

ADAMS COUNTY BOARD OF SUPERVISORS MEETING
Adams County Board Room, November 20, 2012 9:30 a.m.

1. Call to Order by the Chairman
2. Was the meeting properly announced?
3. Moment of Silence
4. Pledge of Allegiance
5. Roll Call
6. Approve Agenda
7. Approval of October 4th and 16th 2012 minutes
8. Public Participation
9. Announcement of Meetings, Report of Supervisors Claims read by the County Clerk, and appoint six (6) Supervisors to approve claims Kotlowski, Licitar, Miller, Morgan, Pisellini and Roekle.
10. Public hearing on the 2013 proposed budget.
11. **Claims:** None
12. **Correspondence:** Resignation letter dated Nov 14, 2012 from Dianna Helmrick effective January 5, 2013.
13. **Appointments:** Reappoint Bill Parr to Land Information Committee as a realtor member.
14. **Unfinished Business:**
15. **Reports and Presentations:**
 - A. Miscellaneous:
 - Administrative Coordinator/Director of Finance report
 - Treasurer report of outstanding orders over 2 years old
 - Daric Smith, RIDC

16. Review Committee Minutes

Admin & Fin 9/10, 9/13, 9/14, 9/18, 10/12 Airport 10/8 Board of Adjust 9/19 CWAC 8/22	County Board 10/16 Executive 10/9 Ext 9/11, 10/9 Highway 10/12, 10/26 Land & Water 10/8	Library 9/24 NCWRPC 7/25 Parks 9/17, 10/9 P & Z 10/3 Property 9/17, 10/2	PS & J 9/12 Surveyor 11/7 Wellness 9/25
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17. **Resolutions:**

- Res. #95:** Since 2005, Dale and Lisa have been licensed and active foster parents in Adams County. Dale and Lisa are the 2012 recipients of the Governor's Outstanding Adoptive Parents Award.
- Res. #96:** To recognize the impact of pancreatic cancer in Adams county and to raise awareness of the issue.
- Res. #97:** To adopt the 2013 Budget, Tax Levy and Mill Rate for Adams County Government.
- Res. #98:** To amend the Adams County Board Rules, Section XXIII – Property Committee Subsection C.2 Duties and Responsibilities, to clarify property records to be kept by Department Heads.
- Res. #99:** To Approve the EO Johnson Office Technologies equipment service contract.
- Res. #101:** To sell County Advertised Tax Foreclosure Property Tax No. 30-1363
- Res. #102:** To sell County Advertised Tax Foreclosure Property Tax No. 30-6861
- Res. #103:** To sell County Advertised Tax Foreclosure Property Tax No. 34-1613
- Res. #104:** To sell County Advertised Tax Foreclosure Property Tax No. 34-2860
- Res. #105:** Resolution to approve out-of-state travel and accommodations for Debra Barnes, Child Support Director, to Washington D.C. on February 7 – 9 2013.

18. **Ordinance:**

Ord. #09: Adams County ordinance abating public human hazards affecting the public health

19. **Denials:** None
20. **Petition:** None
21. Approve Claims
22. Approve Per Diem and Mileage
23. Motion for County Clerk to correct errors
24. Set next meeting date
25. Adjournment.

**ADAMS COUNTY
CLERK OF CIRCUIT COURT**

ADAMS COUNTY COURTHOUSE
P.O. BOX 220
FRIENDSHIP WI 53934



CLERK OF CIRCUIT COURT
DIANNA D. HELMRICK

Phone: (608) 339-4208
Fax: (608) 339-4503

November 14, 2012

Adams County Board of Supervisors
Public Safety & Judiciary Committee
Honorable Charles A. Pollex
Citizens of Adams County

Please accept this letter as my official resignation as Clerk of Circuit Court, effective January 5, 2013.

For a number of reasons, I find this to be the right time for me to retire from office.

It has been a great privilege, and my sincere pleasure, to be of service to the Court and the citizens of Adams County for 29 years, the last 26 of which as your elected Clerk.

Thank you for your encouragement, your support and your friendship throughout the years.

Respectfully,

A handwritten signature in cursive script that reads "Dianna D. Helmrick".

Dianna D. Helmrick



Trena Larson

Administrative Coordinator/Director of Finance

400 N. Main Street P.O. Box 102 Friendship, WI 53934-0102
Phone: 608-339-4579 Cell: 608-403-1618 Fax: 608-339-4509
Trena.Larson@co.adams.wi.us

County Board 11/20/12

Office Activities

1. Budget
 - a. Prepare proposed Budget amendments for County Board
 - b. Finalize 2013 Budget Book and public notice
2. Veterans Day Planning (November 12th)
 - a. Coordination Venders/Presentations
3. Process Open Record Request(s)
4. Participate in meetings and Review documents for Midwestern Disaster Area Bonds projects
 - a. Hilbert Communication
5. EO Johnson – Managed Print Vender
 - a. Facilitate questions and prepare for County Board
6. Municipality Meeting
 - a. Next Meeting January 16, 2013 7 p.m.
7. Recruitment Fiscal Coordinator/Support Staff position
8. Cross training throughout 2012 with MaryAnn on Workers Comp and Liability Insurance
 - a. Renewal and Operational Procedures
9. Cross Training of Staff

Upcoming Activities

10. Skyward Training (All Staff)
 - a. Parts of the Human Resources module in the PAC version are being eliminated in October and training needs to be done in order to complete our processes in the Web based program
11. Wage Study Consortium
 - a. Compile Job Description for all positions
 - b. Attend organization meeting to determine actions steps/timeline
12. Rapid Learning Institute
 - a. Department Head/ Manager training
 - i. Management Team picked topic to focus on
13. Adding office supply venders – Staples
 - a. Training in December at Department Head Meeting
14. Safety – loss prevention, training, coordination
15. Fiscal Year End Training (Department Heads)
16. File Levy - Department of Revenue December 15, 2012
17. Prelim Audit Schenck
 - a. Week of December 3rd
18. Complete Incident Command System (ICS) 400 – Emergency Management



Trena Larson

Administrative Coordinator/Director of Finance
 400 N. Main Street P.O. Box 102 Friendship, WI 53934-0102
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2013 Budget Amendments						FINANCE PROPOSED	COUNTY BOARD PROPOSE	DIFFERENCE
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1) EMERGENCY MANAGEMENT - GRANT EPCRA

100						FINANCE PROPOSED	COUNTY BOARD PROPOSE	DIFFERENCE	
100	R	19	43528	000	000	29,555.00	30,318.00	763.00	
100	R	19	43536	000	000	6,265.00	6,286.00	21.00	784.00
100	E	19	52501	432	000	540.00	375.00	(165.00)	
100	E	19	52504	432	000	1,988.00	2,153.00	165.00	
100	E	19	52504	413	000	280.00	541.00	261.00	
100	E	19	52504	419	000	780.00	1,041.00	261.00	
100	E	19	52504	432	000	2,153.00	2,415.00	262.00	784.00
								-	
								-	
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2) Library - Add position Co-op student to work circulation desk

100	E	40	55110	121	000	4,421.00	10,476.20	6,055.20	
100	E	40	55110	211	000	16,332.00	16,811.06	479.06	6,534.26
100	E	75	59100	000	000	708,000.00	701,465.74	(6,534.26)	

TREASURER'S REPORT OF OUTSTANDING CHECKS

To the Honorable Board of Supervisors of Adams County, Wisconsin

Ladies and Gentlemen:

I hereby present to you the following list of outstanding orders over two (2) years old and request that same be cancelled pursuant to Chapter 59.64(4)(e) of the Wisconsin Statutes.

GENERAL ACCT

DATE	CHK #	DISBURSED TO:	AMOUNT
01/14/10	152235	BEVIRT, WAYNE	\$ 5.13
02/25/10	153601	HERMAN, DABID	\$ 4.09
04/22/10	155109	ESTATE OF NORMAN WOLDEIT	\$ 15.76
07/15/10	200541	VERRIDAN, TERRY	\$ 4.00
08/05/10	200973	BOOKS OF CASSETTE CIRCUIT	\$ 1,000.00
08/26/10	201678	LEWIS TERRY	\$ 5.43
09/02/10	201832	RANDALL, JEROME	\$ 5.14
09/02/10	201844	SHERMAN, THOMAS	\$ 4.71
09/09/10	202041	VILLABON, VICTOR	\$ 6.11
10/28/10	203299	DOTY, RONALD	\$ 2.50
10/28/10	203346	RICHFIELD GOOD SHEP CEM	\$ 2.00
		TOTAL:	\$ 1,054.87

PAYROLL

01/26/10	109696	DRAVES, CARMEN	\$ 4.62
		TOTAL:	\$ 4.62

Dated this 2nd day of November, 2012
Respectively submitted,



Mary Ann Bays
Adams County Treasurer

RESOLUTION TO RECOGNIZE ADAMS COUNTY RESIDENTS
DALE AND LISA BOWSER FOR RECEIVING THE
2012 GOVERNOR'S OUTSTANDING ADOPTIVE PARENT AWARD

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INTRODUCED BY: Health and Human Services Committee

INTENT & SYNOPSIS: Since 2005, Dale and Lisa have been licensed and active foster parents in Adams County. Dale and Lisa are the 2012 recipients of the Governor's Outstanding Adoptive Parent Award.

FISCAL NOTE: None

WHEREAS: For the past 8 years Dale and Lisa Bowser have been licensed, active and exemplary foster parents serving the families of Adams County; and

WHEREAS: In this time period, they have adopted 5 children from foster care including a sibling group of 3, a drug-addicted infant and a teenage foster child whose mother committed suicide; and

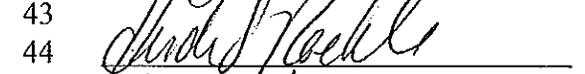
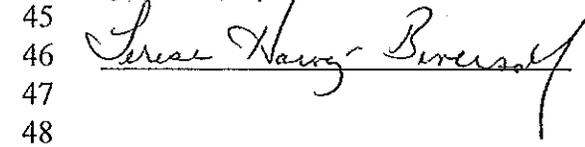
WHEREAS: The Bowser's are exceptional in assisting children adjust to grief and loss, maintain appropriate contact with biological families and encourage visits with family; and

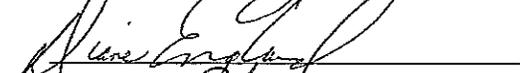
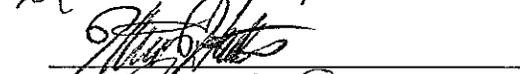
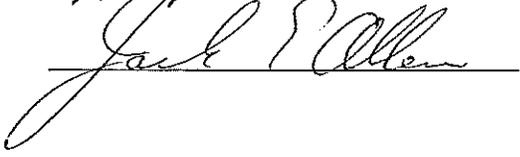
WHEREAS: This foster family continue to be committed to helping children from Adams County in out-of-home care;

NOW THEREFORE, BE IT RESOLVED by the Adams County Board of Supervisors that Dale and Lisa Bowser are being recognized for their foster parent service to Adams County and being the recipients of the 2012 Governor's Outstanding Adoptive Parent Award.

Recommended for adoption by the Health and Human Services Committee this 9th day of November, 2012.



50 Adopted _____
51 Defeated _____ by the Adams County Board of Supervisors this
52 Tabled _____ _____ day of November, 2012.

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County Board Chair

County Clerk

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RESOLUTION 2012 - 96

**RESOLUTION DECLARING NOVEMBER PANCREATIC AWARENESS
MONTH IN ADAMS COUNTY**

INTRODUCED BY: Health and Human Services Committee

INTENT & SYNOPSIS: To recognize the impact of pancreatic cancer in Adams county and to raise awareness of the issue.

FISCAL NOTE: None

WHEREAS: In 2012, an estimated 43,920 people will be diagnosed with pancreatic cancer in the United States and 37,390 will die from the disease; and

WHEREAS: Pancreatic cancer is one of the deadliest cancers, is the fourth leading cause of cancer death in the Unites States, and is the only major cancer with a five-year relative survival rate at just 6%; and

WHEREAS: When symptoms of pancreatic cancer present themselves, it is usually too late for an optimistic prognosis and 74% of pancreatic cancer patients die within the first year of their diagnosis, while 94% of pancreatic cancer patients die within the first 5 years; and

WHEREAS: Of all the racial/ethnic groups in the Unites States, African American have the highest incidence rate of pancreatic cancer, between 34% and 70% higher than other groups; and

WHEREAS: Approximately 760 deaths from pancreatic cancer will occur in Wisconsin in 2012; and

WHEREAS: There is no cure for pancreatic cancer and there have been no significant improvements in survival rates in the last 40 years; and

WHEREAS: The Federal Government invests significantly less money in pancreatic cancer research than it does in any of the other leading cancer killer; and pancreatic cancer research constitutes only approximately 2% of the National Cancer Institute's federal research funding, a figure too low given the severity of the disease, its mortality rate, and how little is known about how to arrest it; and

WHEREAS: The Pancreatic Cancer Action Network is the first and only national patient advocacy organization that serves the pancreatic cancer community in Adams County and nationwide by focusing its efforts on public policy, research funding, patient services, and public awareness and education related to developing effective treatments and a cure for pancreatic cancer; and

WHEREAS: The Pancreatic Cancer Action Network and its affiliates in Adams County support those patients currently battling pancreatic cancer, as well as

50 those who have lost their lives to the disease, and are committed to nothing less
51 than a cure; and

52

53 **WHEREAS:** The good health and well-being of the residents of Adams County
54 are enhanced as a direct result of increased awareness about pancreatic cancer
55 and research into early detection, causes, and effective treatments;

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57 **NOW THEREFORE, BE IT RESOLVED** that the Adams County Board of
58 **Supervisors** hereby designates the month of November 2012 as Pancreatic
59 Cancer Awareness Month in Adams County.

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61 Recommended for adoption by the Health and Human Services Committee this
62 9th day of November 2012.

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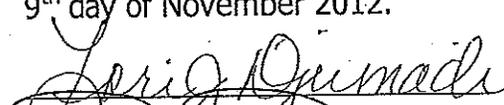
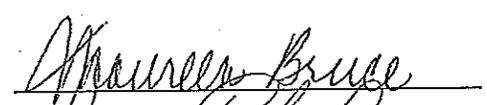
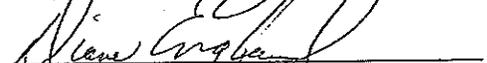
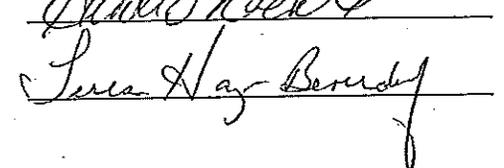
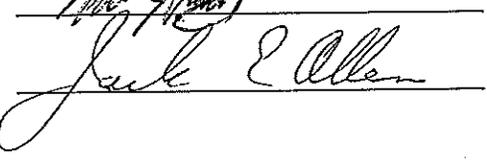
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Adopted _____

Defeated _____ by the Adams County Board of Supervisors this

Tabled _____ day of 2012.

County Board Chair

County Clerk

RESOLUTION TO APPROVE AND ADOPT
THE 2013 ADAMS COUNTY BUDGET, TAX LEVY AND MILL RATE

INTRODUCED BY: Administrative & Finance Committee.

INTENT & SYNOPSIS: To adopt the 2013 Budget, Tax Levy and Mill Rate for Adams County Government.

FISCAL NOTE: The 2013 tax levy shall be \$17,154,920; the total expenditures shall be \$44,274,102; and the revenues shall be \$25,882,677 with an additional \$1,236,505 of fund balance applied; thereby establishing a mill rate of \$7.20896126 per \$1,000 of evaluation.

WHEREAS: The Administrative & Finance Committee has recommended for 2013, a budget for proposed expenditures in the amount of \$44,274,102 and proposed revenues in the amount \$25,882,677; and

WHEREAS: Fund Balances in the amount of \$1,236,505 have been applied to reduce the tax levy; and

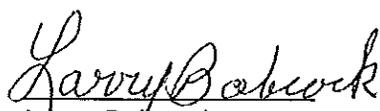
WHEREAS: The total indebtedness, principal and interest, of Adams County as of December 31, 2012, is \$16,341,341

NOW, THEREFORE, BE IT RESOLVED: That the Adams County Board of Supervisors hereby approves and adopts the 2013 Adams County budget with a levy of \$17,154,920 to be apportioned by the County Clerk upon all the taxable property in the County of Adams; with a mill rate of \$7.20896126 per \$1,000 of evaluation.

Recommended for adoption by Administrative & Finance Committee this 9th day of November, 2012.



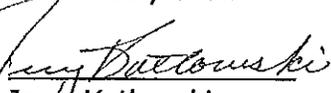
John West, Chair



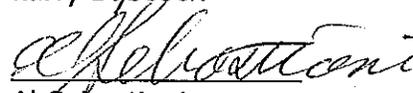
Larry Babcock



Lori Djumadi



Jerry Kotlowski



Al Sebastiani

Adopted _____
Defeated _____ by the Adams County Board of Supervisors this 20th day of
Tabled _____ November 2012.

County Clerk

County Board Chair

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RESOLUTION 98 -2012

**RESOLUTION TO AMEND COUNTY BOARD RULES
SECTION XXIII- PROPERTY COMMITTEE,
SUBSECTION C.2 - DUTIES & RESPONSIBILITIES**

INTRODUCED BY: Administrative & Finance Committee

INTENT & SYNOPSIS: To amend the Adams County Board Rules, Section XXIII – Property Committee Subsection C.2 Duties and Responsibilities, to clarify property records to be kept by Department Heads.

FISCAL NOTE: None.

WHEREAS: The Adams County Board Rules, Section XXIII, - Property Committee, Subsection C.2 currently requires each Adams County Department Head to prepare and submit to the Administrative Coordinator, an inventory of all personal property owned by the County; and

WHEREAS: The Adams County MIS Department currently submits an inventory of all computers and related equipment, hardware and electronic devices placed in each Department; and

WHEREAS, all other personal property owned by Adams County is of negligible or depreciated value according to Federal tax standards, and it is no longer feasible for each Adams County Department to submit an Inventory of all personal property.

NOW THEREFORE, BE IT RESOLVED by the Adams County Board of Supervisors that the Adams County Board Rules, Section XXIII – Property Committee Subsection C.2 Duties and Responsibilities be amended to read as follows:

To cause to be prepared by all department heads full and accurate records of all capital expenditures (5000.00 or greater) inventories of all personal property owned by Adams County in each department no later than the 20th of January of each year and to cause the same to be filed in the office of the Administrative Coordinator. This committee shall see that ~~such~~ the MIS Department departments keep a perpetual inventory of the county owned computers and related equipment, hardware, electronic devices ~~property~~, and the committee shall may ~~make~~ at least annual inspections of such property, including the county jail. All county surplus property shall be listed with the Property Committee. County surplus materials will be sold at Practical Cents with 20% of sale to be retained by Practical Cents, 80% of all computer related sales to be returned to MIS department budget as revenue, 80% of all other property to be returned to the furniture carryover account (per resolution #48-2006). The committee shall consider, review and recommend the acquisition, lease, rent or sale of any real or personal county property for public uses or

49 purposes, as required by law, to the County Board for approval pursuant
50 to §59.52(6) of the Wis. Stats.

51
52 Recommended for adoption by the Property Committee this 10 day of
53 October, 2012.

54 Jack E. Allen Kenya James
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56

57 Scott Jimmadi
58
59 Walter Pastowski

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61 Adopted _____
62 Defeated _____ by the Adams County Board of Supervisors this
63 Tabled _____ day of _____, 2012.

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65 _____
66 County Board Chair County Clerk

1 RESOLUTION 99 -2012

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3 RESOLUTION TO APPROVE EO JOHNSON OFFICE TECHNOLOGIES
4 EQUIPMENT SERVICE CONTRACT

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6 **INTRODUCED BY:** Administrative & Finance Committee

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8 **INTENT & SYNOPSIS:** To approve the EO Johnson Office Technologies
9 equipment service contract.

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11 **FISCAL NOTE:** \$5,620.61 base payment per month for 60 months
12 plus \$1 equipment purchase option.

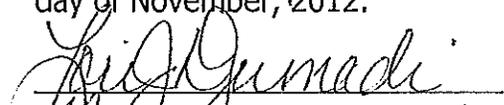
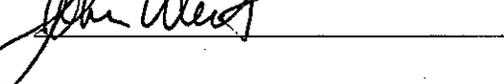
13
14 **WHEREAS:** Adams County invited bids from office technology vendors for
15 consolidation of print services equipment, purchase option, cost recovery
16 software, maintenance, parts and toner; and

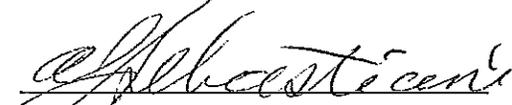
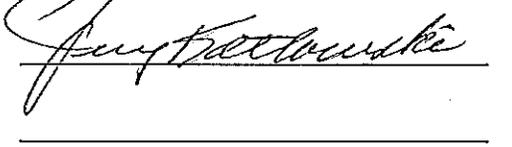
17
18 **WHEREAS:** EO Johnson Office Technologies submitted a bid which will
19 effectively and economically meet the print management needs of Adams
20 County; and

21
22 **WHEREAS:** The terms and conditions of the EO Johnson Office Technologies
23 are attached hereto and incorporated as if stated in full.

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25 **NOW THEREFORE, BE IT RESOLVED by the Adams County Board of**
26 **Supervisors** that it hereby approves the EO Johnson Office Technologies
27 equipment service contract, attached hereto and incorporated herein, as if stated
28 in full.

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30 Recommended for adoption by the Administrative & Finance Committee this 9th
31 day of November, 2012.

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39 Adopted _____
40 Defeated _____ by the Adams County Board of Supervisors this
41 Tabled _____ 20th day of November, 2012.

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County Board Chair

County Clerk

ADDITIONAL TERMS AND CONDITIONS

AGREEMENT. You want us to provide you the equipment referenced herein, excluding equipment marked as not financed under this Agreement ("Equipment") and you agree to pay us the amounts payable under the terms of this agreement ("Agreement") each period by the due date. This Agreement is binding upon our acceptance hereof and will begin on the date the Equipment is delivered to you or any later date we designate. We may charge you a reasonable fee to cover documentation and investigation costs. If any amount payable to us is not paid when due, you will pay a late charge equal to: 1) the greater of ten (10) cents for each dollar overdue or twenty-six dollars (\$26.00); or 2) the highest lawful charge, if less. Any security deposit will be commingled with our assets, will not earn interest, and will be returned at the end of the term, provided you are not in default.

NET AGREEMENT. THIS AGREEMENT IS NON-CANCELABLE FOR THE ENTIRE AGREEMENT TERM. YOU AGREE THAT YOU ARE UNCONDITIONALLY OBLIGATED TO PAY ALL AMOUNTS DUE UNDER THIS AGREEMENT FOR THE ENTIRE TERM. YOU ARE NOT ENTITLED TO REDUCE OR SET-OFF AGAINST AMOUNTS DUE UNDER THIS AGREEMENT FOR ANY REASON.

IMAGE CHARGES AND OVERAGES. You are entitled to make the total number of images shown under Monthly Image Allowance Per Machine (or Total Consolidated Monthly Image Allowance, if applicable) each month during the term of this Agreement. If you make more than the allowed images in any month, you will pay us an additional amount equal to the number of the excess images made during such month multiplied by the applicable Excess Per Image Charge. Regardless of the number of images made in any month, you will never pay less than the Base Payment Amount. You agree to provide us with the actual meter readings on any business day of each month as designated by us, provided that we may estimate the number of images used if such meter readings are not received within five days after being requested. We will adjust the estimated charge for excess images upon receipt of actual meter readings. You agree that the Base Payment Amount and the Excess Per Image Charges may be proportionately increased at any time if our estimated average page coverage is exceeded. At the end of the first year of this Agreement and once each successive twelve-month period, the Base Payment Amount and the Excess Per Image Charges may be increased by a maximum of 10% of the then existing payment or charge. Images made on equipment marked as not financed under this Agreement will be included in determining your image and overage charges.

EQUIPMENT USE. You will keep the Equipment in good working order, use it for business purposes only and not modify or move it from its initial location without our consent. You agree that you will not take the Equipment out of service and have a third party pay (or provide funds to pay) the amounts due hereunder. You will comply with all laws, ordinances, regulations, requirements and rules relating to the use and operation of the Equipment.

SERVICES/SUPPLIES. If we have entered into a separate arrangement with you for maintenance, service, supplies, etc. with respect to the Equipment, payments under this Agreement may include amounts owed under that arrangement, which amounts may be invoiced as one payment for your convenience. You agree that you will look solely to us for performance under any such arrangement and for the delivery of any applicable supplies.

SOFTWARE/DATA. Except as provided in this paragraph, references to "Equipment" include any software referenced above or installed on the Equipment. We do not own the software and cannot transfer any interest in it to you. We are not responsible for the software or the obligations of you or the licensor under any license agreement. You are solely responsible for protecting and removing any confidential data/images stored on the Equipment prior to its return for any reason.

LIMITATION OF WARRANTIES. EXCEPT TO THE EXTENT THAT WE HAVE PROVIDED YOU A WARRANTY IN WRITING, WE MAKE NO WARRANTIES, EXPRESS OR IMPLIED, INCLUDING WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. YOU CHOSE ANY/ALL THIRD-PARTY SERVICE PROVIDERS BASED ON YOUR JUDGMENT. YOU MAY CONTACT US OR THE MANUFACTURER FOR A STATEMENT OF THE WARRANTIES, IF ANY, THAT THE MANUFACTURER IS PROVIDING. WE ASSIGN TO YOU ANY WARRANTIES GIVEN TO US.

ASSIGNMENT. You may not sell, assign, or sublease the Equipment or this Agreement without our written consent. We may sell or assign this Agreement and our rights in the Equipment, in whole or in part, to a third party without notice to you. You agree that if we do so, our assignee will have our assigned rights under this Agreement but none of our obligations and will not be subject to any claim, defense, or set-off that may be assertable against us or anyone else.

LOSS OR DAMAGE. You are responsible for any damage to or loss of the Equipment. No such loss or damage will relieve you from your payment obligations hereunder. Except for claims, losses, or damages caused by our gross negligence or willful misconduct, you agree to indemnify us and our assignee, if applicable, against any claims, losses, or damages, in any way relating to the Equipment. In no event will we be liable for any consequential or indirect damages.

INSURANCE. You agree to maintain comprehensive liability insurance acceptable to us. You also agree to: 1) keep the Equipment fully insured against loss at its replacement cost, with us named as loss payee; and 2) provide proof of insurance satisfactory to us no later than 30 days following the commencement of this Agreement, and thereafter upon our written request. If you fail to maintain property loss insurance satisfactory to us and/or you fail to timely provide proof of such insurance, we have the option, but not the obligation, to secure property loss insurance on the Equipment from a carrier of our choosing in such forms and amounts as we deem reasonable to protect our interests. If we secure insurance on the Equipment, we will not name you as an insured party, your interests may not be fully protected, and you will reimburse us the premium which may be higher than the premium you would pay if you obtained insurance, and which may result in a profit to us through an investment in reinsurance. If you are current in all of your obligations under the Agreement at the time of loss, any insurance proceeds received will be applied, at our option, to repair or replace the Equipment, or to pay us the remaining payments due or to become due under this Agreement, plus our booked residual, both discounted at 3% per annum.

OWNERSHIP. You own the Equipment, including any software license rights granted to you, if any, by us or any third party supplier(s). You hereby grant us a security interest in the Equipment to secure your performance under this Agreement, to be released at the end of the term provided you have performed all of your obligations under this Agreement.

TAXES. You will pay when due, either directly or by reimbursing us, all taxes and fees relating to the Equipment and this Agreement. You agree to file any required personal property tax returns (except in OR, CO, or CT). Sales or use tax due upfront will be payable over the term with a finance charge.

DEFAULT AND REMEDIES. If you do not pay any sum within 10 days after its due date, or if you breach any other term of this Agreement or any other agreement with us, you will be in default, and we may require that you return the Equipment to us at your expense and pay us: 1) all past due amounts and 2) all remaining payments for the unexpired term, plus our booked residual, both discounted at 4% per annum. We may also use all other legal remedies available to us, including disabling or repossessing the Equipment. You agree to pay all our costs and expenses, incurred in enforcing this Agreement. You also agree to pay interest on all past due amounts, from the due date, at 1.5% per month.

UCC. If we assign rights in this Agreement for financing purposes, you agree that this Agreement, in the hands of our assignee, is, or shall be treated as, a "Finance Lease" as that term is defined in Article 2A of the Uniform Commercial Code ("UCC"). You agree to forgo the rights and remedies provided under sections 507-522 of Article 2A of the UCC.

MISCELLANEOUS. This Agreement is the entire agreement between you and us relating to our providing and your use of the Equipment and supersedes any prior representations or agreements, including any purchase orders. Amounts payable under this Agreement may include a profit to us. The original of this Agreement shall be that copy which bears your facsimile or original signature, and which bears our original signature. If a court finds any provision of this Agreement unenforceable, the remaining terms of this Agreement shall remain in effect. You authorize us to either insert or correct the Agreement number, serial numbers, model numbers, beginning date, and signature date. All other modifications to the Agreement must be in writing signed by each party.



economize. optimize.

**ADAMS COUNTY
Friendship, Wisconsin**

Scope of Work

(Including Cost Recovery Software)

Tasks to be performed by EO Johnson Company:

- Provide all proposed equipment per Addendum A.
- Help configure clients for access to newly installed Software and Hardware.
- Assist in configuring PC's to print/scan/fax from all installed equipment.
- Implement Tracking Software or similar software for billing purposes, supplies and service orders.
- Install and train on all software and hardware being implemented.
- Billing of Black Prints will be at \$0.02335 per page based on 2,887,997 minimum annually; this price also includes 104,664 color prints minimum annually which are included in your monthly payment. B/W overages will be billed at a cost of \$0.02 and \$.075 for color per the proposal. Monthly payment is \$5,620.61 which includes the Cost Recovery Software.
- EO Johnson will provide an average of 4 hours service response time at your location.
- Print Management Contract includes all proposed new equipment, parts, labor and supplies for all equipment under rental agreement.
- All equipment will have a replacement guarantee with like or newer product.
- NOT included in this contract: Paper, all cost associated with network jacks and fax lines being moved, support of PC's with operating systems older than Windows 2000 or Mac OS 10, ink and print heads for wide format printers or MFP's. Any State owned machines. No replacement of any state owned machines. Any and all cost associated with HP LaserJet 1018, Source tech machine, HP LaserJet C8550, HP DesignJet 4500, OCE 7056, Epson Stylus Color 88, HP OfficeJet 8000, HP PSC 500, Brother MFC5840C, and HP PhotoSmart C4680. Any shipping cost associated with ship back of equipment under rental agreement.
- Agreement includes trade-in of all MFP and Copiers not owned by Adams County. If machines are under lease, leases will need to be fulfilled first. EO Johnson Company will remove at NO CHARGE any other equipment that Adams County wishes to dispose of at the time of delivery which pertains to the Print Management Contract.
- Adams County understands that the EO Johnson Company is NOT responsible for overages run by the customer. Adams County understands that the ESTIMATED ANNUAL VOLUME is an estimate.
- Term of this contract is 5 years.
- Adams County will own all equipment at end of term.

Adams County Responsibilities:

- For the term of this contract, Adams County agrees to purchase any additional copiers, printers, and faxes from EO Johnson Company and add them to the Print Management Contract. Equipment can be added to the rental program at any time. Adams County understands for the term of this contract NO equipment (faxes, printers, copiers) can be added/reinstalled to the network without proper notification to the E O Johnson Company. This applies only to equipment that is cut-sheet paper and prints up to 12x18 paper.
- At the end of term, Adams County will retain possession for all listed equipment per Addendum A.
- Adams County will be responsible for supplying all Network Connections at all locations of contracted hardware, switches, hubs, patch cables etc. Adams County will also need to provide access to those connections, such as IP, Subnet, Gateway Addresses, Firewall access etc.
- Adams County agrees to provide IT assistance to the E O Johnson Company staff at the time of installation and receive training on software and hardware being installed.
- Adams County will be responsible to have all staff members available for training between the hours of 9:00 am and 3:00 pm. Training will be provided on a per department basis by EO Johnson staff members or at other mutually agreeable times.

Scope of work acceptance

Authorized Agent

Respectfully submitted,
Matt Palecek
Print Management Manager

Title: _____

Date: _____

TERMS FOR MAINTENANCE AGREEMENT

1. **SUPPLIES** - This contract is contingent on the following: Supplies are included, with the exception of paper. Supply items including developer, toner, photoreceptor drum, belt and fuser oil will be provided at the Customer's request. These items remain the property of EO Johnson Company until fully consumed. At the end of this 5 year contract a supplies list will be turned in to the EO Johnson Company. If all supplies are not returned within 5 days of the end of term, Adams County will be invoiced for the estimated amount of supplies not returned to the EO Johnson Company.

2. **LIABILITY** - EO Johnson Company shall not be responsible for: (1) failure to perform its maintenance obligation due to strikes, fire, flood and other causes beyond its control, (2) accidents to or caused by the equipment, (3) equipment damage due to misuse or negligence by the Customer.

3. **LIMITATIONS** - Maintenance service shall not include electrical work external to listed equipment and any accessories or options unless specifically included on the front of this document. Maintenance service will also exclude any third party software programming unless included on this document.

4. **CONNECTIVITY** - The EO Johnson Company will cover from the wall to the machine (this does not include Network Cabling). Once all print drivers are loaded and installation is complete, the EO Johnson Company has the right to invoice Customer for all network support, i.e. reloading print drivers, troubleshooting print errors, applications or any pre-existing equipment owned by the Customer. If a print driver issue occurs, the EO Johnson Company will assist customer technician via phone if necessary to help resolve the problem. It is not the responsibility of the EO Johnson Company to repair existing network problems at the Customer site for the purpose of loading drivers. EO Johnson Company will assist you with this task but the Customer understands that it will result in billable hours to their account.

5. **TAXES** - Maintenance charges, zone / travel charges, labor and parts are subject to state and local taxes.

6. **TERMS - CONDITIONS AND RENEWALS** - EO Johnson Company will bill Customer monthly for a 60 month term. This payment can be adjusted up or down in accordance to actual volumes. This adjustment will be allowed to happen no more than twice per year if necessary. The contract cannot be adjusted unless the current volumes are not within 5% of the original/adjusted contracted volume. The EO Johnson Company is NOT responsible for overages run by the Customer. The Customer should inform EO Johnson Company regarding any major volume fluctuations. At the end of term this contract can be renegotiated and/or extended as long as both parties agree. Before a loaner printer is installed the Customer agrees to inform EO Johnson Company of such moves before they occur. Call placement can happen through phone, email or software. If reoccurring jams, poor copy quality, etc. were to occur, it will be the Customer's responsibility to place a service call via phone or email. All verbiage on this contract will be superseded by the Scope of Work.

7. **ACCEPTANCE** of the agreement is contingent upon: (1) a satisfactory customer credit report and (2) receipt of this agreement signed and approved by an authorized EO Johnson Company representative and an authorized representative of the customer. Final approval is subject to acceptance by the EO Johnson Company Print Management Manager.

8. **WARRANTY** - There is a 60 month like for like replacement warranty on all pieces listed under Addendum A. This warranty will be approved by both parties only after the appropriate steps have been taken, i.e. service manager involvement, original manufacturer involvement and equipment total failure.

9. **TRAINING** - Training will occur the day of installation unless a predetermined time has been set by both parties. Ongoing training is available through the account representative for your account. White papers can be provided to you and can be posted on your intranet. Training for outlying locations can be provided via phone or internet.

10. **EQUIPMENT TRANSPORTATION** - EO Johnson Company is not liable for transportation damages or loss of equipment in the event the customer moves the equipment or contracts with a third party to move the equipment. Customer agrees to pay for any damages incurred from moving the equipment.

11. **LOSS OR DAMAGE:** Customer assumes and bears the risk of loss or damage to the equipment. If the equipment is lost or damaged, the customer agrees to replace the equipment or pay for repairs.

12. **INDEMNITY:** EO Johnson Company is not responsible for any losses or injuries caused by the installation or use of the equipment, and Customer agrees to indemnify EO Johnson Company with respect to all claims for losses on, incurred by or asserted against EO Johnson Company, where such claims in any way relate to the equipment. Furthermore, Customer agrees if requested, to defend EO Johnson Company against any claims for losses or injuries caused by the equipment.

13. **AFTER HOURS SERVICE:** If the Customer requests service to be performed outside of normal hours the Customer will pay for such service, including travel time and expenses, at the EO Johnson Company's established billing rate, provided that the EO Johnson Company need not provide such service if service personnel are not readily available. To the extent practicable, all service to the equipment provided hereunder shall be provided at the Customer's location as noted on this Agreement unless the EO Johnson Company determines in its sole discretion that such service will be better performed at an alternate location.

RENTAL ADDENDUM A
SCHEDULE OF EQUIPMENT RENTED

Rentée: ADAMS COUNTY

DATE:

Page 1 of 1

<u>VENDOR</u>	<u>QTY.</u>	<u>Description</u>
E.O. JOHNSON COMPANY	2	LANIER MP6002
	1	LANIER MP2852
	6	LANIER MPC305
	4	LANIER MPC4502
	2	RICOH MP4002
	13	SAMSUNG SCX-5935NX
	6	LANIER LP137CN
	2	LANIER LP37N
	1	LANIER LD445C
	2	CANON 2050L
	1	LANIER LD345
	1	HP LaserJet 4250

Existing Equipment-Service and Supplies Only

3	CANON IR1025
1	CANON IR3235
1	LANIER LD533CSP
1	LANIER LD520C
1	LANIER LD430C
1	LANIER LD235
1	LANIER LD330
1	LANIER LD040
1	LANIER LD425
1	RICOH MP2550
1	LANIER LD016
1	CANON IR5050
2	HP LASERJET P3015DN
1	HP LASERJET 5000
5	HP LASERJET 4250
2	HP LASERJET 9000
1	HP LASERJET 4100
2	HP LASERJET P2015
1	HP LASERJET 4200
1	HP LASERJET CP2525
1	HP LASERJET 2055
1	HP LASERJET 2420
1	HP LASERJET 1320

Rentee _____

Date _____

NON-PERFORMANCE ADDENDUM

OWNER: E.O. Johnson Company, Inc.

EFFECTIVE DATE: _____

CUSTOMER: Adams County

LEASE #: _____

(Legal Name)

=====

Cancellation Clause: By this addendum to the Cost Per Image Agreement between the above named parties, paragraph labeled "Contract" of a Cost Per Image Agreement dated _____ is herein modified as follows and the following insert is to become part of the Agreement documentation. These agreements are entered into between Customer and E.O. Johnson Company, Inc. in "good faith" in dealing with this Agreement and the conditions relating with/to the term "non-performance" of the equipment covered in the aforementioned Cost Per Image Agreement.

"Non-performance" is henceforth defined as a condition whereby any equipment sold by the E.O. Johnson Company, Inc. and herein leased under this agreement, does not meet the manufacturer's standard of performance and operation, and which through repair will not allow said equipment to maintain that performance. Normal wear and usage are exempt from this definition of "non-performance".

Customer agrees to provide E.O. Johnson Company, Inc. written documentation evidencing the occurrences of "non-performance" and the associated specific equipment. Upon receipt of such written notice from Customer, E.O. Johnson Company, Inc. will take all appropriate action so as to rectify any issue relating to Customer's notification. Such notification shall indicate the specific item of equipment and describe in detail the "non-performance" issue.

Should E.O. Johnson Company, Inc. default in the performance of any of its material obligations under this Agreement, with respect to the performance/operation of the equipment referenced in said Agreement, and such default ("non-performance") continues for a period of sixty (60) days following written notice of such default, or if such default is of a character that cannot be reasonably cured within sixty (60) days, Customer may, as its sole and exclusive remedy, terminate this Agreement as it pertains to that specific equipment noted by Customer in their written notification but may not terminate this agreement with respect to other lease equipment covered under this Agreement.

Agreed to by and between:

E.O. JOHNSON COMPANY, INC.

By: _____ Date: _____

Title

Print Name: _____

CUSTOMER: _____

By: _____ Date: _____

Title

Print Name: _____

RESOLUTION 2012 - 101

RESOLUTION TO APPROVE THE SALE OF COUNTY ADVERTISED FORECLOSURE PROPERTY

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INTRODUCED BY: PROPERTY COMMITTEE

INTENT & SYNOPSIS: TO SELL COUNTY ADVERTISED TAX FORECLOSURE PROPERTY

FISCAL NOTE: \$6807.43 REVENUE TO ACCOUNT NO. 100A12400-TAX PORTION; \$8242.57 REVENUE TO ACCOUNT NO. 100.10.48350-PROPERTY SALES; \$200.00 REVENUE TO ACCOUNT NO. 100.10.46120 TREASURER FEE; \$2750.00 EXPENSE TO ACCOUNT NO. 100.10.51520.31 LEGAL FEE FOR CLEAN UP; \$30.00 REVENUE TO ACCOUNT NO. 100.13.46130-REGISTER OF DEEDS RECORDING FEES

WHEREAS: Thomas L Konz & Teresa M Konz has submitted a bid of \$18,000.00 for the parcel of land described as follows: Tax No. 30-1363 Part of the Southwest Quarter of the Northwest Quarter of Section 34, Town 20 North, Range 5 East, AKA Lots 98, 99, 100 of Big Buck Acres in the Town of Rome, Adams County, Wisconsin; and

WHEREAS: Adams County took deed of this property on August 7, 2012 per judgment of tax foreclosure; and

WHEREAS: Thomas L Konz & Teresa M Konz has submitted full payment of \$18,000.00 plus \$30 recording fee, which is on deposit with the County Treasurer.

NOW THEREFORE, BE IT RESOLVED by the Adams County Board of Supervisors, that the above described property is hereby approved for sale to Thomas L Konz & Teresa M Konz for the bid of \$18,000.00.

BE IT FURTHER RESOLVED: That the County Clerk issue to Thomas L Konz & Teresa M Konz a Quit Claim Deed to the above described property.

Recommended for adoption by the Property Committee this 5th day of November, 2012

Adopted _____
Defeated _____
Tabled _____ by the Adams County Board of Supervisors this 20th day of November, 2012.

County Board Chair County Clerk

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RESOLUTION 2012 - 103

**RESOLUTION TO APPROVE THE SALE OF
COUNTY ADVERTISED FORECLOSURE PROPERTY**

INTRODUCED BY: PROPERTY COMMITTEE

INTENT & SYNOPSIS: TO SELL COUNTY ADVERTISED TAX FORECLOSURE
PROPERTY

FISCAL NOTE: \$1,916.02 REVENUE TO ACCOUNT NO. 100A12400-TAX
PORTION; \$55,583.98 REVENUE TO ACCOUNT NO. 100.10.48350-PROPERTY
SALES; \$30.00 REVENUE TO ACCOUNT NO. 100.13.46130-REGISTER OF DEEDS
RECORDING FEES

WHEREAS: Keith T Dittmar & Elizabeth J Dittmar has submitted a bid of
\$57,500.00 for the parcel of land described as follows: **Tax No. 34-1613** Part of
the East Half of the Southeast Quarter (E ½ SE ¼) of Section Nineteen (19), Township
Eighteen (18) North, Range Five (5) East, (Also known as Lot 34 of Enchanted Acres, an
unrecorded plat) 1.41 acres at 1679 19th Ct, in the Town of Strongs Prairie, County of
Adams, State of Wisconsin; and

WHEREAS: Adams County took deed of this property on August 7, 2012
per judgment of tax foreclosure; and

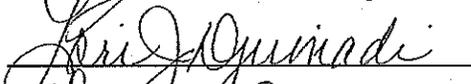
WHEREAS: Keith T Dittmar & Elizabeth J Dittmar has submitted full
payment of \$57,500.00 plus \$30 recording fee, which is on
deposit with the County Treasurer.

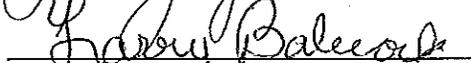
NOW THEREFORE, BE IT RESOLVED by the Adams County Board of
Supervisors, that the above described property is hereby approved for sale to
Keith T Dittmar & Elizabeth J Dittmar for the bid of \$57,500.00.

BE IT FURTHER RESOLVED: That the County Clerk issue to Keith T Dittmer &
Elizabeth J Dittmar a Quit Claim Deed to the above described property.

Recommended for adoption by the Property Committee this 5th day of
November, 2012







Adopted _____
Defeated _____ by the Adams County Board of Supervisors this
Tabled _____ 20th day of November, 2012.

County Board Chair

County Clerk

Ord. 09 - 2012
ORDINANCE AMENDING ORD. 17-1993

THE PUBLIC HEALTH ORDINANCE OF ADAMS COUNTY, WISCONSIN

**ADAMS COUNTY ABATING PUBLIC HUMAN HEALTH HAZARDS AFFECTING THE
PUBLIC HEALTH**

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

WHEREAS: This Ordinance shall be entitled "The Public Health Ordinance of Adams County, Wisconsin"; and

WHEREAS: The County Board's authority for adopting this Ordinance is Chapters 59, 250, 251, 254, and 823 of the Wisconsin Statutes; and

WHEREAS: DESIGNATION OF LOCAL HEALTH OFFICER. The Sanitarian - 440.98 Environmental Health Technician or County Health Officer is hereby designated the "County Health Officer" pursuant to Wisconsin Stats. § 251.01 (3), as amended or renumbered from time to time.

NOW THEREFORE, the Adams County Board of Supervisors does hereby ordain as follows:

Section 1: PUBLIC NUISANCE AFFECTING PUBLIC HEALTH (Definition §254.595) AND HUMAN HEALTH HAZARD (Definition §254.01 (2)).

A. Whoever by his or her act or failure to perform a legal duty, intentionally maintains or permits a condition which unreasonably injures or endangers the safety or health of the public, and whoever causes or maintains any source of filth or sickness, has committed a public nuisance affecting public health.

B. The following, excluding approved agricultural practices, are hereby expressly declared to be public nuisances affecting public health, without limitation by enumeration:

- 1) Failure to keep waste, refuse, or garbage in an enclosed building or properly contained in a closed container designed or reasonably adapted for such purposes;
- 2) Allowing any discharge into the environment of toxic substances in any form in such concentrations to endanger the public health;
- 3) Causing or allowing the pollution of any well, cistern, spring, ground water, lake, canal, or body of water by sewage or industrial wastes, fertilizers, toxic pesticides, or other substances harmful to human beings;
- 4) Causing or allowing any accumulation of carcasses of animals, birds, fish, or fowl not intended for human consumption which are not buried or

45 otherwise disposed of in a sanitary manner within forty-eight (48) hours
46 after death or as required by Chapter 94, Wis. Stats.;

- 47 5) Causing or allowing unreasonable accumulations of decayed animal or
48 vegetable matter, trash, rubbish, garbage, rotting lumber, packing material,
49 scrap metal, tires, or any substance in which flies, mosquitoes, disease-
50 carrying insects, rats, or other vermin can breed, live nest, or seek shelter;
51 6) Maintaining a building or structure which is dilapidated, neglected, or out of
52 repair so as to be dangerous, unsafe, unsanitary, or otherwise unfit for use
53 and for which no appropriate precautions to prevent entry by persons such
54 as fencing or closure of entrance ways have been taken except owner-
55 occupied one- or two-story family dwellings (§254,595 (7));
56 7) Failing to comply with any law or regulation regarding sanitation and health,
57 including but not limited to (a) water supplies including wells and surface
58 waters, (b) waste disposal, (c) storage of chemical pesticides or herbicides,
59 and (d) public buildings;
60 8) Causing or allowing improper sewage disposal facilities to be operated, or
61 causing or allowing the effluent from any cesspool, septic tank, drain field,
62 or sewage disposal system to discharge upon the surface of the ground or
63 into any body of water;
64 9) Maintaining a hole or opening caused by an improperly abandoned cistern,
65 septic system, dug well, driven well, drilled well, foundation, mine shaft, or
66 tunnel, including an improperly abandoned, sealed, barricaded, or backfilled
67 excavation for which no proper precautions to prevent entry such as posting
68 or fencing have been taken.

69
70 **Section 2: ENFORCEMENT**

- 71 1) If the existence of a public health nuisance is confirmed, a written clean-up
72 and/or abatement order will be issued specifying the action needed to
73 correct the situation and including the following information:
74 a) The name, address and pertinent information on the violator.
75 b) The nature of the violation and the steps necessary to abate
76 or correct it.
77 c) The time period in which the violation must be corrected
78 and/or abated will be 1 to 5 days for immediate health hazards or 10
79 to 30 days for health hazards, depending on the nature of the
80 violation. Allowance for limited extension of this time period may be
81 permitted if warranted by extenuating circumstances as determined
82 by the local health officer.
83 d) The penalties the violator will be subject to if the apparent
84 violation is not abated and/or corrected within the given time period.
85 2) Exceptions to the written orders – in cases where a violation poses an
86 immediate health hazard as determined by the Health Officer or in the case
87 of repeated occurrences of the same violation by the same person, the

88 violator shall be considered to be in non-compliance and subject to
89 immediate action under Subsection (3) of this section.

90 3) Non-compliance with written orders – if a person does not comply with a
91 written order from the Health Officer or his/her designee, the violator may
92 be subject to one or more of the following actions and/or penalties:

93 a) The issuance of a citation.
94 b) Commencement of legal action against the person, seeking an
95 injunction to abate the violation and/or correct the damage created
96 by the violation.
97 c) Commencement of legal action against the person, seeking a
98 court-imposed forfeiture and/or imprisonment.
99 d) Any other action authorized by this Ordinance or by other
100 applicable laws as deemed necessary by the Health Officer.
101 e) The initiation of one action or penalty under this Section does
102 not exempt the violator from any additional actions and/or penalties
103 prescribed by law.

104 4) Ordered abatement of certain nuisances – where public health nuisances as
105 defined in this Ordinance or in the Wisconsin State Statutes are
106 encountered which may require ordered abatement and/or correction, the
107 Health Officer shall serve on the responsible person a written order as per
108 Wis. Stats §254.59 (2) of this Section. A copy of this order shall be
109 forwarded to the local governing body and to Corporation Counsel. If the
110 nuisance is not abated and/or corrected within the time period specified in
111 the order, the local governing body may enter upon the property and abate
112 and/or correct the nuisance or cause such action to be taken. If the local
113 governing body fails to abate and/or correct the nuisance within the period
114 prescribed in the order, the County may enter the property and take
115 necessary action. The cost of such abatement and/or correction is to be
116 recovered by the local governing body, and if not by the local body then by
117 the County, either directly from the responsible party or as a special tax
118 assessment on the property. (Wis. Stats § 254.59 (5))

119 5) Penalties. Upon a conviction for a violation of the provisions of this
120 Ordinance, Judgment shall be entered against the violator by a forfeiture of:

121 First Offense: \$100 plus Court Costs and costs of prosecution;
122 or imprisonment for not more than 90 days; or
123 both;

124

125 Second Offense: \$200 plus Court Costs and costs of prosecution;
126 or imprisonment for not more than 90 days; or
127 both;

128

129 Third & All Subsequent: \$300 plus Court Costs and costs of prosecution;
130 or imprisonment for not more than 90 days; or
131 both.

132 In default of the payment of the judgment, the violator shall be imprisoned
133 in the county jail for such time as the court deems fit but not to exceed 90
134 days and subject to payment of the fine prior to completion of the
135 sentence. In the case of the court-imposed forfeitures and citations, a
136 separate offense shall be deemed committed during each 10 day period
137 during which or upon which a given violation occurs or continues. In cases
138 where the violation poses an immediate health hazard as determined by the
139 Health Officer this 10 day period can be reduced to 24 hours with a written
140 notice of such reduction given to the violator.

- 141 6) Initiation of legal action – legal action shall be initiated against a violator as
142 requested by the Health Officer in concurrence with the Adams County
143 Corporation Counsel who shall be responsible for all cases where a court-
144 imposed forfeiture is being sought and/or any case which arises from the
145 use of County enforcement personnel.
- 146 7) Coordination with State Agencies – where a public health nuisance involves
147 non-compliance with a State-enforced Administrative Code, the Health
148 Officer shall first refer the complain to the appropriate agency for
149 abatement and/or correction. If the nuisance continues without adequate
150 enforcement from the State agency to cause abatement and/or correction,
151 then the Health Officer or his/her designee may initiate action under this
152 section to bring about proper abatement and/or correction.
- 153 8) Where a public health nuisance is determined to be an immediate health
154 hazard by the Health Officer, he/she may proceed immediately to have it
155 abated and/or corrected.

156
157 **Section 3: ABROGATION, GREATER RESTRICTIONS, SEVERABILITY**
158 **AND REPEAL**

- 159 A. Abrogation and Greater Restrictions – this Ordinance is not intended to repeal,
160 annul, abrogate, impair or interfere with any existing covenants, deed restrictions,
161 agreements, ordinances, rules, regulations or permits previously adopted or issued
162 pursuant to law. However, wherever this Ordinance imposes greater restrictions
163 the provisions of this Ordinance shall govern.
- 164 B. Severability – each section, paragraph, sentence, clause, word and provision of
165 this Ordinance is severable and if any portion shall be deemed unconstitutional or
166 invalid for any reason, such decision shall not affect the remainder of the
167 Ordinance nor any part thereof other than the portion affected by such decision.
- 168 C. Repeal – all other ordinances or parts of ordinances of Adams County inconsistent
169 or conflicting with this Ordinance to the extent of the inconsistency only, are
170 hereby repealed.

171
172 **Section 4: EFFECTIVE DATE**

173 This Ordinance shall take effect and be enforced upon passage and
174 publication provided by law.
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Recommended for enactment by the Health & Human Services Committee this 12 day
of [MO/YR]. October, 2012.

Liz Dumadi
David Speelman
New England

Heidi Koelle Maura Bruce
Jenny Nam-Berney M. Hulse
Jack E. Allen

Enacted _____
Defeated _____ by the Adams County Board of Supervisors
Tabled _____ this _____ day of [MO/YR].

Chairman

County Clerk

ADMINISTRATIVE & FINANCE MEETING MINUTES

Monday, September 10, 2012

7:30 a.m. Room A160

The meeting was called to order by Chairman West at 7:45 a.m.

The meeting was properly noticed.

Present: West, Kotlowski, Djumadi, Babcock. **Excused:** Sebastiani. Also present: Larson, Phillippi.

Discussion on posting the position for the Administrative Assistant was postponed. Discuss and or Act on the utilization of limited term employee contracted services in the Administrative Coordinator Director of Finance office. Larson stated Accounts Payable takes 24 hours per week. Scanning 24 hours per week. Journal entries 8 hours to include scanning each month. Edit of cash receipts is approximately 2 hours per week. They need someone to box the 2011 records. They will need someone to facilitate and balance cash reconciliation. Fixed assets need to be updated. They need someone who can do preparation work for meetings. Djumadi wants to make sure that the person filling the position is the best fit candidate. Larson stated she needed immediate relief. The training for an LTE would be very limited as the system data entry and the person would be keying in fields related to invoices. Motioned by Djumadi/Kotlowski to allow hiring an LTE at \$10.00 or to use a temp hiring agency for a data entry person, not to exceed \$15 per hour, no longer than the end of November, at which time they will review the needs of the department. Motion carried by unanimous voice vote.

Present: Sebastiani at 7:55 a.m.

Bonnett present at 7:55 a.m. Discussed District Attorney Budget, there were no changes.

Djumadi asked general questions. Retirement Health -0% increase in premium. Estimate released 6.8 General Service. Copy machine contract needs to be reconsidered. Managed services needs to be looked at further. General discussion took place.

Wimmer and Pierce present at 8:20 a.m. Discussed Health & Human Services Budget. Wimmer said they are maintaining all services with an increase in demand in services. Long term support/Family Care implementation may not happen.
240.28.43628 was \$66,963, should be \$66,650
240.27.54402.432 was \$4,727, should be \$3,000

Excused: Sebastiani at 9:10 a.m.

Grosshuesch present at 10:50 a.m. Discussed GIS Budget, there were no changes.
Hamman present at 10:50 a.m. Discussed Maintenance Budget, there were no changes.

Present: Sebastiani at 10:55 a.m. Miller present at 10:55 a.m.

Discussed Administrative Coordinator Director of Finance Budget. Larson reported an increase in her budget related to safety. Municipal Electric Utility Wisconsin is a more cost effective approach to safety training. This is something she is familiar with as the utility company she worked at had used them. Djumadi wanted to have future discussion on the subject. Larson is to bring back information on current vendor used. The committee agreed to discuss this in more detail at a future meeting.

100.22.51415.412 was \$4,800, should be \$4,300

Albert, Heider present at 11:35 a.m. Discussed Corporate Counsel Budget.

100.07.51320.214 was \$40,028, should be \$20,014

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

Reconvene: Meeting was called back to order at 1:46 p.m.

Guerin present at 1:46 p.m. Discussed Veteran Services Budget.

100.34.54700.410 was \$550, should be \$400

100.34.54700.414 was \$300, should be \$0

100.34.54700.419 was \$1,000, should be \$900

100.34.54700.430 was \$720, should be \$600

Helmrick present. Discussed Clerk of Courts Budget, there were no changes.

Reynolds present. Discussed Circuit Court Budget, there were no changes.

Questions were asked regarding video conferencing. The committee would like a written report submitted to County Board. The report will be provided by the sheriff. Phillippi will discuss with him.

Miller present at 1:50 p.m.

Kaye present. Discussed Personnel Budget, there were no changes.

Wollin present at 2:00 p.m. Discussed Sheriff's Budget. They have a significant decrease because of the elimination of Lieutenant position, approximate savings of \$92,000. Vehicle lease, approximate savings of \$65,000. Simplex System needs to be upgraded at some point. Outright purchase would cost \$172,000, with the elimination of integrated camera system \$40,000. The cost of \$220,000 was proposed initially for issues: intercoms, lights, background chirping noise. A 1 year warranty was discussed. Service contract of approximately \$7,229 was discussed; this is in the maintenance budget.

100.18.52300.920 was \$19,072, should be \$86,000

The committee discussed having the sheriff's department pay back 1/2 of the cost of the Simplex upgrade from the jail assessment account. The logistics of this will be worked out in more detail later.

Recess: Motioned by Sebastiani/Kotlowski to take a recess at 3:15 p.m. Motion carried by unanimous voice vote.

Reconvene: Meeting called back to order at 3:25 p.m. All present.

Helmrick present at 3:15 p.m.

Representatives from EO Johnson, discussion on equipment. There was extensive discussion related to the savings and costs to the proposal. The committee understands there may be increased costs to some departments, although savings in others. Phillippi made it clear this would significantly impact her budget. Larson indicated once implementation occurs, the budget going forward and/or in future years, can be appropriated to reflect the costs accordingly. Phillippi indicated it appears the savings over 5 years will come primarily from the Health & Human Services and the Sheriff's Departments. The committee questioned what would happen to printers, would we get the old back, what machines won't be on the software, and what the cost per click would be. Larson indicated per click toner - .02052 (\$.02). Larson will report on the questions related to copy machine agreement at the next meeting.

Barnes present at 5:15 p.m. Discussed Child Support Budget, there were no changes.

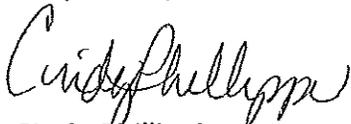
Agenda items to carry forward:

6. *Discuss and or Act on the posting of the position for the Administrative Assistant position in the AC/DOF office;*
7. *Discuss and or Act on Job Description for the Administrative Assistant/Director of Finance;*
10. *Discuss and or act on 2013 Health Insurance Proposal;*
11. *Discuss Woodside Ranch Project updates;*

Health Insurance

Motioned by Sebastiani/Kotlowski to adjourn meeting at 6:00 p.m. Motion carried by unanimous voice vote.

Respectfully submitted,



Cindy Phillippi
Recording Secretary

These minutes have not been approved.

ADMINISTRATIVE & FINANCE MEETING

Thursday, September 13, 2012

7:30 a.m. Room A160

The meeting was called to order by Chairman West at 7:36 a.m.

The meeting was properly noticed.

Present: West, Kotlowski, Djumadi, Babcock, and Sebastiani. Also present: Larson, and Phillippi.

Sherry Kotlowski, Pat Kotlowski present at 8:00 a.m. Discussed Hwy Department Budget, there were no changes.

Bays present at 9:10 a.m. Discussed Treasurer and Real Property Lister Department Budget, there were no changes.

Stuchlak present at 9:30 a.m.

McGhee present. Discussed MIS Budget.

100.20.51450.316 was \$1,500, should be \$90,956

Scott present at 9:50 a.m. Discussed Airport Budget.

100.24.53510.920 was \$11,000, should be \$18,000

100.24.49300 was \$0, should be \$18,000

Gervais present at 9:50 a.m. Discussed Emergency Management Budget, there were no changes.

Johnson present at 10:15 a.m.

McLaughlin present at 10:19 a.m. Discussed Planning & Zoning Budget.

100.45.56400.433 should be \$570

100.45.56400.431 should be \$350

Larson will fix wages for Bremer appropriating from account #56400 levy to the 56155 account.

Helgeson present at 10:40 a.m. Discussed Register of Deeds Budget and Land Information Budget, there were no changes.

Genrich present. Discussed UW Extension Budget.

100.42.49300 was \$64,337, should be \$76,537

100.42.52750.999 was \$0, should be \$10,000

Discussed Surveyor Budget, there were no changes.

Eggebrecht, Nickel present. Discussed Parks Budget.

100.41.55210.214 was \$15,257, should be \$60

100.41.55410.145 was \$0, should be \$24,000

100.41.55420.145 was \$0, should be \$4,500

100.41.55421.121 was \$1,771, should be \$0
100.41.55450.145 was \$0, should be \$11,000
Revenue:
100.41.46719 was \$508,763, should be \$494,798
100.41.46720 was \$336,686, should be \$336,865

Discussed Family Court Budget, there were no changes.

Agenda items postponed:

6. *Discuss and or Act on the posting of the position for the Administrative Assistant position in the AC/DOF office;*
7. *Discuss and or Act on Job Description for the Administrative Assistant/Director of Finance;*
8. *Discuss and or Act on EO Johnson updated proposal and contract;*
9. *Discuss and or act on 2013 Health Insurance Proposal;*
10. *Discuss Woodside Ranch Project updates;*
11. *Discuss and or Act on employee handbook revision;*
12. *Discuss and or Act on proposed New Chester TID;*

Motioned by Kotlowski/Sebastiani to adjourn meeting at 1:12 p.m. Motion carried by unanimous voice vote.

Respectfully submitted,



Cindy Phillippi
Recording Secretary

These minutes have not been approved.

ADMINISTRATIVE & FINANCE MEETING

Friday, September 14, 2012

8:00 a.m. Room A160

The meeting was called to order by Chairman West at 8:02 a.m.
The meeting was properly noticed.

Present: West, Kotlowski, Djumadi, Babcock, and Sebastiani. Also present: Larson, Phillippi.

Wormet, Churas, Roekle present at 8:35 a.m. Discussed Chamber of Commerce Budget.
Grabarski present at 8:50 a.m. Discussed Fair Board Budget.
Daric Smith present at 9:20 a.m. Discussed RIDC Budget.
Lucille Davis present at 10:05 a.m. Discussed Historical Society Budget.

100.73.55491.350 was \$5,000, should be \$3,000.
Discussed Library Budget. Wavrunek present in County Board Room upstairs at 10:40 a.m. Returned to room A160.
Discussed Medical Examiner Budget, present at 11:30 a.m.
100.05.51290.316 was \$21,522, should be \$47,500

Recess: Motioned by Kotlowski/Babcock to take a recess at 12:00 p.m. Motion carried by a unanimous voice vote.

Reconvene: Meeting was called back to order at 1:15 p.m. All present.

Discussed Land & Water Conservation Budget.
100.44.43583 was \$180,564, should be \$175,564
100.44.56185.333 was \$5,000, should be \$0
100.44.56150.420 was \$1,250, should be \$250

Diemert present at 1:50 p.m. Discussed Solid Waste Budget.
Glass is sold to individuals at \$5 a yard.
600.26.53610.422 was \$5,000, should be \$3,000
600.26.53610.422 was \$7,000, should be \$5,000

Discussed Miscellaneous Budget.
100.73.55110.316 was \$2,049, should be \$5,000
100.73.43410 was \$90,655, should be \$81,833
100.73.51510.350 was \$54,200, should be \$52,200
100.73.51932.440 was \$5,000, should be \$3,000
100.73.56706.350 was \$10,000, should be \$8,500
100.74.56700.350 was \$105,000, should be \$100,000

Discussed County Clerk Budget. There were no changes.

Law: Wollin present. Money go forward simplex update, 172 to 167 with video integration portion. No maintenance agreement; won't pay under terms if not approved by end of the month. Sheriff explained Simplex contract, as currently written, will remain until end of September or the savings will not be realized.

Smith, Roeckle present at 4:35 p.m. Discussion on Woodside Ranch Project took place. Bank of Wisconsin Dells is providing more funding which will reduce the amount of initial request. Submitted loan applications. ACEC \$250,000 application, Regional loan fund \$250,000 application.

TID discussion: Concession of the committee is not in favor of the TID in New Chester.

Discussed MIS Budget.

100.20.49300 should be increased by \$89,456 to cover budget adjustments to account 100.20.51450.316

Motioned by Djumadi/Sebastiani to adjourn meeting at 5:25 p.m. Motion carried by unanimous voice vote.

Respectfully submitted,


Cindy Phillippi
Recording Secretary

These minutes have not been approved.

ADMINISTRATIVE & FINANCE MEETING

Tuesday, September 18, 2012

8:10 a.m. Room A160

The meeting was called to order by Chairman West at 8:10 a.m. The meeting was properly noticed.

Present: West, Kotlowski, Djumadi, Babcock, Sebastiani. Also present: Larson, Phillippi.

Motioned by Djumadi/Babcock to amend job title for Administrative Assistant position for Administrative Coordinator Director of Finance office to read Fiscal Coordinator/Support Staff. Also struck Extensive in Qualifications section and start with Experience. Motion carried by unanimous voice vote. Motioned by Kotlowski/Djumadi to post Administrative Assistant position for Administrative Coordinator Director of Finance office. Motion carried by unanimous voice vote.

Excused: West at 10:15 a.m. Sebastiani took over the meeting.

Recess: Motioned by Djumadi/Sebastiani to take a recess at 10:15 a.m. Motion carried by unanimous voice vote.

Reconvene: Meeting was called back to order at 10:20 a.m. Present: Kotlowski, Djumadi, Sebastiani and Babcock.

Discussion and/or acting on the EO Johnson updated proposal and contract was postponed until next agenda.

Motioned by Babcock/Kotlowski to approve the 2013 Health Insurance alternate 3 PPO HRA Proposal. HRA \$250 single/\$400 Family. Deductible \$1000 Single/\$2000 Family in network/out of network. Motion carried by unanimous voice vote.

Motioned by Babcock/Djumadi to approve the revision, Chapter 4, Section 4.01 Holiday Pay in the employee handbook. Fiscal Note: has no financial impact, for administrative purposes only. Motion carried by unanimous voice vote.

McGhee present: U.S. Cellular with state, was a pay as you go, \$3 per month per line. No use, \$.05 per minute. Contract on device is the same, with 2 year option to continue.

Motioned by Kotlowski/Babcock to accept U.S. Cellular service agreement. Motion carried by unanimous voice vote.

Present: West at 11:45 a.m.

Wavrunek present to discuss Children's Services Position for Library. This position with full benefits runs approximately \$56,500 annually. No action taken.

Next agenda item: Discuss and or act on EO Johnson updated proposal and contract.

Motioned by Kotlowski/Djumadi to adjourn at 1:45 p.m. Motion carried by unanimous voice vote.

Respectfully submitted,


Cindy Phillippi

Recording Secretary

These minutes have not been approved

ADMINISTRATIVE & FINANCE MEETING MINUTES

Friday, October 12, 2012

1:00 p.m. Room A160

Meeting was called to order by Chairman West at 1:10 p.m. The meeting was properly announced. Roll call: Babcock, Djumadi, and West. Excused: Kotłowski, Sebastiani. Also present: Phillippi.

Motioned by Djumadi/Babcock to approve the agenda. Motion carried by unanimous voice vote.

Public Participation: None

Correspondence: None

Administrative Coordinator/Director of Finance discussion on office activity, update 4 applicants and preparing for audit.

Contingency Fund/General Fund balance:

Act 10 potential changes on health insurance.

Sales tax revenue was \$1,259,469 should be \$1,184,469

420.73 \$296,644

Contingency

100.75 \$708,000

Hwy Department

100.00.49230 should be \$510,000

700.25.53310.370 \$2,933,370

260.25.53310.370 \$3,067,388

Both increased by \$154,371

Health & Human Services

240.38.49300 \$458,280

240.38.59240 \$458,280

Capital transfer to

100.12.51630.920 was \$16,600, should be \$26,600 – increase \$10,000 for Top Caps

100.12.51630.420.73 transfer in \$303,909

100.47.56110.920 \$50,000

100.12.51630.920 \$120,000

100.00.49230 R \$680,000

300.70.59210 E \$680,000

Need Child Support Department adjustment to overtime and on-call as overtime includes retirement, on-call does not.

September's cash reconciliation was handed out.

Motioned by Djumadi/Babcock to approve check register. Motion carried by unanimous voice vote.

McGhee present at 1:20 p.m. Discussion on MIS Department. McGhee attended a Conference on Governmental Information Processing, what others have been doing. She has spent 5 days at Health & Human Services moving computers and setting them up. There is plenty more to do. McGhee handed out financial report explained a journal entry needed to be made otherwise everything was fine. RMM spoke with Rome Solarus to do something about the email that was bouncing from their side. Not sure if their system is running yet. We can send email to them, they can receive ours. Wants to use an on-call clerical position from position vacancy. Money is in wages currently. Motioned by Babcock/West to use an on-call worker for light duty until caught up with filing. Motion carried by roll call vote. Voting yes, Babcock, West. Voting no, Djumadi. Union Technology Cooperative. RMM increased their services from 2 to 4 days per month.

CDBG meeting went ok.

State built the program, it does not mesh with how county's do business. There are concerns about the availability of 3rd party administrator to assist our people with application.

Excused: Treasurer Department tax deed property update, financial report and office activities.

Hillbert Communications resolution is not here yet. Barid Company is taking bonds to Market Financial Analyze Roll up of our 2012.

Next meeting date set for November 9th at 1:00 p.m. Agenda items: Discuss and/or act on Hillbert Communications resolution for bonding.

Present: Sebastiani at 3:00 p.m.

Motioned by Djumadi/Babcock to adjourn at 5:06 p.m. Motion carried by unanimous voice vote.

Respectfully submitted,



Cindy P. Illippi
Recording Secretary

These minutes have not been approved.

Adams County Airport Commission
Minutes for the October 8, 2012 Meeting

Call to Order: Meeting was called to order by Chairman B. Miller at 7:00PM.

Roll Call: J. Kotlowski, J. Reuterskiold, M. Bourke, B. Miller and S. Pollina. Also in attendance was M. Scott, airport manager, and S. Sundsmo, grounds keeper.

Audience: Mike Hartz, hangar owner, and arriving late, Edgar Eppler

Was the meeting properly announced? Yes

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

Approve the Minutes for September 10, 2012: Motion by Bourke, Second by Reuterskiold to approve the minutes. All voted aye, motion carried.

Airport Managers Report:

Correspondence:

Scott reported that he had talked with Vernon Black from ECI, the sponsor for the power line project that will increase the height of the poles to within the airport's height zone. Mr. Black was reminded that written permission would be required and after exchanging contact information said he would send a letter with the request. He was informed no action would be taken until the next commission meeting on the 2nd Monday of November.

Financial/Review Monthly Check Summary:

Scott produced the financial statements for September indicating that with 75% of the year having taken place there are three categories that exceed that amount. Health Insurance continues to exceed its budgeted amount with it currently at 82.5% of budget and Contracted Services at 79.04%. The former will end the year over budget but is a very small amount that will tend to be absorbed by any type of line item overage. Likewise, Contract Services should be absorbed within the budget over the next three months. One line item, however, will not be absorbed by the budget and that is capital improvements which was cut by finance requiring the airport to use carry over for operating costs.

Scott also reported that revenue was down due to low fuel sales and one lease remains unpaid. The hangar owner has been reminded of the delinquent rent policy.

Fuel Report:

Fuel sales continue to be very soft. Scott produced a summary of quarterly fuel tax returns over the past 12 years which provided comparisons quarter to quarter and year to year. The summary indicated the best year in fuel sales was 2006

Adams County Airport Commission
Minutes for the October 8, 2012 Meeting

(38,150 gallons) and the worst year being last year, 2011 (12,413 gallons). The current year, 2012, looks to be even worse than 2011 with 35% less gallons sold the first two quarter of 2012 than in 2011.

Residential Through-the-Fence Access Plan (RTTF):

Scott reported that a study of RTTF's has been commissioned with the purpose of developing a guidebook for managing RTTF operations. Scott has contacted a representative of Aviation Management Consulting Group that has been given the task of compiling data and will furnish whatever documents they request.

Current Airport Improvement Plan – Update:

The airport was closed on 10/1/2012 and the runway replacement is going well with blacktopping expected to begin on Wednesday, weather permitting. Shortly thereafter will be replacement of the top soil and temporary markings. It is expected that the airport will be reopened no later than the evening of the 18th of October.

Review and Approve on Airport Budget 2013 Budget

Scott reported that the night before his meeting with Finance the project engineer finalized the cost estimates and sponsors share for the second phase of the runway replacement in 2013. The proposed budget included \$11,000 for preventative maintenance to asphalt surfaces. To cover the \$18,000 sponsor share of the projects phase 2, Scott requested an additional \$7,000 from carry over which Finance agreed to. No action was needed from the airport commission.

Review and Approve Airport Grounds Keeper/Maintenance Job Description

Scott reminded the commission of the county policy to review job descriptions every two years. The grounds keeper description was adopted just last year (2011) and still effectively described the job so Scott recommended no changes.

Motion by Bourke, Second by Pollina, to approve the Grounds

Keeper/Maintenance Job Description as it was presented with no changes. All voted aye, motion carried.

Review and Approve Airport Managers Job Description

Scott produced the airport manager's job description and an older agreement for fuel manager, both outline the current job of the airport manager. The fuel management agreement has not been reviewed or revised since 1999 and Scott wants to consult with personnel for possible revision.

Motion by Reuterskiold, Second by Kotlowski to accept the managers report. All voted aye, motion carried.

Adams County Airport Commission
Minutes for the October 8, 2012 Meeting

Grounds Keeper Report:

Sundsmo reported the equipment is being converted from grass cutting to snow removal. All is in working order with nothing new to report.

Motion by Pollina, Second by Reuterskiold to accept the groundskeepers report. All voted aye, motion carried.

Audience Comments: None

Next meeting set for November 5, 2012 at 7PM at the Welcome Center.

There being no further business a motion was made by Bourke to adjourn. Second by Kotlowski. All voted aye, motion carried. Meeting was adjourned at 7:25 PM.

Respectfully Submitted,



Michael L. Scott
Airport Manager

ADAMS COUNTY
BOARD OF ADJUSTMENT
MONTHLY MINUTES:
SEPTEMBER 19, 2012

On Wednesday September 19, 2012 at 9:30 A.M. Chairman Ivan Morrow called the Adams County Board of Adjustment meeting to order with the following members present; Cathy Croke, Secretary; Robert Beaver, Tom Feller and Robert Benkowski. Others present were: Phil McLaughlin, Zoning Administrator and Cathy Allen Recording Secretary. Was this meeting properly announced? Phil McLaughlin stated that it was. Public Hearings: Richard Buckminster – Special Exception Permit request under Section 3-3.03 of the Adams County Comprehensive Zoning Ordinance to allow a the construction of a residential accessory building without a primary structure in an A1 Exclusive Agriculture District on property located in the NE ¼, NW ¼, Section 16, Township 14 North, Range 6 East on Hwy Q, Town of Dell Prairie, Adams County, Wisconsin. Tom Feller made a motion to grant the Special Exception Permit. Cathy Croke seconded the motion. Discussion followed. Roll Call Vote: 5 – Yes. Motion carried. Hans Juergen Lang – Appeal under Section 4-6.05 of the Adams County Comprehensive Zoning Ordinance to Administrative action in which an Order for Correction was issued for a fence/structure constructed in violation of Section 3-4.04(A) (E) exceeding height limit and constructed without a permit; and Section 5-6B.04(B) road setback, on property located in the SW ¼, SE ¼, Section 30, Township 18 North, Range 6 East, at 1776 13th Drive, Town of Preston, Adams County, Wisconsin. Mr. Lang was present with a representative from the law Firm of Boardman & Clark, LLP. Pictures were presented. Owner stated that the fence was needed because of thefts that had occurred from his property. He also stated that he was responsible for marking the property line for the contractor. It was pointed out that if the owner would have checked to see if a permit was required, he would have been made aware of the road setback requirements and height limitations, and would not be in this situation. Discussion was held regarding power company and telephone easements. Mr. McLaughlin stated that the Board's objective today was to decide if the Order for Correction issued by him was to be upheld in its entirety or not. Discussion was held. Bob Beaver made a motion to postpone the decision for sixty (60) days, to allow the appellant more time to explore other avenues of possible correction. Cathy Croke seconded the motion. All in favor. Motion carried.

Robert Benkowski was excused from the remainder of the meeting at 10:20 A.M.

Ronald & Barbara Von Haden – After the Fact Variance request to Section 10-4B.01(C) & (F) of the Adams County Shoreland, Wetland and Habitat Protection Ordinance to allow a garage that was constructed without permits to remain at 33' from the centerline of A Street and 2 ½ ft. from the side lot line on property located in the NW ¼, SE ¼, Section 18, Township 19 North, Range 5 East, Lots 4-13 of Roberts Subdivision, NKA Lot 1 of CSM 4533 at 1945 Bighorn Drive, Town of Monroe, Adams County, Wisconsin. (Required setbacks are 63' from centerline and 10" from side lot line.) Discussion was held regarding the lack of a building permit and required setbacks. Dwaine Hays, Chairperson for the Town of Monroe informed the Board that although the town does not issue permits for garages/accessory buildings, the setback for a dwelling is 33' from the center of the road and probably would have objected to the less than 10' side lot setback. Cathy Croke was surprised that Hartje didn't ask to see the building permit. Discussion followed. Bob Beaver made a motion to do a site visit of the property. Cathy Croke seconded the motion. It was decided that the on-site would be on October 17, 2012 at 8:45 A.M., with Public Hearings to follow. Roll Call Vote: 4 – Yes. Motion carried. Dale J Haddon – Appeal under Section 4-6.05 of the Adams County Comprehensive Zoning Ordinance to Administrative action in which the petitioner was directed to stop renting property out on a temporary basis (Defined as renting to a party for a period of

BOARD OF ADJUSTMENT
MONTHLY MEETING
September 19, 2012
Page #2

thirty (30) continuous days or less.) located in the NE ¼, NW ¼, & Pt of the SE ¼, NW ¼, Section 29, Township 14 North, Range 7 East, at 562 Golden Ct., Town of New Haven, Adams County, Wisconsin. Phil McLaughlin informed the Board of the lengthy process it has taken to get to this point with the Haddon's. Starting with a complaint from the township and neighbors as to problems caused by short term renters, to a previous Appeal to the Board of Adjustment, an application for a Conditional Use before the Planning & Zoning Committee, (which was determined not allowed because it was not listed as a CUP per case law) to a letter telling them that they can no longer rent the property on a temporary basis, because they could not provide written proof of rental prior to 1998 when the Town of New Haven adopted County Zoning. Mr. Haddon produced affidavits from people stating that they rented the property prior to 1998. Mr. McLaughlin verified with Corporation Counsel that those affidavits were not a legal form of proof. Bob Beaver made a motion to uphold the Zoning Administrator's decision. Tom Feller seconded the motion. Roll Call Vote: 4 – Yes. Motion carried.

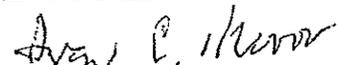
Minutes: Phil McLaughlin presented the Board with the minutes from the August 15, 2012 Board of Adjustment meeting for their review. Cathy Croke made a motion to approve the minutes as presented. Ivan Morrow seconded the motion. All in favor. Motion carried

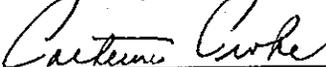
Correspondence: None.

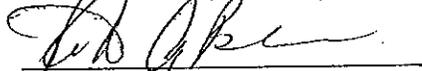
The next Board of Adjustment meeting will be on October 17, 2012 with an onsite at the Ronald Von Hadon property located at 1945 Bighorn Drive, Town of Monroe, with Public Hearings to immediately follow at the Courthouse, Room A260.

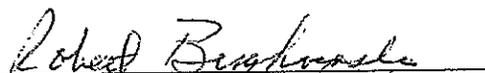
Bob Beaver made a motion to adjourn. Ivan Morrow seconded the motion. All in favor. Motion carried.

ADJOURNED: 11:34 A.M.

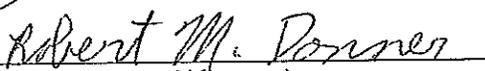

Ivan Morrow, Chairman


Catherine Croke, Secretary


Robert Beaver


Robert Benkowski


Tom Feller


Robert Donner (Alternate)

Cathy Allen, Recording Secretary



MEETING MINUTES

Central Wisconsin Community Action Council, Inc. Board Meeting Proceedings

Meeting Date: August 22, 2012

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

Board Members:

Present: Bill Gomoll, Diane England, John Atkinson, Bob McClyman, Denise Herbst, Muriel Harper, Dave Singer, Charlie Krupa, Kristine Koenecke, and John Earl

Absent: Sandy Wormet, Scott Beard, Jim Layman, John Wenum, and Joan Smoke

Unexcused Absence: None

Staff Present: Craig Gaetzke, Susan Tucker, Lisa Williams, Michelle Waltemath, and Donna Lynch

Guests: None

Opening

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

Motion was made by Bill Gomoll to adopt the August 22, 2012 meeting minutes. Seconded by Dave Singer. Passed unanimously. MOTION CARRIED.

After the Pledge of Allegiance, John Earl asked all to remain standing to observe a moment of silence to honor those men and women serving in our armed forces around the world. John welcomed guests Craig Gaetzke, Susan Tucker, Lisa Williams, and Michelle Waltemath.

2. President Comments

John mentioned that Rolan's Senior Village in Necedah is on standby. He acknowledged the importance of board member attendance at committee meetings. The agency received a very generous donation of \$20,900 from Dodge County Habitat for Humanity. Board training held in July was very informative with Dick Schlimm, former WISCAP Executive Director as our trainer. We had an excellent 2011 Financial Audit and have had no findings since 2001; John commended Fred and the staff for this great accomplishment. The Portage office purchase is an item for discussion today.

3. Executive Director's Report

Fred mentioned it has been ten years since the grand opening of our Wisconsin Dells building; we plan to commemorate the event at our February or April board meeting. He thanked board members for their support and participation in setting the course for the agency. Board and staff will be recognized with longevity awards today; long-time staff members recognized in the past included Georgene Rasmussen, Chris Utley, and Dan Cole each with 25 years of service. Fred recently attended the WISCAP Executive Director retreat in Trego which is a good time to exchange information with other Directors about programs and budgets. Our Experience Works person in Mauston, Lil, has been with us a number of years assisting with Energy Assistance and has been a true asset to our organization. Fred shared a letter from Experience Works thanking us for our support of their organization. The Medical/Dental Clinic in Prairie du Sac is progressing well.

Motion was made by Bill Gomoll to approve the Executive Director's Report of August 22, 2012. Seconded by Diane England. Passed unanimously. MOTION CARRIED.

4. Budget & Finance Report

Michelle presented the June 30, 2012 Budget & Finance Report. The Statement of Financial Position reflected total assets in the amount of \$8,415,921 and total liabilities in the amount of \$4,134,085. The Statement of Revenues & Expenditures reflected total operating revenue in the amount of \$2,546,657 and total expenditures in the amount of \$2,578,577.

Motion was made by Bob McClyman to approve the Executive Director's Report of August 22, 2012. Seconded by Charlie Krupa. Passed unanimously. MOTION CARRIED.

5. Committee Reports

a. PBP Committee

Bill Gomoll asked board members to review the PBP Committee report of July 13, 2012. Bill Gomoll called the meeting to order and roll call was taken with four members present. Motion passed by unanimous vote approving the agenda and minutes of the June 8, 2012 PBP Committee meeting. Ed presented the report on buildings maintenance and repairs; Adams dock retaining wall completed; Wisconsin Dells rental space fully occupied; and after discussion of hail damage to Wisconsin Dells building, motion passed by unanimous vote accepting repair of siding on west side of building including aluminum fascia and gutters with roof repair as needed. Fred reported on

the Portage Property progress. Fred reported the grants for Rolan's Senior Village were submitted. WISCAP will be contracting with a seven agency consortium to receive a Rural Business Enterprise Grant to help start-up businesses which may provide an additional \$15,000 for Chuck to assist businesses. Bill Gomoll reported on some firewall design changes for Rolan's Senior Village which expands the building by eight feet. Fred reported a generous donation of \$20,900 from Dodge County Habitat for Humanity. We are close to completion of the Land Use Restriction Agreements for our NSP homes. Board Training will take place on Wednesday, July 25th at 10:00 am at CWCAC. The next meeting will be held on August 10, 2012.

No quorum - no report for the PBP Committee meeting of August 10, 2012. Ed provided an informal report on buildings maintenance and repairs.

Fred reported there will be a delay in State funding for Rolan's Senior Village due to their request for further budget information and stipulation that we receive the Federal Home Loan Bank grant with notification in November. Groundbreaking will be delayed until March of 2013.

Motion was made by Kristine Koenecke to accept the PBP Committee reports of July 13, 2012 and August 10, 2012. Seconded by John Atkinson. Passed unanimously. MOTION CARRIED.

b. EPF&A Committee

John Earl asked board members to review the EPF&A Committee report of July 13, 2012. John Earl called the meeting to order and roll call was taken with five members present. Motion passed by unanimous vote approving the agenda and minutes of the June 8, 2012 EPF&A Committee meeting. Motion was made by Dave Singer to approve Jim Layman as fifth member of the EPF&A Committee. Seconded by Bill Gomoll. Motion carried by unanimous vote. Fred reported on Personnel issues; Diane Jepson laid off on July 1st; Weatherization employee, Heidi Puhl laid off at end of July; backup personnel are being considered for Susan Halbach in Weatherization. Committee members discussed the positive 2011 Financial Audit results. Michelle presented the July 2012 Finance Report indicating property vacancies at each of our buildings. Fred reported on the Portage Property progress. Fred reported the grants for Rolan's Senior Village were submitted; the State requested additional information and indicated that funding is still available. WISCAP will be contracting with a seven agency consortium to receive a Rural Business Enterprise Grant to help start-up businesses which may provide an additional \$15,000 for Chuck to assist businesses. Two of our Revolving

Loan Fund businesses have been turned over to a collection agency; Intouch Shipping and Spincutters. We also assisted Glenville Timberwrights in Baraboo and they are currently making interest payments. The 13th Annual Golf Classic was a success netting \$12,653. Fred mentioned the Staff Voluntary Contribution Fund which has helped staff and board members over the years and is currently well over \$10,000. The next meeting will be held on August 10, 2012.

John Earl asked board members to review the EPF&A Committee report of August 10, 2012. John Earl called the meeting to order and roll call was taken with four members present. Motion passed by unanimous vote approving the agenda and minutes of the July 13, 2012 EPF&A Committee meeting. Fred reported on Personnel issues. Michelle presented the August 2012 Finance Report. Fred reported on the Portage Property progress with the appraisal coming in at \$205,000. The building is being offered at \$145,000; we would borrow \$155,000 allowing \$5,000 for roof repairs and other repairs necessary to prepare more rental space. We would not apply for property tax exemption with the City of Portage. Concerns were expressed about purchase of the property; however after discussion motion was made by Dave Singer to move forward with purchase offer of the Portage Office Building in the amount of \$155,000. Seconded by Jim Layman. Motion passed with three votes for and one abstain. Motion was made by Jim Layman to move forward with the Lending Resolution to borrow \$155,000 from Forward Community Investments for purchase of the Portage Office Building. Seconded by Dave Singer. Motion passed with three votes for and one abstain. Fred provided an update on the HOME Grant for Rolan's Senior Village. A summary of our Business Revolving Loan Funds was presented. One of the loans was paid off at a reduced rate and Fred is working with Glenville Timberwrights offering to reduce their loan if they pay it off sooner. We are working with Federal Home Loan Bank to receive our \$85,000 grant for Holly Heights. The Land Use Restriction paperwork has been completed for the Neighborhood Stabilization Program homes. Committee members reviewed the board training evaluation results. Board and staff member longevity awards will be presented at the August Board Meeting. We are working on the filling the last two vacancies at Wyona Lake Apartments. The next meeting will be held on September 21, 2012.

Motion was made by Charlie Krupa to accept the EPF&A Committee reports of July 13, 2012 & August 10, 2012. Seconded by Muriel Harper. Passed unanimously. MOTION CARRIED.

6. Program Reports

- a. Weatherization
- b. Homeless
- c. Hunger Reduction
- d. Employment & Training
- e. Business Development

Program Reports were distributed in the Board Meeting Packets for review prior to the meeting. Craig Gaetzke reported on the Weatherization contract closeout as of the end of June. We will not quite spend out the contract with a limited amount of funding being turned back in to the State to be redistributed throughout all State WX contracts. There were a total number of 220 freezers, 184 furnaces, 93 water heaters, and 247 windows installed to date. Susan Tucker presented the Homeless Unit Report. We continue to operate with less federal funding assistance as no FEMA funds have been received. We are working with United Way funding and the Transitional Housing Program contract which began August 1st; administration funding for the 2013/2014 contract will go up slightly, from 5% to 7%, in the coming year. New Beginnings Homeless Shelter is continuing to serve homeless families and individuals in Beaver Dam. Lisa Williams presented the Hunger Reduction Program Report. In June 2012 there was a 2% decrease in households served, a 4% decrease in donated and/or purchased foods, and a 35% decrease in USDA commodities. In July 2012 there was a 2% decrease in households served and an 11% increase in donated and/or purchased foods. We currently have 121 Section 8 vouchers over four counties. Lisa encouraged board members to participate in the Holiday Train event.

Motion was made by Dave Singer to accept the Weatherization, Homeless, Hunger Reduction, Employment & Training, and Business Development Reports of August 22, 2012. Seconded by Diane England. Passed unanimously. MOTION CARRIED.

7. Old Business

None

8. New Business

Motion was made by Bob McClyman to approve the EPF&A Committee recommendation of appointing Jim Layman, elected official representing Dodge County, as 5th member of the EPF&A Committee for the 2012-2013 term. Seconded by Kristine Koenecke. Passed unanimously. MOTION CARRIED.

Board members discussed motion to approve purchase of Portage Office building which reads "The Board of Directors of Central Wisconsin Community Action Council, Inc. approves the Executive, Personnel, Finance & Audit Committee recommendation of submitting a Purchase Offer for the Portage Office Building in the amount of \$155,000; purchase price of \$145,000 with \$5,000 for roof repair and \$5,000 for other repairs necessary to prepare more rental space." Board members discussed amending the motion from purchase offer price of \$155,000 to \$145,000. Concerns were expressed regarding purchase of the Portage Office building and recommendation was made for no vote on the motion. After further discussion, motion was made by Dave Singer to call for a ballot

vote. Seconded by Kristine Koenecke. Before casting the ballot vote, Fred asked board members to review the appraisal ordered by Forward Community Investments including revenues and expenses of the property. Motion was made by Charlie Krupa to table the motion and Lending Resolution regarding purchase of the Portage Property and redirect them to the next EPF&A Committee meeting for further review. Seconded by Bob McClyman. Passed unanimously. **MOTION CARRIED.**

John Earl presented the 2012 Board Member Longevity Recognition Award for Joe Garvin and plaque which reads, "CWCAC, Inc. recognizes your contribution as a dedicated Board Member, exceptional performance of service, and strong support of the agency and its mission to help those in need. Your commitment to the agency will forever be remembered." Board members called Joe on the phone to present his recognition awards and offered their best wishes. Certificates were also presented to Muriel Harper, Jim Layman, and John Atkinson for ten years of service and Kristine Koenecke for five years of service.

John Earl presented the 2012 Employee Longevity Recognition Awards. Certificates were presented to Kathy Radcliff for 15 years of service; Lisa Williams and Susan Vanderloop for ten years of service; and Sara Jesse and Lily Ana Palacios for five years of service.

John Earl recognized Mike Johnson with the "Friend of the Agency" Certificate which reads, "CWCAC, Inc. hereby recognizes Mike Johnson as a friend of the agency for his outstanding support, exceptional performance of service, and dedicated commitment of enhancing our cause and promoting our mission to help those in need.

9. **Next Meeting**

Wednesday, October 24, 2012 @ 10:00 a.m.

10. **Adjourn**

Dave Singer made a motion to adjourn. Seconded by Bob McClyman. Passed unanimously. **MOTION CARRIED.**

ADAMS COUNTY BOARD OF SUPERVISORS MEETING MINUTES
Adams County Board Room, October 16, 2012 6:00 p.m.

The meeting was called to order by the Chairman West at 6:00 p.m.

The meeting was properly announced. There was a moment of silence followed by the pledge.

Roll Call of Supervisors: Dist. #01-Glenn Licitar; Dist. #02-Diane England; Dist. #03-Larry Babcock; Dist. #04-Al Sebastiani; Dist. #05-Jerry Kotlowski; Dist. #06-Dean Morgan; Dist. #07-Joseph Stuchlak; Dist. #08-James Bays; Dist. #09-Patrick Gatterman; Dist. #10-Jake Roseberry; Dist. #11-Robert Eggebrecht; Dist. #12-Heidi Roekle; Dist. #13-Florence Johnson; Dist. #14-Marjorie Edwards; Dist. #15-Jack Allen; Dist. #16-Bill Miller; Dist. #17-Lori Djumadi; Dist. #18-John West; Dist. #19-Terry James; Dist. #20-Paul Pisellini; (SAYL students excused)

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

Motioned by Eggebrecht/Licitar to approve the September 18, 2012 minutes, (correcting West to Johnson). Motion carried by unanimous voice vote.

Public Participation: Baldweg announcement of Representative to the Assembly, District 41.

Claims: Claims were read.

Correspondence: Letter from Ms. Bakovka in support of Child Librarian position.

Appointments: Motioned by Miller/Licitar to appoint to LEPC: Terry Fahrenkrug, Chief Deputy, as a Law Enforcement Representative and Nick Segina as a broadcast media representative. Motion carried by unanimous voice vote.

Unfinished Business: None

Reports and Presentations:

Janet Wimmer came forward to recognize Thomas Charles for 25 years of service. Administrative Coordinator/Director of Finance report was given. A presentation was given by Daric Smith, RIDC. Health & Human Services received a Certificate of Achievement for 1 year service of commitment to improving the quality of drug and alcohol treatment services. Adams County received a Certificate of Honorable Mention from the National Association of Counties for their entry to raise public awareness of county government. Janet Wimmer gave a Health & Human Services Department overview.

Resolutions:

Motioned by Allen/Djumadi to adopt **Res. #65, 66, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87 and 88**, excluding **Res. #67**, to Sell County Advertised Tax Foreclosure Property. Motion to adopt Res. #65, 66, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88 carried by roll call vote, 20 yes.

Res. #67: Pulled

Res. #89: Motioned by Sebastiani/Djumadi to adopt Res. #89 to amend the Adams County Employee Handbook, Chapter 4, Section 4.01-Pay Schedule, to define the term "holiday." Motion to adopt Res. #89 carried by roll call vote, 20 yes.

Res. #90: Motioned by Eggebrecht/Johnson to adopt Res. #90 to authorize an additional 225,000-ton of material to be mined from the Seven Sisters Pit during calendar year 2012-2013. This material will be specifically used for development projects and the reconstruction of roads within Adams County, primarily CTH G. Motion to adopt Res. #90 carried by roll call vote, 20 yes.

Res. #91: Motioned by Djumadi/Pisellini to adopt Res. #91 to recognize Mandy Stanley as she leaves the Youth Services Division of the Adams County Health & Human Services Department and honor her 13 years of conscientious and dedicated service to Adams County. Motion to adopt Res. #91 carried by roll call vote, 20 yes.

Res. #92: Motioned by Djumadi/Roekle to adopt Res. #92 to provide approval of a limited guaranty by Adams County

for Midwestern Disaster Area Bonds and/or taxable notes for Woodside Sports Complex Project to finance a project consisting of development of sports complex fields and related amenities. The Adams County guaranty shall not exceed \$3,000,000. Motioned by James/Allen to *amend* Res. #92 intent and synopsis striking ~~described~~, insert described, #7 striking ~~negotiate and draft~~, insert edit, striking ~~approve~~, insert review, striking ~~the~~ and #9 insert shall. Motion to *amend* Res. #92 carried by roll call vote, 20 yes. Motion to adopt *amended* Res. #92 failed by roll call vote 18 no, 2 yes. Voting yes, Roekle/West.

Recess: Motioned by Eggebrecht/Johnson to take a recess at 7:50 p.m. Motion carried by unanimous voice vote.

Reconvene: Meeting was called back to order by Chairman West at 8:02 p.m. All present.

Res. #93: Motioned by Licitar/Djumadi to adopt Res. #93 support Legislation requiring online-retailers collection of Wisconsin Sales Tax. Motion to adopt Res. #93 carried by roll call vote 19 yes, 1 no. Voting no, Allen.

Res. #94: Motioned by Kotlowski/Djumadi to adopt Res. #94 to enter into a new two (2) year service agreement with U.S. Cellular for Cellular Service for Adams County. Motion to adopt Res. #94 carried by roll call vote, 20 yes.

Ordinance:

Ord. #8: Motioned by Sebastiani/James to enact Ord. #8 Ordinance Amending Adams County Floodplain Ordinance No. 12-2008 Incorporating Ayres Associates Dam Hazard Assessments For Fawn Lake Dam, McGinnis Lake Dam And Peppermill Lake Dam. Motion to enact Ord. #8 carried by roll call vote, 20 yes.

Denials: None

Petitions: None

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

Motioned by Djumadi/Edwards to approve per diem and mileage. Motion carried by unanimous voice vote.

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

Set next meeting date: November 20, 2012 at 9:30 a.m.

Motioned by Roekle/Djumadi to adjourn at 8:10 p.m. Motion carried by unanimous voice vote.

Respectfully submitted,



Cindy Philippi
Adams County Clerk

These minutes have not been approved.

Executive Committee Meeting
October 9, 2012 – 8:00 a.m. - Conference Room A-260

John West, Chair, called the meeting to order at 8:05 a.m. The meeting was properly announced.

Members of Executive Committee present: John West, Al Sebastiani, Jack Allen, Florence Johnson, and Larry Babcock.

Others present: Trena Larson, Administrative Coordinator/Director of Finance; Attorney John R. "Jack" Albert; Marcia Kaye, Personnel Director; Diane Heider, Legal Assistant, Recording Secretary; Supervisor Lori Djumadi; and HHS Director Janet Wimmer.

Motion by Sebastiani, seconded by Johnson, to approve the Agenda. Motion carried by unanimous vote.

Motion by Allen, seconded by Babcock, to approve the Minutes of the September 7, 2012 Executive Committee meetings. Motion carried by unanimous vote.

There was no public participation. There is no new correspondence.

Discussion was held regarding approval of reclassification of Health & Human Services Aging Director position at Grade 11, to an ADRC Manager (Director) at Grade 12. **Motion by Babcock, seconded by Allen to approve reclassification of Health & Human Services Aging Director position at Grade 11, to an ADRC Manager (Director) at Grade 12. Motion carried by unanimous vote.**

Discussion was held regarding hiring an ADRC Manager (Director) at a wage step other than the starting rate. **Motion by Babcock, seconded by Allen to approve Personnel Director hiring an ADRC Manager (Director) at a wage step other than the starting rate (Grade 12, Step 6). Motion carried by unanimous vote.**

Discussion was held regarding recommended changes to the Employee Handbook. Kaye and Larson will work together on clarifying PGAP and/or Employee Handbook language to be presented to the County Board regarding:

- (1) use of vacation leave to extend bereavement leave in special circumstances;
- (2) clarification of taxable/nontaxable meal reimbursement per IRS mandates;
- (3) clarification of the criteria and process for an employee to be approved for additional employment outside of Adams County government; and
- (4) clarification of who may attend and conduct the hiring interviews.

Larson will draft a proposed Resolution clarifying that, **if a payday falls on a holiday recognized by the Federal Reserve, the employee will receive their payroll on the day prior to the holiday.** Holiday Pay may be presented at the November Board Meeting. Larson may also incorporate the proposed changes above in a combined Resolution for presentation to the County Board.

Jack Albert presented Corporation Counsel Department monthly report including department representation, court actions, case load, and office management. Albert was excused at 9:37 a.m. to attend Circuit Court.

9:37 a.m. **Motion by Sebastiani, seconded by Allen**, to take a five-minute recess. **Motion unanimously carried.** Chair West called the meeting back to order at 9:44 a.m.

Larson presented the monthly Administrative Coordinator/Director of Finance report.

- AC/DOF office is working via committee to plan the Veterans Day event.
- AC/DOF is working with Deb DeWitt of Wisconsin Counties Mutual regarding Safety and Compliance, and moving forward.
- AC/DOF office has been working with WEA Trust to complete applications and employee educational sessions.
- Four open records requests have been processed.
- EO Johnson managed print services was discussed with IT Technical Support. Hopefully it will be activated approved and implemented prior to January 1st as it will result in significant savings.
- Upcoming: AC/DOF Skyward training.
- Rapid Learning Instruction on-line 5-8 minute video training is available to managers until 12/31/2012. There are approximately 50 topics to choose from. It has not been budgeted for 2013 however departments are able to utilize printouts from these models in 2013. Department Heads have chosen 2 topics per month which will be discussed at the Department Head meetings.
- Larson discussed cross-training of AC/DOF department employees.

Marcia Kaye presented the monthly Personnel Department report and distributed a handout describing new hires, transfers, and worker's compensation claims.

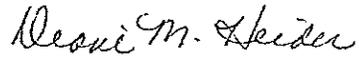
- Job descriptions have been dispersed to department heads for update and revision; descriptions will hopefully go to the oversight Committees by next month; then on to Wipfli.
- Kaye is working on responding to an open records request.
- Sheriff's department employees are now required to have less than 200 hours in their vacation bank by the end of this year. Kaye is working with employees that have large banks to make sure they use excess time so as not to lose any.

Motion by Babcock seconded by Allen, to approve September and October vouchers. **Motion unanimously carried.**

Action items for next meeting: (1) Discuss and/or act on Resolution to clarify certain sections of the Employee Handbook; (2) Discuss and/or act on proposed job description changes in conjunction with the Wipfli study.

The next meeting is scheduled for **November 13, 2012 at 8:30 a.m.** John West will be excused from attending. **Motion by Allen, seconded by Sebastiani,** to adjourn the meeting at 10:0 a.m. **Motion carried by unanimous vote.**

Respectfully submitted,



Diane Heider

Recording Secretary



Extension Committee

Minutes of Meeting

September 11, 2012 @ 1:00PM

Adams County Community Center

569 N. Cedar Street, Extension Conference Room 123

Adams, WI 53910

1. **Call to Order:** Meeting was called to order at 1:02 p.m. in Room 103, Adams County Community Center by Committee Chair, Florence Johnson.
2. **Roll Call: Board Members:** Florence Johnson, Diane England, Jack Allen, Glenn Licitar and Joe Stuchlak – Present.
Extension Staff: Don Genrich, Jennifer Swensen, Theresa Wimann and Linda Arneson – Present. Mary Ann Schilling was excused.
3. **Was the Meeting Properly Announced:** Yes
4. **Agenda Approval:** Motion by Licitar and Second by Allen to approve agenda. Motion carried.
5. **Approve Minutes:** Motion by Stuchlak Second by England to accept minutes of the Extension Committee Meeting of August 14, 2012 as presented. Motion carried.
6. **Public Participation:** None
7. **Communication:** None
8. **Items for Action or Discussion:**
 - a) **Review and Place on File Monthly Reports of Donald Genrich, Jennifer Swensen, Mary Ann Schilling and Theresa Wimann:** Committee discussed the monthly reports. Motion by Allen Second by Stuchlak to place Monthly Reports on file. Motion carried.
 - b) **Review Calendars of Extension Education Staff:** Committee reviewed September calendars for all education staff.
 - c) **Review Check Summary and Financial Statement for August 2012:** August 2012 Check Summary and Financial Statements were reviewed. Motion by Allen Second by Stuchlak to place August 2012 Check Summary and Financial Statements on file. Motion carried.
 - d) **2013 Budget:** Committee advised that Johnson and Genrich are scheduled to meet with Admin/Finance Committee to review the proposed Extension Budget on September 13th.
 - e) **Out-of-State Travel Resolutions:**
 - Genrich advised Committee that he would not be requesting authorization to travel to Ohio in October.

Your county
extension office



UW
Extension
Cooperative Extension
Adams County

Extension Committee

Minutes of Meeting

October 9, 2012 @ 1:00PM

Adams County Community Center

569 N. Cedar Street, Extension Conference Room 123

Adams, WI 53910

1. **Call to Order:** Meeting was called to order at 1:02 p.m. in Room 103, Adams County Community Center by Committee Chair, Florence Johnson.
2. **Roll Call: Board Members:** Florence Johnson, Jack Allen, Glenn Licitar and Joe Stuchlak – Present. Diane England – Excused.
Extension Staff: Don Genrich, Jennifer Swensen, Mary Ann Schilling, Theresa Wimann and Linda Arneson – Present.
3. **Was the Meeting Properly Announced:** Yes
4. **Agenda Approval:** Motion by Stuchlak and Second by Allen to approve agenda. Motion carried.
5. **Approve Minutes:** Motion by Licitar Second by Stuchlak to accept minutes of the Extension Committee Meeting of September 11, 2012 as presented. Motion carried.
6. **Public Participation:** None
7. **Communication:** None
8. **Items for Action or Discussion:**
 - a) Review and Place on File Monthly Reports of Donald Genrich, Jennifer Swensen, Mary Ann Schilling and Theresa Wimann: Committee discussed the monthly reports. Motion by Licitar Second by Stuchlak to place Monthly Reports on file. Motion carried.
 - b) Review Calendars of Extension Education Staff: Committee reviewed October calendars for all education staff.
 - c) Review Check Summary and Financial Statement for September 2012: September 2012 Check Summary and Financial Statements were reviewed. Motion by Allen Second by Licitar to place September 2012 Check Summary and Financial Statements on file. Motion carried.
 - d) 4-H Charter Requirement - Swensen: Swensen explained the 4-H Charter requirements and the steps taken to ensure that all clubs are in compliance.
 - e) Family Living Program – Schilling: Schilling discussed a financial education program she is working on with Family Living Educators from Sauk and Juneau counties. In January of this year the three Family Living Educators were asked to give a presentation to the State Forage Council Annual Meeting in Wisconsin Dells. This workshop was well attended and the three

1 of 2

ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE

FRIDAY, OCTOBER 12, 2012 AT 9:00 A.M.
HIGHWAY DEPARTMENT CONFERENCE ROOM
1342 COUNTY ROAD "F", ADAMS, WI

MEMBERS PRESENT: Larry Babcock, Chairperson
Dean Morgan, Vice-Chairperson
Florence Johnson
Patrick Gatterman
James Bays

OTHERS PRESENT: Patrick Kotlowski ~ Highway Commissioner, Marcia Kaye ~
Personnel Director, Fred Heider, Matt Morrow, Quirin Klink
and Kenneth Winegarden

CALL MEETING TO ORDER: The Meeting of the Adams County Highway
Department Committee was called to order by Chairperson -- Larry Babcock at 9:00 A.M., on
Friday October 12, 2012.

WAS THE MEETING PROPERLY ANNOUNCED? YES

ROLL CALL: BABCOCK, JOHNSON, GATTERMAN, MORGAN AND BAYS.
ALL MEMBERS PRESENT.

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

**APPROVAL OF MINUTES OF LAST MEETING (SEPTEMBER 12, 2012
REGULAR MONTHLY MEETING):** *Motion by Bays to approve the Minutes as printed of
the Adams County Highway Department Committee Meeting for SEPTEMBER 12, 2012
Regular Monthly Meeting, second by Morgan. VOICE VOTE, ALL IN FAVOR. MOTION
CARRIED.*

PUBLIC PARTICIPATION ON AGENDA ITEMS: Public participation was
requested for the following Agenda items:

- MSA Professional Services
- Update & Review Bike & Pedestrian Planning ~ North Central Wisconsin
Regional Planning Commission
- Review & Approve Job Descriptions

MSA PROFESSIONAL SERVICES: Quirin Klink & Matt Morrow Representatives
from MSA Professional Services discussed their company's services with the Highway
Committee and what they can offer to the County. **NO ACTION OR MOTIONS MADE.**

**UPDATE & REVIEW BIKE & PEDESTRIAN PLANNING ~ NORTH CENTRAL
WISCONSIN REGIONAL PLANNING COMMISSION:** Fred Heider, Representative from
NCWRPC updated the Highway Committee and Commissioner on the progress of the Bicycle &
Pedestrian Plan and presented the plan timeline.

ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE MEETING
OCTOBER 12, 2012 ~ 9:00 A.M.

MOTION BY JOHNSON TO DEVIATE FROM THE AGENDA TO ADDRESS ITEM #12) REVIEW & APPROVE JOB DESCRIPTIONS, SECOND BY BABCOCK. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.

REVIEW & APPROVE JOB DESCRIPTIONS: Shop Foreman Kenneth Winegarden expressed his concerns reference the revisions to the Shop Foreman Job Description. Marcia Kaye – Adams County Personnel Director reviewed with the Highway Committee and Commissioner the revisions to the Shop Foreman and Mechanic Job Descriptions. *Motion by Gatterman to approve the revised job descriptions for Shop Foreman and Mechanic as presented and to be brought back post wage study, second by Bays. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

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

COUNTY ROAD G PROJECT ~ TASK ORDER ~ AECOM: Discussed the drainage problems at the intersection of CTH G & CTH O. Task order was not available, no action taken.

REVIEW & APPROVE COUNTY ROAD "Z" (18TH LANE TO WOOD COUNTY LINE) APPRAISALS, JURISDICTIONAL OFFERS, ADMINISTRATIVE REVISIONS, CONDEMNATIONS & OFFERING PRICE REPORTS: *Motion by Gatterman to approve the Administrative Revision document as prepared by Timber-Selissen Land Specialist for parcel 117 on the County Road "Z" (18th Lane to Wood County Line) Project, second by Bays. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

JOB VACANCIES / PAINT CONTRACTS: Discussed the current job vacancies within the Highway Department and a proposal to tie the vacancies to prior resolutions for painting contracts with the State Department of Transportation. NO ACTION TAKEN.

EQUIPMENT PURCHASE / GRINDER: Grinder #98 which was purchased in 2002 at a cost of \$14,340.00 needs major repairs:

- estimated repair parts \$9,000 which does not include labor
- price for a new improved design grinder is \$22,525 (less \$1,000 discount if ordered in October)

Motion by Bays to purchase a new grinder from Miller-Bradford & Risberg for an amount of \$21,525.00, second by Johnson. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.

REVISED 2013 PROPOSED HIGHWAY BUDGET: The Highway Committee and Commissioner reviewed and discussed the revisions to the Highway Budget, due to the decrease of \$154,371.63 in the GTA (General Transportation Aids). *Motion by Gatterman to approve and forward to the Finance Committee the Revised 2013 Highway Budget as presented with a decrease of \$154,371.63 in the General Transportation Aids Revenues: TOTAL REVENUES \$6,962,025, TOTAL EXPENSES \$6,962,025 COUNTY TAX LEVY \$3,423,672.00, second by Bays. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

REPORT ON HIGHWAY DEPARTMENT OPERATIONS:

- Shoulder Maintenance
- CTH G Culvert Replacements

**ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE MEETING
OCTOBER 12, 2012 ~ 9:00 A.M.**

- CTH B Overlay Project
- General Engineering Service

FINANCIAL REPORT: *Motion by Gatterman to approve the September 2012 Financial Report as audited, second by Bays. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

VOUCHERS: The Highway Department monthly check summary report was presented to the Committee for review. Committee members reviewed the September 2012, Monthly Check Summary Report that is provided to the Highway Committee by the Administrator Coordinator / Director of Finance Department. *Motion by Gatterman to approve the Monthly Check Summary report as presented, second by Bays. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS: NONE

SET NEXT MEETING DATE AND ADJOURN: *Motion by Johnson, second by Bays, to adjourn until the next scheduled meeting for the Highway Department on, Thursday, November 8, 2012 at 9:00 A.M. at the Highway Department. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

Meeting adjourned at 12:05 P.M.

Respectfully submitted,

Patrick Kotlowski, Recording Secretary

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE

**ADAMS COUNTY HIGHWAY COMMITTEE
NORTH CENTRAL REGION FALL MEETING
FRIDAY, OCTOBER 26, 2012, AT 7:00 A.M.
COUNTRY AIRE BANQUET HALL, STRATFORD, WI**

MEMBERS PRESENT: Larry Babcock - Chairperson
Dean Morgan - Vice-Chairperson
Florence Johnson

OTHERS PRESENT: Patrick Kotlowski ~ Highway Commissioner

MEMBERS ABSENT: Patrick Gatterman ~ Excused & James Bays ~ Excused

CALL MEETING TO ORDER: The Meeting of the Adams County Highway Committee was called to order by Chairperson – Larry Babcock at 7:00 A.M., on Friday, October 26, 2012.

WAS THE MEETING PROPERLY ANNOUNCED? YES

ROLL CALL: BABCOCK, JOHNSON AND MORGAN. **MEMBERS ABSENT:** GATTERMAN AND BAYS ~ EXCUSED.

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

ATTEND NORTH CENTRAL REGION COMMISSIONER/COMMITTEE FALL MEETING: The Highway Committee and the Highway Commissioner attended the North Central Region Fall Meeting. (AGENDA ATTACHED TO MINUTES)

ADJOURN AND NEXT MEETING DATE: *Motion by Morgan, second by Johnson, to adjourn until the next scheduled meeting for the Highway Department on, Thursday, November 8, 2012 at 9:00 A.M. at the Highway Department. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

Meeting adjourned at 2:30 P.M.

Respectfully submitted,

Patrick Kotlowski, Recording Secretary

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE

LAND & WATER CONSERVATION COMMITTEE MEETING MINUTES

October 8, 2012

TIME: 1:00p.m. PLACE: A231

Called meeting to order at 1:00p.m. Roll call showed Barb Morgan and Kevin Bork excused and all others present.

Harrison stated that the meeting was properly noticed.

Motion by Stuchlak/Roekle to Approve Agenda. Passed Unanimously.

Motion by Licitar/James to Approve minutes of September 10, 2012 Land & Water Conservation Committee meetings. Passed Unanimously.

Public participation as we go.

There was no Wildlife Abatement and Claims report.

There was no report given for the WDNR.

There was no report given for NRCS.

L&WC Department report and possible action- none

Central Wisconsin Windshed Partners report –no report given

Golden Sands Resource Conversation and Development, James reported that he attended the last meeting. Wysocki Farms gave a presentation. Next meeting is in two months.

There was no report given for the USDA Farm Services Agency.

Financial Report – Discussion took place. Motion by James/Stuchlak to approve the financials. Passed Unanimously.

Discuss and possible action with speech/poster contest- Harrison explained that the contest is difficult to get started in the fall due to the fact that school has just started and there are many activities that are taking place such as testing and school wide fundraisers. A motion was made by Roekle/Licitar to have the poster contest take place in the Spring.

Update on 2013 budget. Murphy gave the update. Discussion took place on the Agronomist position, that this is a service to Adams County.

Discuss and possible action on Adams County Animal Waste Management Advisory Group.

The first meeting was set for October 18, 2012—requesting that this meeting be cancelled due to County Conservationist's vacation. A new date and time is tentatively set for November 1, 2012. There was no objection from the committee.

Report on communications between New Chester Dairy and Adams County. Copy of response letter was handed out. Murphy summarized the issues that were discussed in the letter. It was discussed that each member of the board should receive a copy of the response since they were copied on the original letter from the attorney. Discussion took place on who should all be copied when Murphy sends correspondence to New Chester Dairy. It was determined that Mr. Ostrum and Mr. Wolf would be copied while primary contact shall be Mr. Garcia, Operations Manager.

Communications. A copy of Letter to DATCP for refund was handed out. DATCP report – state funding is down again.

Next meeting date is November 6, 2012 at 1:00pm in room A231

Motion to Adjourn by James/Roekle at 2:40p.m. - Passed Unanimously.

Respectfully submitted;

Michelle Harrison

**Adams County Library
Board Minutes
09-24-2012**

The meeting was called to order by President Nelson at 1:00 p.m. Present were Nelson, Challoner, Kreten, Townsend, Heideman, Fugate and Director Wavrunek. England was excused.

President Nelson verified that the meeting was properly announced.

Motion to approve the agenda was made by Heideman, 2nd by Kreten and carried unanimously.

Public input was invited. None present.

Recommended Actions: minutes, bills and financial report:

Motion to approve the minutes of the August meeting was made by Townsend, 2nd by Kreten and carried unanimously.

Information on the bills was included in the Financial Report and reviewed. Recent bills were disseminated for initialing. There was no discussion. **Motion** to approve the Financial Report for August was made by Challoner, 2nd by Townsend and carried unanimously.

Communications and Reports:

There was no South Central Library System report. Nelson will give a report next month.

Director's Report:

- A. Circulation is up 36% for 2012. Up 14,000 for the year.
- B. The 2013 library budget was submitted to the county and approved.
- C. The Children's Librarian position was denied in committee. Discussion followed. A resolution for the Children's Librarian position will be presented to the County Board at the October meeting. Wavrunek will discuss at November Library Board meeting.
- D. Wavrunek reported that matching funds for the computers is going well. Drive will terminate at the end of the year. South Central System will continue to support our current computers until Spring, 2014.
- E. Poet Laureate will be at the Adams-Friendship High School on October 2nd in the a.m. He will be at the library at 6:30 p.m. Refreshments will be served.
- F. There is a Harpist Recital scheduled at the library on October 5th at 6:30 p.m.
- G. There will be an article in the local paper promoting the Poet Laureate and the Harpist.
- H. The Library Board gave a hearty welcome to new member, Leslie Fugate, librarian at the A-F Schools. Leslie shared some background information about herself to help us get better acquainted. She also reported that the school had some books to donate to the library.
- I. There was a discussion on the Amazon Book Sales – income versus expenses. Wavrunek will keep on reporting monthly.

Identify possible upcoming items for future meetings:

- A. Update on Library Board resolution for the new Children's Librarian position.
- B. Update on Amazon book sales.

The meeting was adjourned at 2:00 p.m.

The next meeting will be held Monday, October 22, 2012 at 1:00 p.m. at the Adams County Library.

Respectfully submitted by Kathleen Challoner, Secretary

Kathleen Challoner

**NORTH CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION
FULL COMMISSION**

July 25, 2012

ROLL CALL

MEMBERS PRESENT:

ERHARD HUETTL, CHAIR
BETTYE NALL, VICE-CHAIR
GEORGE BORNEMANN, SEC.-TRES.
BOB EGAN
THOMAS HAFERMAN
VIRGINIA HEINEMANN
RON JACOBSON
DONALD KRAHN
GLEN LICITAR
CRAIG McEWEN
PAUL MILLAN
JERRY NELSON
RON NYE
WILBUR PETROSKEY
THOMAS RUDOLPH
PAUL SCHUMAN
JACK SORENSEN
RALPH SITZBERGER
EDMUND WAFLE
DOUG WILLIAMS
KENNETH WINTERS

STAFF PRESENT:

ANDREW FAUST
DENNIS LAWRENCE
BERNIE LEWIS
MATT SCHREIBER

GUESTS PRESENT:

JEFF GATES, Administrator for City
of Mosinee

WILLIAM ZEITZ, Chairperson for the
Town of Pine River in Lincoln Co.

MEMBERS NOT PRESENT:

FRED CAMACHO
JIMMY LANDRU, Jr.
ROBERT LUSSOW

1.) CALL TO ORDER:

MR. HUETTL called the meeting to order at 11:00 A.M., in the Tamarack Room at the Best Western Midway Hotel & Hoffman House. Roll call was as presented on page one.

2.) APPROVAL, ADDITIONS, OR CORRECTIONS TO THE AGENDA AS MAILED:

MR. HUETTL asked if there were any additions or corrections to the Agenda as mailed. There being none, a motion was made by MR. NELSON to approve the Agenda and seconded by MR. MILLAN. All were in favor.

3.) APPROVAL, ADDITIONS, OR CORRECTIONS TO THE MINUTES OF THE APRIL 25, 2012 COMMISSION MEETING:

MR HUETTL asked if there were any additions or corrections to the Minutes as mailed. There being no additions or correction MR. WILLIAMS made a motion to approve the Minutes and MR. KRAHN seconded this motion. All were in favor.

4.) AUDIENCE COMMENT:

MR. HUETTL welcomed the guests present and asked if they had any comments they would like to make. There were none.

5.) BUSINESS & DISCUSSION:

5.1 Chairperson's Report:

MR. HUETTL congratulated BETTYE NALL for receiving the Proclamation from Governor Walker proclaiming June 20, 2012, as "Bettye J. Nall Day". MS. NALL received this honor for the 30 plus years she has served in various positions, including as Board Member for Marathon County, Village of Spencer President, and 18 years on the Northcentral Technical College District Board of Trustees.

MRS. NALL stated that she enjoyed her many years of public service including a term as county board chair and as a member of the regional plan committee. She received a round of applause for her many accomplishments from the group.

5.2 Executive Committee's Report:

MS. NALL reported that the Executive Committee received a good financial report for North Central Wisconsin Regional Planning Commission. The committee also examined the 2013 budget trends and recommended the levy rate and cap for next year. She went on to say that the Committee was informed there likely will be some financial issues in 2013 if more revenue is not identified. One major decline in both work and revenues was in the area of comprehensive planning. Staff is looking for additional funding.

5.3 Work Plan Development & Budget Preview:

MR. LAWRENCE reviewed the current 2012 Work Plan by providing an overview of the five basic program areas: Economic Development, Geographic Information Systems, Intergovernmental Coordination, Land Use and Transportation.

He then stated he was in the process of developing the 2013 Work Plan and asked that any Commissioner that knows of any projects to let him know. We are here to help. He then outlined the process to add projects to the work plan, including letters to the clerk, discussions with department heads, and a newsletter announcement.

MR. LAWRENCE then reviewed a draft of the 2013 Annual Budget. The budget is still very tentative and at this point much of the revenues and expenditures are still unknown. If nothing changes the revenues could be nearly \$85,000 less than in 2012. The budget will be finalized and adopted at the October meeting.

He requested that all Commissioners go back to their county boards, committees, and local communities and mention that NCWRPC is available to help them.

5.4 Resolution 2012-2: Establish 2013 Levy Rate:

MR. LAWRENCE stated that the Executive Committee had recommended maintaining our 2013 Levy Rate at a not to exceed 0.001 percent of the equalized real estate value, which is only one-third of the limit allowed by state law.

MR. BORNEMANN made a motion to approve Resolution 2012-2, and MR. KRAHN seconded this motion. All were in favor.

5.5 Set Levy Rate Cap for Counties:

MR. LAWRENCE announced that the Executive Committee recommended maintaining the 2013 Levy Rate Cap for Counties at a not to exceed level of \$46,000.

MR. BORNEMANN made a motion to approve the Levy Rate Cap, and MR. KRAHN seconded this motion. All were in favor.

5.6 Resolution 2012-3: Submit a USDA - Rural Business Opportunity Grant Application:

MR. SCHREIBER presented Resolution 2012-3 which was a resolution in support of NCWRPC's application to the USDA Rural Business Opportunity Grant (RBOG) program. The RBOG application is for \$60,000 with a 25% or \$15,000 local match from NCWRPC to explore the feasibility of enhancing fruit and vegetable production in North Central Wisconsin.

MR. MILLAN made a motion to approve Resolution 2012-3, and MR. WAFLE seconded this motion. Motion carried.

5.7 Presentations: Recent Project Awards for WROC & Mosinee:

MR. FAUST provided a presentation on the Wisconsin Regional Orthophotography Consortium (WROC). He talked about the history of the consortium, purpose, and benefits. The 2010 WROC project resulted in first ever statewide leaf off aerial imagery project in Wisconsin. WROC saved counties over 1 million dollars in 2010 through partnerships and economy of scale. As a result of

the work NCWRPC-WROC won the American Council of Engineering Companies (ACEC) Best of State Award. The award was based on the cost effective approach and for encouraging intergovernmental cooperation. MR. FAUST concluded by discussing the future of the consortium.

MR. SCHREIBER presented the City of Mosinee Downtown Development Plan. The downtown plan identified seven goals that were considered throughout the planning process, identified the preferred transportation network, and preferred land uses in the downtown area. The plan also identified specific development opportunities in the downtown. The presentation concluded with the planning effort winning a national award from the American Planning Association – Small Town and Rural Division.

MR. GATES, City of Mosinee Administrator, praised NCWRPC for the professional help the City of Mosinee received to create their Downtown Development Plan. He added that the NCWRPC has provided a variety of excellent services to the City over the years and that it is a good example of what a regional planning commission should provide.

5.8 Announcements & Other:

MR. LAWRENCE announced that the next commission meeting is scheduled to be held on October 31, 2012.

MR. WINTERS brought up a situation for general discussion that some areas are having with the establishment of large dairy farms or CAFOs, which could be a major concern for the ground water and other issues. He mentioned that more water testing was needed in particular to a proposal in southern Wood County. There was much discussion regarding this issue.

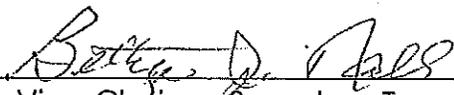
6.) ADJOURNMENT:

MR. HUETTL asked for a motion to adjourn the meeting. MR. RUDOLPH made a motion to adjourn the meeting at 12:15 p.m. MS. NALL seconded this motion. All were in favor.

Lunch was provided following the meeting.

NORTH CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION

Minutes Approved on October 31, 2012.


Chair, Vice-Chair, or Secretary-Treasurer

**Parks Committee Meeting
Courthouse Conference Room A231
September 17, 2012 1:00 p.m.**

Call to Order: Chairman called the meeting to order at 1:00 p.m.

The meeting was properly announced.

Roll Call: Committee Members: Bob Eggebrecht, Jerry Kotlowski, Bill Miller, Jake Roseberry, and Paul Pisellini. Others present: Fred Nickel – Director Parks/Recreation, Rita Kolstad – Parks Admin. Clerk/Bookkeeper, Darren Tolley – Petenwell Park Manager, and Mark Miller – Castle Rock Park Manager.

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

Previous Minutes: Motion by Miller/Pisellini to approve the August 10, 22, and 27, 2012, minutes as printed. Motion carried by unanimous vote.

Agenda Items:

Correspondences /Special User Requests: Correspondence from Adams County Parks/Rec. & Trails Department addressing algae on Wisconsin's public waterways in Adams County dated 5 September 2012, and the other correspondence dated 10 September 2012, from Adams County Land & Water Conservation Committee Chairman Al Sebastiani regarding upcoming algae and aquatic invasive species informational meeting to be conducted by Adams County Land & Water Conservation Department. Parks Director informed the Parks Committee no park personnel are currently scheduled to attend the upcoming algae and aquatic invasive species meeting based on the following: firstly, park personnel have experience and/or education in the above topics and have attended informational meetings in the past regarding the previous; secondly, Adams County Parks, Recreation, & Trails Department has no management or monitoring authority regarding Wisconsin's public waterways managed and monitored by Wisconsin Department of Natural Resources. Motion by Kotlowski/Roseberry for Parks Committee Member Paul Pisellini to represent Adams County Parks Committee at the November 1, 2012, informational meeting. Motion carried by unanimous vote.

Public Participation on Agenda Items: None.

Master Plan for Castle Rock Park Regarding A-F School District Property: Director met with Dr. LaValle, A-F Schools Administrator, to discuss the school property located near Castle Rock Park being deeded to or leased by the County to be used as an outdoor educational center. Dr. LaValle will discuss the proposal with the School Board and will be contacting the Parks Department.

2013 Parks/Recreation Proposed Budgets: Director met with Finance Committee and made a few changes to the proposed budgets. Finance Committee approved the proposed budgets as presented with the adjustments.

Employee Update: Most LTE employees are finished for the season. There was one minor staff injury with no time lost from work. The summer season went very well.

Outlying Parks Report: Town of New Chester will be meeting soon to discuss whether they plan to continue operations at Patrick Lake Park or turn it back to the Parks Department.

Castle Rock Park Report: Park Mgr. reported having a good year with 96 monthly campers still at the Park. Currently park staff is working on fall cleanup.

Petenwell Park Report: Park Mgr. reported Petenwell having a good season and being busy with fall projects. Staff will track electric costs with a meter on a camper that is in use during winter to monitor the electrical usage as a tool to determine if the \$80.00 per month off-season fee for electrical is sufficient.

Trails Report: ATV Council approved an additional 7 miles of trails; however, the Department has not received the approval paperwork at this time.

Revenue Report: Revenues are up at both Castle Rock and Petenwell Parks.

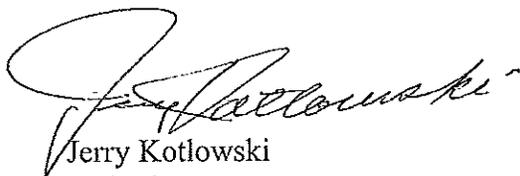
Expense Check Summary Report and Expense Report: Committee reviewed.

Future Agenda Items: A-F School District Property.

Set Next Meeting Date: October 9, 2012, 9:00 a.m., Courthouse Conference Room A231.

Adjourn: Motion by Miller/Pisellini to adjourn at 1:45 p.m. Motion carried by unanimous vote.

Submitted by,


Jerry Kotlowski
Parks Secretary

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

**Parks Committee Meeting
Courthouse Conference Room A231
October 9, 2012 9:00 a.m.**

Call to Order: Chairman called the meeting to order at 9:03 a.m.

The meeting was properly announced.

Roll Call: Committee Members: Bob Eggebrecht, Jerry Kotlowski, Bill Miller, Jake Roseberry, and Paul Pisellini. Others present: Fred Nickel (at 9:15) – Director Parks/Recreation, Rita Kolstad – Parks Admin. Clerk/Bookkeeper, Darren Tolley – Petenwell Park Manager, Mark Miller – Castle Rock Park Manager, at 9:50 a.m. Steve Zoulek – Town of New Chester Supervisor, and Attorney Tom Croke representing the Town of New Chester joined meeting.

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

Previous Minutes: Motion by Miller/Pisellini to approve the September 17, 2012, minutes as printed. Motion carried by unanimous vote.

Agenda Items:

Correspondences /Special User Requests: Director reported receiving a complimentary letter on Castle Rock Park from a satisfied camping customer.

Public Participation on Agenda Items: None.

Town of New Chester/Patrick Lake Park Future Operations: Attorney Croke distributed Town of New Chester estimated budget for Patrick Lake Park operational expenses and revenues as well as a Park layout diagram and reviewed with Committee. The Township is requesting \$5000.00 from the Parks budget to defray the Townships operational expenses to maintain the park. Discussion followed. Motion by Eggebrecht/Pisellini to deny New Chester Township's request for \$5000.00 for the Township to maintain Patrick Lake Park for 2013. Voice vote, all yes except Kotlowski no. Motion carried. Director recommended the Township meet with Adams County Administrative Coordinator and Finance Committee to request a separate line item be budgeted for Patrick Lake Park maintenance, not in conjunction with the Parks Department budget.

Master Plan for Castle Rock Park Regarding A-F School District Property: Roseberry reported the School Board voted the proposed Outdoor Education Center down. Director will be looking into this further and possibly requesting the item to be placed on the school board agenda and he will make a presentation.

Outlying Parks Report: Director reported the concrete planks on the boat landings at Camelot and Sherwood apparently have been damaged recently by the weed harvester and showed Committee pictures of the damages. Discussion followed. Fenner Excavating will be contacted to repair the landings. Finance Committee requested to meet with Director October 8, 2012, to discuss mowers and mowing of the Fairgrounds. It was determined a Fairgrounds mowing and maintenance of grounds line item for \$1000.00 would be setup in the 2013 budget and the Parks Department staff would provide mowers and personnel to mow the fairgrounds on a trial basis for 2013.

Outlying Parks close November 1 for the season except the Hwy 21 Wayside remains open and the day use fee remains in effect year round like Castle Rock and Petenwell Parks. Additional park lights will be installed at the Wayside.

2013 budget includes a South Outlying Parks Caretaker position as in past years to include the mowing of county owned dams.

Castle Rock Park Report: Fall cleanup in progress.

Petenwell Park Report: Fall cleanup in progress.

Petenwell Park Equipment Purchase: Motion by Miller/Pisellini to approve the Parks Department purchase an 18 h.p. Little Wonder debris vacuum for \$3554.00, from the 2012 Petenwell Park budget save adjustment in the capital equipment line item, 100 E 41 55410 910. Motion carried by unanimous vote.

Trails Report: The Snowmobile Association set the snowmobile trails opening date of December 10, 2012, conditions permitting. The Association is considering dividing the County at Hwy 21 so trails may be opened on one end of the County or the other as conditions warrant. The Association is also considering an Ordinance change allowing trails to be re-opened with a 24 hour notice verses the current 48 hour notice.

Revenue Report: Reviewed by Committee. 2013 user fees will be set at the December Committee meeting. The Department is surveying other Counties and private campgrounds on fees, sales, tax levy, etc.

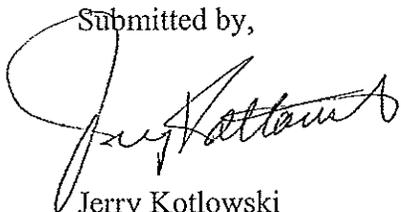
Expense Check Summary Report and Expense Report: Committee reviewed.

Future Agenda Items: A-F School District Property, and Town of Monroe Correspondence on Roads.

Set Next Meeting Date: November 6, 2012, 9:00 a.m., Courthouse Conference Room A231.

Adjourn: Motion by Pisellini/Miller to adjourn at 10:15 a.m. Motion carried by unanimous vote.

Submitted by,



Jerry Kotlowski
Parks Secretary

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

ADAMS COUNTY
PLANNING & ZONING COMMITTEE
MEETING MINUTES: October 3, 2012

Chairman Joe Stuchlak called the Adams County Planning & Zoning Committee meeting to order at 1:00 P.M. on Wednesday October 3, 2012 with the following members present. Glenn Licitar, Terry James, Randy Theisen, Al Sebastiani and Heidi Roekle. Barb Morgan was excused. Others present were: Phil McLaughlin, Zoning Administrator; Cathy Allen, Recording Secretary and Greg Rhinehart, Surveyor. Was this meeting properly announced? Phil McLaughlin stated that it was. Roll Call. Al Sebastiani made a motion to approve the agenda as noticed. Heidi Roekle seconded the motion. All in favor. Motion carried.

Public Hearings: Amendment to the Adams County Floodplain Zoning Ordinance - To remain compliant with State and Federal standards, the following Dam Hazard Assessments dated January 1, 2010 prepared by Ayres Associates for Adams County are hereby adopted in their entirety: Fawn Lake Dam, McGinnis Lake Dam and Peppermill Lake Dam. Additionally, to remain compliant with State and Federal Standards, the DNR/FEMA revisions to the 2010 and 2012 model floodplain zoning ordinances are hereby adopted. Phil McLaughlin informed the Committee that the Ordinance follows the minimum requirements of the DNR, with the addition of the Dam Hazard Assessments. Gary Heinrichs (DNR) informed Mr. McLaughlin that the floodplain map panel numbers need to be listed individually; enforcement and penalty amounts need to be changed to minimum \$10.00 and maximum \$50.00. Also noted is that the Table of Contents needs be changed to coincide with the page numbers. Discussion followed. Terry James made a motion to approve the amendments to the Adams County Floodplain Zoning Ordinance with the corrections noted. Heidi Roekle seconded the motion. All in favor. Motion carried.

Chairman Stuchlak stated that Public Participation would be taken as needed.

Heidi Roekle made a motion to approve the minutes from the September 5, 2012 meeting as presented. Al Sebastiani seconded the motion. All in favor. Motion carried.

Greg Rhinehart presented the Surveyor's report for the month of September to the Committee for review. Terry James made a motion to approve the Surveyor's report as presented. Glenn Licitar seconded the motion. All in favor. Motion carried.

Register of Deeds: Jodi Helgeson submitted a written report for the Register of Deeds office and Land Information, as she was unable to attend today's meeting.

Department Updates/possible action on increasing maintenance of vehicles in the 2013 Budget: Phil McLaughlin informed the Committee that Inspectors Dan Hansen and Matt Bremer are attending Wisconsin County Code Administrator's Convention. Mr. McLaughlin also informed the Committee that the vehicle repair account for 2012 is pretty much depleted. The 2004 vehicle that is loaned out to other Departments just had to have a front spring replaced and both 2008 vehicles need new tires. It was the Committee's consensus that Mr. McLaughlin check around for prices on tires. The Committee also wants a general report including year, mileage and general condition on all four vehicles. Mr. McLaughlin presented the Committee map preview of the Town of Adams showing the proposed Forestry District vs. Exclusive Agriculture.

Phil McLaughlin presented the Financial Report for the month of August, 2012 to the Committee for review. Terry James made a motion to approve the Financial Report as presented. Glenn Licitar seconded the motion. All in favor. Motion carried.

PLANNING & ZONING COMMITTEE
MONTHLY MEETING
October 3, 2012
PAGE #2

Correspondence: Mr. McLaughlin read a letter submitted by a property owner in the Town New Chester complaining about the odor from Milk Source. He then informed the Committee that he and Matt Bremer visited Milk Source and met with Todd Willer regarding odor control. They seem to be following protocol.

Next meeting date: November 7, 2012 at 1:00 P.M.

Al Sebastiani made a motion to adjourn. Heidi Roekle seconded the motion. All in favor. Motion carried.

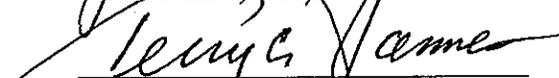
Adjourned: 1:42 P.M.



Joe Stachlak, Chair



Randy Theisen



Terry James, Vice Chair,

Barb Morgan

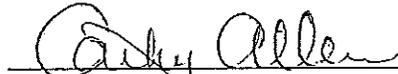

Heidi Roekle



Glenn Licitar



Al Sebastiani



Cathy Allen, Recording Secretary

Property Committee Meeting Minutes
 September 17, 2012
 8:30 a.m.
 Room A260

Meeting was called to order by Chairman Allen at 9:30 a.m. The meeting was properly announced. Roll Call: Allen, Djumadi, James, Kotlowski and Miller all present. Also present: Bays, Larson, Grosshuesch and Renner. Several individuals were present in the audience for bid openings on tax deeded properties.

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

Miller corrected agenda to reflect July 18th instead of July 17th for the minutes. Motioned by Djumadi/Kotlowski to approve the July 18 & August 14 & 24, 2012 minutes. Miller corrected the location of a convenience store being inspected as a tax deed property as being located at County Trunk K and Hwy 13, not County Trunk P. Motion to approve minutes as corrected carried by unanimous voice vote.

Agenda Item #6 – Open sealed bids at 8:30 a.m. on tax deeded property. Sealed bids were opened on tax deeded property. Bids were as follows:

Parcel No.	Computer No.	Sold To:	Minimum Bid	Sale Price
1	2-1748	Glacier Properties	\$2,800.00	
2	2-1785	Conboy	\$2,800.00	
3	2-1790	Glacier Properties	\$2,800.00	\$5,800.00
4	2-1806	Glacier Properties	\$2,800.00	
5	4-1395-20	Barton	\$2,000.00	\$7,502.00
6	8-220	P&J of WI Dells	\$35,000.00	\$36,000.00
7	8-558-10	Belton	\$50.00	\$100.00
8	8-1283	Schlieper	\$8,000.00	\$9,351.00
9	10-1177	Huntington	\$4,000.00	
10	10-1266	Fry	\$2,000.00	\$2,900.00
11	12-720-10	Collins	\$800.00	\$800.00
	12-125-10/12-1991/12-1992			
12	Eiland		\$18,000.00	
13	18-684	Finn	\$7,000.00	\$12,500.00
14	18-963	Klosky	\$5,000.00	\$10,000.00
15	20-140	Maemori	\$20,000.00	\$26,100.00
16	20-818	Frodl	\$2,000.00	\$2,504.00
17	20-1815	Hense	\$6,500.00	\$10,506.00
18	24-303	Komatz	\$20,000.00	
19	24-1265/24-1266	Werhniak	\$200.00	
20	26-846	Kuhnwald	\$7,000.00	\$11,101.00
21	26-2440-10	Downing	\$600.00	\$600.00
22	30-1363	Parker	\$12,000.00	
23	30-1366	Snyder	\$16,000.00	\$16,650.00
24	30-2608	Kilburg	\$3,000.00	
25	30-2700	Yeldell	\$3,000.00	
26	30-2841	Grant	\$3,000.00	
27	30-2848	Pinc	\$3,000.00	
28	30-2950	Sofic	\$3,000.00	
29	30-3234	Mannes	\$3,000.00	
30	30-3427	Dompablo	\$3,000.00	\$3,031.00
		Steven Grant		

31	30-3475	Schwind		\$3,000.00	
32	30-3547	Bruno		\$50,000.00	
33	30-3557	Miles		\$3,000.00	
34	30-3678	Disalvo		\$4,000.00	
35	30-3993	Prodoehl		\$3,000.00	
36	30-4283	Campbell		\$3,000.00	
37	30-4766	Dalamangas		\$3,000.00	
38	30-4772	Barrett		\$3,000.00	
39	30-4894	Nelson	Jennifer Jarrell	\$3,000.00	\$3,551.51
40	30-6315	Bielowski		\$3,000.00	
41	30-6522	Cook	Rachel Crull	\$3,000.00	\$4,200.00
42	30-6627-15	Schuldt	Raymond Thompson	\$3,000.00	\$4,010.00
43	30-6861	Hamilton		\$3,000.00	
44	30-6938	Harris		\$3,000.00	
45	32-716	Nilson	George Comdohr	\$4,500.00	\$10,000.00
	32-1203-35/1203-40				
46	Pearce		Raquel Pearce	\$40,000.00	\$50,000.00
47	34-1613	Massino		\$55,000.00	
48	34-2202-542	Partlow		\$12,000.00	
49	34-2249	Szydlowski	Ann Palm	\$10,000.00	\$10,101.00
50	34-2860	McGee		\$1,500.00	
51	34-2897	McGee	Vicki Puetz	\$2,000.00	\$2,600.00
52	201-136	Warp	Pavels Cernomordjis	\$4,000.00	\$4,200.00
			Totals	\$417,350.00	\$244,007.51

There were 24 parcels of property that received bids.

Motioned by Kotlowski/James to accept the highest bids on properties #1 through #52, with the exception of properties #13 and #14 to be discussed separately. Motion carried by unanimous voice vote. The county will continue accepting bids on the remaining 28 parcels of property. The question was raised as to what happens to the money received if over the minimum bid. Bays stated if the property is a homestead property the excess goes back to the homeowner less 2% retained by the County. If the property is not a homestead property, the money goes to the County's General Fund.

Discussion was held relating to properties #13 and #14. Bids were received from the former property owners as well as from other bidders. County ordinance 22-1989 provides that the property may be awarded back to the former owner as long as the minimum bid is received, however does not have to be and may be awarded to the highest bidder. (Minimum bid does not include interest and penalty owned on back taxes which is three tax years and into the fourth year.) The owners had the opportunity to pay back taxes prior to going to Court. There is no guarantee that future taxes will be paid by anyone purchasing property. The fact that neither former property owners were present for the bid openings and neither property was homestead property entered into the decisions made for properties #13 and #14. (The property owner for property #14 did appeal the Court, however the Judge ruled in favor of the County.)

Motioned by James/Kotlowski to accept the highest bid (\$12,500) for property #13. Motion carried by unanimous voice vote.

Motioned by Djumadi/Miller to accept the highest bid (\$10,000) for property #14. Motion carried by unanimous voice vote.

Discussion was held on a tax deeded property #22 which has abatement orders for clean up. As this is now County property, the citation order will not be enforced. However, Hamman should inspect the property to get the abatement order satisfied. Huelsemann (Environmental Health Specialist) knows what will be required to correct the problems and may be able to accompany Hamman.

There are four properties to be brought back at the next meeting. Extensions were given to the owners.

Recess: Motioned by Djumadi/James to recess at 9:35 a.m.

Reconvened: Committee reconvened at 9:45 a.m. All present.

Agenda Item #7. Approximately 9:30 a.m. Jim Grabarski will discuss/update/answer questions about fairgrounds. Discussion held on knee deep water on midway at fairgrounds during the fair. Concern was expressed regarding safety of electric cords in water. Grabarski stated that the carnival generates its own power so there was no electricity in the water, as they stopped running their generators. The problem is that the sod along the county road is higher than the blacktop on the midway. The water problem was temporarily resolved by diverting the water toward the storm sewer on the county road. The blacktop has been on the midway longer than 1976. Grabarski was requested to get bids for blacktopping the midway for the next committee meeting.

Grabarski also reported that Scott Construction offered their equipment and personnel, at no cost, to convert the blacktopped track area used for the demo derby and tractor pulls to clay. The only expense would be to move some fencing and poles. There was no objection by members of the Committee.

There was lightning damage to the electric system at the fairgrounds. The problem was found, however \$2,337.37 costs were incurred. This is lower than the \$2,500 deductible insurance coverage the County now has. No funding was budgeted for this incident. Larson is to see where funding could be provided from and report back to the next meeting.

The Village of Friendship's Building Inspector has placed 2 red tags on the buildings used by the Old Farmers. It was thought that the issues can be worked out, however it is important that the Old Farmers get the required building permits prior to anything being done. Grabarski also reported that anyone using fairground property is required to get insurance coverage including the County in coverage. He has not received any insurance policy information from the Old Farmers.

Agenda Item #8 – Discuss and/or Industrial Park well/house pump. There was a tree which fell in the fence on the pump house location by the Highways 21 and 13 Industrial Park. Repair of the fence is \$1,092 and brushing done by the County Highway Department is estimated to be \$2,561.35. The Committee had no objection to the work being done but requested to see the final bill from the County.

Agenda Item #9 – Discuss and/or act on Coins/miscellaneous items from tax deed property. Djumadi will take coins found in the tax deeded property to the bank, however she would like the coins inventoried by the Treasurer's Department, prior to her transporting them.

Agenda Item #10 – Update on furniture at storage buildings. No information was available, however the Committee felt action should be taken on whatever needs to be done to clean out the storage buildings.

Agenda Item #11 – Reinstate paving proposals from previous meeting. Patchwork to be done by the Sheriff's Department in conjunction with other paving needs to be done before winter. It was thought that this has been completed but the Committee would like confirmation of this.

Agenda Item #12 – Update on safety plans. An AdHoc Committee has been formed by the Judge (who has statutory authority to form a committee) to look at safety plans. The AdHoc Committee will then recommend

their best and most cost effective proposal to the Committee. It is thought the plan would be implemented in phases.

Agenda Item #13 – Update on inventory list policy, asset list and/or rules. The Committee requested Larson work on a Rule change proposal for the Committee to look at.

Agenda Item #14 – Update on cleanup of Rome property. Landon has cut trees on this property and it was believed that the debris was hauled to the landfill last week. Djumadi will check with the Rome Fire Chief to be sure the cleanup has been completed.

Agenda Item #15 – Update on gate at storage facility. The gate at the storage facility has been added to the insurance. A thank you was given to the DNR for providing the costs for this project, which includes a punch pad and three remotes. Miller stated the Sheriff's Department could receive additional remotes if they wished to pay for them.

Agenda Item #16 – Update on the Land & Water fenced in area (west side of garage). Discussion was held on the Land & Water fencing, however no decision was made.

Agenda Item #17 – Update on the old highway parking lot in Village of Friendship. This has not been completed. Bays suggested that as this is not tax deeded property; the quickest way of handling the sale of the property would be through sealed bids. A minimum bid of \$2,000 seemed appropriate to the Committee, however the Committee requested Bays to research a reasonable value for the property and advertise for bids for the old highway parking lot located in the Village of Friendship. Motion by Djumadi/Kotlowski to allow the Treasurer to place an advertisement for sealed bids, using a minimum bid of \$2,000 for three weeks, for the old Highway Department parking lot. Motion carried by unanimous voice vote. Bids will be opened at the October 2, 2012 Committee meeting.

Agenda Item #18 – Update on Health & Human Services project. Altmann's subcontractor has been replaced by a new subcontractor, to complete the spray foam insulation for the Health & Human Services project. They will be onsite today and tomorrow and it is expected that the work will be completed by Friday. There will be no additional costs to the County for the replacement of the subcontractor, as it is the contractor's responsibility. A follow-up final punch list is requested. A meeting should also be scheduled to see how the County can get through projects of this kind without the problems that have occurred with this one.

Agenda Item #19 – Discuss and/or act on change order and/or invoices related to Health & Human Services/Community Center project. No further action was taken at this time.

Agenda Item #20 – Update on maintenance items. No update was available, however committee members requested that if anything is required that a list be put in their boxes.

Agenda Item #21 – Set next meeting date. Next meeting date is October 2, 2012 at 8:30 p.m.

Agenda Item #22 – Items for next agenda:

- Open bids for blacktop at fairgrounds
- Open bids for tax deeded properties
- Open bids for old highway parking lot in Village of Friendship
- Update and final punch list for Health & Human Services project
- Costs for insurance deductible for fairground repairs
- Update on furniture at storage buildings
- Inventory list rules proposal
- Disposition of coins from tax deeded property
- Rules change on inventory list policy/asset list

Agenda Item for November's meeting:

Onsite inspection of County storage facilities next to airport.

Parks is replacing a mower and it was suggested that it might be able to be rotated to the fairgrounds. Parks is meeting today and will be asked what Nichols has in mind for the disposition of the mower.

Land and Water has a white vehicle for sale. It is apparently being driven at this time. Land and Water will be questioned regarding this and if it should be listed for sale as other vehicles are.

Motioned by Kotlowski/Djumadi to adjourn at 10:38 a.m. Motion carried by unanimous voice vote.

Respectfully submitted,



Linda Renner
Recording Secretary

These minutes have been approved.

Property Committee Meeting Minutes

October 2, 2012

8:30 a.m. Room A260

Meeting was called to order by Chairman Allen at 8:30 a.m. The meeting was properly announced. Roll call: Allen, James, Kotlowski and Miller all present. Excused: Djumadi. Also present: Bays, Hamman, Larson and Phillippi.

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

Motioned by James/Kotlowski to approve the September 17, 2012 minutes. Motion carried by unanimous voice vote.

Report on tax deeded properties. Miller opened one bid for 1781 County Rd C, Lot #2 in the amount of \$7,500. Bays will send a letter to this person that the property has already been sold for \$12,500. Bays reported property #20 in the Town of Quincy. The owner was told to remove personal property however they tore down an old shed. They are not to be removing buildings. She also indicated the owners can remain on the premises until October 8th, 2012. She would like to have Jack send them a letter. The committee agreed that a letter should be sent to the people.

We received 1 check from Karen Locke that was returned for Non-Sufficient Funds. There are 3 who will receive 30 day extensions; David Julseth, Pat Waring and David Reiche. There will be a court hearing on November 27th, 2012.

There has been an ad in the newspaper for the last 2 weeks for open bids for the old highway parking lot in the Village of Friendship. Have not received any bids.

Update on final punch list for Health & Human Services project. Mike Berg, who was on a conference call, stated that there was an ongoing struggle with Altmann's contractors. \$5,800 credit if new disconnects are not installed on 10 AC units. \$550 each 30 amp, \$855 each 60 amp – Miller wants them replaced. There are 18 outstanding issues at Health & Human Services building and 1 at the Community Center. Completion date should be this week Friday, October 5, 2012. Hamman reported after looking at the list, the deadline of October 5, 2012, would not be met. We currently have issues with the HVAC contractors not coming back on site.

James questioned agenda Item #18 – Update on Health & Human Services project, from September 17, 2012 minutes. "Altmann's subcontractor has been replaced by a new subcontractor, to complete the spray foam insulation for the Health & Human Services project. They will be onsite today and tomorrow and it is expected that the work will be completed by Friday. There will be no additional costs to the County for the replacement of the subcontractor, as it is the contractor's responsibility. A follow-up final punch list is requested. A meeting should also be scheduled to see how the County can get through projects of this kind without the problems that have occurred with this one. Hamman reported that they never came back to complete the insulation, Altmann was contacted regarding this.

No discussion took place on change orders or invoices related to Health & Human Services/Community Center project.

Present: Djumadi at 8:45 a.m.

Altmann and Ayres on phone together, Allen explained. Mike from Altmanns & Scott Thurber from Ayres to speak together at 8:53 a.m. Allen explains list items to be completed by end of week. Want to confirm if they feel the same way. More than 1/2 completed today on site now. Hamman questioned the quality of the insulation. Scott said that Snider is going to be on site, per Scott. James asked if someone else will finish if they don't come. Ron's is set up to finish if Snider doesn't. Altmann will have someone on site sometime to check completed work at the end of each day. By Wednesday there should be some benchmarks as to what's going on. Brian will be there all day tomorrow and Thursday helping with insulation. Thursday there will be a check-off of completed items which will be sent to Hamman. Larson wants to go through the punch list with Tracy on Friday and do a visual to see if everything is completed. Scott will meet with Tracy at 9:00 a.m. Kotlowski stated there will be no certification on the punch list until everything is completed.

Hamman spoke about warranty on HVAC. He will ask on Friday about the 1 year warranty. Questions as to if someone else finished the project other than original contractor, and when the warranty begins. Larson spoke of an oil leak on HVAC unit. James want warranty questions confirmed with Altmann.

Fairgrounds update: Fenner will be working on the underground water leak today and/or tomorrow. Some electrical work needs to be completed. Fairgrounds is paying the deductible for electrical repairs and Hamman will pay \$2,300 of remaining expense from his budget.

Allen explained water issues at Fairgrounds. The highway bid for outlined area is \$69,000. Allen indicated Jim Grabarski wants another bid, is looking for donations and will continue to investigate options. Discussion regarding 1 1/2" or 3" compacting. Allen will call Jim Grabarski, and have him checked with Rhinehart. Djumadi wants something cheaper.

Building inspector issues with old farmers need to be on the next agenda per Allen.

Hamman reported on storage facility. Practical Cents is full and wants us to hold our furniture in the storage building for another two weeks up to a month. There was further discussion about good will and fundraising events to dispose of items. Habitat for homes may be able to use some of the items. Hamman indicated that Wimmer may be interested in steam tables.

Update on cleanup at 636 County Z, Rome per abatement order. Bays reported we have been given an extra 30 days. Bays gave Djumadi the inventory list from tax deed property items to take for pricing after the last county board meeting.

Larson provided resolution to amend board rules changing inventory to capital. The committee postponed until next meeting as there are changes needed on the

resolution. The resolution contains language that no longer exists regarding carryover on line #46.

Larson reported update on safety plans, informed the committee who makes up the Safety Committee.

Hamman indicated this 2013 budget has \$4,000 in it, to remove swinging door, install an electric latch, install tempered glass for DA.

Land & Water items in fenced in area were discussed. Boat buoys are in storage shed off North Street. Hamman reported 5 picnic tables went to the Village of Friendship. Otherwise items that are seasonal will be in the fenced area. Djumadi recommends the adjacent landowner put up a privacy fence if they don't want to see the items inside the fenced in area. Allen recommends the area be managed and clean by the department utilizing.

Hamman reported he'd been working with the Sheriff's Department to replace steam table in kitchen. The cost is approximate \$5,480.29 which will be paid from jail assessment, this includes electrician and plumber. The jail windows have all been caulked. The tree was removed from east lawn. Received quotes to replace three toilets for Health & Human Services, and installed a TV outlet, and some additional painting was done. The majority of time was spent in the attic at Health & Human Services building. James complimented Hamman on the maintenance jobs being done. Hamman reported on the courthouse top caps only one company responded. The project will not be completed in 2012. He'd like to have \$10,000 from 2012 put in 2013 budget for this project. The committee agreed.

Next meeting date was set for November 5th, 2012 at 8:30 a.m. Agenda items: Update on final punch list for Health & Human Services project; Discuss and/or act on change order and/or invoices related to Health & Human Services/Community Center project; Update on cleanup in Rome; Disposition of coins from tax dedeed property; Rules change on inventory list policy/asset list; Update on safety plans; Fairground updates

Motioned by Kotlowski/Djumadi to adjourn at 10:05 a.m. Motion carried by unanimous voice vote.

Respectfully submitted,



Cindy Phillippi
Recording Secretary

Public Safety & Judiciary Committee
Wednesday, September 12, 2012
9:00 a.m. – Conference Room A260

MINUTES

1. Call the Meeting to Order. Meeting called to order at 9:00 am.
2. Was the meeting properly announced? Yes
3. Roll Call. All present. Green, Wollin, Fahrenkrug, Gervais, Steffens, Barnes, Segina, Albert
4. Approve the Agenda. Motion by James/Miller. Motion carried, unanimous.
5. Approve minutes of prior meeting (July 11 and August 8, 14, 20). Motion by James/Eggebrecht. Motion carried. Unanimous.
6. Public participation (*If requested by the Committee Chair*). As needed.
7. Correspondence. None.
8. Eyes of Hope Shelter – Kris Steffens to give summary of monthly report. Report given.

The Committee will convene in closed session at 10:00 a.m., per Wis. Stats. §19.85(1)(g), for purposes of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.

The Committee will reconvene in open session per Wis. Stats. §19.85(2), to consider and vote on appropriate matters.

9. Family Court Commissioner – Dennis McFarlin-Not present.
 Discuss/Approve Monthly Expenditures and Vouchers.
 Discuss general operations of department.
 Approve conference/training if any.
10. Child Support – Deb Barnes – Present.
 Review Performance Measures for August 2012. No questions. Collections are struggling this year due to the economy and lack of employment. Statewide training event at Chula Vista was discussed.
 Review Check Summary. No questions.
 Discuss and Act on 2013 CSA budget if necessary. No discussion needed.
 Discuss Office Activities. No discussion needed.
11. Clerk of Circuit Court – Dee Helmrick – Present.
 Summary Report of Expense Vouchers submitted for payment. Discussed.
 Approve conference/training-- District Meeting Sept. 14th in Baraboo & Fall Conference Oct. 17-19 in Appleton.
 Training approved. Mileage expense and out of office time is the only expense for the one September 14th and the one in Appleton will incur low expenses as well.
 Discuss General Operations of Department
 - a. Community Service Coordinator's Monthly report. Discussed.
12. Register in Probate – Terry Reynolds – Not present.
 Discuss/Approve Monthly Expenditures and Vouchers.
 Discuss general operations of department.
 Approve conference/training if any.
13. District Attorney – DA Tania Bonnett –Present.

Monthly expenditures report. No questions.

Law Student Intern Report. Work was complete in August. Both interns were immensely helpful to the DA's office.
General Office Activities. Update on office activities and discussion on an inmates medical expenses while in custody.

14. Emergency Management – Jane Gervais –Present.

Discuss/Approve Monthly Expenditures and Vouchers. No questions.

Approve conference/training—Wisconsin Emergency Mgt. Assoc (WEMA) Conference, October 17, 2012. Jane is registered to attend this training at the Sheraton in Madison, which is already budgeted for. There are also some pre-training classes which are paid by the State.

Discuss and/or act on All Hazards Mitigation Plan update grant application. Jane applied for a grant to update the All Hazards Mitigation Plan that is due for an update in 2015. The grant came from the State a couple weeks ago and was due on Monday, September 10, 2012. They recommend applying several years before since it takes 1-2 years for the Committee to meet and update the plan. North Central Wisconsin Regional Planning Commission completed the initial Mitigation Plan. The County's share is 12.5% and North Central Planning Commission has agreed to cover this 12.5% from their local planning funds if we go with them again.

Discuss and/or act on Local Emergency Planning Committee (LEPC) appointments. They met on 8/20 and approved Chief Deputy Fahrenkrug and Nick Segina with the radio station to be appointed to the committee. This is forwarded to this committee for approval and then to the County Board. Chief Deputy is replacing Jail Captain Beckman and Nick Segina is replacing Izzy from the radio station. Motion to approve the appointments of Chief Deputy Fahrenkrug and Nick Segina to the Local Planning Emergency Committee by Miller/Eggebrecht. Motion carried. Unanimous.

Discuss and/or act on 2013 Budget if Necessary. There were two line items omitted from her budget. The two lines omitted were the Disaster Emergency for \$300 and the other line items was for a grant and is not needed in the 2013 budget. Per the Committee Chairman, no motion needed.

Discuss Enbridge Community Grant. Enbridge offered Emergency Management a grant of \$5,000 and gave her the website to apply. Jane will apply for this grant. They mentioned they will also be contacting the Sheriff's office as well as New Chester Fire Department to apply for this grant as well.

Discuss Communications Tower Sites (Bait Stations, Weeds, Air/Heating, and Generators). Jane and Tracy went back out to cut the weeds around the Highway and Dell Prairie tower sites a couple of weeks ago. All the batteries have been replaced and should be replaced every year in the climate control units. She also checked the air conditioning unit out at County C and it found to be running well. Mice bait stations were purchased and placed near the generators at the six tower sites. The generators at Highway and Jackson have been repaired by Complete Control. They have also begun their annual maintenance checks. They send reports along with an invoice with all the maintenance checks when they are complete.

15. Sheriff's Office - Sheriff Wollin Chief Deputy Fahrenkrug – Present.

Discuss general operations of department. Discussion on the shooting was discussed previously. Another incident which did occur was a burglary the week prior. The subject was taken into custody. Nobody involved was injured. Sheriff Wollin notified the committee of a patrol deputy's resignation. The testing recently completed to fill one position will be used to now fill two positions. Sheriff Wollin is asking the committee for approval to fill this position and complete a Personnel Recruitment Form. Acting under this category a motion is placed by James/Eggebrecht, motion carried and unanimous to sign the Personnel Recruitment Form and fill the open vacancy.

Approve conference/training if any.

Discuss/Act approval to reallocate Jail Assessment monies. Originally allocated for the Morse Watchman System project which we had budgeted \$11,000. We have not purchased this yet. The Sheriff's Office Jail would like to purchase a Kitchen Steam Table and a stainless steel table which needs replacement along with cost of hiring a plumber and electrician. Tracy in Maintenance estimates this project to be no more than \$10K. Motion to approve this including all necessary material not to exceed \$7500. Motion carried. Unanimous.

Discuss/Act on approval for one correction to the Department Fee Schedule under "Huber Fees" add "Huber Release for Childcare: \$7.00/day". Motion to approve addition to Fee Schedule. James/Eggebrecht. Motion carried. Unanimous.

Discuss/Act on Sheriff's Office Fee Schedule. Not applicable.

Discuss/Act on Chief Deputy Grade and step. Through the budget process we learned the wages the current Chief Deputy is at are lower than the Jail Captain whom he supervises. Marcia Kaye explained the process of how the grade and pay steps work. The Jail Captain is at a Grade 14, Step 7 and Chief Fahrenkrug is at a Grade 15, Step 3. We should be taking into consideration all experience and education Chief Fahrenkrug is bringing with him. His education level is higher than both positions prior. D. July was brought in at Grade 15, Step 5 when he was hired and Chief Fahrenkrug is still two steps lower. Chief Fahrenkrug explained the step process in the Lieutenant range. During this period every Lt. hired was brought into his exact step and grade so there is no accountability for his length of term. Marcia Kaye states it is up to the committee to make the decision to increase the pay increase from 6% to 10% increase and has only been following the guidelines by the County. Sheriff Wollin feels it only fair that D. July came in hired at a higher step so Chief Fahrenkrug should begin at the same. Motion to move Chief Fahrenkrug to a Grade 15, Step 5 by James/Miller effective immediately. Motion carried. Unanimous.

Discuss/Act on movement of budget line to wage scale. Request to move the \$9,000 line item into the wage scale for wage adjustments. This was pay originally allocated to be used the same as the Investigators are paid to be on call. This was rejected in a Joint meeting with Admin/Finance and Executive Committees. The on call pay was negotiated at \$1.25 for the Investigators and would be the same for the supervisors when on call. Terry James feels it would show a precedent being set if we allow supervisors to be paid when on call when all other department supervisors are not being paid as such. Ms. Edwards agrees with Mr. James where although we can understand the reason, but can't set a precedent. Supervisor Sebastiani feels the same and states no. Motion to deny the wage adjustment or line item change to wages and remove the \$9,000 from the 2013 budget. James/Eggebrecht. Discussion. Motion carried. Unanimous. Eggebrecht/Yes. Edwards/Yes. Miller/Yes. James/Yes. Sebastiani/Yes.

Chief Deputy Fahrenkrug – Present.

Discuss/Approve Monthly Expenditures and Vouchers (July and August). Questions were answered.

Discuss additional general operations of department if applicable. Discussion on shooting and process it will follow from this point forward. We have a Facebook page that is active now. It is called "adamscountysheriffsoffice". We've received a lot of praise about this and created by Officer Joe Lebreck. Animal Control monthly report included in packet. Trena Larson will put the RFP for the cats out soon with the assistance of Chief Fahrenkrug. Our relationship with Eyes of Hope is fantastic, great communication and we have a good rapport with all involved.

Motion for a 10 minute break at 9:50 am. James/Miller. Motion carried. Unanimous.

Motion to go into closed session at 10:00 am. James/Eggebrecht. Motion carried. Unanimous.

Meeting called back into open session and at 10:50 am and continue with Medical Examiner. James/Edwards. Motion carried. Unanimous.

16. Medical Examiner, Angela Hinze – Chief Deputy Medical Examiner, Marilyn Rogers –Present.

Discuss/Approve Monthly Expenditures and Vouchers. Discussed.

Discuss general operations of department. Discussion on the shooting in Adams County. Removal bills are still being billed but they are still not being paid. This needs to be addressed. Angela will run this by Trena Larson to find out if she's had contact with the business not paying the bill and a reason as to why they are not being paid. Approve conference/training if any. We had interviews yesterday with three applicants so at this point we are ready to offer the position to one individual. Angela would like to place her on the payroll as soon as possible. Marcia Kaye stated we will not need to rewrite the current MOU's in place. What we would do is do a new MOU for the new individual. We are in the process of obtaining reference information and then she will be offered the

position. This committee approves choosing two individuals to fill the current open position and the other to fill any position which may open in the near future.

Discuss/Act on wording in line 2 in required qualifications in the job description for Chief ME (full time position). Motion to leave the Chief ME job description as is. James/Edwards. Motion carried. Unanimous.

17. Approval of all vouchers and monthly expense reports. Motion by James/Miller. Motion carried. Unanimous.
18. Identify upcoming agenda items. None. Sandra Green will contact Mauston Veterinary Clinic and ask them to provide us with a monthly update.
19. Set next meeting date. October 10, 2012 at 9:00 am in Conference Room A260.
20. Adjournment. Meeting adjourned at 12:10 pm. Motion by Edwards/James. Motion carried. Unanimous.

Submitted by Sandra M. Green, Fiscal and Support Services Manager, Sheriff's Office.

These minutes are not yet approved by Public Safety & Judiciary Committee.

Cc: Sebastiani / James / Eggebrecht / Miller / Edwards / Wollin / Fahrenkrug / Green/ McFarlin / Bonnett/ Cada / Hinze / Rogers / Gervais / Helmrick / Reynolds / Barnes / County Clerk Dept / McGhee / Larson / Eyes of Hope Shelter

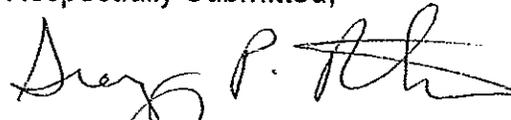
ADAMS COUNTY SURVEYOR'S OFFICE
GREGORY P. RHINEHART, COUNTY SURVEYOR
(608)-339-4226 (608)-339-3808
P.O. BOX 187 -- FRIENDSHIP, WI 53934

ADAMS COUNTY SURVEYOR'S REPORT # 467
November 7, 2012
Report for the month of October, 2012

All of the 2012 projects have been completed.

I am continuing to respond to queries by County Staff & constituents and continue to perform the duties of my office.

Respectfully Submitted;

A handwritten signature in black ink, appearing to read "Gregory P. Rhinehart". The signature is fluid and cursive, with a large initial "G" and "R".

Gregory P. Rhinehart,
Adams County Surveyor

ADAMS COUNTY SURVEYOR'S OFFICE
 GREGORY P. RHINEHART, COUNTY SURVEYOR
 P.O. BOX 187, FRIENDSHIP, WI 53934
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SUMMARY OF ACCOUNTS 2012

	<u>RETAINER</u>	<u>PROJECTS</u>	<u>MISCELLANEOUS</u>
Budget	\$3,600.00	\$21,500.00	\$ 400.00
JANUARY	300.00		100.00
Balance	\$3,300.00	\$21,500.00	\$ 300.00
FEBRUARY	300.00	13,698.99	
Balance	\$3,000.00	\$ 7,801.01	\$ 300.00
MARCH	300.00		
Balance	\$2,700.00	\$ 7,801.01	\$ 300.00
APRIL	300.00	7,551.01	
Balance	\$2,400.00	\$ 250.00	\$ 300.00
MAY	300.00		
Balance	\$2,100.00	\$ 250.00	\$ 300.00
JUNE	300.00		
Balance	\$1,800.00	\$ 250.00	\$ 300.00
JULY	300.00		
Balance	\$1,500.00	\$ 250.00	\$ 300.00
AUGUST	300.00		
Balance	\$1,200.00	\$ 250.00	\$ 300.00
SEPTEMBER	300.00		
Balance	\$ 900.00	\$ 250.00	\$ 300.00
OCTOBER	300.00		
Balance	\$ 600.00	\$ 250.00	\$ 300.00
NOVEMBER			
Balance	\$		
DECEMBER			
Balance	\$		
Grand Total	\$		

WELLNESS COMMITTEE MEETING MINUTES
September 25, 2012 Time: 8:15 a.m.
Conference Room A260

Members Present: Mary Ann Schilling, Myrna Diemert, Karen Bays, Marylu Silka, Sandra Green, Janet Leja, Marcia Kaye, Kathie Dye.

Schilling called the meeting to order at 8:16 a.m. Motion by Bays, second by Diemert to approve the Agenda. MCVV

Motion by Bays, second by Green, to approve the minutes from the Aug. 29, 2012 meeting. MCVV.

UW-Extension Healthy Weight Initiative – Schilling said they have sent three text messages and e-mails to the participating families so far, and will continue to do so through the end of October. At that time they will evaluate the families to see if they changed their eating habits. This is a collaborative effort between many local organizations, but they're having a difficult time getting members to attend meetings. As this is a national initiative, they will report any health and welfare information, like the Adopt-A-Highway, Resource Library, etc.

Educational/Promotional Items – Thompson sent a message to Schilling that she will be doing the Slogan Contest flyer this week. The **"Slogan Contest"** for employees (as individuals or departments/groups) to come up with a "Wellness Slogan". The slogan will then be added to the labels which will be placed on the calendars prior to distribution. The deadline for the contest should be revised to **October 19** and then the Wellness Committee can vote on the slogans at the October meeting. Volunteers will be asked to help put the labels (with the slogan) on calendars prior to Nov. 12, for distribution at the Veterans Day In-Service.

Bicycle Racks for County property – Sarah was not present so we didn't have an update. Myrna indicated she'd checked the federal surplus website and there were no bike racks listed on it.

Wellness Resource Area at Library – Approximately 60 items have been purchased or donated to the employee resource library and have been cataloged and labeled, and **are ready for checkout**. Silka has printed a list which Bays will re-do with a small description and possible picture of the item. It will be categorized as books, DVD's, or VHS material.

Employee Training Session – The date for the next FREE employee educational session is this **Thursday, September 27 at 5:00 p.m. at the Community Center**. UW, will provide information and discussion on "What to do with the information obtained from the HRA". The sessions are being held right after work so employees can participate prior to going home for the day. It is planned that there will be a fun activity for children in the library so parents can participate.

AFG Employee Access website update – Green mentioned she hopes to have more time to dedicate to it after budget process is completed in October. The website acts like an ‘intranet’ and employees will be able to go onto the site (24 hrs a day) to get information on benefit plans, wellness activities, policies, Wellness and HISC minutes and agendas, etc. We hope to be able to make an announcement about it at the Veteran’s Day In-service.

Veteran’s Day In-service Event – After the Veterans make their presentation, the motivational speaker will start the day off on a positive note. The Wellness committee will have 15-20 minutes in the afternoon, in conjunction with the AFG/WEA Trust presentation on health insurance. We would like to solicit input into the Employee Nutrition Cookbook and try to get some more recipes for holiday items. Discussion was held regarding the lunch meal and the hours of the event.

Adopt-A-Highway – The next event is scheduled for **October 25, 2012**. Employees are encouraged to report to Cedar Shack as soon as possible after work, due to it getting darker earlier. Groups can get started as people report. There should not be as much trash now that we’ve done the clean-up one time, but we need to have as much employee participation as possible.

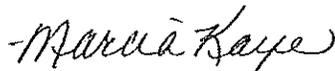
National Bike to Work Day – Kaye found out that the date for 2013 is May 17, which is a Friday. There is plenty of time to talk about this at future meetings. There was a meeting with a representative from the DOT recently about walking and biking trails in Adams County. There will be a **walk audit on October 22 from 2:30 pm – 5:00 pm**. The purpose of a walk audit is to observe places in the city and village where people walk or bike and find places that may be unsafe and then plan to correct those problem areas. This requires people in the community to participate: parents, retired individuals, people who are concerned about walking or biking in the community, city officials. Volunteers are needed to help. Interested individuals are asked to call the Extension office by October 15 to participate in the walk audit.

There was no new business to discuss.

The next meeting date will be **Tuesday, October 23 at 8:15 a.m.**

Items for next agenda: Voting on Wellness Slogan for Calendars, Adopt-a-Highway update, update on cookbook recipes from Myrna, Employee Access website update, budget impact on Wellness Committee. Schilling asked committee members to contact either herself or Thompson if they had items to add to the next meeting.

Motion by Bays, second by Green, to adjourn at 8:54 a.m. MCVV


Marcia Kaye
Acting Recording Secretary

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

