any section, subsection, or paragraph or subparagraph of this Ordinance shall be declared by a decision of a court of competent jurisdiction to be invalid, such decision shall not affect the validity of the other provisions of the Ordinance, or of the section of which the invalid portion or paragraph may be a part.

Published in the Times Reporter the official newspaper of Adams County on the \_\_\_\_\_ day of Dec 2007.

Recommended for enactment by Adams County Planning & Development Committee on this 12<sup>th</sup> day of November 2007

\_\_\_\_\_  
Al Sebastiani

\_\_\_\_\_  
Glenn Licitar

\_\_\_\_\_  
Robert Dixon

\_\_\_\_\_  
Fran Dehmlow

*Michael J. Keckeisen*  
\_\_\_\_\_  
Michael Keckeisen

\_\_\_\_\_  
Sylvia Breene

\_\_\_\_\_  
Richard Colby

Enacted/Defeated by the Adams County Board on the \_\_\_\_\_ day of Dec 2007

\_\_\_\_\_  
Cindy Phillippi, County Clerk

\_\_\_\_\_  
Cynthia Loken, County Board Chair

## INVENTORY WORKSHEET

Adams County Land and Water Conservation Department  
402 Main Street, P.O. Box 287  
Friendship, WI 53934  
Phone: 608-339-4268 FAX: 608-339-4504

LWCD Permit ID #

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### INVENTORY ITEMS

- Maps: Location, Parcel, Existing Topography, Proposed Land Divisions, Soils, Floodplain, Critical Area Habitat, Natural Area and Environmental Corridors. (*See Adams Natural Resources Manual for details and references.*)
- Purpose of Activity.  
(*Examples: Subdivision, Condominium, 4000 sq.ft. parking lot*)
- Location of Wetlands delineated on orthophoto map.  
(*Delineation and approved by Army Corp of Engineers (715)345-7911*)
- Location of all Surface Waters on orthophoto map, including OHWM and Shoreland Zoning Areas.  
(*Includes lakes, streams, ponds, rivers, ditches, intermittent flows, springs etc.*)
- Location of all Man-made Features Onsite on orthophoto map.  
(*Includes buildings, roads, parking lots, etc.*)
- Narrative describing existing vegetation within proposed land development area.  
(*Classify percent ground cover, species, density, invasive species present, season of inventory*)
- A map locating and a narrative describing existing Cultural Resources within proposed land disturbance area. (*Information may be obtained by calling (608) 264-6500.*)
- A map locating and a narrative describing existing Historical Resources within proposed land disturbance area. (*Information may be obtained by visiting [www.wisconsinhistory.org/hp/register](http://www.wisconsinhistory.org/hp/register)*)
- A map locating and a narrative describing existing Threatened/Endangered/Special Interest Species and Sites within proposed land disturbance area. (*Information may be obtained by visiting [www.dnr.state.wi.us/org/land/er/nhi](http://www.dnr.state.wi.us/org/land/er/nhi)*)
- A narrative describing the elevation of groundwater within proposed land disturbance area. (*Information may be obtained from Well Reports, Soil Logs, or Maps Available at Adams LWCD Office*)
- Copy of all Deeds, Covenants, other Recorded Documents describing the location of Easements, Utilities, and other covenants.
- If applicable, a narrative describing potential impacts to the area due to wastewater treatment system(s).  
(*The potential impacts must be determined by an environmental consultant meeting NR712 certifications*)
- If applicable, a narrative and pictures describing current Stormwater/Erosion Control Concerns.
- If applicable a Zoning Determination Letter.  
(*Letter stating Township Support*)

NOTE: ALL DOCUMENTS MUST BE SOURCED (DATE, AUTHOR, VERSION ETC.)  
NOTE: ALL AERIAL PHOTOS MAY BE OBTAINED IN ADAMS REGISTER OF DEEDS

Approved 12/10/2007 Adams Planning and Development

**STORMWATER PERMIT**

Adams County Land and Water Conservation Department  
402 Main Street, P.O. Box 287  
Friendship, WI 53934  
Phone: 608-339-4268 FAX: 608-339-4504

LWCD Permit ID #

Office Use Only

- Exempt
- Exempt (Tech)
- Stormwater

**SECTION I - TYPE OF ACTIVITY**

- 4000 Sq.Ft. Impervious Surface Addition/Creation
- Multi-Dwelling Unit
- Subdivision
- Commercial
- Industrial
- Other

**SECTION II - CONTACT INFORMATION**

Landowner: Name \_\_\_\_\_  
 Address \_\_\_\_\_  
 Phone \_\_\_\_\_ FAX \_\_\_\_\_ Email \_\_\_\_\_

Consultant: Name \_\_\_\_\_  
 Address \_\_\_\_\_  
 Phone \_\_\_\_\_ FAX \_\_\_\_\_ Email \_\_\_\_\_

Inspector: Name \_\_\_\_\_  
 Address \_\_\_\_\_  
 Phone \_\_\_\_\_ FAX \_\_\_\_\_ Email \_\_\_\_\_

**SECTION III - SITE INFORMATION**

Local Address \_\_\_\_\_  
 Section \_\_\_\_\_ Town \_\_\_\_\_ Range \_\_\_\_\_ 1/4 \_\_\_\_\_ 1/4 1/4 \_\_\_\_\_  
 Govt. Lot \_\_\_\_\_ Lot # \_\_\_\_\_ Subdivision \_\_\_\_\_  
 Parcel Size \_\_\_\_\_ sq.ft. or \_\_\_\_\_ Acres

Adjoining Property Owners Name/Address \_\_\_\_\_  
 Adjoining Property Owners Name/Address \_\_\_\_\_  
 Adjoining Property Owners Name/Address \_\_\_\_\_

**CHECKLIST**

- Inventory Worksheet
- Completed Application
- Stormwater Plan
- Maintenance Agreement

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_  
 Fee Paid \$ \_\_\_\_\_ Check # \_\_\_\_\_ Cash \$ \_\_\_\_\_  
 Date Permit Issued \_\_\_\_\_

**STORMWATER PERMIT FEE – 2008**  
 Adams County Land and Water Conservation Department

PROJECTS	FEE
PERMIT APPLICATION	\$100.00 – per project application
PERMIT AMENDMENT	\$50.00 – per amendment application
TECHNICAL EXEMPTION APPLICATION	\$50.00 – per exemption application

**FINANCIAL GUARANTEE**

A financial guarantee may also be required as a condition of obtaining a Stormwater Permit. It is returned to the applicant upon satisfying all permit conditions, including: 1) submitting "as-built" survey of final construction; 2) certification of as-built construction by a licensed engineer; and 3) final inspection from the Land & Water Conservation Department (verify stabilization, etc.).

- ◆ NOTE: IF APPLICABLE, FINANCIAL ASSURANCE WILL BE REQUIRED AT THE TIME OF PERMIT APPLICATION. THE AMOUNT OF FINANCIAL ASSURANCE WILL BE DETERMINED BY THE LANDOWNER AND VERIFIED BY THE LWCD AS A REFLECTION OF ACTUAL INSTALLED COSTS OF THE BEST MANAGEMENT PRACTICES PLUS 10%
- ◆ NOTE: FINANCIAL ASSURANCE ONLY APPLIES TO SUBDIVISION, MULTI-DWELLING UNIT, COMMERCIAL, AND INDUSTRIAL DEVELOPMENT



LWCD Permit ID #

<b>SECTION IA. COUNTY INFORMATION</b>		PAGE 2
NAME OF COUNTY AGENT/REPRESENTATIVE	TELEPHONE NUMBER	
ADDRESS	CITY, STATE, ZIP CODE	
<b>SECTION IB. LANDOWNER OR AUTHORIZED REPRESENTATIVE</b>		
NAME OF LANDOWNER (Individual, Corporation, Trust, Estate, Partnership) NOTE: SPOUSE MUST BE INCLUDED		
ADDRESS		
CITY, STATE, ZIP CODE	TELEPHONE NUMBER	
LEGAL DESCRIPTION OF SUBJECT PROPERTY (COMPLETE BELOW OR ATTACH AS EXHIBIT B) Example: NW ¼ of the NW ¼ of Section 12, T. 14 N., R 6 E. (Aerial photo without description is not sufficient)		
<b>SCHEDULE OF EVENTS</b>		
Each practice must be installed in the year of the proposed schedule, unless the project is extended.		

**Appeal Rights**

The landowner or grant recipient may appeal to the County, in writing, any decision of the County Land Conservation Department regarding the Adams County Stormwater Runoff Ordinance No. 2007-X. The County Corporation Counsel will determine if the permittee is eligible for a hearing under Chapter 68, Wis. Stats.

**SECTION 2****A. The landowner/grant recipient agrees:**

Through this Agreement, the Owner hereby subjects the Property to the following covenants, conditions and restrictions:

1. The Owner shall be responsible for the routine and extraordinary maintenance and repair of the storm water management practice(s) and drainage easements identified in Exhibit A and B until Storm Water Permit termination by Adams County in accordance with Section 8 of Adams County Stormwater Runoff Ordinance No. 2007-X
2. After Storm Water Permit termination under No.1 above, the current Titleholder(s) shall be solely responsible for maintenance and repair of the storm water management practices and drainage easements in accordance with the maintenance plan contained in Exhibit C.
3. Upon written notification by Adams County or their designee, the Titleholder(s) shall, at their own cost and within a reasonable time period determined by Adams County, have an inspection of the storm water management practice conducted by a qualified professional, file a report with Adams County and complete any maintenance or repair work recommended in the report. The Titleholder(s) shall be liable for the failure to undertake any maintenance or repairs.
4. In addition and independent of the requirements under Paragraph No. 3 above, Adams County, or its designee, is authorized to access the property as necessary to conduct inspections of the storm water management practices or drainage easements to ascertain compliance with the intent of this Agreement and the activities prescribed in Exhibit B. Adams County may require work to be done which differs from the report described in Paragraph No. 3 above, if Adams County reasonably concludes that such work is necessary and consistent with the intent of this Agreement. Upon notification by Adams County of required maintenance or repairs, the Titleholder(s) shall complete the specified maintenance or repairs within a reasonable time frame determined by Adams County
5. If the Titleholder(s) do not complete an inspection under No. 3 above or required maintenance or repairs under Paragraph No. 4 above within the specified time period, Adams County is authorized, but not required, to perform the specified inspections, maintenance or repairs. In the case of an emergency situation, as determined by Adams County, no notice shall be required prior to the Adams County performing or out-sourcing emergency maintenance or repairs. Adams County may levy the costs and expenses of such inspections, maintenance or repair related actions as a special charge against the Property. Said costs may be collected as such in accordance with the procedures under Sec. 66.0627, Wis. Stats. or Subchapter VII of Ch. 66 Wis. Stats.
6. This Agreement shall run with the Property and be binding upon all heirs, successors and assigns. After the Owner records the Addendum noted above, Adams County shall have the sole authority to modify this Agreement upon 30-day notice to the current Titleholder(s).

# ADAMS COUNTY

## STORMWATER RUNOFF ORDINANCE

# PERMIT

(Keep on Premises)

Activity \_\_\_\_\_

Landowner \_\_\_\_\_

Located \_\_\_\_ 1/4 of \_\_\_\_ 1/4, of Sec. \_\_\_\_, T. \_\_\_\_, R. \_\_\_\_

Town Of \_\_\_\_\_ Date \_\_\_\_\_

Permit No. \_\_\_\_\_

Signed \_\_\_\_\_

Adams County Land and Water Conservation Department

Maintain in Accordance with Adams County Stormwater Runoff Ordinance No. 2007-X

## Adams County Maintenance Standard

### 1. Maintenance Agreement Requirements

**A. Ownership.** Identification of the owner(s) of the land parcel(s) where the storm water and erosion control BMP(s) is located. For subdivisions, all storm water and erosion control BMPs shall be located on outlots. For all privately owned outlots, ownership shall be by proportional undividable interest for all properties that are within the control of the applicant and drain to the BMP. However, the applicant may combine ownership of more than one BMP within the site;

**B. Location.** A legal description and survey map of the BMP location(s), showing associated drainage or access easements required to maintain the BMP;

**C. Maintenance plan.** A description of all long term maintenance activities that will likely be required for each BMP included in the agreement, and an estimated time interval between each activity;

**D. Access.** Authorization for vehicle access, including a minimum 15-foot wide access easement dedicated to the local municipality and connecting to a public road right-of-way, to allow for future BMP maintenance work. The access easement shall be of adequate soil conditions or surfacing to withstand loads produced by standard construction equipment, and shall not include any area where channelized flow of runoff occurs or where storm water may pond to a depth greater than six (6) inches during a 100-year, 24-hour design storm.

**E. Maintenance responsibility.** Identification of the person(s), organization, municipality or other entity responsible for long-term maintenance of the storm water BMP. The assignment of maintenance responsibilities for a privately owned storm water and erosion control BMP shall, at a minimum, include all properties that are within the control of the applicant and drain to the BMP. However, the applicant may combine the maintenance responsibilities of more than one BMP within the site;

**F. Inspections.** Authorization for access to the property by representatives of the local municipality or their designee and Adams County to conduct inspections of the BMP, monitor its performance and maintenance, and notify the designated entity when maintenance or repair activities are necessary. A statement shall also be included that says, upon written notification by the local municipality or their designee, that the entity under par. E above shall, at their own cost and within a reasonable time period, have a BMP inspection conducted by a qualified professional, file a report and complete any maintenance or repair work recommended in the report;

**G. Municipal maintenance.** Authorization for the local municipality or their designee to carry out any maintenance activities and associated inspections if the entity identified under par. E above does not perform the required activity within the specified time period in the notification or if the local municipality does not accept the work conducted by the designated entity;

**H. Special assessment.** A statement that the applicable local unit of government may exercise their statutory authority to levy and collect a special assessment or charge pursuant to Subchapter. VII of Ch. 66 Wisconsin Statutes, or Sec. 60.0627, Wisconsin Statutes for towns, for any services carried out relating to par. F or G above;

**I. Binding agreement.** A statement confirming that the entire agreement shall remain binding on all subsequent owners of the property upon which the storm water and erosion control BMP is located and that the restrictions shall run with the land and on any other property which is subject to maintenance responsibility in the agreement;

**J. Agreement modifications.** Sole authorization for the unit of government named under No. 9 above to modify the provisions of the agreement upon 30-day notice to the current owner(s) and other parties responsible for maintenance of the storm water and erosion control BMP. Any changes made to the agreement shall maintain the minimum items listed in this subsection and ensure the long term maintenance of the BMP;

**K. Other.** Other information as determined to be necessary by the LWCD to ensure compliance with this ordinance.

**2. Agreement Review and Approval.**

**A.** The LWCD shall review and approve the form and content of all maintenance agreements proposed under this ordinance and ensure compliance with all provisions of this section. If the agreement does not comply, the LWCD shall notify the applicant what changes are needed in order to comply, in accordance with the plan review procedures in Sec. No 8.3 and 8.4 of Adams County Stormwater Runoff Ordinance No. 2007-XX

**3. Recording.**

**A.** Upon certification of compliance with Sec. No. 14.2 and 14.3 permit holder may be required to record the maintenance agreement shall be recorded at the Adams County Register of Deeds referencing any plat, certified survey or other ownership transfer device pertaining to land which contains the subject BMP or is subject to maintenance responsibility in the approved agreement. For new land divisions, the recording of the maintenance agreement shall occur simultaneously with the recording of the land division. However, no BMP maintenance agreement shall be recorded prior to LWCD approval. The permit holder shall provide a copy of the recorded agreement, including evidence of the actual recording(s), to the LWCD as a condition of release of the financial assurance

**4. Maintenance Responsibilities Prior to a Maintenance Agreement.**

**A.** The permit holder and other responsible party shall be responsible for the maintenance of all storm water BMPs prior to permit termination.

# Adams County Stormwater Control Plan Standard

## 1. Stormwater Control Plan Requirements

*All requirements are based on project scope and applicability.*

**A. Cover Sheet.** A cover sheet, stamped and signed by a professional engineer registered in the State of Wisconsin may be required, indicating that all plans and supporting documentation have been reviewed and approved by a Qualified Professional and certifying that they have read the requirements of this ordinance and that, to the best of their knowledge, the submitted plans comply with the requirements of the Adams County Stormwater Runoff Ordinance. The cover page should include, but not be limited to the following items;

**1. Designer.** Drafting date and contact information for the project engineer/technician/planner. The contact information shall be an individual not a firm or company;

**2. Location map.** Map showing the site location within a public land survey section or subdivision as specified by Adams County Land Information Office. Map shall include 2 major roadways for reference.

**3. Revisions.** Documentation of all revisions including date, person, and type of change

**4. Utilities release.** Written authorization verifying all utilities have been located and are clearly marked to the minimum of the project boundaries. This will include an authorization number from the authorized utility or subcontractor.

**B. Site Plan Map(s)** Prepared in accordance with minimum LWCD standards and of sufficient clarity for those responsible for site grading, including, but limited to:

**1. Plan Details.** Development title, graphic scale, north arrow; sheet numbers and revision dates on every page applicable.

**2. Property location.** Description by public land survey system (1/4 section, section, township, range, county);

**4. Survey Information.** Ownership boundaries, bearings, lengths and other survey references that will accurately identify the sites location, in accordance with Sec. 236 Wisconsin Statutes and county mapping standards for all land divisions;

5. **Site Identification.** Lot numbers and dimensions, including outlots for all land divisions;
7. **Surveyor's Seal.** Surveyor's certificate, signed, dated and sealed for all land divisions and CSM;
8. **Discharge Location.** Location of existing and proposed storm water discharge points;
9. **Conveyance System.** Type, size, location, profiles and cross-sections of all pipes, open channels, grade stabilization structures and other proposed storm water conveyance systems, with unique references to support/design documentation
10. **Drainage Easements.** Location and dimensions of proposed drainage easements;
11. **Access Easements.** Location, dimensions and surfacing material or soils data of proposed access lanes and delineation of easements needed to allow future maintenance and inspection of all storm water BMPs in accordance with Section 8 of Adams County Stormwater Runoff Ordinance. The minimum width of any access easement shall be 15 feet unless otherwise designated by LWCD;
12. **Surface Information.** Delineation and labeling of all proposed impervious and pervious areas and accompanying area computations;
13. **Soil Borings.** Locations of all available soil borings or soil profile evaluations with unique references to supplemental data report forms, specified in Unified or ASSHTO;
14. **Structures.** Location and descriptive notes for existing and proposed structures within 50 feet of the property boundaries and their proposed use, including, but not limited to buildings and foundations, roads, parking areas, fence lines, access lanes, culverts (include size and type), above ground utilities and retaining walls;
15. **Waste Facilities.** Location and description of all waste storage facilities including but not limited to, dumps, landfills, manure or other waste storage facilities;
16. **Setbacks.** Boundaries and descriptive notes for all applicable setbacks;
17. **Easements.** Location and descriptive notes for any proposed easements, right-of-ways, vision corners or other known site restrictions. Road right-of ways and building setbacks shall be in compliance with all applicable administrative codes, adopted plans and ordinances;

**18. Public Dedication Area.** Location and descriptive notes proposed public dedications of parcels or right-of-ways;

**19. New Well Information.** Location and documentation of new well delineation of any applicable regulatory setbacks, in accordance with Ch. NR 811 and 812 Wis. Admin. Code;

**20. Documentation** Notes describing source documents, date and measure of accuracy for all applicable mapping features noted above;

**21. Other.** Other site information that the LWCD determines is necessary to administer this ordinance.

**C. Detailed Cross-Sections and Profiles.** Descriptions of each BMP showing all critical design features, side slopes, structures, soil profiles and applicable elevations, including seasonal high water table and separations from karst features and bedrock;

**D. Materials Specifications** Detailed drawings or material specifications for inlets or outlets.

**E. Construction Notes.** Detailed construction notes explaining all necessary procedures to be followed to properly implement the plan, including planting and landscaping specifications, timing and sequencing of construction and any temporary measures needed to protect BMPs during the construction phase;

**F. Inspection Plan.** A detailed construction inspection plan, outlining the critical elements in the plan that need to be surveyed or inspected by a representative of the project engineer/planner, the LWCD or the town, and the timing and notification requirements involved. :

**G. Narrative.** A narrative summary of the storm water management plan, briefly explaining any unique information that led to the selection of BMPs, how the proposed plan meets the guiding principles under sub. (b) above, and the specific storm water planning requirements under sub. (d) above.

**H. Support Documents.** Documentation of any other calculations used to demonstrate compliance with the performance standards in this section

**I. Runoff Numbers.** Accompanying runoff curve numbers within the site and draining into the site from adjacent properties, with unique references to hydrology data summaries and a description of the ultimate receiving water body(s) for off-site discharges;

**2. Pre/Post Flow Calculations.** Pre-development and post-development hydrology and pollutant loading (if applicable) data for each watershed, such as peak flows and runoff volumes, as needed to meet the requirements of this ordinance. All major assumptions used in developing input parameters shall be clearly stated and cross-referenced to the maps under par. B. above;

**3. Surface Calculations.** Impervious surface maps and calculations of runoff volumes and effective infiltration areas, in accordance with (d).3. above.

**4. Hydraulic and Hydrologic Data.** Summaries for all existing and proposed pipes, open channels, grade stabilization structures and other storm water conveyance systems, and the necessary documentation to demonstrate compliance with the site drainage requirements.

**5. Best Management Practice Design Data.** BMP design data for each proposed BMP, showing how it complies with applicable technical standards and the requirements of this ordinance;

**6. Soil Interpretations.** Soil evaluation reports, following the standards with matching references to map features showing their location and elevations;

**7. Costs.** Cost estimates for the installation of proposed storm water BMPs, which shall serve as a basis for the financial assurance. The applicant may use average costs for BMP installations in the county rather than specific estimates, upon approval by the LWCD.

**8. Impacted Owner Authorization.** For sites where changes are proposed in storm water flow paths, or where proposed storm water discharges may otherwise have a significant negative impact on downstream property owner(s), the LWCD may require the applicant to submit written authorization or complete other legal arrangements with the affected property owner(s); and

**I. Erosion Control Best Management.** Practices associated with the land development activity including, but limited to;

**1. Site Plan Map.** A plan map delineating land area to be disturbed and location of planned best management practices.

**2. Narrative.** A narrative describing the land disturbance activity, the best management practices to be installed, an installation schedule, procedure to certify practices installed, and a description of final site stabilization including areas within the property boundary but outside of the land disturbance area.

**3 Support Documents.** Documentation of any other calculations used to demonstrate compliance with the best management practices selected.

**J. Other.** Items deemed necessary by the LWCD to ensure compliance with the requirements with Adams County Stormwater Runoff Ordinance No. 2007-XX.

2. **Stormwater Runoff Control Plan Implementation.** All best management practices shall be installed and maintained in accordance with approved plans and construction schedules. A copy of the approved plans shall be kept at the construction site at all times during normal business hours.
3. **Stormwater Runoff Control Plan Modifications.** The LWCD shall be notified of any significant modifications proposed to be made to the approved plans. The LWCD may require proposed changes to be submitted for review prior to incorporation into the approved plans or implementation. Any modifications made during plan implementation without prior approval by the LWCD are subject to enforcement action.
4. **Inspection Log.** The permit holder shall provide a qualified professional to conduct inspections and maintain an inspection log for the site. All best management practices shall be inspected within 24 hours after each rain event of 0.5 inch or more that results in runoff, or at least once each week. The inspection log shall include the name of the inspector, the date and time of inspection, a description of the present phase of construction, the findings of the inspection, including an assessment of the condition of erosion and sediment control measures and the installation of storm water management BMPs, and any action needed or taken to comply with this ordinance. The inspection log shall also include a record of BMP maintenance and repairs conducted under subs. 8 and 9 below. The permit holder shall maintain a copy of the inspection log at the construction site or via the Internet, and shall notify the LWCD of the method of availability upon permit issuance. If the inspection log is maintained on site, the LWCD may view or obtain a copy at any time during normal business hours until permit termination under. If the inspection log is made available via the Internet, the permit holder shall notify the LWCD of the appropriate Internet address and any applicable access codes, and shall maintain the availability of the log until permit termination.
5. **Application for Technical Exemption of Stormwater Runoff Control Plan.**

*An exemption may be granted by the LWCD upon the applicant submitting the following items to the LWCD, which shall constitute a completed application:*

**A. For off-site BMP(s)**

1. **Documentation.** Documentation that the necessary BMP(s) have been properly installed, including as-built plans, construction certification and design

summaries in accordance with Sec. No. 8.12 (b) of the Adams County Stormwater Runoff Ordinance;

**2. Maintenance Agreement.** A copy of the recorded maintenance agreement in accordance with Sec. No. 13 of Adams County Stormwater Runoff Ordinance, and any other easements or legal arrangement that may be involved to ensure the long-term maintenance of the off-site BMP(s).

**3. Associated Fees.** Documentation of payment of any applicable fees that may be required by a unit of government charged with implementing a regional storm water management plan. Note: Fees may be through a storm water utility district or other unit of government and would usually be based on an equitable distribution of costs for land acquisition, engineering design, construction, certification and maintenance of storm water BMPs implemented through the regional storm water management plan

**4. Other.** Other materials that the LWCD determines to be necessary to make a determination under this subsection or to comply with this ordinance.

## 6. **Application for Exemption Review and Notification**

**Procedures.** The LWCD shall review all exemption application materials submitted determine compliance with this section and notify the applicant of a decision within 30 working days of the application submittal date, in accordance with the procedures under Sec. No. 8.3 of the Adams County Stormwater Runoff Ordinance. The LWCD shall approve all exemptions in accordance with the procedures Sec. No. 8.4 of the Ordinance. In consideration of all exemption requests, the LWCD shall ensure that the applicant meets the requirements of this section to the maximum extent practicable.

**7. Exemption Fee.** For those sites that are exempted under this subsection, the applicant shall pay a fee to the LWCD

## 8. **Repairs Not Associated with Stormwater Runoff Control**

**Plan.** The permit holder shall be responsible for any damage to adjoining properties, municipal facilities or drainage ways caused by erosion, siltation, runoff, or equipment tracking. The LWCD may order immediate repairs or clean-up within road right-of-ways or other public lands if the LWCD determines that such damage is caused by activities regulated by a permit under this ordinance. With the approval of the landowner, the LWCD may also order repairs or clean-up on other affected property.

**9. Emergency Work.** The LWCD, in accordance with the enforcement procedures under Section 10, to perform any work or operations necessary to bring erosion control or storm water management practices into conformance with the approved plans and

consents to charging such costs against the financial assurance or to a special assessment or charge against the property as authorized under Subchapter. VII of Ch. 66, Wisconsin Statutes

10. **Other Requirements.** The LWCD may include other permit requirements that the LWCD determines are necessary to ensure compliance with this ordinance

Administrative and Finance Meeting Minutes  
November 9, 2007, 9:00 a.m.

P49

Called to order by chairman Sebastiani at 9:00 a.m. Present Grabarski, Davis, Sebastiani, Keckeisen. Excused West.

Motioned by Keckeisen/Grabarski to approve October 10, 15, and 17, 2007 minutes. Motion carried by unanimous voice vote.

Davis would like to be excused from December, January and February meetings.

Dennis McCullough from Schenck present to discuss workflow processes. Dennis explained it is about organizing people and the work they do. They do simple, straight forward stuff with employees input. The fees are \$250.00 per hour plus travel. Dennis informed the committee they have seen a range of 22% to 300% of improvement in business process improvements in projects they have done. Motioned by Keckeisen/Grabarski to hire Schenck Business Solutions to do a process improvement at Health and Human Services working closely with Eric, Director of Health and Human Services. Motion carried by unanimous voice vote. Motioned by Davis/Grabarski the costs are not to exceed \$9,000 and the fees will come from the contingency fund. Motion carried by unanimous voice vote. Work will begin December 3, 2007 once cleared with Eric. Dennis will give a written report to the Administrative Finance Committee on the 14th of December. The week of the 17<sup>th</sup> Dennis will begin working with the Health and Human Services Department. Dennis will provide a boiler plate engagement letter for the services being provided. If the Administrative Finance Committee is not happy with services provided there will be no obligation to continue with services or make payment. The only payment required would be travel.

Motioned by Grabarski/Keckeisen to have Schenck finish with cash reconciliation thru October 31, 2007 to transfer monies from the contingency fund for services provided not to exceed \$4,000. Motion carried by unanimous voice vote.

Motioned by Grabarski/Keckeisen to approve forwarding the levy resolution with modifications to intent and synopsis to County Board Meeting November 13, 07. Motion carried by unanimous voice vote.

Motioned by Grabarski/Davis to approve reclassification of Secretary Receptionist New Employee position in the County Clerk's office to Deputy Clerk position. Motion carried by unanimous voice vote. Motioned by Keckeisen/Davis to move forward paying 50% of vacation out on part-time deputy clerk position prior to December 31, 07. Motion carried by unanimous voice vote. Motioned by Grabarski/Keckeisen to wait until next year for short fall of additional dollars for remaining payout and additional costs of reclass. Motion carried by unanimous voice vote.

Motioned by Grabarski/Davis to adjourn at 11:05 a.m. until 8:00 November 15, 07. Motion carried by unanimous voice vote.

Respectfully submitted,

  
Cindy Phillippi

Recording Secretary,

These minutes have not been approved by the Administrative Finance Committee

Administrative and Finance Meeting Minutes  
November 15, 2007  
8:00 a.m.

Called to order by chairman Sebastiani at 8:10 a.m. Present Grabarski, Davis, Sebastiani. Excused West and Keckeisen.

Motioned by Grabarski/Davis to postpone Sheriff's Department line item transfers until December meeting. Motion carried by unanimous voice vote.

Motioned by Grabarski/Davis after review and approval of the management letter Administrative and Finance Committee concur with Public Works committee to keep Highway department's accounts in one fund as they currently are. Motion carried by unanimous voice vote.

Per Barb's request the committee will postpone non lapsing accounts until next month's regular meeting.

Motioned by Grabarski/Davis to recess at 9:10 a.m. until 9:30 a.m. Motion carried by unanimous voice vote.

Called back to order by chairman Sebastiani at 9:30 a.m. Present Grabarski, Davis, Sebastiani. Excused West and Keckeisen.

Motioned by Grabarski/Davis to have community service workers paint and move starting with the Treasurer's office on the first floor. If problems arise, authorization is hereby given to use contracted services for painting and movers; the monies will come from the contingency fund for the first floor only. Motion carried by unanimous voice vote.

Motioned by Grabarski/Davis to place on the next Executive Committee agenda reevaluate the space needs and location of the Corporation Counsel's office and staff. To reconsider other areas of the courthouse to minimize costs. Motion carried by unanimous voice vote.

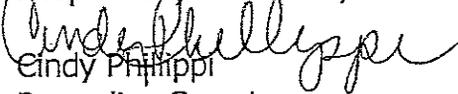
Motioned by Grabarski/Davis to approve UW-Extension line items transfers for accounts 100 42 55620 431/433/432. Motion carried by unanimous voice vote.

Motioned by Grabarski/Davis to recess until 1:00 p.m. Motion carried by unanimous voice vote. Called back to order by Chairman Sebastiani at 12:56 p.m. Present Sebastiani, Grabarski, Davis. Excused West, Keckeisen.

Motioned by Grabarski/Davis to prorate property tax on all tax deeded property sold. Motion carried by unanimous voice vote.

Motioned by Grabarski/Davis to adjourn at 4:04 p.m. Motion carried by unanimous voice vote.

Respectfully submitted,

  
Cindy Philippi  
Recording Secretary,

These minutes have not been approved by the Administrative Finance Committee

ADAMS COUNTY BOARD OF SUPERVISORS ANNUAL MONTHLY MEETING MINUTES  
 ADAMS COUNTY BOARD ROOM, November 13, 2007  
 9:00 a.m.

The Adams County Board of Supervisors special meeting was called to order by Chairperson Loken at 9:05 a.m.

**Roll Call of Supervisors:** Dist. #01-Glenn Licitar; Dist. #02-Bob Dixon; #03-Larry Babcock; #04-Al Sebastiani; Dist. #05-Jerry Kotlowski; Dist. #06-Dean Morgan; Dist. #07-Dave Grabarski; Dist. #08-Frances Dehmlow; Dist. #09-Pat Townsend; Dist. #10 Joanne Sumpter; Dist. #11-Jack Allen; Dist. #12-Florence Johnson; Dist. #13-Michael Keckeisen; Dist. #14-Harry Davis; Dist. #15-David Renner; Dist. #17-Joyce Kirslenohr; Dist. #18-Bob Neuenfeldt Dist. #19-David Repinski; Dist. #20-Cynthia Loken. Excused Dist. #16-John West.

Motioned by Townsend/Renner to approve the agenda. Motion carried by unanimous voice vote.

Motioned by Repinski/Dixon to approve the October 16, 2007 and November 5, 2007, County Board Minutes. Motion carried by unanimous voice vote.

Motioned by Sebastiani/Allen to recess at 9:07 a.m. and open the public hearing on the 2008 proposed budget. Motion carried by unanimous voice vote.

**Public Participation:** Dennis Gorder, Sharon Buskke, Todd Leiningon, Joanne Elliott spoke in reference to the food pantry.

Motioned by Sebastiani/Johnson to close the public hearing on the 2008 proposed budget at 9:15 a.m. and reconvene to the regular County Board Meeting. Motion carried by unanimous voice vote.

**Correspondence:** none

**Appointments:** Motioned by Sebastiani/Kotlowski to appoint Jack Allen to the Advisory Committee. Motion carried by unanimous voice vote.

**Unfinished Business:** none

**New Business:** Administrative Coordinator/Director of Finance Report and Library Financial Report were submitted.

Motioned by Renner/Keckeisen to process the Illegal Taxes and Illegal Tax Certificates withheld from previous years and certificates of 2007. Motion carried by roll call vote 19 yes, 1 excused. Excused West.

Motioned by Kirslenohr/Sebastiani to accept the Treasurer's report of outstanding checks. Motion carried by roll call vote 19 yes, 1 excused. Excused West.

**Resolutions:**

**Res. #61:** Motioned by Kotlowski/Babcock to adopt Res. #61 to sell county advertised tax foreclosure property. Motion to adopt Res. #61 carried by roll call vote 19 yes, 1 excused. Excused West.

**Res. #62:** Motioned by Repinski/Keckeisen to adopt Res. #62 to sell county advertised tax foreclosure property. Motion to adopt Res. #62 carried by roll call vote 19 yes, 1 excused. Excused West.

**Res. #63:** Motioned by Licitar/Townsend to adopt Res. #63 to sell county advertised tax foreclosure property. Motion to adopt Res. #63 carried by roll call vote 19 yes, 1 excused. Excused West.

**Res. #64:** Motioned by Kotlowski/Allen to adopt Res. #64 to sell county advertised tax foreclosure property. Motion to adopt Res. #64 carried by roll call vote 19 yes, 1 excused. Excused West.

**Res. #65:** Motioned by Johnson/Sumpter to adopt Res. #65 to allocate additional funds to cover the additional expenses incurred from re-bidding the Communication System per County Board action, and to authorize the Public Safety & Judiciary Committee to open bids and report to the County Board a summary along with a recommendation for the prospective vendor for the Communication System Project. Motion carried to adopt Res. #65 by roll call vote 19 yes, 1 excused. Excused West.

**Res. #66:** Motioned by Sumpter/Keckeisen to adopt Res. #66 to approve the creation of a full-time (non-exempt) Legal/Personnel Secretary position, Grade 10, Step 1, of the Adams County pay scale, in the Corporation Counsel/Personnel Department. Motion to adopt Res. #66 carried by roll call vote 17 yes, 2 no, 1 excused. Voting no, Kotlowski, Repinski. Excused West.

#### Ordinances:

**Ord. #26:** Motioned by Dixon/Johnson to enact Ord. #26 to rezone a parcel of land in the Town of Richfield, owned by Robert Heath, Portion of property (5 acres) located in the SW 1/4, NW 1/4, Section 12, Township 18 North, Range 7 East, changed from A-1 Exclusive Agricultural District to an A-3 Secondary Agricultural District. Motion to enact Ord. #26 carried by roll call vote 19 yes, 1 excused. Excused West.

**Ord. #27:** Motioned by Johnson/Repinski to enact Ord. #27 to rezone a parcel of land in the Town of Richfield, John F. Gibson, Portion of property (5 acres) located at 1514 County Road G, known as Lot #1, C.S.M. #4245, in the NW 1/4, NW 1/4, Section 13, Township 18 North, Range 7 East, changed from A-1 Exclusive Agricultural District to an A-3 Secondary Agricultural District. Motion to enact Ord. #27 carried by roll call vote 19 yes, 1 excused. Excused West.

#### Petitions:

**Petition 02:** Motioned by Repinski/Babcock to adopt Pet. #02 for culvert aid provided by Section 82.08 of the Wisconsin Statutes for the Town of Leola. Motion to adopt Pet. #02 carried by roll call vote, 19 yes, 1 excused. Excused West.

**Denials:** none

**Recess:** Motioned by Keckeisen/Neuenfeldt to recess at 10:00 a.m. Motion carried by unanimous voice vote.

**Reconvene:** Meeting reconvened at 10:20 a.m. with 19 present, 1 excused. Excused West.

**Res. #67:** Motioned by Grabarski/Sebastiani to adopt Res. #67 to adopt the 2008 Budget, Tax Levy and Mil Rate for Adams County Government. Motioned by Repinski/Keckeisen to allow the board to return to any item in the budget after the budget has been read. Motion carried by roll call vote 11 yes, 8 no, 1 excused. Voting no Allen, Babcock, Grabarski, Johnson, Kotlowski, Sebastiani, Sumpter, Townsend.

Motioned by Keckeisen/Dehmlow to reinstate account 100.11.48405 \$5,000, account 100.11.48410

80,000, all the originally proposed budget to account 51550 adding an additional \$20,000 for purchase of equipment for a total of \$162,000 in expenses. The additional levy dollars of \$77,895 will be applied against the contingency fund. Motion failed by roll call vote, 7 yes, 12 no, 1 excused. Voting yes, Dehmlow, Grabarski, Keckeisen, Licitar, Morgan, Neuenfeldt, Repinski. Excused West.

Motioned by Renner/Dehmlow to add \$8,500 for the food pantry into account 100.73.54930.350 taking monies from the contingency fund. Motion carried by roll call vote 17 yes, 2 no, 1 excused. Voting no, Davis, Sebastiani. Excused West.

Motioned by Babcock/Repinski to increase account 100.41.46719 by \$9,109, account 100.41.46720 by \$7,670 and apply excess dollars to contingency fund. Motion carried by roll call vote 17 yes, 2 no, 1 excused. Voting no Dehmlow, Keckeisen. Excused West.

**Recess:** Motioned by Repinski/Kotlowski to recess at 11:45 a.m. Motion carried by unanimous voice vote.

**Reconvene:** Meeting reconvened at 11:55 a.m. with 19 present, 1 excused. Excused West.

Motioned by Babcock/Kotlowski to amend Res. #67 **fiscal note** expenditures shall be \$34,738,342, revenues shall be \$19,198,524, the first **whereas** expenditures in the amount of \$34,738,342, revenues in the amount of \$19,198,525, second **whereas** fund balances in the amount of \$833,247. Motion to amend Res. #67 carried by roll call vote 16 yes, 3 no, 1 excused. Voting no, Repinski, Neuenfeldt, Keckeisen. Excused West.

Motion to adopt amended Res. #67 carried by roll call vote, 16 yes, 3 no, 1 excused. Voting no Repinski, Neuenfeldt, Keckeisen. Excused West.

Motioned by Johnson/Sebastiani to approve claims as amended removing \$30.00 from Neuenfeldt to be resubmitted with receipt next month.

Motioned by Keckeisen/Neuenfeldt to divide the question voting on coroner's claims separate. Motion carried 10 yes, 9 no, 1 excused. Voting no Allen, Babcock, Davis, Johnson, Kirsenlohr, Kotlowski, Loken, Sebastiani, Sumpter.

Claims approved by roll call vote 19 yes, 1 excused. Excused West.

Voting on Coroner's claims: 14 yes, 5 no, 1 excused. Voting no Dehmlow, Keckeisen, Neuenfeldt, Renner, Repinski. Excused West.

Motioned by Sumpter/Sebastiani to approve per diem and mileage. Motion carried by unanimous voice vote.

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

Motioned by Allen/Sumpter to set the next meeting date for December 18, 2007 at 7:00 p.m. Motion carried by unanimous voice vote.

**Closed Session:** (none)

Motioned by Sebastiani/Johnson to adjourn at 12:15 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.

## EXECUTIVE COMMITTEE MINUTES

Tuesday, November 6, 2007, 9:00 a.m.

Conference Room A260

Meeting called to order at 9:00 a.m. by Chair Cindy Loken. The meeting was properly announced. All members present - Larry Babcock, Dave Grabarski, Joyce Kirslenohr, Dave Grabarski and Cindy Loken.

**Motion by Babcock/Grabarski to approve the agenda. Motion carried.**

**Motion by Renner/Babcock to approve the minutes of October 4, 2007. Discussion took place.**

**Motion by Renner/Kirslenohr to lay this item on the table until further down the agenda.**

**Motion carried.**

No public participation or no correspondence.

Discuss and/or act on revisions to job descriptions for Training Specialist-Thrift Store, Job Coach, and Long Term Support Generalist. **Motion by Grabarski/Renner to approve the three job descriptions, Training Specialist, Job Coach and Long Term Support Generalist as presented, contingent upon approval of the Health & Human Services Committee. The committee discussed the job descriptions. Motion carried.**

Discuss and/or act on Secretary Receptionist-New Employee/Deputy County Clerk revised position description. **Motion by Grabarski/Babcock to approve the New Employee/Deputy County Clerk job description. Discussion took place. Motion carried.**

Discuss and/or act on Direct Deposit for non-represented employees. **Motion by Grabarski/Renner that Direct Deposit be mandatory for non-represented employees. Discussion took place. Motion carried.**

Discuss and/or act on resolution and job description for Legal/Personnel Secretary in the Corporation Counsel/Personnel office. **Motion by Renner/Kirslenohr to approve the resolution and job description for the Legal/Personnel Secretary. Discussion took place by Corporation Counsel/Personnel Director and the Committee. Motion carried.**

**Motion by Renner/Kirslenohr to bring back the minutes from the table. Motion carried. The Committee approved the October 4, 2007, minutes. Motion carried.**

Discuss and/or act on carpet replacement, painting and associated moving costs for department moves on first floor (including Administrative Coordinator, County Clerk, MIS, Treasurer, Property Lister, GIS and MIS). The Administrative Coordinator/Director of Finance discussed the moving plans with the Committee. **Motion by Kirslenohr/Babcock to have the Administrative Coordinator instruct Maintenance to do the moving and needed painting in the proposed office changes pending the plan staying as is in the budget process, and to use Community Service workers. Motion carried.**

Alpha Terra-Countywide Safety Coordinator. Administrative Coordinator/Director of Finance and Corporation Counsel/Personnel Director discussed with Committee. **Motion by Grabarski/Renner** to give Alpha Terra the contact information for the Safety Coordinator, which will be our Administrative Coordinator and/or Designee, and the Committee will review this at the end of the first quarter in 2008. **Motion carried.**

**Motion by Renner/Babcock** to convene in closed session per § 19.85(1)(c) & (1)(g), Wis. Stats., for considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Confer with legal counsel for governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved: Update on negotiations. **Motion carried by unanimous roll call vote.**

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

The next regular meet is scheduled for December 10, 2007, at 9:00 a.m.

**Motion by Grabarski/Babcock** to approve vouchers and forward them to Finance Committee. **Motion carried.**

Kirsenlohr requested security be added to next month's action items.

**Motion at 11:25 a.m.** by Grabarski/Renner to adjourn until December 10, 2007, at 9:00 a.m. **Motion carried.**

Respectfully submitted,

Jane M. Gervais  
Paralegal/Personnel Assistant  
Recording Secretary

**THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE.**

## HEALTH &amp; HUMAN SERVICES DEPARTMENT

108 East North Street

Friendship, Wisconsin 53934-9443

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## HEALTH &amp; HUMAN SERVICES BOARD

9 November 2007 Meeting

**Call to Order and Roll Call** – The meeting of the Adams County Health & Human Services Board was called to order by Pat Townsend at 10:09 A.M. in the Richard C. Holt Conference Room of the Health & Human Services building in Friendship. Those in attendance included Board Chairperson Pat Townsend, R.N., Maureen Bruce, R.N., Jerry Kotlowski, Jeanne Heideman, R.N., Joyce Kirsenlohr, Joanne Sumpter, and Teresa Harvey-Beversdorf. Board member Jack Allen was excused.

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

**Others Present** – Corrine Allen, R.N., Student Nurse/Public Health.

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

**Approval of Minutes** – A motion was made by Ms. Heideman and seconded by Ms. Bruce to approve the minutes of the 12 October 2007 HHS Board meeting. There was a brief discussion regarding attendance at workshops and conventions, noting the quantity attended by HHSD staff. Dr. Furtkamp noted that: the HHSD has a large number of credentialed staff who require CEUs to retain certification or licensure (and perform their job duties); many training events disseminate new regulations, rules, procedures, etc. which staff will be required to implement; money is budgeted for workshops and conventions; and each month the HHS Board reviews and approves attendance at these events as evidenced through both the meeting notices and approved HHS Board minutes. After additional discussion, voice vote, all in favor. Motion Carried.

**Public Participation** – None.

**Correspondence** – None.

**Election of Vice Chairperson** – A motion was made by Mr. Kotlowski and seconded by Ms. Bruce to nominate Joyce Kirsenlohr for Vice Chairperson of the Health & Human Services Board. When no further nominations were offered, the nominations were declared closed. On voice vote (all in favor), Ms. Kirsenlohr was elected Vice Chairperson.

**Veteran's Services**

*Approval of monthly Veteran's Services Officer's report and calendar.* Mr. Johnson had previously distributed the monthly service officer's report for October and his monthly calendar for November. He noted that there were a number of significant events occurring concurrently, including Veteran's Day programs at local schools and ceremonies at which the Governor will sign legislation providing property tax relief for veterans with service-connected disabilities and the Wisconsin GI Bill. A motion was made by Ms. Heideman and seconded by Mr. Kotlowski to approve the Veteran's Services Officer's report and calendar as presented.

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Long Term Support 608-339-4505  
Outpatient Clinics 608-339-4505

Voice vote, all in favor. Motion Carried.

Health & Human Services

Purchase of Service Contracts – None.

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

- Penny Maleski to Blue Cross/Blue Shield network provider training in Oconomowoc on October 31, 2007 (approximately \$61 mileage).
- Karen Perik (11/13-14), Chris Saloun (11/13), and Linda McFarlin (11/14) to Annual 2007 Wisconsin Preparedness Forum in Stevens Point (\$200 registration total, \$145 mileage total).
- Candy Schraufnagel to the Wisconsin Birth to 3 Leadership Event 2007 in Wisconsin Dells on November 29, 2007 (\$25 registration).
- Diane Anderson to Assessor Training for the Intoxicated Driver Program in Madison on December 3 and 4, 2007 (\$299 registration, approximately \$181 mileage).

Voice vote, all in favor. Motion Carried.

Purchases – None.

Unit, Advisory Committee, and Consortia Reports

♦ Aging & Long Term Support

- *Aging Advisory Committee* – Ms. Johnson reported on the October 25, 2007 meeting. There was an extended discussion regarding Family Care and Aging & Disability Resource Centers. Ms. Townsend asked that the topics be added to a future HHS Board meeting.
- *Nutrition Advisory Committee* – Ms. Johnson reviewed the minutes of the October 17, 2007 meeting. She reported that she had followed up on inquiries regarding Cardiopulmonary Resuscitation and First Aid, and that a basic course could be arranged at a cost of \$4 per senior, and would be held from 6pm to 8pm at a date to be determined. Board members had no additional questions.
- *Long Term Support Advisory Committee* – Ms. Osborn and Ms. Johnson reviewed the minutes of the October 18, 2007 meeting. It was noted that the remodeling of a bathroom in an Adult Family Home, approved at the meeting, was not approved for funding by the State of Wisconsin, but could be reimbursed by a temporary *per diem* rate increase. The AFH sponsor is in the process of securing a construction loan for the project. Board members had no additional questions.
- *Review of Written Report of the Aging Unit Director* – Ms. Johnson was present to review the written report previously submitted to the Board. She provided an update regarding the part-time Benefit Specialist position and noted that staff are experiencing more strain due to the vacancy as the enrollment period for Medicare Part D approaches. She also reported that she was preparing for an increase in reports of elder abuse, typically seen around the holidays. Board members had no additional questions.
- *Review of Written Report of the Long Term Support Services Manager* – Ms. Osborn was present to review the contents of the written report previously distributed to the Board. She informed Board members that the individual relocating from a state developmental centers is scheduled to move in November. Board members had no additional questions.

*Review and action on request for carryover of vacation days for Lisa Etheridge (to be used by January 31, 2008).* Ms. Osborn presented a request from Lisa Etheridge, a Long Term Support Case Manager, to carry over vacation time. After a brief discussion, a motion was made by Ms. Heideman and seconded by Ms. Bruce to approve the vacation carryover as requested. Voice vote, all in favor. Motion Carried.

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♦ Public Health

*Review of Written Report of Health Officer* – Linda McFarlin, R.N., M.A., Health Officer, was present to answer questions regarding the written report previously distributed to the Board. She introduced Corrine Allen, R.N., a BSN student completing a practicum placement in Public Health. Ms. McFarlin distributed a document indicating the services provided during 2007, a copy of a letter from the Secretary of the State Department of Health and Family Services indicating that the WIC and TE-FAP programs will remain within DHFS, and a copy of the Level 1 Audit Tool completed by the State Department of Health and Family Services in September 2005. She also highlighted an increase in Lyme Disease in 2007, decreasing use of the Flu Shot Clinic and increasing efforts required to collect payments from Medicare HMOs, the results of a WIC clinic survey and a Vaccine for Children site visit, and an article she had written for the Rural Wisconsin Health Cooperative. She noted that future HHS Board agendas would include a report on the Agent Status program (for both the State Departments of Health and Family Services and Agriculture, Trade, and Consumer Protection), fee increases for services provided to the public, and a proposal to amend the dangerous animal ordinance to include domestic animals.

♦ Children & Family Services

- *Youth Services Advisory Committee (4-Cs)* – Mr. Robinson reported on the discussions of the October 12, 2007 meeting, highlighting a discussion of the 2006 CHOICES survey results for Adams-Friendship Area Schools and the plan on the part of all participating agencies to accentuate positive statements regarding children's health behaviors (e.g. 80% do not smoke, rather than 20% smoke).
- *Mental Health/AODA Committee* – Mr. Robinson reported that the Mental Health/AODA & Crisis Advisory Committee did not meet in October. He reported on the work of the subcommittees, including continued discussion regarding a potential crisis stabilization bed at Moundview Memorial Hospital, work on reenergizing the local NAMI chapter, and involving parents and the courts in youth AODA recovery plans. Board members had no additional questions.
- *Review of Written Report of Youth Services Manager* – Ms. Stanley was present to review the contents of a written report previously submitted to the Board. She distributed a corrected copy of the Juvenile Corrections Report, received following the passage of the State budget and the establishment of new *per diem* rates (which increased from \$209 to \$250). At the present time, one adolescent is placed in such a facility for the foreseeable future, and two others have intermittent short-term admissions. Ms. Stanley also noted that a jury trial is scheduled this month for a case involving termination of parental rights. Board members had no additional questions.
- *Review of Written Report of Clinical Services Manager* – Mr. Robinson was present to distribute the monthly clinic report. He noted a correction to the number of clients receiving case management services. He announced that the women's support group was starting. Board members had no additional questions.

♦ Economic Support

- *W-2 Steering Committee* – Minutes of the October 10<sup>th</sup> meeting were not yet available, and the November meeting is not scheduled until the 14<sup>th</sup>.
- *PAW Consortium* – No meeting was held in October.
- *Job Center Update* – Minutes of the October 16<sup>th</sup> PAW Job Center Management Team meeting were distributed. Ms. Wormet reported that she has requested statistics regarding the utilization of the Wisconsin Rapids Job Center by Adams County residents. Board members had no additional questions.

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- *Review of Written Report of Economic Support Services/W-2 Program Manager* – Ms. Wormet distributed the monthly ESS unit report to Board members. She informed the Board that Kathy Sapp, presently the Solid Waste Secretary/Scale Clerk, will begin working as an Economic Support Specialist on December 3<sup>rd</sup>. Ms. Wormet also discussed generally the meetings of a housing consortium involving Ju-neau and Adams Counties, specifically in the areas of homeless shelters and halfway houses for individuals released from jail or prison. Finally, she shared with Board members a letter from Dick Freeman, Regional Director for Experience Works, thanking the County for the contribution. HHSD managers noted that Experience Works has placed workers in Aging, Long Term Support, and Economic Support.

*Review and action on request for carryover of vacation days for Doris Gullickson (to be used by January 31, 2008).* Ms. Wormet presented a request from Doris Gullickson, Transportation Coordinator, to carry over vacation time. After a brief discussion, a motion was made by Ms. Heideman and seconded by Ms. Bruce to approve the vacation carryover as requested. Voice vote, all in favor. Motion Carried.

♦ Fiscal & Support

- *Report of Fiscal & Support Services Manager* – Ms. Pierce informed Board members of staffing changes.

Subcommittee Reports

- ♦ Finance Subcommittee – Ms. Kirsenlohr reported that the vouchers (in the amount of \$409,455.62) and October 2007 financial report of the HHSD had been reviewed and approved by the subcommittee. A motion was made by Ms. Sumpter and seconded by Ms. Bruce to accept the report of the Finance Subcommittee. Voice vote, all in favor. Motion Carried.
- ♦ Human Resources Subcommittee – There was a brief discussion of the process for conducting interviews for the part-time Benefit Specialist position and the conflict between the County Personnel & General Administrative Policies and the HHS By-Laws (and County Board Rules) in the area of hiring procedures. It was the consensus of the Board (no formal motion or action taken) that Dr. Furtkamp should direct the question of the process for interviewing part-time Benefit Specialist candidates to the Personnel Director and Administrative Coordinator.
- ♦ Service Evaluation Subcommittee – Next meeting early 2008.

*Director’s Report* – Dr. Furtkamp reported on a meeting of the Administration & Finance Committee earlier in the morning at which there was a discussion regarding the implementation of a process improvement project with Schenck Business Solutions. He also noted that the Administrative Coordinator/Director of Finance had informed him that the auditors had included the non-lapsing carryover funds in the Department’s fund balance.

Health & Human Services

*Review and approval of Fiscal Year 2008 Purchase of Service contracts.* Ms. Pierce presented a report summarizing the proposed purchase of service contracts for 2008. These contracts had previously been reviewed by the HHS Board as part of the budget process, and are included in the overall County budget document, which is to be adopted by the County Board of Supervisors on November 13, 2007. After brief discussion, a motion was made by Ms. Sumpter and seconded by Ms. Heideman to approve the 2008 purchase of service contracts as presented. Voice vote, all in favor. Motion Carried.

*Review and approval of refilling vacant position(s).* Ms. Pierce informed Board members the Renee Julseth, a Clerk/Receptionist, will transfer to the Land and Water Conservation Department effective November 12, 2007. A Personnel Recruitment Form was completed and the process of replacing Ms. Julseth was initiated when Barbara Petkovsek, Administrative Coordinator/Director of Finance, asked Ms. Pierce to consider the relative merits of replacing a Clerk/Receptionist versus converting that position in order to provide more di-

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rect support in fiscal areas. To that end, approval for a limited-term Clerk-Receptionist will be sought. After discussion, a motion was made by Ms. Kirslenlohr and seconded by Ms. Sumpster to approve refilling the Clerk-Receptionist position (and vacancies created by subsequent postings), if it is the decision of the HHSD staff and Administrative Coordinator/Director of Finance to retain that position. It was noted that any position conversion will require a new job description and HHS Board and Executive Committee action. Voice vote, all in favor. Motion Carried.

*Thrift Store update.* Ms. Osborn discussed generally the status of the Thrift Store, and distributed a report of daily sales from January 2, 2007 to October 27, 2007. She reported a conversation with Tracy Hamman, Maintenance Supervisor, regarding the plan for an auction of the property currently in storage, and use of the thrift store as the outlet thereafter. Board members had no questions.

*Approval of transfer of funds for lease buyout.* Dr. Furtkamp presented a request to transfer funds from a long-term support health insurance account (240E 29.54001.214.000) to the thrift store rent/lease account (240E 29.54004.620.000) to cover the cost of the lease, including buyout, in 2007. A motion was made by Ms. Heideman and seconded by Mr. Kotlowski to approve the transfer of funds. Voice vote, all in favor. Motion Carried.

*Review and action on revised job description for Long Term Support Generalist position Approval of changes to Training Specialist, Thrift Store and Job Coach job descriptions approved at the October 12, 2007 HHS Board meeting.* Ms. Osborn presented a synopsis of the revisions made by the Executive Committee to the job descriptions for the Training Specialist and Job Coach positions, which had been approved at the October 2007 HHS Board meeting. She also presented a new job descriptions for the Long Term Support Generalist position have taken into account the need for coverage of the Thrift Store on weekdays and on Saturdays. After discussion, a motion was made by Ms. Bruce and seconded by Ms. Harvey-Beversdorf to approve the revisions to the job descriptions as presented. Voice vote, all in favor. Motion Carried.

*Update on Adams County Donated Wheels program.* Ms. Wormet and Dr. Furtkamp provided a brief update regarding the Adams County Donated Wheels program, including conversations regarding potential office space, vehicle storage, mechanic services, and participant training. Ms. Wormet will continue to solicit membership on the Advisory Committee at the Adams County Visions Committee meeting next week. There was a brief discussion, and it was recommended that an update be provided at the December meeting.

*Review of After Action Report for Adams County Mass Clinic full-scale exercise of August 23, 2007.* Ms. McFarlin entertained questions regarding the contents of the after-action report. She highlighted the recommendations made, and noted that they will be included in the next exercise.

*Review and discussion of application for Comprehensive Community Services program start-up funds.* Mr. Robinson described the Comprehensive Community Services (CCS) program. CCS, a community based psychosocial services program, is funded by Wisconsin Medical Assistance Program, and provides assistance to individuals with mental and/or substance abuse disorders in achieving and maximizing their independence and stability, and facilitating their recovery. The CCS model involves convening a recovery team to assist participants in managing their recovery, through participating in an assessment of needs, service planning and delivery, and the evaluation of desired outcomes. He also explained the role of the Mental Health/AODA Advisory Committee as the coordination committee required in the operation of a CCS. Mr. Robinson noted that he and clinic staff have been working on the CCS application for quite a while, and that the start-up funds were intended to provide assistance to Counties in completing the application process, facilitating the work of the coordination committee, training staff and providers, and establishing reimbursement rates. He entertained questions regarding the application submitted to the (state) Division of Mental Health and Substance Abuse Services for start-up funds in the amount of \$40,000. After discussion,

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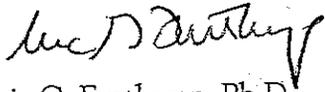
a motion was made by Ms. Heideman and seconded by Ms. Bruce to approve the application for start-up funds for a Comprehensive Community Services program. Voice vote, all in favor. Motion Carried.

Committee Discussion – Identification of other potential agenda items for future meetings. The Board identified the following issues: Family Care/Aging & Disability Resource Centers, Agent status report and discussion of fees for Public Health, establishment of an on-call Economic Support Specialist, update on the Adams County Donated Wheels program and steering committee, and review and modification of HHS By-Laws.

Confirmation of Next Meeting Date -- next regular meeting: 14 December 2007 (8:30 a.m. Finance Subcommittee/10:00 a.m. HHS Board).

Adjournment – A motion was made by Ms. Heideman and seconded by Ms. Bruce to adjourn at 1:00 P.M. Voice vote, all in favor. Motion Carried.

Respectfully Submitted,



Eric G. Furtkamp, Ph.D.  
Director

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

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HEALTH & HUMAN SERVICES BOARD – Finance Subcommittee  
9 November 2007 Meeting

**Call to Order and Roll Call** – The meeting of the Finance Subcommittee of the Adams County Health & Human Services Board was called to order at 8:36 A.M. in the Richard C. Holt Conference Room of the Health & Human Services building in Friendship. Those in attendance included Chairperson Joyce Kirslenohr, Jeanne Heideman, Jerry Kotlowski, and Pat Townsend. Subcommittee member Jack Allen was excused. Also present were Wendy L. Pierce, Financial Manager, and Eric G. Furtkamp, Ph.D., Director. Ron Johnson, Veteran's Services Officer, was present during the review of the Veteran's Services vouchers.

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

**Approval of Minutes of 12 October 2007 meeting.** A motion was made by Ms. Townsend and seconded by Mr. Kotlowski to approve the minutes of the 12 October 2007 meeting. Voice vote, all in favor. Motion Carried.

**Public Participation and Correspondence** – None

**Review of Veteran's Services Vouchers and Financial Report** – The subcommittee reviewed the Veteran's Services Department vouchers for October 2007, presented by Mr. Johnson. He noted that the Soldiers and Sailors Relief funds may be expended before the end of the year. A motion was made by Ms. Heideman and seconded by Ms. Townsend to approve the Veteran's Services vouchers and financial report. Voice vote, all in favor. Motion Carried.

**Review of Health & Human Services Vouchers** – The subcommittee reviewed vouchers, Revenue/Expense Reports from the County Clerk's office for September 2007, and the October 2007 financial report from the Health & Human Services Department, presented by Wendy Pierce and Eric Furtkamp. A motion was made by Ms. Townsend and seconded by Mr. Kotlowski to approve the October HHSD vouchers (total \$409,455.62 including "Friday checks") and September 2007 HHSD financial report. Voice vote, all in favor. Motion Carried.

**Approval of Transfer of Funds for Buyout of Thrift Store Lease** – After brief discussion, a motion was made by Ms. Townsend and seconded by Mr. Kotlowski to transfer \$29,100 from account 240E29.54001.214.000 to account 240E29.54004.620.000 for the buyout of the Thrift Store lease. Voice vote, all in favor. Motion Carried.

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

**Confirm next meeting date** – 14 December 2007 at 8:30 A.M.

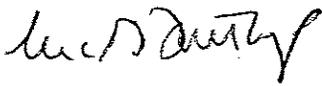
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Adjournment – A motion was made by Ms. Heideman and seconded by Ms. Townsend to adjourn at 10:02 A.M. Voice vote, all in favor. Motion Carried.

Respectfully Submitted,



Eric G. Furtkamp, Ph.D., Director

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



Assuring and Maintaining the Health and Well-Being of Adams County

Public Health 608-339-4513  
Youth Services 608-339-4505  
Economic Support 608-339-4505

Aging & Senior Center 608-339-4251  
Long Term Support 608-339-4262  
Outpatient Clinics 608-339-4505

**Adams County Library  
Board Minutes  
11/26/07**

The meeting was called to order by President Nelson at 1:10 p.m. Present were Kreten, Albrecht, President Nelson, Renner, Townsend and Heideman Downing was excused. Calef was on holiday.

President Nelson verified that the meeting was properly announced.

**Motion** to approve the agenda as mailed was made by Heideman, 2<sup>nd</sup> by Townsend and carried unanimously.

Public input was invited. There were no additional people.

**Motion** to approve the minutes of the October meeting was made by Townsend, 2<sup>nd</sup> by Renner and carried unanimously.

Bills were disseminated for review and initialing.

**Motion** to approve the Financial Report as mailed was made by Townsend, 2<sup>nd</sup> by Kreten and carried unanimously.

**Communications & Reports:**

MTM International informed us of our new service technician.

**South Central Library System report & agreement:**

Townsend attended the meeting. She shared information on several new data storage and processing possibilities. She also stated that the SCL System is trying synthetic fuels in their trucks.

**2008 Budget:**

The budget was approved by the full County Board!

**Director's Report:**

1. Circulation for October was 7079 compared to 6923 last year.
2. HCE Holiday Fair book sale made \$69. Many thanks to Nelson for helping set up and Kreten for filling in for Calef's breaks.
3. PLAC met Nov. 1<sup>st</sup>. SCLS will be sending out a quarterly trustee newsletter. Watch for your first installment soon. LINK did not meet in November. PLAC will meet Dec. 6<sup>th</sup> and LINK Dec. 13<sup>th</sup>. Stephanie attended the summer reading program workshop on Nov. 16<sup>th</sup> and indicated it was excellent.
4. Another round of computer classes for seniors has started – 6 or 7 students
5. Adams County author Sharon Hart Addy did a Children's Book Week presentation for grades 3 & 4 from Roche-A-Cri School. She talked about where the ideas for books come from and then took the kids through the steps of writing

a book, getting it published, etc. The teachers were quite appreciative and the kids loved the session!

6. The cookbook exchange held on opening day of the deer season was not well attended. Perhaps 10 people came – 5 of whom were Friends of the Library. Thanks to the Friends for baking up some goodies. I think we should try this again later in the winter or in the spring. It is an easy program to put on and should be quite popular.
7. Our current policy states that people with fines or lost items over \$10 cannot check out items or use the computers. We would like to tweak the policy slightly. If a person is under \$10 but has lost, damaged items or given a non-sufficient-funds check – he/she would also be blocked from borrowing materials or using computers.  
Motion to approve blocking patrons with lost or damaged items or who have given NSF checks was made by Heideman, 2<sup>nd</sup> by Renner and carried unanimously.
8. We would like to raise the cost of color copies to \$.35.  
Motion to raise the cost of color copies to \$.35 was made by Heideman, 2<sup>nd</sup> by Townsend and carried unanimously.
9. The new children's shelving has arrived and is set up.

**Make Recommendations for library board members:**

Motion to recommend Jean Heideman to the Adams County Library Board was made by Townsend, 2<sup>nd</sup> by Renner and carried unanimously.

**Make Recommendations for South Central Library System board representatives:**

Motion to recommend Pat Townsend as SCLS Board Representative was made by Albrecht, 2<sup>nd</sup> by Heideman and carried unanimously.

**Identify possible upcoming items for future meetings:**

1. Official budget presentation from Director Calef
2. Discuss a time limit for any outstanding balances for fines or lost or damaged items.
3. Recommend an alternate SCLS board representative
4. Report from the nominating committee and election of library board officers – Nelson, Albrecht & Downing were appointed to the committee.
5. Report from the auditing committee – Renner and Kreten were appointed to the committee.

Adjourned at 1:30 p.m.

The next meeting will be held **Monday, January 28<sup>th</sup>** at 1:00 p.m. at the Adams County Library. **There will not be a December meeting.**

Holiday celebration pot-luck will be January 28<sup>th</sup> at 12:00 p.m. for all staff, board members and guests.

Respectfully submitted by Barb Albrecht, Secretary

## NOVEMBER 2007 DIRECTOR'S REPORT

ITEM	CHECKING	SAVINGS	DONATION	CURR MO
BALANCE FORWARD OCTOBER	662.09	25033.00	2504.09	
OCTOBER INCOME (deposited in Nov)				
CHECKING ACCOUNT DEPOSIT	530.50			
Transferred from savings	300.00	-300.00		
SAVINGS ACCOUNT DEPOSIT		990.87		
Interest	0.44	79.53	1.38	
DONATION ACCOUNT DEPOSIT			5.58	
TOTAL	1493.03	25803.40	2511.05	
NOVEMBER EXPENDITURES				
Pamida (bk cleaning supp) (11/13)	-15.95			
SCLS (SLP wkshp lunch) (11/15)	-10.00			
Verizon North (internet DSL) (11/20)	-112.38			
Great Glacier (water cooler rent) (11/20)	-8.00			
Wis State Journal (annual subsc) (11/21)	-177.85			
Catering by Design bks (bk) (11/21)	-50.20			
Great Glacier (water) (11/28)	-14.45			
US Postal Service (stamps & parcel) (11/29)	-54.31			
Dan Calef (WLA conf lodg) (11/9)		-214.47		
Capital One Bank (Amazon bks) (11/20)		-270.76		
Capital One Bank (Amazon bks) (11/20)			-191.87	
Barb Waugh (tech training grant) (11/21)			-328.80	
Ad Co Library (tech train copies) (11/21)			-30.00	
TOTAL (NOVEMBER BALANCE FWD)	1049.89	25318.17	1960.38	
NOVEMBER CASH INCOME				
FINES				341.41
BK SALE				62.84
LIBRARY CARDS				38.00
PASSTHRUS (Non-Income)				214.03
FEES (& postage)				117.00
LOST/DAMAGED				111.95
DONATIONS & GRANTS				19.49
COPIES				338.80
TOTAL NOVEMBER CASH INCOME				1243.52
ACTIVITIES & CIRCULATION				
Reference Questions	569			
Interlibrary Loan Requests	1008			
Interlibrary Loan Checkouts	2017			
Total Circulation	7206			
Interlibrary Photocopies	142			
Interlibrary Loans Out of System	75			
Microfilm Used in House	49			
Typewriter Users	2			
Stereo Users	3			
Library Material Copies	2189			
New Borrowers	44			
Total Volunteer Hours	121			
Computer Users	1152			

NOVEMBER 2007 CASH INCOME REPORT

DATE	FINES	BK SALE	LIB CARDS	PASSTHRUS (NON-INCOME)	FEES (fax, postage etc)	LOST/DMG	DONATIONS (or GRANT)	COPIES	TOTAL
1	22.30	2.00	2.00		0.25			19.50	46.05
2	9.90	1.00	4.00	-20.00	3.00			13.70	11.60
3	0.90	1.00				19.00		6.60	27.50
4	0.00							0.00	0.00
5	9.00	4.00			4.75		2.45	35.20	52.95
6	15.50		2.00		3.25		0.25	19.50	42.70
7	43.90	1.00	6.00		34.00		0.31	8.40	93.55
8	17.40	2.00	2.00		2.25		0.03	10.90	34.86
9	14.70	0.50	2.00		4.00			4.70	25.93
10	14.80	2.90			1.25			21.95	40.90
11	0.00							0.00	0.00
12	5.20	2.50	2.00		10.00	7.00		14.10	40.80
13	18.45	5.10	4.00		12.25		2.00	15.65	57.45
14	14.50	1.00			0.25			9.00	24.75
15	8.50	1.50		-30.00	14.00		0.05	3.35	-2.60
16	16.10	4.25		314.03	4.00	41.95	0.75	7.15	388.23
17	9.40	2.00					0.10	12.15	23.65
18	0.00							0.00	0.00
19	14.60	0.50	2.00		15.00	27.00	1.35	15.40	75.85
20	25.25	22.59			2.00	15.00	10.00	12.80	87.64
21	17.41							35.95	53.36
22	0.00							0.00	0.00
23	0.00							0.00	0.00
24	0.00							0.00	0.00
25	0.00							0.00	0.00
26	18.20		2.00		2.00	2.00	0.05	23.90	48.15
27	6.50		4.00		3.50		0.75	15.30	30.05
28	8.00	1.50	2.00				0.70	5.90	18.10
29	1.10	2.00			1.25			16.95	21.30
30	29.80	5.50	4.00	-50.00			0.70	10.75	0.75
31	0.00							0.00	0.00
<b>TOTAL</b>	341.41	62.84	38.00	214.03	117.00	111.95	19.49	338.80	1243.52



ADAMS COUNTY PLANNING & DEVELOPMENT COMMITTEE  
 MEETING: November 7, 2007 at 9:00 A.M.  
 ROOM A260 – COURTHOUSE  
 FRIENDSHIP, WISCONSIN

At 9:00 A.M., Al Sebastiani, Chairman, called the Adams County Planning and Development Committee meeting to order with the following members present: Robert Dixon, Vice-Chairman; Sylvia Breene; Richard Colby; and Glenn Licitar. Mike Keckeisen & Fran Dehmlow were excused. Others present included: Phil McLaughlin, Zoning Administrator; Diane Kopitzke, Recording Secretary; Gregory Rhinehart, County Surveyor; Al & Delores Modrak, Alan & Dan Kaye; Harley Blomberg and John LaValley.

Public Hearings were held for the following: Scott Kotlowski – Reconsideration of a Rezoning Request from an A-1 Exclusive Agricultural District to an A-1(15) Exclusive Agricultural District of the Adams County Zoning Ordinance to split the parcel into three 18.4 acre parcels for residential use on property located in the SW 1/4, NW 1/4 and the SE 1/4, NW 1/4, Part of Lot #4, C.S.M. #4957, Section 22, Township 17 North, Range 6 East, Town of Adams, Adams County, Wisconsin. Phil McLaughlin read a letter dated November 7, 2007 from Attorney Dan Wood requesting to postpone this matter until February 2008 because Scott Kotlowski has accepted an offer from an individual who is purchasing the parcel as a whole. If this transaction fell through the petitioner is requesting that this matter be reconsidered without the need to re-file. Robert Dixon made a motion to grant the request with the stipulation that the \$400.00 fee be submitted to cover the hearing expense fees. Richard Colby seconded the motion. Roll Call Vote: 5-Yes. 2-Excused (Keckeisen & Dehmlow). Motion carried. Robert H. Heath – Rezoning Request from an A-1 Exclusive Agricultural District to an A-3 Secondary Agricultural District of the Adams County Zoning Ordinance to split a 5 acre parcel off of the 40 acre parent parcel for residential use on property located in the SW 1/4, NW 1/4, Section 12, Township 18 North, Range 7 East, Town of Richfield, Adams County, Wisconsin. Richard Colby made a motion to recommend the zoning change, on the above-described property, to the County Board for final action, contingent upon receiving the Certified Survey Map before the County Board of Supervisors meeting in November of 2007. Sylvia Breene seconded the motion. Roll Call Vote: 5-Yes. 2-Excused (Keckeisen & Dehmlow). Motion carried. John F. Gibson – Rezoning Request from an A-1 Exclusive Agricultural District to an A-3 Secondary Agricultural District of the Adams County Zoning Ordinance to split off 5 acres from the 60.416 acre parent parcel to sell the existing residence on property located at 1514 County Highway G, known as Lot #1, C.S.M. #4245, in the NW 1/4, NW 1/4, Section 13, Township 18 North, Range 7 East, Town of Richfield, Adams County, Wisconsin. (Please note: The remaining acreage will remain an A-1 District of the Adams County Zoning Ordinance and portions of the property are in Wetlands/Conservancy District of the Adams County Shoreland Protection Ordinance). Glenn Licitar made a motion to recommend the zoning change, on the above-described property, to the County Board for final action. Robert Dixon seconded the motion. Roll Call Vote: 5-Yes. 2-Excused (Keckeisen & Dehmlow). Motion carried.

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

ADAMS COUNTY PLANNING & DEVELOPMENT COMMITTEE  
MEETING: NOVEMBER 7, 2007  
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LB4 Gregory Rhinehart presented the Surveyor's Report, for the month of October 2007 for the Committee's review. Gregory Rhinehart submitted one voucher for the Committee's signature before submitting to Finance Committee. Sylvia Breene made a motion to accept the Surveyor's report as presented and submit the signed voucher to the Finance Committee. Sylvia Breene RICHARD seconded the motion. All in favor. Motion carried.

Preliminary Plat for Wiscee River in Town of Adams: Gregory Rhinehart presented the Preliminary Plat to the Committee for their review. Robert Dixon made a motion to accept the above-stated plat as presented. Richard Colby seconded the motion. All in favor. Motion carried.

9:35 A.M.: Greg Rhinehart, County Surveyor, left meeting.

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

Phil McLaughlin presented the Financial Report for the month of October 2007 to the Committee for review, with input from Diane Kopitzke. Robert Dixon made a motion to accept the Financial Report and line item transfer as presented. Glenn Licitar seconded the motion. All in favor. Motion carried.

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

Comp-time Report: Diane Kopitzke submitted the Comp-time Report for the month of October 2007 to the Committee for their review. Robert Dixon made a motion to accept the Comp-time Report as presented. Glenn Licitar seconded the motion. All in favor. Motion carried.

Discussion and take action on a Town of Rome request for address numbering on County Road D. This matter was already resolved so no action was taken.

Discussion on an upcoming vacancy in the Planning & Zoning Department: Diane Kopitzke stated that she will be retiring on January 4, 2008.

Correspondence: Phil McLaughlin presented the Committee with a request from Bob White for the County pay for his POWTS Maintainer and POWTS Design #2 recertification fee in the amount of \$90.00. Bob White only utilizes the credentials when his is working for the County.

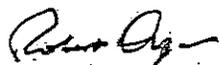
ADAMS COUNTY PLANNING & DEVELOPMENT COMMITTEE  
 MEETING: NOVEMBER 7, 2007  
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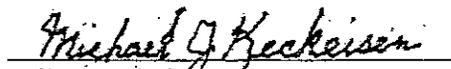
Sylvia Breene made a motion authorizing the Planning and Zoning Department pay the \$90.00 fee for Bob White's recertification. Glenn Licitar seconded the motion. All in favor. Motion carried.

Robert Dixon made a motion to adjourn until Wednesday, December 5, 2007 at 9:00 A.M., Room A260 in the Courthouse, Friendship, Wisconsin for the next meeting of the Adams County Planning & Development Committee. Sylvia Breene seconded the motion. All in favor. Motion carried.

ADJOURNED: 10:10 A.M.

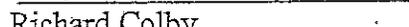
  
 Alfred Sebastiani, Chairman

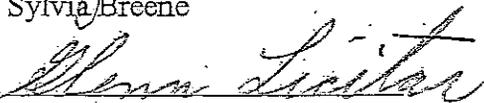
  
 Robert Dixon, Vice-Chairman

  
 Mike Keckeisen

  
 Fran Dehmlow

  
 Sylvia Breene

  
 Richard Colby

  
 Glenn Licitar

ADAMS COUNTY PLANNING & DEVELOPMENT COMMITTEE  
 MEETING: December 5, 2007 at 9:00 A.M.  
 ROOM A260 – COURTHOUSE  
 FRIENDSHIP, WISCONSIN

At 9:03 A.M., Al Sebastiani, Chairman, called the Adams County Planning and Development Committee meeting to order with the following members present: Robert Dixon, Vice-Chairman; Sylvia Breene; Mike Keckeisen & Fran Dehmlow. Glenn Licitar and Richard Colby were absent. Others present included: Phil McLaughlin, Zoning Administrator; Diane Kopitzke, Recording Secretary and Gregory Rhinehart, County Surveyor.

The petitioner called and stated that he would be late, so the Committee considered items #1 & 2 on the business portion of the meeting.

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

9:11 A.M.: Gregory Rhinehart, County Surveyor left meeting and Glenn Licitar joined meeting.

Public Hearings were held for the following; Lee Kingsley – Conditional Use Permit request under Section 5-6.03(A) of the Adams County Zoning Ordinance to allow a single-wide manufactured home in an R-2 District on property located at 476 Gillette Avenue, known as Lot #1, C.S. M. #3125, in the S 1/2 of the SW1/4, Section 9, Township 14 North, Range 7 East, Town of New Haven, Adams County, Wisconsin. **Please note: A Special Exception Permit request was granted on October 17, 2007 for a 14'X70' 1974 single-wide mobile home.** Mike Keckeisen made a motion to grant the Conditional Use Permit request, on the above-described property. Glenn Licitar seconded the motion. Roll Call Vote: 6-Yes. 1-Absent (Colby). Motion carried.

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

Phil McLaughlin presented the minutes from the November 2007 meeting of the Adams County Planning & Development Committee for review. Robert Dixon stated that the minutes reflect that Sylvia Breene made the motion and seconded the motion on the Surveyor's Report and voucher approval at the November 7, 2007 meeting. It should be amended to read that Richard Colby seconded the motion. Sylvia Breene made a motion to accept the minutes as presented and amended. Robert Dixon seconded the motion. All in favor. Motion carried.

Phil McLaughlin presented the Financial Report for the month of November 2007 to the Committee for review, with input from Diane Kopitzke. Glenn Licitar made a motion to accept the Financial Report and line item transfer as presented. Sylvia Breene seconded the motion. All in favor. Motion carried.

ADAMS COUNTY PLANNING & DEVELOPMENT COMMITTEE  
 MEETING: DECEMBER 5, 2007  
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Vouchers were presented and signed. Glenn Licitar made a motion to submit the signed vouchers to the Finance Committee for their review. Sylvia Breene seconded the motion. All in favor. Motion carried.

Comp-time Report: Diane Kopitzke submitted the Comp-time Report for the month of November 2007 to the Committee for their review. Robert Dixon made a motion to accept the Comp-time Report as presented. Glenn Licitar seconded the motion. All in favor. Motion carried.

Correspondence: None.

Mike Keckeisen made a motion to adjourn until Wednesday, January 2, 2008 at 9:00 A.M., Room A260 in the Courthouse, Friendship, Wisconsin for the next meeting of the Adams County Planning & Development Committee. Fran Dehmlow seconded the motion. All in favor. Motion carried.

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 ADJOURNED: 9:40 A.M.

\_\_\_\_\_  
 Alfred Sebastiani, Chairman

\_\_\_\_\_  
 Robert Dixon, Vice-Chairman

\_\_\_\_\_  
 Mike Keckeisen

\_\_\_\_\_  
 Fran Dehmlow

\_\_\_\_\_  
 Sylvia Breene

\_\_\_\_\_  
 Richard Colby

\_\_\_\_\_  
 Glenn Licitar

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE.

**PUBLIC SAFETY & JUDICIARY COMMITTEE MEETING**  
**MINUTES - November 7, 2007**

DATE: November 7, 2007                      TIME: 9:00 a.m.                      PLACE: A231  
                     Adams County Courthouse      400 Main Street                      Friendship, WI 53934

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

EXCUSED ABSENT: John West

OTHERS PRESENT: Chief Deputy July, Dennis McFarlin, Nick Segina, Deb Barnes, Dee Helmrick, Jane Grabarski, Shirli Suchomel

1. Call to Order – At 9:00 a.m. Vice Chair Johnson called the meeting to order.
2. Was the meeting properly announced? – Yes.
3. Roll call: Johnson, Loken, Kotlowski, Davis present. Excused absent: John West.
4. Approve the Agenda – **MOTION** by Kotlowski/Davis to approve the November 7, 2007, meeting agenda. MC/Unan.
5. Approve minutes of the October 10, 2007, meeting – **MOTION** by Loken/Kotlowski to approve the minutes from October 10, 2007, Public Safety & Judiciary Committee meeting. MC/Unan.

Johnson deviated the agenda to Emergency Management with no objection from Committee.

**Emergency Management** – Jane Grabarski distributed copies of the resolution transferring \$5,000 from General Fund to Emergency Management to cover the re-bid of the communication system project. New bidders will be involved and all bidders will be touring the sites prior to submitting bids. When new bids are received they will be opened at Public Safety & Judiciary Committee and then passed along with their recommendations to County Board. **MOTION** by Kotlowski/Davis to approve the resolution for transfer of \$5,000 to Emergency Management for the communication system re-bidding. MC/Unan. Grabarski explained status on Hazard Mitigation Planning Grant, Emergency Management Planning Grant, Emergency Planning and Community Right to Know grant, Hazard Mitigation Planning Grant, and Emergency Operations Plan. She had previously been enrolled in a Food/Agricultural Terrorism seminar that was canceled, and has now been accepted into an All-Hazard seminar in February with the only expenses being meals and mileage to the airport. Committee signed this request as money was budgeted for this. Grabarski has met with school district personnel and reported good progress in safety measures in the classroom, to include a flip-book with emergency instructions in each classroom and better attendance tracking. The Mobile Command Post has been fitted with a safer towing hitch and is now in storage. She has a meeting today with the Regional Director from Madison who will give her criteria for what needs to be accomplished to remain grant-compliant. Committee signed Emergency Management vouchers.

**Coroner's Report**– Nick Segina distributed Coroner's vouchers and report with pages of coroner instructions. Loken mentioned that Committee has not yet approved implementation of a Coroner Policy Manual; it had been directed to Corp Counsel and has not been reviewed as yet. Committee signed Coroner's vouchers.

**Family Court Commissioner** – Dennis McFarlin explained the benefits of continuing education in the County for both employees and County Board members, explaining a communications situation in the case of visiting dignitaries. He emphasized that planning ahead necessitates continuing education.

**Child Support** – Deb Barnes submitted Child Support vouchers. Three of the CVA staff went to the Fall Conference. The County Board approved her one-time carryover account to receive \$5,109 in 2007 to be carried into 2008 for expenses. Three training seminars for her new secretary are upcoming; the

**PUBLIC SAFETY & JUDICIARY COMMITTEE MEETING**  
**MINUTES - November 7, 2007**

money has been budgeted. Information only, no action necessary. Barnes has received the new requirements for 2008 Performance Measures. Her September fiscal year-end figures will be the baseline, which she is to maintain without change to qualify for 100% funding matches.

**MOTION** by Davis/Kotlowski to approve the Coroner's vouchers. MC/Unan.

**Clerk of Circuit Court** – Dee Helmrick submitted Clerk of Court vouchers and District Attorney's vouchers. Her Law Library is still over budget, explaining that the company they ordered updates from decided to update in the form of completely new books, without warning to the customers. All positions are now filled in her office, one of which is now in arbitration. Collections Clerk Amanda Young is in training. There was no Community Service report, pending data from necessary sources. Helmrick stated she would get this to Committee as soon as it was compiled and printed. The Community Service Coordinator is settling in and making contacts with job sites, and reaching out to businesses.

**Register in Probate** – not present; no vouchers. Helmrick reported that money was allocated for Teleconferencing, but no plan is yet in place. The County is looking into implementing Teleconferencing and she suggested that someone needs to spearhead this project to make it move forward.

**District Attorney** – Not present, vouchers submitted.

**MOTION** by Davis/Loken to approve Child Support vouchers. MC/Unan

**Sheriff's Department** – Chief Deputy July presented a letter of thanks and copies of checks from a citizen to the Animal Control program. He reported being called to the prison in Oxford Monday due to the sentence of former Illinois Governor Ryan to the correctional facility, and the media gathering from Chicago to get photos and footage. Arrival was noon today, and the event becomes open record.

Clerk of Court Helmrick arrived with the Community Service Coordinator's report, which she gave to Committee.

Chief reported the resignation of Jail Officer Rey Surillo who will be a police officer for a town near Madison. The next name on the Jail Officer Eligibility list will be contacted by letter this week. Advertising for Road Officer is finished and November 16, 2007, is the closing date for application. Physical agility testing will be implemented on this and all future hires. Corporation Counsel approved this testing. An insurance grievance was received from Local 355, the Road Officers' union, stating the County violated by adopting the new insurance. This grievance was forwarded to Corp Counsel. Local 414 of the Sheriff's Department has not yet returned their signed contract; raises cannot be implemented until this contract is signed and submitted. A consortium was formed with surrounding counties for Federal grant money under Homeland Security for Radio Interoperability. The State of Wisconsin is responsible for disseminating this money, and the State has decided to keep it all without funding local operations. A letter-writing campaign is underway asking Federal opinion on this move. The State would be setting precedent for future funding, to cut local funding out of Federal grant awards.

Chief Deputy July had a CAD calls report in the Committee packet and he explained the numbers. He reported that a suspect was in custody regarding recent burglaries, and he would do a press release when the case was wrapped up. A local radio station asked the Sheriff's Department to do an interview at the grocery store, and Sheriff Renner asked Chief Deputy July to do this interview. Chief explained the

**PUBLIC SAFETY & JUDICIARY COMMITTEE MEETING  
MINUTES - November 7, 2007**

School Liaison Officer's report packet and stated the school will be getting more involved in the funding of this officer. In answer to Vice Chair Johnson's question, Chief explained that when employees leave the department their equipment stays here, including uniforms. He stated that ballistic vests were grant-funded at 50% of cost. Open proposals for Road Officer's union 355 negotiations for 2008's contract will be on November 27, 2007; no word yet from union 414 which is Jail, Dispatch, and Administration.

In answer to Supervisor Kotlowski's question, Chief Deputy July stated that leasing squad cars can be done through any Ford dealer; it is a Ford Corporate program that pays local dealers to implement it. We must send our specifications, and Ford will submit the bid. Department truck bids should be opened to local dealers, since they do not have the same specifications as squad cars.

Budget revisions for funds transfers were explained in detail. Chief reported that in 2008 he will have view-only access to Skyward to see where the budget is at all times, and bills will be done weekly starting in 2008. **MOTION** by Loken/Kotlowski to approve the funds transfer as presented to Committee and forward them to Finance Committee. Discussion and explanations followed. MC/Unan

Chief July reported the first check under the 911 grant was received in the amount of over \$46,000. Six more checks in that amount will be coming.

The next regular meeting was set for Wednesday, December 12, 2007, in A260 at 9:00 a.m. Harry Davis requested to be excused for the next three months.

**MOTION** by Davis/Loken to approve vouchers for the District Attorney and Clerk of Court. MC/Unan.

**MOTION** by Davis/Kotlowski to approve Sheriff Department vouchers. MC/Unan.

No new items for the December agenda.

**MOTION** to adjourn by Loken/Kotlowski. MC/Unan. Meeting adjourned at 11:00 a.m.

Submitted by Deputy Sheriff Shirli Suchomel, Acting Secretary  
*These minutes are not yet approved by Public Safety & Judiciary Committee (11/07 /07)*

## ADAMS COUNTY PUBLIC WORKS COMMITTEE

WEDNESDAY, OCTOBER 10, 2007  
 LANDFILL OFFICE  
 1420 HWY 21, FRIENDSHIP, WI 53934

**MEMBERS PRESENT:** Dean Morgan, Vice-Chairperson  
 David Renner, Secretary  
 Robert Dixon  
 Florence Johnson

**MEMBERS EXCUSED:** Larry Babcock, Chairperson

**OTHERS PRESENT:** Myrna Diemert, Solid Waste Director  
 Merle Anderson

**CALL MEETING TO ORDER:** The meeting of the Adams County Public Works Committee was called to order by Vice-Chair, Dean Morgan, at 7:00 P.M.. Chair Babcock is excused.

**WAS THE MEETING PROPERLY ANNOUNCED?** YES

**ROLL CALL:** MORGAN, RENNER, DIXON, JOHNSON.

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

**APPROVAL OF OPEN SESSION MINUTES FROM SEPTEMBER 12, 2007:** *Motion by Renner, second by Johnson, to approve the Open Session minutes as printed for September 12, 2007. All in favor. Motion carried.*

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

**COMMUNICATIONS/CORRESPONDENCE/OTHER BUSINESS:** Ms. Diemert had no communications, correspondence, or other business to bring before the Committee.

**FINANCIAL REPORT:** Ms. Diemert presented and reviewed the October 2007 Financial Report. *Motion by Johnson, second by Dixon, to approve the October 2007 Financial Report as presented. All in favor. Motion carried.* Ms. Diemert next presented one Friday check for review and discussion. *Motion by Johnson, second by Dixon, to approve and sign the Friday check as presented. All in favor. Motion carried.*

**SITE REPORT:** Ms. Diemert handed out and reviewed copies of the Site Report dated October 10, 2007 (see attached copy) and discussion was held. *Motion by Johnson, second by Renner, to approve the Site Report as presented. All in favor. Motion carried.*

**APPROVAL OF ANY TRAININGS OR CONFERENCES:** Ms. Diemert had no trainings or conferences to approve.

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

**APPROVE THE CITY OF ADAMS (COA) CONTRACT EXTENSION:** Ms. Diemert stated that she has received comment from the Corporation Counsel on this contract, however with the influx of new customers this month and the secretary being gone she has not had time to finalize the agreement. She will report more at the next meeting.

**HVAC BID REVIEW AND SELECTION:** Ms. Diemert reported that only one company asked for a bid packet following advertising for two weeks. One bid was received in the amount of \$31,558.00 and does not include electrical. \$45,000 was included in the 2008 budget for the project for the HVAC and required electrical updates. The bid was received from Reigel Plumbing & Heating from Marshfield and was deemed to be the lowest responsible bidder.

*Motion by Dixon, second by Johnson, to accept the bid from Reigel Plumbing & Heating in the amount of \$31,558 with work to be completed per the bid specifications. All in favor. Motion carried.*

**2008 BUDGET UPDATE:** Ms. Diemert updated the Committee on her last meeting with Admin. & Finance Committee. She also presented information on the changes made in the 2008 budget based on the price increases. Ms. Diemert next discussed the proposed charges to the Town of Strongs Prairie for servicing their drop-off site. The tippage fees will remain free per the negotiated Agreement, however, the costs for the drop-off site have not been recovered from the Town in the past. She stated, with the current discussions on recovering our costs from our customers, that she had presented the information to the Town representatives and had invited them to attend this meeting. Discussion was held. **Motion by Dixon, second by Johnson, to implement the proposed charges to the Town of Strongs Prairie for labor and trucking to service the drop-off site. All in favor. Motion carried.**

Ms. Diemert next discussed the affects of increased charges to the other town drop-off sites. She has not received notice that any of the drop-off sites will be closed, although she is unsure whether the Town of Rome has discussed this yet.

Discussed next was the report by Ayres Associates on the annual waste volume calculations which show improvement in the compaction rates over last year. Currently our facility is at 50% capacity with approximately 14 years site life remaining. This includes cell #4 that will need to be built in the next 4-5 years. Ms. Diemert next updated the Committee on the LTC calculations which show there may be up to \$571,000 able to be released from the DNR account. The DNR will need to do their own calculations and probably will release some of the money, but not all. *Motion by Renner, second by Dixon, to authorize Ayres Associates to submit to the DNR the request for the release of funds from the LTC account. All in favor. Motion carried.* This money will be used to pay off the landfill compactor, as well as the deficit in the account caused by landfill construction costs, the landfill fire, and the emergency scale replacement. If there are any funds left they will be used to purchase additional dumpsters or trucks needed for new customers, and any additional funds could be set aside for starting the construction of cell #4.

**DISCUSSION ON CLOSING SATURDAYS:** Ms. Diemert next presented information on the possibility of closing Saturdays in the winter months. With recent budget cuts we are trying to cut overtime expenses wherever we can. Ms. Diemert presented information on the cost of having employees work on Saturday along with the actual revenues received which shows that the cost of labor is not being covered by the number of paying customers during the winter months. Discussion was held. It was the consensus of the Committee that the landfill should closed on Saturdays between December 1<sup>st</sup> and February 31<sup>st</sup> this winter and that customers be notified of this change. The subject will be reviewed at a future date to determine if we should continue with this schedule.

**AUTHORIZATION TO FILL VACANCY:** Ms. Diemert presented a letter of resignation/retirement by Henry W. Strohmeyer effective November 1, 2007 along with the Personnel Recruitment Form. We will need to pay out Mr. Strohmeyer in excess of \$14,000 for accrued sick time and vacation time so we plan to refill the position in the late winter in time to train a person for the busy season. *Motion by Renner, second by Morgan, to approve the refilling of this position per Section 6.01 of the Adams County Personnel & General Administration Policy, sign the Position Authorization Form, and forward to Corporation Counsel. All in favor. Motion carried.*

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

**IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS:** Ms. Diemert stated that the COA contract extension approval, the HVAC installation update, and update on the LTC Release of Funds process to the November meeting agenda.

**NEXT MEETING DATE AND ADJOURN:** The next regular monthly meeting will be held on Wednesday, November 14, 2007 at 7:00 P.M. at the Solid Waste Department. *Motion by Johnson, second by Dixon, to adjourn until the next meeting. All in favor. Motion carried.*

Meeting adjourned at 8:26 P.M.

Respectfully submitted,

David Renner, Secretary

**THESE MINUTES HAVE BEEN APPROVED BY THE COMMITTEE**

**SITE REPORT**  
**October 10, 2007**  
**Solid Waste Department**

**TIPPAGE REPORT:** 2,539,080 lbs of garbage were brought in which is the 4th highest amount ever brought into the landfill for September.

There were 23 new over-the-scale customers during the month and is typical for this time of year. (Minimum of \$1,380 in annual revenues if these new customers use the facility one time per month with minimum weight). Since April 1, 1998 we have had 3,861 new customers over the scale.

**MEETINGS/SEMINARS/TRAININGS/CONFERENCES:** Attended County Board on September 18, 2007 and plan to attend the October 16, 2007 meeting.

Attended the Special Department Head meeting on September 24<sup>th</sup> regarding the 2008 budget. Plan to attend the next Department Head meeting to be held on October 25, 2007.

Attended the New Haven Town meeting on September 20<sup>th</sup> at 7:00 PM regarding recycling, drop-off site increases, and the clear bag requirements.

Attended a Health Insurance Study Committee meeting on September 20<sup>th</sup> to review the employee education materials presented by AFG and Unity Insurance.

Attended the employee education session for health insurance on September 25<sup>th</sup>.

Assisted at the Pharmaceutical Collection at Social Services on September 25<sup>th</sup>. Also arranged for stop signs, safety vests & orange cones to be delivered.

Attended the NEWCMG/WCSWMA Fall Conference in Waupaca on September 26 & 27<sup>th</sup>.

Attended a meeting with the Local 1168 Union and Corporation Counsel dealing with employee issues.

Plan to attend a 2008 Conference Committee meeting on October 15<sup>th</sup> in Oshkosh.

Plan to attend Federal Property Advisory Committee meeting in Waunakee on October 24<sup>th</sup>.

Plan to attend the Landfill Advisory Committee meeting on Monday, December 17, 2007 at 7:00 PM at the Strongs Prairie Town Hall.

Attended other various meetings through the month.

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

**INSPECTIONS:** No inspections were conducted during September/October.

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

Assisted at the Pharmaceutical Collection at Social Services on September 25<sup>th</sup>.

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Plan to attend the FEMA training in Madison as recommended by Emergency Govt.

Wrote several letters to people who were found to be dumping bags into someone else's dumpsters, not recycling correctly, or using black bags.

Arranged for the annual truck scale inspection & testing on September 20<sup>th</sup>.

Arranging for the dates for the 2008 Hazardous Waste Clean Sweep with other partners. We will also be collecting Pharmaceuticals at the same time.

Assisted Juneau County with information for replacement and maintenance regulations on their submersible leachate pump.

Placed an ad in the paper for the HVAC Bid following Corporation Counsel's review of the documents. Bids that were received by October 10<sup>th</sup> at 3:00 PM were then opened publicly.

Received the State of WI DNR Transporter Service License for our garbage & recycling collections trucks.

Updated the inventory information for the County Treasurer.

Director and staff attended the Unity Health education presentations on September 24<sup>th</sup> & 25<sup>th</sup>.

The monthly Hazardous Waste inspection was completed as required.

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

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

**INDUSTRIAL PARK:** Regular weekly maintenance continues on the wellhouse pumping system and no problems or defects were identified during these weekly inspections.

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

Continued to coordinate new curbside and residential route customer orders. We had 85 new customers since the last report that adds \$75,600 in annual revenues to the department. Many other inquiries and order changes have been received. Ordered containers, dumpsters, signs & labels for business/residential customers as new customers sign up for the program. Because of all the new customers signing up for service due to Waste Management's pulling out of the area, several small dumpsters were purchased, as well as labels & stickers for the dumpsters. This will cause our Capital Equipment line item to be in the red but the cost of the dumpsters will be recovered within 3 years. We are also trying to defer some of the payments to the 2008 budget. Ads were also placed in all surrounding newspapers to let people know that we do provide this service.

Gave a tour of the facilities to the Alternative High School students & teachers on September 19<sup>th</sup>.

Sent letters to all the Townships with drop-off sites notifying them of the increases in charges.

Assisted Marathon County with bid documents for garbage & recyclables curbside collection.

Furnished Town of New Chester with a bid for curbside collection.

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

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

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

**LANDFILL CONSTRUCTION:** No new construction was performed. The annual waste volume survey was completed and report received from Ayres. This lets us know how fast the landfill is filling and what compaction rate we are getting. We are currently at 50% filled and compaction rates show an improvement in density over last year by approximately 6%. Current compaction rate is approximately 1200 lbs/cy. There is an estimated 14 years of site life remaining at the current rates.

ADAMS COUNTY PUBLIC WORKS COMMITTEE

THURSDAY, NOVEMBER 8, 2007, AT 9:00 A.M.  
HIGHWAY DEPARTMENT CONFERENCE ROOM  
1342 COUNTY ROAD "F", ADAMS, WI

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

OTHERS PRESENT: Ronald Chamberlain ~ Highway Commissioner  
Teri Weil ~ Ayres Associates

**CALL MEETING TO ORDER:** The Meeting of the Adams County Public Works Committee was called to order by Chairperson – Larry Babcock at 9:00 A.M., on Thursday, November 8, 2007.

**WAS THE MEETING PROPERLY ANNOUNCED? YES**

**ROLL CALL:** BABCOCK, MORGAN, RENNER, DIXON AND JOHNSON. ALL MEMBERS PRESENT.

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

**APPROVAL OF MINUTES OF LAST MEETINGS (OCTOBER 11, 2007 & OCTOBER 26, 2007):** *Motion by Morgan to approve the Minutes as printed of the Adams County Public Works Committee Meeting for OCTOBER 11, 2007 and OCTOBER 26, 2007, second by Johnson. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**PUBLIC PARTICIPATION ON AGENDA ITEMS: NONE**

**EXECUTE QUIT CLAIM DEED REFERENCE STATE JOB #4858 ON OLD STH 135:** *Motion by Morgan to approve and sign a Quit Claim Deed reference State Job #4858 on Old STH 135 (which is currently State Road 82 ~ from County Road "B" to East), second by Renner. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**REVIEW & ACT ON PROPERTY FOR SALE BIDS:** One bid was received for the property for sale: Bill and Dolly Parr \$75,500.00. *Motion by Morgan to reject the bid that was received for the property for sale (93.67 Acres / Lot 1, CSM 5176 / Section 17, T15N, R7E / TOWN OF JACKSON), as being in the best interest of the County, second by Renner. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**REVIEW & ACT ON FIREWOOD FOR SALE BIDS:** The following bids were received for the Firewood for Sale: FENNER ~ \$525.00, WOLOSEK ~ \$390.00, BURT COLLINS ~ \$130.00 and ALPINE FOODS ~ LATE BID / BID UNOPENED. *Motion by Johnson to accept the firewood bid from FENNER for the amount of \$525.00, second by Babcock. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

ADAMS COUNTY PUBLIC WORKS COMMITTEE MEETING  
NOVEMBER 8, 2007 – 9:00 A.M.

CTH "J" PROJECT (STH 13 TO CTH "G"):

- 1) Amendment 5 Design Contract: *Motion by Renner to approve Design Contract Amendment #5 on the CTH "J" Project (STH 13 to CTH "G") for an amount of \$40,850.38, second by Dixon. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*
- 2) Amendment 6 Design Contract: *Motion by Renner to approve Design Contract Amendment #6 on the CTH "J" Project (STH 13 to CTH "G") for an amount of \$9,700.00, second by Johnson. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*
- 3) Real Estate:
  - a) Parcel 12 Administrative Revisions: *Motion by Renner to increase the offering price of Parcel #12 from \$44,000.00 to \$45,475.00 on the CTH "J" Project (STH 13 to CTH "G"), second by Dixon. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*
  - b) Parcel 19 Administrative Revisions: *Motion by Morgan to increase the offering price of Parcel #19 from \$5,350.00 to \$5,600.00 on the CTH "J" Project (STH 13 to CTH "G"), second by Babcock. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*
  - c) Parcel #57 Condemnation: *Motion by Dixon to proceed with condemnation process for Parcel #57 for an amount of \$8,200.00, second by Johnson. ROLL CALL VOTE: Babcock ~ YES, Renner ~ YES, Dixon ~ YES, Johnson ~ YES, Morgan ~ YES. MOTION CARRIED.*

CTH "E" PROJECT (6<sup>TH</sup> AVE. TO CTH "G") ~ AMENDMENT #1 DESIGN CONTRACT: *Motion by Morgan to approve Design Contract Amendment #1 on the CTH "E" Project (6<sup>th</sup> Ave. to CTH "G") for an amount of \$1,850.00, second by Babcock. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

CTH "Z" PROJECT (STH 21 TO CTH "F") ~ AMENDMENT #2 DESIGN CONTRACT: *Motion by Johnson to approve Design Contract Amendment #2 on the CTH "Z" Project (STH 21 to CTH "F") for an amount of \$21,730.00, second by Babcock. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

OXFORD PRISON DIRECTIONAL SIGNS: *Motion by Renner, second by Morgan to approve the Federal Correctional Institute Directional Sign Application with these provisions:*

- *FCI is supplying and maintaining the posts and signs*
- *The Public Works Committee will waive the size requirements and fees*
- *Adams County Highway Department will mark area of sign installation*
- *Adams County Highway Department Sign Shop will mark post locations for installation*

*VOICE VOTE, ALL IN FAVOR, MOTION CARRIED.*

**ADAMS COUNTY PUBLIC WORKS COMMITTEE MEETING  
NOVEMBER 8, 2007 – 9:00 A.M.**

**EQUIPMENT RATES:** Briefly discussed equipment rates concerning township snow plowing. *Motion by Renner set equipment rates for Winter Maintenance for Townships at a three year average of actual cost (years to be averaged are the proceeding three years) and this rate must be at least the State Rate or greater, never less than State Rate, second by Dixon. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**TOWN WORK:** NO ACTION OR DISCUSSION TAKEN.

**REPORT ON HIGHWAY DEPARTMENT OPERATIONS:**

- State & County Snow Fence is going up
- Small Dirt Projects: CTH "M" & CTH "G" / CTH "M" & 8<sup>th</sup> Drive
- Classes from MSTC for the Mechanics have started
- Started crackfilling on County Roads
- Winter equipment is in process of being made ready

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

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

**UPCOMING AGENDA ITEMS:**

- Equipment Leasing vs. Purchasing
- Review Realtor Proposals for Oxford Pit
- Review General Engineering Proposals

**ADJOURN AND NEXT MEETING DATE:** *Motion by Morgan, second by Babcock, to adjourn until the next scheduled meeting for the Highway Department on, Thursday, December 13, 2007 at 9:00 A.M. at the Highway Department. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

Meeting adjourned at 12:00 P.M.

Respectfully submitted,

David Renner, Secretary

**THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE**

ADAMS COUNTY PUBLIC WORKS COMMITTEE

TUESDAY, NOVEMBER 13, 2007, AT 8:30 A.M.  
ADAMS COUNTY COURTHOUSE / ROOM A260  
FRIENDSHIP, WI 53934

MEMBERS PRESENT: Larry Babcock, Chairperson / Arrived at 8:35 a.m.  
Dean Morgan, Vice-Chairperson / Arrived at 8:35 a.m.  
David Renner, Secretary  
Robert Dixon  
Florence Johnson

OTHERS PRESENT: Ronald Chamberlain ~ Highway Commissioner

CALL MEETING TO ORDER: The Meeting of the Adams County Public Works Committee was called to order by Secretary – David Renner at 8:30 A.M., on Tuesday, November 13, 2007.

WAS THE MEETING PROPERLY ANNOUNCED? YES

ROLL CALL: RENNER, DIXON AND JOHNSON. MEMBERS ABSENT: BABCOCK AND MORGAN.

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

PUBLIC PARTICIPATION ON AGENDA ITEMS: NONE

Public Works Committee Members: Larry Babcock and Dean Morgan arrived at 8:35 a.m.

HIGHWAY

APPROVE OFFERING PRICES CTH "Z" (STH 21 TO CTH "F"): Motion by Renner to approve the offering prices on the CTH "Z" Project (STH 21 to CTH "F") as presented on the Nominal Payment Parcel Report, second by Dixon. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED. (NOMINAL PAYMENT PARCEL REPORT ATTACHED TO MINUTES)

EQUIPMENT RATES: Briefly discussed equipment rates concerning township snow plowing. *Motion by Renner to charge actual cost or state rate whichever is greater for equipment rates to townships for snow plowing and the rate will be determined yearly, second by Morgan. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED,*

*Motion by Johnson, second by Babcock, to adjourn until the next scheduled meeting for the Highway Department on, Thursday, December 13, 2007 at 9:00 A.M. at the Highway Department. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

Meeting adjourned at 8:45A.M.

Respectfully submitted,

David Renner, Secretary

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE

NOMINAL PAYMENT PARCEL REPORT  
LPA3045 8/97

Project ID Adams CTH Z (CTH F - STH 21)	Prepared By: Ashley E. Seibel Timbers-Selissen Land Specialists Inc.
	Approval _____ Date _____
County Adams	Approval <i>[Signature]</i> Date <i>11/17/08</i>

PARCEL	LAND TYPE	LAND ACQ	UNIT PRICE	ITEMS ACQUIRED	LAND \$	ITEMS \$	TOTAL
003	Res.	0.14 ac	\$10,000	Improvements: None	\$1,400	\$0	\$1,400
004	Res.	0.02 ac	\$30,000	Improvements: None	\$600	\$0	\$600
018	Res.	0.18 ac	\$10,000	TLE: 0.09 ac x \$10,000 x 10% = \$90 Improvements: None	\$1,800	\$90	\$1,900
049	Res.	0.08 ac	\$20,000	TLE 0.03 ac x \$20,000 x 10% = \$60 Improvements: None	\$1,600	\$60	\$1,700
058	Res.	0.12 ac	\$20,000	Improvements: None	\$2,400	\$0	\$2,400
073	Res.	0.17 ac	\$10,000	Improvements: None	\$1,700	\$0	\$1,700
079	Res.	0.08 ac	\$30,000	Improvements: 4 dec. trees, 1 large shrub (\$1,000)	\$2,400	\$1,000	\$3,400
095	Res.	0.06 ac	\$20,000	Improvements: None	\$1,200	\$0	\$1,200
098	Res.	0.09 ac	\$20,000	Improvements: None	\$1,800	\$0	\$1,800
099	Res.	0.04 ac	\$20,000	Improvements: None	\$800	\$0	\$800
100	Res.	0.02 ac	\$20,000	Improvements: None	\$400	\$0	\$400
101	Res.	0.23 ac	\$20,000	Improvements: None	\$4,600	\$0	\$4,600
102	Res.	0.04 ac	\$30,000	Improvements: None	\$1,200	\$0	\$1,200
103	Res.	0.01 ac	\$20,000	Improvements: None	\$200	\$0	\$200
134	Res.	0.00 ac	\$40,000	TLE 0.03 ac x \$40,000 x 10% = \$120 Improvements: various landscaping (\$500)	\$0	\$620	\$650
136	Res.	0.00 ac	\$40,000	TLE 0.03 ac x \$40,000 x 10% = \$120 Improvements: None	\$0	\$120	\$150
142	Res.	0.00 ac	\$10,000	TLE 0.11 ac x \$10,000 x 10% = \$110 Improvements: None	\$0	\$110	\$150
143	Res.	0.00 ac	\$30,000	TLE 0.02 ac x \$30,000 x 10% = \$60 Improvements: None	\$0	\$60	\$100
144	Res.	0.00 ac	\$40,000	TLE 0.02 ac x \$40,000 x 10% = \$80 Improvements: None	\$0	\$80	\$100
147	Res.	0.00 ac	\$40,000	TLE 0.01 ac x \$40,000 x 10% = \$40 Improvements: None	\$0	\$40	\$100
148	Res.	0.00 ac	\$40,000	TLE 0.01 ac x \$40,000 x 10% = \$40 Improvements: Oak tree, misc. landscaping (\$500)	\$0	\$540	\$550
149	Res.	0.00 ac	\$40,000	TLE 0.01 ac x \$40,000 x 10% = \$40 Improvements: one mature tree (\$200)	\$0	\$240	\$250

PARCEL	LAND TYPE	LAND ACQ	UNIT PRICE	ITEMS ACQUIRED	LAND \$	ITEMS \$	TOTAL
151	Res.	0.00 ac	\$40,000	TLE 0.01 ac x \$40,000 x 10% = \$40 Improvements: 4 mature trees (\$400)	\$0	\$440	\$450
153	Res.	0.00 ac	\$40,000	TLE 0.01 ac x \$40,000 x 10% = \$40 Improvements: None	\$0	\$40	\$100
154	Res.	0.00 ac	\$40,000	TLE 0.01 ac x \$40,000 x 10% = \$40 Improvements: None	\$0	\$40	\$100
159	Res.	0.00 ac	\$40,000	TLE 0.07 ac x \$40,000 x 10% = \$280 Improvements: None (work around sign & light posts)	\$0	\$280	\$300
176	Res/Rec	0.55 ac	\$10,000	Improvements: None	\$5,500	\$0	\$5,500
178	Res.	0.22 ac	\$10,000	TLE 0.10 ac x \$10,000 x 10% = \$100 Improvements: shrub, sign, light post	\$2,200	\$100	\$2,300
179	Res.	0.12 ac	\$10,000	TLE 0.10 ac x \$10,000 x 10% = \$100 Improvements: None	\$1,200	\$100	\$1,300
181	Res.	0.40 ac	\$10,000	TLE 0.03 ac x \$10,000 x 10% = \$30 Improvements: None	\$4,000	\$30	\$4,050
182	Res/Rec	0.17 ac	\$10,000	TLE 0.02 ac x \$10,000 x 10% = \$20 Improvements: None	\$1,700	\$20	\$1,750
183	Res/Rec	0.12 ac	\$10,000	Improvements: None	\$1,200	\$0	\$1,200
184	Res/Rec	0.01 ac	\$10,000	Improvements: None	\$100	\$0	\$100
196	Res.	0.13 ac	\$20,000	Improvements: None	\$2,600	\$0	\$2,600
202	Res/Rec	1.16 ac	\$5,000	Improvements: None	\$5,800	\$0	\$5,800
208	Res.	0.15 ac	\$20,000	Improvements: None	\$3,000	\$0	\$3,000
212	Res.	0.05 ac	\$20,000	Improvements: 9 Pine trees (\$900)	\$1,000	\$900	\$2,000
213	Res.	0.03 ac	\$25,000	Improvements: fencing (\$300)	\$750	\$300	\$1,050
217	Res.	0.12 ac	\$20,000	Improvements: None	\$2,400	\$0	\$2,400
222	Res/Rec	0.07 ac	\$10,000	Improvements: None	\$700	\$0	\$700
223	Res/Rec	0.01 ac	\$5,000	Improvements: None	\$50	\$0	\$100
224	Res/Rec	0.10 ac	\$5,000	Improvements: None	\$500	\$0	\$500
227	Res/Rec	0.02 ac	\$5,000	Improvements: None	\$100	\$0	\$100
229	Res/Rec	0.34 ac	\$7,500	TLE 0.02 ac x \$7,500 x 10% = \$15 Improvements: None	\$2,550	\$15	\$2,600
232	Res/Rec	0.19 ac	\$10,000	Improvements: None	\$1,900	\$0	\$1,900
234	Res/Rec	0.36 ac	\$7,500	Improvements: None	\$2,700	\$0	\$2,700
TOTALS					\$60,650	\$5,225	\$66,350

## COMPARABLE SALES ANALYSIS

### VACANT RESIDENTIAL LAND SALES LESS THAN 1 ACRE

Sale #	Sale Price	Sale Date	Size/Acre	Price/Acre	Type
Quincy - 066	\$7,800	4/4/2007	0.30	\$26,000	SF Res
Quincy - 070	\$5,300	8/31/2006	0.14	\$37,857	SF Res
Quincy - 073	\$10,000	3/28/2006	0.47	\$21,277	SF Res
Quincy - 077	\$27,000	12/23/2006	0.91	\$29,670	SF Res
Quincy - 078	\$15,000	12/4/2006	0.38	\$39,474	SF Res
Adams - 086	\$12,500	9/22/2006	0.43	\$29,070	SF Res
Adams - 087	\$25,000	2/26/2007	0.54	\$46,296	SF Res
Strongs Prairie - 091	\$8,000	12/9/2006	0.38	\$21,053	SF Res
Strongs Prairie - 093	\$20,000	6/10/2006	0.47	\$42,553	SF Res
Strongs Prairie - 094	\$15,100	5/15/2007	0.68	\$22,206	SF Res
Monroe - 103	\$18,500	6/14/2007	0.20	\$92,500	SF Res
Monroe - 104	\$14,000	5/25/2007	0.65	\$21,538	SF Res
Adams - 111	\$10,000	6/21/2007	0.55	\$18,182	SF Res
Quincy - 120	\$26,000	5/1/2007	0.37	\$70,270	SF Res
Quincy - 121	\$25,000	5/15/2007	0.30	\$83,333	SF Res
Averages	\$15,947		0.45	\$35,332	

1 acres = \$30,000

Less than 1 acre (1/2 acre or less) = \$40,000

### VACANT RESIDENTIAL LAND SALES BETWEEN 1 - 5 ACRES

Sale #	Sale Price	Sale Date	Size/Acre	Price/Acre	Type
Adams - 001	\$10,000	3/21/2007	1.00	\$10,000	SF Res
Adams - 002	\$23,900	4/20/2007	4.00	\$5,975	SF Res
Monroe - 003	\$16,500	3/24/2007	2.00	\$8,250	SF Res
Monroe - 004	\$25,000	3/7/2007	1.00	\$25,000	SF Res
Monroe - 005	\$25,000	3/7/2007	3.00	\$8,333	SF Res
Monroe - 007	\$42,900	5/28/2006	5.00	\$8,580	SF Res
Quincy - 011	\$65,000	1/29/2007	2.00	\$32,500	SF Res
Quincy - 012	\$24,000	1/15/2007	4.00	\$6,000	SF Res
Quincy - 015	\$40,000	8/5/2007	5.00	\$8,000	SF Res
Strongs Prairie - 016	\$8,500	10/12/2006	1.00	\$8,500	SF Res
Strongs Prairie - 017	\$20,000	10/27/2007	5.00	\$4,000	SF Res
Strongs Prairie - 018	\$21,400	11/2/2006	3.00	\$7,133	SF Res
Monroe - 105	\$32,500	5/10/2007	1.60	\$20,313	SF Res
Monroe - 106	\$40,000	5/4/2007	1.60	\$25,000	SF Res
Monroe - 107	\$23,900	4/12/2007	2.33	\$10,258	SF Res
Adams - 109	\$34,000	6/28/2007	5.00	\$6,800	SF Res
Adams - 113	\$36,500	4/13/2007	5.00	\$7,300	SF Res
Adams - 114	\$52,000	5/10/2007	5.10	\$10,196	SF Res
Quincy - 115	\$22,500	6/20/2007	2.01	\$11,194	SF Res
Quincy - 122	\$28,000	5/1/2007	1.00	\$28,000	SF Res
Averages	\$29,580		2.98	\$9,920	

5-10 acres = \$10,000

2 -3 acres = \$20,000

VACANT RESIDENTIAL LAND SALES BETWEEN 6 - 20 ACRES					
Sale #	Sale Price	Sale Date	Size/Acre	Price/Acre	Type
Adams - 019	\$50,000	3/16/2007	10.00	\$5,000	SF Res
Quincy - 020	\$48,000	1/19/2007	10.00	\$4,800	SF Res
Quincy - 021	\$68,500	1/17/2007	15.00	\$4,567	SF Res
Quincy - 023	\$195,000	3/7/2007	13.00	\$15,000	SF Res
Quincy - 024	\$49,000	12/15/2006	10.00	\$4,900	SF Res
Quincy - 025	\$75,000	5/16/2006	8.00	\$9,375	SF Res
Strongs Prairie - 028	\$50,000	9/30/2006	10.00	\$5,000	SF Res
Strongs Prairie - 029	\$86,000	10/7/2006	18.00	\$4,778	SF Res
Quincy - 032	\$64,500	1/19/2007	20.00	\$3,225	SF Res
Adams - 110	\$67,500	6/26/2007	7.30	\$9,247	SF Res
Averages	\$75,350		12.13	\$6,212	

10 acres = \$10,000

VACANT RESIDENTIAL LAND SALES OVER 20 ACRES					
Sale #	Sale Price	Sale Date	Size/Acre	Price/Acre	Type
Adams - 030	\$100,000	4/18/2007	30.00	\$3,333	SF Res
Adams - 031	\$130,000	1/31/2007	26.00	\$5,000	SF Res
Strongs Prairie - 039	\$140,000	11/1/2006	45.00	\$3,111	SF Res
Strongs Prairie - 040	\$65,000	3/9/2007	23.00	\$2,826	SF Res
Strongs Prairie - 100	\$2,457,400	12/13/2005	321.00	\$7,655	SF Res
Strongs Prairie - 101	\$2,457,400	8/28/2006	308.00	\$7,979	SF Res
Adams - 112	\$134,000	6/7/2007	55.00	\$2,436	Res/Rec
Averages	\$783,400		115.43	\$6,767	

Over 20 acres = \$5,000  
 20 acres = \$7,500

VACANT RESIDENTIAL LAND SALES - WATERFRONT PROPERTY					
Sale #	Sale Price	Sale Date	Size/Acre	Price/Acre	Frontage
Quincy - 010	\$79,000	1/12/2007	2.00	\$39,500	170 Ft
Strongs Prairie - 027	\$82,000	2/10/2006	20.00	\$4,100	1 Ft
Quincy - 036	\$122,500	2/10/2006	35.00	\$3,500	1,000 Ft
Quincy - 042	\$195,000	4/6/2007	17.00	\$11,471	924 Ft
Quincy - 043	\$1,250,000	5/10/2006	20.00	\$62,500	
Quincy - 117	\$48,000	6/29/2007	0.45	\$106,667	
Averages	\$296,083		15.74	\$18,809	

VACANT COMMERCIAL LAND SALES					
Sale #	Sale Price	Sale Date	Size/Acre	Price/Acre	Type
Adams - 044	\$15,900	1/24/2006	0.65	\$24,462	Commercial
Rome - 045	\$58,700	10/12/2006	2.71	\$21,661	Commercial
Rome - 046	\$15,500	2/16/2007	1.00	\$15,500	Commercial
Rome - 047	\$15,000	6/16/2006	4.00	\$3,750	Commercial
Rome - 048	\$35,000	6/16/2006	5.00	\$7,000	Commercial
Averages	\$28,020		2.67	\$10,487	
VACANT RECREATIONAL LAND SALES					
Sale #	Sale Price	Sale Date	Size/Acre	Price/Acre	Type
Quincy - 026	\$63,000	2/17/2006	11.00	\$5,727	Recreational
Quincy - 033	\$95,000	11/17/2006	40.00	\$2,375	Recreational
Quincy - 035	\$184,000	8/18/2006	80.00	\$2,300	Recreational
Strong's Prairie - 038	\$110,000	5/31/2006	40.00	\$2,750	Recreational
Preston - 050	\$200,000	3/21/2007	80.00	\$2,500	Recreational
Preston - 051	\$98,500	3/21/2007	40.00	\$2,463	Recreational
Averages	\$126,083		49.50	\$2,579	
VACANT AGRICULTURAL LAND SALES					
Sale #	Sale Price	Sale Date	Size/Acre	Price/Acre	Type
Strong's Prairie - 052	\$1,017,500	9/13/2006	638.00	\$1,595	Agricultural
Quincy - 060	\$250,000	1/30/2006	158.00	\$1,582	Agricultural
Easton - 061	\$115,000	6/28/2006	39.00	\$2,949	Agricultural
Easton - 062	\$70,300	5/22/2006	37.00	\$1,900	Agricultural
Averages	\$363,200		215.00	\$1,666	

ADAMS COUNTY PUBLIC WORKS COMMITTEE

WEDNESDAY, NOVEMBER 14, 2007  
LANDFILL OFFICE  
1420 HWY 21, FRIENDSHIP, WI 53934

MEMBERS PRESENT: Larry Babcock, Chair  
Dean Morgan, Vice-Chair  
David Renner, Secretary  
Robert Dixon  
Florence Johnson

OTHERS PRESENT: Myma Diemert, Solid Waste Director  
Hank Strohmeier, Foreman  
Brenda Rhinehart, Office Mgr/Loss Control & Safety Officer  
Roger Nelson, Ayres Associates  
Everet Johnson  
Barb Morgan

CALL MEETING TO ORDER: The meeting of the Adams County Public Works Committee was called to order by Chair, Larry Babcock, at 7:00 P.M..

WAS THE MEETING PROPERLY ANNOUNCED? YES

ROLL CALL: BABCOCK, MORGAN, RENNER, DIXON, JOHNSON.

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

APPROVAL OF OPEN SESSION MINUTES FROM OCTOBER 10, 2007: *Motion by Renner, second by Morgan, to approve the Open Session minutes as printed for October 10, 2007. All in favor. Motion carried.*

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

COMMUNICATIONS/CORRESPONDENCE/OTHER BUSINESS: Ms. Diemert had no communications, correspondence, or other business to bring before the Committee.

FINANCIAL REPORT: Ms. Diemert presented and reviewed the November 2007 Financial Report. *Motion by Morgan, second by Johnson, to approve the November 2007 Financial Report as presented. All in favor. Motion carried.* Ms. Diemert next presented one Friday check for review and discussion. *Motion by Renner, second by Dixon, to approve and sign the Friday check as presented. All in favor. Motion carried.*

SITE REPORT: Ms. Diemert handed out and reviewed copies of the Site Report dated November 14, 2007 (see attached copy) and discussion was held. *Motion by Dixon, second by Johnson, to approve the Site Report as presented. All in favor. Motion carried.*

APPROVAL OF ANY TRAININGS OR CONFERENCES: Ms. Diemert had no trainings or conferences to approve.

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

**APPROVE THE CITY OF ADAMS (COA) CONTRACT EXTENSION:** Ms. Diemert stated that she sent the revised contract extension to the COA Public Works Director and has not heard back. The revised proposal included COLA increases for the 2<sup>nd</sup> & 3<sup>rd</sup> years of the contract. She will update the Committee at the next meeting.

**HVAC BID REVIEW AND SELECTION:** Ms. Diemert reported that Reigel Plumbing & Heating received the notice to proceed and should have the project completed by the end of December.

**UPDATE ON LONG TERM CARE REQUEST FOR RELEASE OF FUNDS:** Ms. Diemert Reported that the request for release of funds letter went out on October 24<sup>th</sup> and we preliminary information is that it looks favorable for the release of some of the funds.

**AUTHORIZATION TO FILL VACANCY:** Ms. Diemert presented a letter of resignation from the Solid Waste Secretary and that her last day would be November 30<sup>th</sup>. Ms. Diemert presented the Personnel Recruitment Form to fill the position which would be posted to the Union. *Motion by Johnson, second by Renner, to approve the refilling of this position per Section 6.01 of the Adams County Personnel & General Administration Policy, sign the Position Authorization Form, and forward to Corporation Counsel. All in favor. Motion carried.*

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

**IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS:** Ms. Diemert stated that the COA contract update, the HVAC installation update, the update on the LTC Release of Funds process, and the Credit Card agreement will be added to the November meeting agenda.

**NEXT MEETING DATE AND ADJOURN:** The next regular monthly meeting will be held on Tuesday, December 11, 2007 at 9:00 A.M. at the Courthouse. The Committee preferred to switch to a day meeting during the winter months. *Motion by Renner, second by Dixon, to adjourn until the next meeting. All in favor. Motion carried.*

Meeting adjourned at 8:10 P.M.

Respectfully submitted,

David Renner, Secretary

**THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE**

**SITE REPORT**  
 November 14, 2007  
 Solid Waste Department

**TIPPAGE REPORT:** 3,167,380 lbs of garbage were brought in which is the highest amount ever brought into the landfill for October.

There were 37 new over-the-scale customers during the month and is typical for this time of year. (Minimum of \$2,220 in annual revenues if these new customers use the facility one time per month with minimum weight). Since April 1, 1998 we have had 3,898 new customers over the scale.

**MEETINGS/SEMINARS/TRAININGS/CONFERENCES:** Attended County Board on October 16, 2007 as well as the November 13, 2007 County Board meeting..

Attended Department Head meeting on October 25<sup>th</sup>. Also attended Dept. Head meeting on November 1<sup>st</sup>. Plan to attend the next Department Head meeting to be held on November 29, 2007.

Attended a 2007 Conference Committee meeting on October 15<sup>th</sup> in Oshkosh.

Attended Union Negotiation meetings on October 29<sup>th</sup>, November 7<sup>th</sup>, and November 8<sup>th</sup>. Others are scheduled for November 15<sup>th</sup>, November 19<sup>th</sup>, and December 5<sup>th</sup>, 2007.

Attended an Ag Plastics meeting with DNR, DATCP, Columbia County, farmers and AGSI Plastics in Portage on November 5<sup>th</sup>. DNR & DATCP requested this meeting to begin a pilot project for ag plastics.

Attended a MRA meeting with Monroe, Juneau, Vernon, and Jackson Counties on Tuesday, November 6<sup>th</sup> to discuss strategy for regional recycling grants for 2007 & 2008.

Was asked to meet with Professor Razvi from UW Stevens Point, College of Natural Resources, to assist him in setting up curriculum for a 1 week class on Recycling for an Environmental Studies class.

Will attend the Regional Municipal Landfill meeting in Monroe County on November 30<sup>th</sup> in Norwalk.

Plan to attend the Landfill Advisory Committee meeting on Monday, December 17, 2007 at 7:00 PM at the Strongs Prairie Town Hall.

Attended other various meetings through the month.

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

**INSPECTIONS:** No inspections were conducted during September/October.

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

Arranged for random Drug & Alcohol testing for 4 employees on November 13<sup>th</sup>.

Received a Refrigerant Recover From Salvaged or Dismantled Refrigeration Equipment certificate from D&K Recycling Enterprises. Also received a Certificate of Liability Insurance for D&K Recycling.

The monthly Hazardous Waste inspection was completed as required.

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

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

**INDUSTRIAL PARK:** Regular weekly maintenance continues on the wellhouse pumping system and no problems or defects were identified during these weekly inspections.

Quarterly testing & maintenance was done on October 23, 2007.

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

Continued to coordinate new curbside and residential route customer orders. We had 47 new customers since the last report that adds \$16,546 in annual revenues to the department. Many other inquiries and order changes have been received. Ordered containers, dumpsters, signs & labels for business/residential customers as new customers sign up for the program. Because of all the new customers signing up for service due to Waste Management's pulling out of the area, several small dumpsters were purchased, as well as labels & stickers for the dumpsters. This will cause our Capital Equipment line item to be in the red but the cost of the dumpsters will be recovered within 3 years. We are also trying to defer some of the payments to the 2008 budget. Ads were also placed in all surrounding newspapers to let people know that we do provide this service. Notices were also placed in monthly statements regarding Winter Snow Removal, New Saturday Hours, the Holiday Schedule and Notice of Cost Increases.

Placed ads in the newspapers for our new Saturday hours and holiday closings. The billboard sign and gate signs were updated to reflect the new Saturday schedule.

Received notice from the DNR that the Recycling Surcharge and Environmental Fee Surcharges will increase \$2.10 effective 11/1/07.

Provided new 2008 calendars to City of Adams and Jackson Township for inclusion into the tax bills.

Provided new calendar to FCI and employees for 2008 pick-up.

Consulted with Corporation Counsel regarding Ordinance #16-1989-Ordinance Relating to Operational Requirements For the Adams County Landfill. Section 6-Operational Responsibility states "The collection and disposal of all garbage and refuse and recyclables shall be the responsibility of, and conducted under the supervision, direction, and control of, Adams County in strict conformity of the provisions of this ordinance and with such additional rules and regulations as may be adopted from time to time by the Adams County Solid Waste Committee." This may be helpful when municipalities within the County try to bid out their waste hauling

P96 services to an out-of-County hauler. Waiting a ruling from Corporation Counsel on how to enforce this Ordinance.

Placed an ad for No Hunting on Landfill Property.

Gave a tour of the landfill, composting and recycling areas, as well as the leased farmland, clay borrow site, and Industrial Park Wellhouse to the two new County Board Supervisors on October 25, 2007.

Director, Office Manager, and MIS Consultant have been investigating options for accepting credit cards at the landfill.

Coordinated Community Service youth to pick up windblown paper at the landfill.

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

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

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

**LANDFILL CONSTRUCTION:** No new construction was performed. Ayres has submitted the request for release of LTC funds to the DNR and asked that this be expedited. DNR notified us that a Plan Modification is required and there would be a fee of \$1,500 for the Plan Modification.

**Resource & Recreation Committee**  
**Minutes of Meeting**  
 November 2, 2007 @ 10:00 AM  
 Adams County Community Center  
 569 N. Cedar Street, Room 103  
 Adams, WI 53910

1. **Call to Order:** Meeting was called to order by Chairman Repinski at 10:05 AM, in Room 103, Adams County Community Center.
2. **Was the Meeting Properly Announced:** Yes
3. **Introduction of New Committee Member:** Dave Repinski introduced Mr. Allen to all present.
4. **Roll Call:** Board Members: Repinski, Allen, Neuenfeldt, Dehmlow, Licitar – Present. All Agents present – Swensen, Genrich and Felts-Podoll.
5. **Agenda Approval:** Motion by Dehmlow and Second by Neuenfeldt to approve agenda with removal of 10f. Motion carried.
6. **Approve Minutes:** Motion by Licitar Second by Neuenfeldt to accept minutes of the Resource & Recreation Committee of October 4, 2007 as presented. Motion carried.
7. **Public Participation:** None
8. **Communications:** None
9. **Resources/Extension Report of Departments**
  - a) Tom Blewett, Associate Program Director, UW-Madison, "Educational Opportunities Provided Through Community, Natural Resource & Economic Development, – 4 Areas of Community Resource & Economic Development work occurs in Wisconsin:
    - Natural Resources
    - Leadership & Organizational Development
    - Local Governance & Finance
    - Community & Economic Development
 Next Steps
    - Exploratory stage with local visioning
    - Two-hour meeting lead by Tom Blewett with 15-25 local interested parties
      - Schools
      - Chamber
      - Business
      - County Board
      - Town Board
      - DNR
      - Economic Development Entities
10. **Items for Action or Discussion:**
  - a) Vouchers/Expenditures from October 2007: Motion by Neuenfeldt Second by Allen to approve expenditures and forward to Finance Committee. Motion carried.
  - b) Review and Place on File Monthly Reports of Jennifer Swensen, Donald Genrich and Edie Felts-Podoll: Motion by Licitar Second by Neuenfeldt to place monthly reports on file. Motion carried.

- c) Approve Calendars of Jennifer Swensen, Donald Genrich and Edie Felts-Podoll: Motion by Neuenfeldt Second by Licitar to approve calendars of staff. Motion carried.
  - d) 2008 Budget Update – Budget stands as approved by first meeting with Finance Committee.
  - e) Introduction of Part-Time Clerk Typist – Amanda Brownell will work Monday through Friday 9:00 AM – 1:00 PM. She was introduced to the Committee and shared about her other jobs & activities.
  - f) Computer File Locations – Removed from agenda.
  - g) WACEC District Meeting, January 4, 2008 At Elizabeth Inn, Plover - Postpone questions for legislators to December Meeting.
  - h) Responses from Agriculture Questions at Hancock Research Station – Genrich led the discussion with Committee members. The Committee would like an end of year review for Agriculture - containing a summary of what has been accomplished in the past year. This report would then be forwarded to the entire County Board. The Committee was satisfied with agriculture clientele.
11. Resource/Extension Report of Departments - None
12. Set Next Meeting Date: December 13, 2007 at 10:00 AM in Room 103 at the Adams County Community Center.
13. Agenda Items for Next Meeting: WACEC District Meeting questions for Legislators.
14. Adjourn: Motion by Neuenfeldt and Second by Dehmlow to adjourn until 10:00 AM, December 13, 2007 at the Adams County Community Center. Motion carried. Meeting adjourned at 12:30 PM.

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

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Glenn Licitar, Committee Secretary

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

**Resources and Recreation Committee Meeting**  
**November 9, 2007 10:00 a.m.**  
**Courthouse Conference Room A231**

**Call to Order:** Meeting was called to order at 10:10 a.m., by Chairman Repinski.

**The meeting was properly announced.**

**Roll Call:** Committee Members: Dave Repinski, Bob Neuenfeldt, and Fran Dehmlow, Glenn Licitar – excused, Jack Allen – excused. Others present: Fred Nickel – Parks Director, Darren Tolley – Petenwell Park Manager, and Mark Prange – Inland Lake Yachting Association.

**Approve Agenda:** Motion by Dehmlow/Neuenfeldt to approve the agenda as printed. Motion carried.

**Previous Minutes:** Motion by Neuenfeldt/Dehmlow to approve the October 10, 2007, minutes as presented. Motion carried.

**Agenda Items:**

**Committee Recreation Report:** No recreation report from committee.

**Correspondences:** None received.

**User Requests:** Motion by Dehmlow/Neuenfeldt to approve the Inland Lakes Yachting Association's (ILYA) request to hold their 2010 Sailing Regatta/Competition at Petenwell Park including selling concessions in the park shelter building per Adams County Parks Ordinance # 6-1990, Section 1.6, contingent on ILYA providing proof of liability insurance of not less than one million dollars. Exact date of event will be determined at a later date. Motion carried.

**Public Participation:** None.

**Gypsy Moth:** No action taken.

**Trails Report:** ATV trails close November 1 annually; however, ATV road routes are open year round. The Resource and Recreation Committee will meet with the Town of Monroe at the Monroe Town Hall November 14, 2007, 7:00 p.m., to gather information on the possibility of utilizing County Hwy Z as a short distanced ATV route.

Adams County received two State snowmobile agreements for bridge rehabilitation projects on Big Roche-A-Cri and Carter Creek. The projects have been advertised for bids with the deadline being November 16, 2007.

Motion by Neuenfeldt/Repinski to approve state funded and county sponsored snowmobile trails open December 10, 2007. Motion carried.

**Employee Status:** Outlying Parks caretakers are done for the season. Warren Bunts will be asked to return as the South Outlying Parks Caretaker for the 2008 season.

A letter of resignation was accepted from Assistant Manager Katie Parrish who has accepted a full-time position in the field she attended college for. The Department wishes Katie luck in the future and thanks her for her outstanding service to the department over the last several years.

**Equipment Purchases:** No action taken. Repairs being completed on the Castle Rock Park tractor were discussed.

**Park Ordinance # 6 – 1990:** Will be placed on the December agenda.

**Outlying Parks:** All outlying parks have been shut down for the winter.

**Bills:** Motion by Dehmlow/Neuenfeldt to approve the bills as presented and forward to Finance Committee.

**Future Agenda Items:** Park Ordinance # 6 – 1990.

**Town of Monroe Meeting on Proposed ATV route:** Committee will receive per diem to meet with the Town of Monroe if enough members present; if not, those present will receive mileage for attending meeting.

**Next Meeting Date:** Motion by Dehmlow/Neuenfeldt to set the next committee meeting date for December 12, 2007, 10:00 a.m., Courthouse Conference Room A231. Motion carried.

**Adjourn:** Motion by Dehmlow/Neuenfeldt to adjourn. Motion carried.

Submitted by,

Glenn Licitar  
Committee Secretary

These minutes have not been approved by the Resource and Recreation Committee

**MINUTES**  
**SCLS BOARD OF TRUSTEES**  
 October 8, 2007 - 12:15 p.m.  
 SCLS Administration

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

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

**Absent:** G. Markle

**Excused:** J. Kreten, T. McIlroy, N. Myers, H. O'Donnell, P. Westby, J. Wheeler

**Call to Order:** F. Cherney called the meeting to order at 12:20 p.m.

- a. Introduction of guests/visitors and new board members: None
- b. Changes/additions to the agenda: None
- c. Requests to address the board: None

**Minutes:** G. Poulson moved approval of the September 10, 2007 minutes. R. Barden seconded. Motion carried.

**Bills for Payment/Financial Statements:** P. Townsend reviewed the bills for payment in the amount of \$99,144.22. G. Poulson seconded. Motion carried.

**President's Report:** Francis thanked the budget/finance/personnel committee for their efforts in reviewing the budget, plan, and resource contracts. Phyllis thanked the System Celebration Committee and also Mark Ibach and Cheryl Becker for their participation in creating a great event. 180 people attended System Celebration this year!

**Committee Reports:**

**a. Budget/Finance/Personnel Committee**

- 1. **2008 Annual Plan:** The board unanimously approved the 2008 Annual Plan.
- 2. **2008 Budget and 2008 Resource Contracts:** Linda Davis Brown moved approval of the budget and resource contracts on behalf of the budget/finance/personnel committee. Motion carried.

**SCLS Foundation Report:** L. Davis-Brown noted a direct mail campaign will occur October 23<sup>rd</sup>. Financial reports will be available to share at the next board meeting. A fundraising seminar is taking place November 7<sup>th</sup> and everyone is invited to attend. Phyllis and Bob visited Vesper and Cross Plains and also the head of the Alliant Energy Foundation. Possibilities for a partnership exist.

**Circulation and ILL Statistics:** No report.

## System Director's Report:

Phyllis asked the trustees to fill out the survey that was included in the September mailing and return it to Heidi.

The word from LD&L is that we should be OK as far as the budget goes. With regard to county budgets, Green County and Sauk County appear to be alright, Dane may receive the same funding as last year, which is a cut, but the Columbia County Finance Committee budget cuts out delivery.

The lease for the SCLS Administration facility will end in 2009. Because the cost for overhead per square foot is well over \$6, in addition to rent, Phyllis has started researching and comparing rent for different facilities in the area. The Automation staff is at Madison Central and with a new library in the forecast for 2010, the consolidation of the administration and automation offices may be an option. She will keep the Board posted.

A meeting is scheduled with our lawyer at Axley Brynson to discuss SCLS being a sales agent for Cart-Tech LLC, with regard to the carts developed and patented by Bruce Smith. The contract would be designed for SCLS to receive 10% of the sales commission for all carts sold. Bruce would handle the sales as part of his employment for SCLS, with an employment contract that defined how the commission would be split. After expenses are deducted from the sale commission, the profit would go to the SCLS Foundation. We hope to have a contract to present to the board next month.

MALC reviewed the multitype survey and it was decided not to continue the pizza party. The committee also approved the 2008 budget and plan.

The Cottage Grove Library Board and Village board will vote to approve the location of a new library, which is on a 5 acre site next to the middle school currently under construction.

Stef shared some things that she has been working on this month. She wrote a paper for the state level technology advisory committee, LITAC, about downloadable video and audio and their impact on libraries. Once the committee has approved it, she will share it with the Board.

She has also been speaking at other systems about Web 2.0 technologies and libraries with Beth Carpenter from OWLS. If the Board is interested, the wiki from her presentation can be found at <http://makingchoices.pbwiki.com>.

Delivery has recently hosted tours for Techlogic, Demco, and also the Quipu group, who have designed a web-based delivery management system. It seems like more than what is needed, but it brought about ideas for how SCLS might improve access to the Delivery website.

This month we've been following up with libraries about Learning Express which is an online ACT/SAT/civil service test preparation product that the Reference Committee recommended. The libraries are mostly in favor of adding it, so we'll have that database available system-wide at the beginning of 2008.

Stef, Cheryl, Mark and Phyllis are working together to develop a "graphical depiction" of the relationships between members, counties, the system, etc., with the intent for it to be a useful training tool for staff, new directors and trustees. It will be shared with the board when it's complete.

Cheryl Becker has met with the folks working on the Legislative Audit Bureau report regarding libraries and cross-border issues.

An all day workshop about services for teens was held in the Dells this month and Shawn Brommer held an online "brain snack" about teen brain development.

Jean Anderson, CE/Multitype Coordinator and Stef attending an MPL staff meeting last month. They each attended a separate meeting to share CE information and it was a great learning experience for both of them and they also got to play with the Dance Dance Revolution and with the Wii, too!!

As a reminder, WLA is in a couple of weeks. Everyone is encouraged to attend!!

**Information Sharing:** Dr. Curtis complimented Dane County for their Dane County Governance Options Study. G. Poulson noted the article in the Wisconsin State Journal about privatizing library services and suggested the emerging issues committee look into it.

**Public Library Advisory Committee (PLAC) Report:**

**Multitype Advisory Committee (MALC) Report:**

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

**Other Business:** None

Meeting adjourned at 1:03 p.m.

## System Director's Report October 2008

There were a number of interesting programs at WLA in Green Bay in the middle of October. Sessions on topics like Google Books, which is changing our long-term thinking about archives and access, were balanced with standing-room-only sessions on more traditional topics such as weeding. And though you may not have been there, this year you do not have to miss these conference programs. In a perfect illustration of the practical uses of tools described in Project Play, you can read about many of these WLA sessions at: <http://wlaweb.blogspot.com/> Many thanks to those who blogged the conference!

Two reports of interest to libraries were released in October. A new OCLC Report: *Sharing, Privacy and Trust in Our Networked World: A Report to the Membership* (<http://www.oclc.org/reports/sharing/default.htm>) is based on a major survey of attitudes and perceptions about sharing, privacy and trust of people in Canada, France, Germany, Japan, the United Kingdom and the United States. It follows *Environmental Scan: Pattern Recognition* (2003) and *Perceptions of Libraries and Information Resources* (2005) as the third major report in this series. Some of you may remember that the Emerging Issues Committee of the board gave several talks about the findings of that first report. I have not finished reading the new report, but have read enough to convince me that it is important. It concludes that libraries must become more engaged in social networking, just as their users are: "The rules of the new social web are messy. The rules of the new social library will be equally messy. But mass participation [by users] and a little chaos often create the most exciting venues for collaboration, creativity, community building—and transformation. It is right on mission."

The other report, *Perceptions of Idaho's Digital Natives on Public Libraries*, describes research to help us understand how teens and young adults view libraries. (<http://libraries.idaho.gov/files/default/2007-digital-native-rpt.pdf>) SCLS staff and our members have recently been devoting considerable effort to understanding how best to serve this age group. A "Teen Symposium," held on October 4, allowed participants to "examine teen development, learn about innovative teen programs, discuss what works and what doesn't work when it comes to planning teen programs and begin working on plans of action for teen services for their libraries." An SCLS "Brain Snack: Working with Teens and Millennials" offered in September, helped participants "learn more about the characteristics of this generation, discover what recent teen brain development reveals about their behavior and communication styles and to hear about ways that libraries from across the country are addressing the needs of contemporary teens." This timely report should be a helpful tool as libraries continue these efforts.

And now I've got to rush home for the trick or treaters. See you on the 12<sup>th</sup>!

*Phyllis*

SOUTH CENTRAL LIBRARY SYSTEM  
Circulation and ILL Statistics  
September 2007

	*2006 Population	2006 Circulation	**2006 Collection	2006 Annual Expenditures	Same Mo. Circ. 2006	Current Mo. Circ.	Mo. ILL Borrowed	Mo. ILL Loaned	YTD Circ. 2007
<b>ADAMS</b>									
Adams City	18,473	92,724	31,570	322,244	7,550	6,376	1,897	3,163	67,473
Rome	3,051	26,357	17,801	121,418	1,982	1,926	107	1	20,598
<b>TOTAL</b>	<b>21,524</b>	<b>119,081</b>	<b>49,371</b>	<b>443,662</b>	<b>9,532</b>	<b>8,302</b>	<b>2,004</b>	<b>3,164</b>	<b>88,071</b>
<b>COLUMBIA</b>									
Cambria	771	24,609	8,333	95,800	1,801	1,383	673	598	16,733
Columbus	4,824	95,669	42,957	315,517	7,645	8,028	1,994	3,697	73,683
Lodi	2,989	99,455	29,850	238,269	7,629	7,627	2,632	2,502	74,651
Pardeeville	2,085	42,983	25,054	125,674	3,498	2,888	1,259	1,798	32,460
Portage	9,963	226,960	68,920	505,855	17,604	17,618	5,393	4,543	170,067
Poynette	2,509	55,583	20,175	119,417	4,159	3,901	1,429	1,862	44,819
Rio	986	35,018	25,765	116,585	3,055	3,146	110	-	22,460
Wis. Dells	5,184	82,192	39,542	309,563	6,068	6,348	2,660	2,774	65,202
Wycocena	719	3,665	7,214	58,724	349	711	293	660	4,975
Other City	27,599								
<b>TOTAL</b>	<b>57,629</b>	<b>666,134</b>	<b>267,810</b>	<b>1,885,404</b>	<b>48,753</b>	<b>51,650</b>	<b>16,443</b>	<b>18,434</b>	<b>505,050</b>
<b>DANE</b>									
Belleville	2,160	69,984	29,934	199,850	5,723	5,542	1,906	2,925	52,877
Black Earth	1,331	41,468	20,835	108,276	3,184	3,116	1,062	1,918	32,877
Cambridge	1,247	55,568	24,270	151,433	4,662	4,120	1,572	1,742	42,861
Cross Plains	3,500	84,556	38,495	314,966	7,792	6,989	1,963	3,424	72,824
Deerfield	2,209	50,347	21,650	155,397	4,053	4,204	2,090	1,918	42,162
DeForest	8,388	362,369	80,560	644,987	28,127	29,836	6,871	8,780	290,111
Marshall	3,676	55,123	29,980	175,222	4,295	3,879	1,597	2,706	42,666
Mazomanie	1,578	37,037	19,338	102,861	3,176	3,084	1,598	1,749	30,372
McFarland	7,289	183,372	52,988	422,967	13,778	14,960	4,245	6,255	153,787
Middleton	16,935	672,273	98,722	1,371,426	54,049	55,066	15,007	14,834	547,579
Monona	8,146	252,333	74,422	587,896	19,557	18,975	5,013	7,449	190,365
Mt. Horeb	6,609	204,199	50,254	602,963	16,050	16,149	5,329	5,277	164,938
Oregon	8,535	246,553	61,155	462,799	19,423	20,279	7,034	5,103	207,335
Stoughton	12,755	262,792	67,880	696,865	21,784	21,026	7,139	5,707	211,303
Sun Prairie	25,180	480,244	111,777	1,452,694	38,376	39,805	9,796	10,020	381,158
Verona	9,846	382,635	64,782	787,739	34,403	39,601	10,923	8,738	380,613
Waunakee	10,755	241,241	73,616	551,687	18,713	18,400	5,160	6,801	188,896
Madison	223,280	4,677,908	1,088,751	12,093,030	379,655	364,525	63,974	38,508	3,583,774
DCLS	111,435	171,090	49,503	3,795,300	14,447	14,082	2,458	5,585	134,171
<b>TOTAL</b>	<b>464,854</b>	<b>8,531,092</b>	<b>2,058,912</b>	<b>24,678,358</b>	<b>691,247</b>	<b>683,638</b>	<b>154,737</b>	<b>139,439</b>	<b>6,750,669</b>
<b>SUB TOTAL</b>	<b>544,007</b>	<b>9,316,307</b>	<b>2,376,093</b>	<b>27,007,424</b>	<b>749,532</b>	<b>743,590</b>	<b>173,184</b>	<b>161,037</b>	<b>7,343,790</b>

	*2006 Population	2006 Circulation	**2006 Collection	2006 Annual Expenditures	Same Mo. Circ. 2006	Current Mo. Circ.	Mo. ILL Borrowed	Mo. ILL Loaned	YTD Circ. 2007
<b>GREEN</b>									
Albany	2,159	37,700	14,516	47,410	2,806	2,829	175	-	31,073
Brodhead	3,216	71,612	44,771	182,606	5,464	17,488	4,991	6,150	36,451
Monroe	15,290	220,866	92,697	760,752	17,978	17,488	4,991	6,150	174,972
Monticello	1,167	66,688	35,967	115,574	4,743	5,742	2,297	4,211	21,721
New Glarus	2,109	77,172	28,507	241,407	5,995	5,742	2,297	4,211	60,486
Other City	11,877								
<b>TOTAL</b>	<b>35,818</b>	<b>474,038</b>	<b>216,458</b>	<b>1,347,749</b>	<b>36,886</b>	<b>26,059</b>	<b>7,463</b>	<b>10,361</b>	<b>324,703</b>
<b>PORTAGE</b>									
Amherst	1,043	22,052	19,891	36,018	1,523	39,990	693	79	7,458
Portage City	68,548	463,394	181,756	1,694,888	37,323	39,990	693	79	354,586
<b>TOTAL</b>	<b>69,591</b>	<b>485,446</b>	<b>201,647</b>	<b>1,730,906</b>	<b>38,846</b>	<b>39,990</b>	<b>693</b>	<b>79</b>	<b>362,044</b>
<b>SAUK</b>									
Baraboo	11,505	242,695	69,571	724,520	19,359	19,120	5,967	4,950	191,610
LaVale	326	4,170	5,537	17,984	261	407	183	317	3,967
N. Freedom	630	9,333	6,249	24,165	969	1,239	194	703	9423
Plain	788	31,690	12,741	100,459	2,577	2,701	1,399	1,139	26,843
Prairie du Sac	3,632	132,794	45,728	276,892	10,320	9,993	3,487	4,018	102,324
Reedsburg	8,883	248,918	76,043	553,671	20,305	19,829	5,196	7,699	195,444
Rock Springs	415	9,633	7,915	33,299	753	892	486	493	8,337
Sauk City	3,278	124,089	43,212	283,808	10,151	9,127	2,525	2,941	92,340
Spring Green	1,505	78,624	29,474	193,547	6,606	6,300	1,925	2,277	63,081
Other City	26,258								
<b>TOTAL</b>	<b>57,220</b>	<b>881,946</b>	<b>296,470</b>	<b>2,208,345</b>	<b>71,301</b>	<b>69,608</b>	<b>21,362</b>	<b>24,537</b>	<b>693,369</b>
<b>WOOD</b>									
Applin	822	8,664	12,880	30,491	no report	no report			
Marshfield	21,315	407,833	145,243	1,243,256	30,541	30,837	68	76	315,445
Nekoosa	2,629	49,573	39,462	151,658	3,554	2,958	111	1	37,245
Pittsville	892	31,706	17,738	59,599	2,456	2,006	20	-	22,511
Vesper	537	7,538	12,311	24,787	722	708	35	-	5,741
Wis. Rapids	18,565	411,305	117,357	1,339,476	30,792	32,374	7,280	7,504	316,080
Other City	34,707								
<b>TOTAL</b>	<b>79,467</b>	<b>916,619</b>	<b>344,991</b>	<b>2,849,267</b>	<b>68,065</b>	<b>68,883</b>	<b>7,514</b>	<b>7,581</b>	<b>697,022</b>
<b>SUB TOTAL</b>	<b>242,096</b>	<b>2,758,049</b>	<b>1,059,566</b>	<b>8,136,267</b>	<b>215,098</b>	<b>204,540</b>	<b>37,032</b>	<b>42,558</b>	<b>2,077,138</b>
<b>GRAND TOTAL</b>	<b>786,103</b>	<b>12,074,356</b>	<b>3,435,659</b>	<b>35,143,691</b>	<b>964,630</b>	<b>948,130</b>	<b>210,216</b>	<b>203,595</b>	<b>9,420,928</b>

\*Based on DOA Official Population Estimates 1/01/06 and includes all those individuals who pay library taxes directly to the indicated community  
\*\*Collection includes books, serials, audio, film, video, and other materials such as software, art prints, and toys.

**MINUTES**  
**SCLS BOARD OF TRUSTEES**  
November 12, 2007 - 12:15 p.m.  
SCLS Administration

**Present:** R. Barden, R. Curtis, L. Davis-Brown, J. Hanson, J. Healy-Plotkin, T. Iaccarino, R. Keen, G. Markle, T. McIlroy, N. Nelson, N. Myers, H. O'Donnell, G. Poulson, J. Pugh, L. Schmidt, P. Townsend

**Also Present:** P. Davis, H. Moe, S. Morrill, J. Anderson

**Absent:** E. DeSmidt,

**Excused:** F. Cherney, J. Kreten, P. Westby, J. Wheeler

**Call to Order:** J. Pugh called the meeting to order at 12:20 p.m.

- a. Introduction of guests/visitors and new board members: None
- b. Changes/additions to the agenda: None
- c. Requests to address the board: None

**Minutes:** G. Poulson moved approval of the October 8, 2007 minutes. J. Hanson seconded. Motion carried.

**Bills for Payment/Financial Statements:** P. Townsend reviewed the bills for payment in the amount of \$583,171.95. G. Poulson seconded. Motion carried.

**President's Report:** Janet Pugh noted she attended the Mission Impossible CE, hosted by the McMillan Memorial Library, and the Fundraising for Libraries CE, hosted by SCLS. She encouraged all Board members to contribute toward the Foundation.

**Committee Reports:** None

**SCLS Foundation Report:** L. Davis-Brown noted the direct mail campaign has generated 30 donations to date totaling approximately \$3,550. She thanked those that volunteered to help with that campaign. John and Patty Noel from Portage County have agreed to serve on the Foundation Honorary Committee. There will be a meeting of the major gifts committee in December and the financial reports from M&I will be available at the December Board meeting. Phyllis noted Bob Blitzke has announced he will be retiring in early 2008.

**Circulation and ILL Statistics:** No report.

**System Director's Report:** A trustee newsletter, put together by Cheryl Becker and Mark Ibach, will be sent to all member library trustees. This will occur quarterly and will also be posted on the webpage. June Hanson commented that the newsletter was easy to read, contained lots of good information and was presented in a user-friendly way.

The state budget passed. Some important considerations for libraries went our way. The municipal levy limit is 3.86% (or the percentage of new construction) for budgets passed in 2007

for 2008. Payments to libraries from counties are exempt from the levy limit. It appears that the levy limit will be 2% for 2009 budgets passed in 2008. It will be important for libraries to receive the best increases possible this year because next year will be more limited. Maintenance of effort has been preserved.

Some county library budgets are still in the air. Dane County may receive additional funding in an amendment. We are depending on Dr. Curtis to press for a better budget for Columbia County libraries than what was recommended by the County Board Finance Committee.

Amendments from WLA were included in a bill regarding confidentiality of library records and protection of library patron privacy in libraries using video surveillance systems. The amendments will continue to protect library patron privacy, but still allow library staff to provide library surveillance videos or other library records to police when criminal activity is suspected or witnessed. The Library Records Bill passed with a bipartisan report. It allows the library to decide whether or not to release video camera tapes to law enforcement without a court order.

As you all know, the price of gas continues to rise. Our Delivery folks have installed a new heating device, which they received free of charge, on a van that can run on 100% biodiesel. The heater is designed to keep the fuel from gelling in the winter months. If this works well, we may receive more heaters from the manufacturer, free of charge, to act as their "beta" fleet, which will allow us to use more biodiesel fuel.

Stef and Phyllis met with SCLS Delivery staff to discuss renting advertising space on the outside of the delivery trucks. The staff feels that it would be better to pursue relationships with state agencies and other non-profit partners rather than commercial entities. The Wisconsin Department of Tourism was suggested as an agency that may be interested in the service. The staff will continue to investigate this possibility, and will bring more information back to the Board. Greg Markle was concerned if we had to somehow bid out this opportunity rather than targeting one agency such as tourism. Phyllis will investigate.

Wisconsin Library Legislative Day is Tuesday, January 22. Registration forms will be included in the next board mailing.

The Holiday luncheon will be served at 11:30 a.m. on December 10<sup>th</sup>. SCLS staff will be your hosts.

Stef noted Nichole Fromm has accepted a job with WiLS as their cataloging product support person. Her last day at SCLS will be November 16. A draft position description, which has been "re-vamped", was sent to libraries and we plan to advertise the week after Thanksgiving.

Automation has also had some staff changes. Andrew Hoks, who was the Help Desk Technician, has been hired as the PC Technician II and Brian Hahn, who was the evening operator, has been hired to the full time position of Help Desk Technician. Automation is advertising for an evening operator.

2007 LSTA is winding down and there is funding left to spend in the technology area, so the JTC committee has approved spending the money on server service agreements, server consultants and more gaming equipment. It appears that our LSTA training grant, literacy grant and wireless grant will be funded as well as the non-competitive technology and delivery grants. However, our innovative use of technology grant will probably not

get funded because there were many grants in that category and ours was a little lower on the list.

The Wisconsin Public Library Consortium met last week. A couple of things that were discussed include SCLS experimenting with the capability to download NetLibrary electronic books and also the possibility of a shared gadget collection for the Wisconsin Public Library Consortium. Since SCLS has held the gadget training, seven other systems have requested that training. The training is hands-on and self-paced and only a few people can be trained at one time, making it difficult for us to do this training for each system. We could, however, manage the collection of gadgets for WPLC and prepare a curriculum for the items in the collection for other systems and libraries to borrow and keep for an extended period of time.

We've started talking about a new technology planning process with the member libraries and staff. We're looking for a lot of feedback and would like to bring in a facilitator for staff and member focus group sessions as well as possibly bringing in someone from the outside to take a look at how we do things and offer suggestions for improvement. We will also be reviewing decision-making models from other consortium. The hope is to come out of the process with a set of core principles that will influence how we plan and provide technology service.

The employee handbook is in the process of being reviewed and revised. It will come before the Personnel Committee for approval in early 2008.

The SCLS Board Bylaws will need to be reviewed in 2008.

The promotional campaign for the databases is close to being ready. Draft pages are up and the committee will be meeting in December.

**Online Databases Overview:** Jean Anderson shared a brief overview of the databases offered by SCLS.

**Information Sharing:** B. Keen moved the board recognize Bob Blitzke for his excellent work and accomplishments during his years of service to SCLS as well as recognizing his vital roll in the delivery department as well as the SCLS Foundation. T. McIlroy seconded. Motion carried.

**Public Library Advisory Committee (PLAC) Report:**

**Multitype Advisory Committee (MALC) Report:**

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

**Other Business:**

- a. Approval of Totemaster contract: The contract was not available for approval, therefore this topic will be put on December's agenda.

Meeting adjourned at 1:23 p.m.

## System Director's Report November 2007

You may have heard about the release last week of the Amazon Kindle, the newest e-book reading device that is just in time for your Holiday shopping. It has many features in common with the Sony Reader:

- it is light and portable;
- it can hold a lot of books; and
- the font size can be changed to make any text large print.

But the big difference from previous e-books is that the Kindle operates totally independent of a computer. It uses a system based on broadband services offered by cell phone carriers, so buying, downloading and installing a book is a one-step process. Is this the "Next big thing?" Will it replace the book? The reviews have been tepid, but who knows how it may develop in five or ten years? We have ordered one to play around with and we will tell you and our libraries what we learn.

Libraries have always needed to incorporate new formats into their collections, especially in the audio/visual areas. However, downloadable content raises a number of new questions that libraries will need to address as they plan for the future. In lieu of a lot of words from me this month, I hope you will take the time to read the attached report that Stef prepared, along with Kathy Markwiese from Milwaukee Public Library, for LITAC. It is a thoughtful and comprehensive look at downloadable content and the issues it raises for libraries.

In the here and now, we see no decrease in the circulation of physical items—in fact, it keeps growing. The volume of materials handled by Delivery on the Saturday following Thanksgiving may have set new records. Nearly half of the LINK libraries were open on the day after Thanksgiving and were, by all accounts, very busy. The sorting crew worked well together, and it was able to handle the load. (I understand they are looking forward to December 26<sup>th</sup> with great anticipation.)

Please come early in December and join us for the traditional SCLS staff and board holiday luncheon. We'll see you on the 10<sup>th</sup>.

*Phyllis*

**SOUTH CENTRAL LIBRARY SYSTEM**  
**Circulation and ILL Statistics**

October 2007

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Lodi	2,989	99,455	29,850	238,269	7,685	8,408	3,069	2,736	83,059
Pardeeville	2,085	42,983	25,054	125,674	3,546	3,733	1,469	2,113	36,193
Portage	9,963	226,960	68,920	505,855	19,342	19,961	6,491	5,007	190,028
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Other City	27,599								
<b>TOTAL</b>	57,629	666,134	267,810	1,885,404	55,085	59,257	19,293	20,806	564,307
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Bellefonte	2,160	69,984	29,934	199,850	5,707	5,508	2,051	3,269	58,385
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Cross Plains	3,500	84,556	38,495	314,966	7,717	8,138	2,132	3,751	80,962
Deerfield	2,209	50,347	21,650	155,397	4,326	5,338	2,645	2,140	47,500
DeForest	8,388	362,369	80,560	644,987	29,848	29,775	6,907	9,685	319,886
Marshall	3,676	55,123	29,980	175,222	4,602	4,482	1,710	3,154	47,148
Mazomanie	1,578	37,037	19,338	102,861	3,298	3,309	1,552	1,867	33,681
McFarland	7,289	183,372	52,988	422,967	14,219	16,365	4,641	7,233	170,152
Middleton	16,935	672,273	98,722	1,371,426	55,023	60,838	16,209	16,295	608,417
Monona	8,146	252,333	74,422	587,896	20,384	21,008	5,833	8,102	211,373
Mt. Horeb	6,609	204,199	50,254	602,963	16,354	17,488	6,259	5,747	182,426
Oregon	8,535	246,553	61,155	462,799	20,298	23,870	8,102	5,629	231,205
Stoughton	12,755	262,792	67,880	696,865	21,143	22,541	7,548	6,629	233,844
Sun Prairie	25,180	480,244	111,777	1,452,694	39,722	43,630	10,939	11,221	424,788
Verona	9,846	382,635	64,782	787,739	35,183	43,903	11,915	10,114	424,516
Waunakee	10,755	241,241	73,616	551,687	19,603	20,424	5,586	7,665	209,320
Madison	223,280	4,677,908	1,088,751	12,093,030	385,220	399,731	69,651	42,445	3,983,505
DCLS	111,435	171,090	49,503	3,795,300	13,886	15,084	2,568	6,372	149,255
<b>TOTAL</b>	464,854	8,531,092	2,058,912	24,678,358	704,508	748,917	169,285	155,663	7,499,586
<b>SUB TOTAL:</b>	544,007	9,316,307	2,376,093	27,007,424	767,320	818,620	191,170	179,810	8,162,410

	*2006 Population	2006 Circulation	**2006 Collection	2006 Annual Expenditures	Same Mo. Circ. 2006	Current Mo. Circ.	Mo. ILL Borrowed	Mo. ILL Loaned	YTD Circ. 2007
<b>GREEN</b>									
Albany	2,159	37,700	14,516	47,410	3,133	3,080	214	-	34,153
Broadhead	3,216	71,612	44,771	182,606	5,394	6,316	1,054	3,894	42,767
Monroe	15,290	220,866	92,697	760,752	18,706	20,183	5,930	6,771	195,155
Monticello	1,167	66,688	35,967	115,574	4,806	6,392	2,579	4,763	21,721
New Glarus	2,109	77,172	28,507	241,407	6,257	6,392	2,579	4,763	66,878
Other City	11,877								
<b>TOTAL</b>	<b>35,818</b>	<b>474,038</b>	<b>216,458</b>	<b>1,347,749</b>	<b>38,296</b>	<b>35,971</b>	<b>9,777</b>	<b>15,428</b>	<b>360,674</b>
<b>PORTAGE</b>									
Amherst	1,043	22,052	19,891	36,018	1,486				7,458
Portage City	68,548	463,394	181,756	1,694,888	40,148	39,846	640	83	394,432
<b>TOTAL</b>	<b>69,591</b>	<b>485,446</b>	<b>201,647</b>	<b>1,730,906</b>	<b>41,634</b>	<b>39,846</b>	<b>640</b>	<b>83</b>	<b>401,890</b>
<b>SAUK</b>									
Baraboo	11,505	242,695	69,571	724,520	20,739	22,553	7,176	5,513	214,163
LaVale	326	4,170	5,537	17,984	411	481	227	360	4,448
N. Freedom	630	9,333	6,249	24,165	1,179	1,139	201	859	10,562
Plain	788	31,690	12,741	100,459	2,757	3,213	1,659	1,340	30,056
Prairie du Sac	3,632	132,794	45,728	276,892	11,641	11,725	4,148	4,432	114,049
Reedsburg	8,983	248,918	76,043	553,671	21,102	23,734	6,317	8,527	219,178
Rock Springs	415	9,633	7,915	33,299	1,210	1,000	612	598	9,337
Sauk City	3,278	124,089	43,212	283,808	11,015	11,003	3,191	3,513	103,343
Spring Green	1,505	78,624	29,474	193,547	6,799	7,768	2,448	2,506	70,849
Other City	26,258								
<b>TOTAL</b>	<b>57,220</b>	<b>881,946</b>	<b>296,470</b>	<b>2,208,345</b>	<b>76,853</b>	<b>82,616</b>	<b>25,979</b>	<b>27,648</b>	<b>775,985</b>
<b>WOOD</b>									
Appln	822	8,664	12,880	30,491	no report				
Marshfield	21,315	407,833	145,243	1,243,256	32,782	34,267	67	109	349,712
Nekoosa	2,629	49,573	39,462	151,658	no report	3,577	88	1	40,822
Pittsville	892	31,706	17,738	59,599	2,283	2,270	26	-	24,781
Vesper	537	7,538	12,311	24,787	558	667	44	-	6,408
Wis. Rapids	18,565	411,305	117,357	1,339,476	31,808	36,844	7,950	8,545	352,924
Other City	34,707								
<b>TOTAL</b>	<b>79,467</b>	<b>916,619</b>	<b>344,991</b>	<b>2,849,267</b>	<b>67,431</b>	<b>77,625</b>	<b>8,175</b>	<b>8,655</b>	<b>774,647</b>
<b>SUB TOTAL</b>	<b>242,096</b>	<b>2,758,049</b>	<b>1,059,566</b>	<b>8,136,267</b>	<b>224,214</b>	<b>236,058</b>	<b>44,571</b>	<b>51,814</b>	<b>2,313,196</b>
<b>GRAND TOTAL</b>	<b>786,103</b>	<b>12,074,356</b>	<b>3,435,659</b>	<b>35,143,691</b>	<b>991,534</b>	<b>1,054,678</b>	<b>235,741</b>	<b>231,624</b>	<b>10,475,606</b>

\*Based on DOA Official Population Estimates 1/01/06 and includes all those individuals who pay library taxes directly to the indicated community  
 \*\*Collection includes books, serials, audio, film, video, and other materials such as software, art prints, and toys.

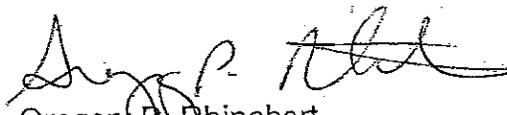
ADAMS COUNTY SURVEYOR'S OFFICE  
GREGORY P. RHINEHART, COUNTY SURVEYOR  
(608)-339-4226 (608)-339-3808  
P.O. BOX 187 -- FRIENDSHIP, WI 53934

ADAMS COUNTY SURVEYOR'S REPORT # 409  
November 7, 2007  
Report for the month of October, 2007

The Monument Maintenance Program is nearing completion . There are 6 comers left to maintain in the Colburn Wildlife Area and one corner to reset New Chester to complete the project. This work will be completed in November

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

Respectfully Submitted;

  
Gregory P. Rhinehart,  
Adams County Surveyor

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

SUMMARY OF ACCOUNTS 2007

	<u>RETAINER</u>	<u>PROJECTS</u>	<u>MISCELLANEOUS</u>
Budget	\$3,600.00	\$21,900.00	\$ 500.00
JANUARY	300.00		75.00
Balance	\$3,300.00	\$21,000.00	\$ 325.00
FEBRUARY	300.00		
Balance	\$3,000.00	\$21,000.00	\$ 325.00
MARCH	300.00		
Balance	\$2,700.00	\$21,000.00	\$ 325.00
APRIL	300.00		
Balance	\$2,400.00	\$21,000.00	\$ 325.00
MAY	300.00	8,889.00	
Balance	\$2,100.00	\$12,111.00	\$ 325.00
JUNE	300.00		
Balance	\$1,800.00	\$12,111.00	\$ 325.00
JULY	300.00		
Balance	\$1,500.00	\$12,111.00	\$ 325.00
AUGUST	300.00		
Balance	\$1,200.00	\$12,111.00	\$ 325.00
SEPTEMBER	300.00	5,393.70	
Balance	\$ 900.00	\$ 6,717.30	\$ 325.00
OCTOBER	300.00		
Balance	\$ 600.00	\$ 6,717.30	\$ 325.00
NOVEMBER			
Balance			
DECEMBER			
Balance			
<b>Grand Total</b>			

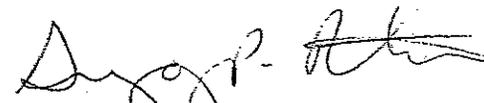
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ADAMS COUNTY SURVEYOR'S REPORT # 410  
December 5, 2007  
Report for the month of November, 2007

The 2007 Government Corner Maintenance Program is completed. The Government Land Corners in the Towns of Colburn, Richfield, Lincoln, and New Chester were visited and the monument record updated.

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

Respectfully Submitted;



Gregory P. Rhinehart,  
Adams County Surveyor

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

SUMMARY OF ACCOUNTS 2007

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Balance	\$ 900.00	\$ 6,717.30	\$ 325.00
OCTOBER	300.00		
Balance	\$ 600.00	\$ 6,717.30	\$ 325.00
NOVEMBER	300.00	6717.30	0.00
Balance	\$ 300.00	\$ 0.00	\$ 325.00
DECEMBER			
Balance			
Grand Total			

**Adams**

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1861-1868	Levi Tori
1869-1870	Z.Wise
1871-1872	J. Williams
1873-1879	Zenas Wise
1880-1894	Marvin Lathrop
1895-1898	Authur J. Barret
1899-1902	Marvin Lathrop
1903-1904	Authur J. Barret
1905-1906	August C. Athaus
1907-1912	M.C. Smith
1913-1928	Mahlon C. Smith
1929-1932	vacant
1933-1936	Frank Novak
1937-1949	John W. Purves
1950-1957	Raymond Phillips
1958-1959	vacant
1960-1966	Raymond W. Phillips
1968-1980	vacant
1981-1982	Anthony B. Kiedroski
1983-2006	Greg P. Rhinehart

**Ashland**

1861-1866	Albert C. Stentz
1867	Martin Beaser
1868	John W. Bell
1869-1870	C.M. Lowry
1871-1872	Vacant
1873-1876	Charles H. Pratt
1877-1880	John Fraser
1881-1882	George Parker
1883-1884	George Bell
1885-1888	George Parker
1889-1892	George Sell(s)
1893-1894	George Parker
1895-1902	George Sell(s)
1903-1910	George H. Parker
1911-1918	Jerod C. Day
1919-1920	James Phillips
1921-1934	Jerod C. Day
1935-1936	James Phillips
1937-1938	Robert M. Poerrelee
1940-1941	Vacant
1942-1943	Jerod C. Day
1944-1945	Onan Eide
1946-1959	vacant
1960-1967	Thomas Nelson
1968-1998	Vacant
1999-2000	Samuel Wenz
2001-2002	Dan Holman

