

Adams County Board of Supervisors Committee Meeting of the Whole  
 County Board Room  
 July 19, 2016 6:00 p.m.

1. Call meeting to Order;
2. Was the meeting properly announced;
3. Roll Call;
4. Pledge and moment of silence;
5. Appoint presiding officer;
6. Items of interest:
  - a. Sand Valley;
  - b. Friendship Lake/Lake Districts;
  - c. County owned Forest Program;
  - d. County Manager/Administrative Coordinator evaluation process/who;
7. Adjourn.

**Immediately following**  
**ADAMS COUNTY BOARD OF SUPERVISORS AGENDA**  
**Adams County Board Room July 19, 2016**

1. Call to Order by the Chairman
2. Was meeting properly announced?
3. Roll Call
4. Approve agenda
5. Approval of the June 21, 2016 minutes
6. Public participation
7. Announcement of Meetings, Report of Supervisors Claims read by the County Clerk and appoint six (6) Supervisors to approve claims: Dehmlow, Gilner, Grabarski, Hamburg, Hickethier and Johnson.
8. **Claims:** None
9. **Correspondence:** None
10. **Appointments:** Brenda Jones to replace Wendy Goerke and add Lisa West (North Star Children's Services) on Long Term Support. Bob Theim to replace James Kreten and Tyler Grossheusch to replace Kathy Challoner on Library Board.
11. **Unfinished Business:** None
12. **New Business:** None
13. **Reports and Presentations:**
  - A. Miscellaneous:
    - Daric Smith, RIDC report
    - County Clerk report
    - Report by Thaddeus Kubisiak, County Manager/Administrative Coordinator

|   |  |   |  |
|---|--|---|--|
| 14. Review Committee Minutes                    |  |   |  |
| Admin & Fin 6/10, 6/21<br>BOA 6/15<br>CWAC 4/27 | County Board 6/21<br>CJCC 5/11<br>H&HS/Vet 6/13<br>Health Ins 5/24 | Hwy 6/9<br>L&W/R&R 5/9, 6/14<br>P&Z 7/6 | Property 6/14<br>PS&J 6/8<br>Wellness 5/19 |

P2 15. **Resolutions:**

**Res. #31:** To support sustainable transportation funding.

**Res. #32:** To authorize the Health and Human Services Department to prepare and submit applications as necessary for state and federal capital grant funds to acquire vehicles for the transportation of elderly and disabled citizens of Adams County.

16. **Ordinances:**

**Ord. #14:** To rezone a portion of property (approx. 2 acres) in the Town of Big Flats, as hereinafter described be changed from a Conservancy District to a Recreational/Residential District; SE ¼, SW ¼, Section 4, Township 19 North, Range 6 East at 1070 Beaver Avenue, Town of Big Flats, Adams County, Wisconsin.

17. **Denials:** None

18. **Petitions:** None

19. Approve claims.

20. Approve Per Diem and Mileage.

21. Motion for County Clerk correct any and or all errors

22. Set next meeting date(s)

23. Adjournment



## Adams County Government

PO Box 102  
Friendship, WI 53934

P3

Thaddeus Kubisiak, County Manager/Administrative Coordinator  
Phone: 608-339-4579 Fax: 608-339-4509  
[thad.kubisiak@co.adams.wi.us](mailto:thad.kubisiak@co.adams.wi.us)

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7-12-2016

### Government Accounting and Financial Reporting Workshop

On June 29<sup>th</sup> and 30<sup>th</sup>, I attended a Wisconsin Finance Officers Assoc. workshop on financial reporting and fund accounting. There were several 'best practices' presented during the training that we should be implementing as an organization. The first best practice is the use of an internal service fund. This would allow us to save for and book the anticipated sick leave payout, of future retirees, under a separate account. Currently, the salary expense account of any retiring staff member's department is debited, which skews the year end numbers for that account. For example, the sick leave payout for the previous Parks Director has been booked against the Parks Dept administrative salary expense account. Because of this, we will be over budget at the end of the year. The instructors also emphasized that we should be comparing our bank balance to the amount collateralized pledged by the bank on a monthly basis to ensure that the tax payers funds are completely protected. It was also suggested by the financial experts that during this period of marginal to minimal returns on investment, it may be a good time to pay down debt if possible.

### ATV Trail Planning

We have been fortunate to be allowed access to large tracts of timber company land over the years and through the work of the previous Parks Director, we will be completing another 25 miles of ATV trails this summer. Unfortunately, this is bitter sweet because we are losing the use of other established trails to private development. It is still unclear if we will be able to utilize the remainder of the Monroe Prairie Recreation Area trails during the 2017 season. Although our current situation is not dire, I believe that it is prudent that we seek alternative methods to secure the sustainability of our existing recreational activities.

### Landfill Operations

The Solid Waste Director, Brenda Quinell and I have been collaborating to design a better organizational structure within the solid waste department. Through employee turnover, we have changed some of the duties to better align with day-to-day operations. The idea to specialize certain key positions has also been discussed. Friday, June 17<sup>th</sup> was National Garbage Man Day. Between myself, Brenda and Supervisor Johnson, we purchased and prepared brats and burgers, potatoe salad and chocolate dessert for the people who have to deal with our trash on a daily basis.

### 2017 Annual Budget

The 2017 Annual Budget process has begun this month. A 2017 Annual Budget Timeline should be accompanying this report. Department heads are receiving their initial budget packet this week and will be meeting with their respective oversight committee during August. While meeting with department heads, I've been provoking thought about current projects as well as long term goals. The budget process is the best opportunity to evaluate the services that we offer to the public.

### Dellwood Snowmobile Bridge

Sealed bids were accepted until and publicly opened on Friday, July 1<sup>st</sup> at 4:00 P.M. Custom Manufacturing, Inc, of Clinton, Wis., was the lowest responsible bidder. With the completion of awarding the bid, the county is another step closer to replacing the snowmobile bridge over Little Roche A Cri Creek. The project completion date is November 11, therefore the bridge will be installed and complete prior to the 2016-17 snowmobile season. The total project bid was well below the DNR's original grant amount, therefore this project will not use any local levy or sales tax revenue. I hope that the next time I report on this will be for the ribbon cutting ceremony.

## RESOLUTION TO SUPPORT SUSTAINABLE TRANSPORTATION FUNDING

P4

1 **INTRODUCED BY:** HIGHWAY COMMITTEE

2

3 **INTENT & SYNOPSIS:** To support sustainable transportation funding.

4

5 **FISCAL NOTE:** None

6

7 **WHEREAS:** Local government in Wisconsin is responsible for about 90% of the  
8 road miles in the state; and

9

10 **WHEREAS:** Wisconsin's diverse economy is dependent upon county and town  
11 roads as well as city and village streets and transit systems across the state; and

12

13 **WHEREAS:** According to "Filling Potholes: A New Look at Funding Local  
14 Transportation in Wisconsin," commissioned by the Local Government Institute of  
15 Wisconsin (LGI) the condition of Wisconsin's highways is now in the bottom third  
16 of the country; and

17

18 **WHEREAS:** State funding for local roads in Wisconsin has failed to keep up with  
19 costs over the past several decades which has adversely affected local  
20 transportation finances. According to "Filling Potholes," municipal transportation  
21 spending has declined from \$275 per capita in 2000 to \$227 in 2012; and

22

23 **WHEREAS:** Mass Transit Operating Aids and County Elderly and Disabled  
24 Transportation assistance programs are funded through the state gas tax and  
25 vehicle registration user fee system. These programs are critical to ensuring that  
26 transportation services are delivered to vulnerable citizens. Proper funding for  
27 these programs helps ensure that all citizens have an opportunity to access the  
28 workplace as well as the marketplace; and

29

30 **WHEREAS:** Levy limits do not allow local government to make up for the  
31 deterioration of state funding; and

32

33 **WHEREAS:** Wisconsin's over-reliance on borrowing eats away at the state's  
34 segregated funding sources – the state gas tax and vehicle registration fees –  
35 which increasingly pay debt service rather than fund transportation needs; and

36

37 **WHEREAS:** Safety is a primary concern and responsibility of local governments  
38 across Wisconsin. Unfortunately, according to TRIP, a national non-profit  
39 transportation research group, Wisconsin had 347 non-interstate, rural road  
40 fatalities in 2013; and

41

42 **WHEREAS:** The board recognizes that our state highway and interstate system is  
43 the backbone of our surface transportation system and plays a vital role in the  
44 economy of Wisconsin. Both local *and* state roads need to be properly maintained  
45 in order for our economy to grow; and

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**RESOLUTION 31 -2016**  
**RESOLUTION TO SUPPORT SUSTAINABLE TRANSPORTATION FUNDING**

P5

49 **WHEREAS:** From a competitive standpoint Wisconsin motorists pay significantly  
50 less than any of our neighbors when you combine the annual cost of the state gas  
51 tax and vehicle registration fees; and  
52

53 **WHEREAS:** The Transportation Finance and Policy Commission, appointed by  
54 the Governor and Legislature clearly found that if Wisconsin does not adjust its  
55 user fees, the condition of both our state and local roads will deteriorate  
56 significantly over the next decade.  
57

58 **NOW THEREFORE, BE IT RESOLVED by the Adams County Board of**  
59 **Supervisors** by the Adams County Board of Supervisors urge the Governor and  
60 Legislature to Just Fix It and agree upon a sustainable solution: one that includes  
61 a responsible level of bonding and adjusts our user fees to adequately and  
62 sustainably fund Wisconsin's transportation system. Furthermore, the County  
63 Board of Supervisors directs the Clerk to send a copy of this resolution to our  
64 State Legislators and to Governor Scott Walker.  
65

66 Recommended for adoption by the HIGHWAY COMMITTEE this 9<sup>th</sup> day of June,  
67 2016.

68 Larry Babcock

Leslie Lamb

69 Mark Hamburg

Tony Boush

70 Dan Wypocky

71 Adopted \_\_\_\_\_

72 Defeated \_\_\_\_\_ by the Adams County Board of Supervisors this

73 Tabled \_\_\_\_\_ 19<sup>th</sup> day of July, 2016.

74 \_\_\_\_\_  
75 County Board Chair

76 \_\_\_\_\_  
77 County Clerk

78  Reviewed by Corporation Counsel

79  Reviewed by County Manager/Administrative Coordinator

**RESOLUTION AUTHORIZING HEALTH & HUMAN SERVICES DEPARTMENT TO APPLY FOR CAPITAL GRANT FUNDS UNDER 49 U.S. Code Chapter 53**

**INTRODUCED BY:** Health and Human Services Board

**INTENT & SYNOPSIS:** To authorize the Health and Human Services Department to prepare and submit applications as necessary for state and federal capital grant funds to acquire vehicles for the transportation of elderly and disabled citizens of Adams County.

**FISCAL NOTE:** County will be responsible for a 20% matching of funds. Approximately \$18,000 tax levy. Estimated costs: A Minivan with wheelchair ramp at a cost of \$33,000 - 20% match is \$6,600 and an ADA Medical Bus at a cost of \$57,000 - 20% match is \$11,400.

**WHEREAS:** 49 U.S. Code § 5310 authorizes the Federal Transit Administration (FTA) to make capital grants available to private nonprofit corporation and associations and certain local public bodies for the purpose of assisting them in providing transportation services to elderly and disabled persons; and

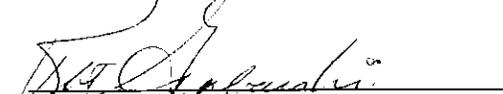
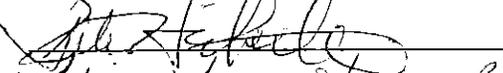
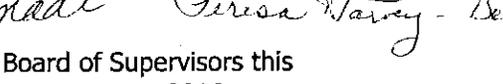
**WHEREAS:** The acquisition of capital equipment to replace/add to existing grant vehicles that would allow the Health and Human Services Department to continue meeting the transportation needs of its clientele and of the general elderly and disabled population within its services area; and

**WHEREAS:** The Health and Human Services Department currently coordinates transportation services for other service agencies.

**NOW THEREFORE, BE IT RESOLVED by the Adams County Board of Supervisors** that the Adams County Board of Supervisors authorizes Adams County Health and Human Services to prepare and submit applications as necessary for federal or state capital grants to be used to provide transportation for elderly and disabled persons; and

**BE IT FURTHER RESOLVED** that the Adams County Health and Human Services Department is hereby authorized to budget and incur the necessary financial obligations, as shown in the budget section of the application, in order to continue to provide the proposed transportation service and an adequate fleet of vehicles obtained through this and subsequent grant cycles.

Recommended for adoption by the Health and Human Services Board this 11 day of JULY, 2016.

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Adopted \_\_\_\_\_  
Defeated \_\_\_\_\_  
Tabled \_\_\_\_\_  
by the Adams County Board of Supervisors this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

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

- Reviewed by Corporation Counsel
- Reviewed by County Manager/Administrative Coordinator

ORDINANCE 14 - 2016  
AMENDMENT OF ADAMS COUNTY SHORELAND PROTECTION ORDINANCE

WHEREAS: The Adams County Board of Supervisors adopted the Adams County Shoreland Protection Ordinance on December 14, 1970, with an effective date of January 1, 1971, pursuant to the authorization contained in Section 59.692 of the Wisconsin Statutes, and was revised on June 21, 2011 as the Adams County Shoreland Wetland and Habitat Protection Ordinance and revised on August 3, 2011, with an effective date of August 16, 2011, and

WHEREAS: On June 10, 2016, Robert J. & Karen A. Duczak, owners, petitioned the Adams County Board of Supervisors to amend the Shoreland Protection Ordinance to rezone a portion of property (approx. 2 acres) in the Town of Big Flats, as hereinafter described; and

WHEREAS: A public hearing, with due notice, was conducted on that petition by the Adams County Planning and Zoning Committee on July 6, 2016 and the Adams County Planning and Zoning Committee, after evaluating all data and evidence presented at the public hearing, recommends enactment of the proposed zoning change and hereby submits this recommendation to the Adams County Board of Supervisors; now, therefore,

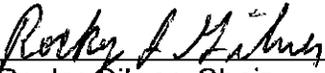
The County Board of Supervisors of the County of Adams does ordain as follows:

Zoning Change. The Adams County Shoreland Protection Ordinance, Ordinance No. 14-2011, and the corresponding zoning maps are hereby amended to reflect that the following described property be changed from a Conservancy District to a Recreational/Residential District.

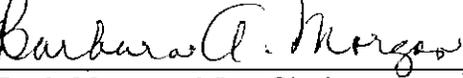
SE ¼, SW ¼, Section 4, Township 19 North, Range 6 East at 1070 Beaver Avenue, Town of Big Flats, Adams County, Wisconsin.

Published in the Times-Reporter, the official newspaper of Adams County, on the \_\_\_\_\_ day of July, 2016.

Recommended for enactment by the Adams County Planning and Zoning Committee on this 6<sup>th</sup> day of July, 2016.

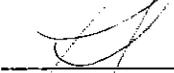
  
\_\_\_\_\_  
Rocky Gilner, Chair

  
\_\_\_\_\_  
Randy Theisen

  
\_\_\_\_\_  
Barb Morgan, Vice Chair

  
\_\_\_\_\_  
Larry Babcock

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

  
\_\_\_\_\_  
Fred Nickel

  
\_\_\_\_\_  
Larry Borud

Enacted \_\_\_\_\_  
Defeated \_\_\_\_\_ by the Adams County Board of Supervisors  
Tabled \_\_\_\_\_ this \_\_\_\_\_ day of July, 2016

\_\_\_\_\_  
John West, Board Chair

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



## PLANNING AND ZONING DEPARTMENT

ADAMS CO PLANNING & ZONING COMMITTEE

July 6, 2016 – On Site 12:00 P.M.

County Board Room @ 1:00 P.M. -Courthouse  
Friendship, WI 53934

P.O. BOX 187, COURTHOUSE

FRIENDSHIP, WI 53934

PHONE: 608-339-4222

www.co.adams.wi.gov

Robert J. & Karen A. Duczak – Rezoning request of a portion of property (2 acres) from a Conservancy District to Recreational/Residential District of the Adams County Shoreland Wetland and Habitat Protection Zoning Ordinance to make the property conforming and allow the construction of a garage on property located in the SE ¼, SW ¼, Section 4, Township 19 North, Range 6 East, at 1070 Beaver Avenue, Town of Big Flats, Adams County, Wisconsin.

Appearing for with testimony: Robert Duczak, owner.

Appearing for without testimony: None.

No one appearing against.

Correspondence: Notification from the Town Board of Big Flats that they met on May 10, 2016 and have no objection to the zoning change.

Disposition: An onsite was performed at 12:00 P.M. by the Committee at this location to familiarize themselves with the terrain. The completed Committee Findings checklist showed a total score of 388, with an average score of 55.43. (A score of 48 (80%) or higher is required for a recommendation of approval) Al Sebastiani made a motion to grant the rezoning and forward that recommendation to the County Board for final action. Larry Borud seconded the motion. Roll Call Vote: 7 -Yes. Motion carried.

# Web Map



February 25, 2016

Adams Co.

1:2,257

0 0.07 mi

0 0.0175 0.035

0 0.03 0.06

0 0.12 km

DISCLAIMER: This map is for informational purposes and has not been prepared for, nor is it suitable for legal, surveying, or engineering purposes. Users of this information should review or consult the primary data and information sources to ascertain the usability of the information. Adams County makes no warranty or guarantee as to the content, accuracy, timeliness, or completeness of any of the data provided, and assumes no legal responsibility for the information contained hereon. Copyright 2015, Adams County. All rights reserved.

- State Highway
- County Highway
- Local Road
- Railroad
- County Boundary
- Municipal Boundary
- Sections
- Property Addresses
- Schools
- Hospital
- Parcel Lines
- Meander Lines

PLANNING & ZONING COMMITTEE FINDINGS CHECKLIST

APPLICANT NAME: Robert Duszak DATE: 7/6/16 PARCEL #: \_\_\_\_\_

| True | False | Base considerations to evaluate Conservancy land rezone requests.   |
|------|-------|---|
|      |       | The Town did not object to the proposal.  |
|      |       | Those noticed / contiguous did not object to the proposal.  |
|      |       | The DNR did not object to the proposal.   |
|      |       | The request is consistent with the Comprehensive Plan.  |
|      |       | The site is not waterfront.   |
|      |       | The site is not wet or mapped as wetland.   |
|      |       | The site is high / dry ground.  |
|      |       | There is development adjoining or in close proximity.   |
|      |       | There is adequate infrastructure in the area (roads, utilities etc.)  |
|      |       | The proposed rezone site will support a Private Onsite Waste Treatment System (POWTS).  |
|      |       | The site is at or near the fringe of Conservancy as opposed to far away / engulfed.   |
|      |       | The specific site is already legally developed (e.g. a nonconforming dwelling placed prior to enactment of Shoreland Zoning). |
|      |       | There are no reasonable alternatives to the proposal or components of the proposal.   |
|      |       | The proposal does not conflict with surrounding land uses.  |
|      |       | The overall proposal is environmentally sound.  |
|      |       | The site / area is not in a floodplain.   |

Score on the range below. 1 represents the least amount of proof and 5 represents the most amount of proof.

| 1 | 2 | 3 | 4 | 5 | Specific Conservancy rezone request / requirements compliance:  |
|---|---|---|---|---|---|
|   |   |   |   | ✓ | (A) Only the minimum area of the lot required for the proposed use is requested for rezoning.   |
|   |   |   |   | ✓ | (B) The proposed rezone is in the best interest of Adams County citizens.   |
|   |   |   |   | ✓ | (C) The petitioner provided *proof that the proposed rezone is in the best interest of Adams County citizens.   |
|   |   |   |   | ✓ | (D) No **significant adverse impact upon storm and flood water storage capacity.  |
|   |   |   |   | ✓ | (E) No **significant adverse impact upon maintenance of dry stream flow, the discharge of groundwater to a wetland, the recharge of groundwater from a wetland to another area, or the flow of groundwater through a wetland. |
|   |   |   |   | ✓ | (F) No **significant adverse impact upon filtering or storage of sediments, nutrients, heavy metals or organic compounds that would otherwise drain into navigable waters.  |
|   |   |   |   | ✓ | (G) No **significant adverse impact upon shoreline protection against soil erosion.   |
|   |   |   |   | ✓ | (H) No **significant adverse impact upon fish spawning, breeding, nursery or feeding grounds.   |
|   |   |   |   | ✓ | (I) No **significant adverse impact upon wildlife habitat.  |
|   |   |   |   | ✓ | (J) No **significant adverse impact upon areas of special recreational, scenic or scientific interest, including scarce wetland types.  |
|   |   |   |   | ✓ | (K) Petitioner provided *proof that the proposed rezone will not have "***significant adverse impact".  |
|   |   |   |   | ✓ | (L) The Applicant's Inventory Checklist does not indicate any concerns.   |
|   |   |   | 4 | 5 | TOTAL 59 (A score of 48 (80%) or higher is required for a recommendation of approval)   |

Findings / Comments: \_\_\_\_\_

COMMITTEE MEMBER SIGNATURE: Larry Bond Date: 7/6/16

# PLANNING & ZONING COMMITTEE FINDINGS CHECKLIST

APPLICANT NAME: Robert DUCZAK DATE: 7/6/16 PARCEL #: \_\_\_\_\_

| True | False | Base considerations to evaluate Conservancy land rezone requests.   |
|------|-------|---|
|      |       | The Town did not object to the proposal.  |
|      |       | Those noticed / contiguous did not object to the proposal.  |
|      |       | The DNR did not object to the proposal.   |
|      |       | The request is consistent with the Comprehensive Plan.  |
|      |       | The site is not waterfront.   |
|      |       | The site is not wet or mapped as wetland.   |
|      |       | The site is high / dry ground.  |
|      |       | There is development adjoining or in close proximity.   |
|      |       | There is adequate infrastructure in the area (roads, utilities etc.)  |
|      |       | The proposed rezone site will support a Private Onsite Waste Treatment System (POWTS).  |
|      |       | The site is at or near the fringe of Conservancy as opposed to far away / engulfed.   |
|      |       | The specific site is already legally developed (e.g. a nonconforming dwelling placed prior to enactment of Shoreland Zoning). |
|      |       | There are no reasonable alternatives to the proposal or components of the proposal.   |
|      |       | The proposal does not conflict with surrounding land uses.  |
|      |       | The overall proposal is environmentally sound.  |
|      |       | The site / area is not in a floodplain.   |

Score on the range below. 1 represents the least amount of proof and 5 represents the most amount of proof.

| 1 | 2 | 3 | 4 | 5  | Specific Conservancy rezone request / requirements compliance:  |
|---|---|---|---|----|---|
|   |   |   |   | ✓  | (A) Only the minimum area of the lot required for the proposed use is requested for rezoning.   |
|   |   |   |   | ✓  | (B) The proposed rezone is in the best interest of Adams County citizens.   |
|   |   | ✓ |   |    | (C) The petitioner provided *proof that the proposed rezone is in the best interest of Adams County citizens.   |
|   |   |   |   | ✓  | (D) No **significant adverse impact upon storm and flood water storage capacity.  |
|   |   |   |   | ✓  | (E) No **significant adverse impact upon maintenance of dry stream flow, the discharge of groundwater to a wetland, the recharge of groundwater from a wetland to another area, or the flow of groundwater through a wetland. |
|   |   |   |   | ✓  | (F) No **significant adverse impact upon filtering or storage of sediments, nutrients, heavy metals or organic compounds that would otherwise drain into navigable waters.  |
|   |   |   |   | ✓  | (G) No **significant adverse impact upon shoreline protection against soil erosion.   |
|   |   |   |   | ✓  | (H) No **significant adverse impact upon fish spawning, breeding, nursery or feeding grounds.   |
|   |   |   |   | ✓  | (I) No **significant adverse impact upon wildlife habitat.  |
|   |   |   |   | ✓  | (J) No **significant adverse impact upon areas of special recreational, scenic or scientific interest, including scarce wetland types.  |
|   |   | ✓ |   |    | (K) Petitioner provided *proof that the proposed rezone will not have ***significant adverse impact".   |
|   |   |   |   | ✓  | (L) The Applicant's Inventory Checklist does not indicate any concerns.   |
|   |   | 1 |   | 50 | <b>TOTAL 50</b> (A score of 48 (80%) or higher is required for a recommendation of approval)  |

Findings / Comments: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

COMMITTEE MEMBER SIGNATURE: *Andy Heis* Date: 7/6/2016

PLANNING & ZONING COMMITTEE FINDINGS CHECKLIST

APPLICANT NAME: \_\_\_\_\_ DATE: \_\_\_\_\_ PARCEL #: \_\_\_\_\_

| True | False | Base considerations to evaluate Conservancy land rezone requests.   |
|------|-------|---|
|      |       | The Town did not object to the proposal.  |
|      |       | Those noticed / contiguous did not object to the proposal.  |
|      |       | The DNR did not object to the proposal.   |
|      |       | The request is consistent with the Comprehensive Plan.  |
|      |       | The site is not waterfront.   |
|      |       | The site is not wet or mapped as wetland.   |
|      |       | The site is high / dry ground.  |
|      |       | There is development adjoining or in close proximity.   |
|      |       | There is adequate infrastructure in the area (roads, utilities etc.)  |
|      |       | The proposed rezone site will support a Private Onsite Waste Treatment System (POWTS).  |
|      |       | The site is at or near the fringe of Conservancy as opposed to far away / engulfed.   |
|      |       | The specific site is already legally developed (e.g. a nonconforming dwelling placed prior to enactment of Shoreland Zoning). |
|      |       | There are no reasonable alternatives to the proposal or components of the proposal.   |
|      |       | The proposal does not conflict with surrounding land uses.  |
|      |       | The overall proposal is environmentally sound.  |
|      |       | The site / area is not in a floodplain.   |

Score on the range below. 1 represents the least amount of proof and 5 represents the most amount of proof.

| 1 | 2 | 3  | 4  | 5 | Specific Conservancy rezone request / requirements compliance:  |
|---|---|----|----|---|---|
|   |   |    |    | ✓ | (A) Only the minimum area of the lot required for the proposed use is requested for rezoning.   |
|   |   |    | ✓  |   | (B) The proposed rezone is in the best interest of Adams County citizens.   |
|   |   |    | ✓  |   | (C) The petitioner provided *proof that the proposed rezone is in the best interest of Adams County citizens.   |
|   |   |    | ✓  |   | (D) No **significant adverse impact upon storm and flood water storage capacity.  |
|   |   |    |    | ✓ | (E) No **significant adverse impact upon maintenance of dry stream flow, the discharge of groundwater to a wetland, the recharge of groundwater from a wetland to another area, or the flow of groundwater through a wetland. |
|   |   |    |    | ✓ | (F) No **significant adverse impact upon filtering or storage of sediments, nutrients, heavy metals or organic compounds that would otherwise drain into navigable waters.  |
|   |   |    |    | ✓ | (G) No **significant adverse impact upon shoreline protection against soil erosion.   |
|   |   |    |    | ✓ | (H) No **significant adverse impact upon fish spawning, breeding, nursery or feeding grounds.   |
|   |   |    |    | ✓ | (I) No **significant adverse impact upon wildlife habitat.  |
|   |   |    |    | ✓ | (J) No **significant adverse impact upon areas of special recreational, scenic or scientific interest, including scarce wetland types.  |
|   |   |    |    | ✓ | (K) Petitioner provided *proof that the proposed rezone will not have "***significant adverse impact".  |
|   |   |    |    | ✓ | (L) The Applicant's Inventory Checklist does not indicate any concerns.   |
|   |   | 12 | 45 |   | TOTAL: 57 (A score of 48 (80%) or higher is required for a recommendation of approval)  |

Findings / Comments: \_\_\_\_\_

COMMITTEE MEMBER SIGNATURE: \_\_\_\_\_ Date: 7-6-2016

PLANNING & ZONING COMMITTEE FINDINGS CHECKLIST

APPLICANT NAME: Robert Duczak DATE: 7/6 PARCEL #: \_\_\_\_\_

| True | False | Base considerations to evaluate Conservancy land rezone requests.   |
|------|-------|---|
|      |       | The Town did not object to the proposal.  |
|      |       | Those noticed / contiguous did not object to the proposal.  |
|      |       | The DNR did not object to the proposal.   |
|      |       | The request is consistent with the Comprehensive Plan.  |
|      |       | The site is not waterfront.   |
|      |       | The site is not wet or mapped as wetland.   |
|      |       | The site is high / dry ground.  |
|      |       | There is development adjoining or in close proximity.   |
|      |       | There is adequate infrastructure in the area (roads, utilities etc.)  |
|      |       | The proposed rezone site will support a Private Onsite Waste Treatment System (POWTS).  |
|      |       | The site is at or near the fringe of Conservancy as opposed to far away / engulfed.   |
|      |       | The specific site is already legally developed (e.g. a nonconforming dwelling placed prior to enactment of Shoreland Zoning). |
|      |       | There are no reasonable alternatives to the proposal or components of the proposal.   |
|      |       | The proposal does not conflict with surrounding land uses.  |
|      |       | The overall proposal is environmentally sound.  |
|      |       | The site / area is not in a floodplain.   |

Score on the range below. 1 represents the least amount of proof and 5 represents the most amount of proof.

| 1 | 2 | 3 | 4  | 5  | Specific Conservancy rezone request / requirements compliance:  |
|---|---|---|----|----|---|
|   |   |   | X  |    | (A) Only the minimum area of the lot required for the proposed use is requested for rezoning.   |
|   |   |   | X  |    | (B) The proposed rezone is in the best interest of Adams County citizens.   |
|   |   |   | X  |    | (C) The petitioner provided *proof that the proposed rezone is in the best interest of Adams County citizens.   |
|   |   |   |    | X  | (D) No **significant adverse impact upon storm and flood water storage capacity.  |
|   |   |   |    | X  | (E) No **significant adverse impact upon maintenance of dry stream flow, the discharge of groundwater to a wetland, the recharge of groundwater from a wetland to another area, or the flow of groundwater through a wetland. |
|   |   |   |    | X  | (F) No **significant adverse impact upon filtering or storage of sediments, nutrients, heavy metals or organic compounds that would otherwise drain into navigable waters.  |
|   |   |   |    | X  | (G) No **significant adverse impact upon shoreline protection against soil erosion.   |
|   |   |   |    | X  | (H) No **significant adverse impact upon fish spawning, breeding, nursery or feeding grounds.   |
|   |   |   |    | X  | (I) No **significant adverse impact upon wildlife habitat.  |
|   |   |   |    | X  | (J) No **significant adverse impact upon areas of special recreational, scenic or scientific interest, including scarce wetland types.  |
|   |   |   |    | X  | (K) Petitioner provided *proof that the proposed rezone will not have “**significant adverse impact”.   |
|   |   |   |    | X  | (L) The Applicant’s Inventory Checklist does not indicate any concerns.   |
|   |   |   | 12 | 48 | <b>TOTAL:</b> {A score of 48 (80%) or higher is required for a recommendation of approval}  |

Findings / Comments:

*(Handwritten signature/initials)*

COMMITTEE MEMBER SIGNATURE: Barbara A. Morger Date: July 6, 2016

PLANNING & ZONING COMMITTEE FINDINGS CHECKLIST

APPLICANT NAME: Robert & Karen DeAngelis DATE: 7/6/16 PARCEL #: \_\_\_\_\_

| True | False | Base considerations to evaluate Conservancy land rezone requests.   |
|------|-------|---|
|      |       | The Town did not object to the proposal.  |
|      |       | Those noticed / contiguous did not object to the proposal.  |
|      |       | The DNR did not object to the proposal.   |
|      |       | The request is consistent with the Comprehensive Plan.  |
|      |       | The site is not waterfront.   |
|      |       | The site is not wet or mapped as wetland.   |
|      |       | The site is high / dry ground.  |
|      |       | There is development adjoining or in close proximity.   |
|      |       | There is adequate infrastructure in the area (roads, utilities etc.)  |
|      |       | The proposed rezone site will support a Private Onsite Waste Treatment System (POWTS).  |
|      |       | The site is at or near the fringe of Conservancy as opposed to far away / engulfed.   |
|      |       | The specific site is already legally developed (e.g. a nonconforming dwelling placed prior to enactment of Shoreland Zoning). |
|      |       | There are no reasonable alternatives to the proposal or components of the proposal.   |
|      |       | The proposal does not conflict with surrounding land uses.  |
|      |       | The overall proposal is environmentally sound.  |
|      |       | The site / area is not in a floodplain.   |

Score on the range below. 1 represents the least amount of proof and 5 represents the most amount of proof.

| 1 | 2 | 3 | 4 | 5  | Specific Conservancy rezone request / requirements compliance:  |
|---|---|---|---|----|---|
|   |   |   | 4 |    | (A) Only the minimum area of the lot required for the proposed use is requested for rezoning.   |
|   |   |   |   | 5  | (B) The proposed rezone is in the best interest of Adams County citizens.   |
|   |   |   |   | 5  | (C) The petitioner provided *proof that the proposed rezone is in the best interest of Adams County citizens.   |
|   |   |   |   | 5  | (D) No **significant adverse impact upon storm and flood water storage capacity.  |
|   |   |   |   | 5  | (E) No **significant adverse impact upon maintenance of dry stream flow, the discharge of groundwater to a wetland, the recharge of groundwater from a wetland to another area, or the flow of groundwater through a wetland. |
|   |   |   |   | 5  | (F) No **significant adverse impact upon filtering or storage of sediments, nutrients, heavy metals or organic compounds that would otherwise drain into navigable waters.  |
|   |   |   |   | 5  | (G) No **significant adverse impact upon shoreline protection against soil erosion.   |
|   |   |   |   | 5  | (H) No **significant adverse impact upon fish spawning, breeding, nursery or feeding grounds.   |
|   |   |   |   | 5  | (I) No **significant adverse impact upon wildlife habitat.  |
|   |   |   |   | 5  | (J) No **significant adverse impact upon areas of special recreational, scenic or scientific interest, including scarce wetland types.  |
|   |   |   | 4 |    | (K) Petitioner provided *proof that the proposed rezone will not have "***significant adverse impact"   |
|   |   |   | 5 |    | (L) The Applicant's Inventory Checklist does not indicate any concerns.   |
|   |   |   | 8 | 50 | TOTAL: 58 {A score of 48 (80%) or higher is required for a recommendation of approval}  |

Findings / Comments: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

COMMITTEE MEMBER SIGNATURE: Garry Bohanek Date: \_\_\_\_\_

# PLANNING & ZONING COMMITTEE FINDINGS CHECKLIST

APPLICANT NAME: Robert and Karen Duczak DATE: 7/6/16 PARCEL #: \_\_\_\_\_

| True | False | Base considerations to evaluate Conservancy land rezone requests.   |
|------|-------|---|
|      |       | The Town did not object to the proposal.  |
|      |       | Those noticed / contiguous did not object to the proposal.  |
|      |       | The DNR did not object to the proposal.   |
|      |       | The request is consistent with the Comprehensive Plan.  |
|      |       | The site is not waterfront.   |
|      |       | The site is not wet or mapped as wetland.   |
|      |       | The site is high / dry ground.  |
|      |       | There is development adjoining or in close proximity.   |
|      |       | There is adequate infrastructure in the area (roads, utilities etc.)  |
|      |       | The proposed rezone site will support a Private Onsite Waste Treatment System (POWTS).  |
|      |       | The site is at or near the fringe of Conservancy as opposed to far away / engulfed.   |
|      |       | The specific site is already legally developed (e.g. a nonconforming dwelling placed prior to enactment of Shoreland Zoning). |
|      |       | There are no reasonable alternatives to the proposal or components of the proposal.   |
|      |       | The proposal does not conflict with surrounding land uses.  |
|      |       | The overall proposal is environmentally sound.  |
|      |       | The site / area is not in a floodplain.   |

Score on the range below. 1 represents the least amount of proof and 5 represents the most amount of proof.

| 1 | 2 | 3 | 4                                   | 5                                   | Specific Conservancy rezone request / requirements compliance:  |
|---|---|---|-------------------------------------|-------------------------------------|---|
|   |   |   |                                     | <input checked="" type="checkbox"/> | (A) Only the minimum area of the lot required for the proposed use is requested for rezoning.   |
|   |   |   |                                     | <input checked="" type="checkbox"/> | (B) The proposed rezone is in the best interest of Adams County citizens.   |
|   |   |   |                                     |                                     | (C) The petitioner provided *proof that the proposed rezone is in the best interest of Adams County citizens.   |
|   |   |   |                                     | <input checked="" type="checkbox"/> | (D) No **significant adverse impact upon storm and flood water storage capacity.  |
|   |   |   |                                     | <input checked="" type="checkbox"/> | (E) No **significant adverse impact upon maintenance of dry stream flow, the discharge of groundwater to a wetland, the recharge of groundwater from a wetland to another area, or the flow of groundwater through a wetland. |
|   |   |   |                                     | <input checked="" type="checkbox"/> | (F) No **significant adverse impact upon filtering or storage of sediments, nutrients, heavy metals or organic compounds that would otherwise drain into navigable waters.  |
|   |   |   |                                     | <input checked="" type="checkbox"/> | (G) No **significant adverse impact upon shoreline protection against soil erosion.   |
|   |   |   |                                     | <input checked="" type="checkbox"/> | (H) No **significant adverse impact upon fish spawning, breeding, nursery or feeding grounds.   |
|   |   |   | <input checked="" type="checkbox"/> |                                     | (I) No **significant adverse impact upon wildlife habitat.  |
|   |   |   | <input checked="" type="checkbox"/> |                                     | (J) No **significant adverse impact upon areas of special recreational, scenic or scientific interest, including scarce wetland types.  |
|   |   |   | <input checked="" type="checkbox"/> |                                     | (K) Petitioner provided *proof that the proposed rezone will not have ***significant adverse impact*.   |
|   |   |   |                                     | <input checked="" type="checkbox"/> | (L) The Applicant's Inventory Checklist does not indicate any concerns.   |
|   |   |   | 12                                  | 4                                   | <b>TOTAL: (52) {A score of 48 (80%) or higher is required for a recommendation of approval}</b>   |

Findings / Comments: \_\_\_\_\_

COMMITTEE MEMBER SIGNATURE: Rocky J. Adams Date: 7/6/16

PLANNING & ZONING COMMITTEE FINDINGS CHECKLIST

APPLICANT NAME: ALBERT EASTMAN DATE: 7-6-16 PARCEL #: \_\_\_\_\_

| True | False | Base considerations to evaluate Conservancy land rezone requests.   |
|------|-------|---|
| X    |       | The Town did not object to the proposal.  |
| X    |       | Those noticed / contiguous did not object to the proposal.  |
| X    |       | The DNR did not object to the proposal.   |
| X    |       | The request is consistent with the Comprehensive Plan.  |
| X    |       | The site is not waterfront.   |
|      |       | The site is not wet or mapped as wetland.   |
|      |       | The site is high / dry ground.  |
|      |       | There is development adjoining or in close proximity.   |
|      |       | There is adequate infrastructure in the area (roads, utilities etc.)  |
|      |       | The proposed rezone site will support a Private Onsite Waste Treatment System (POWTS).  |
|      |       | The site is at or near the fringe of Conservancy as opposed to far away / engulfed.   |
|      |       | The specific site is already legally developed (e.g. a nonconforming dwelling placed prior to enactment of Shoreland Zoning). |
|      |       | There are no reasonable alternatives to the proposal or components of the proposal.   |
|      |       | The proposal does not conflict with surrounding land uses.  |
|      |       | The overall proposal is environmentally sound.  |
|      |       | The site / area is not in a floodplain.   |

Score on the range below. 1 represents the least amount of proof and 5 represents the most amount of proof.

| 1 | 2 | 3 | 4 | 5 | Specific Conservancy rezone request / requirements compliance:  |
|---|---|---|---|---|---|
|   |   |   |   | X | (A) Only the minimum area of the lot required for the proposed use is requested for rezoning.   |
|   |   |   |   | X | (B) The proposed rezone is in the best interest of Adams County citizens.   |
|   |   |   |   | X | (C) The petitioner provided *proof that the proposed rezone is in the best interest of Adams County citizens.   |
|   |   |   |   | X | (D) No **significant adverse impact upon storm and flood water storage capacity.  |
|   |   |   | X |   | (E) No **significant adverse impact upon maintenance of dry stream flow, the discharge of groundwater to a wetland, the recharge of groundwater from a wetland to another area, or the flow of groundwater through a wetland. |
|   |   |   |   | X | (F) No **significant adverse impact upon filtering or storage of sediments, nutrients, heavy metals or organic compounds that would otherwise drain into navigable waters.  |
|   |   |   |   | X | (G) No **significant adverse impact upon shoreline protection against soil erosion.   |
|   |   |   |   | X | (H) No **significant adverse impact upon fish spawning, breeding, nursery or feeding grounds.   |
|   |   |   |   | X | (I) No **significant adverse impact upon wildlife habitat.  |
|   |   |   |   | X | (J) No **significant adverse impact upon areas of special recreational, scenic or scientific interest, including scarce wetland types.  |
|   |   |   |   |   | (K) Petitioner provided *proof that the proposed rezone will not have “**significant adverse impact”.   |
|   |   |   |   |   | (L) The Applicant’s Inventory Checklist does not indicate any concerns.   |
|   |   |   | 4 | 5 | TOTAL: <u>49</u> {A score of 48 (80%) or higher is required for a recommendation of approval}   |

Findings / Comments: \_\_\_\_\_

COMMITTEE MEMBER SIGNATURE: [Signature] Date: 7-6-16

## ADMINISTRATIVE & FINANCE MEETING MINUTES

Friday, June 10, 2016 9:00 a.m., Room A260

P17

The meeting was called to order by Chairman West at 9:02 a.m.

The meeting was properly noticed.

Roll call: West, Grabarski, Parr, Pisellini and Allen. Also present: Wagner, Kaye, Kubisiak, Fahrenkrug, Oleson and Kroening as Recording Secretary.

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

Motioned by Grabarski/Pisellini to approve Joint Admin/Fin & Parks Dec 15, 2015 minutes. Motion carried by unanimous voice vote.

Approval of Admin & Fin May 13, 2016 minutes struck from agenda; will be added to next month's agenda for approval.

Motioned by Allen/Pisellini to approve Admin & Fin minutes from May 24, 2016 regular meeting and May 24, 2016 closed session meeting. Motion carried by unanimous voice vote.

*Item #6 Corporation Counsel monthly report.* Wagner updated committee on office activities; POWTS citations, bankruptcies pending, truancy cases, codification project, attended suicide prevention meeting.

*Item #7 Personnel Director:*

- a) *WIPFLI Compensation study.* Kaye gave an update on status of WIPFLI scale moving forward.
- b) *Monthly report.* Kaye updated committee on office activities.

Present: McGhee @ 9:50 a.m.

c) *Discuss and act on:*

1. *Union request to combine Grievance 16-130 and Grievance 16-231 for the purpose of holding a single arbitration hearing.* Discussion took place. Motioned by Allen/Pisellini to combine Grievance 16-130 and Grievance 16-231 as one hearing. Motion carried by unanimous voice vote.
2. *On the reclassification of Jail Administrator/Lieutenant positions on the WIPFLI Compensation Chart.* Fahrenkrug spoke regarding positions. Motioned by Allen to okay the Jail Administrator job description. Allen retracted his motion. Pisellini recommends leaving classification as is and possibly changing for future postings. Motioned by Grabarski/Allen to reclassify Jail Administrator moving to a grade 8, from a grade 7. Motion carried by unanimous voice vote. Motioned by Grabarski/Pisellini to reclassify Lieutenant position to a grade 8, from a grade 9. Motion carried by unanimous voice vote.
3. *On County sponsored blood drives.* Motioned by Allen/Pisellini to further look into the county sponsoring an employee blood drive on county property. Motion carried by unanimous voice vote.

*Item #8 County Manager/Administrative Coordinator:*

- a) *Parks Manager's Reports; Admin Coordinator Report; Revenue report, expense check summary report and expenditure report.*
- b) *Discuss and/or act on:*
  1. *Changing the Fawn Lake boat landing from a user fee lake to a non-user fee lake.* Discussion took place regarding user fees at Fawn Lake. Decision was to wait to impose fee at first of the year possibly. Further discussion will follow on user fee amounts for all Adams County parks to be established for the beginning of next year.
  2. *On allowing the Parks Managers to have a physical credit card.* Discussion took place; not sure if giving cards out is a good idea. McGhee and Oleson mentioned using "P" cards for this purpose. Committee asked that someone come to the next meeting to explain how "P" cards work.

P18

3. *On approval of adding or removing the seasonal fee status for any of the outlying parks.* Will discuss at a later date, when discussing user fees as a whole for the county.
4. *Timeline for the Annual Budget.* Kubisiak handed out a potential timeline for budget meetings. He has a problem with the line item budget, will be developing a county wide budget instead of silos. Capital budget will change as well as the administrative process. Kubisiak/Waltemath have already starting working on budget and placeholders. Committee discussed County Manager's role/responsibilities in the budget process.

Fahrenkrug left @ 11:10 a.m.

*Item #9 Treasurer:* No report/update given.

- a) *Tax Deed Property update*
- b) *Financial report*
- c) *Office activities*

*Item #10 MIS:*

- a) *Office activities.* Report given by McGhee; no big changes.
- b) *Financial report.*
- c) *ECHO, WIMCR – progress/update.* McGhee is working with ECHO; need to get billing from them. Oleson holding ECHO check; she explained situation. Discussed WIMCR; will put on next month's agenda to discuss WIMCR payment.

Discussed Item #12 along with Item #10c.

*Item #12 Family Care/Long Term Support – update.* Discussed family care/long term support; executive ordered to be "Family Care" by 2017.

Oleson left at 11:35 a.m.

*Item #11 Evaluation of County Manager position – discussion.* Committee decided to have a meeting on June 21<sup>st</sup> @ 5p.m. to discuss and/or act on evaluation questionnaire form that should be used for evaluating County Manager position.

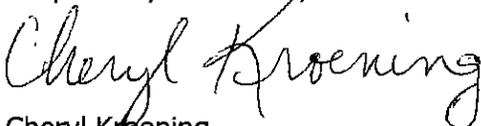
Next meeting agenda items:

*WIPFLI compensation study general discussion;*  
*WIPFLI evaluation forms discussion;*  
*Review parks fee structure for next year;*  
*"P" card presentation/information;*  
*Discuss WIMCR payment.*

Next meeting date: June 21, 2016 @ 5 pm Rm A260 for the purpose of discussing evaluation form questionnaire for County Manager position. Regular meeting date set for: July 8, 2016 @ 9am Room A260.

Motioned by Allen/Grabarski to adjourn at 11:45 a.m. Motion carried by unanimous voice vote.

Respectfully submitted,



Cheryl Kroening  
Recording Secretary

**ADMINISTRATIVE & FINANCE MEETING MINUTES**

Tuesday, June 21, 2016 5:00 p.m. Room A260

The meeting was called to order by Chairman West at 5:00 p.m.

Meeting was properly noticed.

Roll Call: Grabarski, Parr, Pisellini and West present; Allen was excused. Also present: Kaye, Wagner, Kubisiak, Helgeson, Repinski, Nickel and Phillippi.

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

Deviated to Item #6.

*Item #6 Discuss and/or act on credit card vendor for Register of Deeds office.* Discussion took place. Lexis Nexis dropped Register of Deeds office services. Jodi would like more time to look into this matter. Discussed some options.

*Item #5 Discuss and/or act on evaluation questionnaire for County Manager position.* Discussion took place. A decision will be made later on as to whether the whole County Board or just the Administrative & Finance Committee will evaluate the County Manager. The committee will work on what questions should be on the evaluation form. Pisellini and Parr would like to have department heads input. Repinski, Nickel and Kubisiak were given opportunity to speak.

Items on next agenda:

*Discuss and/or act on credit card vendor for Register of Deeds office;*

*Discuss and/or act on evaluation questionnaire for County Manager position.*

Next meeting date is set for July 8<sup>th</sup> at 9:00 a.m.

Motioned by Grabarski/Pisellini to adjourn at 6:43 p.m. Motion carried by unanimous voice vote.

Respectfully submitted,



Cindy Philippi  
Recording Secretary  
CP/ck

ADAMS COUNTY BOARD OF ADJUSTMENT  
MONTHLY MINUTES:  
June 15, 2016

Chairman Bob Beaver called the Adams County Board of Adjustment meeting to order at 9:30 A.M. with the following members present; Cathy Croke, Secretary; Tom Feller Bob Krause. Bob Benkowski was excused. Others present were: Phil McLaughlin, Zoning Administrator and Cathy Allen, Recording Secretary. Was this meeting properly announced? Mr. McLaughlin stated that it was. Roll Call. Cathy Croke made a motion to approve the Agenda as noticed. Bob Krause seconded the motion. All in favor. Motion carried. Public Hearings: Clarke C. Shih – Special Exception Permit request under Section 11-4.01 (C) of the Adams County Shoreland Wetland and Habitat Protection Zoning Ordinance to allow temporary rent or lease of a single family residence on property located in the NW ¼, NW ¼, Section 8, Township 17 North, Range 5 East, Lot 6 of Timber Bay Subdivision at 1884 N. Timber Bay Avenue, Town of Quincy, Adams County, Wisconsin. Ginny Wilbrandt of The Cottage Keeper was present to represent the petitioner. Ms. Wilbrandt explained that this is a seasonal residence and the owner is looking to rent it out on a short term basis. Ms. Wilbrandt further explained that she and her husband have been in the business of managing homes on a short term rental basis since 1998. While the Town of Quincy had no objections, Carla McKnight who is an adjacent property owner voiced her objections to the request citing covenants. Discussion followed. Bob Beaver made a motion to grant the request. Bob Krause seconded the motion along with adopting all the conditions listed on the short term rental sheet. After reviewing the rental sheet it was determined to eliminate #10(posting of property lines) and #12 (septic pumped every year); #16 inserting “after 10:00 P.M.”; #20 inserting 12:00 P.M.; eliminating #24; #25 inserting 11; #26 insert 72 hours; eliminate #27. Roll Call Vote: 4 – yes. Motion carried. Eric J. Feltes – Variance request under Section 11-6.02 (B) of the Adams County Shoreland Wetland and Habitat Protection Zoning Ordinance to allow a garage to be constructed with a height of 22’ 8” instead of the maximum 20’ on property located in the SE ¼, SE ¼, Section 30, Township 17 North, Range 5 East, Lot 27 of Assessor’s Plat #2 at 2379 Cty Trk Z, Town of Quincy, Adams County, Wisconsin. Eric Feltes was present to explain that he is requesting an increase to the height restriction because he needs the added height to maximize storage and to store his boat. Chairman Bob Beaver questioned why the Town of Quincy would not object to this request as the Town Board has turned down two such requests recently. Discussion was held. Tom Feller made a motion to approve the request. Bob Krause seconded the motion. Cathy Croke reminded the Board that they had to justify their decision with exceptional circumstances, prove that the owner cannot otherwise make use of the property, etc. After some debate Bob Krause withdrew his second. Bob Beaver withdrew his motion. Cathy Croke made a motion to deny the request based on the requirements that must be met to allow a variance and the fact that other alternatives could be pursued to meet ordinance requirements. Bob Krause seconded the motion and explained to Mr. Feltes that even though the Board might want to allow the request, they must meet certain criteria to be able to grant a Variance. Chairman Bob Beaver made it clear that a yes vote meant to deny. Roll Call Vote: 4 – Yes. Motion to deny carried. Barbara A. Bender – Special Exception Permit request under Section 10-5A.01 (C) of the Adams County Shoreland Wetland and Habitat Protection Zoning Ordinance to allow a residential accessory building without a primary structure present in a Recreational-Residential District on property located in the NE ¼, NE ¼, Section 7, Township 17 North, Range 5 East, Lot 8, Block 100, Little Roche a Cri Addition to the Dellwood Subdivision, Town of Quincy, Adams County, Wisconsin. David & Barbara Bender, owners were

Adams County  
Board of Adjustment  
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Page #2

present to explain that they have a house on the lot across the easement from Lot 8. They further explained that they bought lot 8 with the intention of installing a new septic system for the house and a garage. Discussion was held. Bob Beaver made a motion to grant the request as long as a Deed Restriction is recorded with the Register of Deeds that if the property with the house should ever be sold, Lot 8 would have to be sold with it. Cathy Croke seconded the motion. Roll Call Vote: 4 – Yes. Motion carried.

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

Minutes: Phil McLaughlin presented the Board with the minutes from the May 18, 2016 meeting for their review. Cathy Croke made a motion to approve the minutes as presented. Bob Krause seconded the motion. All in favor. Motion carried.

Correspondence: None.

The next Board of Adjustment Meeting will be July 20, 2016 at 9:30 A.M.

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

ADJOURNED: 10:54 A.M.

\_\_\_\_\_  
Bob Beaver, Chair

\_\_\_\_\_  
Tom Feller, Vice-Chair

\_\_\_\_\_  
Catherine Croke, Secretary

\_\_\_\_\_  
Bob Krause

\_\_\_\_\_  
Robert Benkowski

  
\_\_\_\_\_  
Cathy Allen, Recording Secretary

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

## MEETING MINUTES

### Central Wisconsin Community Action Council, Inc. Board Meeting Proceedings

**Meeting Date:** April 27, 2016  
**Place:** CWCAC, Inc. Headquarters  
1000 Highway 13  
Wisconsin Dells, WI 53965

**Board Members:**

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

**Absent:** Scott Beard

**Unexcused Absence:** None

**Staff Present:** Chris Utley, Kari Labansky, and Lisa Williams

**Guests Present:** Katie Castern

### Opening

1. John Earl called the meeting to order. Roll call was taken with 14 members present. 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.

Motion was made by Bob McClyman to adopt the April 27, 2016 agenda. Seconded by David Moore. Passed unanimously. **MOTION CARRIED.**

Motion was made by Charlie Krupa to adopt the February 24, 2016 meeting minutes. Seconded by Renee Greenland. Passed unanimously. **MOTION CARRIED.**

Fred introduced Katie Castern, State of Wisconsin Community Services Block Grant Coordinator. Katie presented ROMA (Results Oriented Management and Accountability) Board Training which is a government mandated system for planning and evaluating agency strategies with a sharp focus on the results we want to achieve. When planning, we set goals for how the agency will change lives and make an impact on the causes and conditions of poverty in the community. Strategic Plans should include Agency, Family, and Community goals and the agency should be able to document not only the work they do, but the outcome that was achieved. Showing results is critical in demonstrating the success and value of the work of human service agencies.

2. President's Comments

John mentioned both the committees and board will soon be busy with our building projects gearing up. He reminded board members to complete their 2016 Board Evaluation and thanked everyone for their attendance at the meeting.

3. Executive Director's Report

Fred expressed appreciation for our agency, board, and staff. Everyone is invited to the Rio Food Pantry Fundraiser being held on May 1<sup>st</sup> and our 17<sup>th</sup> Annual Golf Classic being held on June 9<sup>th</sup>. Section 8 has moved up to our Adams Office and we may have renters for the vacated space in the Dells office. The Department of Human Services is proposing that funding for the Skills Enhancement Program will not be going through WISCAP anymore and will now be awarded to only five Community Action Agencies in Wisconsin; WISCAP along with agency Executive Directors are reviewing ways to address.

Motion was made by David Moore to accept the Executive Director's Report of April 27, 2016 with thanks to Fred. Seconded by John Atkinson. Passed unanimously. MOTION CARRIED.

4. Budget & Finance Report

Kari presented the Budget & Finance Report including changes to the Finance Procedures Manual due to OMB Uniform Guidance regulations changes instituted in 2015. One major change is that all administrative charges will follow the OMB De Minimus rule of 10% of expenses charged to every funding source, which we are following with the exception of Section 8 which will be charged at 1%. As of March 31<sup>st</sup>, our Cash Balance was \$726,150.78 and Total Revenues at \$1,621,512.00 compared to \$1,479,754.69 in 2015.

Motion was made by David Moore to accept the Budget & Finance Report of April 27, 2016 with thanks to Kari. Seconded by John Wenum. Passed unanimously. MOTION CARRIED.

5. Committee Reports

a. PBP Committee

John Earl asked board members to review the PBP Committee report of March 11, 2016. Charlie Krupa called the meeting to order. Roll call was taken with six members present. Motion passed by unanimous vote approving the agenda and minutes of the January 8, 2016 PBP Committee meeting minutes. Ed presented the Buildings Maintenance & Repairs Report. The City of Wisconsin Dells recommended MSA to complete a Community Development Block Grant supporting infrastructure

for Gomoll's Senior Village. After a special meeting of the EPF&A Committee held on March 4, 2016, the agency moved forward with purchasing two contiguous lots located on County Trunk "G" in the City of Mauston for construction of an office building and residential apartments. New Beginnings agreed to contribute \$12,000 per year to CWCAC for management of the Beaver Dam Homeless Shelters. After the meeting the committee will visit our Necedah buildings, a vacant lot for a possible future building project in Necedah, and Generations Dance Academy in New Lisbon. The Rio Food Pantry fundraiser will be held on May 1<sup>st</sup>. The next meeting will be held on May 13, 2016.

Fred reported that we would not be able to apply for the CSBG Grant for infrastructure for Gomoll's Senior Village as the land is not owned by the municipality. Future options for the land are being reviewed.

Motion was made by David Moore to accept the PBP Committee Report of March 11, 2016. 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 March 4, 2016. John Earl called the meeting to order and roll call was taken with four members present. Motion passed by unanimous vote approving the agenda. The purpose of the meeting was reviewed. Kurt Mead was introduced as our Buildings Project Manager. There was discussion relative to available properties in the City of Mauston, specifically two contiguous lots located on County Trunk "G" within the city limits; excellent location for an office building and affordable housing. Motion made by Muriel Harper to submit a bid on Lot #2 to Juneau County for an amount of \$7,101.50. Seconded by Dave Singer. After discussion, motion passed by unanimous vote. Note - Minimum bid accepted would be \$7,000. The agency has an accepted offer on Lot "1" for \$11,999. Motion was made by Dave Singer that Central Wisconsin Community Action Council, Inc. provide seller with earnest money of \$1,000, securing the purchase proposal. Seconded by Donna Maly. After discussion, motion passed by unanimous vote. Checks will be drawn and presented to sellers this date. Other items discussed included Gomoll's proposed senior housing, possibility of property sales, and concerns about the 72 units of affordable housing being developed in the Dells. The next meeting will be held on March 11, 2016 at the Necedah Library.

John Earl asked board members to review the EPF&A Committee report of March 11, 2016. John Earl called the meeting to order and roll call was taken with three members present. Motion passed by unanimous vote approving an amendment to the agenda under #4 - adding "Approval of the March 4, 2016 meeting minutes". The revised agenda was approved by unanimous vote. The minutes of the February 19, 2016 and March 4, 2016 EPF&A Committee Meetings were approved by unanimous vote. Fred reported that Susan Halbach will be moving from Weatherization into Finance. Kari presented the Finance Report. After a special meeting of the EPF&A Committee held on March 4, 2016, the

agency moved forward with purchasing two contiguous lots located on County Trunk "G" in the City of Mauston for construction of an office building and residential apartments. Earnest money was submitted to seller securing the purchase proposal on Lot #1. A bid was submitted to Juneau County in the amount of \$7,101.50 for Lot #2. Motion approved by unanimous vote to submit copy of the March 4<sup>th</sup> EPF&A minutes, maps, and property survey to the full board. The State compromised on a dispute regarding a window replacement our Weatherization Unit completed last year, allowing the cost of the windows but not the labor. Board Annual Training will be held on Wednesday, March 16<sup>th</sup>. After the meeting the committee will visit our Necedah buildings, a vacant lot for a possible future building project in Necedah, and Generations Dance Academy in New Lisbon. The next meeting will be held on April 8, 2016.

John Earl asked board members to review the EPF&A Committee report of April 8, 2016. John Earl called the meeting to order and roll call was taken with five members present (Muriel Harper by conference call). Motion passed by unanimous vote approving the agenda and minutes of the March 11, 2016 EPF&A Committee meeting. No personnel issues. With the WIPFLI audit concluding, Kari will present the finance report at the board meeting. Motion passed by unanimous vote approving the Property Purchase Resolution for purchase of Lot 2, Parcel No. 292511652-10 in the City of Mauston from Juneau County in the amount of \$7,101.50; closing must take place prior to April 23, 2016. This property is zoned commercial; ideal for construction of our Mauston Office building. Motion passed by unanimous vote approving the Property Purchase Resolution for purchase of Lot B, Parcel No. 292511652.27 in the City of Mauston from Landmark Credit Union in the amount of \$11,900; closing is set for April 14, 2016. This property is zoned residential; ideal for construction of rental units. We are consulting with Scott Ethun, Juneau County Human Services Director, regarding number of units needed. Juneau County will swap land with the Village of Necedah giving CWCAC access to golf course land for a new senior housing project. Village Administrator, Roger Herried, has offered to apply for grants for the limited site work needed. The City of Wisconsin Dells referred us to MSA to assist with a Community Development Block Grant for infrastructure of Gomoll's Senior Village. With no progress to report from MSA, Fred will check with the city to determine the prospect of assistance in the future. The Stone Foundation has awarded \$75,000 to CWCAC to assist with Homeless Prevention & Intervention, Housing, Transportation, Utility Disconnects, and Other Crisis & Emergency Situations. We are developing a client application and plan to dispense all funds by the end of the year. The Section 8 office moved to our Adams building and we may have renters for the vacated space at our Dells office. Committee members fondly remembered former board member, Joan Koscal, who served on our board from 2002 to 2010. The next meeting will be held on May 13, 2016.

Motion was made by Muriel Harper to accept the EPF&A Committee Reports of March 4, 2016, March 11, 2016, and April 8, 2016. Seconded by Sandy Wormet. Passed unanimously. MOTION CARRIED.

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

Chris Utley reported that the State of Wisconsin has completed the annual Savings Evaluation of the Weatherization Program. The Executive Summary showed that CWCAC, Inc. had higher than average energy savings at a substantially less cost than the statewide program average. The result is that our Weatherization Program had the highest Savings to Investment Ratio of all state programs. The Homeless Unit report indicated we have currently served 47 households including 116 individuals at a total cost of \$67,223; we have assisted 23 households with Project Chance including 60 individuals year-to-date; a House Manager has been found for New Beginnings Women's/Families Shelter; year-to-date spending for Sauk Rapid Re-Housing was \$7,384 and Sauk Transitional Housing was \$3,220. Lisa Williams presented the Hunger Reduction Program Report reflecting 3,142 households served in January of 2016 and \$3,429 in February of 2016; this includes the 16 TEFAP Outlets served with USDA commodities. We currently administer the Section 8 voucher program as an agent of WHEDA in the counties of Adams, Columbia, Jefferson, Marathon, Rusk, Taylor, & Washburn and the City of Eau Claire. We have 614 voucher holders leased up and an additional 4 voucher holders that have ported in to our jurisdiction. The average per unit cost paid directly to the landlord and/or utility company is \$342. We also have 53 veterans vouchers leased up through our VASH voucher program.

Motion was made by John Wenum to accept the Weatherization, Homeless, and Hunger Reduction reports of April 27, 2016. Seconded by Stacy Ewert. Passed unanimously. MOTION CARRIED.

7. Old Business

Fred shared newspaper articles regarding re-election of Bob McClyman to the Columbia County Board and a large Food Pantry donation by Ho-Chunk Casino.

8. New Business

Motion was made by Bob McClyman to approve the property purchase resolution which reads, "**WHEREAS:** Central Wisconsin Community Action Council, Inc. has been renting property located at 1

Kennedy Street, Mauston, WI 53948 from Community Sharing Pantry, Inc., Mauston, WI for \$550 per month for over 18 years; and **WHEREAS:** CWCAC, Inc. is committed to our presence in Juneau County and would like to purchase property for construction of a new CWCAC, Inc. single-story office building to accommodate our Wisconsin Home Energy Assistance Program (WHEAP) and Homeless Unit services staff, also offering rental units; and **WHEREAS:** Property became available for purchase located at Lot B, Vol 8, CSM page 88, Parcel 292511652.27, across from Mauston Senior Village; and **WHEREAS:** This property is zoned residential which is ideal for construction of rental units; and **WHEREAS:** The seller, Landmark Credit Union, Tomah, WI, has accepted an offer of \$1,000 less than asking price of \$12,900 and earnest money has been paid in the amount of \$1,000, **Now there for let it be resolved:** That Central Wisconsin Community Action Council, Inc. Board of Directors approves purchasing the property located at Lot B, Vol 8, CSM page 88, Parcel 292511652.27, Mauston, WI 53948 at a purchase price of no greater than \$11,900 with an expected closing date of no later than April 30, 2016; and further **Resolve**, that authority be vested in the President and/or the Executive Director to sign all necessary and required documents for the sales transaction." Seconded by Renee Greenland. Passed unanimously. **MOTION CARRIED.**

Motion was made by David Moore to approve the property purchase resolution which reads, "**WHEREAS:** Central Wisconsin Community Action Council, Inc. has been renting property located at 1 Kennedy Street, Mauston, WI 53948 from Community Sharing Pantry, Inc., Mauston, WI for \$550 per month for over 18 years; and **WHEREAS:** CWCAC, Inc. is committed to our presence in Juneau County and would like to purchase property for construction of a new CWCAC, Inc. single-story office building to accommodate our Wisconsin Home Energy Assistance Program (WHEAP) and Homeless Unit services staff, also offering rental units; and **WHEREAS:** Property became available for purchase located at Lot 2 which is Parcel No. 292511652-10 in the City of Mauston – Legal Description – Lot 22, Vol 10, CSM page 117, #2599, Pt N1/2 N1/4, across from Mauston Senior Village; and **WHEREAS:** This property is zoned commercial which is ideal for construction of our Mauston Office building; and **WHEREAS:** A bid was accepted by the seller, Juneau County, in the amount of \$7,101.50, earnest money paid in the amount of \$710.15, administrative fee due of \$300, and balance due is \$6,691.35, **Now there for let it be resolved:** That Central Wisconsin Community Action Council, Inc. Board of Directors approves purchasing the property located at Lot 2 which is Parcel No. 292511652-10 in the City of Mauston – Legal Description – Lot 22, Vol 10, CSM page 117, #2599 Pt N1/2 N1/4, Mauston, WI 53948 at a bid price of no greater than \$7,101.50 and payment of balance due in the amount of \$6,691.35 with a closing date of no later than April 30, 2016; and further **Resolve**, that authority be vested in the President and/or the Executive Director to sign all necessary and required documents for the sales transaction. Seconded by John Atkinson. Passed unanimously. **MOTION CARRIED.**

Motion was made by Dave Repinski to approve the EPF&A Committee recommendation of adding the Code of Conduct and Board Member Job Description as an addendum to the By-Laws. Seconded by Bob McClyman. Passed unanimously. MOTION CARRIED.

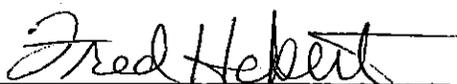
9. Next Meeting

Wednesday, June 22, 2016 @ 10:00 a.m.

10. Adjourn

John Earl declared the meeting adjourned.

Signed by:

  
\_\_\_\_\_  
Fred Hebert, Executive Director

April 28, 2016  
\_\_\_\_\_  
Date

Adams County Board Room June 21, 2016 6:00 p.m.

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

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

**Roll Call of Supervisors:** Dist. #01-Mark Hamburg; Dist. #03-Larry Babcock; Dist. #04-Larry Borud; Dist. #05-Jerry Kotlowski; Dist.#06-Barb Morgan; Dist. #07-Fran Dehmlow; Dist. #08-Robin Skala; Dist. #09-Dan Wysocky; Dist. #10-Scott Colburn; Dist. #12-Fred Nickel; Dist. #13-Florence Johnson; Dist. #14-Deborah Parr; Dist. #16-Robert Grabarski; Dist. #17-Gordon Carlson; Dist. #18-John West; Dist. #19-Dave Repinski; Dist. #20-Paul Pisellini. Excused: Dist. #15-Jack Allen, Dist. #02-Rocky Gilner and Dist. #11-Peter Hickethier.

Motioned by Wysocky/Morgan to approve agenda. Motion carried by unanimous voice vote.

Motioned by Repinski/Colburn to approve the May 17, 2016 minutes. Motion carried by unanimous voice vote.

**Public participation:** None

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

**Claims:** None

**Correspondence:** Adams County residents/landowners petitions regarding the proposed rezoning Ag to Forest Land. A Letter from Towns of Colburn (May 9) and Adams (May 26) and a letter from S.C. Ransburg to Supervisor Skala dated May 17, 2016.

**Appointments:** Motioned by Grabarski/Colburn to reappoint Cathy Croke and Robert Benkowski to Board of Adjustment for 3 year terms (April 2016-2019); appoint Marge Edwards, reappoint Celine Kelly and Thomas Melter to Aging for 3 year terms; reappoint Lynda Bula to ACRIDC for a 3 year term. Motion carried by unanimous voice vote.

**Unfinished Business:** None

**New Business:** None

**Reports and Presentations:** Motioned by Repinski/Pisellini to approve the Town of Rome Zoning Amendments: Amendment No. 16-08 Sub-Section 2.1.1 of Ordinance Section 10.14 Alpine Village Business Park; Amendment No. 2016-06 Chapter 7.09 Business License, Chapter 10.03 Regulations. Motion carried by roll call vote, 17 yes, 3 excused. Excused: Allen, Gilner and Hickethier.

Presentation by Rene Daniels, Executive Director, North Central Wisconsin Workforce Development Board was given. Daric Smith, RIDC gave a verbal report. County Clerk handed out a written report.

**Resolutions:**

**Res. #26:** Motioned by Grabarski/Colburn to adopt Res. #26-16 to approve out-of-state travel and accommodations for Lauren Heitman, Children's Case Manager, to Orlando, FL from August 2

P30 - 5, 2016. Motion to adopt Res. #26-16 carried by roll call vote, 17 yes, 3 excused. Excused: Allen, Gilner and Hickethier.

**Res. #27:** Motioned by Colburn/Nickel to adopt Res. #27-16 to approve out-of-state travel and accommodations for the Public Health Nurse Supervisor to Denver, CO on July 17-22, 2016 and October 24-27, 2016. Motion to adopt Res. #27-16 carried by roll call vote, 17 yes, 3 excused. Excused: Allen, Gilner and Hickethier.

**Res. #28:** Motioned by Colburn/Grabarski to adopt Res. #28-16 to express desire toward the Wisconsin State Legislature to have the duties and responsibilities of the County Veterans Service Office and the County Veterans Service Commission be reassigned to Wisconsin Statutes Chapter Motion to adopt Res. #28-16 carried by roll call vote, 17 yes, 3 excused. Excused: Allen, Gilner and Hickethier.

**Res. #29:** Motioned by Grabarski/Colburn to adopt Res. #29-16 to express desire toward the Wisconsin State Legislature to reinstate the original intent of the County Veterans Service Office grant, from which the original legislation was ratified in 1973, to be used strictly for the supplementation of salary of the County Veterans Service Officer as well as reconfigure the payment structure. Motion to adopt Res. #29-16 carried by roll call vote, 17 yes, 3 excused. Excused: Allen, Gilner and Hickethier.

**Res. #30:** Motioned by Johnson/Carlson to adopt Res. #30-16 to Honor Adams County Sanitation Workers. Motion to adopt Res. #30-16 carried by roll call vote, 17 yes, 3 excused. Excused: Allen, Gilner and Hickethier.

#### **Ordinances:**

**Ord. #13:** Motioned by Nickel/Morgan to enact Ord. #13-16 to rezone approx. 1.6 acre parcel from a Conservancy District to a Recreational/Residential District. Property located in the NE ¼, NE ¼, Section 19, Township 19 North, Range 6 East, Lot 1 of CSM 5867 at 1317 County Road C, Town of Big Flats, Adams County, Wisconsin. Motion to enact Ord. #13-16 carried by roll call vote, 17 yes, 3 excused. Excused: Allen, Gilner and Hickethier.

**Denials:** None

**Petitions:** None

Motioned by Carlson/Colburn to approve claims. Motion carried by unanimous voice vote.

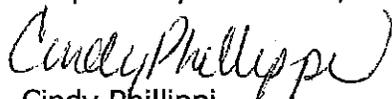
Motioned by Carlson/Colburn to approve Per Diem and Mileage. Motion carried by unanimous voice vote.

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

Next meeting date for County Board is July 19<sup>th</sup> at 6:00 p.m. Prior to the County Board meeting, a Strategic Planning meeting will be held to include topics: update on Friendship Lake, Forestry, evaluation of County Manager/Administrative Coordinator and Sand Valley update.

Motioned by Colburn/Hamburg to adjourn at 6:51 p.m. Motion carried by unanimous voice vote.

Respectfully submitted,



Cindy Phillippi  
Adams County Clerk

These minutes have not been approved by the County Board.

ADAMS COUNTY  
CRIMINAL JUSTICE COORDINATING COUNCIL  
May 11, 2016

Present: Honorable Daniel Wood, Jason Lockery, Kara Rheingans, Thad Kubisiak, Jack Allen, Andrea Gerloff, Kathie Dye

Meeting called to order at 4:30 pm.

Motion by Allen to approve the agenda, 2<sup>nd</sup> by Lockery. MC

Motion by Allen to approve the minutes from the last meeting, 2<sup>nd</sup> by Lockery. MC

Discussion Topics: The National Drug Court training is taking place in Sheboygan on August 15<sup>th</sup> – 17<sup>th</sup>, 2016. Judge Wood, DA Bonnett, Sheriff Wollin, SPD Attorney Lockery, Probation Agent Rheingans would be the primary persons to attend this conference.

TAD grant application – There is additional funding available through Act 388 that went into effect April 28, 2016. 2015 Wisconsin Act 388 increases the appropriation for the TAD (treatment, alternatives and diversion) program by \$2 million for the fiscal year 2016-17.

JusticePoint – Contact was made by JusticePoint to be the Coordinator for an alternative court in Adams County. JusticePoint indicated that writing a grant would be included in their services without fee. Wood thought the next step is to meet with JusticePoint and ascertain more information. Discussion was held on the options, costs, and where would an office be located.

Treatment Court – JusticePoint has recommended a treatment court at this time and not the pre-trial monitoring program. Discussion was held on the difference between the pre-trial monitoring program and a treatment court; the consensus is that a treatment court should take priority.

The next meeting date for CJCC is set for July 18, 2016 at 4:30 pm. Suggestions for the agenda are: Discuss National Drug Court Initiative training set for 8/15/16; follow-up on the TAD grant application; follow-up on possible collaboration w/JusticePoint; any committee updates. Judge Wood also suggested the members bring ideas for a more efficient justice system.

Motion by Rheingans to adjourn at 5:00 pm, 2<sup>nd</sup> by Allen. MC

Respectfully Submitted,  
*Kathleen R. Dye*

**Adams County Health & Human Services and  
Veterans Service Board Meeting Minutes  
Health & Human Services Building – June 13, 2016**

1. The Adams County Health & Human Services and Veterans Service Board meeting was called to order by Vice Chair Grabarski at 4:00 p.m.

2. **Roll Call of Board Members:** Present: Robert Grabarski, Fran Dehmlow, Dr. Gannon, Teresa Harvey-Beversdorf, Scott Colburn, Peter Hickethier, and Deb Johnson-Schuh. Absent excused: Jack Allen & Lori Djumadi

Health & Human Services Staff Present: Kelly Oleson, Diane Osborn, Cindi Flynn, Sarah Grosshuesch (5:12p.m.), Sherrie Manning, Wendy Pierce and Ruth Horndasch. Absent excused: Donna Richards & Kay Saarinen-Barr

Veterans Services Staff: Steve Dykes

Also in attendance: County Manager, Thad Kubisiak, County Board Supervisor Paul Pisellini and HHS Intern, Sasha Jones

3. **Was the meeting properly noticed?** Yes
4. **Approval of Agenda** – Motion was made to approve the June 13, 2016 Health & Human Services agenda by Hickethier/Colburn. Motion carried by UVV.
5. **Approval of Minutes – May 9, 2016** – A motion was made to approve the May 9, 2016 Health & Human Services minutes with correction made to page three by Hickethier/Colburn. Motion carried by UVV.
6. **Public Comment** – None
7. **Correspondence** – None
8. **Announcements** – Director Oleson stated that the Economic Support Division received a Certificate of Excellence Award from the State of Wisconsin. This is the first time Adams County has received the award. Oleson introduced Intern Sasha Jones from UW Oshkosh; she will be with HHS this summer. Dr. Gannon’s last meeting on the HHS Board will be July 11 due to her upcoming move to Indiana.

### Veterans Service

1. **Veterans Service Officer's Report June 2016.** A written report was submitted to the HHS Board prior to the meeting. Supervisor Grabarski asked Officer Dykes if he was able to supply flags for Memorial Day. Dykes stated that he was able to secure the needed amount of flags for the holiday.
2. **Review and approval of May 2016 Veterans Service Vouchers and Financial Report.** A motion was made by Colburn/Gannon to approve the Veterans Service vouchers and financial reports for May 2016. Motion carried by UVV.
3. **Discuss and/or approve** resolution to express desire toward Wisconsin State Legislature to reinstate the original intent of the County Veterans Service Officer Grant to be used strictly for supplementing the salary of County Veterans Service Officers. A motion was made by Hickethier/Colburn to approve the resolution. Motion carried by UVV.
4. **Discuss and/or approve** resolution to express desire toward the Wisconsin State Legislature to have the duties & responsibilities of the County Veterans Service Officer and the County Veterans Service Commission to be reassigned to Wisconsin Statutes Chapter 59. A motion was made by Colburn/Hickethier to approve the resolution. Motion carried by UVV.

Veteran Services Officer Dykes was excused at 4:26 p.m.

### Health & Human Services

1. **Review April 2016 Health & Human Services Financial Report.** Questions concerning percentages of expenditures used were answered by Director Oleson and members of management. A motion was made to approve the April 2016 Health & Human Services Financial Report by Harvey-Beversdorf/Colburn. Motion carried by UVV.
2. **Review & Approval April 2016 Health & Human Services Vouchers.** Questions concerning payments were answered by members of management. A motion was made to approve the April 2016 Health & Human Services Vouchers by Hickethier/Colburn. Motion carried by UVV.
3. **Director's Report & Manager Narratives.** A written report was submitted to the HHS Board prior to the meeting. Director Oleson added that HHS has experienced a lot of turn over. To help recruit and keep staff, HHS has partnered with the UW-Oshkosh Rural Partnership Bachelor's program for Human Services Leadership and completed paperwork

to be considered for the National Health Services Corp (NHSC) site. To become a NHSC site our site must be a federally designated mental health professional shortage area. Our paperwork was accepted by the NHSC on June 2 and we are now able to post our job openings to their site. Mental Health professionals that work at NHSC sites can receive up to \$50,000 to repay student loans for their initial 2 year commitment and may be eligible to apply for additional years of support to reduce student debt.

Work continues in ECHO and some revenue has been generated. Oleson is working to negotiate costs for an upcoming training for HHS fiscal staff. Fiscal Manager Pierce stated that \$76,000 was received for the month of February and she anticipates reporting programs are billing in July.

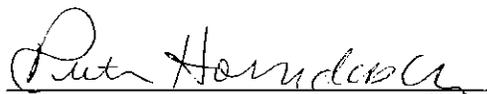
**Division Updates** – Supervisor Grabarski asked for clarification regarding the FoodShare on Demand. Economic Support Manager Flynn explained that as of May 2, 2016 the new Federal Standard for Economic Support workers is to make two attempts to contact FoodShare applicants within 48 hours where before it was 30 days.

4. **Administration: Discuss HHS Committee Orientation Plan.** Director Oleson stated that the attempt to schedule a bus tour for the Committee Members to see the 3 sites was unsuccessful. Oleson would like to provide information that is useful to HHS Board Members while serving on the Health & Human Services Committee. Oleson offered suggestions to rotate meeting sites, provide monthly division presentations or to provide an overall presentation at an extended Committee Meeting. The Committee discussed these options and decided that a bus tour on a Friday would be best. Oleson will provide the Board with two potential Friday dates. A folder was distributed to each HHS Committee Member that includes our agency newsletter, a list of acronyms, an org chart and a copy of the County Board Rules.
5. **Administration: Discuss WIMCR payback.** Director Oleson distributed a handout that illustrates key points regarding the WIMCR Costs/Incurred at HHS in 2015 and reviewed a PowerPoint that included a plan of action, final outcomes for the 2015 HHS budget and a corrective action plan.
6. **Behavioral Health: Discuss behavioral health needs in Adams County.** Director Oleson distributed a handout of a map from the Center of Disease Control. The map illustrates the growing increase of deaths due to drug abuse across the nation and in Adams County. Oleson reiterated that there is a strong need for AODA services in our community. Offering counseling and prevention services will reduce costs to law enforcement, the court system and health & human services.

7. **Long Term Support: Update on Family Care 2.0.** Director Oleson stated that Kitty Rhoades, Secretary of the Department of Health Services sent a letter to the Joint Committee June 9, 2016 withdrawing the concept plan approval request for Family Care 2.0. At this time it is not known what this will mean for Adams County. An update will be provided to the HHS Board when a determination is made by the state.
8. **Public Health: Discuss and/or approve resolution for out-of-state travel for the Public Health Nurse Supervisor to attend required training in Denver, CO on July 17-22, 2016 and October 24-27, 2016.** Motion to approve resolution for Out of State Travel to Denver, CO for Public Health Nurse Supervisor to attend required training July 17-22, 2016 & October 24-27, 2016 by Hickethier/Colburn. Motion carried by UVV.
9. **Public Health: Review and approval of the Nurse Family Partnership Policies & Procedures.** Motion by to approve NFP Policies & Procedure by Colburn/Johnson-Schuh. Motion carried by UVV.
10. **Next Regular Meeting Date** – Monday, July 11, 2016 @ 4:00 p.m.
11. **Adjournment:** Motion to adjourn at 5:39 p.m. by Colburn/Gannon. Motion carried by UVV.

*These minutes have been approved by the committee.  
Minutes respectfully submitted by Ruth Horndasch.*

  
\_\_\_\_\_  
Jack Allen – Chairperson

  
\_\_\_\_\_  
Ruth Horndasch – Recording Secretary

**Health Insurance Study Committee Minutes**  
**May 24, 2016**

Present: Diane Heider/Corp. Counsel, Thad Kubisiak/County Manager, Cheryl Thompson/Sheriff Office, Cindy Phillippi/County Clerk, Sarah Grosshuesch/HHS, Marcia Kaye/Personnel, Mary Lu Silka/Library, Karen Bays/Highway, Bill Heinz/AFG, Mark Hamburg & John West/County Board.

Meeting was called to order by Mark at 8:30 am. Meeting was properly announced.

Motion by Cindy, seconded by Cheryl to approve the agenda. M/C/V/V

Motion by Cindy, seconded by John to approve the April 27, 2016 minutes. M/C/V/V

**HRA Funding Analysis** – (Attachment # 1 & 2) Reviewed attachment 1 showing that our HRA funding up to April 16<sup>th</sup> is at 99.76%. Attachment # 2 breaks out our medical rates & funding. Bill noted that on single plans that only 75% of the HRA are budgeted & on family plans it is 94%. Cindy questioned when or who changed the percentage. In years past was 100% funded. It was also noted that the Health Reimbursement Account is actually paid within our premiums & not solely by the County as many on the committee assumed. Cobra premiums are also still included because employees who retire/quit still have the option of 18 months on Cobra.

**WEA Health & RX Claim Payment Ratio Report** – (Attachment # 3) Reviewed. Bill noted that in 2015 out of 545 claims 281 were \$1000.00 or less, 108 were \$1000-\$5000 range, 151 claims were \$5000-\$100,000 and only 5 were over \$100,000. Current high cost members in 2015 had active cancer, asthma, osteo arthritis/osteoporosis, gastrointestinal disorders, dementia, & hypertension (includes stroke & peripheral vascular disease).

**Health Risk Assessments** – Intera Company working with WEA Trust. Dates will be July 6,7,8 & 11<sup>th</sup>. Less than 1% of employees are doing the biometric test with their health care provider. Reminder that everyone should do the WEA Trust Health Assessment on line prior to July 1<sup>st</sup> to receive their \$25.00 debit card.

**OSI Program/Physical Therapy** – OSI surgery center is a bundled price that includes all the therapy. WEA would not pay for additional therapy at a local hospital.

**Dialysis Clinics when on vacation** – If not an emergency WEA Trust will not cover. Best solution contact WEA Trust to see what coverage is available & in network prior to vacation. See attachment # 4. Also handed out was “Livongo for Diabetes” (Attachment # 5,6,7,8). Public employees who now have diabetes can now access Livongo Health ‘s end-to-end diabetes management program through WEA Trust.

**Voting rights within HISC** – Concern was brought up that only members who have the County insurance should be voting on the proposals/changes. After much discussion committee decided to table till June meeting. Other discussion will be who is a member & expectations of members. Chair Mark asked committee to bring back a compromise/solution to the issue.

**Public Health on Nurse Navigator Services** – Sarah reported contract is signed with WEA Trust. Carrie Easterly has been trained & the contact person for the “Livongo for Diabetes” assistance.

**ACA Updates** – None

**Wellness Committee Report** – See attachment # 9

Next meeting is scheduled for June 28, 2016 at 8:30 am in Room A260.

Tentative Agenda: Approve minutes, HRA Funding Report, Health Risk Assessments, Voting Rights, Nurse Navigator Services, ACA Updates, State Health Insurance Plans, Defined Contribution plans, Wellness committee report.

Motion by Cindy, seconded by John to adjourn until June 28, 2016. M/C/V/V

Submitted by,

Karen Bays

Secretary



These minutes HAVE BEEN APPROVED by the Health Insurance Advisory Committee.

**ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE**

**THURSDAY, JUNE 9, 2016 AT 9:00 A.M.  
HIGHWAY DEPARTMENT CONFERENCE ROOM  
1342 COUNTY ROAD "F", ADAMS, WI**

**MEMBERS PRESENT:** Larry Babcock ~ Chairperson  
Dan Wysocky ~ Vice-Chairperson  
Mark Hamburg  
Larry Borud  
Gordy Carlson

**OTHERS PRESENT:** Patrick Kotlowski ~ Highway Commissioner, Donald Bjorge,  
Dave Selissen and Scott Whitsett

**CALL MEETING TO ORDER:** The Meeting of the Adams County Highway Department Committee was called to order by Chairperson – Larry Babcock at 9:00 A.M., on Thursday, June 9, 2016.

**WAS THE MEETING PROPERLY ANNOUNCED? YES**

**ROLL CALL:** BABCOCK, WYSOCKY, HAMBURG, BORUD AND CARLSON.  
ALL MEMBERS PRESENT.

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

**PUBLIC PARTICIPATION ON AGENDA ITEMS:**

- Review & Act on Truck Equipment Bids
- Review & Act on Timbers-Selissen-Rudolph Land Specialist Agreement for CTH P (CTH B to CTH G) Land Acquisitions
- Review & Approve County Road P (CTH B to CTH G) Right-of-Way Plat, Relocation Order & Final Design Plan

**APPROVAL OF MINUTES OF LAST MEETING (MAY 12, 2016):** *Motion by Carlson to approve the Minutes as printed of the Adams County Highway Department Committee Meeting for May 12, 2016 Regular Monthly Meeting, second by Borud. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**REVIEW & ACT ON TRUCK EQUIPMENT BIDS:** The following bids were received for the Truck Equipment:

|                 |              |
|-----------------|--------------|
| Universal Truck | \$139,988.00 |
| Monroe Truck    | \$143,917.00 |

Highway Committee & Commissioner reviewed the truck equipment bids and options. *Motion by Hamburg to award the truck equipment bid to Universal Truck for the 304 stainless \$139,988.00, plus option 3, truck underbody pans \$697.00, for a total amount of \$140,685.00, second by Carlson. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**REVIEW & ACT ON TIMBERS-SELISSEN-RUDOLPH LAND SPECIALIST AGREEMENT FOR CTH P (CTH B TO CTH G) LAND ACQUISITIONS:** : Highway

ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE MEETING  
JUNE 9, 2016 ~ 9:00 A.M.

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Committee reviewed an agreement with Timber-Selissen-Rudolph Land Specialist for the County Road P (CTH B to CTH G) land acquisition services. *Motion by Hamburg to accept the agreement for Land Acquisition Services for County Road P (CTH B to CTH G) with Timbers-Selissen-Rudolph Land Specialists Inc. for an amount of \$62,220.00, second by Wysocky. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**REVIEW & ACT ON CTH Z & CTH C TRANSFER OF PROPERTY - KILPS:** Highway Committee reviewed the proposal to transfer county property to Kilps. Highway would gain more right-of-way from Mr. Kilps and Mr. Kilps would gain Highway property that will not be needed for right-of-way. This exchange of property would increase right-of-way at the Northeast corner of CTH Z & CTH C. *Motion by Wysocky to move forward with the transfer of properties as provided on parcel map and to approach property owner with a cost share for survey, second by Hamburg. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**REVIEW & ACT ON COUNTY ROAD P (CTH G TO MARQUETTE COUNTY LINE) RIGHT-OF-WAY PLAT REVISION:** Highway Committee reviewed the Right-of-Way Plat Revision for the County Road P (CTH G to Marquette County Line) Project. Change was made to page 75, with revisions to TLE Entrance 3, 13 & 16. *Motion by Wysocky to approve the County Road P (CTH G to Marquette County Line) Right-of-Way Plan Revision as present to the TLE Entrance 3, 13 and 16, second by Borud. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**REVIEW & ACT ON COUNTY ROAD P (CTH G TO MARQUETTE COUNTY LINE) ADMINISTRATIVE REVISIONS, OFFERING PRICE REPORTS AND APPRAISALS:** Highway Committee reviewed the Administrative Revisions for Parcel 12 and Parcel 38 as recommended by Timbers-Selissen-Rudolph Land Specialists. *Motion by Hamburg, second by Wysocky to approve the County Road P Administrative Revision for:*

- Parcel #12, for an increase of \$1,400.00, total amount \$5,000.00
- Parcel #38, for an increase of \$1,700.00, total amount \$10,100.00

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

**REVIEW & ACT ON RESOLUTION TO SUPPORT SUSTAINABLE TRANSPORTATION FUNDING:** Highway Committee reviewed a Resolution to support sustainable transportation funding, which was created by WCHA and presented to Counties. *Motion by Carlson to approve and forward to County Board a Resolution to Support Sustainable Transportation Funding, second by Babcock. VOICE VOTE, 4 - YES, 1 - NO. HAMBURG VOTING NO. MOTION CARRIED.*

**REVIEW & APPROVE COUNTY ROAD P (CTH B TO CTH G) RIGHT-OF-WAY PLAT, RELOCATION ORDER & FINAL DESIGN PLAN:** Highway Committee reviewed the County Road P (CTH B to CTH G) Right-of-Way Plat, Relocation Order and Final Design Plans as presented by Jewels Associates. *Motion by Hamburg to approve the Right-of-Way Plat, Relocation Order and Final Design Plans, as prepared by Jewels Associates for County Road "P" Road Construction Project between County Road B and County Road G, second by Borud. VOICE VOTE, ALL IN FAVOR, MOTION CARRIED.*

**ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE MEETING  
JUNE 9, 2016 ~ 9:00 A.M.**

**REVIEW & ACT ON COUNTY FUNDED CONSTRUCTION PROJECT ~  
COUNTY ROAD Z (ALPINE TO APACHE AVE):** Highway Commissioner reviewed with the Committee the advantages and disadvantages of tying a county funded construction project on County Road Z between Alpine to Apache Avenue with the State construction project. *Motion by Hamburg to not have a County funded construction project on County Road Z (Alpine to Apache Ave) be a part of the State Dept. of Transportation STP Project on County Road Z (Alpine to Wood County Line), and that this item be placed back on the July Agenda for further discussion, second by Borud. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**DISCUSS FUEL PURCHASES:** Highway Commissioner informed the Committee that Allied would like to see the fuel for Highway put out for bids, as they would be interested in submitting a bid. Fuel is a supply and not required to be bid. Highway did bid fuel out in 2013 and successful bidder Scully Oil Company, has continued to honor that bid and has made no changes or adjustments to that bid. *Motion by Hamburg to advertise for fuel bids, second by Wysocky. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**UPDATE COMMITTEE ON CTH Z TRANSFER OF PROPERTY – DEREN:** Highway Commissioner updated the Committee on the County Z transfer of property as previously voted on at the May Highway Committee Meeting:

- Owner has contacted MSA to do survey
- Notified owner that survey would need to be forwarded to Highway Department to draft a Resolution for Committee and County Board approval

**REPORT ON HIGHWAY DEPARTMENT OPERATIONS:**

- State Road 13 mowing brush
- Grading Town of New Chester
- Crack Filling CTH A (CTH B to CTH G)
- Crack Filling STH 21 (STH 13 to 3<sup>rd</sup> Lane) PBM Contract
- Crack Filling STH 13 (Columbia County Line to Gillette Ave) DMA Contract
- 55 MPH Speed Plates
- Wash Bay Construction
- Seal Coat Schedule / CTH O & CTH A

**FINANCIAL REPORT:** *Motion by Wysocky to approve the May 2016 Financial Report as presented, second by Borud. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

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

**IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS:**

- ATV Routes on County Roads
- CTH A Overlay
- County Road Z (Alpine to Apache Ave) County Funded Constructed Project

ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE MEETING  
JUNE 9, 2016 ~ 9:00 A.M.

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**SET NEXT MEETING DATE AND ADJOURN:** *Motion by Borud, second by Hamburg, to adjourn until the next scheduled meeting for the Highway Department on, Thursday, July 14, 2016 at 9:00 A.M. at the Highway Department. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

Meeting adjourned at 11:40 A.M.

Respectfully submitted,

Patrick Kotlowski, Recording Secretary

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

**Land & Water Conservation Committee Meeting**  
**May 9, 2016 at 12:30 p.m.**  
**Room A260**

**Minutes**

**Present:** Committee Members Florence Johnson; Onie Karch; Barb Morgan; Fred Nickel; Paul Pisellini; and Dan Wysocky. LWCD Staff Wally Sedlar, County Conservationist; and Reesa Evans, Lake Specialist. County Clerk Cindy Phillippi and Corporation Counsel Ken Wagner were also present. Kevin Bork was excused.

Also present: Lynda Bula; R. Eric Edwards; Don Fornaisiere; Kay Olson Martz; Robin Skala.

**Call to Order:** The meeting was called to order by County Clerk Cindy Phillippi at 12:30 p.m.

Phillippi asked if the meeting had been properly announced. Wagner provided his opinion that the meeting had been sufficiently announced to meet open meetings requirement. However, County Board Supervisor Nickel stated that he believed the meeting had not been properly announced because the committee name on the notice was not the name recently given by the County Board in April of 2016. Nickel indicated that because the meeting notice did not state the newly-adopted name—Land & Water Resource and Recreation Committee—it did not meet the legal requirements for open meeting rules. Wagner asserted that although there was no legal precedent, there were Attorney General Requirements stating that notices must adequately inform the public of the meeting date and time, as well as the subject matter and issues being presented. He further added that the meeting date had been set before the County Board changed the name, so that for continuity's sake, using the name for the meeting was enough to meet requirements. Johnson and Pisellini made additional points. Motion made by Johnson, seconded by Pisellini, to go forward with the scheduled meeting. Motion carried unanimously (Nickel not voting).

Nickel announced that he would temporarily step down as part of the committee for the meeting and stay to observe because he was concerned about possible violations of the open meeting rules. He indicated he would attend the Extension meeting set for 5/10/16.

Roll Call was conducted.

Motion by Wysocky/Morgan to approve the agenda. Motion carried unanimously.

Phillippi asked for nominations for committee chair. Karch nominated Barb Morgan. No further nominations were made. Johnson/Karch moved for unanimous ballot in favor of Morgan. Motion carried unanimously.

12:49 p.m. Cindy Phillippi left the meeting. Morgan took over conducting the meeting.

Morgan asked for nominations for vice-chair. Pisellini nominated Florence Johnson. No other nominations were made. Wysocky/Pisellini moved for unanimous ballot in favor of Johnson. Motion carried unanimously.

The Pledge of Allegiance was said.

Motion by Karch/Wysocky to approve the minutes of the 4/11/16 meeting. Motion carried unanimously.

**Report on LWCD Activities:** This was contained in the committee packets. Sedlar announced that the tree sale did well. The last of the trees were planted today on county land. There were no questions from committee members.

**Report on Wildlife Abatement:** N/A

**Report on NRCS:** N/A

**Report on WDNR:** N/A

**Report on CWWP:** Wysocky noted there will be a meeting in June. He agreed to continue as the committee's representative for CWWP.

**Report on Golden Sands RC & D:** Pisellini noted that the next meeting is in Stevens Point on 5/19/16. Evans provided a short explanation of what Golden Sands Resource Conservation & Development involved. Morgan called for volunteers to be the alternate representative, but no one spoke up, so she agreed to be the alternate.

**Report on USDA Farm Services:** None.

**Report on Duck Creek Watershed:** Skala announced she was now the Chair. This group recently voted to become a member of the Central Wisconsin Water Coalition. There was a consensus that this report would be taken off the regular meeting agenda, but can be added any time the group requests being put on the agenda.

**Financial Report:** The latest report was in the committee packet. About \$10,837.44 was taken in from the annual tree sale. The maximum grant amount for the municipal grant program for Fawn Lake dam repair is \$235,600. Current expected cost is \$336,000. Whether there are sufficient funds in the dam fund to cover the difference will depend on repairs needed on some of the other dams operated by the county.

Motion by Wysocky/Karch to approve the financial report. Motion carried unanimously.

1 p.m. Chuck Sibilsky arrived and introduced himself.

**Discuss/Act on Woods Violation:** Sedlar and Wagner discussed what had happened since the last committee meeting. There are still a lot of unresolved issues. The main purpose of the citations is to get compliance, not just collect fine money and leave the problems unsolved. After the last court date, Wagner and Sedlar met with Woods to discuss the situation. There is now a deadline date of 5/18/16 by which Woods is to have all the requested information to County Conservationist Sedlar. If Woods fails to provide the information, Wagner will proceed with a suit for an injunction to prohibit Woods from further manure piling and to have the court find Woods in contempt of court for failing to comply. Several members of the committee expressed concern about the length of time this had been going on.

1:05 p.m. Wysocky was excused and left the meeting.

Committee members and meeting attendees asked a number of questions. Wagner noted that Woods had not paid property taxes for 2 years, so if there is an additional year of non-payment,

the county may move to take the property. There is a concern about what would happen to the approximately 250 cows. Sedlar suggested the current ordinance should have some deadlines in it to prevent this kind of continuing issue. Martz suggested the animal waste ad hoc committee should reconvene to consider such issues.

1:25 p.m. Wagner left the meeting.

**Discuss/Act on Tri-Lakes Dams and Ownership Transfer:** Sedlar outlined continuing problems with numerous calls about water levels at the Tri-Lakes dams, many of which appeared to be exaggerated. He provided a short PowerPoint presentation that showed some of the repair issues. Both the Camelot and Arrowhead gates need repairs. The Shermalot Ski Team does not respect the 'no wake' area near the dam and cause a lot of wash and dam erosion from their large motors. There have also been vandalism on the dams, including rocks being thrown into the structure. There was a request to have the dams adjusted daily, which would not only be expensive in staff time, but also would be additional wear on the dam parts. He asked for the committee to consider transferring ownership to the Tri-Lakes Management District or provide him support that as long as the dams are being operated within the state-mandated operations range, responding to ongoing calls would not be required. Don Fornaisiere, Chair of the Tri-Lakes Management District, offered to assist in generating information about the operating ranges and to have the Management District be the point of contact for taking calls. If there are legitimate issues, Tri-Lakes will contact LWCD.

**Discuss/Act on DATCP Training for LWCC Commissioners:** Sedlar included in the committee packet information about a training being given in Grand Chute on 5/20/16 for LWCC members by DATCP. The cost is \$16 per person. The agenda and other information were also in the packet. Motion made by Karch, seconded by Pisellini, to pay for the \$16 per person attending out of the LWCD budget. Motion carried unanimously. Morgan announced she intended to attend. Registration deadline is 5/13/16.

**Communications:**

Sedlar announced that future financial reports would show deductions for unemployment.

A Conservation Field Day was held for 4<sup>th</sup> graders on 5/5/16 for about 104 kids. It seemed to be a success. Martz suggested that future events have shorter station times and/or more stations. Morgan provided some photos to Sedlar. Sedlar hopes to get an article in the local paper about the event.

Martz asked that conservation poster and speech content involvement be revived. The Farm Bureau can take information into the schools in the fall. That should provide enough time for participation before the final date in January 2017.

Sedlar announced someone had been hired for the Conservation Program Coordinator, but she cannot start until 6/1/16. She is moving from out-of-state.

**Items for Next Month's meeting:** #9 should be left off the agenda unless requested. Sedlar will provide an update on #11. Morgan suggested that representatives from NRCS, Wildlife Abatement, WDNR, etc. should attend to introduce themselves to the new committee.

**Next meeting date and time:** June 14, 2016, starting at 1:00 p.m.

**Other matters:** Pisellini suggested that at tomorrow's extension meeting, committee members should discuss whether consolidating the meetings would be appropriate.

Motion by Karch/Pisellini to adjourn at 2:15 p.m. Motion carried unanimously.

Respectfully submitted,

Reesa Evans

Acting Recording Secretary

**LAND & WATER/RESOURCE & RECREATION**June 14<sup>th</sup>, 2016

1:00 p.m., Room A260

The meeting was called to order by Chairman Morgan at 1:02 p.m.  
The meeting was properly noticed. The pledge of allegiance was said.

Roll call: Johnson, Nickel, Wysocky, Pisellini, Morgan, Kevin Bork and Onufry Karch . Also present, Wally Sedlar, Hannah Rogers, Linda Bula, Tina Bennett, Barry Benson, Erick Edwards, Craig Saxe, Linda Arneson, Jennifer Swensen and Angela DeSmith.

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

Motioned by Wysocky/Pisellini to approve Land & Water minutes of May 9, 2016. Motion carried by unanimous voice vote.

Motioned by Johnson/Pisellini to approve UW Extension minutes of May 10, 2016. Motion carried by unanimous voice vote.

Public participation was allowed throughout the meeting.

Barry Benson gave a verbal report on Wildlife Abatement. Project #1 was a smaller project; the fence has been built; this project is complete. Benson would like to begin work on project #2. Both projects are cost share projects; cost is shared between the property owner and the state, however, the county is a pass through agency.

No report on NRCS or WDNR.

Report on L&WC Department activities was provided in packet on page 5. No questions from the committee.

No report on Central Wisconsin Windshed Partners as they had not met yet.

Pisellini provided a brief report on Golden Sands Resource Conservation and Development; their first meeting was May 19<sup>th</sup>.

Bork provided a report on USDA Farm Services Agency; they will be meeting next week.

Act on selecting an alternate for Golden Sands Resource Conservation and Development; this was taken care of at the last committee meeting.

Discuss and/or act on Woods violation regarding the Animal Waste Management Ordinance; Sedlar provided a brief update. July 20<sup>th</sup> will be the 6<sup>th</sup> court date. The former UWEX agent is working on the Nutrient Management Plan.

Discuss and/or act on Soil and Water Resource Management Program cost share agreements.  
Motioned by Karch/Wysocky to approve Shoreland protection project. Motion carried by unanimous voice vote. Motioned by Bork/Karch to approve the two windbreak agreements. Motion carried by unanimous voice vote.

Sedlar provided an update on the financial report. Motioned by Bork/Wysocky to accept. Motion carried by unanimous voice vote.

Discussed the purchase of used vehicle for the Land and Water Conservation Department. Sedlar has an opportunity to purchase a used 2005 F150, with approximately 84,000 miles on it. Intention is to sell the county owned van outright. Motioned by Pisellini/Wysocky to proceed with the purchase of the used truck, contingent upon finance committee allowing to take dollars from either the carryover account and/or the contracted service line item. Motion carried by unanimous voice vote.

Discussed the possibility of bringing back Farmland Preservation, Metallic Mining, and Shoreland Ordinance programs. Sedlar will meet with McLaughlin to have discussion. Sedlar will invite McLaughlin to next meeting. Place on next agenda for further information.

Discuss Lake Winnebago Land and Water Conservation Association; Sedlar provided an update. Discuss the next meeting on September 30<sup>th</sup> in Waushara County; Sedlar provided an update. Discuss youth poster/speaking contests, conservation camps and Envirothon events. Sedlar would like to get the programs up and running again. Topic to remain on the agenda for further discussion.

Communications: Sedlar provided a variety of updates to include: land and water management plan, update on website, tree sales, Fawn Lake grant, and Camelot dam.

**Recess: Chair called for recess at 2:01 p.m.**

Excused, Bork and Karch.

**Reconvened: Chair reconvened meeting at 2:07 p.m.**

Will Anderson on speaker phone at 2:07 p.m. Anderson provided information on different staffing options that are currently being offered.

Staffing: Motioned by Nickel to go with a 3/2 day split Ag Agent position (three days Adams in and two days in Juneau). Motion failed for lack of second.

Discussion continued.

Motioned by Johnson/Nickel to go with a 3/2 day split Ag Agent position (three days in Adams and two days in Juneau). Motion carried by unanimous voice vote.

nEXT Generation Update; provided by Swensen.

Resolutions that are passed by other counties are now outdated and should not be used as an example.

The dean's recommendation no longer stands. The chancellor has a different direction.

Motioned by Wysocky/Pisellini to approve the updated Administrative Assistant/Bookkeeper Job Description. Motion carried by unanimous voice vote.

Monthly Reports and Calendars were included with agenda.

Motioned by Johnson/Wysocky to approve the Financial Statement/Check Summary for May. Motion carried by unanimous voice vote.

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Motioned by Johnson/Wysocky to approve the 10% limited term position for July, August, September and Oct in relation to food preservation/canning. Motion carried by roll call vote, 6 yes, 1 no. Voting no, Nickel.

Summer Assistant position has been filled person to start soon.

Community Center facilities survey and comment sheet is being created.

Next meeting date: July 12<sup>th</sup> @1:00 p.m. @ the Adams County Community Center. Items for Land & Water Department discussion will start @ 1:00 p.m.; items related to UWEX will start @ 2:00 p.m.

Motioned by Nickel/Pisellini to adjourn at 3:37 p.m. Motion carried by roll call vote.

Respectfully submitted,



Cindy Phillippi

Recording Secretary

These minutes have NOT been approved.

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ADAMS COUNTY  
PLANNING & ZONING COMMITTEE  
MEETING MINUTES: July 6, 2016

The Adams County Planning & Zoning Meeting was called to order by Chairman Rocky Gilner at 12:00 P.M. on Wednesday July 6, 2016 at the property owned by Robert J. & Karen A. Duszak at 1070 Beaver Avenue in the Town of Big Flats with the full Committee present. After viewing the property, Randy Theisen made a motion to recess and reconvene the County Board Room at the Courthouse in Friendship, Wisconsin. Larry Borud seconded the motion. All in favor. Motion carried. Chairman Rocky Gilner called the Adams County Planning & Zoning Committee Meeting to order in Room A260 at the Courthouse in Friendship Wisconsin at 1:00 P.M. with the following members present: Fred Nickel, Barb Morgan, Randy Theisen, Larry Borud, Larry Babcock and Al Sebastiani. Others present were: Phil McLaughlin, Zoning Administrator and Cathy Allen, Recording Secretary. Pledge of Allegiance. Was this meeting properly announced? Phil McLaughlin stated that it was. Roll Call. Larry Babcock made a motion to approve the agenda. Randy Theisen seconded the motion. All in favor. Motion carried.

Public Hearings: Robert J. & Karen A. Duszak – Rezoning request of a portion of property (2 acres) from a Conservancy District to Recreational/Residential District of the Adams County Shoreland Wetland and Habitat Protection Zoning Ordinance to make the property conforming and allow the construction of a garage on property located in the SE ¼, SW ¼, Section 4, Township 19 North, Range 6 East, at 1070 Beaver Avenue, Town of Big Flats, Adams County, Wisconsin. An onsite was performed at 12:00 P.M. by the Committee at this location to familiarize themselves with the terrain. Mr. Duszak stated that they have an existing residence there and would like to build a garage. The completed Committee Findings checklist showed a total score of 388, with an average score of 55.43. (A score of 48 (80%) or higher is required for a recommendation of approval) Al Sebastiani made a motion to grant the rezoning and forward that recommendation to the County Board for final action. Larry Borud seconded the motion. Roll Call Vote: 7 -Yes. Motion carried. Edward J. Foster – Conditional Use Permit request under Section 5.6B.03 (A) of the Adams County Comprehensive Zoning Ordinance to allow the replacement of a single wide manufactured home with a new 14' x 70' manufactured home on property located in Section 29, Township 16 North, Range 6 East, Lot 1 of CSM 5441 at 1116 County Road A, Town of Easton, Adams County, Wisconsin. Mr. Foster stated that he is purchasing a 2016 manufactured home and setting it in the same place. Discussion was held. Fred Nickel made a motion to grant the Conditional Use Permit. Barb Morgan seconded the motion. Roll Call Vote: 7 Yes. Motion carried. Wisconsin Dunes, LLC – Modification request under Section 4.62 of the Adams County Land Division Ordinance to allow a private access easement as a means of access to a public street on property located in the NW ¼, SW ¼ and SE ¼, SW ¼ Section 25, Township 20 North, Range 5 East, Town of Rome, Adams County, Wisconsin. Michael Marty of Vierbicker Engineering firm was present to explain that though the roads will be private, they will be built to standards required by the Town and County. Discussion followed. Randy Theisen made a motion to grant the Modification request as submitted. Larry Babcock seconded the motion. Roll Call Vote: 7 – Yes. Motion carried.

Chairman Gilner closed the public hearing portion of the meeting and stated that public participation will be taken as appropriate on agenda items.

Larry Borud made a motion to accept the minutes from the June 1, 2016 meeting as presented. Randy Theisen seconded the motion. All in favor. Motion carried.

County Surveyor Greg Rhinehart was not present.

Discussion was held after a question by Linda Bula regarding the year allowed of manufactured homes in County Zoned Towns.

Adams County Planning & Zoning  
Committee Meeting Minutes  
July 6, 2016  
Page #2

Register of Deeds: Jodi Helgeson discussed involvement in an Honor Rewards program which provides discount to veterans.

Land Information: Jodi Helgeson stated that the next Land Information meeting is July 26, 2016.

Phil McLaughlin stated that a Farmland Preservation Ad Hoc Committee meeting has been scheduled for July 13, 2016 from 10:00 A.M. to Noon at the Friendship Village Hall.

Discussion was held on issues concerning Septic Tank Maintenance. Phil McLaughlin stated that he sent out a request to other counties on how they handle noncompliance issues. Only five or six responded, indicating that they issue citations.

Planning & Zoning Updates: None.

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

Correspondence: None.

The next Committee meeting is scheduled for August 3, 2016 at 1:00 P.M.

Randy Theisen made a motion to adjourn. Al Sebastiani seconded the motion. All in favor. Motion carried.

Adjourned: 2:10 P.M.

\_\_\_\_\_  
Rocky Gilner, Chair

\_\_\_\_\_  
Fred Nickel

\_\_\_\_\_  
Barb Morgan, Vice-Chair

\_\_\_\_\_  
Larry Babcock

\_\_\_\_\_  
Randy Theisen

\_\_\_\_\_  
Larry Borud

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

  
\_\_\_\_\_  
Cathy Allen, Recording Secretary

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

Meeting was called to order at 9:00 a.m. by Chairman Repinski. The meeting was properly announced. Roll call: Dehmlow, Gilner, Hamburg, Kotlowski and Repinski present. Also present: Zander, Nickel, Wollin, Fahrenkrug, Wagner, Kubisiak, Hamman and Phillippi.

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

Motioned by Hamburg/Gilner to approve the May 10, 2016 minutes. Motion carried by unanimous voice vote.

Public Participation: None

*Item #7 Open and act on bids for tax foreclosure property/resolutions/policies.* There were no bids. July 18<sup>th</sup> is the court date that is scheduled for new tax deeded property. Two weeks prior to court, July 5<sup>th</sup> is the date these properties could still be paid to stop them from going to court. The Committee will be looking at the month of August to do property/site visits/tours.

*Item #8 Update on Veterans Memorial in Adams County (Scott Sorenson).* No update given; no one was present for this.

*Item #9 Discuss and/or act on Kotlowski, representing property Committee on Courtroom Safety.* Motioned by Hamburg/Gilner to have Kotlowski represent Property Committee at the Courtroom Safety Committee. Motion carried by unanimous voice vote.

*Item #10 Update on maintenance items.* Hamman has started working on the 2017 budget he has requested proposals for landscaping at Health and Human Service. He has received proposals for the annex roof and painting the grandstand, which would be part of the capital budget. An update was given on the storm water runoff project at the Fairgrounds and landscaping that has been completed at the main entrance of the courthouse. The Health & Human Services parking lot water issue seems to be resolved, the solution put in place is working well.

*Item #11 Discuss and/or act on janitor vacancy/options.* June 30<sup>th</sup> is Dan Bohm's retirement date. Hamman wants to the position filled. However, right now he is going to be pursuing a 2-3 day a week, 4 hour per day fill- in; contracted services have been contacted to potentially extend their services during the interim. Voboril may be able to help fill the void. The committee didn't have any issue with this concept.

*Item #12 Discuss Administrative/Finance Committee recommended motion related to location of Administrative Coord/County Manager.* Discussion took place regarding the committees' previous motion, the discussions which took place between County Manager and Property Committee Chair from the time of the motion to current.

*Item #13 Discuss and/or act on Administrative Coord/County Manager location.* Discussion took place. Motioned by Hamburg/Gilner to leave County Manager/Administrative Coord in current location, however; to reevaluate in 3-4 months, taking comments from the County Manager/Administrative Coord. Motion carried by roll call vote. Voting yes, Gilner, Hamburg, Kotlowski and Dehmlow. Voting no, Repinski.

Next meeting date is set for July 12<sup>th</sup> at 9:00 a.m.

Items on next agenda:

*Update on expansion/renovation of law enforcement*

Motioned by Gilner/Hamburg to adjourn at 9:33 a.m. Motion carried by unanimous voice vote.

Respectfully submitted,



Cindy Phillippi

Recording Secretary

These minutes have not been approved by the committee.

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**Public Safety & Judiciary Committee**  
Wednesday, June 8, 2016  
9:00 a.m. – Conference Room A260

**MINUTES**

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

Committee members present: Pete Hickethier, Robert Grabarski, Jack Allen, Rocky Gilner, and Deb Parr filling in for Scott Colburn.

Others present: Carol Collins, Jonathan Barnett, Kris Steffens, Janet Leja, Kathie Dye, Chris Langer, Marilyn Rogers, Terry Fahrenkrug, Thad Kubisiak, and Elaine Fehrs

**Motion by Hickethier to approve the agenda, seconded by Gilner. Motion carried by unanimous vote.**

**Motion by Allen to approve the May 11, 2016 minutes, seconded by Hickethier. Motion carried by unanimous vote.**

There was no public participation. There was no correspondence.

District Attorney – Jonathan Barnett – Present

There was no financial report for May to provide to Committee. Barnett explained recent expenses and will provide a copy of the report to committee once it is received. Committee was updated on the recent trials. The summer law intern, Elaine Fehrs, was introduced to the committee.

Eyes of Hope Shelter—Kris Steffens — Present

Steffens gave a financial report for 2015 and March 2016. Discussion was held regarding the issue Steffens is having with finding employees to work at the shelter. Steffens is open to any suggestions the committee may have. Leja stated she would refer individuals looking for employment to her. Committee recommended she create a cell phone policy for the employees as cell phone use has been a problem in the past.

Family Court Commissioner – Dennis McFarlin – Not Present

The Family Court Commissioner was not scheduled to attend the meeting today. Committee was provided with a written report for May.

Child Support – Janet Leja – Present

Committee was provided with the written and financial reports for May. Report shows performance measures are continuing to improve. Nothing unusual to report on the financial report and expenditures are on target. Leja has been working with Sheriff Wollin regarding office space issues and will report more next month. Committee was provided with the job descriptions for the current Child Support Specialist position and the updated Lead Child Support Specialist position. Leja explained the job description needed to be updated to add the duties to properly reflect what the employee is currently doing. Leja also added the duties and knowledge required to reflect the auditor's suggestions to comply with state and federal funding guidelines. The updated job description was approved by Personnel on 6/2/16. **Motion by Hickethier to approve the updated Lead Child Support Specialist job description and forward on to Admin & Finance for approval, seconded by Allen.** Discussion was held and Leja addressed the committee's questions in regarding to the reclassification if the updated job description is approved. Chairman Grabarski called for a vote after the discussion. **Motion carried. Grabarski – opposed.**

Clerk of Circuit Court -- Kathie Dye -- Present

Committee was provided with a written and financial report for May. Expenditures are on target for this time of year. Dye explained the office is going to mandatory e-file on August 15. CCAP will be training attorneys and their staff the week of August 8. They are currently paperless in the office with documents already being scanned.

Register in Probate -- Chris Langer -- Present

Committee was provided with a written and financial report for May. Langer attended the probate conference last month and felt it was very educational. Langer informed the committee that mandatory e-file will not be required for her until approximately September 2017. Langer continues to work on cleaning up the probate files. The video conferencing maintenance agreement will be due for renewal in 2017 and funds will need to be budgeted for that. Langer is working on getting a quote for possible options.

Emergency Management -- Jane Gervais -- Not Present

Gervais was unable to attend the meeting. Committee was provided with the financial report for May.

Medical Examiner -- Marilyn Rogers -- Present

Committee was provided with the written and financial reports for May. May was finally an average month for calls. Deputies are continuing to work on their training. Rogers continues with the organ/tissue donation presentations to the driver's education classes and prescription drug abuse presentations on behalf of the Drug Free Adams County taskforce. The disinterment scheduled for this month has been reschedule to September so the family can be present.

Sheriff's Office -- Chief Deputy Fahrenkrug -- Present

Committee was provided with the animal control report and financial report for May. The Citizen's Academy has wrapped up and it went well. There were eight people in the class and the response was very good. Committee was updated on current staffing and vacancies. There is currently two jail deputies attending the jail academy and one patrol deputy is in field training. An offer to hire was sent out for a patrol deputy and is scheduled to start in a couple of weeks. The Jail Administrator position is in the reclassification process and an offer will be made once that is complete. Committee was provided a copy of the letter sent to the Office of Detention Facilities addressing the issue of weapons control within the jail building. Committee was updated on the visit with the architect and what is being done internally to address the issue. Committee was informed that the State is good with the proposed plan and time schedule and is more than willing to address the committee if need be.

**Motion by Allen to approve vouchers and monthly expense reports as presented, seconded by Hickethier. Motion carried by unanimous vote.**

Identify upcoming agenda items: Clerk of Court will provide the number of traffic tickets in Adams County from January 2016 to June 2016 separated out by tickets issued by the county officers, city officers, and state officers.

Set next monthly meeting date as July 13, 2016 at 9:00 a.m.

**Motion by Allen to adjourn, seconded by Gilner. Motion carried by unanimous vote. Meeting adjourned at 10:08 a.m.**

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

Respectfully Submitted,

Carol Collins  
Recording Secretary

**WELLNESS COMMITTEE MINUTES  
MAY 19, 2016**

Present: Cheryl Thompson/Sheriff, Wendy Newsom/Child Support, Linda Arneson/Extension, Marcia Kaye/Personnel, Karen Bays/Highway, Marylu Silka/Library, Molly Manzer/Solid Waste

Meeting was called to order by Chair Cheryl at 8:35 am.

Motion by Marcia, seconded by Linda to approve agenda & the April 21, 2016 minutes as presented. M/C/V/V

April Hydration Challenge – Cheryl reported that there were only 16 entries & that the winner of drawing was Amy from Register of Deeds. Members present discussed that many in their departments were drinking more water but just not turning in the paperwork.

Wellness Fair – Cheryl & Wendy reported that we currently have 16 booths & that EAP will be there. They were able to change their scheduled date with Health & Human Services. Molly to check with Solid Waste to have bags donated for those attending to put information in. There are many prizes already turned in for the general drawing along with some booths doing their own drawing. Employees are asked to attend anytime between 4-6pm & to register for all the prizes. Need not be present during the drawings at 6pm.

Fruit Day is a huge hit with employees. Kwik Trip donated the bananas this last round & gave us a good deal so that we only spent \$100.00. Suggestion was made to have the next one during the Health Risk Assessments which are tentatively scheduled for July 6,7,8 & 11<sup>th</sup>. More discussion in June

“Be Healthy Adams County” meeting update – Over 80 survey respondents said that they would be willing to serve on a committee, but only 6 showed up at start-up meeting. Main focus results from survey were: Healthy Eating (Gardens/Nutrition/Exercise), Health Center with a pool. Trying to schedule meetings with breakout committees.

Newsletter – Wendy will be working on soon & having ready for distribution by June 1<sup>st</sup>. Topics committee requested were Wellness Fair Info, WEA cost of insurance, Farmers market info, Free state park & fishing weekend June 4-5<sup>th</sup>. Also will have a contest put in again with a deadline of June 15<sup>th</sup>. We will draw winner at our next meeting.

Great Cycle Challenge – Marcia reported that \$700,000 has been raised so far. Still time to sign up. Marcia will be sending out an email asking if any County employees are participating.

New Business: Next challenge to start in July possibly the “Ramp it up” with a few revisions. Discuss more at June meeting.

Cheryl also asked if the committee had any interest in a community garden at the Extension office. Tabled

Next meeting will be Thursday, June 16, 2016 – 8:30 am – Room A231

Tentative Agenda: Wellness Fair, Fruit Day-Health Assessments, Newsletter contest, Challenge, Community Garden

Motion by Marcia, seconded by Linda to adjourn. M/C/V/V – Adjourned at 9:15am.

Karen Bays, Secretary 

**THESE MINUTES HAVE BEEN APPROVED BY WELLNESS COMMITTEE 6-16-16**