

1. Call to Order by the Chairman
2. Was the meeting properly announced?
3. Moment of Silence
4. Pledge of Allegiance
5. Roll Call
6. Approve Agenda
7. Approval of October 15, 2013 and November 5, 2013 minutes.
8. Public Participation
9. Announcement of Meetings, Report of Supervisors Claims read by the County Clerk, and appoint six (6) Supervisors to approve claims: Roekle, Roseberry, Sebastiani, Stuchlak, Allen and Babcock.
10. Public hearing on the 2014 proposed budget.
11. **Claims:** None
12. **Correspondence:** None
13. **Appointments:** Appoint Bob Krause (Town of New Haven) to Board of Adjustment to replace Ivan Morrow; appoint Marc Sass to LEPC to replace Jodi Stormoen.
14. **Unfinished Business:** Reconsider Res. #80-2013 adopted October 15, 2013.
15. **Reports and Presentations:**
 - A. Miscellaneous:
 - Administrative Coordinator/Director of Finance report
 - Treasurer report of outstanding orders over 2 years old
 - Daric Smith, RIDC

16. Review Committee Minutes			
Ad Hoc 2/15/12, 2/20/12, 8/22/13, 10/21/13, 10/29/13 Admin & Fin 9/10, 9/11, 10/4, 10/8, 10/11	Jt Admin & Fin/Exec 10/15, 10/18, 10/24 BOA 10/16 CWCAC 8/28 County Board 10/15, 11/5	Executive 10/7 H&HS 10/25 Health Ins 9/17 Highway 10/10 Land & Water 9/9, 10/14 Property 10/17	PS&J 10/9 Safety 9/11, 10/28 Solid Waste 10/9 Surveyor 10/2013 Traffic Safety 8/14 UW Ext 10/8

17. **Resolutions:**
 - Res. #84:** To adopt the 2014 Budget, Tax Levy and Mill Rate for Adams County Government
 - Res. #85:** To sell county advertised foreclosure property tax parcel #2-666
 - Res. #86:** To sell county advertised foreclosure property tax parcel #2-950
 - Res. #87:** To sell county advertised foreclosure property tax parcel #2-1806
 - Res. #88:** To sell county advertised foreclosure property tax parcel #4-316
 - Res. #89:** To sell county advertised foreclosure property tax parcel #10-1323
 - Res. #90:** To sell county advertised foreclosure property tax parcel #10-1342
 - Res. #91:** To sell county advertised foreclosure property tax parcels #20-976, 977, 978
 - Res. #92:** To sell county advertised foreclosure property tax parcel #24-303
 - Res. #93:** To sell county advertised foreclosure property tax parcels #24-1265 & 24-1266
 - Res. #94:** To sell county advertised foreclosure property tax parcel #26-1065
 - Res. #95:** To sell county advertised foreclosure property tax parcel #26-2298-20
 - Res. #96:** To sell county advertised foreclosure property tax parcel #30-1696-305
 - Res. #97:** To sell county advertised foreclosure property tax parcel #30-6259
 - Res. #98:** To sell county advertised foreclosure property tax parcel #32-563
 - Res. #99:** To sell county advertised foreclosure property tax parcel #32-1203-30
 - Res. #100:** To sell county advertised foreclosure property tax parcel #32-1398
 - Res. #101:** To sell county advertised foreclosure property tax parcel #32-1938

- Res. #102:** To sell county advertised foreclosure property tax parcel #34-1213
- Res. #103:** To sell county advertised foreclosure property tax parcel #34-2012
- Res. #104:** To sell county advertised foreclosure property tax parcel #34-2216
- Res. #105:** To sell county advertised foreclosure property tax parcel #34-2806
- Res. #106:** To sell county advertised foreclosure property tax parcel #126-223
- Res. #107:** To sell county advertised foreclosure property tax parcel #201-161-10
- Res. #108:** To appoint Janet Leja to the position of Child Support Director for Adams County at an annual salary of \$45,240.00.
- Res. #109:** To recognize the impact of pancreatic cancer in Adams county and to raise awareness of the issue.
- Res. #110:** To Oppose State Preemption Of Local Control.
- Res. #111:** To approve a five-year Memorandum of Understanding between Wisconsin Department of Natural Resources and Central Sands Counties of Adams, Marquette, Portage, Waupaca, Waushara and Wood.
- Res. #112:** To rescind all prior Resolutions establishing non-lapsing, carryover, and continuing appropriation accounts, with the intent to re-establish those continuing appropriation accounts that are necessary for County operations.
- Res. #113:** To approve the two-year Municipal Electric Utilities of Wisconsin ("MEUW") Compliance Services Agreement.
- Res. #114:** To adopt Employment Document Number One in lieu of Chapter 2, Section 1, 2, 3 and 6 of the Personnel and General Administrative Policy.
- Res. #115:** To adopt the Family Medical Leave Act Appendix B for the Employee Handbook.
- Res. #116:** To suspend Chapter 8, Section 23.03 of Adams County Personnel & General Administrative Policies.
- Res. #117:** To transfer \$1,288.00 from the Adams County General Fund Account # 100.00.49300.000 to the Register In Probate's Maintenance Account # 100.03.51230.341 to prepay a three-year video conferencing maintenance contract.
- Res. #118:** To authorize Deputy Josh Czys, to attend the canine handler training at the Vohne Liche Kennels Inc., in Denver, IN from November 11 through December 20, 2013.

18. **Ordinances:**

- Ord. #19:** To rezone property located in the N ½, SW ¼, Section 31, Township 18 North, Range 5 East, at 1868 20th Avenue, Town of Strongs Prairie, Adams County, Wisconsin, owned by Adams Columbia Electric Co-op along with Bug Tussell Wireless, LLC, from a Recreational/Residential District to a General Purpose District.
- Ord. #20:** To rezone property owned by Wilbur H & Ruth Ann Fritz Trust, a parcel of land in the Town of Springville, from a A-1 Exclusive Agriculture District to an A1-15 Exclusive Agriculture District (approx 27.37 acres) and an A-3 Secondary Agriculture District(approx 10.8 acres); located in the SE ¼, SE ¼, Section 3, Township 15 North, Range 5 East at 3098 Cty Trk Z, Town of Springville, Adams County, Wisconsin.
- Ord. #21:** To rezone property owned by Rodney I. & Michelle I. Griffin, a parcel of land in the Town of Springville, from an R1 Single Family Residential District to an A-3 Secondary Agriculture District which will be combined with 10.8 acres from the adjacent property owner to meet the minimum 5 acre requirement; located in the SE ¼, SE ¼, Section 3, Township 15 North, Range 5 East, Lot 1 of CSM 2623 at 3096 Cty Trk Z, Town of Springville, Adams County, Wisconsin.

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

RESOLUTION 80 2013**RESOLUTION****RESOLUTION TO ACCEPT the Wisconsin Family Foundations Home Visiting Program Grant.**

INTRODUCED BY: Health & Human Services Board

INTENT & SYNOPSIS: To participate in the Wisconsin Family Foundations Home Visiting Program Grant. We have been asked by the state to participate in this grant based on the Wisconsin Department of Children and Families Wisconsin Home Visiting Needs Assessment findings. We would request that we hire a 1.0 FTE Public Health Nurse Supervisor, a 1.0 FTE Public Health Nurse to implement this grant and a 1.0 FTE billing support staff. The 1.0 FTE billing support staff will be funded through this grant at 50%, the 1.0 FTE Public Health Nurse Supervisor will be funded through this grant at 50%, and the 1.0 FTE Public Health Nurse will be funded through this grant at 100%. A contract for additional home visiting services will be provided by Renewal Unlimited, Inc.

FISCAL NOTE: A Transfer of Funds from the HHS fund balance in the amount of \$13,563.13 will be required in 2013. In addition this grant will create fiscal obligations for the years 2014-2016. See Exhibit A for estimated amounts.

WHEREAS: Adams County has a high number of child abuse and neglect referrals and all children deserve to be safe; and

WHEREAS: Adams County has poorer than state average infant and maternal health outcomes including a maternal smoking rate of 42.25% in 2012; and

WHEREAS: Adams County has been identified as one of 18 counties statewide eligible to apply for grant funds through the Wisconsin Family Foundations Home Visiting Program; and

WHEREAS: Home visiting has been used as an evidence-based service delivery method to improve pregnancy outcomes; improve family functioning; promote child health, safety, and development; and prevent child abuse and neglect; and

WHEREAS: Funding, via grant, will cover the cost of implementation of an intensive, evidence-based home visiting program for families with children age 0-3; and

WHEREAS: Additional revenue will be generated as part of the Adams County Nurse Family Partnership Program funded by the Wisconsin Family Foundations Home Visiting Grant Program and will be applied to offset any future levy obligations; and

WHEREAS: Adams County anticipates receiving a Wisconsin Family Foundations Home Visiting Program Grant for contract year 2013-2016 in the amount of \$931,629 which will be drawn against through October 31, 2016 to partially fund the new and previously unbudgeted 1.0 FTE Public Health Nurse Supervisor position and, fully fund the new and previously unbudgeted 1.0 FTE Public Health Nurse position and, partially fund the new and

49 previously unbudgeted 1.0 FTE Billing Support position in the Health and Human Services
50 Department; and

51
52 **WHEREAS:** Said positions have not been budgeted for fiscal years 2013 through 2016,
53 and;

54
55 **WHEREAS:** A new non-lapsing account must be established for receipt and
56 administration of said funds through October 31, 2016;

57
58 **NOW THEREFORE, BE IT RESOLVED** by the Adams County Board of Supervisors to
59 approve receipt and administration of the Wisconsin Family Foundations Home Visiting
60 Program Grant in the amount of \$931,629; and

61
62 **BE IT FURTHER RESOLVED,** to create the positions of a 1.0 FTE Public Health Nurse
63 Supervisor, 1.0 FTE Public Health Nurse, and 1.0 FTE support staff in the Health and Human
64 Services Department to implement the Adams County Nurse Family Partnership Program in
65 coordination with Wisconsin Department of Children and Families and shall cease should
66 additional funding not be secured, and;

67
68 **BE IT FURTHER RESOLVED:** That the Adams County Health and Human Services
69 Department will comply with State and Federal rules for the program and will meet the
70 financial obligations under the grant as stated in the fiscal impact of the resolution.

71
72 Dated this 14th day of August 2013. Amended September 18, 2013 by the Adams County
73 Health and Human Services Board.

74
75 *Liz Quinadi*
76 *Rocky Hibbs*
77 *Carl E. Allen*

Paul Pully
Frank Dehmlow
Herb S. Kahl

81
82 Adopted X
83 Defeated _____ by the Adams County Board of Supervisors this
84 Tabled _____ 15 day of Oct, 2013.

85
86 *John Alast*
87
88 County Board Chair

Cindy Gulleppe
County Clerk

89 Reviewed by Corporation Counsel August 8, 2013
90 Reviewed by Administrative Coordinator/Director of Finance

Exhibit A

		Total Cost			Grant			County Portion		
		Annually	Per Month	2 months	Annually	Per Month	2 months	Annually	Per Month	2 months
2013 - 2 months										
Public Health Supervisor	50% Funded by Grant	101,443.62	8,453.64	16,907.27	50,721.81	4,226.82	8,453.64	50,721.81	4,226.82	8,453.64
Nurse	100% Funded by Grant	77,243.44	6,436.95	12,873.91	77,243.44	6,436.95	12,873.91	-	-	-
Billing support	50% Fund by Grant	52,563.88	4,380.32	8,760.65	26,281.94	2,190.16	4,380.32	26,281.94	2,190.16	4,380.32
Cash Match		4,375.00	364.58	729.17				4,375.00	364.58	729.17
Total		235,625.94	19,635.50	39,270.99	154,247.19	12,853.93	25,707.87	81,378.75	6,781.56	13,563.13
2014 - 10 months										
Public Health Supervisor	50% Funded by Grant	101,443.62	-	101,443.62	50,721.81		50,721.81	50,721.81		50,721.81
Nurse	100% Funded by Grant	77,243.44	-	77,243.44	77,243.44		77,243.44	-		-
Billing support	50% Fund by Grant	52,563.88	-	52,563.88	26,281.94		26,281.94	26,281.94		26,281.94
Cash Match		4,375.00	364.58	4,375.00				4,375.00	364.58	4,375.00
Total		235,625.94	364.58	235,625.94	154,247.19	-	154,247.19	81,378.75	364.58	81,378.75
2015 - 12 months										
Public Health Supervisor	50% Funded by Grant	101,443.62	-	101,443.62	50,721.81		50,721.81	50,721.81		50,721.81
Nurse	100% Funded by Grant	77,243.44	-	77,243.44	77,243.44		77,243.44	-		-
Billing support	50% Fund by Grant	52,563.88	-	52,563.88	26,281.94		26,281.94	26,281.94		26,281.94
Cash Match		4,375.00	364.58	4,375.00				4,375.00	364.58	4,375.00
Total		235,625.94	364.58	235,625.94	154,247.19	-	154,247.19	81,378.75	364.58	81,378.75
2016 - 10 months										
Public Health Supervisor	50% Funded by Grant	101,443.62	8,453.64	84,536.35	50,721.81	4,226.82	42,268.18	50,721.81	4,226.82	42,268.18
Nurse	100% Funded by Grant	77,243.44	6,436.95	64,369.53	77,243.44	6,436.95	64,369.53	-	-	-
Billing support	50% Fund by Grant	52,563.88	4,380.32	43,803.23	26,281.94	2,190.16	21,901.62	26,281.94	2,190.16	21,901.62
Cash Match		4,375.00	364.58	3,645.83				4,375.00	364.58	3,645.83
Total		235,625.94	19,635.50	196,354.95	154,247.19	12,853.93	128,539.33	81,378.75	6,781.56	67,815.63
Grand Total				706,877.82			462,741.57			244,136.25



Trena Larson

Administrative Coordinator/Director of Finance

400 N. Main Street P.O. Box 102 Friendship, WI 53934-0102

Phone: 608-339-4579 Cell: 608-403-1618 Fax: 608-339-4509

Trena.Larson@co.adams.wi.us

County Board

11/19/13

Office Activities

1. Prepare for 2014 Budget
 - a. Assist and answer departments questions related to the budget process
 - b. Meet with departments regarding budget updates
 - c. Finalize and create Budget Book for Board Members and Departments
 - d. Prepare Budget publication for newspaper
 - e. Prepare Resolution for recommendation of 2014 Budget
2. Oversee the Land & Water Department
 - a. Coordinate with staff
 - b. Correspondences related to daily operations
3. Wage Study Consortium (WIPFLD)
4. Work with Corporation Counsel and Child Support staff on fiscal operations
5. Coordinate Veterans Day In-service

Upcoming Activities

1. Year End processes
 - a. Schedule and prepare 2013 training
2. Begin to prepare for year end audit
3. Review Employee Handbook and General and Administrative Polices for conflicts in language
 - a. Prepare a Training
4. Complete Incident Command System (ICS) 400 – Emergency Management

2014 Budget Amendments						FINANCE PROPOSED	Updated balance	COUNTY BOARD PROPOSE	DIFFERENCE
------------------------	--	--	--	--	--	---------------------	--------------------	----------------------------	------------

1) Increase Funding for Wellness

100	E	73	51932	440	000	4,000.00		5,000.00	1,000.00
100	E	75	59100	000	000	701,466.00		700,466.00	(1,000.00)

2) Highway - (1) CHI project deferred due to grant requirements

700	E	25	53350	370	000	2,106,473.00		2,016,469.00	(90,004.00)
700	R	25	48300	000	000	67,007.00		71,003.00	3,996.00
700	R	25	47331	000	000	8,634,907.00		8,544,903.00	(90,004.00)
700	R	25	47391	000	000	219,110.00		215,114.00	(3,996.00)
260	R	25	43537	000	000	341,000.00		247,000.00	(94,000.00)
260	E	25	53350	370	000	2,200,000.00		2,106,000.00	(94,000.00)

3) Highway aid reduced at State level

700	E	25	53310	370	000	2,153,406.00		2,028,485.00	(124,921.00)
700	R	25	48300	000	000		71,003.00	76,550.00	5,547.00
700	R	25	47331	000	000		8,544,903.00	8,419,982.00	(124,921.00)
700	R	25	47391	000	000		215,114.00	209,567.00	(5,547.00)
260	R	25	43531	000	000	1,389,345.00		1,258,877.00	(130,468.00)
260	E	25	53310	370	000	2,249,017.00		2,118,549.00	(130,468.00)

4) Sheriff's Department Duty Disability - Retirement

100	E	18	52000	211	000	49,834.00		50,523.00	689.00
100	E	18	52100	211	000	116,379.00		118,621.00	2,242.00
100	E	18	52105	211	000	6,431.00		6,555.00	124.00
100	E	18	52130	211	000	6,615.00		6,742.00	127.00
100	E	18	52160	211	000	5,612.00		5,720.00	108.00
100	E	18	52170	211	000	20,802.00		21,203.00	401.00
100	E	75	59100	000	000		700,466.00	696,775.00	(3,691.00)

5) New County Conservationist Salary

100	E	44	56185	110	000	87,196.00		98,465.00	11,269.00
100	E	44	56185	210	000	6,671.00		7,533.00	862.00
100	E	44	56185	211	000	7,499.00		8,468.00	969.00
100	E	75	59100	000	000	696,775.00		683,675.00	(13,100.00)

Presented to Admin/Finance 11.6.13

Presented to County Board 11.19.13

ACRIDC – Economic Development Update

11/11/13

ACRIDC will hold its normal monthly meeting on 11/14. At the meeting we will be considering a micro-loan application that was submitted last month. During the past month I have spoken with various business owners about the loan programs that the county has available and I have sent applications out to three of them.

On November 1st I was able to attend a seminar in Wausau that focused on healthy communities and place making. While the healthy communities portion of the seminar contained good information, it was the place making portion that was more in line with what ACRIDC does. Place making is a development strategy that takes a multi-faceted approach to planning, design, and management of public spaces. Some of the keys to place making include: having public spaces that are easily accessible and have linkages to other public spaces, using those public spaces to provide activities for people to engage in, maintaining public spaces that are comfortable and have positive images, and making sure there is a sociability factor in public spaces. Place making has been shown to have a very positive affect on businesses and downtowns when done properly. The goal of place making is to drive foot traffic to these public spaces, increasing business to local restaurants and shops. There was a lot of good information presented at the seminar, which was put on by the West Central Wisconsin Regional Planning Commission.

We are still waiting for a firm date for the regional loan committee to meet in order to discuss the loan application that was submitted for the building being erected on Main Street. The application was in the amount of \$300,000 and can't be approved at the local (ACRIDC) level because of the amount.

GEITS keeps moving forward on their projects in the City of Adams. They are aiming to break ground in the spring and have hired a firm to tackle the project.

At the last county board meeting I gave out information on the Wisconsin Dells sports complex that was incorrect. I stated that Woodside Ranch had purchased the land from the City of Wisconsin Dell. The land actually has not yet been purchased by Woodside Ranch. The developers have purchased the sports facility at Chula Vista often referred to as "the bubble". Purchase of the land could take place at any time, as all of the documents have been finished. The city has already reviewed and approved the site plans and granted the appropriate conditional use permits. As you know, the Business Improvement District and the Wisconsin Dells Convention and Visitor Bureau have agreed to put money into the project. Recently Lake Delton also agreed to put \$50,000 per year, for ten years, into the project as well.

If there are any questions, please feel free to contact me.

Daric Smith



ADAMS COUNTY TREASURER
PO BOX 470, FRIENDSHIP, WI 53934-0470
PHONE: 608-339-4202 FAX: 608-339-4584
JANI ZANDER, COUNTY TREASURER Nikki Mrzena, Deputy

To the Honorable Board of Supervisors of Adams County, Wisconsin

Ladies and Gentlemen:

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

General Account

DATE	CHK #	DISBURSED TO:	AMOUNT
04/07/11	207584	MCCABE, DANIEL	\$ 6.97
07/21/11	210614	KILMER, MARK	\$ 25.00
07/28/11	210787	GRAYSON, MICKEY	\$ 23.41
09/01/11	211679	GUTOWSKI, WLAYSLAW	\$ 194.63
09/01/11	211688	JENNE, BRENDA	\$ 5.60
10/27/11	213051	KOSOBUD, TIM	\$ 4.00
10/27/11	213108	SCHMIDT, BRIAN J.	\$ 27.05
12/30/11	214764	RACHUJ, TIM	\$ 5.41
		TOTAL:	\$ 691.20

Payroll Account

06/24/11	109914	PEASE, MICHAEL R.	\$ 161.54
		TOTAL:	\$ 161.54

Dated this 4th day of November, 2013
 Respectfully submitted,

Jani Zander
 Adams County Treasurer

**RESOLUTION TO APPROVE AND ADOPT
THE 2014 ADAMS COUNTY BUDGET, TAX LEVY AND MILL RATE**

INTRODUCED BY: Administrative & Finance Committee.

INTENT & SYNOPSIS: To adopt the 2014 Budget, Tax Levy and Mill Rate for Adams County Government.

FISCAL NOTE: The 2014 tax levy shall be \$17,249,272; The revenues shall be \$34,227,920 with an additional \$4,162,628 of fund balance applied; the total expenditures shall be \$55,639,820; thereby establishing a mill rate of \$7.705258 per \$1,000 of evaluation.

WHEREAS: The Administrative & Finance Committee has recommended for 2014, a budget for proposed expenditures in the amount of \$55,639,820 and proposed revenues in the amount \$34,227,920; and

WHEREAS: Fund Balances in the amount of \$4,162,628 have been applied; and

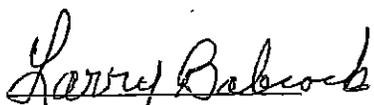
WHEREAS: The total indebtedness, principal and interest, of Adams County as of December 31, 2013 is \$14,473,140.

NOW, THEREFORE, BE IT RESOLVED: That the Adams County Board of Supervisors hereby approves and adopts the 2014 Adams County Budget with a levy of \$17,249,272 to be apportioned by the County Clerk upon all the taxable property in the County of Adams; with a mill rate of \$7.705258 per \$1,000 of evaluation.

Recommended for adoption by Administrative & Finance Committee this 14th day of November, 2013.

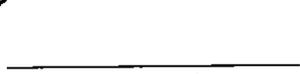


John West



Larry Babcock

Lori Djumadi



Jerry Kotlowski



Al Sebastiani

Adopted _____
Defeated _____ by the Adams County Board of Supervisors this 19th day of
Tabled _____ November 2013.

John West, County Board Chair

Cindy Phillippi, County Clerk

Reviewed by Corporation Counsel Reviewed by Admin. Coord./Director of Finance

RESOLUTION 85 -2013
RESOLUTION TO APPROVE THE SALE OF COUNTY ADVERTISED FORECLOSURE PROPERTY

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47

INTRODUCED BY: PROPERTY COMMITTEE

INTENT & SYNOPSIS: TO SELL COUNTY ADVERTISED FORECLOSURE PROPERTY

FISCAL NOTE: \$2,416.49 REVENUE TO ACCOUNT NO. 100 A 12400 -TAX PORTION; \$6,883.51 REVENUE TO ACCOUNT NO. 100. 10.48350 - PROPERTY SALES; \$200.00 REVENUE TO ACCOUNT NO. 100.10.46120 - TREASURER FEE; \$30.00 REVENUE TO ACCOUNT NO. 100.13.46130 - REGISTER OF DEEDS RECORDING FEES

WHEREAS: Cliff Cowick and Ruth Cowick have submitted a bid of \$9,500.00 for the parcel(s) of land described as follows: Lot One (1) Certified Survey Map No. 5153 in the Northeast Quarter of the Northeast Quarter (NE ¼ NE ¼) of Section Eleven (11), Township Seventeen (17) North, Range Six (6) East, Town of Adams, Adams County, Wisconsin. Tax Parcel 2-666

WHEREAS: Adams County took title to this property on September 23, 2013 per judgment of tax foreclosure; and

WHEREAS: Cliff Cowick and Ruth Cowick have submitted full payment of \$9,500.00 plus \$30 recording fee, which is on deposit with the County Treasurer.

NOW THEREFORE, BE IT RESOLVED by the Adams County Board of Supervisors, that the above described property is hereby approved for sale for the bid of \$9,500.00.

BE IT FURTHER RESOLVED: That the County Clerk issue to a Quit Claim Deed to the above described property.

Recommended for adoption by the Property Committee this 1st day of November, 2013.

Adopted _____
Defeated _____ by the Adams County Board of Supervisors this
Tabled _____ 19th day of November, 2013.

County Board Chair County Clerk

Reviewed by Corp. Counsel Reviewed by Admin. Coord./Dir. of Finance

RESOLUTION 86 -2013

RESOLUTION TO APPROVE THE SALE OF COUNTY ADVERTISED FORECLOSURE PROPERTY

INTRODUCED BY: PROPERTY COMMITTEE

INTENT & SYNOPSIS: TO SELL COUNTY ADVERTISED FORECLOSURE PROPERTY

FISCAL NOTE: \$1,590.51 REVENUE TO ACCOUNT NO. 100 A 12400 -TAX PORTION; \$38,254.12 REVENUE TO ACCOUNT NO. 100. 10.48350 - PROPERTY SALES; \$200.00 REVENUE TO ACCOUNT NO. 100.10.46120 - TREASURER FEE; \$30.00 REVENUE TO ACCOUNT NO. 100.13.46130 - REGISTER OF DEEDS RECORDING FEES

WHEREAS: Robert Stevens has submitted a bid of \$40,044.63 for the parcel(s) of land described as follows: In the Southeast Quarter of the Southeast Quarter (SE 1/4 SE 1/4) of Section Twenty-Two (22), Township Seventeen (17) North, Range Six (6) East; EXCEPT railroad right of way, Town of Adams, Adams County, Wisconsin. Tax Parcel 2-950

WHEREAS: Adams County took title to this property on September 23, 2013 per judgment of tax foreclosure; and

WHEREAS: Robert Stevens has submitted full payment of \$40,044.63 plus \$30 recording fee, which is on deposit with the County Treasurer.

NOW THEREFORE, BE IT RESOLVED by the Adams County Board of Supervisors, that the above described property is hereby approved for sale for the bid of \$40,044.63.

BE IT FURTHER RESOLVED: That the County Clerk issue to a Quit Claim Deed to the above described property.

Recommended for adoption by the Property Committee this 1st day of November, 2013.

Handwritten signatures and lines for signature.

Adopted _____ by the Adams County Board of Supervisors this 19th day of November, 2013.

County Board Chair County Clerk
[X] Reviewed by Corp. Counsel [X] Reviewed by Admin. Coord./Dir. of Finance

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46

RESOLUTION TO APPROVE THE SALE OF COUNTY ADVERTISED FORECLOSURE PROPERTY

INTRODUCED BY: PROPERTY COMMITTEE

INTENT & SYNOPSIS: TO SELL COUNTY ADVERTISED FORECLOSURE PROPERTY

FISCAL NOTE: \$1,132.69 REVENUE TO ACCOUNT NO. 100 A 12400 -TAX PORTION; \$517.31 REVENUE TO ACCOUNT NO. 100. 10.48350 - PROPERTY SALES; \$200.00 REVENUE TO ACCOUNT NO. 100.10.46120 - TREASURER FEE; \$30.00 REVENUE TO ACCOUNT NO. 100.13.46130 - REGISTER OF DEEDS RECORDING FEES

WHEREAS: Randolph Rurup has submitted a bid of \$1,850.00 for the parcel(s) of land described as follows: Outlot Five (5), Pine Oaks Subdivision of the Northeast Quarter of the Northwest Quarter (NE 1/4 NW 1/4) in Section Thirty (30), Township Seventeen (17) North, Range Six (6) East, Town of Adams, Adams County, Wisconsin. Tax Parcel 2-1806

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

WHEREAS: Randolph Rurup has submitted full payment of \$1,850.00 plus \$30 recording fee, which is on deposit with the County Treasurer.

NOW THEREFORE, BE IT RESOLVED by the Adams County Board of Supervisors, that the above described property is hereby approved for sale for the bid of \$1,850.00.

BE IT FURTHER RESOLVED: That the County Clerk issue to a Quit Claim Deed to the above described property.

Recommended for adoption by the Property Committee this 1st day of November, 2013.

Adopted _____
by the Adams County Board of Supervisors this
Defeated _____
Tabled _____ 19th day of November, 2013.

County Board Chair
 Reviewed by Corp. Counsel

County Clerk
 Reviewed by Admin. Coord./Dir. of Finance

RESOLUTION TO APPROVE THE SALE OF COUNTY ADVERTISED FORECLOSURE PROPERTY

INTRODUCED BY: PROPERTY COMMITTEE

INTENT & SYNOPSIS: TO SELL COUNTY ADVERTISED FORECLOSURE PROPERTY

FISCAL NOTE: \$2,885.29 REVENUE TO ACCOUNT NO. 100 A 12400 -TAX PORTION; \$10,674.71 REVENUE TO ACCOUNT NO. 100. 10.48350 - PROPERTY SALES; \$200.00 REVENUE TO ACCOUNT NO. 100.10.46120 - TREASURER FEE; \$30.00 REVENUE TO ACCOUNT NO. 100.13.46130 - REGISTER OF DEEDS RECORDING FEES

WHEREAS: Wayne Hummer Trust has submitted a bid of \$13,760.00 for the parcel(s) of land described as follows: A part of the Southeast Quarter of the Southeast Quarter (SE1/4 SE1/4) of Section Five (5), Township Nineteen (19) North, Range Six (6) East, Town of Big Flats, Adams County, Wisconsin. Tax Parcel 4-316

WHEREAS: Adams County took title to this property on September 23, 2013 per judgment of tax foreclosure; and

WHEREAS: Wayne Hummer Trust has submitted full payment of \$13,760.00 plus \$30 recording fee, which is on deposit with the County Treasurer.

NOW THEREFORE, BE IT RESOLVED by the Adams County Board of Supervisors, that the above described property is hereby approved for sale for the bid of \$13,760.00.

BE IT FURTHER RESOLVED: That the County Clerk issue to a Quit Claim Deed to the above described property.

Recommended for adoption by the Property Committee this 1st day of November, 2013.

Adopted _____
Defeated _____ by the Adams County Board of Supervisors this
Tabled _____ 19th day of November, 2013.

County Board Chair
 Reviewed by Corp. Counsel

County Clerk
 Reviewed by Admin. Coord./Dir. of Finance

RESOLUTION 89 -2013

RESOLUTION TO APPROVE THE SALE OF COUNTY ADVERTISED FORECLOSURE PROPERTY

INTRODUCED BY: PROPERTY COMMITTEE

INTENT & SYNOPSIS: TO SELL COUNTY ADVERTISED FORECLOSURE PROPERTY

FISCAL NOTE: \$1,540.18 REVENUE TO ACCOUNT NO. 100 A 12400 -TAX PORTION; \$2,359.82 REVENUE TO ACCOUNT NO. 100. 10.48350 - PROPERTY SALES; \$200.00 REVENUE TO ACCOUNT NO. 100.10.46120 - TREASURER FEE; \$30.00 REVENUE TO ACCOUNT NO. 100.13.46130 - REGISTER OF DEEDS RECORDING FEES

WHEREAS: Richard Colby and Marjorie Colby have submitted a bid of \$4,100.00 for the parcel(s) of land described as follows: Lot One (1) of Certified Survey Map No. 3271 in the Northeast Quarter in the Southwest Quarter (NE 1/4 SW 1/4), Section Twenty-Nine (29), Township Sixteen (16) North, Range Six (6) East, Town of Easton, Adams County, Wisconsin. Tax Parcel 10-1323

WHEREAS: Adams County took title to this property on September 23, 2013 per judgment of tax foreclosure; and

WHEREAS: Richard Colby and Marjorie Colby have submitted full payment of \$4,100.00 plus \$30 recording fee, which is on deposit with the County Treasurer.

NOW THEREFORE, BE IT RESOLVED by the Adams County Board of Supervisors, that the above described property is hereby approved for sale for the bid of \$4,100.00.

BE IT FURTHER RESOLVED: That the County Clerk issue to a Quit Claim Deed to the above described property.

Recommended for adoption by the Property Committee this 1st day of November, 2013.

Handwritten signatures and lines for approval.

Adopted _____ by the Adams County Board of Supervisors this 19th day of November, 2013.

County Board Chair County Clerk
Reviewed by Corp. Counsel Reviewed by Admin. Coord./Dir. of Finance

RESOLUTION 90 -2013

RESOLUTION TO APPROVE THE SALE OF COUNTY ADVERTISED FORECLOSURE PROPERTY

INTRODUCED BY: PROPERTY COMMITTEE

INTENT & SYNOPSIS: TO SELL COUNTY ADVERTISED FORECLOSURE PROPERTY

FISCAL NOTE: \$1,321.68 REVENUE TO ACCOUNT NO. 100 A 12400 -TAX PORTION; \$2,333.32 REVENUE TO ACCOUNT NO. 100. 10.48350 - PROPERTY SALES; \$200.00 REVENUE TO ACCOUNT NO. 100.10.46120 - TREASURER FEE; \$30.00 REVENUE TO ACCOUNT NO. 100.13.46130 - REGISTER OF DEEDS RECORDING FEES

WHEREAS: Dennis Pecus has submitted a bid of \$3,855.00 for the parcel(s) of land described as follows: Lot Three (3), White Creek Shores Plat, in the Southwest Quarter of the Northeast Quarter (SW 1/4 NE 1/4), Section Thirty-Six (36), Township Sixteen (16) North, Range Five (5) East, Town of Easton, Adams County, Wisconsin. Tax Parcel 10-1342

WHEREAS: Adams County took title to this property on September 23, 2013 per judgment of tax foreclosure; and

WHEREAS: Dennis Pecus has submitted full payment of \$3,855.00 plus \$30 recording fee, which is on deposit with the County Treasurer.

NOW THEREFORE, BE IT RESOLVED by the Adams County Board of Supervisors, that the above described property is hereby approved for sale for the bid of \$3,855.00.

BE IT FURTHER RESOLVED: That the County Clerk issue to a Quit Claim Deed to the above described property.

Recommended for adoption by the Property Committee this 1st day of November, 2013.

Handwritten signatures and lines for signature.

Adopted _____
Defeated _____ by the Adams County Board of Supervisors this
Tabled _____ 19th day of November, 2013.

County Board Chair County Clerk

Reviewed by Corporation Counsel
Reviewed by Administrative Coordinator/Director of Finance

TL

RESOLUTION 91 -2013

RESOLUTION TO APPROVE THE SALE OF COUNTY ADVERTISED FORECLOSURE PROPERTY

INTRODUCED BY: PROPERTY COMMITTEE

INTENT & SYNOPSIS: TO SELL COUNTY ADVERTISED FORECLOSURE PROPERTY

FISCAL NOTE: \$2,357.91 REVENUE TO ACCOUNT NO. 100 A 12400 -TAX PORTION; \$4,943.09 REVENUE TO ACCOUNT NO. 100. 10.48350 - PROPERTY SALES; \$200.00 REVENUE TO ACCOUNT NO. 100.10.46120 - TREASURER FEE; \$30.00 REVENUE TO ACCOUNT NO. 100.13.46130 - REGISTER OF DEEDS RECORDING FEES

WHEREAS: Dan Batker has submitted a bid of \$7,501.00 for the parcel(s) of land described as follows: Lots One (1), Two (2), and Three (3), Brentwood Plat, in the Northwest Quarter of the Northeast Quarter (NW 1/4 NE 1/4), Section Thirty-One (31), Township Sixteen (16) North, Range Seven (7) East, Town of New Chester, Adams County, Wisconsin. Tax Parcel(s) 20-976, 977, 978

WHEREAS: Adams County took title to this property on September 23, 2013 per judgment of tax foreclosure; and

WHEREAS: Dan Batker has submitted full payment of \$7,501.00 plus \$30 recording fee, which is on deposit with the County Treasurer.

NOW THEREFORE, BE IT RESOLVED by the Adams County Board of Supervisors, that the above described property is hereby approved for sale for the bid of \$7,501.00.

BE IT FURTHER RESOLVED: That the County Clerk issue to a Quit Claim Deed to the above described property.

Recommended for adoption by the Property Committee this 1st day of November, 2013.

Adopted _____

Defeated _____ by the Adams County Board of Supervisors this
Tabled _____ 19th day of November, 2013.

County Board Chair
 Reviewed by Corp. Counsel

County Clerk
 Reviewed by Admin. Coord./Dir. of Finance

RESOLUTION TO APPROVE THE SALE OF COUNTY ADVERTISED FORECLOSURE PROPERTY

INTRODUCED BY: PROPERTY COMMITTEE

INTENT & SYNOPSIS: TO SELL COUNTY ADVERTISED FORECLOSURE PROPERTY

FISCAL NOTE: \$11,318.58 REVENUE TO ACCOUNT NO. 100 A 12400 -TAX PORTION; \$2,258.42 REVENUE TO ACCOUNT NO. 100. 10.48350 - PROPERTY SALES; \$200.00 REVENUE TO ACCOUNT NO. 100.10.46120 - TREASURER FEE; \$30.00 REVENUE TO ACCOUNT NO. 100.13.46130 - REGISTER OF DEEDS RECORDING FEES

WHEREAS: Brandon Wallner has submitted a bid of \$13,777.00 for the parcel(s) of land described as follows: A part of the Southwest Quarter of the Southeast Quarter of Section Five (5), Township Eighteen (18) North, Range Six (6) East, Town of Preston, Adams County, Wisconsin. Tax Parcel 24-303

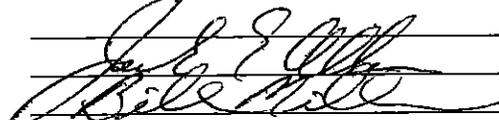
WHEREAS: Adams County took title to this property on August 7, 2012 per judgment of tax foreclosure; and

WHEREAS: Brandon Wallner has submitted full payment of \$13,777.00 plus \$30 recording fee, which is on deposit with the County Treasurer.

NOW THEREFORE, BE IT RESOLVED by the Adams County Board of Supervisors, that the above described property is hereby approved for sale for the bid of \$13,777.00.

BE IT FURTHER RESOLVED: That the County Clerk issue to a Quit Claim Deed to the above described property.

Recommended for adoption by the Property Committee this 1st day of November, 2013.

 _____

Adopted _____
Defeated _____ by the Adams County Board of Supervisors this
Tabled _____ 19th day of November, 2013.

County Board Chair County Clerk
 Reviewed by Corp. Counsel Reviewed by Admin. Coord./Dir. of Finance

RESOLUTION 93 -2013
RESOLUTION TO APPROVE THE SALE OF COUNTY ADVERTISED
COUNTY/FORECLOSURE PROPERTY

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47

INTRODUCED BY: PROPERTY COMMITTEE

INTENT & SYNOPSIS: TO SELL COUNTY ADVERTISED COUNTY/FORECLOSURE PROPERTY

FISCAL NOTE: \$200.00 REVENUE TO ACCOUNT NO. 100 A 12400 -TAX PORTION; \$0.00 REVENUE TO ACCOUNT NO. 100. 10.48350 - PROPERTY SALES; \$200.00 REVENUE TO ACCOUNT NO. 100.10.46120 - TREASURER FEE; \$30.00 REVENUE TO ACCOUNT NO. 100.13.46130 - REGISTER OF DEEDS RECORDING FEES

WHEREAS: Cornellier Enterprises, Inc. has submitted a bid of \$400.00 for the parcels of land described as follows: A part of the SE ¼ SE ¼ of Section Thirty-Five (35), Township Eighteen (18) North, Range Six (6) East of the Fourth Principal Meridian, lying SE of Fordham Creek, Town of Preston, Adams County, Wisconsin. Tax Parcels 24-1265 & 24-1266

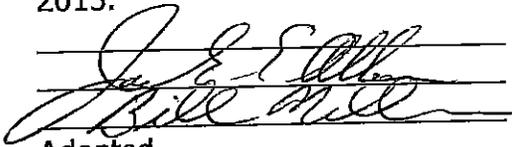
WHEREAS: Adams County took title to the above described real property per judgments of tax foreclosure as follows: (a) tax parcel #24-1266 foreclosure judgment dated July 12, 2011; and (b) parcel #24-1265 foreclosure judgment dated September 23, 2013; and

WHEREAS: Cornellier Enterprises, Inc. has submitted full payment of \$400.00 plus \$30 recording fee, which is on deposit with the County Treasurer.

NOW THEREFORE, BE IT RESOLVED by the Adams County Board of Supervisors, that the above described property is hereby approved for sale for the bid of \$400.00.

BE IT FURTHER RESOLVED: That the County Clerk issue to a Quit Claim Deed to the above described property.

Recommended for adoption by the Property Committee this 1st day of November, 2013.

 _____

Adopted _____
Defeated _____ by the Adams County Board of Supervisors this
Tabled _____ 19th day of November, 2013.

County Board Chair County Clerk
 Reviewed by Corp. Counsel Reviewed by Admin. Coord./Dir. of Finance

RESOLUTION 94 -2013

RESOLUTION TO APPROVE THE SALE OF COUNTY ADVERTISED FORECLOSURE PROPERTY

INTRODUCED BY: PROPERTY COMMITTEE

INTENT & SYNOPSIS: TO SELL COUNTY ADVERTISED FORECLOSURE PROPERTY

FISCAL NOTE: \$3,629.58 REVENUE TO ACCOUNT NO. 100 A 12400 -TAX PORTION; \$26,696.42 REVENUE TO ACCOUNT NO. 100. 10.48350 - PROPERTY SALES; \$200.00 REVENUE TO ACCOUNT NO. 100.10.46120 - TREASURER FEE; \$30.00 REVENUE TO ACCOUNT NO. 100.13.46130 - REGISTER OF DEEDS RECORDING FEES

WHEREAS: Wieslaw Kulig has submitted a bid of \$30,526.00 for the parcel(s) of land described as follows: Lot One Hundred Twenty-Nine (129), Holiday Heights Subdivision, located in the NE 1/4 NE 1/4 of Section Thirty-Two (32), Township Seventeen (17) North, Range Five (5) East, Town of Quincy, Adams County, Wisconsin. Tax Parcel 26-1065

WHEREAS: Adams County took title to this property on November 28, 2012 per judgment of tax foreclosure; and

WHEREAS: Wieslaw Kulig has submitted full payment of \$30,526.00 plus \$30 recording fee, which is on deposit with the County Treasurer.

NOW THEREFORE, BE IT RESOLVED by the Adams County Board of Supervisors, that the above described property is hereby approved for sale for the bid of \$30,526.00.

BE IT FURTHER RESOLVED: That the County Clerk issue to a Quit Claim Deed to the above described property.

Recommended for adoption by the Property Committee this 1st day of November, 2013.

Handwritten signatures and lines for signature.

Adopted _____ by the Adams County Board of Supervisors this 19th day of November, 2013.

County Board Chair County Clerk
[X] Reviewed by Corp. Counsel [X] Reviewed by Admin. Coord./Dir. of Finance

RESOLUTION 95 -2013

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46

RESOLUTION TO APPROVE THE SALE OF COUNTY ADVERTISED FORECLOSURE PROPERTY

INTRODUCED BY: PROPERTY COMMITTEE

INTENT & SYNOPSIS: TO SELL COUNTY ADVERTISED FORECLOSURE PROPERTY

FISCAL NOTE: \$7,164.25 REVENUE TO ACCOUNT NO. 100 A 12400 -TAX PORTION; \$22,735.75 REVENUE TO ACCOUNT NO. 100. 10.48350 - PROPERTY SALES; \$200.00 REVENUE TO ACCOUNT NO. 100.10.46120 - TREASURER FEE; \$30.00 REVENUE TO ACCOUNT NO. 100.13.46130 - REGISTER OF DEEDS RECORDING FEES

WHEREAS: Bryan Cripps has submitted a bid of \$30,100.00 for the parcel(s) of land described as follows: Lot Nine (9), Ten (10), Eleven (11) and Twelve (12), Block Twenty- Two (22), Third Addition to Dellwood Subdivision, located in the SE ¼ NE ¼ Section Seven (7), Township Seventeen (17) North, Range Five (5) East, Town of Quincy, Adams County, Wisconsin. Tax Parcel 26-2298-20

WHEREAS: Adams County took title to this property on November 28, 2012 per judgment of tax foreclosure; and

WHEREAS: Bryan Cripps has submitted full payment of \$30,100.00 plus \$30 recording fee, which is on deposit with the County Treasurer.

NOW THEREFORE, BE IT RESOLVED by the Adams County Board of Supervisors, that the above described property is hereby approved for sale for the bid of \$30,100.00.

BE IT FURTHER RESOLVED: That the County Clerk issue to a Quit Claim Deed to the above described property.

Recommended for adoption by the Property Committee this 1st day of November, 2013.

Adopted _____
Defeated _____ by the Adams County Board of Supervisors this
Tabled _____ 19th day of November, 2013.

County Board Chair County Clerk
 Reviewed by Corp. Counsel Reviewed by Admin. Coord./Dir. of Finance

RESOLUTION 96 -2013

RESOLUTION TO APPROVE THE SALE OF COUNTY ADVERTISED FORECLOSURE PROPERTY

INTRODUCED BY: PROPERTY COMMITTEE

INTENT & SYNOPSIS: TO SELL COUNTY ADVERTISED FORECLOSURE PROPERTY

FISCAL NOTE: \$3,159.25 REVENUE TO ACCOUNT NO. 100 A 12400 -TAX PORTION; \$3,840.75 REVENUE TO ACCOUNT NO. 100. 10.48350 - PROPERTY SALES; \$200.00 REVENUE TO ACCOUNT NO. 100.10.46120 - TREASURER FEE; \$30.00 REVENUE TO ACCOUNT NO. 100.13.46130 - REGISTER OF DEEDS RECORDING FEES

WHEREAS: Mark Herron has submitted a bid of \$7,200.00 for the parcel(s) of land described as follows: Lot Five (5), Lakeland Forest in the Northeast Quarter of the Southeast Quarter (NE ¼ SE ¼) of Section Ten (10), Township Twenty (20) North, Range Six (6) East, Town of Rome, Adams County, Wisconsin. Tax Parcel 30-1696-305

WHEREAS: Adams County took title to this property on September 23, 2013 per judgment of tax foreclosure; and

WHEREAS: Mark Herron has submitted full payment of \$7,200.00 plus \$30 recording fee, which is on deposit with the County Treasurer.

NOW THEREFORE, BE IT RESOLVED by the Adams County Board of Supervisors, that the above described property is hereby approved for sale for the bid of \$7,200.00.

BE IT FURTHER RESOLVED: That the County Clerk issue to a Quit Claim Deed to the above described property.

Recommended for adoption by the Property Committee this 1st day of November, 2013.

Adopted _____
Defeated _____ by the Adams County Board of Supervisors this
Tabled _____ 19th day of November, 2013.

County Board Chair
 Reviewed by Corp. Counsel

County Clerk
 Reviewed by Admin. Coord./Dir. of Finance

RESOLUTION 97 -2013

RESOLUTION TO APPROVE THE SALE OF COUNTY ADVERTISED FORECLOSURE PROPERTY

INTRODUCED BY: PROPERTY COMMITTEE

INTENT & SYNOPSIS: TO SELL COUNTY ADVERTISED FORECLOSURE PROPERTY

FISCAL NOTE: \$1,791.32 REVENUE TO ACCOUNT NO. 100 A 12400 -TAX PORTION; \$2,008.68 REVENUE TO ACCOUNT NO. 100. 10.48350 - PROPERTY SALES; \$200.00 REVENUE TO ACCOUNT NO. 100.10.46120 - TREASURER FEE; \$30.00 REVENUE TO ACCOUNT NO. 100.13.46130 - REGISTER OF DEEDS RECORDING FEES

WHEREAS: Shawn Freeland has submitted a bid of \$4,000.00 for the parcel(s) of land described as follows: Lot Thirty-Six (36), Sheffield Addition to Lake Camelot, in the Northwest Quarter of the Northwest Quarter (NW 1/4 NW 1/4) of Section Fourteen (14), Township Twenty (20) North, Range Six (6) East, Town of Rome, Adams County, Wisconsin. Tax Parcel 30-6259

WHEREAS: Adams County took title to this property on September 23, 2013 per judgment of tax foreclosure; and

WHEREAS: Shawn Freeland has submitted full payment of \$4,000.00 plus \$30 recording fee, which is on deposit with the County Treasurer.

NOW THEREFORE, BE IT RESOLVED by the Adams County Board of Supervisors, that the above described property is hereby approved for sale for the bid of \$4,000.00.

BE IT FURTHER RESOLVED: That the County Clerk issue to a Quit Claim Deed to the above described property.

Recommended for adoption by the Property Committee this 1st day of November, 2013.

Handwritten signatures and lines for signature.

Adopted _____ by the Adams County Board of Supervisors this 19th day of November, 2013.

County Board Chair County Clerk
[X] Reviewed by Corp. Counsel [X] Reviewed by Admin. Coord./Dir. of Finance

RESOLUTION 98 -2013

RESOLUTION TO APPROVE THE SALE OF COUNTY ADVERTISED FORECLOSURE PROPERTY

INTRODUCED BY: PROPERTY COMMITTEE

INTENT & SYNOPSIS: TO SELL COUNTY ADVERTISED FORECLOSURE PROPERTY

FISCAL NOTE: \$2,426.01 REVENUE TO ACCOUNT NO. 100 A 12400 -TAX PORTION; \$4,928.99 REVENUE TO ACCOUNT NO. 100. 10.48350 - PROPERTY SALES; \$200.00 REVENUE TO ACCOUNT NO. 100.10.46120 - TREASURER FEE; \$30.00 REVENUE TO ACCOUNT NO. 100.13.46130 - REGISTER OF DEEDS RECORDING FEES

WHEREAS: Raymond Groom has submitted a bid of \$7,555.00 for the parcel(s) of land described as follows: Lot One (1) of Certified Survey Map No. 2083 in the Northwest Quarter of the Southwest Quarter (NW 1/4 SW 1/4) of Section Fourteen (14), Township Fifteen (15) North, Range Six (6) East, Town of Springville, Adams County, Wisconsin. Tax Parcel 32-563

WHEREAS: Adams County took title to this property on September 23, 2013 per judgment of tax foreclosure; and

WHEREAS: Raymond Groom has submitted full payment of \$7,555.00 plus \$30 recording fee, which is on deposit with the County Treasurer.

NOW THEREFORE, BE IT RESOLVED by the Adams County Board of Supervisors, that the above described property is hereby approved for sale for the bid of \$7,555.00.

BE IT FURTHER RESOLVED: That the County Clerk issue to a Quit Claim Deed to the above described property.

Recommended for adoption by the Property Committee this 1st day of November, 2013.

Handwritten signatures and lines for signature.

Adopted _____ by the Adams County Board of Supervisors this 19th day of November, 2013.

County Board Chair County Clerk
[X] Reviewed by Corp. Counsel [X] Reviewed by Admin. Coord./Dir. of Finance

RESOLUTION 99 -2013

RESOLUTION TO APPROVE THE SALE OF COUNTY ADVERTISED FORECLOSURE PROPERTY

INTRODUCED BY: PROPERTY COMMITTEE

INTENT & SYNOPSIS: TO SELL COUNTY ADVERTISED FORECLOSURE PROPERTY

FISCAL NOTE: \$3,300.00 REVENUE TO ACCOUNT NO. 100 A 12400 -TAX PORTION; \$0.00 REVENUE TO ACCOUNT NO. 100. 10.48350 - PROPERTY SALES; \$200.00 REVENUE TO ACCOUNT NO. 100.10.46120 - TREASURER FEE; \$30.00 REVENUE TO ACCOUNT NO. 100.13.46130 - REGISTER OF DEEDS RECORDING FEES

WHEREAS: Jane Wells has submitted a bid of \$3,500.00 for the parcel(s) of land described as follows: Lot Four (4) of Certified Survey Map No. 2839, part of the North One-Half of the North One-Half of the Northeast Quarter (N 1/2 N 1/2 NE 1/4) of Section Thirty-Six (36), Township Fifteen (15) North, Range Six (6) East, Town of Springville, Adams County, Wisconsin. Tax Parcel 32-1203-30

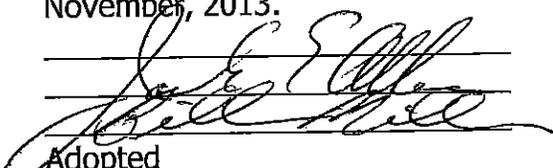
WHEREAS: Adams County took title to this property on September 23, 2013 per judgment of tax foreclosure; and

WHEREAS: Jane Wells has submitted full payment of \$3,500.00 plus \$30 recording fee, which is on deposit with the County Treasurer.

NOW THEREFORE, BE IT RESOLVED by the Adams County Board of Supervisors, that the above described property is hereby approved for sale for the bid of \$3,500.00.

BE IT FURTHER RESOLVED: That the County Clerk issue to a Quit Claim Deed to the above described property.

Recommended for adoption by the Property Committee this 1st day of November, 2013.

 _____

Adopted _____
Defeated _____ by the Adams County Board of Supervisors this
Tabled _____ 19th day of November, 2013.

County Board Chair
 Reviewed by Corp. Counsel Reviewed by Admin. Coord./Dir. of Finance

County Clerk

RESOLUTION 100 -2013
RESOLUTION TO APPROVE THE SALE OF COUNTY ADVERTISED FORECLOSURE PROPERTY

INTRODUCED BY: PROPERTY COMMITTEE

INTENT & SYNOPSIS: TO SELL COUNTY ADVERTISED FORECLOSURE PROPERTY

FISCAL NOTE: \$594.75 REVENUE TO ACCOUNT NO. 100 A 12400 -TAX PORTION; \$2,310.25 REVENUE TO ACCOUNT NO. 100. 10.48350 - PROPERTY SALES; \$200.00 REVENUE TO ACCOUNT NO. 100.10.46120 - TREASURER FEE; \$30.00 REVENUE TO ACCOUNT NO. 100.13.46130 - REGISTER OF DEEDS RECORDING FEES

WHEREAS: Jerry Poehler has submitted a bid of \$3,105.00 for the parcel(s) of land described as follows: Lot Seventy-Four (74), Deer Trails subdivision; TOGETHER WITH an undivided 1/94 interest in Certified Survey Map No. 673, AND AN undivided 1/94 interest in Lot 2 of Certified Survey Map No. 1678, AND AN undivided 1/94 interest in Outlot 2 of Deer Trails in the Southeast Quarter of the Northwest Quarter (SE ¼ NW ¼) of Section Thirty-One (31), Township Fifteen (15) North, Range Six (6) East, Town of Springville, Adams County, Wisconsin. Tax Parcel 32-1398

WHEREAS: Adams County took title to this property on September 23, 2013 per judgment of tax foreclosure; and

WHEREAS: Jerry Poehler has submitted full payment of \$3,105.00 plus \$30 recording fee, which is on deposit with the County Treasurer.

NOW THEREFORE, BE IT RESOLVED by the Adams County Board of Supervisors, that the above described property is hereby approved for sale for the bid of \$3,105.00.

BE IT FURTHER RESOLVED: That the County Clerk issue to a Quit Claim Deed to the above described property.

Recommended for adoption by the Property Committee this 1st day of November, 2013.

Adopted _____
Defeated _____ by the Adams County Board of Supervisors this
Tabled _____ 19th day of November, 2013.

County Board Chair County Clerk
 Reviewed by Corp. Counsel Reviewed by Admin. Coord./Dir. of Finance

RESOLUTION 101 -2013

RESOLUTION TO APPROVE THE SALE OF COUNTY ADVERTISED FORECLOSURE PROPERTY

INTRODUCED BY: PROPERTY COMMITTEE

INTENT & SYNOPSIS: TO SELL COUNTY ADVERTISED FORECLOSURE PROPERTY

FISCAL NOTE: \$732.25 REVENUE TO ACCOUNT NO. 100 A 12400 -TAX PORTION; \$5,267.75 REVENUE TO ACCOUNT NO. 100. 10.48350 - PROPERTY SALES; \$200.00 REVENUE TO ACCOUNT NO. 100.10.46120 - TREASURER FEE; \$30.00 REVENUE TO ACCOUNT NO. 100.13.46130 - REGISTER OF DEEDS RECORDING FEES

WHEREAS: Tony Tantillo has submitted a bid of \$6,200.00 for the parcel(s) of land described as follows: Lot One Hundred Twenty-Four (124), Springville Assessor's Plat No. 2 in the Southeast Quarter of the Northwest Quarter (SE 1/4 NW 1/4) of Section Four (4), Township Fifteen (15) North, Range Six (6) East, Town of Springville, Adams County, Wisconsin. Tax Parcel 32-1938

WHEREAS: Adams County took title to this property on September 23, 2013 per judgment of tax foreclosure; and

WHEREAS: Tony Tantillo has submitted full payment of \$6,200.00 plus \$30 recording fee, which is on deposit with the County Treasurer.

NOW THEREFORE, BE IT RESOLVED by the Adams County Board of Supervisors, that the above described property is hereby approved for sale for the bid of \$6,200.00.

BE IT FURTHER RESOLVED: That the County Clerk issue to a Quit Claim Deed to the above described property.

Recommended for adoption by the Property Committee this 1st day of November, 2013.

Handwritten signatures and lines for signature.

Adopted _____ by the Adams County Board of Supervisors this 19th day of November, 2013.

County Board Chair County Clerk
[X] Reviewed by Corp. Counsel [X] Reviewed by Admin. Coord./Dir. of Finance

RESOLUTION 102 -2013

RESOLUTION TO APPROVE THE SALE OF COUNTY ADVERTISED FORECLOSURE PROPERTY

INTRODUCED BY: PROPERTY COMMITTEE

INTENT & SYNOPSIS: TO SELL COUNTY ADVERTISED FORECLOSURE PROPERTY

FISCAL NOTE: \$682.45 REVENUE TO ACCOUNT NO. 100 A 12400 -TAX PORTION; \$223.20 REVENUE TO ACCOUNT NO. 100. 10.48350 - PROPERTY SALES; \$200.00 REVENUE TO ACCOUNT NO. 100.10.46120 - TREASURER FEE; \$30.00 REVENUE TO ACCOUNT NO. 100.13.46130 - REGISTER OF DEEDS RECORDING FEES

WHEREAS: Barbara Reifentstahl has submitted a bid of \$1,105.65 for the parcel(s) of land described as follows: Lot C of Certified Survey Map No. 3354, part of the Southeast Quarter of the Southeast Quarter (SE 1/4 SE 1/4) of Section Thirty-One (31), Township Eighteen (18) North, Range Five (5) East, Town of Strongs Prairie, Adams County, Wisconsin. Tax Parcel 34-1213

WHEREAS: Adams County took title to this property on September 23, 2013 per judgment of tax foreclosure; and

WHEREAS: Barbara Reifentstahl has submitted full payment of \$1,105.65 plus \$30 recording fee, which is on deposit with the County Treasurer.

NOW THEREFORE, BE IT RESOLVED by the Adams County Board of Supervisors, that the above described property is hereby approved for sale for the bid of \$1,105.65.00.

BE IT FURTHER RESOLVED: That the County Clerk issue to a Quit Claim Deed to the above described property.

Recommended for adoption by the Property Committee this 1st day of November, 2013.

Handwritten signatures and lines for signature verification.

Adopted _____ by the Adams County Board of Supervisors this 19th day of November, 2013.

County Board Chair _____ County Clerk _____
Reviewed by Corp. Counsel [checked] Reviewed by Admin. Coord./Dir. of Finance [checked]

RESOLUTION 103 -2013

RESOLUTION TO APPROVE THE SALE OF COUNTY ADVERTISED FORECLOSURE PROPERTY

INTRODUCED BY: PROPERTY COMMITTEE

INTENT & SYNOPSIS: TO SELL COUNTY ADVERTISED FORECLOSURE PROPERTY

FISCAL NOTE: \$750.31 REVENUE TO ACCOUNT NO. 100 A 12400 -TAX PORTION; \$2,150.69 REVENUE TO ACCOUNT NO. 100. 10.48350 - PROPERTY SALES; \$200.00 REVENUE TO ACCOUNT NO. 100.10.46120 - TREASURER FEE; \$30.00 REVENUE TO ACCOUNT NO. 100.13.46130 - REGISTER OF DEEDS RECORDING FEES

WHEREAS: Albert Bertolani has submitted a bid of \$3,101.00 for the parcel(s) of land described as follows: Lot Five (5), Lake Shore Estates, in the Southeast Quarter of the Southeast Quarter (SE 1/4 SE 1/4) of Section Twenty-Five (25), Township Eighteen (18) North, Range Four (4) East, Town of Strongs Prairie, Adams County, Wisconsin. Tax Parcel 34-2012

WHEREAS: Adams County took title to this property on September 23, 2013 per judgment of tax foreclosure; and

WHEREAS: Albert Bertolani has submitted full payment of \$3,101.00 plus \$30 recording fee, which is on deposit with the County Treasurer.

NOW THEREFORE, BE IT RESOLVED by the Adams County Board of Supervisors, that the above described property is hereby approved for sale for the bid of \$3,101.00.

BE IT FURTHER RESOLVED: That the County Clerk issue to a Quit Claim Deed to the above described property.

Recommended for adoption by the Property Committee this 1st day of November, 2013.

Handwritten signatures and lines for signature.

Adopted _____ by the Adams County Board of Supervisors this 19th day of November, 2013.

County Board Chair _____ County Clerk _____
[X] Reviewed by Corp. Counsel [X] Reviewed by Admin. Coord./Dir. of Finance

RESOLUTION 104-2013

45 **BE IT FURTHER RESOLVED:** That the County Clerk issue to a Quit Claim
46 Deed to the above described property.

47
48 Recommended for adoption by the Property Committee this 1st day of
49 November, 2013.

50
51 _____
52 *Bill Hill* _____
53 _____
54 *Paul S. Allen* _____
55 _____
56 _____

57 Adopted _____
58 Defeated _____ by the Adams County Board of Supervisors this
59 Tabled _____ 19th day of November, 2013.

60
61 _____
62 County Board Chair County Clerk

63
64 Reviewed by Corp. Counsel , Reviewed by Admin. Coord./Dir. of Finance

RESOLUTION 105 -2013

RESOLUTION TO APPROVE THE SALE OF COUNTY ADVERTISED FORECLOSURE PROPERTY

INTRODUCED BY: PROPERTY COMMITTEE

INTENT & SYNOPSIS: TO SELL COUNTY ADVERTISED FORECLOSURE PROPERTY

FISCAL NOTE: \$2,711.26 REVENUE TO ACCOUNT NO. 100 A 12400 -TAX PORTION; \$37,088.74 REVENUE TO ACCOUNT NO. 100. 10.48350 - PROPERTY SALES; \$200.00 REVENUE TO ACCOUNT NO. 100.10.46120 - TREASURER FEE; \$30.00 REVENUE TO ACCOUNT NO. 100.13.46130 - REGISTER OF DEEDS RECORDING FEES

WHEREAS: Deborah Kislia has submitted a bid of \$40,000.00 for the parcel(s) of land described as follows: Lot Twenty-Three (23), Strongs Prairie Assessor's Plat No. 1, in the Southeast Quarter of the Northeast Quarter (SE 1/4 NE 1/4) of Section Six (6), Township Seventeen (17) North, Range Five (5) East, Town of Strongs Prairie, Adams County, Wisconsin. Tax Parcel 34-2806

WHEREAS: Adams County took title to this property on September 23, 2013 per judgment of tax foreclosure; and

WHEREAS: Deborah Kislia has submitted full payment of \$40,000.00 plus \$30 recording fee, which is on deposit with the County Treasurer.

NOW THEREFORE, BE IT RESOLVED by the Adams County Board of Supervisors, that the above described property is hereby approved for sale for the bid of \$40,000.00.

BE IT FURTHER RESOLVED: That the County Clerk issue to a Quit Claim Deed to the above described property.

Recommended for adoption by the Property Committee this 1st day of November, 2013.

Handwritten signatures and lines for signature.

Adopted _____
Defeated _____ by the Adams County Board of Supervisors this
Tabled _____ 19th day of November, 2013.

County Board Chair _____ County Clerk _____
 Reviewed by Corp. Counsel Reviewed by Admin. Coord./Dir. of Finance

RESOLUTION 106 -2013

RESOLUTION TO APPROVE THE SALE OF COUNTY ADVERTISED PROPERTY

INTRODUCED BY: PROPERTY COMMITTEE

INTENT & SYNOPSIS: TO SELL COUNTY ADVERTISED PROPERTY

FISCAL NOTE: \$0.00 REVENUE TO ACCOUNT NO. 100 A 12400 -TAX PORTION; \$564.00 REVENUE TO ACCOUNT NO. 100. 10.48350 - PROPERTY SALES; \$0.00 REVENUE TO ACCOUNT NO. 100.10.46120 - TREASURER FEE; \$30.00 REVENUE TO ACCOUNT NO. 100.13.46130 - REGISTER OF DEEDS RECORDING FEES

WHEREAS: Glenn Ryback has submitted a bid of \$564.00 for the parcel(s) of land described as follows: Lots 5 & 6, Block C, Oaklawn Addition to Friendship, in Section Six (6), Township Seventeen (17) North, Range Six (6) East. (NE 1/4 SE 1/4), Village of Friendship, Adams County, Wisconsin. Tax Parcel 126-223

WHEREAS: Adams County owns this property; and

WHEREAS: Glenn Ryback has submitted full payment of \$564.00 plus \$30 recording fee, which is on deposit with the County Treasurer.

NOW THEREFORE, BE IT RESOLVED by the Adams County Board of Supervisors, that the above described property is hereby approved for sale for the bid of \$564.00.

BE IT FURTHER RESOLVED: That the County Clerk issue to a Quit Claim Deed to the above described property.

Recommended for adoption by the Property Committee this 1st day of November, 2013.

Handwritten signatures and lines for signature.

Adopted _____
Defeated _____ by the Adams County Board of Supervisors this
Tabled _____ 19th day of November, 2013.

County Board Chair County Clerk
[X] Reviewed by Corp. Counsel [X] Reviewed by Admin. Coord./Dir. of Finance

RESOLUTION 107 -2013

RESOLUTION TO APPROVE THE SALE OF COUNTY ADVERTISED PROPERTY

INTRODUCED BY: PROPERTY COMMITTEE

INTENT & SYNOPSIS: TO SELL COUNTY ADVERTISED PROPERTY

FISCAL NOTE: \$612.30 REVENUE TO ACCOUNT NO. 100 A 12400 -TAX PORTION; \$688.70 REVENUE TO ACCOUNT NO. 100. 10.48350 - PROPERTY SALES; \$200.00 REVENUE TO ACCOUNT NO. 100.10.46120 - TREASURER FEE; \$30.00 REVENUE TO ACCOUNT NO. 100.13.46130 - REGISTER OF DEEDS RECORDING FEES

WHEREAS: Trinity Congregational Church of Adams has submitted a bid of \$1,501.00 for the parcel(s) of land described as follows: Lot Two (2) of Certified Survey Map No. 2826, in the Northwest Quarter of the Southwest Quarter (NW 1/4 SW 1/4) of Section Eight (8), Township Seventeen (17) North, Range Six (6) East, City of Adams, Adams County, Wisconsin. Tax Parcel 201-161-10

WHEREAS: Adams County took title to this property on September 23, 2013 per judgment of foreclosure; and

WHEREAS: Trinity Congregational Church of Adams has submitted full payment of \$1,501.00 plus \$30 recording fee, which is on deposit with the County Treasurer.

NOW THEREFORE, BE IT RESOLVED by the Adams County Board of Supervisors, that the above described property is hereby approved for sale for the bid of \$1,501.00.

BE IT FURTHER RESOLVED: That the County Clerk issue to a Quit Claim Deed to the above described property.

Recommended for adoption by the Property Committee this 1st day of November, 2013.

Handwritten signatures and lines for signature.

Adopted _____ by the Adams County Board of Supervisors this 19th day of November, 2013.

County Board Chair County Clerk
[X] Reviewed by Corp. Counsel [X] Reviewed by Admin. Coord./Dir. of Finance

RESOLUTION 2013 - 108

**RESOLUTION TO APPROVE THE APPOINTMENT OF
JANET LEJA AS THE CHILD SUPPORT DIRECTOR**

INTRODUCED BY: Executive Committee

INTENT & SYNOPSIS: To appoint Janet Leja to the position of Child Support Director for Adams County at an annual salary of \$45, 240.

FISCAL NOTE: None, monies are budgeted for the position in the Department's 2013 budget.

WHEREAS: On November 8, 2013, the Executive Committee interviewed candidates for the position of Child Support Director. The Committee selected a final candidate; and

WHEREAS: The Executive Committee approved for the Personnel Director to make an offer; and

WHEREAS: The Executive Committee approved the terms of Janet Leja's employment offer and recommended adoption by the County Board; and

WHEREAS: Janet Leja would start on November 25, 2013, with an annual salary of \$45,240;

NOW THEREFORE, BE IT RESOLVED: By the Adams County Board of Supervisors that it is hereby approved to appoint Janet Leja to the position of Child Support Director with an annual salary of \$45,240 and benefit package in accordance with Adams County Policy.

Recommended for adoption by the Executive Committee this 8th day of November, 2013.

Florence Johnson

Adopted _____
Defeated _____ by the Adams County Board of Supervisors this
Tabled _____ 19th day of November, 2013

County Board Chair County Clerk

- Reviewed by Corporation Counsel
- Reviewed by Administrative Coordinator/Director of Finance

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48
49
50
51
52

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46

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

INTRODUCED BY: Health and Human Services Board

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

FISCAL NOTE: None

WHEREAS: In 2013, an estimated 45,220 people will be diagnosed with pancreatic cancer in the United States and 38,460 will die from the disease; and

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

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

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

WHEREAS: Approximately 770 deaths from pancreatic cancer will occur in Wisconsin in 2013; and

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

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

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

RESOLUTION 109 - 2013
Page 2

47 **WHEREAS:** The Pancreatic Cancer Action Network and its affiliates in Adams
48 County support those patients currently battling pancreatic cancer, as well as
49 remember those who have lost their lives to the disease, and are committed to
50 nothing less than a cure; and

51
52 **WHEREAS:** The good health and well-being of the residents of Adams County
53 are enhanced as a direct result of increased awareness about pancreatic cancer
54 and research into early detection, causes, and effective treatments.

55
56 **NOW THEREFORE, BE IT RESOLVED that the Adams County Board of**
57 **Supervisors** hereby designates the month of November 2013 as Pancreatic
58 Cancer Awareness Month in Adams County.

59
60 Recommended for adoption by the Health and Human Services Board this 8th day
61 of November 2013.

62
63 *Herde Rucklo - vice-chair* _____
64 _____
65 _____
66 _____
67 _____
68 _____
69 _____
70 _____

71
72 Adopted _____
73 Defeated _____ by the Adams County Board of Supervisors this
74 Tabled _____ day of 2013.

75
76 _____
77 County Board Chair County Clerk
78 Reviewed by Corporation Counsel
79 Reviewed by Administrative Coordinator/Director of Finance
80 *TL*

RESOLUTION 110 -2013
Page 1

1 **RESOLUTION IN OPPOSITION TO SB 349 and AB 476 LIMITING LOCAL**
2 **CONTROL OF NON-METALLIC MINING OPERATIONS and THE OVERALL**
3 **TREND OF STATE PREEMPTION OF LOCAL CONTROL**

4
5 **INTRODUCED BY:** PLANNING and ZONING COMMITTEE and
6 HIGHWAY COMMITTEE

7
8 **INTENT & SYNOPSIS:** TO OPPOSE STATE PREEMPTION OF LOCAL CONTROL

9
10 **FISCAL NOTE:** NONE

11
12 **WHEREAS:** The establishment, operation, and expansion of non-metallic
13 mining operations can significantly affect the local environment, economy, and
14 public health of the community, and the general quality of life in the surrounding
15 area; and

16
17 **WHEREAS:** Senate Bill 349 and AB 476 have been introduced into the
18 Wisconsin legislature to restrict or eliminate local governmental authority in
19 regulating these operations; and

20
21 **WHEREAS:** SB 349 and AB 476 prohibit local governmental units from imposing
22 restrictions on expansion of these operations to neighboring lands; and

23
24 **WHEREAS:** SB 349 and AB 476 prohibit a county from enacting or enforcing a
25 non-metallic mining ordinance that requires an operator to obtain a permit other
26 than a reclamation permit, or that includes standards related to air and water
27 quality, or is more restrictive than Wisconsin DNR standards; and

28
29 **WHEREAS:** SB 349 and AB 476 prohibit counties from imposing any fee or
30 other restriction on a highway user for damage to highways caused by highway
31 user unless the county has entered into a contract with a highway user to
32 reimburse the county for the cost of repairs to a highway that meets specific
33 requirements, including a requirement that the proportion of damages caused
34 specifically by the highway user must be determined by an engineer selected by
35 the user and the county, and paid for equally by the user and the county; and

36
37 **WHEREAS:** the health, safety, economic, environmental, and quality of life
38 impacts of these operations are primarily issues of local concerns; and

39
40 **WHEREAS:** SB 349 and AB 476 are worded in such a manner that Adams
41 County feels that the eventual effect of the proposed changes could have far
42 reaching and unintended consequences in other areas currently regulated by the
43 county and could greatly affect health, safety, economic, and environmental
44 issues from other uses, and ultimately greatly impact the quality of life of Adams
45 County citizens; and

46

47 **WHEREAS:** The State budget for the 2013-14 biennium, 2013 Wisconsin Act
48 20, was published on July 1, 2013 and became law the next day. A new statute
49 was passed as part of the state budget, Wis. Stat. § 66.0404, that almost totally
50 preempts local control over the siting of mobile service/cell towers.

51
52

53 **NOW THEREFORE, BE IT RESOLVED by the Adams County Board of**
54 **Supervisors** that they support local control of non-metallic mining operations
55 and their impacts on the community, and oppose Senate Bill 349 and AB 476,
56 and any other state legislation that would preempt the ability of the County to
57 craft their own regulations tailored to their individual and unique circumstances;
58 and

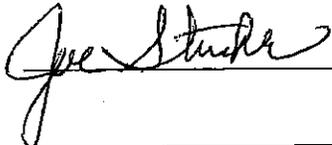
59

60 **BE IT FURTHER RESOLVED:** That a copy of this resolution be sent to
61 Governor Walker, Wisconsin DNR Secretary Stepp, The Wisconsin Counties
62 Association, Senator Tiffany, Senator Lassa, Senator Olsen, Representative
63 Ballweg and Representative Krug.

64
65
66

Recommended for adoption by the Planning and Zoning Committee this 19th day
of November, 2013.

67
68
69

 _____

70
71
72

73
74
75

Recommended for adoption by the Highway Committee this ____ day of
November, 2013.

76
77
78
79

80
81

82
83

Adopted _____
Defeated _____ by the Adams County Board of Supervisors this
85 Tabled _____ 19th day of November, 2013.

86
87
88

County Board Chair County Clerk

89

90
91

Reviewed by Corporation Counsel
 Reviewed by Administrative Coordinator/Director of Finance

RESOLUTION 111 -2013

**RESOLUTION TO APPROVE MEMORANDUM OF UNDERSTANDING
BETWEEN WISCONSIN DEPARTMENT OF NATURAL RESOURCES
AND CENTRAL SANDS COUNTIES OF
ADAMS, MARQUETTE, PORTAGE, WAUPACA, WAUSHARA AND WOOD**

INTRODUCED BY: Land & Water Conservation Committee

INTENT & SYNOPSIS: To approve a five-year Memorandum of Understanding between Wisconsin Department of Natural Resources and Central Sands Counties of Adams, Marquette, Portage, Waupaca, Waushara and Wood.

FISCAL NOTE: None.

WHEREAS: The Wisconsin Department of Natural Resources ("DNR") desires to enter into the attached five-year Memorandum of Understanding ("MOU") with Adams County and other Central Sands Counties; and

WHEREAS, pursuant to said MOU, Adams County will provide those items described in Article III A., in exchange for the DNR providing those items described in Article III B., to monitor water bodies by engagement of trained volunteers.

NOW THEREFORE, BE IT RESOLVED by the Adams County Board of Supervisors to approve the attached five-year Memorandum of Understanding between the Wisconsin Department of Natural Resources and Adams County, as part of Central Sands Counties of Adams, Marquette, Portage, Waupaca, Waushara and Wood.

Recommended for adoption by the Land & Water Conservation Committee this 4 day of November, 2013.

[Signature]
[Signature]
[Signature]

[Signature]
Barbara A. Morgan

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

County Board Chair

County Clerk

- Reviewed by Corporation Counsel
- Reviewed by Administrative Coordinator/Director of Finance

MEMORANDUM OF UNDERSTANDING

Between

The WISCONSIN DEPARTMENT OF NATURAL RESOURCES (WDNR)

**And The CENTRAL SANDS COUNTIES OF ADAMS, MARQUETE, PORTAGE, WAUPACA,
WAUSHARA AND WOOD (COUNTIES)**

I. Purpose

This Memorandum of Understanding (MOU) sets forth the roles and responsibilities between the WDNR and Counties for the implementation of a stream flow and lake level, volunteer monitoring project. The volunteer monitoring project will result in an increased number of monitored water bodies and monitoring frequencies through by engaging the resources of trained volunteer monitors. The intent is to establish monthly stream baseflow discharge and lake level monitoring throughout the six Counties. Sites will be chosen by County staff with input from WDNR and University of Wisconsin – Stevens Point (UWSP). Volunteer training, measurement protocols, quality control procedures, and data archiving are also components of the project.

II. Project Description

Counties are focusing more attention on water quantity issues because falling water levels in lakes and declining stream discharges in the Wisconsin Central Sands are a cause of concern to citizens. The central sands contain some 600 miles of headwater streams, many supporting cold-water fisheries, and over 80 lakes (> 12 acres).

Volunteers conduct the monitoring and are guided by county staff to determine when and where measurements need to be taken. Stream monitors are trained to gauge streams using velocity-cross section methods. Velocities are measured using Marsh-McBirney flow meters, purchased by the WDNR and loaned to each County by the WDNR. Initial training on using the flow meter will be provided by UWSP. Lakes will be instrumented with a shallow drive point monitoring well that will be installed by county staff and serve as a surrogate for a direct lake level measurement. Lake level monitors are to be trained by county staff. Lake and stream measurements are reported from volunteers to the local land conservation office, which will then upload to the WDNR's Surface Water Information Management System (SWIMS) database. For quality control and assurance, a subset of lake level and stream flow monitoring will be audited by County staff and by UWSP, respectively.

III. Scope of Work

A. The Counties agree to:

1. Coordinate volunteer training and monitoring.
2. Train lake level monitor volunteers.
3. Select sites to be monitored with input from WDNR and UWSP.
4. House and distribute WDNR flow meters with vigilance.
5. Collect and manage monitoring data from volunteers.
6. Upload data to WDNR Surface Water Integrated Monitoring System (SWIMS).
7. At WDNR request, provide project updates to the Portage County Conservationist, who will assemble updates and forward to WDNR.
8. Seek necessary funding to perpetuate project.
9. Serve as liaisons between volunteers and other agencies.

B. WDNR agrees to:

1. Provide materials for up to 60 lakes to install monitoring wells.
2. Loan flow meters, equipment and other necessary supplies to conduct monitoring of streams and lakes.
3. Be responsible for the maintenance and calibration of flow meters as funds allow.
4. Provide funding to conduct initial training on use of flow meters.
5. Provide guidance to Counties regarding WDNR desired quality control of volunteer efforts.
6. Provide training to Counties and volunteers for upload data to SWIMS.

IV. Period of Performance

This agreement shall become effective on the date of the last signature hereto and shall continue in effect annually from that date unless terminated by any party. Any party to this agreement may terminate the agreement as it applies to that party upon notice in writing to the other parties at least thirty (30) days prior to the date of termination. Absent notice of termination, the agreement will be considered to be renewed annually. Any party may request amendment of the agreement by notifying the other parties in writing of the nature and purpose of the requested amendment.

V. Liability

Each party shall hold all others harmless for any damaged or lost equipment and supplies pursuant to this agreement.

Each party agrees that, other than for damaged or lost equipment and supplies related to this MOU, any loss or expense by reason of liability imposed by law will be charged to the party responsible for the officer, employee, or agent whose activity caused the loss or expense.

VI. Authority

Each of the undersigned certifies that they have read the entire agreement, that they have official authority to enter the agreement on behalf of their principal, and that each specifically agrees to abide by and comply with all terms.

FOR THE WDNR

Dated: 10/15/13


Signature

for Cathy Stepp, Secretary
Signature
Printed Name and Title

FOR ADAMS COUNTY

Dated: _____

Signature
Printed Name and Title

FOR MARQUETTE COUNTY

Dated: _____

Signature

Printed Name and Title

FOR PORTAGE COUNTY

Dated: _____

Signature

Printed Name and Title

FOR WAUPACA COUNTY

Dated: _____

Signature

Printed Name and Title

FOR WAUSHARA COUNTY

Dated: _____

Signature

Printed Name and Title

FOR WOOD COUNTY

Dated: _____

Signature

Printed Name and Title

1
P44

3 **RESOLUTION TO RESCIND EXISTING NON-LAPSING OR DESIGNATED**
4 **CARRYOVER FUNDS RESOLUTIONS & RE-ESTABLISH ACCOUNTS AS**
5 **NECESSARY FOR COUNTY OPERATIONS**

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

9 **INTENT & SYNOPSIS:** To rescind all prior Resolutions establishing non-lapsing,
10 carryover, and continuing appropriation accounts, with the intent to re-establish those
11 continuing appropriation accounts that are necessary for County operations.

13 **FISCAL NOTE:** Budget neutral

15 **WHEREAS:** On November 6, 2013 the Administrative & Finance Committee reviewed
16 the existing non-lapsing or designating carryover accounts to determine which of these
17 accounts should continue to exist for funding of designated projects and grants
18 necessary for county operations.

20 **NOW, THEREFORE, BE IT RESOLVED:** By the Adams County Board of Supervisors
21 that all Resolutions adopted prior to adoption of this Resolution, establishing non-
22 lapsing or designated carryover accounts are hereby rescinded at the end of the fiscal
23 year 2013. All existing designated fund balances of accounts that are eliminated upon
24 adoption of this Resolution shall close to the appropriate funds undesignated fund
25 balance.

27 **BE IT FURTHER RESOLVED:** That the Carryover Account Balances outlined in the
28 attached Amended Exhibit A are established upon adoption of this Resolution.

30 Recommended by the Administrative & Finance Committee for adoption this 6th day
31 of November 6, 2013

32 [Signature]
33 [Signature]
34 [Signature]

32 [Signature]
33 [Signature]
34 [Signature]

35 _____ Adopted by the Adams County Board of Supervisors this
36 _____ Defeated _____ day of November, 2013.
37 _____ Tabled

39 _____
County Board Chair

County Clerk

40 Reviewed by Corporation Counsel

41 Reviewed by Administrative Coordinator/Director of Finance

ADAMS COUNTY GOVERNMENT
 Non-lapsing/Carryover Fund Balances
 Amended Exhibit A
 2013

Account Description	Department	Revenue Source	Purpose of Spending
Airport	Airport	Revenues generated from airport	Day to day operations, upgrades
Airport fuel	Airport	Revenues generated from airport	Replenishing fuel, capitalization on underground fuel tanks
State Aid Circuit Court	Clerk of Courts	Funds allocated by the state- dependent upon number of judges	Support of the Community Service Program
Contingency	County Clerk	Levy	Unbudgeted natural disaster & catastrophic event expenses
Election Incentives	County Clerk	Grant funded	Election related expenses, training
Record Control	County Clerk	Levy \$	Records Management
SARA	Emergency Mgmt	Grant funded	Narrow banding
Hazmat	Emergency Mgmt	Reliever from prior years	Operation and support of hazmat team
Mediation	Family Court Commissioner	Fees Assessed	Mediation expense
Co. Dam Maintenance	Land & Water Conservation	Grant Funded	Capital improvement - County Dams
DNR Cons. Aids	Land & Water Conservation	DNR Grant	
DATCP SWRMP	Land & Water Conservation	DATCP Grant	
Lake Protection	Land & Water Conservation	DNR Grant	
Natural Resources	Land & Water Conservation		
Land Information	Land Information	Grant funded	Operation
Technology for Library	Library	Donation	Technology fund for library
Capital Improvement - Maintenance	Maintenance	Levy	Capital Improvement - Maintenance
MIS Computer	MIS	Levy	Planned budgeted projects to be complete
Local Culvert & Bridge Aid	Misc.	State Funded	Holiday tree
Holiday Tree	Misc.	Donations	Fund Employee programs
Vending	Misc.	Vending Revenue	Operation of parks
Snowmobile	Parks	Operating revenues	Operation of parks
Petenwell	Parks	Operating revenues	Operation of parks
Outlying Park	Parks	Operating revenues	Operation of parks
Waysides	Parks	Operating revenues	Operation of parks
Castle Rock Park	Parks	Operating revenues	Operation of parks
Tourism	Parks	Operating revenues	Operation of parks
Hydrograph method	Planning & Zoning	Fees assessed with sanitary permits	Updated equipment- electronic readers, solar panels, fees for these services
SS Reduction	Register of Deeds	Revenues generated	Reaction on ROD does
Boat/Snowmobile/ATV	Sheriff's Dept	Patrol of Recreation Officer	Office wages, benefits, expenses
Jail assessment	Sheriff's Dept	Fees Assessed	Jail improvements, contracts, etc.
K9	Sheriff's Dept	Donations	Purchase of K9 or care
Project Lifesaver	Sheriff's Dept	Donations	Electronic Monitoring
Commissary	Sheriff's Dept	Fees Assessed	Betterment of inmates
Community Policing	Sheriff's Dept	Donations	Community policing program
Honor Guard	Sheriff's Dept	Donations	To fund an honor guard for the Sheriff's Dept.
Hennig Estate Donation Community Center	UW Extension	Donations	Purchase of flag Poles/Tables/blinds and AV equipment for Community Center
Clean Sweep	UW Extension	Are added by County when balance is below \$50,000	County-wide hazardous waste collection
Extension Spec. Projects	UW Extension	Grants, fees assessed, donations	Per Agreements; Educational Programming/Professional Development
Veteran's Services Donations	Veteran's Services	Donations from the public	For the Betterment of the Veterans
Fund 240 Fund Balance:			
Public Health			
Flennig Estate Donation Meal on Wheels	FHS	Hennig Estate	



725 Lois Drive
 Sun Prairie, WI 53590
 Phone: (608) 837-2263
 Fax: (608) 837-0206
 www.meuw.org

COMPLIANCE SERVICES AGREEMENT

This agreement (Agreement), dated October 11th, 2013, is entered into between the Municipal Electric Utilities of Wisconsin ("MEUW"), a nonprofit corporation organized under Wisconsin law, and Adams County (WI) ("Municipality").

RECITALS

WHEREAS, the MEUW Regional Safety Program helps municipal governing officials achieve and maintain a high level of compliance to meet workplace health and safety standards governed by state and federal administrative codes and regulations; and

WHEREAS, Municipality is a unit of local government located in the State of Wisconsin interested in participating in MEUW's Regional Safety Program in order to obtain high quality safety compliance training in a cost-effective manner.

NOW, THEREFORE, for good and valuable consideration, including the mutual covenants contained herein, MEUW and Municipality do hereby agree as follows:

AGREEMENT

1. **Services:** MEUW will provide and deliver for the term of this Agreement the services of a person engaged by MEUW, in the capacity of Regional Safety Coordinator ("RSC"). The assigned RSC will comply with the job tasks outlined on Schedule 1 of this Agreement ("Services"). Such Services will be provided to the departments of Municipality listed on Schedule 2 of this Agreement.
2. **Term:** This Agreement shall remain in force as of January 1st, 2014 ("Effective Date") for an initial term of two years until January 1st, 2016 ("Expiration Date"). The Agreement shall renew automatically for a successive twelve-month calendar year term ("Term") following the Expiration Date, unless terminated by written notice given by either party sixty (60) days prior to the Expiration Date or the end of the applicable Term.
3. **Amendment:** This Agreement may be amended or modified upon the mutual agreement of all parties, but only if in writing. Such amendment or addendum shall be signed, dated and appended to this Agreement.
4. **Payment:** For the Services, Municipality shall pay MEUW an annual fee of \$26,000.00 ("Annual Fee"). Such Annual Fee shall be due and payable according to the selected payment terms below.

Municipal Electric Utilities of Wisconsin

- a. Payment terms for the Annual Fee shall be based on one of the following options (select one):
 - Annual payment
 - Quarterly payments
 - b. For any Term less than twelve (12) full calendar months, including the initial two-year term, the Annual Fee shall be pro-rated based on the number of calendar months or partial calendar months in which the services were provided as a percentage of twelve (12).
 - c. In the event the assigned RSC terminates employment with MEUW, billing will be suspended and fees pro-rated until the position is filled. During this time another RSC will be designated as Municipality's interim contact for the delivery of critical, time sensitive services at no cost.
 - d. The above program cost is intended to be all inclusive.
 - e. If Municipality is part of a newly forming regional group, initial payment will not be due and payable until MEUW hires a new RSC and that coordinator begins their employment with MEUW. Fees will be pro-rated accordingly.
5. Delivery of Services: The Annual Fee constitutes a 20% share of MEUW's cost to employ the RSC and support the Services identified on Schedule 1. The service level under this Agreement presumes that Municipality will be allocated the applicable share of the RSC's work days per month, including continuing education attendance, MEUW meetings, and other off-site meetings, that MEUW deems to be integral to performance and delivery of the Services, but exclusive of holidays, vacation, and sick days.

It is anticipated that the RSC will be physically on-site an average of 3-4 days per month. However, the RSC will be available at all other times for assistance via phone or email.

In the event of a serious incident or unannounced inspection by the Wisconsin Department of Safety and Professional Services, the RSC, upon reasonable notice, will respond as soon as practicable to a location designated by Municipality. In the event of an incident that activates MEUW's Mutual Aid Program, the RSC and other MEUW staff shall be available on a 24/7 basis for assistance.

6. Responsibilities of Municipality: Municipality shall
- a. Provide work space for RSC when he/she is on-site;
 - b. Provide a file cabinet for safety recordkeeping on-site;
 - c. Provide internet access for RSC when he/she is on-site;
 - d. Provide limited clerical support for RSC;

Municipal Electric Utilities of Wisconsin

- e. Provide required training for employees as recommended and delivered by RSC;
 - f. Provide employee accountability support regarding safety infractions as mutually agreed by RSC and management personnel of Municipality;
 - g. Establish and maintain an Employee Safety Committee;
 - h. Schedule participation of employees in regular safety meetings;
 - i. Provide appropriate feedback to MEUW, throughout the year, regarding the RSC's performance when necessary;
 - j. Complete the annual written evaluation of services of MEUW and the RSC; and
 - k. Provide to MEUW, in a timely manner, any information MEUW indicates is reasonably necessary to perform the Services. It is understood and acknowledged that MEUW may rely on the accuracy of information provided by Municipality and its representatives.
7. Responsibilities of MEUW: MEUW shall
- a. Employ, assign and supervise the RSC;
 - b. Ensure the RSC carries out all essential job functions as outlined by the RSC job description contained on Schedule 2;
 - c. Provide management support to Municipality during conflicts or personnel issues;
 - d. Monitor and ensure completion of RSC's professional development including, but not limited to, safety training/certificate/licensure, as applicable; and
 - e. Provide a standard interpretation of laws, rules and regulations pertaining to compliance management.
8. Independent Contractor: In the performance of the Services, MEUW is an independent contractor and shall not be considered an employee, agent or representative of Municipality for any purpose. All employees of MEUW providing Services under this Agreement shall at all times remain employees of MEUW and shall not be employees or agents of Municipality.
9. Prohibition on Third Party Beneficiaries and Assignment of Rights and Duties. The Services performed by MEUW under this Agreement are solely for the benefit of Municipality and nothing in this Agreement shall be construed to create any obligation, duty or liability on the part of either party to any third party. Assignments of benefits and delegations of duties created by this Agreement are prohibited and without effect.
10. Standard of Care: Municipality acknowledges that MEUW undertakes to provide the Services described herein to Municipality in a manner consistent with MEUW's mission as a nonprofit corporation. Municipality acknowledges that MEUW will perform the Services provided hereunder on a best efforts basis in accordance its understanding of

Municipal Electric Utilities of Wisconsin

current law. However, Municipality bears the risk of its own actions as regards Municipality's compliance with applicable federal and state codes and regulations as they relate to workplace health and safety.

11. Limitation of Liability. Notwithstanding any other provision of this Agreement, MEUW shall not incur any liability whatsoever to Municipality, whether based on contract, tort, strict liability, warranty or any other legal or equitable claim or theory, relating in any way to the Services provided hereunder, except in cases of gross negligence or willful misconduct. MEUW shall not be liable to Municipality for any indirect, incidental, consequential, punitive, multiple, delay-related, performance-related, loss of use, loss of opportunity, loss of goodwill, special or exemplary damages or lost profits or government or regulatory penalties or sanctions arising out of, due to, or in connection with either party's performance or nonperformance under this Agreement, or any of its obligations herein, whether based on contract, tort, strict liability, warranty or otherwise.
12. Disputes: If any controversy or claim arises out of, or relates to this Agreement, including, but not limited to, an alleged breach of the Agreement, the parties shall attempt to resolve the dispute by direct discussion and negotiation by the principals, followed by mediation.
13. Changes to this Agreement: The Annual Fee reflects MEUW's estimate of the charges required to perform the Services under this Agreement. Services not expressly set forth in this Agreement are excluded from this Agreement, unless otherwise provided by written mutual agreement of the parties. If MEUW is delayed in performing its Services hereunder by any act of war, force majeure or other circumstance beyond its control, then the schedule of performance shall be extended for the number of days as the occurrence delays performance and the compensation limits under the Agreement shall be equitably adjusted, if necessary, to compensate MEUW for any additional costs due to the delay.
14. Intellectual Property: Municipality shall preserve and protect MEUW's proprietary and copyright interests, rights and privileges with respect to works of general application provided by MEUW to Municipality, subject to Municipality's obligations under applicable open records laws. Municipality and MEUW may use and duplicate materials developed by MEUW specifically for Municipality pursuant to this Agreement without obligation of royalty or first seeking consent.
15. Notices. Any notice provided for or concerning this Agreement shall be (a) in writing and delivered by person, mail or facsimile or (b) sent by electronic transmission with reasonable verification of receipt by the party to whom the notice is transmitted, to the following:

If to MEUW:

Attention:

Zachary T. Bloom
Executive Director
Municipal Electric Utilities of Wisconsin
725 Lois Dr, Sun Prairie, WI 53590
P: 608-837-2263

Municipal Electric Utilities of Wisconsin

F: 608-837-0206

Email: zbloom@meuw.org

If to Municipality:

Attention:

16. Counterparts. This Agreement may be executed in counterparts.

17. Governing Law: This Agreement shall be governed by the laws of the State of Wisconsin.

IN WITNESS WHEREOF, the parties have duly executed this Agreement as of the date first written above.

MUNICIPAL ELECTRIC UTILITIES OF WISCONSIN

Zachary Bloom, Executive Director

MUNICIPALITY

Name, Title

Municipal Electric Utilities of Wisconsin

Schedule 1

Job Title: Regional Safety Coordinator**JOB ANALYSIS**

This position will manage a multi-employer safety and health program which fosters a safe work environment by focusing on overall safety as well as safe job performance. The primary function of this position is to ensure regulatory compliance through written programs, inspections, risk management procedures and employee training. This position serves municipal employees and involves regular travel to assigned municipal employers.

SUPERVISION

This position receives general supervision from the Municipal Electric Utilities of Wisconsin (MEUW) Director of Safety Services. Decisions regarding daily work activity are made independently within the context of established policies and procedures outlined by MEUW.

ESSENTIAL JOB FUNCTIONS

The essential job functions of this position shall be performed in each municipal employer location (community).

- A) Perform general safety and health related duties including, but not limited to, written program management, employee training, inspections, incident analysis/investigation and program audits as necessary to ensure state and federal safety compliance.
- B) Visit each employer site according to the allocated percentage of community time and specific Program need.
- C) Develop and maintain a monthly schedule to include time spent in the community, training sessions, meetings and general workload.
- D) Perform site-specific safety training sessions according to community need and regulatory compliance requirements.
- E) Participate in Safety Committee meetings and events.
- F) Write, modify and maintain written programs including, but not limited to, Blood borne Pathogens, Confined Space Entry/Rescue, Excavation, Hazard Communication, Hazardous Energy Control, Hearing Conservation, Personal Protective Equipment, Respiratory Protection and General Safety to ensure state and federal safety compliance.
- G) Develop and maintain an accurate safety program recordkeeping and reporting system to ensure state and federal safety compliance.
- H) Create and submit monthly safety reports as required.
- I) Create and submit an employee training schedule as required.
- J) Develop and maintain documentation to support work performance.
- K) Complete and submit required safety and health reports as required.

REQUIRED ABILITIES

- A) Ability to work as team player in the absence of or minimal supervision.
- B) Ability to communicate effectively in written and oral communications.

Our Mission: To lead, unify, advance and protect the interests of municipally owned utilities.

Municipal Electric Utilities of Wisconsin

- C) Ability to work efficiently and accurately when there is time, pressure, or emotional strain.
- D) Ability to maintain reliability and sound professional judgement.
- E) Ability to work in the presence of distractions or under monotonous conditions without significant loss of efficiency.
- F) Ability to prioritize multiple tasks.
- G) Ability to meet scheduled deadlines.
- H) Ability to demonstrate knowledge of principles and practices of public management.
- I) Ability to maintain security of confidential matters and materials.
- J) Ability to function as part of a team player.
- K) Possess excellent troubleshooting and problem solving skills.
- L) Possess working knowledge of general office equipment and computer software.
- M) Possess excellent proficiency in grammar, spelling, punctuation, and arithmetic.
- N) Possess strong leadership skills.

QUALIFICATIONS

- A) Minimum of three years practical experience working with Wisconsin and federal safety and health regulatory compliance.
- B) Must have an insurance acceptable driver's license.
- C) Maintain all certification and training standards.
- D) Municipal government work experience preferred.
- E) Occupational health and safety degree or related discipline preferred.

ENVIRONMENTAL CONDITIONS OF THE WORKPLACE

- A) Work indoors in a controlled environment.
- B) Work outdoors exposed to changing weather conditions.
- C) Willing to go to any work environment for emergency or training situations.

PHYSICAL DEMANDS

- A) Must have good hand-eye coordination.
- B) Must be able to sit for long periods of time.
- C) Must be able to lift and move up to 50 pounds.
- D) Must be able to bend, squat, stretch, and twist frequently.

ADDITIONAL DUTIES

- A) Work outside of normal hours when necessary.
- B) Additional duties as assigned.
- C) Be available during working hours in order to address any concerns, complaints or suggestions.
- D) Travel as needed.

THE ABOVE STATEMENTS ARE INTENDED TO DESCRIBE THE GENERAL NATURE AND LEVEL OF WORK BEING PERFORMED BY THE EMPLOYEE ASSIGNED TO THIS POSITION. THEY ARE NOT TO BE CONSTRUED AS AN EXHAUSTIVE LIST OF ALL JOB RESPONSIBILITIES AND DUTIES PERFORMED BY PERSONNEL SO CLASSIFIED.

MEUW IS AN EQUAL OPPORTUNITY EMPLOYER. IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT, MEUW WILL PROVIDE REASONABLE ACCOMMODATIONS TO QUALIFIED INDIVIDUALS WITH DISABILITIES AND

Our Mission: To lead, unify, advance and protect the interests of municipally owned utilities.

Municipal Electric Utilities of Wisconsin

ENCOURAGE BOTH PROSPECTIVE AND CURRENT EMPLOYEES TO DISCUSS POTENTIAL ACCOMMODATIONS WITH MEUW MANAGEMENT WHEN NECESSARY.

Prepared 5/09

Schedule 2

The safety services provided by the Regional Safety coordinator will be provided in the following departments (include ALL departments included in the Program):

Department	# of Employees	
1 AC/DOF	5	
2 Maintenance	6	
3 Child Support	3	
4 Clerk of Circuit Court	6	
5 Register in Probate	2	
6 Corporation Counsel	2	
7 County Clerk	4	
8 District Attorney	7	
9 Emergency Management	1	
10 UW Extension	4	+ State employees
11 Health & Human Services	66	
12 Highway	27	
13 Land & Water Conservation	5	
14 Library	10	
15 Medical Examiner	3	
16 MIS	1	
17 Parks	4	+ seasonal employees
18 Personnel	1	
19 Planning & Zoning	5	
20 Register of Deeds	3	
21 Sheriff	58	
22 Solid Waste	23	+ seasonal employees
23 Treasurer	4	
24 Veterans Services	2	
	252	

Municipal Electric Utilities of Wisconsin

Schedule 2

The safety services provided by the Regional Safety Coordinator will be provided in the following departments (include ALL departments included in the Program):

- a. _____ # of employees _____
- b. _____ # of employees _____
- c. _____ # of employees _____
- d. _____ # of employees _____
- e. _____ # of employees _____
- f. _____ # of employees _____
- g. _____ # of employees _____
- h. _____ # of employees _____
- i. _____ # of employees _____

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48

RESOLUTION TO ADOPT EMPLOYMENT POLICY DOCUMENT NUMBER ONE IN LIEU OF CHAPTER 2, SECTIONS 1, 2, 3 AND 6 OF THE PERSONNEL AND GENERAL ADMINISTRATIVE POLICY

INTRODUCED BY: Ad Hoc Transition Committee

INTENT & SYNOPSIS: To adopt Employment Document Number One in lieu of Chapter 2, Section 1, 2, 3 and 6 of the Personnel and General Administrative Policy.

FISCAL NOTE: None.

WHEREAS: The Adams County Personnel and General Administrative Policy was adopted by Resolution 51-2011; and

WHEREAS: The Transition Committee reviewed Chapter 2, Sections 1, 2, 3 and 6 of Adams County Personnel and General Administrative Policy and considered Department Head comments; and

WHEREAS: Language of Chapter 2, Sections 1, 2, 3 and 6 of Adams County Personnel and General Administrative Policy has been modified to streamline the processes and procedures to assist Department Heads in daily County operations.

NOW THEREFORE, BE IT RESOLVED by the Adams County Board of Supervisors that Chapter 2, Sections 1, 2, 3 and 6 of the Personnel and General Administrative Policy adopted by Resolution 51- 2011 is hereby rescinded; and

BE IT FURTHER RESOLVED that Employment Policy Document Number One, attached hereto and incorporated herein, is adopted in lieu thereof, effective immediately upon adoption.

Recommended by the Ad Hoc Transition Committee for adoption this 7th day of November, 2013.

Lawrence Johnson
Joe Stoney
Bill Hill

Adopted _____
Defeated _____ by the Adams County Board of Supervisors this
Tabled _____ day of _____, 2013.

County Board Chair
 Reviewed by Corporation Counsel
 Reviewed by Administrative Coordinator/Director of Finance

County Clerk

EMPLOYMENT POLICY DOCUMENT NUMBER ONE**SECTION 1 - JOB DESCRIPTIONS**

1
2
3
4 **1.01** Each position shall have a written job description containing the title, status, department,
5 supervisor, a general description concerning the purpose of the position, a list of the essential and non-
6 essential job duties, required qualifications, explanation of physical demands and the work
7 environment, and special requirements necessary to perform a particular job. All job descriptions shall
8 be approved, signed and dated by the Home Committee, based on recommendation of the personnel
9 director.

10 **1.02 New Position.** Department Heads are responsible for the creation of a job description for any
11 new position in their Departments, or as directed by any Committee of the County Board, or the
12 County Board. All new positions shall be created in accordance with the Section of New Positions.

13 **1.03 Updating Existing Job Descriptions.** Department Heads shall review job descriptions every
14 three (3) years, or as a position becomes vacant. Upon approval a copy shall be signed and dated by
15 the Department Head and the Home Committee and provided to the Personnel Director. Any changes
16 to the job description, is to be reviewed with the employee and the employee shall sign the newly
17 created job description.

SECTION 2 - NEW POSITIONS

18
19
20 **2.01 Approval.** All new position proposals must follow this approval sequence; Department Head,
21 Home Committee, Executive Committee and County Board. When a new position is requested, the
22 Department Head shall complete the, New Position Authorization Request Form and develop a Job
23 Description in communication with the Personnel Director.

24 **2.02 New Position Not Budgeted for the Current Year.** A two-thirds ($\frac{2}{3}$) vote of the County
25 Board is required for adoption.

26 **2.03 New Position for the Next Budget Year.** If approved by the Home Committee the
27 Administrative Coordinator/Director of Finance shall include the position and appropriation in the
28 Budget proposal for the next year.

SECTION 3- RECRUITMENT

29
30
31 **3.01 Recruitment Program.** The Personnel Director, in coordination with the Department Head
32 develops and conducts recruitment. Recruitment of a Department Head is coordinated by the
33 Personnel Director in conjunction with the Home Committee. Note: Definitions of all employment
34 categories are outlined in the Employee Handbook.

35
36 **3.02 Authorization to Hire.** Department Heads wishing to fill vacancies in existing budgeted
37 positions shall submit the Personnel Requisition Form and a copy of the current/updated job description
38 to the Personnel Director to initiate recruitment. Positions that were authorized in a previous year's
39 budget, but not budgeted in the current year's budget, shall be removed from the table of organization
40 upon the adoption of the new budget. An on-call employee may not be placed in a regular position
41 unless placement follows the recruitment policy.

85 assistance from the Personnel Director, or designee, to screen all applications to obtain a workable
86 number of candidates for interviewing. The initial screening is based on job related criteria as has
87 been previously determined in the job description. From those candidates selected for interviews, the
88 hiring decision is made on job related factors including but not limited to:

- 89 **A.** Meeting basic job requirements, experience and qualifications;
- 90 **B.** Realistic appraisal of personal characteristics clearly needed;
- 91 **C.** Investigation of criminal conviction records when the circumstances of the offense are
92 substantially related to the circumstances of the job.

93 Consideration is given to the most qualified applicant, as determined by the evaluation of selection
94 criteria for the position.

95 **4.03 Internal Advancement.** It may be possible for a position to be filled by selecting a current
96 qualified employee for a new or refilled position either by department or countywide. Candidates for
97 promotion must complete the appropriate steps, possess the required skills, knowledge, and abilities,
98 and be recommended by the Personnel Department and/or Department Head. Promotions solely from
99 within may be considered prior to initiating the general open recruitment process if it is anticipated that
100 there may be a pool of qualified candidates, and letters of interest may be requested. If the general
101 recruitment process has begun, any qualified County employee may apply and be considered along
102 with other applicants. If either the Department Head or employee believes the status change is not
103 suitable, the employee may return or will be returned to the position formerly held. If the position has
104 been filled or eliminated, the employee shall be placed on layoff status.

105 **4.04 Evaluation of Candidates.** Those conducting interviews may evaluate candidates on any
106 basis as determined prior to the interview with the assistance of the Personnel Director.
107

108 **4.05 Interviews.** All applicants to be interviewed will be contacted by the Personnel Director or
109 approved designee. A member of the hiring department, the home committee chairperson and/or
110 designee may conduct interviews. The Personnel Director in coordination with the Department Head
111 will determine who, if anyone, will also participate in the interviews. The Department Head in
112 coordination with the Personnel Director shall prepare interview questions and/or skills test. Applicants
113 selected for interview(s) shall bear all expenses for the interview(s). The Personnel Director may
114 administer or appoint a designee to administer the interview questions. All interviews shall be
115 conducted in a manner not to breach confidentiality, and when a quorum is present interviews will be
116 held in closed session per Wisconsin Statutes.
117

118 **4.06 Selection.** After all interviews are completed, those conducting the interviews shall select a
119 primary candidate and alternate candidate(s), unless the candidates do not meet the desired
120 qualifications. With the exception of the Sheriff's Office, the Personnel Director, shall attempt, within
121 seven (7) business days, to conduct background, reference and qualification checks on selected
122 candidates and report the findings to the Department Head. If these references are positive, a written
123 conditional offer of employment shall be given to the final candidate within seven (7) business days,
124 contingent upon successful completion of a physical evaluation, if required for the position, background
125 check, and drug and alcohol test. **Verification of Qualifications:** Those candidates, who are required to
126 have a valid Wisconsin driver's license, other license or certification, or a degree to perform their
127 duties, shall provide a current copy of the driver's license, other license or certification, or degree to be
128 placed in their personnel file. If the qualifications for a position are not met, further recruitment efforts
129 to hire a qualified candidate shall be made by the Personnel Director.

130

131 If the person to whom an offer is made does not fill the position, or if the position becomes vacant
 132 within twelve (12) months of the date of the candidate's start date, the job may be offered to an
 133 alternate candidate in order of preference. If the qualified candidate(s) selected from the initial
 134 interview decline the position, further recruitment efforts shall be made immediately by the Personnel
 135 Director.

136

137 **4.07 Letter of Offer.** The Personnel Director shall send a letter of offer and Medical Examination
 138 Form, if applicable, to the successful applicant documenting the terms of employment. A copy of the
 139 letter of offer will also be given to the Department Head.

140

141 The Personnel Director shall notify each unsuccessful candidate in writing. After acceptance, all
 142 conditions of employment shall be given to the Administrative Coordinator/Director of Finance Office
 143 prior to starting employment, by the Personnel Director. The County shall not pay relocation expenses
 144 of any kind.

145

146 **4.08 Physical Exam.** A physical examination, if applicable, based on the physical demands listed in
 147 the job description is required before the County employs a person. The physical exam is given in
 148 strict compliance with the American with Disabilities Act (ADA) and only after a conditional offer of
 149 employment has been made. The County will schedule the appropriate physical examination, at a
 150 medical facility as selected by the Personnel Director. The County will pay for the cost of the exams.

151

152 **4.09 Eligibility Lists.** Departments may request to advertise for eligibility lists for positions as
 153 follows:

154

A. Sheriff Office. Jail Deputies, Dispatchers, and Patrol Deputies.

155

B. Highway. Laborers/Truck Drivers and Summer Help.

156

C. Solid Waste. Truck Drivers/Equipment Operators.

157

D. Health & Human Services. Social Workers/Nurses.

158

159 Once the eligible candidates have been interviewed, the selected candidates will be placed on the
 160 eligibility list. The list shall remain on file for the filling of future vacancies.

161

162 **4.10 Hiring of Department Heads.** Department Head applications are to be screened by the
 163 Personnel Director and the Home Committee Chair and/or designees. The Personnel Director and/or
 164 the Home Committee may request outside participants for the interview screening process. The Home
 165 Committee along with the Executive Committee chair shall interview the recommended candidates for
 166 appointment to the position of Department Head. After interviews have been completed, the Home
 167 Committee shall recommend the final candidate. The exceptions shall be the UW Extension Agents,
 168 Highway Commissioner and Library Director.

169

RESOLUTION NO 115-2013

RESOLUTION TO ADOPT FAMILY MEDICAL LEAVE ACT APPENDIX B OF THE EMPLOYEE HANDBOOK

INTRODUCED BY: Ad Hoc Transition Committee

INTENT & SYNOPSIS: To adopt the Family Medical Leave Act Appendix B for the Employee Handbook

FISCAL NOTE: None.

WHEREAS: The Employee Handbook was adopted by the Adams County Board on March 20th, 2012;

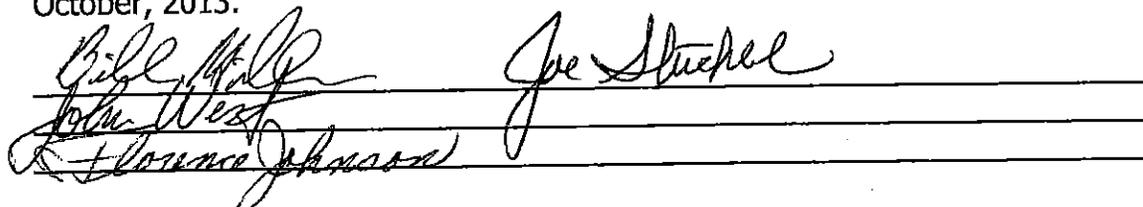
WHEREAS: Appendix B was in draft format and was not included upon adoption of the Employee Handbook at that time and;

WHEREAS: Significant discussion and deliberation on the proposed attached Appendix B has transpired by the Committee; and

WHEREAS: After review the Committee deems it appropriate and effects to recommend Appendix B for the employee handbook;

THEREFORE, BE IT RESOLVED by the Adams County Board of Supervisors, that it hereby approves Family Medical Leave Act Appendix B for the Employee Handbook that was adopted March 20, 2012;

Recommended for adoption by the Ad Hoc Transition Committee this 29th day of October, 2013.



ADOPTED
 DEFEATED by the Adams County Board of Supervisors this date 19th
 TABLED day of November 2013.

John West, County Board Chair

Cindy Phillippi, County Clerk

Reviewed by Corporation Counsel
 Reviewed by Administrative Coordinator/Director of Finance
S:\Transition Committee\Res. family medical leave act resolution employee handbook.doc

FAMILY AND MEDICAL LEAVE

P63

Family and medical leaves are available to employees as specified below or as may be provided under other existing policies or agreements. The intent of this policy is to comply with both the Wisconsin and Federal Family and Medical Leave Acts. Should this policy conflict in any way with the applicable federal and state statutes or regulations, then the statutes or regulations shall control.

(1) GENERAL REQUIREMENTS.

(a) **Eligibility and Length of Leave:** Family & Medical Leave refers to unpaid family, care-taking and medical leave for eligible employees. Eligible employees may be able to take unpaid family, care-taking or medical leave under Federal and/or State law.

Wisconsin law allows employees who have worked at least 1,000 hours in the past 52 weeks to take leave in a calendar year.

1. Up to 6 weeks of family leave during any 12 month period for the birth or adoption of a child. This leave must begin and end within 16 weeks of the birth or adoption of a child.

2. Up to 2 weeks of family leave during any 12 month period to care for a child, spouse, domestic partner, parent, or parent of a domestic partner suffering from a serious health condition.

3. Up to 2 weeks of medical leave during any 12 month period for an employee to care for his/her own serious health condition.

Federal law allows employees who have worked at least 1,250 hours and 12 months to take up to 12 weeks of leave in a year, which is calculated in one of four ways prescribed by federal law, for one or more of the following reasons:

1. Family leave for the birth of an employee's child or because of the placement of a child with the employee for adoption or foster care.

2. Family leave to care for a child, spouse or parent suffering from a serious health condition.

3. Medical leave for an employee to care for their own serious health condition.

4. Due to any qualifying exigency arising out of the fact that a child, spouse or parent of the employee is on covered active duty deployed to a foreign country, or has been notified of an impending call or order to covered active duty in the Armed Forces.

(b) **Time Allowed:** Time allowed under County policies and agreements and also under federal and state statutes is to be used concurrently and not consecutively. For example, County sick leave used for the birth of a child also qualifies as birth or placement leave under the state and federal laws and, therefore, is also deducted from an employee's leave entitlement under the state and federal laws.

(c) Definitions:

1. "Serious health condition" is defined herein to mean an illness, injury, impairment, or physical or mental condition involving any of the following:

a. Inpatient care in a hospital, nursing home, hospice, or residential medical facility.

b. Outpatient care that requires continuing treatment or supervision by a health care provider.

2. A "qualifying exigency" is defined as the following:

- a. Short-notice deployment to a foreign country.
 - b. Military events and related activities.
 - c. Arranging for alternative Child care and school activities.
 - d. Addressing Financial and legal arrangements.
 - e. Attending certain Counseling sessions.
 - f. Rest and recuperation (up to a maximum of 15 calendar days)
 - g. Attending Post-deployment activities such as attending arrival ceremonies, reintegration briefings and events and other official ceremonies or programs sponsored by the military.
 - h. Parental care.
 - i. Additional activities not encompassed by any of the above, but agreed to by the employer and employee.
3. "covered active duty" means:
- a. In the case of a member of a regular component of the Armed Forces, duty during the deployment of the member with the Armed Forces to a foreign country; and
 - b. In the case of a member of the reserve component of the Armed Forces, duty during the deployment of the member with the Armed Forces to a foreign country under a Federal call or order to active duty under a provision of law referred to in section 101(a)(13)(B) of title 10, United States Code.
4. A "domestic partner" means either of the following:
- a. "Registered domestic partners" are two individuals who have registered their domestic partnership with the Register of Deeds in their county of residence and meet the following criteria:
 1. The individuals must be at least 18 years of age and capable of consenting to a domestic partnership;
 2. Neither individual in the domestic partnership may be married to, or in a domestic partnership with, another individual;
 3. The individuals must share a residence;
 4. The individuals must not be more closely related than second cousins; and
 5. The individuals must be of the same gender.
 - b. "Nonregistered domestic partners" are two individuals, whether the same or opposite genders, who have not registered their domestic partnership and meet the following criteria:
 1. The individuals must be at least 18 years of age and capable of consenting to a domestic partnership;
 2. Neither individual in the domestic partnership may be married to, or in a domestic partnership with, another individual;
 3. The individuals must share a residence;
 4. The individuals must not be related by blood in a way that would prohibit marriage under Wis. Stat. § 765.03;

5. The individuals must consider themselves to be members of each other's immediate family; and P65

6. The individuals must agree to be responsible for each other's basic living requirements.

5. "Week" means five eight hour work days of leave for purposes of calculating intermittent or partial leave.

6. For each work day or work week in which an employee works fewer than the regularly scheduled hours by using intermittent or partial leave, the specific amount taken will be deducted for purposes of computing leave taken and leave remaining.

7. "In loco parentis" means having day-to-day responsibilities to care for and financially support a child with whom one has no biological or legal relationship.

8. Calendar year refers to the months of January through December.

(2) BIRTH OR PLACEMENT LEAVE.

(a) Unpaid birth or placement leave may be used within 16 weeks before, or within 12 months following the birth of the employee's natural child, the placement of a child with the employee for adoption, or the placement of a child with the employee for 24-hour foster care that is made by or with agreement of a licensed child welfare agency or County Social Services/Human Services Department.

(b) In a calendar year, no employee may take more than 12 weeks of birth or placement leave. In addition, no more than 12 weeks leave can be taken for the birth of any one child. If both the mother and father of a child are employed by the County, they are entitled only to a combined total leave of 12 weeks.

(c) An employee may substitute a maximum of six weeks accrued paid sick leave or other accrued leave for the first six of the otherwise unpaid 12 week period, provided the first six weeks occur within a period of 16 weeks before to 16 weeks after the birth or placement. After the first six weeks, county policy requires that any paid vacation, floating holiday or compensatory leave time be used prior to unpaid leave for part or all of the remaining leave period. No substitution of accrued paid sick leave is permitted for foster care placement.

(d) An employee must submit a written request for birth or placement leave not less than 30 days before the leave is to commence and must schedule the leave after reasonably considering the County's needs. If the date of the birth, adoption or foster care placement requires leave to begin sooner, the employee shall provide notice as soon as possible. The employee shall identify if and what type of paid accrued leave the employee intends to substitute as provided under the law. All of the notification requirements are included on the Medical Certification form available from the Personnel Department.

(e) For the first six weeks, an employee may take birth or placement leave as an intermittent or partial absence in employment in increments of no less than one-half hour, or as allowed by union agreement. An employee who does so shall schedule the intermittent or partial absence so it does not unduly disrupt the County's operations. To comply with this requirement, an employee must provide the County, in writing, with the proposed schedule of intermittent or partial absences no less than two weeks before the schedule of absences is to begin. The schedule must be sufficiently explicit so that the County is able to schedule replacement employees, if necessary, to cover the absences. Intermittent or partial leave must conclude within sixteen weeks following the birth, adoption or foster placement of a child. The remaining period of up to six weeks must be taken in a single block, but exceptions may be granted.

(f) The employee must provide medical certification as required in (6) below.

(a) Unpaid family illness leave may be used to care for an individual, who has a serious health condition and is the employee's:

1. Spouse
2. Biological, adopted or foster child
3. Child for which the employee stands "in loco parentis"
4. Biological parent or parent who stood "in loco parentis" to employee
5. Spouse's parent
6. Domestic partner
7. Domestic partner's parent

(b) In a calendar year, no employee may take more than 12 weeks of family illness leave for the employee's spouse, child or parents. A maximum of two weeks of family illness leave may be taken for a spouse's parent, domestic partner or a domestic partner's parent.

(c) An employee may substitute a maximum of two weeks accrued paid sick leave or other accrued leave for the first two weeks of the otherwise unpaid 12 week leave period. After the first two weeks, county policy requires that any paid vacation, floating holiday or compensatory leave time be used prior to unpaid leave for part or all of the remaining leave period.

(d) An employee must consider the needs of the County when scheduling family illness leave. If an employee intends to use family illness leave for planned medical treatment or supervision of a family member, as defined above, the employee must do the following:

1. Give the County two weeks advance written notice of the intent to take such leave, the reason for the leave, and the planned dates of the leave. This requirement may be waived in emergency situations. The employee shall also identify if and what type of paid accrued time the employee intends to substitute as provided under the law.
2. Schedule medical treatment or supervision so that it does not unduly disrupt the County's operations. Provide the County with a proposed schedule for the leave with reasonable promptness after the employee learns of the probable necessity of the leave. The schedule must be sufficiently explicit so that the County can schedule replacement employees, if necessary.
3. Provide the required medical certification as required in, (6) below.

(e) When medically necessary, an employee may take family illness leave as an intermittent or partial absence from employment in increments of no less than one-half hour, or as allowed by union agreement. An employee who does so shall schedule the intermittent or partial absence so it does not unduly disrupt the County's operations. To comply with this requirement, an employee must provide the County, in writing, with the proposed schedule of absences with reasonable promptness after the employee learns of the probable necessity of such leave.

(4) EMPLOYEE MEDICAL LEAVE.

(a) Unpaid medical leave may be used by an employee who has a serious health condition which makes the employee unable to perform his or her job duties. An employee may choose that any paid accrued leave be substituted for part or all of the otherwise unpaid 12 week leave. After the first two weeks, the County requires that any paid vacation, floating holiday or compensatory time be used prior to unpaid leave for part or all of the remaining unpaid leave. No employee may take more than 12 weeks of unpaid medical leave in a calendar year.

(b) An employee may schedule medical leave as medically necessary. If an employee intends to use the medical leave for a planned medical treatment or supervision, the employee must: P67

1. Give the County two weeks written advance notice of the intent to take a leave, the reason for the leave, and the planned dates of leave. This requirement may be waived in emergency situations. The employee shall also identify if and what type of paid accrued leave the employee intends to substitute as provided under the law.

2. Schedule the medical treatment or supervision so that it does not unduly disrupt the County's operations. Provide the County with a proposed schedule for the leave with reasonable promptness after the employee learns of the probable necessity of the leave. The schedule must be sufficiently explicit so that the County can schedule replacement employees, if necessary.

3. Provide the required medical certification as required in (6) below.

(c) When medically necessary, an employee may take employee medical leave as intermittent or partial absences from employment in increments of no less than one-half hour, or as allowed by union agreement. An employee who does so shall schedule the intermittent or partial absence so that it does not unduly disrupt the County's operations. To comply with this requirement, an employee must provide the County, in writing, with the employee's proposed schedule of intermittent or partial absences with reasonable promptness after the employee learns of the probable necessity of such leave.

(5) QUALIFYING EXIGENCY LEAVE

(a) In a calendar year, an employee may take up to 12 weeks of unpaid leave due to any qualifying exigency arising out of the fact that a child, spouse or parent of the employee is on covered active duty, or has been notified of an impending call or order to covered active duty in the Armed Forces. The County requires that any paid vacation, personal leave, floating holiday or compensatory time be used prior to unpaid leave for part or all of the remaining unpaid leave.

(b) Eligible employees may take leave to care for a military member's parent who is incapable of self-care when the care is necessitated by the member's covered active duty. Such care may include arranging for alternative care, providing care on an immediate need basis, admitting or transferring the parent to a care facility, or attending meetings with staff at a care facility.

(b) In any case in which the necessity for qualifying exigency leave is foreseeable, the employee shall provide such notice as is reasonable and practicable.

(c) The request for qualifying exigency leave must be supported by a certification issued at such time and in such manner as the U.S. Secretary of Labor may by regulation prescribe. If the Secretary issues a regulation requiring such certification, the employee shall provide, in a timely manner, a copy of such certification.

(d) An employee may take qualifying exigency leave as an intermittent or partial absence in employment in increments of no less than one-half hour, or as allowed by union agreement.

(6) MEDICAL CERTIFICATION.

(a) If an employee requests leave under this policy, the employee must obtain a Medical Certification form from the Personnel Department. This form must be completed by the employee and the health care provider treating the family member or employee. In the case of placement for adoption or foster care, a copy of the legal documentation attached to the Medical Certification form will substitute for the health care provider's certification.

(b) If requirements for certification are not completed, the County may deny the leave. The County may request a second health care provider's opinion and/or periodic recertification at the County's expense.

(7) INSURANCE AND BENEFITS.

P68

(a) While an employee is on approved paid leave, benefits continue as if the employee remained at work. While an employee is on approved unpaid leave, the County will maintain group health insurance under the conditions that applied before the leave began, and the employee will make arrangements to pay the employee's portion of the health insurance premium and the full premium for life and dental insurance during the term of the unpaid leave. The County's obligation to maintain health insurance benefits will terminate if and when an employee informs the County of an intent not to return to work at the end of the leave period, if the employee fails to return to work when leave entitlement is depleted, or if the employee fails to make any required payments while on leave.

(b) If the employee does not return to work after the leave entitlement has been exhausted, the County has the right to recover the health insurance premiums paid on behalf of the employee during a period of unpaid leave. An employee must return to work for at least thirty calendar days in order to be considered to have "returned" to work.

(8) RETURN FROM LEAVE.

(a) An employee returning from employee medical leave is required to obtain medical certification from the health care provider that the employee is able to resume work.

(b) An employee returning from leave as provided under this policy can return to his or her prior position if vacant at the time the employee returns to work. If the position is no longer vacant, the employee shall be offered an equivalent position with equivalent benefits, pay, and other terms and conditions of employment.

(c) An employee may return to work prior to the scheduled end of the leave. The employee shall be returned to his or her prior position or an equivalent position within a reasonable time after the request to return to work early is made.

(9) INTERPRETATION.

Any questions regarding Family and Medical Leave use and/or interpretation should be directed to the Human Resources Department for clarification.

MILITARY CAREGIVER LEAVE

(1) GENERAL REQUIREMENTS.

Federal law allows eligible employees who are family members of covered servicemembers to take up to 26 workweeks of leave in a single 12-month period to care for a covered servicemember (hereinafter "military caregiver leave").

(2) DEFINITIONS.

"Family members of a covered service member" include the spouse, son, daughter, or parent, or next of kin of a covered servicemember.

A "son or daughter of a covered servicemember" means the covered servicemember's biological, adopted, or foster child, stepchild, legal ward, or a child for whom the covered servicemember stood in loco parentis, and who is of any age.

A "parent of a covered servicemember" means a covered servicemember's biological, adoptive, step or foster father or mother, or any other individual who stood in loco parentis to the covered servicemember. This term does not include parents "in law."

The "next of kin of a covered servicemember" is the nearest blood relative to the covered servicemember. P 69

A "covered servicemember" means:

(a) A current member of the Armed forces (including a member of the National Guard or Reserves) who is undergoing medical treatment, recuperation, or therapy, is otherwise in outpatient status, or is otherwise on the temporary disability retired list, for a serious injury or illness; or

(b) A veteran who was discharged or released under conditions other than dishonorable at any time during the 5 year period prior to the first date on which the eligible employee takes FMLA leave to care for the covered veteran, and who is undergoing medical treatment, recuperation, or therapy for a serious injury or illness.

The "single 12-month period" begins on the first day the eligible employee takes FMLA leave to care for a covered servicemember and ends 12 months after that date, regardless of the method used by the employer to determine the employee's 12 workweeks of leave entitlement for other FMLA-qualifying reasons. If an eligible employee does not take all of his or her 26 workweeks of leave entitlement to care for a covered servicemember during this "single 12-month period," the remaining part of his or her 26 workweeks of leave entitlement to care for the covered servicemember is forfeited.

A "serious injury or illness" means:

(a) In the case of a member of the Armed Forces (including a member of the National Guard or Reserves), means an injury or illness that was incurred by the member in line of duty on active duty in the Armed Forces (or existed before the beginning of the member's active duty and was aggravated by service in line of duty on active duty in the Armed Forces) and that may render the member medically unfit to perform the duties of the member's office, grade, rank, or rating;

(b) In the case of a veteran who was a member of the Armed Forces (including a member of the National Guard or Reserves) at any time during a period of 5 years preceding the date on which the veteran undergoes that medical treatment, recuperation or therapy, "serious injury or illness" means a qualifying (as defined by the Secretary of Labor) injury or illness that was incurred by a member in line of duty on active duty in the Armed Forces (or existed before the beginning of the member's active duty and was aggravated by service in line of duty on active duty in the Armed Forces) and that manifested itself before or after the member became a veteran.

(i) A continuation of a serious injury or illness that was incurred or aggravated when the covered veteran was a member of the Armed Forces and rendered the servicemember unable to perform the duties of the servicemember's office, grade, rank, or rating; or

(ii) A physical or mental condition for which the covered veteran has received a U.S. Department of Veterans Affairs Service-Related Disability Rating (VASRD) of 50 percent or greater, and such VASRD rating is based, in whole or in part, on the condition precipitating the need for military caregiver leave; or

(iii) A physical or mental condition that substantially impairs the covered veteran's ability to secure or follow a substantially gainful occupation by reason of a disability or disabilities related to military service, or would do so absent treatment; or

(iv) An injury, including a psychological injury, on the basis of which the covered veteran has been enrolled in the Department of Veterans Affairs Program of Comprehensive Assistance for Family Caregivers.

(3) AMOUNT OF LEAVE.

P70

An eligible employee is entitled to a combined total of 26 workweeks of leave for any FMLA-qualifying reason during the "single 12-month period", provided that the employee is entitled to no more than 12 weeks of leave for one or more of the following: because of the birth of a son or daughter of the employee and in order to care for such son or daughter; because of the placement of a son or daughter with the employee for adoption or foster care; in order to care for the spouse, son, daughter, or parent with a serious health condition; because of the employee's own serious health condition; or because of a qualifying exigency.

Thus, for example, an eligible employee may, during the "single 12-month period," take 16 weeks of FMLA leave to care for a covered servicemember and 10 weeks of FMLA leave to care for a newborn child. However, the employee may not take more than 12 weeks of FMLA leave to care for the newborn child during the "single 12-month period," even if the employee takes fewer than 14 weeks of FMLA leave to care for a covered servicemember.

In the case of a husband and wife who are both employed by the county, the aggregate number of workweeks of leave to which both the husband and wife may be entitled is limited to 26 weeks combined for military caregiver leave or 26 weeks combined for a combination of military caregiver leave and family and medical leave.

(4) NOTICE.

An employee may schedule military caregiver leave as medically necessary. If an employee intends to use the military caregiver leave for a planned medical treatment or supervision, the employee must:

1. Give the County two weeks written advance notice of the intent to take a leave, the reason for the leave, and the planned dates of leave. This requirement may be waived in emergency situations. The employee shall also identify if and what type of paid accrued leave the employee intends to substitute as provided under the law.

2. Schedule the medical treatment or supervision so that it does not unduly disrupt the County's operations. Provide the County with a proposed schedule for the leave with reasonable promptness after the employee learns of the probable necessity of the leave. The schedule must be sufficiently explicit so that the County can schedule replacement employees, if necessary.

(5) REDUCED OR INTERMITTENT LEAVE.

When medically necessary, an employee may take military caregiver leave as an intermittent or partial absence from employment in increments of no less than one-half hour, or as allowed by union agreement. An employee who does so shall schedule the intermittent or partial absence so it does not unduly disrupt the County's operations. To comply with this requirement, an employee must provide the County, in writing, with the proposed schedule of absences with reasonable promptness after the employee learns of the probable necessity of such leave.

(6) CERTIFICATION.

If an employee requests leave under this policy, the employee must obtain a Medical Certification form from the Personnel Department. This form must be completed by the employee and the health care provider treating the covered servicemember. If requirements for certification are not completed, the County may deny the leave. The County may request periodic recertification at the County's expense.

(7) INSURANCE AND BENEFITS.

While an employee is on approved paid leave, benefits continue as if the employee remained at work. While an employee is on approved unpaid leave, the County will maintain group health insurance under the conditions that applied before the leave began, and the employee will make arrangements to pay the employee's portion of the health insurance premium and the full premium for life and dental insurance during the term of the unpaid leave. The County's obligation to maintain health insurance benefits will terminate if and when an employee informs the County of an intent not to return to work at the end of the leave period, if the employee fails to return to work when leave entitlement is depleted, or if the employee fails to make any required payments while on leave.

If the employee does not return to work after the leave entitlement has been exhausted, the County has the right to recover the health insurance premiums paid on behalf of the employee during a period of unpaid leave. An employee must return to work for at least thirty calendar days in order to be considered to have "returned" to work.

(8) RETURN FROM LEAVE.

An employee returning from leave as provided under this policy can return to his or her prior position if vacant at the time the employee returns to work. If the position is no longer vacant, the employee shall be offered an equivalent position with equivalent benefits, pay, and other terms and conditions of employment.

An employee may return to work prior to the scheduled end of the leave. The employee shall be returned to his or her prior position or an equivalent position within a reasonable time after the request to return to work early is made.

(9) INTERPRETATION.

Any questions regarding military caregiver leave use and/or interpretation should be directed to the Human Resources Department for clarification.

Approved by Ad Hoc Transition Committee November 7th, 2013

Approved by County Board November 19th, 2013

P72

RESOLUTION TO SUSPEND CHAPTER 8, SECTION 23.03 OF ADAMS COUNTY PERSONNEL & GENERAL ADMINISTRATIVE POLICIES

INTRODUCED BY: AD HOC Transition Committee

INTENT & SYNOPSIS: To suspend Chapter 8, Section 23.03 of Adams County Personnel & General Administrative Policies.

FISCAL NOTE: None.

WHEREAS: Chapter 8, Section 23.03 of Adams County Personnel & General Administrative Policies currently requires approval by Resolution of any contract or lease that has not been approved in the current year budget, if the contract would impose obligations, financial or otherwise, on the County which would last beyond the term of the currently sitting County Board; and

WHEREAS: County departmental operations often require approval response times of contracts that are not outside of any budgetary concern or obligation that otherwise would be imposed; and

WHEREAS: Seeking approval by Resolution of these types of contracts hinders the County's efficiency.

NOW THEREFORE, BE IT RESOLVED by the Adams County Board of Supervisors that Adams County Personnel & General Administrative Policies, Chapter 8, Section 23.03 is hereby suspended; and

BE IT FURTHER RESOLVED, that pending review of said Policy by the Adams County Transition Committee, all contracts and leases shall be reviewed by Corporation Counsel and the Administrative Coordinator/ Director of Finance, signed by the Department Head, and reviewed by Home Committee.

Recommended for adoption by AD HOC Transition Committee this 7 day of

Nov 2013.

Bill M. D.
Gloria Johnson
Joe Schick

Jim Bay

Adopted _____

Defeated _____ by the Adams County Board of Supervisors this

Tabled _____ day of _____, 20____.

County Board Chair

County Clerk

Reviewed by Corporation Counsel

Reviewed by AC/DOF

RESOLUTION 117 -2013

**RESOLUTION TO APPROVE ADDITIONAL FUNDS FOR VIDEO
CONFERENCING MAINTENANCE CONTRACT**

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46

INTRODUCED BY: Public Safety & Judiciary Committee

INTENT & SYNOPSIS: To transfer \$1,288.00 from the Adams County General Fund Account # 100.00.49300.000 to the Register In Probate's Maintenance Account #100. 03.51230.341 to prepay a three-year video conferencing maintenance contract.

FISCAL NOTE: Transfer of \$1,288.00 from the Adams County General Fund.

WHEREAS: It was determined that a prepaid three-year video conferencing contract would be more economically feasible than the present two-year subscription provided for; and

WHEREAS: The Register in Probate 2013 budget includes \$10,300.00 but requires an additional \$1,288.00 to enter into said video conferencing maintenance contract; and

WHEREAS: It is the County's policy that if a department's shortfall occurs within the budget, a request to adjust budget line items must be approved by its Oversight Committee for recommendation to the full County Board.

NOW THEREFORE, BE IT RESOLVED by the Adams County Board of Supervisors that \$1,288.00 shall be transferred from the Adams County General Fund Account #100.00.49300 to the Register in Probate Maintenance Account no. 100.03. 51230.341 to prepay for a three-year video conferencing maintenance contract.

Recommended for adoption by Public Safety & Judiciary Committee
this 9th day of October, 2013.

[Signature] *[Signature]*
[Signature] *[Signature]*
[Signature] *[Signature]*

Adopted _____
Defeated _____ by the Adams County Board of Supervisors this
Tabled _____ day of _____ 2013.

County Board Chair County Clerk
 Reviewed by Corporation Counsel
 Reviewed by Administrative Coordinator/Director of Finance

RESOLUTION TO AUTHORIZE SHERIFF'S DEPUTY JOSH CZYS TO ATTEND THE CANINE HANDLER TRAINING IN DENVER, IN

INTRODUCED BY: Public Safety and Judiciary Committee

INTENT & SYNOPSIS: To authorize Deputy Josh Czys, to attend the canine handler training at the Vohne Liche Kennels Inc., in Denver, IN from November 11 through December 20, 2013.

FISCAL NOTE: \$15,882.00. The cost of the training is included with the purchase of the canine which will be paid from the K9 donation carryover account.

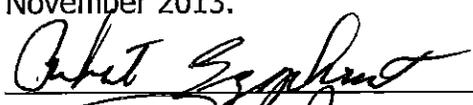
WHEREAS: The Public Safety and Judiciary Committee did approve the purchase and development of a second K9 unit for the Sheriff's Office on June 18, 2013; and

WHEREAS: Deputy Czys has been selected as the second Canine Handler for the Sheriff's Office; and

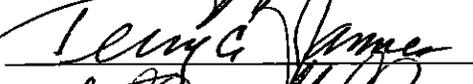
WHEREAS: Deputy Czys' attendance at the training will provide him with the necessary skills and experience that is needed to successfully implement the second K9 unit.

NOW THEREFORE, BE IT RESOLVED: By the Adams County Board of Supervisors that it is hereby approved to authorize Deputy Josh Czys, from the Sheriff's Office to attend the canine handler training in Denver, IN from November 11- December 20, 2013.

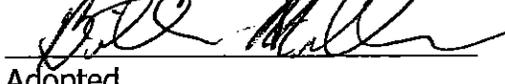
Recommended for adoption by the Public Safety and Judiciary this 13th day of November 2013.











Adopted _____

Defeated _____

Tabled _____

by the Adams County Board of Supervisors this 19th day of November, 2013.

County Board Chair

County Clerk

- Reviewed by Corporation Counsel
- Reviewed by Administrative Coordinator/Director of Finance

ORDINANCE 19 - 2013
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 24, 2011, and

WHEREAS: On September 24, 2013, Adams Columbia Electric Co-op, owners along with Bug Tussell Wireless, LLC, petitioned the Adams County Board of Supervisors to amend the Shoreland Protection Ordinance to rezone a one acre parcel in the Town of Strongs Prairie 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 November 6, 2013, 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,

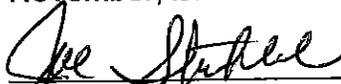
The County Board of Supervisors of the County of Adams does ordain as follows:

Zoning Change. The Adams County Shoreland Protection Ordinance, Ordinance No. 17A-2010, and the corresponding zoning maps are hereby amended to reflect that the following described property be changed from a Recreational/Residential District to a General Purpose District.

Property located in the N ½, SW ¼, Section 31, Township 18 North, Range 5 East, at 1868 20th Avenue, Town of Strongs Prairie, Adams County, Wisconsin.

Published in the Times-Reporter, the official newspaper of Adams County, on the _____ day of November, 2013.

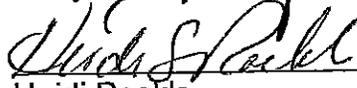
Recommended for enactment by the Adams County Planning and Zoning Committee on this 6th day of November, 2013.



Joe Stuchlak, Chair



Terry James, Vice-Chair

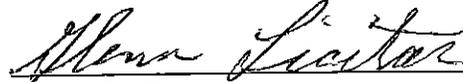


Heidi Roekle



Randy Theisen

Al Sebastiani



Glenn Licitar



Barb Morgan

Enacted _____
Defeated _____ by the Adams County Board of Supervisors
Tabled _____ this _____ day of November, 2013

John West, Board Chair

Cindy Phillippi, County Clerk

**PLANNING AND ZONING DEPARTMENT**

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

ADAMS CO PLANNING & ZONING COMMITTEE

November 6, 2013
Room A260 Courthouse
Friendship, WI 53934 –
1:00 P.M.

Adams Columbia Electric Co-op/Bug Tussel Wireless, LLC – Rezoning request from a Residential/Recreational District to a General Purpose District of the Adams County Shoreland Wetland and Habitat Protection Ordinance to allow construction of a 180' unlighted monopole telecommunications tower on property located in the N ½, SW ¼, Section 31, Township 18 North, Range 5 East, at 1868 20th Avenue, Town of Strongs Prairie, Adams County, Wisconsin.

Appearing for with testimony: Ray Bildings, Bug Tussel Wireless representing ACEC and Bug Tussel.

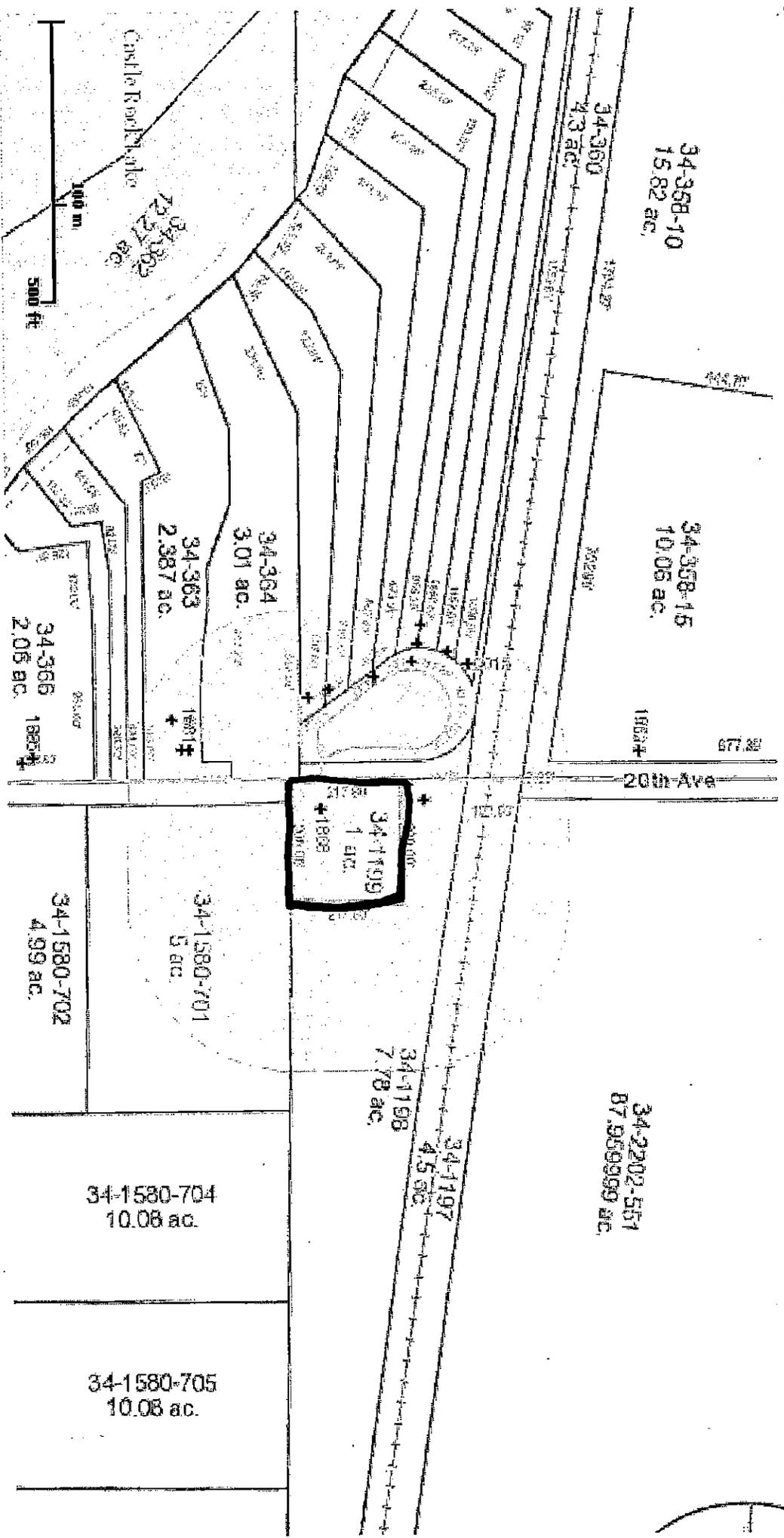
Appearing for without testimony: None.

No one appearing against.

Correspondence: Notification from the Town Board of Strongs Prairie that they met on October 14, 2013 and have no objection to the zoning change. Letter from Reabe Spraying Service with no objections as they do not fly in the area. Adjacent owner Mr. Walderg called with no objections. Email from DNR with no objections.

Disposition: Heidi Roekle made a motion to approve the zoning change and forward that recommendation to the County Board for final action. Barb Morgan seconded the motion. Roll Call. 6 - Yes. 1 – Abstain(Sebastiani) Motion carried.

N 1/2, SW/31-18-5 STRONGS PRAIRIE A&E/C/BUG TUSSEL WIRELESS



Copyright 2011 Esri. All rights reserved. Wed Sep 25 20 13 09:09:15 AM.

AMENDMENT OF ADAMS COUNTY ZONING ORDINANCE

P78

WHEREAS: The Adams County Board of Supervisors adopted the amended Adams County Zoning Ordinance as Ordinance No. 17A-2010 on December 21, 2010, which was effective upon publication on January 12, 2011, and which was approved by the town board of the Town of Springville on January 12, 2013, such approval having been filed with the Adams County Clerk pursuant to section 59.69 of the Wisconsin Statutes; and

WHEREAS: On October 14, 2013, Wilbur H & Ruth Ann Fritz Trust, Owners, petitioned the Adams County Board of Supervisors to amend the county zoning ordinance to rezone a parcel of land in the Town of Springville, 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 November 6, 2013, and the Adams County Planning and Zoning Committee, after evaluating all data and evidence presented at the public hearing, recommends enactment of the proposed zoning change and hereby submits this proposed zoning ordinance to the Adams County Board of Supervisors; now, therefore,

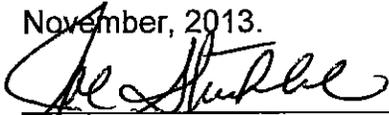
The County Board of Supervisors of the County of Adams does ordain as follows:

Zoning Change. The Adams County Zoning Ordinance, Ordinance No. 17A-2010, and the corresponding zoning maps are hereby amended to reflect that the following described property be changed from a A-1 Exclusive Agriculture District to an A1-15 Exclusive Agriculture District (approx 27.37 acres) and an A-3 Secondary Agriculture District(approx 10.8 acres);

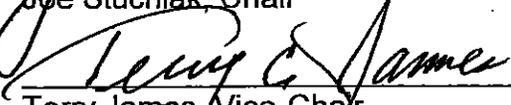
Property located in the SE ¼, SE ¼, Section 3, Township 15 North, Range 5 East at 3098 Cty Trk Z, Town of Springville, Adams County, Wisconsin.

Published in the Times-Reporter, the official newspaper of Adams County, on the _____ day of November, 2013

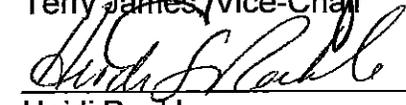
Recommended for enactment by the Adams County Planning and Zoning Committee on this 6th day of November, 2013.



Joe Stuchlak, Chair



Terry James, Vice-Chair



Heidi Roekle



Randy Theisen

Enacted _____

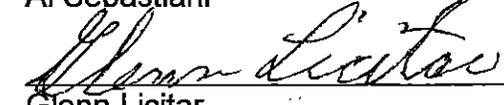
Defeated _____ by the Adams County Board of Supervisors

Tabled _____ this _____ day of November, 2013

John West, Board Chair



Al Sebastiani



Glenn Licitar



Barb Morgan

Cindy Phillippi, County Clerk



PLANNING AND ZONING DEPARTMENT

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

ADAMS COUNTY PLANNING & ZONING COMMITTEE
 November 6, 2013
 Room A260 Courthouse
 Friendship, WI 53934 – 1:00 P.M.

Wilbur H. & Ruth Ann Fritz Trust – Rezoning request of a parcel (38.168 acres) from an A-1 Exclusive Agriculture District to an A1-15 Exclusive Agriculture District (approx.27.37 acres) and an A3 Secondary Agriculture District (10.8 acres) of the Adams County Comprehensive Zoning Ordinance to allow the parcel to be split on property located in the SE ¼, SE ¼, Section 3, Township 15 North, Range 5 East at 3098 Cty Trk Z, Town of Springville, Adams County, Wisconsin.

and

Rodney I. & Michelle L. Griffin – Rezoning request of a parcel (.562 acres) from an R1 Single Family Residential District to an A3 Secondary Agriculture District of the Adams County Comprehensive Zoning Ordinance (to be combined by survey with the rezoned 10.8 acres split off the Wilbur H. & Ruth Ann Fritz Trust property) of property located in the SE ¼, SE ¼, Section 3, Township 15 North, Range 5 East, Lot 1 of CSM 2623 at 3096 Cty Trk Z, Town of Springville, Adams County, Wisconsin. Appearing for with testimony: Greg Rhinehart, representing.

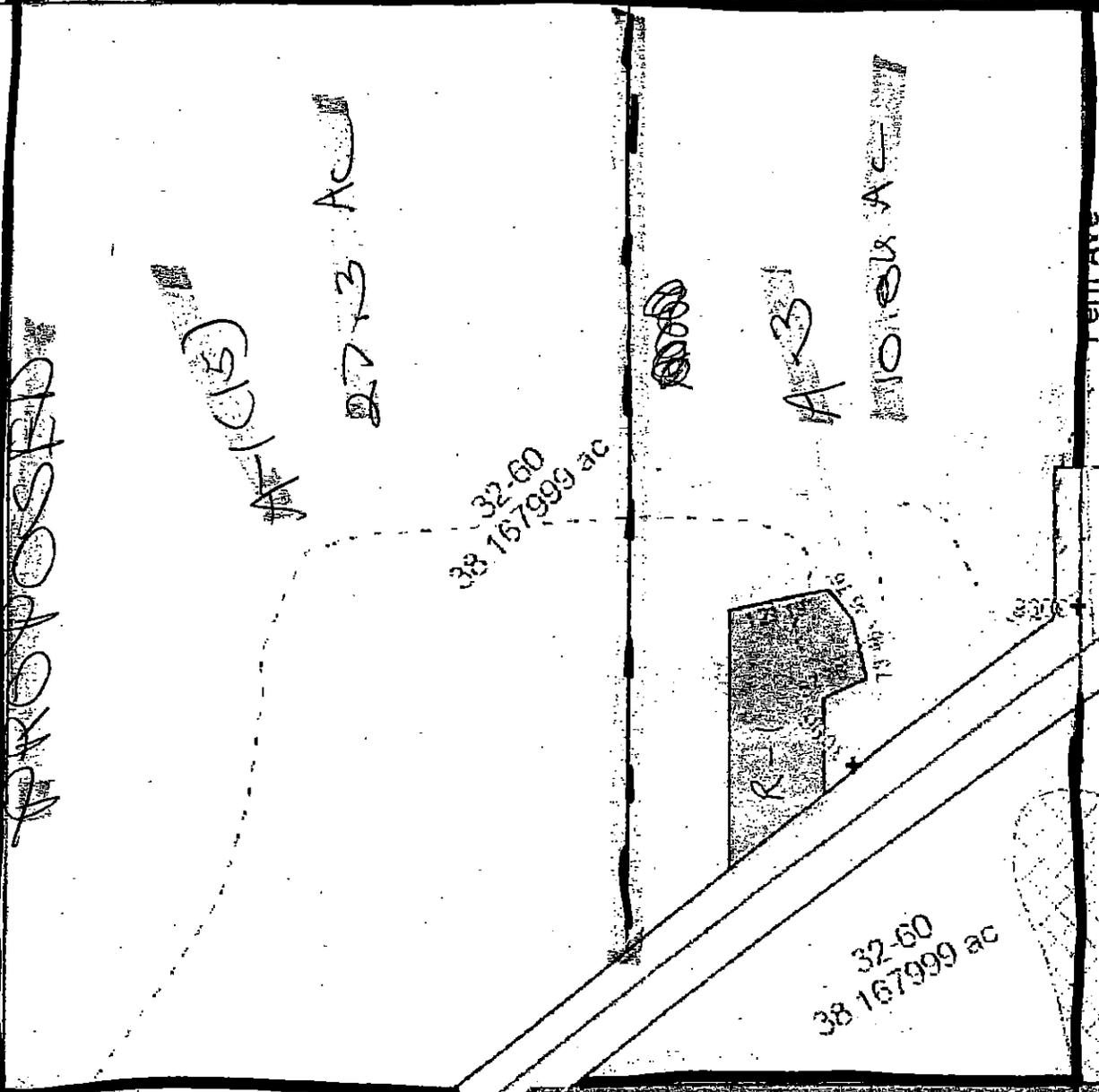
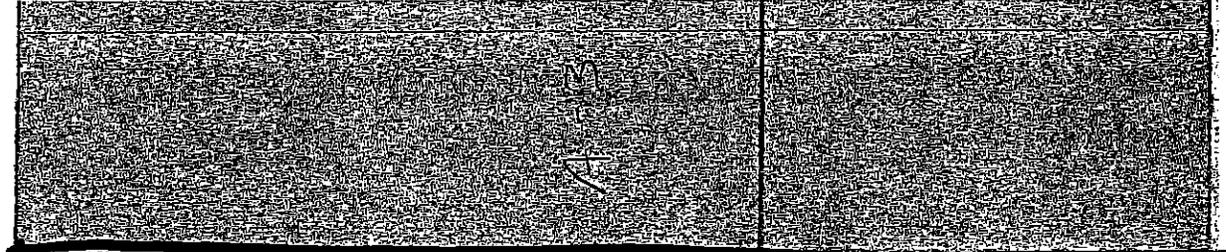
Appearing against: None.

Correspondence: Notification from the Town of Springville that they met on October 28, 2013 regarding these matters and did not object. Letter from Patrick Kotlowski, Highway Commissioner with no concerns.

Disposition: Glenn Licitar made a motion to recommend enactment of the zoning change for both the Fritz and Griffin hearings and forward that recommendation on the above-described properties, to the County Board for final action. Barb Morgan seconded the motion. Roll Call Vote: 7 -Yes. Motion carried.

A-1

A-1 Ex. 1



A-1

PROPOSED

A-1 (15)

27.3 AC

32-60
38 167999 ac

A-3

110.6 AC



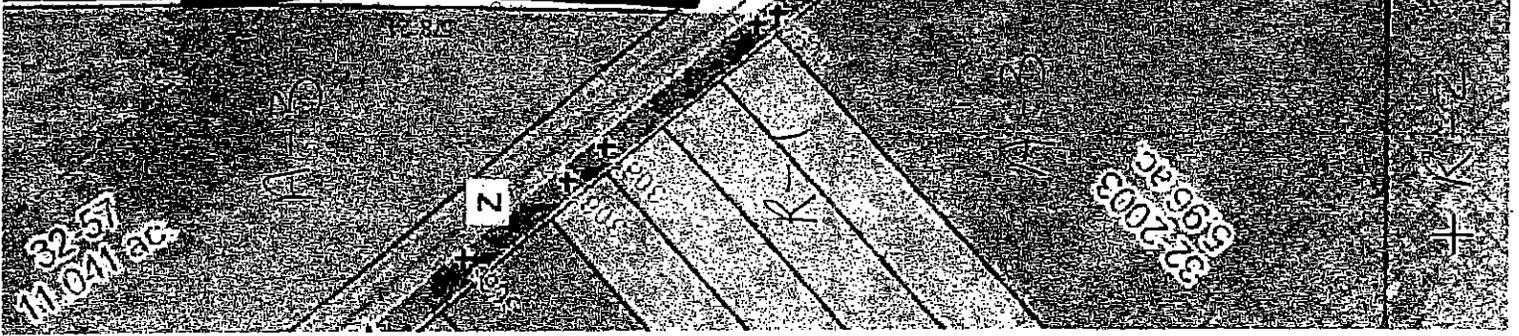
R-1

A-1

32-60
38 167999 ac

32-60
38 167999 ac

1275 16



32-57
11.041 ac

Z

32-2003
6.064 ac

K

ORDINANCE 21 - 2013
AMENDMENT OF ADAMS COUNTY ZONING ORDINANCE

WHEREAS: The Adams County Board of Supervisors adopted the amended Adams County Zoning Ordinance as Ordinance No. 17A-2010 on December 21, 2010, which was effective upon publication on January 12, 2012, and which was approved by the town board of the Town of Springville on January 12, 2013, such approval having been filed with the Adams County Clerk pursuant to section 59.69 of the Wisconsin Statutes; and

WHEREAS: On Rodney I. & Michelle I. Griffin, owners, petitioned the Adams County Board of Supervisors to amend the county zoning ordinance to rezone a parcel of land in the Town of Springville, 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 November 6, 2013, and the Adams County Planning and Zoning Committee, after evaluating all data and evidence presented at the public hearing, recommends enactment of the proposed zoning change and hereby submits this proposed zoning ordinance to the Adams County Board of Supervisors; now, therefore,

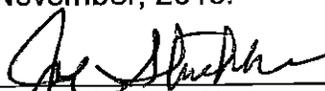
The County Board of Supervisors of the County of Adams does ordain as follows:

Zoning Change. The Adams County Zoning Ordinance, Ordinance No. 17A-2013 and the corresponding zoning maps are hereby amended to reflect that the following described property (.562 acres) be changed from an R1 Single Family Residential District to an A-3 Secondary Agriculture District which will be combined with 10.8 acres from the adjacent property owner to meet the minimum 5 acre requirement;

Property located in the SE ¼, SE ¼, Section 3, Township 15 North, Range 5 East, Lot 1 of CSM 2623 at 3096 Cty Trk Z, Town of Springville, Adams County, Wisconsin.

Published in the Times-Reporter, the official newspaper of Adams County, on the _____ day of November, 2013

Recommended for enactment by the Adams County Planning and Zoning Committee on this 6th day of November, 2013.



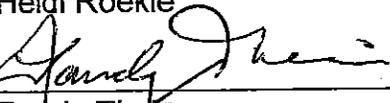
Joe Stuchlak, Chair



Terry James, Vice-Chair



Heidi Roekle

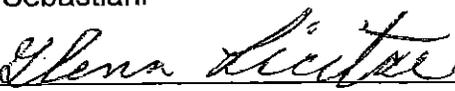


Randy Thiesen
Enacted

Defeated _____ by the Adams County Board of Supervisors
Tabled _____ this _____ day of November, 2013



Al Sebastiani



Glenn Licitar



Barb Morgan



PLANNING AND ZONING DEPARTMENT

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

ADAMS COUNTY PLANNING & ZONING COMMITTEE

November 6, 2013
Room A260 Courthouse
Friendship, WI 53934 – 1:00 P.M.

Wilbur H. & Ruth Ann Fritz Trust – Rezoning request of a parcel (38.168 acres) from an A-1 Exclusive Agriculture District to an A1-15 Exclusive Agriculture District (approx.27.37 acres) and an A3 Secondary Agriculture District (10.8 acres) of the Adams County Comprehensive Zoning Ordinance to allow the parcel to be split on property located in the SE ¼, SE ¼, Section 3, Township 15 North, Range 5 East at 3098 Cty Trk Z, Town of Springville, Adams County, Wisconsin.

and

Rodney I. & Michelle L. Griffin – Rezoning request of a parcel (.562 acres) from an R1 Single Family Residential District to an A3 Secondary Agriculture District of the Adams County Comprehensive Zoning Ordinance (to be combined by survey with the rezoned 10.8 acres split off the Wilbur H. & Ruth Ann Fritz Trust property) of property located in the SE ¼, SE ¼, Section 3, Township 15 North, Range 5 East, Lot 1 of CSM 2623 at 3096 Cty Trk Z, Town of Springville, Adams County, Wisconsin. Appearing for with testimony: Greg Rhinehart, representing.

Appearing against: None.

Correspondence: Notification from the Town of Springville that they met on October 28, 2013 regarding these matters and did not object. Letter from Patrick Kotlowski, Highway Commissioner with no concerns.

Disposition: Glenn Licitar made a motion to recommend enactment of the zoning change for both the Fritz and Griffin hearings and forward that recommendation on the above-described properties, to the County Board for final action. Barb Morgan seconded the motion. Roll Call Vote: 7 -Yes. Motion carried.

A-1

A-1-3

A-1 Ex. 1

A-1

PROPOSED

A-1 (15)

27.13 AC

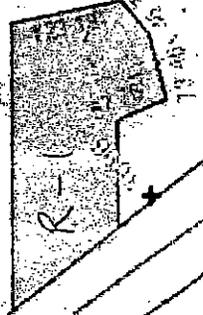
32-60
38.167999 ac

A-1-3

110.18 AC

A-1

1275 75



32-60
38.167999 ac

32-60
38.167999 ac

32-57
11.041 ac

A-1-3

Z

R-1

A-1-3

32-60
38.167999 ac

A-1-2

The meeting was called to order at 1:02 p.m. Present: Ward, Stuchlak, Croke, West, Cohen, Miller and Johnson. Excused: Sumpter.
Also present, Djumadi, Reynolds, Jones, Keckeisen, Kaye, Wollin, Beckman, Short, Bays, Kotlowski and Grosshuesch.

Motioned by Stuchlak/Croke to approve the agenda. Motion carried by unanimous voice vote.

Motioned by Croke/West to approve minutes from February 2, 2012. Motion carried by unanimous voice vote.

Discussion transpired regarding the appointment of the Safety Committee. A number of individuals were suggested, Brenda Rhinehart, Patrick Gatterman, Patrick Kotlowski, Jason, Jon Soninberg, Jodi Traas, Les Beckman, Sarah Grosshuesch and Terry James. Miller will contact some of the individuals and report back at the next meeting.

The committee recommended the following changes:

Page, 5 section 1.04

A. Unless otherwise determined by a Department Head or supervisor in his or her sole discretion as circumstances may require, employees who work a full time shift will be allowed **up to** a one (1) hour unpaid lunch break.

Page 6 strike:

~~**.08 — Response Time.** In order to respond to emergency and service needs, employees may be required as part of their job description to be able to meet specific response times.~~

~~**2.04 — Maintenance of Records.** The records of the County shall be maintained as set forth in the County Master Records Retention Schedule and applicable State Statutes.~~

5.01 Conflicts Of Interest And Ethics. All County employees and elected officials shall comply with and are subject to the Adams County ethics ordinance. ~~The ethics ordinance generally prohibits County employees and officials from engaging in any business or other transaction with the County in which they have a direct or indirect financial or personal interest, utilizing his or her position or office to obtain financial gain or anything of value for the private benefit of himself/herself or his/her immediate family, or for an organization with which he/she is associated, or engaging in any business transaction or taking any other action which is incompatible with the proper discharge of official duties in the public interest or which would tend to impair independence of judgment or action in the performance of their official duties. If an employee or official has any question as to the applicability of the ethics ordinance to any situation, the employee or official may request an advisory opinion from the County. Copies of the County's ethics ordinance are available from the office of the Corporation Counsel or on the County's website.~~

Page 7 strike:

~~**5.02 Misconduct.** In accordance with Wisconsin Statute § 946.12, no employee shall engage in any of the following activities:~~

~~**A.** Intentionally fail or refuse to perform a known mandatory, non-discretionary, administrative duty of his office or employment within the time or in the manner required by law;~~

S:\Transition Committee\Transition Committee Minutes\2012 Minutes\Transition committee minutes 2-15-2012.docxPage 1 of 2

S:\Transition Committee\Transition Committee Minutes\2012 Minutes\Transition committee minutes 2-15-2012.docx

- ~~B. — Perform an act which he knows is in excess of his lawful authority or which he knows is forbidden by law to do in his official capacity;~~
- ~~C. — Whether by act of commission or omission, exercise a discretionary power in a manner inconsistent with the duties of his office or employment or the rights of others and with intent to obtain a dishonest advantage for himself or another;~~
- ~~D. — Make an entry in an account or record book or return, certificate, report or statement which, in a material respect, he intentionally falsifies; and~~
- ~~E. — Under power of his office or employment, intentionally solicit or accept, for the performance of any service or duty, anything of value which he knows is greater or less than is fixed by law.~~

~~5.03 — Any employee that violates the County's ethics ordinance or engages in misconduct shall be subject to discipline up to and including discharge from employment.~~

Page 8 add to 7.02:

If an employee reports to work in attire that is deemed inappropriate by a Department Head, the employee will be directed to return home and change into appropriate attire. All time spent changing attire will be unpaid.

Page 9, strike:

~~9.04 — Disclosure Of County Records. The County's custodian of records is responsible for the disclosure of records pursuant to requests for records under Wisconsin's Public Records Law. Unless directed by the County's custodian of records, employees shall not act as the County's custodian of records or disseminate information.~~

Page 12, strike:

~~3.08 — Employees who are absent from work due to approved FMLA or Workman's Compensation leave shall indicate the type of leave on their timecard, whether it be for paid or unpaid leave. In the event the time is due to workman's compensation, the employee should include the date of injury.~~

Committee instructed to reduce this section to one page if possible or creation of an appendix.

CHAPTER NINE: INFORMATION MANAGEMENT & TELECOMMUNICATIONS

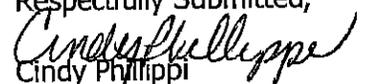
Page 31 strike:

~~1.02 Disabled employees or and also 1.03 — Penalty for violation of this policy may include disciplinary measures, up to and including termination of employment.~~

Set next meeting date March 12, 2012 at 3:00 p.m.

Motioned by Croke/West to adjourn at 2:40 p.m. Motion carried by unanimous voice vote.

Respectfully Submitted,



Cindy Philippi
Recording Secretary

These minutes have been approved.

Ad Hoc Transition Committee Minutes
February 20, 2012, 1:00 p.m. Room A231

The meeting was called to order by Chairman Miller at 1:05 p.m. Present: Cohen, Ward, Croke, Stuchlak, Miller, Sumpter, and Johnson. Excused, West.

Also present, Larson, Price, Kaye, Kotlowski, Keckeisen, Jones, and Wollin.

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

Discussion regarding the Safety Committee took place. The committee suggestion was that potentially Patrick Gatterman, Brenda Rhinehart and John Sonenburg could be on the committee.

Discussion regarding post January 1, 2012 employee benefits/policies in light of budget repair bill and recommended policy manual changes took place.

Discussion regarding the conversion of Administrative Policy Manual into Employee Handbook took place.

There was discussion related to shifts that start during the Sunday/Saturday work week. Page 4, 1.01 The work week begins at 12:00 a.m. each Sunday and ends at 11:59 p.m. each Saturday.

Motioned by Sumpter/Ward to approve all previous changes to the policy manual. Motion carried by unanimous voice vote.

Set next meeting date for February 28, 2012 at 1:00 p.m.

Motioned by Sumpter/Ward to adjourn at 3:15 p.m. Motion carried by unanimous voice vote.

Respectfully submitted,



Cindy Philippi

Recording Secretary

These minutes have been approved.

AD HOC TRANSITION COMMITTEE MINUTES

Aug 22, 2013

Room A260 8:00 a.m.

The meeting was called to order by Chairman Miller. Roll call: Johnson, Miller, Stuchlak, West and Bays. Also present: Pierce, Cable, Kaye, Barnes, Larson, Osborn, Wagner, Wollin, Kotlowski and Phillippi.

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

Motioned by West/Stuchlak to approve the minutes from July 16, 2013. Motion carried, voting yes, Johnson, West, Stuchlak, and Miller. Abstaining, Bays. Bays was not present at July 16th meeting.

Motioned by Bays/Stuchlak to approve harassment, discrimination and retaliation, Appendix A with suggested changes and Resolution for Appendix A (employee handbook). Motion carried by unanimous voice vote.

Suggested changes were:

Page 3, 1, b strike ~~chair of their Home Committee~~, insert *Personnel Director*

Page 4, 1, c insert *or Personnel Director behind Counsel*

Page 5, strike ~~by a 2/3rds vote of the County Board~~

Page 5, keep- By the same token,

Page 5, insert *those covered by this policy*,

Page 5, strike ~~Officials~~

Page 5, strike ~~shall and leave may~~

Page 5, strike ~~immediately~~

Discuss and review code of conduct draft—postponed until next regularly scheduled meeting.

Discuss and/or act on Administrative Manual pages 1 – 10, sections: Job descriptions; New positions; Recruitment; Employee selection process:

SECTION 1 – JOB DESCRIPTIONS

1.01 Each position shall have a written job description containing the title, status, department, supervisor, a general description concerning the purpose of the position, a list of the essential and non-essential job duties, required qualifications, explanation of physical demands and the work environment, and special requirements necessary to perform a particular job. All job descriptions shall be approved, signed and dated by the Home Committee, based on recommendation of the personnel director.

1.02 New Position. Department Heads are responsible for the creation of a job description for any new position in their Departments, or as directed by any Committee of the County Board, or the County Board. All new positions shall be created in accordance with the Section of New Positions.

1.03 Updating Existing Job Descriptions. Department Heads shall review job descriptions every three (3) years, or as a position becomes vacant. Upon approval a copy shall be signed and dated by the Department Head and the Home Committee and provided to the Personnel Director. Any changes to the job description, is to be reviewed with the employee and the employee shall sign the newly created job description.

SECTION 2 - NEW POSITIONS

2.01 Approval. All new position proposals must follow this approval sequence; Department Head, Home Committee, Executive Committee and County Board. When a new position is requested, the Department Head

shall complete the New Position Authorization Request Form and develop a Job Description in communication with the Personnel Director.

2.02 New Position Not Budgeted for the Current Year. A two-thirds (⅔) vote of the County Board is required for adoption.

2.03 New Position for the Next Budget Year. If approved by the Home Committee the Administrative Coordinator/Director of Finance shall include the position and appropriation in the Budget proposal for the next year.

SECTION 3- RECRUITMENT

3.01 On-Call. On-call employees are not eligible for fringe benefits.

3.02 On-Call Employees. On-call employees may apply at anytime. Department Heads shall reference the list of on-call employees maintained by the Personnel Director. The Department Head is responsible for notifying the Personnel Director immediately after finding an on-call employee, reporting who was contacted to work.

3.03 Seasonal Employees. The Department Head after conferring with the Personnel Director may hire up to the number of budgeted, approved seasonal employees without obtaining further authorization to hire.

3.04 Limited Term Employees. (LTE) The Department Head must complete the Personnel Recruitment Form and indicate the start date, end date, and length of the term. LTE's shall be selected based on the recruitment procedures. Upon completion of the term the employee may not be re-employed in any fashion with the County prior to the expiration of not less than five (5) calendar days. An LTE may not be placed in a regular position unless placement follows the Recruitment Policy. No credit or benefits shall be given for time worked.

Recess: Motioned by Bays/West to recess at 10:25 a.m. Motion carried by unanimous voice vote.

Reconvene: Called back to order at 10:37 a.m. All present.

3.05 Retaining Applications. Applications will remain on file for at least twelve (12) months but will not be used for consideration for any other positions within the County. Any candidate wishing to apply for another position will need to submit a new application.

3.06 Recruitment Program. The Personnel Director, in coordination with the Department Head develops and conducts recruitment. Recruitment by a Department Head is coordinated by the Personnel Director in conjunction with the Home Committee.

3.07 Change in Starting Salary. The Department Head in consultation with the Personnel Director may request approval of the Executive Committee to hire a new employee at a rate of pay other than the starting rate, to alter fringe benefits, or negotiate other conditions of employment.

A. Union Postings. If posting does not fill the vacancy, **advertising to the public** shall be made.

3.08 Public Advertisements. All job postings shall include at least the following information:

- A. Classification/Position title;
- B. Department where the position vacancy exists;
- C. Minimum qualifications and requirements of the position;
- D. Address and phone number to request and submit an application;

- E. Application deadline; and
- F. Equal Employment Opportunity statement.

Other forms or sources of public notice that are economically feasible and reasonably designed to reach a range of qualified candidates may also be used at the discretion of the Personnel Director.

SECTION 4 - EMPLOYEE SELECTION PROCESS

4.01 Applications. All applications for employment shall be made on forms approved by the Personnel Director. The County does not accept applications for positions when there is not an advertised position vacancy, with the exception of on-call positions. The Personnel Director shall forward the applications to the Department Heads after the closing date has been reached. The Department Head or designed shall screen applications and confer with the Personnel Director.

4.02 Screening. Once the application closing date has been reached, all completed application forms will be considered for the open position. It is the responsibility of the Department Head, with assistance from the Personnel Director, or his designee, to screen all applications to obtain a workable number of candidates for interviewing. The initial screening is based on job related criteria as has been previously determined in the job description. From those candidates selected for interviews, the hiring decision is made on job related factors including but not limited to:

- A. Meeting basic job requirements, experience and qualifications;
- B. Realistic appraisal of personal characteristics clearly needed;
- C. Investigation of criminal conviction records when the circumstances of the offense are substantially related to the circumstances of the job.

Consideration is given to the most qualified applicant as determined by the evaluation of selection criteria for the position.

Discussion related to department head comments will take place at the next meeting.

Identify future agenda items:

Review again:

3.06 Authorization to Hire Recruitment. Department Heads wishing to fill vacancies in existing budgeted positions shall submit the Personnel Requisition Form and a copy of the current/updated job description to their Home Committee for approval. Once the Home Committee has approved the request, the Department Head shall forward it to the Personnel Director to initiate recruitment. ~~The request shall include a copy of the job description, with any updates, for the position the Department Head intends to fill. The Personnel Director shall verify the information and sign the form with appropriate comments within seven (7) business days begin recruitment. A vacancy in an existing position shall be removed from the table of organization unless a Personnel Recruitment Form has been submitted and approved within six (6) months from the date of the vacancy. The County Board may approve exceptions to this. Positions that were authorized in a previous year's budget, but not budgeted in the current year's budget, shall be removed from the table of organization upon the adoption of the new budget. An on-call employee may not be placed in a regular position unless placement follows the recruitment policy.~~

4.03 Promotions and Transfers.

A. Promotions. ~~In limited cases, It may be possible for a position to be filled through promotion of current County employees. Promotional opportunities for non-union positions may include by selecting a current qualified employee for a new or refilled position, or opening the position to qualified employees, either by Department or Countywide. Candidates for promotion must complete the appropriate steps, possess the required skills, knowledge, and abilities, and shall be recommended by the Personnel Director and/or Department Head. A 60-day orientation period is~~

required for promotions or transfers. An employee is required to serve a sixty (60) day orientation period to get acquainted with the new job duties. If, during this period, either the Department Head or Personnel Director or the employee believes the status change is not suitable, the employee may return or will be returned to the position formerly held. If the position has been filled or eliminated the employee shall be placed on lay off status.

B. Transfers: It may be possible for a position to be filled through transfer by selecting a current qualified employee for a new or refilled position, either by Department or Countywide. Candidates for transfer must complete the appropriate steps, possess the required skills, knowledge, and abilities, and be recommended by the Personnel Director and/or Department Head.

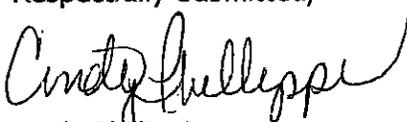
Revisit Authorization to Hire and Promotions and Transfers. Then starting with Evaluation of Candidates and the remaining sections:

- Employee orientation/orientation period
- Drug/Alcohol testing
- Physical examination
- Volunteer service policy
- Wages
- Reclassification
- Employee discipline & discharge
- Exit interview
- Discuss and/act on Resolution on Chapter 1 of the Administrative Manual;

Set next meeting date: September 26th at 8:30 a.m.

Motioned by West/Johnson to adjourn at 11:22 a.m. Motion carried by unanimous voice vote.

Respectfully Submitted,



Cindy Phillippi
Recording Secretary

These minutes have been approved.

AD HOC TRANSITION COMMITTEE MINUTES
October 21th 2013 Room A260

P 91

The meeting was called to order by Chairman Miller at 8:32 a.m. Roll call: Bays, Johnson, Miller, Stuchlak and West. Also present: Larson, Wagner, Wollin, Djumadi, McLaughlin, Kotlowski, Cable and Phillippi.

Motioned by Bays/Stuchlak to approve the agenda. Motion carried by unanimous voice vote.

Motioned by Johnson/Bays to approve the minutes from August 22, 2013. Motion carried by unanimous voice vote.

Motioned by Bays/West to postpone the following items until the next meeting:

- Item #5 Discuss and/or act on Appendix B Family Medical Leave Act; (Employee Handbook appendix)
- Item #6 Discuss and/or act on Draft Appendix B resolution
- Item #7 Discuss and/or act on increasing Part LTE positions from 120 to 180 days to coincide with the working season and the Fair Employment Standards Act

Motion carried by unanimous voice vote.

Item #8 Discuss and/or act on Administrative Manual Chapter 1

3.02 Authorization to Hire Recruitment:

- Department Heads wishing to fill vacancies in existing budgeted positions shall submit the Personnel Requisition Form and a copy of the current/updated job description to their Home Committee for approval. Once the Home Committee has approved the request, the Department Head shall forward it to the Personnel Director to initiate recruitment. The request shall include a copy of the job description, with any updates, for the position the Department Head intends to fill. The Personnel Director shall verify the information and sign the form with appropriate comments within seven (7) business days begin recruitment. A vacancy in an existing position shall be removed from the table of organization unless a Personnel Recruitment Form has been submitted and approved within six (6) months from the date of the vacancy. The County Board may approve exceptions to this. Positions that were authorized in a previous year's budget, but not budgeted in the current year's budget, shall be removed from the table of organization upon the adoption of the new budget. An on-call employee may not be placed in a regular position unless placement follows the recruitment policy.

4.03 Promotions and Transfers:

Replace existing language with the following:

- Internal Advancement
 - It may be possible for a position to be filled by selecting a current qualified employee for a new or refilled position either by department or countywide. Candidates for promotion must complete the appropriate steps, possess the required skills, knowledge, and abilities, and be recommended by the Personnel Department and/or Department Head. Promotions solely from within may be considered prior to initiating the general open recruitment process if it is anticipated that there may be a pool of qualified candidates, and letters of interest may be requested. If the general recruitment process has begun, any qualified County employee may apply and be considered along with other applicants. If either the Department Head or employee believes the status change is not suitable, the employee may return or will be returned to the position formerly held. If the position has been filled or eliminated, the employee shall be placed on layoff status.

Strike 4.03B Transfers completely as this is not applicable.

P92

Items on next agenda:

- a. *Evaluation of candidates;*
- b. *Interviews;*
- c. *Selection;*
- d. *Physical Examine;*
- e. *Letter of offer;*
- f. *Eligibility Lists;*
- g. *Hiring of Department Heads;*
- h. *Hiring of an Administrative Coordinator/Director of Finance;*
- i. *Employee orientation/orientation period;*
- j. *Drug/Alcohol testing;*
- k. *Physical examination;*
- l. *Volunteer service policy;*
- m. *Wages;*
- n. *Reclassification;*
- o. *Employee discipline & discharge;*
- p. *Exit interview;*

Item #9 Discuss and/act or on draft resolution for the first chapter of the Administrative Manual;

Item #10 Discuss department head comments;

Item #11 Discuss code of conduct resolution and policy;

Item #12 Identify future agenda items:

- q. *Code of conduct resolution;*
- r. *Code of conduct;*
- s. *Appendix B Family Medical Leave Act; (Employee Handbook appendix)*
- t. *Draft Appendix B resolution;*
- u. *Administrative Handbook Forms;*

Next meeting date: October 29, 2013 at 1:00 p.m.

Motioned by West/Bays to adjourn at 10:55 a.m. Motion carried by unanimous voice vote.

Respectfully Submitted,



Cindy Philippi
Recording Secretary

These minutes have been approved.

The meeting was called to order by Chairman Miller at 1:02 p.m. Roll call: Johnson, Miller, Stuchlak and West. Excused: Bays. Also present: Kaye, Wagner, Larson, Diemert, Nickel, McLaughlin, Patrick Kotlowski, Grosshuesch, Wollin and Phillippi.

Motioned by Stuchlak/West to approve the agenda. Motion carried by unanimous voice vote.

Item #4 Discuss and/or act on Appendix B Family Medical Leave Act; (Employee Handbook appendix).
Item #5 Discuss and/or act on drafting Appendix B resolution. Motioned by West/Stuchlak to approve resolution and appendix B. Motion carried by unanimous voice vote.

Item #6 Discuss and/or act on increasing Part LTE positions from 120 days to 180 days to coincide with the working season and the Fair Employment Standards Act. No action will be taken until Nickel reports back.

Item #7 Discuss and/or act on Administrative Manual Chapter 1:

- a. Evaluation of candidates;
- b. Interviews;
- c. Selection;
- d. Physical Examine;
- e. Letter of offer;
- f. Eligibility Lists;
- g. Hiring of Department Heads;
- h. Hiring of an Administrative Coordinator/Director of Finance.

4.04 Evaluation of Candidates. Keep as is.

4.05 Interviews. All applicants to be interviewed will be contacted by the Personnel Director or approved designee Department. A member of the hiring department, the home committee chairperson and/or designee will may conduct interviews. The Personnel Director in coordination with the Department Head will determine who if anyone will also be ~~included in~~ participate in the interviews. ~~including a member of the hiring department, the home committee chairperson and/or designee.~~ The Department Head in coordination with the Personnel Director shall prepare interview questions and/or skills test that ~~shall be reviewed and approved by the Personnel Director.~~ Applicants selected for interview(s) shall bear all expenses for the interview(s). The Personnel Director may administer or appoint a designee to administer the interview questions. All interviews shall be conducted in a manner not to breach confidentiality, and when a quorum is present All interviews will be held in closed session per Wisconsin Statutes.

4.06 Selection. After all interviews are completed, those conducting the interviews, shall select at ~~minimum a~~ primary candidate and an first (1st) and second (2nd) alternate candidate(s), unless the candidates do not meet the desired qualifications. With the exception of the Sheriff's Office, the Personnel Director, shall attempt within seven (7) business days, to shall conduct background, reference and qualification checks on ~~final~~ selected candidates only and ~~prepare a written report of the findings to be forwarded to the Department Head.~~ If these references are positive, a written conditional offer of employment shall be given to the final candidate within seven (7) business days contingent upon successful completion of a physical evaluation, if required for the position, background check, and drug and alcohol test. Verification of Qualifications: Those employees candidates, who are required to have a valid Wisconsin driver's license, other license or certification, or a degree to perform their duties, shall provide a current copy of the driver's license, other license or certification, or degree to be placed in their personnel file. ~~The background checks and testing shall commence after verbal acceptance of the~~

~~position by the candidate. If the qualifications for a position are not met and no offer of employment is made, further recruitment efforts to hire a qualified candidate may shall be made by the Personnel Director.~~

~~If the person to whom an offer is made does not fill the position or if the position becomes vacant within twelve (12) months of the date of the candidate's start date, the job may be offered to an the second (2nd) alternate candidate or candidates in order of preference after consultation with the Personnel Director. If the qualified candidate(s) selected from the initial interview decline the position, further recruitment efforts shall be made immediately by the Personnel Director.~~

4.07 Letter of Offer. The Personnel Director shall send a letter of offer and Medical Examination Form, if applicable, to the successful applicant documenting the terms of employment. A copy of the letter of offer will also be given to the Department Head. The Personnel Director shall notify each unsuccessful candidate in writing, ~~within 7 business days of the decision. Upon selection after the interviews, prior to any of the background checks and testing commencing. The background checks and testing shall commence after verbal acceptance of the position by the candidate. Prior to the final candidate beginning work starting their position, the Medical Examination Form, if applicable, along with After letter of acceptance shall be returned to the Personnel Director, and all conditions of employment shall be given to the Administrative Coordinator/Director of Finance Office prior to starting employment, by the Personnel Director. The County shall not pay relocation expenses of any kind. This offer shall be conditional upon successful completion of the following:~~

- ~~A. Background checks~~
- ~~B. Drug and Alcohol Test;~~
- ~~C. Physical Evaluation; if applicable~~
- ~~D. Psychological Evaluation: at the discretion of the Personnel Director or Department Policy.~~
- ~~E. ;Reference Check; and~~
 - ~~a. Verification of Qualifications: Those employees, who are required to have a valid Wisconsin driver's license, other license or certification, or a degree to perform their duties, shall provide a current copy of the driver's license, other license or certification, or degree to be placed in their personnel file; and~~
- ~~F. Completion of a six month orientation period.~~

4.08 Physical Examine. A physical examination, if applicable, based on the physical demands listed in the job description is required before the County employs a person. The physical exam is given in strict compliance with the American with Disabilities Act (ADA) and only after a conditional offer of employment has been made. The County will schedule the appropriate physical examination, if applicable, at the Moundview Memorial Hospital & Clinics, at a medical facility or another institution as selected by the Personnel Director and Department Head. This exam shall be based on the physical demands listed in the job description and The testing may include one or more of the following: basic employment physical; DOT medical exam, hazmat with or without a stress test, audiogram, X rays or flexibility testing. The County will pay for the cost of the exams. This will be billed directly to the County's attention:

Personnel Department, P.O. Box 48, Friendship, WI 53934

- 4.09 Eligibility Lists. Departments may request to advertise for eligibility lists for positions as follows:
- A. Sheriff Department Office. Jail Officers Deputies, Dispatchers, and Road Patrol Officers Deputies.
 - B. Highway. Laborers/Truck Drivers and Summer Help.
 - C. Solid Waste. Truck Drivers/Equipment Operators.
 - D. Health & Human Services. Social Workers/Nurses.
 - E. See Chapter 2, Section 2, position categories/recruitment for employment.

Once the eligible candidates have been interviewed, the selected candidates will be placed on the eligibility list. The list shall remain on file for up to twelve (12) months for the filling of future vacancies. ~~The Executive Committee may grant an extension up to six (6) months.~~

4.10 Hiring of Non-Elected Department Heads. Department Head applications are to be screened by the Personnel Director and the Home Committee Chair and/or designees. The Personnel Director and/or the Executive Home Committee may request outside participants for the interview screening process. The Executive Home Committee along with the Home Executive Committee chair shall interview the candidates recommended candidates by the Personnel Director for appointment to the position of Department Head. ~~The Personnel Director may request outside participants for the interview process.~~ After interviews have been completed, the Executive Home Committee shall recommend the final candidate ~~to the County Board for approval by Resolution.~~ The only exceptions shall be the UW Extension Agents, Highway Commissioner and Library Director.

~~4.10 Hiring of an Administrative Coordinator/Director of Finance. The Personnel Director shall assist the Executive Committee in screening applicants. The Personnel Director and Executive Committee shall conduct interviews and the Personnel Director may request outside participants for the interview process. If the Personnel Director position is vacant the Executive Committee shall conduct the interview process and may request outside participants for the interview process. After interviews have been completed, the Executive Committee shall recommend the final candidate to the County Board for approval by Resolution.~~

Items on next agenda:

Employee orientation/orientation period;

Drug/Alcohol testing;

Physical examination;

Volunteer service policy;

Wages;

Reclassification;

Employee discipline & discharge;

Exit interview;

Approve minutes from 2/15/12, 2/20/12 and 10/21/13;

Discuss and/act or on drafting resolution for the first chapter of the Administrative Manual;

Discuss department head comments;

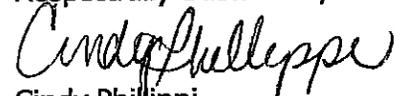
Discuss code of conduct resolution and policy;

Discuss Administrative Handbook Forms.

Next meeting date: November 7 and 21, 2013 at 8:30 a.m.

Motioned by West/Johnson to adjourn at 3:39 p.m. Motion carried by unanimous voice vote.

Respectfully Submitted,



Cindy Philippi

Recording Secretary

These minutes have been approved.

ADMINISTRATIVE & FINANCE MEETING MINUTES

September 10, 2013 8:00 AM

The meeting was called to order by Chairman West at 8:08 a.m. The meeting was properly noticed. Roll call, present: Babcock, Djumadi, Kotlowski, Sebastiani and West. Also present: Larson and Phillippi.

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

Item #6 Discuss and/or act on 2014 Budgets.

District Attorney – Bonnett present at 8:32 a.m., no changes. Bonnett left at 8:39 a.m.

Medical Examiner – Rogers present at 8:42 a.m., no changes. Rogers left at 9:51 a.m. Motioned by Djumadi/Babcock to put \$30,000 into Miscellaneous Budget account #100.73._____.316, setting up new function for Safety Committee to be administered by Safety Committee, and to remove \$2,500 from account #100.E.22.51415.316. Motion carried by unanimous voice vote.

Administrative Coordinator –

Motioned by Djumadi/Sebastiani to correct the following:

- 100 E 22 51415 433 should be \$1,150
- 100 E 22 51415 316 should be \$0
- 100 E 22 51415 420 should be \$150

Motion carried by unanimous voice vote.

Clerk of Courts – Dye present at 9:33 a.m., no changes. Dye left at 10:05 a.m.

Wollin present at 9:40 a.m.

Recess: Motioned by Djumadi/Babcock to recess at 10:05 a.m. Motion carried by unanimous voice vote.

Reconvene: Reconvened at 10:15 a.m. Roll call, all present.

Probate – Reynolds present at 10:19 a.m., no changes. Reynolds left at 10:30 a.m.

Child Support – Barnes present at 10:30 a.m., no changes. Barnes left at 11:04 a.m.

Corporation Counsel - Wagner present at 10:50 a.m.

Motioned by Kotlowski/Djumadi to correct the following:

- 100 E 07 51320 420 should be 495
- 100 E 07 51320 432 should be 300
- 100 E 07 51320 433 should be 660

Motion carried by unanimous voice vote.

Eggebrecht present at 11:00 a.m.

Recess: Motioned by Djumadi/Kotlowski to recess at 11:26 a.m. Motion carried by unanimous voice vote.

Reconvene: Reconvened at 11:36 a.m. Roll call, all present.

Parks – Nickel, Tolley and Miller present at 11:24 a.m. Motioned by Djumadi/Kotlowski to take \$10,000 from Administrative wages and split between Castle Rock and Petenwell Park. Motion carried by unanimous voice vote. Nickel, Tolley and Miller left at 12:56 p.m.

Kotlowski excused at 12:56 p.m.

Emergency Management – Gervais present at 1:20 p.m., no changes. Gervais left at 1:46 p.m.

MIS – McGhee present at 1:46 p.m., no changes. McGhee left at 2:26 p.m.

Airport – Scott present at 2:20 p.m., no changes. Scott left at 2:46 p.m.

County Board - Motioned by Sebastiani/Djumadi to correct the following:

- 100 E 01 51100 should be \$52,000
- 100 E 01 51100 419 should be \$1,050

Motion carried by unanimous voice vote.

Veterans Services – Guerin present at 2:40 p.m., no changes. Guerin left at 3:14 p.m.

County Clerk - Motioned by Sebastiani/Djumadi to correct the following:

- 100 R 09 46100 should be \$17,100, not \$12,100, as a one-time budget revenue to remove revenues for account and transfer from special bank account to the county general fund
- 100 E 09 51420 122 should be \$13,919
- 100 E 09 51420 210 \$10,344
- 100 E 09 51420 211 should be \$10,462

Motion carried by unanimous voice vote.

Library – Wavrunek and Mary Nelson present at 3:25 p.m.

- 100 E 40 55110 145 should be \$0
- 100 E 40 55110 433 should be \$640

Wavrunek and Nelson left at 3:35 p.m.

West excused at 3:35 p.m. Sebastiani took over as chair.

Kaye present at 3:55 p.m.

Item #7 Discuss and/or act on recommendation of Reclassification of the Lead Foreperson position to Building and Grounds Director. Motioned by Djumadi/Babcock to temporarily use wage as a placeholder as recommended by Kaye of \$20.37 and to have Administrative Coordinator/Director of Finance office increase budget to reflect placeholder. Motion carried by unanimous voice vote.

Item #8 Discuss and/or act on the \$35 surcharge fee for any employee currently enrolled in WEA Trust health insurance that chooses not to participate in the Health Risk Assessment. Discussed and acted on at September 9, 2013 meeting. No further discussion.

Next meeting date set for September 11, 2013 at 8:00 a.m.

Items on next agenda: None

Motion by Djumadi/Babcock to adjourn at 4:03 p.m. Motion carried by unanimous voice vote.

Respectfully Submitted,



Cindy Phillippi

Recording Secretary

These minutes have been approved.

ADMINISTRATIVE & FINANCE MEETING MINUTES

September 11, 2013 8:00 AM

The meeting was called to order by Acting Chairman Sebastiani at 8:00 a.m. The meeting was properly noticed. Present: Allen, Babcock, Djumadi, Kotlowski and Sebastiani. West was excused. Allen sitting in for West. Also present: Newsom, Larson, Phillippi, Rogers and Eggebrecht.

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

Motioned by Allen/Djumadi to deviate to **Item #11-Discuss and/or act on 2013 compensation structure for the Medical Examiner Office.** Motion carried by unanimous voice vote.

McLaughlin and Stuchlak present at 8:10 a.m.

Explained issue with contracting verses employee; \$1,000 month salary, \$12,000 year medical expense. Department of Workforce Development-salaried \$23,660 less than Rogers. Current salary year encompassing 4 months had already passed current expenses related to the salary. Required back pay –retro May-\$896.92, June \$896.92, July \$896.92 and August \$1,345.38.

\$1,820 for Sept/Oct/Nov/Dec FICA tax. Assistant Medical Examiner estimated \$150 Social Security/Fica/Medicare. \$46,125.12 with remaining \$1,374.88.

Motioned by Djumadi/Babcock to rescind previous incorrect salary structure resolution and to establish a new wage structure as presented to Administrative and Finance, by Administrative Coordinator/Director Finance. Motion carried by unanimous voice vote.

Kaye present at 8:28 a.m.

Eggebrecht brought forward revenue figures for Parks operations, indicating something needs to be done. He believes there is \$600,000 in excess revenue and the department can be off the levy. Parks Department will be called back and reviewed by finance.

Eggebrecht and Rogers left at 8:30 a.m.

Motioned by Djumadi/Allen to deviate to **Item #8- Discuss and/or act proposed wage increase for building inspector/code enforcement position.** Motion carried by unanimous voice vote.

Propose a \$2.00 increase in the wage for building inspector. Wage scale follows:

Certifications:	Current Ranges:	
2	19.52	20.72
3	20.26	21.47
4	20.01	22.16
5	21.70	22.90
6	22.48	23.61

\$25.00 an hour in Wisconsin Rapids, we are low. Two applications received are requesting one @ \$20.67 with 5 certificates and one @ \$22.00 with 3 certificates.

Kaye indicated we are currently under a wage freeze, new structure needs to go to full county board. Kaye explained concerns related to certification versus \$2.00 increase per the scale. There are other departments with the same concerns of who has certifications. Motioned by Allen/Djumadi to take no action today. Motion carried by unanimous voice vote.

Item #6: Discuss and/or act on 2014 Budgets.

Item #6: Discuss and/or act on 2014 Budgets.

Land & Water – Natural resources, Dams and Land & Water, no change. 2013 budget for Lake management is overspent, Larson will report back to the committee on this.

Kaye left at 9:20 a.m.

Larson informed the committee there was an increase in grant dollars so the accounts for Lake Protection need to be adjusted.

Motioned by Djumadi/Kotlowski to correct the following:

100.E44.56201.491.601 should be \$42,020

100.R44.43509.601 should be \$42,020.

Motion carried by unanimous voice vote.

Recess: Motioned by Djumadi/Babcock to recess at 9:45 a.m. Motion carried by unanimous voice vote.

Reconvene: Reconvened at 9:55 a.m. Present; Sebastiani, Allen, Babcock, Djumadi and Kotlowski. Excused, West.

Newsom left at 9:45 a.m.

Helgeson, Genrich and Johnson present at 9:55 a.m.

Kay present at 10:00 a.m.

Register of Deeds/Land Information - Helgeson discussed Register of Deeds and Land Information budget. 2004 resolution on-line parcel mapping, payback of \$393,000, only have one payment left for payback. There were no changes.

Stuchlak and Helgeson left at 10:10 a.m.

Extension – No changes. State 4-H foundation 8% return. Henning Estate 4-H donation money will be turned over to be specifically used for Adams County. Guaranty that it will never be less than 4% if interest rates go lower. 4-H Leaders Association have oversight of the money.

Hamman present at 10:45 a.m.

Kaye explained number of vacancies: 41 in 2010, 37 in 2011, 66 in 2012, 47 in 2013.

Mediation/arbitration require legal services. The 47 vacant positions were posted with state job, WCA, County Website, League of Municipalities, other personnel directories in the 72 counties and in the local newspaper.

Edwards present at 11:08 a.m.

Maintenance – Property budget presented with a part-time position replacing Ray McHardie with 1150 hours approved in the budget by the property committee.

Item #7: Discuss and/or act on recommendation of Reclassification of the Lead Foreperson Position to Building and Grounds Director. Motioned by Allen/Babcock to modify previous account and put in the budget \$21.98 for Lead Foreperson, as a placeholder. Motion carried by unanimous voice vote.
New report for state shared revenues was received revenue adjustment.
100.R73.43410 should be \$96,017.
Remove \$1,000 from Parks, to be discussed later. This is cost related to mowing.

Hamman, Kaye and Edwards left at 11:41 a.m.

Present at 12:55p.m.: Aaron Ellenbecker, Mark Weiler, Jeffrey Lane, Matt Palecek, Andy Lang, Terry James, McGhee, and Bill Heinz from Associated Financial and an EO Johnson representative. Excused, West.

Item #9: EO Johnson representative to provide update on printer, copier, paper-cut progress. Representatives from EO Johnson explained where they were at in the current project, costs and savings related. A handout was provided to the Committee by Larson.

McGhee leaves at 1:30 p.m.

Item #10: Associated Financial to provide update on health care reform law changes and insurance updates. Heinz gave an overview of the new change to health care, projections provided to the Health Insurance committee and an overview of the exchange. A handout was provided as well.

- o Your contribution is 9.5% of household adjusted income go to exchange program – subsidy and purchase- employer fined \$3,000.
- o Protect employee notification
- o Risk to employee – no notification-mistakenly goes to market place pay back Subsidy's - money off the top if allowable, not in tax credit. Penalties are held, practice without penalties start now.
- o Health Insurance – 9% --6.3% comparable plan

Next meeting date set for Monday, September 16, 2013 at 8:00 a.m.

Sebastiani excused at 2:10 p.m. Babcock took over as acting chairperson.

Recess: Motioned by Djumadi/Babcock to recess at 2:24 p.m. Motion carried by unanimous voice vote.

Reconvene: Reconvened at 2:30 p.m. Present; Kotlowski, Allen, Djumadi and Babcock. Excused, Sebastiani and West.

Bill Heinz and James leave at 2:35 p.m.

Cable, Grosshuesch, Pierce and Kaye present at 2:40 p.m.

Item #12: Discuss and/or act on recommendation of compensation for the newly created Public Health Nurse Supervisor position. Discussion took place regarding different grades and wage ranges.

- o Grade 12 Public Health Nurse \$23.03 \$27.74
- o Grade 14 Public Health officer \$26.73 \$34.60
- o Grade 13 Nurse Supervisor \$24.92 \$32.25

Motioned by Allen/Babcock to list Public Health Nurse Supervisor as a Grade 13. Motion carried by unanimous voice vote.

Motioned by Djumadi/[redacted] to list Support Supervisor Coordinator as a Grade 10 at \$20.37, based on recommendation of Personnel Director. Motion carried by unanimous voice vote.

Items on next agenda:

Discuss and/or act on 2014 budget.

Motion by Allen/Kotlowski at 2:58 p.m. Motion carried by unanimous voice vote.

Respectfully Submitted,



Cindy Phillippi
Recording Secretary

These minutes have not been approved.

ADMINISTRATIVE & FINANCE MEETING MINUTES

October 4, 2013 8:00 AM

The meeting was called to order by Chairman West at 8:08 a.m. The meeting was properly noticed. Present: Babcock, Djumadi, Kotlowski, Sebastiani and West. Also present: Larson and Phillippi.

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

Item #6 Discuss and/or act on 2014 Budgets.

FCC – McFarlin present at 8:02 a.m., no changes.

Item #11 Discuss and/or act on Leadership Resolution. MaryAnn Schilling present at 8:20 a.m. to discuss Leadership Resolution and Wellness budget. Committee referred resolution back to Extension Committee, to remove language related to employee's time off and simply state the counties in support of the program and for Extension Committee to determine if there is even a need for a resolution. The Wellness strategic plan was explained. They currently receive \$3,000, but would like to increase the 2014 budget to \$5,000. The committee was not in agreement with the \$5,000 request. Motioned by Djumadi/Babcock to increase the Wellness budget from \$3,000 to \$4,000, account #100.73.E.51932.440. Motion carried by roll call vote. Voting yes, Babcock, Djumadi and West. Voting no, Kotlowski and Sebastiani.

Rick Carlson (Chamber of Commerce President-elect), present at 8:51 a.m.

Roekle and Jeff Churas (Grand Marsh Bank), present at 8:53 a.m.

Tad Wormat (Chamber of Commerce President), present at 9:00 a.m.

Item #6 Discuss and/or act on 2014 Budgets. Resume conversation.

Chamber of Commerce – Added sports shows to promotions. The Parks Department and Chamber of Commerce try to go to separate shows. The Milwaukee Journal Sports Show was beneficial in both attending, as resources were shared. No changes to the 2014 budget.

Jim Grabarski present at 9:11 a.m.

Carlson, Roekle, Churas, Schilling and Wormat left at 9:13 a.m.

Recess: Motioned by Djumadi/Sebastiani to recess at 9:13 a.m. Motion carried by unanimous voice vote.

Reconvene: Called back to order by West at 9:16 a.m. Roll call, all present.

Miscellaneous budget – Motioned by Djumadi/Kotlowski to correct the following account #100.73.E.55460.316, \$12,000 should be \$6,875. Motion carried by unanimous voice vote.

Motioned by Djumadi/Kotlowski to move 100.73.E.55110.316 \$5,000 and put into Library budget under new function, identified specifically for Village of Oxford payment.

Motioned carried by roll call vote. Voting yes, Babcock, West, Kotlowski and Djumadi. Voting no, Sebastiani.

Historical Society – Lucille Davis present at 9:45 a.m., \$3,000 stands with no changes. Davis left at 10:10 a.m.

RIDC – Daric Smith present at 10:10 a.m. Motioned by Djumadi/Sebastiani to allocate:

- \$95,000 to 100.74.E.56700.350
 Motioned carried by unanimous voice vote.

Smith left at 11:10 a.m.

Recess: Motioned by Sebastiani/Kotlowski to recess at 11:10 a.m. Motion carried by unanimous voice vote.

Reconvene: Called back to order by West at 11:19 a.m. Roll call, all present.

Miscellaneous Budget – Motioned by Kotlowski/Sebastiani to correct the following:

- 100.73.E.51930.350 should be \$390.00 PCOR payment
- 100.73.R.49300 should be \$500.00 vending
- 100.73.E.51950.350 should be \$500.00 vending
- 100.73.R.43410 \$94,322 shared revenue

Motion carried by unanimous voice vote.

Drainage – No changes.

Surveyor – No changes.

McFarlin present at 12:28 p.m.

Nickel present at 12:48 p.m.

Item #9 Discuss and/or Act on a budget transfer from Petenwell Park capital equipment account to Castle Rock capital improvement account for a road maintenance.

The following corrections were made:

- 100.41.R.46719 should be \$574,242
- 100.41.R.46720 should be \$375,826
- 100.41.R.46722 should be \$43,000
- 100.41.R.49300 should be \$46,465
- 100.41.E.55210.110 should be \$64,190
- 100.41.E.55210.210 should be \$4,911
- 100.41.E.55210.211 should be \$5,520
- 100.41.E.55210.214 should be \$10,571
- 100.41.E.55210.215 should be \$70
- 100.41.E.55410.110 should be \$68,573
- 100.41.E.55410.210 should be \$16,683
- 100.41.E.55410.211 should be \$14,077
- 100.41.E.55410.214 should be \$59,191
- 100.41.E.55410.920 should be \$102,258
- 100.41.E.55420.920 should be \$35,465
- 100.41.E.55410.391 should be \$2,925
- 100.41.E.55450.110 should be \$67,361
- 100.41.E.55450.210 should be \$12,399
- 100.41.E.55450.211 should be \$9,550
- 100.41.E.55450.214 should be \$23,695
- 100.41.E.55450.215 should be \$25
- 100.41.E.55450.391 should be \$2,925
- 100.41.E.55450.920 should be \$62,956
- 100.41.E.55460.343 should be \$0
- 100.41.E.56170.350 should be \$22,150

Discussion regarding capital improvement projects, costs associated and fund availability took place. Concerns were made that revenues may not be available to cover associated costs. Motioned by Sebastiani/Kotlowski to leave 2014 budget as submitted, but need net of 2013 budget, after all revenues and expenses have been processed. Cannot continue in 2014 with the new drain field at the west end of Petenwell and construction on roadways for Castle Rock campground expansion without coming in the black by the end of the 2013 budget. Nickel to report back to the Administrative & Finance committee in or before March 2014 in order to proceed by having excess money of \$85,000. Motion carried by unanimous voice vote.

Motioned by Kotlowski/Djumadi to transfer \$5,564.79 from Petenwell Park to Castle Rock. Motion carried by unanimous voice vote.

Item #8 Discuss and/or Act on Transferring from Contingency Fund to pay for fire suppression charges to DNR. Motioned by Djumadi/Kotlowski to pay DNR Fire Suppression \$25,458.81 from account #100.73.E.51940.350 in 2013 allowing account to run over, no transfer of funds at this time. Motion carried by unanimous voice vote.

Sherry Kotlowski present at 1:15 p.m. Sherry Kotlowski left at 1:45 p.m.
Patrick Kotlowski present at 1:15 p.m. Patrick Kotlowski left at 1:45 p.m.

Discussion regarding capital project plans and timelines took place. Costs of materials, different fund sources and options were explained by Patrick Kotlowski.

Item #10 Discuss and/or act on Green Garden Nursery/and DC Handyman Service LLC. Place on next Property agenda to determine contractor, and be paid out of 100.73.E.55460.316. Motioned by Djumadi/Sebastiani to reduce \$12,000 to \$6,875 account #100.73.E.55460.316. Motion carried by unanimous voice vote.

Items on next agenda:
WIFLI presentation

Next meeting date: October 15th at 3:00 p.m.

Motioned by Babcock/Djumadi to adjourn at 2:02 p.m. Motion carried by unanimous voice vote.

Respectfully Submitted,



Cindy Phillippi
Recording Secretary

These minutes have not been approved.

ADMINISTRATIVE & FINANCE MEETING MINUTES

October 8, 2013 8:00 AM

The meeting was called to order by Acting Chair Sebastiani at 8:08 a.m. The meeting was properly noticed. Roll call, present: Djumadi, Kotlowski and Sebastiani. Excused: Babcock and West. Also present: Larson and Phillippi.

Motioned by Kotlowski/Djumadi to approve the agenda. Motion carried by unanimous voice vote. Motioned by Kotlowski/Djumadi to approve the minutes of September 9th, 11th and 16th. Motion carried by unanimous voice vote.

Public Participation: None

Correspondence: None

Item #8 Administrative Coordinator/Director of Finance. Larson gave an update on office activities:

- Joint review board City of Adams appointed
- Voted no to TIF in City of Adams
- WIPFLI distribution to committee members
- Month end has closed and the August cash reconciliation is done
- Presentation by Julia at 3:00 p.m. on Oct. 15th

Item #9 MIS. McGhee is working on upgrade on the phone system and email integration. Overall budget and project cost projections thru the end of the year are leaving a balance of approximately \$40,000; close to what is budgeted for 2013.

- TCM on-going
- Department should not have own computer accounts
- Use of an outside vendor, not software vendor, could cause issues
- McGhee on vacation last week of November thru first week of December

Item #10 County Clerk. Phillippi gave an update on office activities.

Recess: Motioned by Djumadi/Kotlowski to recess at 9:45 a.m. Motion carried by unanimous voice vote.

Reconvene: Reconvened at 9:50 a.m. Roll call, all present.

Item #11 Treasurer. Reports were provided to the committee.

Item #12 Discuss and/or act on 2014 County Budget:

Motioned by Djumadi/Kotlowski to reduce the annual contribution of Administrative fees for CWCA to \$5,000, account #100.73.54930.350, keeping the food pantry at \$8,500. Motion carried by unanimous voice vote.

Next meeting date set for October 11, 2013 at 8:30 a.m.

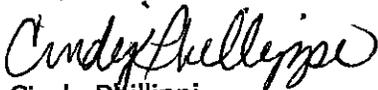
Items on next agenda:

Check Register;

Closed session: The committee will consider a motion to convene in closed session pursuant to Wis. Stats. § 19.85(1)(c) considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; and to Wis. Stats. § 19.85(1)(f), for the purposes of considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data or involved in such problems or investigations. The Committee will reconvene in open session per Wis. Stats. § 19.85(2), to consider and vote, if applicable, on appropriate matters relating to the issues discussed in closed session.

Motioned by Djumadi/Kotlowski to adjourn at 10:19 a.m. Motion carried by unanimous voice vote.

Respectfully Submitted,



Cindy Phillippi

Recording Secretary

These minutes have been approved.

ADMINISTRATIVE & FINANCE MEETING MINUTES

P107

October 11, 2013, 8:30 AM

The meeting was called to order by Chairman West at 8:31 a.m. The meeting was properly noticed. Present: Babcock, Djumadi, Kotlowski, Sebastiani and West. Also present: Larson and Phillippi.

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

Item #5 Discuss and/or act on 2014 County Budget.

Item #6 Discuss and/or act on 2014 Budgets.

Crystal Holmes (Adams County Job Center) and Deb Rucinski, (Employment Specialist, Adams County Job Center) present at 8:30 a.m. An overview was provided describing work performed at the job center and the need to continue the service.

Cable and Pierce present at 8:35 a.m.

Diemert present at 8:36 a.m.

Health & Human Services budget: Update was provided to Cable & Pierce regarding applied funds and computer dollars.

Cable and Pierce left at 9:05 a.m.

Daric Smith present at 9:05 a.m.

- **Rural Development** – Motioned by Babcock/Sebastiani to amend the following:

100.74.56700.350 should be \$100,000

Motion carried by unanimous voice vote.

It was suggested that Smith include administrative activities in his monthly report, not just loans processed; i.e. people connections, business options, etc., along with job center numbers.

Smith left at 9:36 a.m.

Fred Hebert (CWCA) present at 9:36 a.m.

- **CWCA** – Dodge County is the only county down in financial contributions; all others \$7,500; 4.7% for administrative costs

Hebert provided an overview of services CWCA provides that most counties contribute \$7,500, only one does not. Hebert left at 9:56 a.m.

Motioned by Sebastiani/Djumadi to restore to \$16,000 in account #100.73.E.54930.350. Motion carried by unanimous voice vote.

Recess: Motioned by Djumadi/Kotlowski to recess at 9:57 a.m. Motion carried by unanimous voice vote.

Reconvene: Called back to order by Chairman West at 10:02 a.m. Roll call, all present.

- **Solid Waste** – Recycling grants keep getting cut each year; recycling fees will be increased by 5%. The county will need to determine within the next 2-3 years if they will want to expand or have a transfer station; cells will be filled within 8-12 years. Motioned by Djumadi/Kotlowski to accept the following changes to Solid Waste:
 - 600.R.26.46430.000 Tip Fees, should be \$800,000
 - 600.R.26.46433.000 Pickup Service/Private, should be \$892,000
 - 600.R.26.47313.000 Administrative Fee, should be \$0
 - 600.R.26.47314.000 Shop Fees, should be \$0
 - 600.E.26.53610.110 Regular Salaries/Wages, should be \$71,656
 - 600.E.26.53610.210 Social Security, should be \$5,558
 - 600.E.26.53610.211 Retirement Emp. Share, should be \$6,248

P108

- o 600.E.26.53610.324 Advertising, should be \$2,000
- o 600.E.26.53611.440 Operating Supplies, should be \$60,000
- o 600.E.26.53611.450 Repair-Maint. Supplies, should be \$5,000
- o 600.E.26.53611.435 Uniform Allowance, should be \$1,200
- o 600.E.26.53612.310 Legal, should be \$700
- o 600.E.26.53612.313 Engineering Fees, should be \$33,220
- o 600.E.26.53612.502 Administrative, should be \$0
- o 600.E.26.53612.503 Shop, should be \$0
- o 600.E.26.53613.120 Overtime, should be \$5,500
- o 600.E.26.53613.121 Limited Time Emp., should be \$0
- o 600.E.26.53613.210 Social Security, should be \$35,470
- o 600.E.26.53613.211 Retirement Emp. Share, should be \$39,875
- o 600.E.26.53613.214 Hospital & Health Ins., should be \$180,823
- o 600.E.26.53613.502 Administrative, should be \$0
- o 600.E.26.53613.503 Shop, should be \$0
- o 600.E.26.53614.210 Social Security, should be \$3,809
- o 600.E.26.53614.214 Hospital & Health Ins., should be \$23,538
- o 600.E.26.53614.340 Repair & Maint. Vehicles, should be \$3,000
- o 600.E.26.53614.502 Administrative, should be \$0
- o 600.E.26.53614.503 Shop, should be \$0
- o 600.E.26.53630.121 Limited Time Emp., should be \$25,023
- o 600.E.26.53630.210 Social Security, should be \$6,082
- o 600.E.26.53630.214 Hospital & Health Ins., should be \$19,421
- o 600.E.26.53630.502 Administrative, should be \$0
- o 600.E.26.53630.503 Shop, should be \$0
- o 600.E.26.53631.324 Advertising, should be \$1,000
- o 600.E.26.53631.440 Operating Supplies, should be \$0
- o 600.E.26.53631.502 Administrative, should be \$0
- o 600.E.26.53631.503 Shop, should be \$0
- o 600.E.26.53642.502 Administrative, should be \$0
- o 600.E.26.53642.503 Shop, should be \$0

Motion carried by unanimous voice vote.

Worksheet submitted was incorrect. The 1 full-time person at 37.5 hours was changed to 40 hours.

- o 37.5 hour employee went to full-time 40 hours
- o Part-time, Budget 2014, was 1, should be 0
- o Full-time at 40 hours should be 21

Recess: Motioned by Djumadi/Sebastiani to recess at 12:22 p.m. Motion carried by unanimous voice vote.

Reconvene: Called back to order by Chairman West at 12:24 p.m. Roll call, all present.

Motioned by Kotlowski/Sebastiani to take \$2,700,000 from the General Fund and \$1,000,000 from the Sales Tax Fund to Highway Fund.

- 100.00.R.49300 \$2,000,000
- 100.00.E.59260 \$2,700,000
- 300.70.R.49300 \$1,000,000
- 300.70.E.59260 \$1,000,000
- 260.25.R.49220 \$3,700,000
- 260.25.E.53310.371 \$3,700,000
- 700.25.R.47331 \$3,700,000
- 700.25.E.53310.371 \$3,700,000

Motion carried by unanimous voice vote.

Item #7 Discuss and/or act on Resolution to reestablish carryover accounts. Move this item to November 6th.

Motioned by Babcock/Djumadi to correct the following:

- 100.41.R.43576 Snowmobile should be \$208,828
- 100.41.E.55320.343 should be \$208,828

Motion carried by unanimous voice vote.

Motioned by Sebastiani/Kotlowski to establish road construction account #700.25.53310.371 for the Highway transfer. Motion carried by unanimous voice vote.

Motioned by Babcock/Kotlowski to correct the following:

- 600.26.53610.324 add \$4,000, making it \$6,000
- 600.26.53612.313 add \$4,125, making it \$37,345

For a total of \$8,125 more. Motion carried by unanimous voice vote.

Motioned by Sebastiani/Babcock to approve the Levy of \$17,249,272. Motion carried by unanimous voice vote.

Motioned by Babcock/Kotlowski to transfer \$700,000 from 240 fund to the (100) General Fund. Motion carried by unanimous voice vote.

- 240.38.R.49300 \$700,000
- 240.38.E.59210 \$700,000
- 100.00.R.49220 \$700,000

Item #9 The committee will consider a motion to convene in closed session pursuant to Wis. Stats. § 19.85(1)(c) considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; and to Wis. Stats. § 19.85(1)(f), for the purposes of considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data or involved in such problems or investigations. The Committee will reconvene in open session per Wis. Stats. § 19.85(2), to consider and vote, if applicable, on appropriate matters relating to the issues discussed in closed session. Pulled by Chairman West at 1:15 p.m.

Items on next agenda:

Carryover account Resolution

Next meeting date set for October 15th, 2013 at 3:00 p.m.

Babcock excused at 1:13 p.m.

Motioned by Sebastiani/Kotlowski to adjourn at 1:29 p.m. Motion carried by unanimous voice vote.

Respectfully Submitted,



Cindy Phillippi

Recording Secretary

These minutes have been approved.

JOINT ADMINISTRATIVE & FINANCE/EXECUTIVE COMMITTEES

Tuesday October 15, 2013

3:00 PM County Board Room

The meeting was called to order at 3:03 p.m. by Chairman West. The meeting was properly noticed.

Committee members present: John West, Al Sebastiani, Larry Babcock, Jack Allen, Florence Johnson, Lori Djumadi. Excused: Jerry Kotlowski.

Also present: Supervisor Marge Edwards; Department Heads: Pat Kotlowski, Myrna Diemert, Terry Reynolds, Jani Zander, Phil McLaughlin, Ken Wagner, Marcia Kaye, Jodi Helgeson, Dave Guerin, Sam Wollin, Diane Cable, Trena Larson, Kathie Dye. Others present: Terry Fahrenkrug, Wendy Pierce, Sarah Grosshuesch, Dennis McFarlin, Diane Osborn, Donna Richards, Julie Edmundson, Karen Bays, Dennis Premo.

Motion by Sebastiani, seconded by Djumadi, to approve the Agenda.

A presentation was conducted by Julia Johnson, WIPFLI Consultant regarding the Compensation Study that has been conducted. Questions were entertained and answered.

The next meeting of the Joint Committees is scheduled for Friday, October 18, 2013 at 8:00 a.m. in Room A260. If extra room is needed, the meeting will be moved to the County Board Room. Agenda item will be to discuss the WIPFLI wage study presented and how to move forward.

Motion by Djumadi, seconded by Sebastiani to adjourn at 4:28 p.m. Motion carried.



Marcia Kaye

Acting Recording Secretary: 10/16/13

These minutes have not yet been approved by the Committee.

JOINT ADMINISTRATIVE/FINANCE COMMITTEE
and
EXECUTIVE COMMITTEE MEETING
October 18, 2013 – 8:00 a.m.
Adams County Courthouse
Conference Room A-260

P111

MINUTES

John West Chair of the meeting, called the meeting to order at 8:04 a.m. The meeting was properly announced.

Committee members present: Jack Allen, Larry Babcock, Lori Djumadi, Florence Johnson, Jerry Kotlowski, Al Sebastiani, and John West.

Others present: Trena Larson, Administrative Coordinator/Director of Finance; Kenneth Wagner, Corporation Counsel; Acting Recording Secretary, Diane Heider, and Highway Commissioner Patrick Kotlowski. The Personnel Director, Marcia Kaye, was excused.

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

Discussion was held regarding the recently completed WIPFLI wage study.

Motion at 9:32 a.m. by Sebastiani, seconded by Allen, to recess for five minutes. Motion unanimously carried. The meeting reconvened at 9:40 a.m.

Discussion continued regarding the WIPFLI wage study. West would like WIPFLI to update the study with current information and give a second presentation. Larson was requested to approximate the cost of 2014 wages as positions are slotted into the study, and also applying certain philosophy scenarios for wage increases for 2014. Larson will distribute these figures to committee members prior to the next joint meeting.

Action items for next meeting:

- Discuss and/or act on 2013 and 2014 wage increase.
- Discuss and/or act on developing a philosophy on wage structure.

The next joint meeting is scheduled for October 24, 2013 at 2:30 p.m.

Motion by Allen, seconded by Johnson to adjourn the meeting at 10:18 a.m. Motion carried by unanimous vote.

Respectfully submitted,



Diane M. Heider
Acting Recording Secretary

THESE MINUTES HAVE BEEN APPROVED

JOINT ADMINISTRATIVE/FINANCE COMMITTEE
and
EXECUTIVE COMMITTEE MEETING
October 24, 2013 – 2:30 p.m.
Adams County Courthouse - Conference Room A-260

MINUTES

Al Sebastiani, Vice-Chair, called the meeting to order at 2:38 p.m. The meeting was properly announced.

Committee members present: Jack Allen, Larry Babcock, Lori Djumadi, Florence Johnson, Jerry Kotlowski, and Al Sebastiani. John West was not yet present.

Others present: Trena Larson, Administrative Coordinator/Director of Finance; Kenneth Wagner, Corporation Counsel; Personnel Director, Marcia Kaye; Acting Recording Secretary, Diane Heider; Zoning Administrator Phil McLaughlin; and Highway employee Dennis Premo.

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

Motion by Allen, seconded by Djumadi, to approve the minutes of October 18, 2013. Motion carried by unanimous vote.

Discussion was held regarding 2013 and 2014 wage increases. West joined the meeting at 2:48 p.m. **Motion by Djumadi, seconded by Babcock** to accept the WIPFLI study as presented. Discussion continued. **Amended Motion by Djumadi** to adopt the WIPFLI study with 2014 adjustments and rescind the Carlson Dettmann Wage Study. The motion failed for lack of a second. **Motion by Djumadi, seconded by Babcock, to accept the WIPFLI study as presented. Motion carried** by 6-1 voice vote: Allen, Babcock, Djumadi, Johnson, Kotlowski and West: yes; Sebastiani: no.

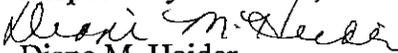
Discussion was held regarding 2013 wage increases. **Motion by Djumadi, seconded by Allen, to make no changes in wages for 2013. Motion carried by unanimous vote.**

Discussion continued regarding 2014 wage increases and developing a County philosophy on wage structure. Kaye provided handouts. **Motion by Allen** to raise wages for all employees falling below minimum pay per the WIPFLI study, to midpoint wages. The motion failed for lack of a second. **Motion by Djumadi** to move all employees below minimum pay per the study, up to minimum per the study. Johnson wants more documentation. The motion failed for lack of a second. West instructed Kaye to provide updated figures to committee members on certain wage scenarios by November 5 or 6 for their review.

The next joint meeting is scheduled for November 14, 2013 at 1:00 p.m.

Motion to adjourn at 4:44 p.m. by Allen, seconded by Johnson. Motion carried by unanimous vote.

Respectfully submitted,


Diane M. Heider
Acting Recording Secretary

THESE MINUTES HAVE NOT YET BEEN APPROVED

ADAMS COUNTY
BOARD OF ADJUSTMENT
MONTHLY MINUTES:
October 16, 2013

On site at the Carol Cross property at 236 S. Fern Drive PV in the Town Jackson. Vice Chair Tom Feller called the onsite to order at 8:30 A.M. with the following members present: Cathy Croke, Secretary; Bob Donner and Bob Benkowski. Discussion included noting that other garages and sheds along the road were closer than the request from Cross. After viewing the property and area proposed for a garage, Bob Benkowski made a motion to recess to the Courthouse in Friendship to proceed with the Public Hearings. Cathy Croke seconded the motion. All in favor. Motion carried.

Vice-Chair Tom Feller called the Adams County Board of Adjustment meeting to order at 9:30 A.M. with the following members present; Cathy Croke, Secretary; Bob Donner and Bob Benkowski. Others present were: Phil McLaughlin, Zoning Administrator and Cathy Allen Recording Secretary. Was this meeting properly announced? Phil McLaughlin stated that it was. Bob Benkowski made a motion to approve the Agenda as noticed. Cathy Croke seconded the motion. All in favor. Motion carried. Public Hearings: Carol E. Cross – Tabled Variance request to Section 3-1.05 of the Adams County Shoreland Wetland and Habitat Protection Ordinance and Section 3-4.02 of the Adams County Comprehensive Zoning Ordinance (setbacks from access easements) to allow the construction of a garage at 27' setback to the center of the S. Fern Drive Private (2' from property line) on property located in Pt. of Gov't Lot 8, Lot 13, at 236 S. Fern Drive Private, Town of Jackson, Adams County, Wisconsin. Bob Benkowski stated that based on the findings at the on-site he did not see a problem. It was noted that previously a Special Exception permit was granted to construct a garage across the street on a vacant lot, but the Lake Association would not allow it. Cathy Croke made a motion to approve the variance as requested. Bob Benkowski seconded the motion. Roll Call Vote: 5 – Yes. Motion carried.

Chairman Bob Beaver joined the meeting at 9:40 A.M.

Adams Columbia Electric Co-op/Bug Tussel Wireless, LLC – Variance request under Section 11-6.02(B) of the Adams County Shoreland Wetland and Habitat Protection Ordinance for an increase in the height restriction to allow construction of a 180' unlighted monopole telecommunications tower on property located in the N ½, SW ¼, Section 31, Township 18 North, Range 5 East, at 1868 20th Avenue, Town of Strongs Prairie, Adams County, Wisconsin. The Town of Strongs Prairie had no objections. Ray Bildings of Bug Tussel Wireless explained the proposal. Discussion followed. Bob Donner made a motion to grant the variance request as submitted. Tom Feller seconded the motion. Roll Call Vote: 5 – Yes. Sunset Condominiums at Northern Bay Owner's Association, Inc. – Variance request under Section 11-6.01(G) of the Adams County Shoreland Wetland and Habitat Protection Ordinance to allow the construction of a new maintenance building at 30' to a Residential Zoning District lot line (Ordinance requires 100' setback for all structures) on property located in PT. of Gov't Lot 2, Section 36, Township 18 North, Range 4 East, Sunset Condo Northern Bay, Phase 1, Amendment 1 off 20th Avenue, Town of Strongs Prairie, Adams County, Wisconsin. Letters of objection were read from adjacent owners. Robert Lackore from Bouril Design Studio of Madison gave a graphics board presentation showing the proposed location of the maintenance building. Adjacent owner Rick Radcliffe stated that he had no objections, but presented a list of terms and conditions that he would like met. Jose Herrera spoke representing the Edwin Zold family with objections. Darrell Malek, president of the Condo Association was present to state that 75% of the association members were in favor of the project. Discussion was held. Cathy Croke made a motion to schedule a site visit to better understand the request. Bob Donner seconded the motion. Roll Call Vote: 5 – Yes. Motion carried. It was the consensus of the Board to meet at 8:45 A.M. on Wednesday November 20, 2013 in the parking lot of Castle at the Bay clubhouse on 20th Avenue. The Board directed the recording secretary to request a rendering of what the proposed building would look like. Bryan C. Anderson – Variance request under Section 5-12.04(D)(2) of the Adams County Comprehensive Zoning Ordinance to allow an addition to an

Board of Adjustment
Meeting Minutes
October 16, 2013
Page #2

accessory building at a setback of 56' to the centerline to a County Highway instead of the required 83' on property located in the NW ¼, SE ¼, Section 34, Township 16 North, Range 7 East, Lots 4-6 and Lot 1 of CSM 4701, Block 2 of McClyman's Subdivision at 333 Cty Trk A, Town of New Chester, Adams County, Wisconsin. The Highway Commissioner had no objections but suggested that freight be loaded and unloaded out of the right of way. Mr. Anderson explained his request. Discussion was held. Cathy Croke made a motion to grant the request as submitted. Tom Feller seconded the motion. Roll Call Vote: 5 – Yes. Motion carried.

Chairman Beaver closed the Public Hearing portion of the meeting.

Minutes: Phil McLaughlin presented the Board with the minutes from the September 25, 2013 meeting for their review. Bob Benkowski made a motion to approve the minutes as presented. Cathy Croke seconded the motion. All in favor. Motion carried

Correspondence: None.

The next Board of Adjustment Meeting will be November 20, 2013 with an onsite at 8:45 A.M. at 1844 20th Avenue, Sunset Condo's of Northern Bay with and the Public Hearings at 10:00 A.M.

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

ADJOURNED: 11:31 A.M.

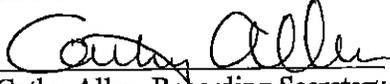
Bob Beaver, Chair

Tom Feller, Vice-Chair

Catherine Croke, Secretary

Bob Donner (Alternate)

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: August 28, 2013

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

Board Members:

Present: Bill Gomoll, Sandy Wormet, Rocky Gilner, John Atkinson, Scott Beard, Bob McClyman, Muriel Harper, Jim Layman, Dave Singer, Charlie Krupa, and John Earl

Absent: John Wenum and Renee Greenland

Unexcused Absence: None

Staff Present: Craig Gaetzke, Susan Tucker, Lisa Williams, Jim Dahlke, Leticia Castillo, Maria Rosas, Wendy Losacker, Deb Anderson, Brian Downey, and Linda Faivre

Guests: Dr. Ken Root and Paul Buschman

Opening

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

Motion was made by Bob McClyman to adopt the June 12, 2013 meeting minutes. Seconded by Scott Beard. Passed unanimously. MOTION CARRIED.

After the Pledge of Allegiance, John Earl asked all to remain standing to observe a moment of silence to honor those men and women serving in our armed forces around the world. John welcomed guests Craig Gaetzke, Susan Tucker, Lisa Williams, Jim Dahlke, Leticia Castillo, Maria Rosas, Wendy Losacker, Deb Anderson, Brian Downey, Linda Faivre, Dr. Ken Root, and Paul Buschman.

Dr. Ken Root presented the 2013 Needs Assessment Survey Results. This report is required to be completed once every three years with questionnaires being sent to area food pantry users, service providers, and a random sample of 200 residential households from the general population in our five county service area. There was consistent agreement between the expressed needs of the low-income respondents and the perception of needs from the area service providers in identifying needs of low-income residents which include: Employment, Access to Dental Care, Transportation, Access to Medical Care, and Transitional Housing. Needs varied by county, with employment and access to dental

care dominant. Dr. Root commented that CWCAC is a leader in creating new programs to help area low-income residents. He suggested the agency assist in economic development, assist in preparing clients for employment opportunities, and facilitate other agencies to help meet the needs of low-income residents.

2. President's Comments

John thanked Dr. Root for his report. He mentioned the recent passing of former board member, Joe Garvin. Joan Smoke has accepted a position in Ohio and has resigned from the board; we await assignment of a new Sauk County elected official. He mentioned that our building projects are progressing well and provided positive comments on board and agency accomplishments through the years. Motion passed by unanimous vote tabling the approval of new board member, Letty Monetengro, Dodge County low-income rep, until the next board meeting.

3. Executive Director's Report

Fred mentioned his appreciation of support from the managers, staff, and board. The agency does receive a fair amount of publicity; however the best ambassadors of the agency are our board members. He discussed the success of our present committee structure. We will be producing an agency annual report by the end of September. Fred discussed concerns about Community Services Block Grant funding cuts; this grant provides critical funding for our agency. We plan to invite Letty Montenegro to participate on the PBP Committee. An attorney from Chicago contacted us about renting office space in our Wisconsin Dells building.

Motion was made by Bill Gomoll to approve the Executive Directors Report of August 28, 2013. Seconded by Bob McClyman. Passed unanimously. MOTION CARRIED.

4. Budget & Finance Report

John welcomed Paul Buschman of WIPFLI who presented our 2012 Financial Audit results. The report on compliance of our major programs included Weatherization Assistance, TEFAP, Low-Income Home Energy Assistance, and Public Benefits, and WETAP. The audit reflected no findings which is a great accomplishment for our agency. Operating statistics reflected comparison of data to other Community Action Agencies across the United States. Our revenues decreased to 26% and expenses decreased to 21.8%. The agency only spends 4.8% on management and general expense; which is lower in comparison to other Community Action organizations. This means that 95.2% of funding goes out to serve clients. We currently operate 15 programs with Weatherization being the largest at 44.03% of total expenses. Total revenue in 2012 was \$5,899,929 and total expenses were \$5,464,622 with a change in net assets of \$435,307. Net assets at the beginning of 2012

were \$5,470,056; net assets at the end of 2012 were \$5,905,363. The Statement of Financial Position reflected a slight increase in total assets of \$9,087,686 compared to \$8,645,056 in 2011. The Statement of Cash Flows reflected total cash at year end of \$223,327 down from \$393,772 in 2011. Our 2012 expenditures were \$5.5 million. Unrestricted net assets reflected \$116,527. WIPFLI suggests we continue to find ways to increase this amount. Audit observations included Information Technology Access Rights related to the accounting software. The financial staff and the agency did an excellent job and was well prepared for the audit.

Jim Dahlke presented a report on growth of the Rep Payee Program from July 2012 to August 2013 which included monthly revenue up 89.1% and monthly clients up 128.4%. Total monthly income from guardianships and conservatorships was \$1,005.

Motion was made by Bill Gomoll to accept the 2012 Financial Audit report as presented by Paul Buschman of WIPFLI with thanks for all their work on our audit and also the Budget & Finance Report of August 28, 2013. Seconded by Muriel Harper. Passed unanimously. MOTION CARRIED.

5. Committee Reports

a. PBP Committee

Bill Gomoll asked board members to review the PBP Committee report of July 12, 2013. Bill Gomoll called the meeting to order and roll call was taken with six members present. Motion passed by unanimous vote approving the agenda and minutes of the June 7, 2013 PBP Committee meeting. Ed presented the report on buildings maintenance and repairs. The three Federal Home Loan Bank grant applications (Home Rehab, Weatherization Deferrals, & Rolan's Senior Village) were submitted at the end of June. Groundbreaking for Rolan's is being planned for March of 2014. Waushara Industries will assume operation of the Wautoma Food Pantry by October 1st. The Rental Voucher/Section "8" program recently experienced a significant reduction in the areas of administrative fee structure and portability move-out fee. Weatherization Contract Funding has decreased from \$2,129,078 in 2012 to \$1,579,418 in 2013. We have completed 16 Car Loans so far in 2013. All grant funds for loans (\$57,900) has been expended so current program income from car loan payments (\$13,393) will be used for new loans. Renee reported she contacted the Homeless Shelter in Baraboo however no meetings are set up yet. We are waiting for civil engineer drawings for Rolan's Senior Village and engineering work on Lot 2. Motion was passed by unanimous vote approving a plaque to be presented to the Rio FFA for their hard work and \$10,000 donation to the Rio Food Pantry. The next meeting will be held on

August 9, 2013.

Bill Gomoll asked board members to review the PBP Committee report of August 9, 2013. Bill Gomoll called the meeting to order and roll call was taken with eight members present. Motion passed by unanimous vote approving the agenda and minutes of the July 12, 2013 PBP Committee meeting. Ed presented the report on buildings maintenance and repairs. Motion made by John Wenum for Ed to order a back awning and 9 inch fringe for front awning at Portage building at approximately \$1,500. Seconded by Joan Smoke. After discussion, motion was amended to include addition of "CWCAC, Inc." in 4 inch black letters on front awning. Seconded by Sandy Wormet. Passed by unanimous vote. The HOME Grant for Rolan's Senior Village was approved pending award of the Federal Home Loan Bank Grant funding. We anticipate completion of the HOME grant application for the Dells Senior Project in fall or winter of 2013. The Home Rehab Program has been suspended due to lack of program funds. Fred reported that Susan Tucker's staff will present the Point-in-Time Survey at the August board meeting. Renee reported on the warming center in Baraboo and the Madison Non-Profit Day is being held on October 29th. The next meeting will be held on September 13, 2013.

b. EPF&A Committee

John Earl asked board members to review the EPF&A Committee report of July 12, 2013. John Earl called the meeting to order and roll call was taken with five members present. Motion passed by unanimous vote approving the agenda and minutes of the June 7, 2013 EPF&A Committee meeting. Committee members reviewed the June election of officers. Motion passed by unanimous vote recommending full board approval of Jim Layman, Elected Official representing Dodge County, as fifth member of the EPF&A Committee. Our home rehab staff, Kathy Radcliff, will be on lay-off effective August 2nd due to lack of program funds. Jim Dahlke presented reports on the Golf Outing and Food Pantry Donations from January 1st - June 30th. The Rep Payee Program is very busy and we are now licensed by the State for up to 20 guardianships. Kari presented our Draft Financial Statements from WIPFLI for year ending December 31, 2012. The agency once again had no findings. Motion was approved by unanimous vote to commend and thank the Accounting team (Kari, Jim, & Jeff) on another fine audit and a job well done. Motion was passed by unanimous vote approving the 2012 Draft WIPFLI Audit. After review of committee structures, motion was made by Jim Layman and seconded by Dave Singer to continue the present committee structures as is. After further discussion motion was made by Muriel Harper and seconded by Dave Singer to amend the motion to now read, "Motion was

made to continue the present committee structures as stated in our by-laws." Motion was approved by unanimous vote. Fred reported on the Buddy Lee fundraising event "Christmas Toys for Kids" being held at Wintergreen on December 8th. New Beginnings was excluded from the WBEV Radiothon this year. The next meeting will be held on August 9, 2013.

John Earl asked board members to review the EPF&A Committee report of August 9, 2013. John Earl called the meeting to order and roll call was taken with five members present. Motion passed by unanimous vote approving the agenda and minutes of the July 12, 2013 EPF&A Committee meeting. Diane Jepson was brought back from lay-off in June working 24 hours per week for the Rep Payee Program. Kari presented the Revenue & Expenditures Report for period ending June 30, 2013 and Jim presented the Balance Sheet for period ending June 30, 2013. A positive report was presented on the growth and expansion of the Rep Payee Program. Motion was passed by unanimous vote to approve the financial reports with thanks to Kari and Jim. The HOME Grant for Rolan's Senior Village has been approved pending award of the Federal Home Loan Bank Grant funding. The applicant for the Dodge County Low-Income Rep position will be forwarding us her board member application. Committee members congratulated Fred on the UW Colleges & UW Extension Chancellor's Award Recognition taking place in Madison on Thursday, September 12th. The August Board Meeting will include WIPFLI presenting our 2012 financial audit, Dr. Ken Root presenting our Needs Assessment Survey Results, Susan Tucker's staff reporting on the Point-In-Time Survey, Longevity Awards, and a potluck picnic. The next meeting will be held on September 13, 2013.

Motion was made by Jim Layman to accept the PBP and EPF&A Committee reports of July 12, 2013 and August 9, 2013. Seconded by John Atkinson. Passed unanimously. **MOTION CARRIED.**

6. Program Reports

- a. Weatherization
- b. Homeless
- c. Hunger Reduction

Craig Gaetzke reported we on track with the Weatherization contract. Total clients served were 262 including 544 audits done and a service goal of 262. To date 201 freezers/refrigerators, 102 furnaces, 70 water heaters, and 90 windows were installed. Our Weatherization Unit and Program Manager, Chris Utley, has done an excellent job of spending down the contract. Program funds for our car loan program have expired,

however we're exploring the opportunity of submitting a cooperative application with other counties to receive additional funding. Susan Tucker presented the Homeless Unit Report. Total cost of all services was \$83,495.53 compared to \$68,552.46 in 2012 and amount of rental assistance paid was \$11,891.25 compared to \$12,277.05 in 2012. We continue to refer clients to landlords that may have housing openings. Homeless Unit Staff, Linda Faivre, Letty Castillo, Maria Rosas, Wendy Losacker, Deb Anderson, and Brian Downey presented their experiences conducting the Point-in-Time survey in July. Two times per year, service providers are required to go out in the community take a physical count of anyone who may be homeless. Lisa Williams presented the Hunger Reduction Program Report. There was a .003% increase in households served in May 2013 over 2012 corresponding with a 2% increase in donated and/or purchased foods and a 48% increase in the USDA commodities. There was a 7% increase in households served in June 2013 over 2012 corresponding with a 13% increase in donated and/or purchased food and a 42% increase in USDA commodities received. We currently have 99 Section 8 vouchers in place and are fully leased up according to our budget appropriation. The Turkey Raffle will be taking place at the Country Keg in November.

Motion was made by Scott Beard to accept the Weatherization, Homeless, and Hunger Reduction Reports of August 28, 2013. Seconded by John Atkinson. Passed unanimously. **MOTION CARRIED.**

7. **Old Business**

None

8. **New Business**

Motion was made by Bill Gomoll to accept the motion which reads, "The Board of Directors of Central Wisconsin Community Action Council, Inc. approves the Executive, Personnel, Finance & Audit Committee recommendation of appointing Jim Layman, elected official representing Dodge County, as 5th member of the EPF&A Committee for the 2013 – 2014 term." Seconded by Charlie Krupa. Passed unanimously. **MOTION CARRIED.**

Motion was made by Sandy Wormet to accept the motion which reads, "The Board of Directors of Central Wisconsin Community Action Council, Inc. approves the 2013 Needs Assessment Survey Results as presented by Dr. Ken Root." Seconded by Charlie Krupa. Passed unanimously. **MOTION CARRIED.**

Motion was made by Bob McClyman to accept the motion which reads, "The Board of Directors of Central Wisconsin Community Action Council, Inc. approves the 2012 Financial Audit as presented by Paul Buschman of WIPFLI, LLP." Seconded by Muriel Harper. Passed

unanimously. **MOTION CARRIED.**

Motion was made by Bill Gomoll to accept the Corporate Resolution which reads, "**WHEREAS:** Central Wisconsin Community Action Council, Inc. administers and manages the Rep Payee Program; and **WHEREAS:** Duties and responsibilities regarding Guardianships, Conservatorships, and Trusts are required to be performed by program staff on behalf of program clients; and **WHEREAS:** Program staff include Fred Hebert, Kim Lyga, Jim Dahike, Diane Jepson and Robin Skala. **Now there for let it be resolved:** That Central Wisconsin Community Action Council, Inc. Board of Directors approves and authorizes the above named employees to act on behalf of Central Wisconsin Community Action Council, Inc. and clients of the Rep Payee Program regarding their Guardianships, Conservatorships, and/or Trusts." Seconded by Sandy Wormet. Passed unanimously. **MOTION CARRIED.**

John Earl offered congratulations and presented the 2013 Employee Longevity Recognition Awards. Certificates and watches were presented to Chuck Moran and Ed Czerkas for 25 years of service. Certificates were presented to Susan Tucker and Robin Skala for 15 years of service; Letty Castillo for 10 years of service; and Jeff Koch, Sarah Erickson, Joe Boettcher, and Maria Rosas for 5 years of five years of service. A certificate was also presented to board member, Charlie Krupa, for 5 years of service.

9. **Next Meeting**

Wednesday, October 23, 2013 @ 10:00 a.m.

10. **Adjourn**

Jim Layman made a motion to adjourn. Seconded by Bob McClyman. Passed unanimously. **MOTION CARRIED.**

Signed by:



Fred Hebert, Executive Director

9/30/13

Date

ADAMS COUNTY BOARD OF SUPERVISORS MEETING MINUTES
Adams County Board Room, October 15, 2013 6:00 p.m.

Meeting was called to order by Chair West at 6:03 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-Glenn Litar; Dist. #02 Rocky Gilner; Dist. #03-Larry Babcock; Dist. #04-Al Sebastiani; Dist. #06-Dean Morgan; Dist. #07-Joseph Stuchlak; Dist. #08-James Bays; Dist. #10-Jake Roseberry; Dist. #11-Robert Eggebrecht; Dist. #12-Heidi Roekle; Dist. #13-Florence Johnson; Dist. #14-Marjorie Edwards; Dist. #15-Jack Allen; Dist. #16-Bill Miller; Dist. #17-Lori Djumadi; Dist. #18-John West; Dist. #19-Terry James; Dist. #20-Paul Pisellini. **Excused:** Dist. #05-Jerry Kotlowski; Dist. #09-Patrick Gatterman

Motioned by Bays/Johnson to approve amended agenda. Motion carried by unanimous voice vote.
Motioned by Roekle/Litar to approve September 17, 2013 minutes. Motion carried by unanimous voice vote.

Announcement of Meetings, Report of Supervisors Claims read by the County Clerk, and appoint six (6) Supervisors to approve claims: Roekle, Roseberry, Sebastiani, Stuchlak, Allen and Babcock.

Claims: None

Correspondence: None

Appointments: Motioned by Eggebrecht/Djumadi to appoint to the Long Term Support Committee; Kelly Malecki-Parent/Children's Waiver and Norma Davis-Elderly Representative, to replace Carol Atkins and Keisha Walters. Motion carried by unanimous voice vote.

Unfinished Business: None

Reports and Presentations: Presentation by Wollin for Award to Orlowski. Administrative Coordinator/Director of Finance report was submitted in the board packet and a Power Point presentation was given. RIDC report given by Daric Smith. Presentation by Josh Chernoff from Bluestone Safety Products Incorporate. "What Occurs at Health & Human Services" presented by the Management Team and Health & Human Services Oversight Committee.

Motioned by Djumadi/James to approve Town of Rome Ordinance No. 13-06, an ordinance to revise and consolidate, amend, supplement and codify the general ordinances and by laws of the Town of Rome. Motion carried by unanimous voice vote.

Review of committee minutes corrections for Administrative and Finance 9-11-13 and Safety Committee 9-11-13 are needed. Corrections will be made and reported back to County Board at the next meeting.

Resolutions:

Res. #76: Motioned by Sebastiani/Johnson to adopt Res. #76 to recognize Debra Barnes' resignation effective September 13, 2013, and honor her 14 years of service to Adams County. Motion to adopt Res. #76 carried by roll call vote; 18 yes, 2 excused. Excused, Gatterman and Kotlowski.

Res. #77: Motioned by Eggebrecht/Gilner to adopt Res. #77 to oppose Assembly Bill 288. Motion to adopt Res. #77 carried by roll call vote; 18 yes, 2 excused. Excused, Gatterman and Kotlowski.

Res. #78: Motioned by Babcock/Allen to adopted Res. #78 to reclassify Lead Maintenance Technician Tracy Hamman to Building and Grounds Director, Department Head of Maintenance effective January 1, 2014. Motion to adopt Res. #78 carried by roll call vote; 18 yes, 2 excused. Excused, Gatterman and Kotlowski.

Res. #79: Motioned by Eggebrecht/Allen to adopt Res. #79 to amend Resolution 13-2013 to (1) establish a new wage structure for the Medical Examiner positions in fiscal year 2013; and (2) approve 2013 retroactive pay for the Medical Examiner. Motion to adopt Res. #79 carried by roll call vote; 18 yes, 2 excused. Excused, Gatterman and Kotlowski.

Res. #80: Motioned by Allen/Djumadi to adopt Res. #80 to participate in the Wisconsin Family Foundations

Home Visiting Program Grant. We have been asked by the state to participate in this grant based on the Wisconsin Department of Children and Families Wisconsin Home Visiting Needs Assessment findings. We would request that we hire a 1.0 FTE Public Health Nurse Supervisor, a 1.0 FTE Public Health Nurse to implement this grant and a 1.0 FTE billing support staff. The 1.0 FTE billing support staff will be funded through this grant at 50%, the 1.0 FTE Public Health Nurse Supervisor will be funded through this grant at 50%, and the 1.0 FTE Public Health Nurse will be funded through this grant at 100%. A contract for additional home visiting services will be provided by Renewal Unlimited, Inc. Motion to adopt Res. #80 carried by roll call vote; 12 yes, 6 no, 2 excused. Voting no, Djumadi, Eggebrecht, James, Miller, Roseberry and Sebastiani. Excused, Gatterman and Kotlowski.

Res. #81: Motioned by Roekle/Djumadi to adopt Res. #81 to approve the contract between Adams County Health & Human Services and Central Wisconsin Community Action Counsel, Inc. for the purpose of the operation of the Wisconsin Home Energy Assistance Program (WHEAP). Motion to adopt Res. #81 carried by roll call vote; 18 yes, 2 excused. Excused, Gatterman and Kotlowski.

Res. #82: Motioned by Stuchlak/Sebastiani to adopt Res. #82 to approve the Big Roche-A-Cri Lake Hydroelectric Plant Lease Agreement between Adams County and Cottonville, Inc. Motioned by James/Allen to amend Res. #82 to add "Subject to Final DNR approval" on line 32. Motion to amend Res. #82 carried by roll call vote; 18 yes, 2 excused. Excused, Gatterman and Kotlowski. Motion to adopt amended Res. #82, carried by roll call vote; 18 yes, 2 excused. Excused, Gatterman and Kotlowski.

Recess: Motioned by Allen/Johnson to recess at 7:59 p.m. Motion carried by unanimous voice vote.

Reconvene: Meeting called back to order by Chairman West at 8:08 p.m. 18 present, 2 excused. Excused, Kotlowski and Gatterman.

Ordinances:

Ord. #14: Motioned by James/Johnson to enact Ord. #14 County Trunk Highway "E" (County Trunk Highway "B" To 6th Avenue) speed reductions. Motion to enact Ord. #14 carried by roll call vote; 17 yes, 1 no, 2 excused. Voting no, Eggebrecht. Excused, Kotlowski and Gatterman.

West was excused at 8:11 p.m. as Chair. Sebastiani sat in as Acting Chair.

Ord. #15: Motioned by Roekle/Johnson to enact Ord. #15 to rezone property owned by Scott and Deborah Parr, from an A1 and A1-15 Exclusive Agriculture District and R2 Rural Residential District to an A-3 Secondary Agriculture District; Properties (11.877 and 11.76 acres) located in the NE $\frac{1}{4}$, SW $\frac{1}{4}$ & NW $\frac{1}{4}$, SE $\frac{1}{4}$, Section 31, Township 16 North, Range 6 East, on Hwy 13, Town of Easton, Adams County, Wisconsin. Motion to enact Ord. #15 carried by roll call vote; 17 yes, 3 excused. Excused, Kotlowski, Gatterman and West.

Ord. #16: Motioned by Stuchlak/Johnson to enact Ord. #16 to rezone property owned by Scott and Deborah Parr, from an R2 Rural Residential District to an A1 Exclusive Agriculture District; Properties (39.22 acres) located in the NW $\frac{1}{4}$, NE $\frac{1}{4}$, Section 21, Township 16 North, Range 6 East, Lot 1 of CSM 5614 on 10th Drive, Town of Easton, Adams County, Wisconsin. Motion to enact Ord. #16 carried by roll call vote; 17 yes, 3 excused. Excused, Kotlowski, Gatterman and West.

Sebastiani stepped down as acting Chair at 8:14 p.m. West took over as Chair.

Ord. #17: Motioned by Eggebrecht/Stuchlak to enact Ord. #17 to rezone property owned by Edward and Laurie Golden, from an A1 Exclusive Agriculture District to an R1 LL Single Family Residential District. Property (2.5 acres) located in the NE $\frac{1}{4}$, NE $\frac{1}{4}$, Section 33, Township 18 North, Range 6 East at 1013 Czech Avenue, Town of Preston, Adams County, Wisconsin. Motion to enact Ord. #17 carried by roll call vote; 18 yes, 2 excused. Excused, Gatterman and Kotlowski.

Ord. #18: Motioned by Johnson/Licitar to enact Ord. #18 to rezone property owned by Roland and Sandra Jensen, from an A1 Exclusive Agriculture District to an A1-15 Exclusive Agricultural District (32 acres) and to an

A3 Secondary Agricultural District (8 acres); Properties located in the SW ¼ SW ¼, Section 22, Township 14 North, Range 7 East at 398 Golden Avenue, Town of New Haven, Adams County, Wisconsin. Motion to enact Ord. #18 carried by roll call vote; 17 yes, 1 no, 2 excused. Voting no, Miller. Excused, Gatterman and Kotlowski.

Denials: None

Petition: None

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

Motioned by Roekle/Johnson to approve per diem and mileage. Motion carried by unanimous voice vote.

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

Set next regular meeting date; November 19th, 2013 at 9:30 a.m.

November 5, 2013 at 1:00 p.m. special meeting called by West.

Motioned by Roekle/Johnson to adjourn the meeting at 8:20 p.m. Motion carried by unanimous voice vote.

Respectfully submitted,



Cindy Phillippi

Adams County Clerk

These minutes have not been approved.

ADAMS COUNTY BOARD OF SUPERVISORS MINUTES
County Board Room
November 5, 2013 1:00 p.m.

Meeting was called to order at 1:05p.m.
The meeting was properly announced.
Pledge and moment of silence.

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

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

Res. #83: Motioned by Stuchlak/James to appoint Mr. Wally M. Sedlar to the position of County Conservationist for Adams County at an annual salary of \$67,081. Motion carried by roll call vote; 14 yes, 2 no, 4 excused. Voting no; Eggebrecht and Roseberry. Excused; Kotlowski, Licitar, ~~Pisellini~~ and Sebastiani.

Licitar present at 1:19 p.m.

Andy Phillips from Phillips and Borowski S.C. and Mike Blaska from Wisconsin Counties Association gave a presentation and had discussion in regards to the County Roles, Responsibilities, Organizational Development and Policy Governance.

Motioned by Djumadi/Allen to recess at 2:34 p.m.

Reconvene at 2:39 p.m. All present.

Excused, Roekle 2:40 p.m.

Motioned by Djumadi/Allen to adjourn at 3:01 p.m. Motion carried by unanimous voice vote.

Respectfully submitted,



Cindy Phillippi

Adams County Clerk

These minutes have not been approved.

**EXECUTIVE COMMITTEE MINUTES
OCTOBER 7, 2013 – 9:00 A.M.
ADAMS COUNTY COURTHOUSE – CONFERENCE ROOM A-260**

John West, Chair, called the meeting to order at 9:00 a.m. The meeting was properly announced.

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

Other present: Trena Larson, Administrative Coordinator/Director of Finance; Attorney Kenneth M. Wagner, Corporation Counsel; Marcia Kaye, Personnel Director; Diane Heider, Legal Assistant (recording secretary).

There was no new correspondence.

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

Motion by Allen, seconded by Babcock to approve the Minutes of September 6, 2013. Motion carried by unanimous vote.

Discussion was held regarding Amendment of Resolution 13-2013 to establish a wage structure for Medical Examiner for fiscal year 2013, and approve retroactive pay. Motion by Allen, seconded by Babcock, to approve and forward to the County Board.

Administrative Coordinator/Director of Finance monthly report. Per the request of Allen, Larson reported the comparison of costs to implement outside legal service during the recent vacancy in Corporation Counsel Office. Expenses are still being received for services during this vacancy. All other department operations are proceeding smoothly.

Corporation Counsel reported the types and number of cases, legal opinions and documents reviewed, as well as Interim Child Support Director responsibilities. Allen suggested that the County Board be provided with an overview, perhaps at the October County Board meeting, of how TIF Districts impact the County. Larson has excellent reference materials which she will distribute to the Committee.

Personnel Director monthly report. The Committee reviewed a handout of department activities and accomplishments. Health assessments have been scheduled. MEUW will forward a contract to the Safety Committee for review and implementation. MEUW and our worker's compensation carrier can work together. Kaye will attend a 30-hour OSHA training session.

Motion by Allen, seconded by Babcock, to approve August and September 2013 vouchers. Motion carried by unanimous vote.

9:50 a.m. Terry James and Joe Stuchlak arrived.

Motion at 10:10 a.m. by Allen, seconded by Sebastiani to recess for five minutes. Motion carried by unanimous vote.

The meeting reconvened at 10:15 a.m. Motion at 10:17 a.m. by Allen, seconded by Sebastiani, to convene in closed session per Wis. Stats. §19.85(1)(c). Conduct interviews for Adams County Land and Water Conservationist. Motion carried by unanimous vote.

The meeting reconvened in open session per Wis. Stats. §19.85(2) at 2:47 p.m. No motions were made post-closed meeting.

Set next meeting date: November 5, 2013 at 8:00 a.m.

Action items for next meeting: None.

Motion at 2:50 p.m. by Sebastiani, seconded by Babcock, to adjourn. Motion carried by unanimous vote.

Respectfully submitted,



Diane M. Heider
Recording Secretary

**Adams County Health & Human Services and
Veterans Service Board Meeting Minutes
Health & Human Services Building – October 25, 2013**

The Adams County Health & Human Services and Veterans Service Board meeting was called to order by Chairperson Djumadi at 10:00 a.m.

Roll Call of Board Members: Lori Djumadi, Paul Pisellini, Fran Dehmlow, Jack Allen, Heidi Roekle, Rocky Gilner, Dr. Mark Hatton, Deb Johnson-Shuh, Teresa Harvey-Beversdorf.

Health & Human Services Staff: Diane Cable, Wendy Pierce, Kelly Oleson, Cindi Flynn, Julie Edmundson, Sarah Grosshuesch. Absent excused: Sherrie Manning and Wendy Pierce.

Veterans Services Staff: Dave Guerin

Motion was made by Roekle / Dr. Hatton to move agenda item number 3 up to be the first item on the agenda. Motion carried by UVV.

Motion was made by Roekle / Beversdorf to approve Agenda in compliance with Open Meetings Law. Motion carried by UVV.

Motion was made by Roekle / Beversdorf to approve the September 18, 2013 minutes as submitted. Motion carried by UVV.

Public Comment – none

Correspondence – none

Announcements –Recognition of Sarah Grosshuesch and the Adams County Cancer Awareness Team by the WI Cancer Council. Recognition of Diane Osborn for her dedicated years of service by the CWCAC.

Veterans Service

Review and approval of September Veterans Service vouchers and financial report. No discussion was held and a motion was made to approve the September Veterans Services Vouchers and Financial Report by Gilner / Dr. Hatton. Motion was carried by UVV.

Veterans Service Officer's report. Dave gave a brief report to the committee about a recent conference that he and Crystal attended. Dave updated the committee about the upcoming Veterans Day events. Presentation of medals was held for a veteran in the community. This veteran had been in the Navy and Army during and after WWII and Dave was proud to honor this veteran with a presentation of medals for his service.

Health & Human Services

Behavioral Health. Guest speaker Dorothy Chaney came to the HHS Committee meeting to speak on behalf of the SPF Grant. Dorothy gave a brief presentation to the committee explaining the process of the grant. She also explained how the grant will benefit our community in the short and long term of drug abuse prevention.

Review and approval of September Health & Human Services vouchers and financial report. No discussion was had and a motion was made to approve the September Health & Human Services vouchers and financial report by Dr. Hatton / Allen. Motion was carried by UVV.

Director's Report by Diane Cable. Diane updated the committee on the C&FS Grant with the Department of Justice to install an interview room within our department. C&FS received full funding for this grant and the installation process is in the beginning stages. The committee informed Diane that she did not need to go through the properties committee for this process to continue. The department is looking at December for most of the installation to take place for this room. Diane handed out an updated informational form to all committee members to help explain the needs of our 2014 budget. The handout will also be given to all County Board Members. Diane made a request to the committee to take the Awareness of Prostate Cancer Resolution to the County Board in November. Diane explained that this was a resolution that was just recently given to her. The committee agreed that Lori could sign the resolution and take to the November County Board for approval. Diane also updated the committee on the process the Department is in on moving all county vehicles over to the community center. This will increase the parking space at the HHS Department by 6 spaces.

Administration – A brief discussion was held on General Administrative Policy. Diane explained how the policy is currently worded hinders the impact of work being done in this department on a daily basis. The committee recommended that Diane work with Corporation Counsel to bring a resolution/recommendation for discussion to the next Executive Committee meeting in November.

Public Health – A brief discussion was held to review the MOU with Madison and Dane County Public Health for the Nurse Family Partnership Expansion. Sarah explained to the committee the need for this MOU and answered any questions the committee had.

Public Health – An update was given to the committee on the current School Nurse Contract with the Adams-Friendship School District and the future of the contract. More updates will be given to the committee as the current school year ends and talks for the future of the School Nurse Contract begin.

- *Public Health.* An update was given to the committee on the Wisconsin Partnership Program Grant. A brief discussion was held.

Recess - A motion was made to take a 5 minute recess by Allen / Johnson-Shuh. Motion was carried by UVV at 11:20 am.

Meeting was brought back to order by Chairperson Djumadi at 11:30 am.

Administration. A brief discussion was held on the current HHS building security system. The committee recommended that the update options be brought to the next Properties Committee Meeting in November.

Administration. No discussion was needed and no action was needed to fill the physician committee seat. Dr. Mark Hatton will be continuing with the committee.

New Business – Update on Security System

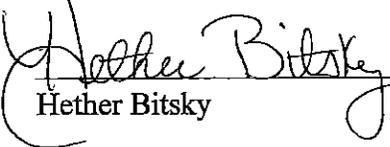
Next Regular Meeting Date – November 22, 2013 @ 10:00 a.m.

Motion to adjourn at 11:50 a.m. by Roekle / Hatton. Motion carried by UVV.

These minutes have not yet been approved by the committee.

Minutes respectfully submitted by Hether Bitsky.

Lori Djumadi – Chairperson



Hether Bitsky

HEALTH INSURANCE STUDY COMMITTEE

Minutes

September 17, 2013 / 9:30 am

1. The Meeting was called to order by Chair James at 9:30 a.m. The meeting was properly announced.
2. Present: Representing AFG, Bill Heinz and Chris Schmidt; Supervisors Terry James and Rocky Gilner; Dave Carlson, Phil McLaughlin, Karen Bays, Kathie Dye, Marcia Kaye, Ken Wagner, Marylu Silka, Jani Zander. Cindy Phillippi and Trena Larson arrived 9:40 a.m.
3. Bays made a motion to Approve Agenda; seconded by Dye. Motion carried by voice vote.
4. Review Minutes from August 27, 2013. Bays informed committee that HRA amount should be 100.27% per the FAR sheet. Under "Review Marketing Results", second paragraph should read something similar to: "A WPS plan similar to what we currently have....." Bays made motion to approve the Minutes as corrected; seconded by Dye. Motion carried by voice vote.
5. HRA Funding Analysis Report (FAR) **(HO 1)**: The FAR for the period ending in August indicates a 100.11% total cost to funding, which is right at budget. However, a report obtained yesterday **(HO 2)** indicates claims were at 125% in April and 127% in May, for a YTD currently of 117.7% which is not a good trend. A 9% premium increase cap this year was very generous and a 6.3% increase was a real gift. We need to try to get a handle on claims.
6. Review marketing results.
 - a. Medical - 1/1/2014
 - i. Carrier/Current: **WEA** – alternate plans/rates **(HO 3)** Based on input from Committee, Bill provided information on the current renewal plan compared to three alternate WEA Trust plans. Because of the hesitance on the part of the HISC, he requested the four-tier drug plan presented last month be removed from consideration in the alternate plans. The three alternate plans are identical in coverage; the difference is in the Health Reimbursement Account amount. The difference between the three alternates and the current renewal plan is primarily in the Out-Of-Network Deductibles, out-of-pocket max, and co-pay amounts. Although there is little reason to go out-of-network, since the majority of providers are in network, with this plan, if an individual had an office visit out-of-network and had an example of a \$200 bill, they would first pay the \$10 to the provider for the visit and then \$190

would be applied toward their annual deductible (rather than the \$200 for in-network). By going with one of the alternate plans there are potential huge cost savings for relatively small changes; dropping 3% or more with alternatives.

- ii. HRA Funding for 2014 – As shown on the coverage alternatives sheet, there are three options presented for Health Reimbursement Accounts (HRA). The first one at the present \$250/\$400 under alternative plan 1 results in a \$111,299 savings over the current renewal. Alternative plan 2 with a \$125/\$250 HRA results in a \$142,425 savings over the current renewal. Alternative plan 3 with no HRA contribution results in a \$186,297 savings over the current renewal.

Phillippi asked the current amount in the Health Reimbursement Account. Larson indicated the liability account balance is currently \$100,141.72.

Heinz reminded the group of the implications of the “Cadillac Tax” for the future. He said we realistically have to plan for the Affordable Care Act to be implemented because there will likely be some form of health plan and there will have to be a way for the government to fund it. Under the current plan benefit structure, the County is looking at a potential \$396,000 tax if there are no plan changes. The cost of the tax is based on premium, HRA contribution, and potentially flex account contributions. McLaughlin asked how we can alleviate the threat of the future tax. Heinz said it is easiest to take gradual, small steps over time, as has been presented so we do not have to make a huge change (ex. \$3,000 deductible) in 2018, because most likely the County won't be able or want to pay an extra \$396,000 in medical tax.

Bays explained that she had heard some other Counties were doubling the deductible, but the County paid half of the cost, similar to the HRA. The higher deductible resulted in premium savings. Heinz said a high deductible could help lower premiums, but remember that any HRA reimbursement applies toward the total cost for the Cadillac Tax perspective.

She recommended that, for now, the committee propose to keep the current renewal plan and HRA as it is and recommend the Alternate 1 plan as a back-up. If the County has budgeted 9% for health increase, then funds are already available to cover the cost of the current plan.

Larson reminded everyone that although the 9% cap was budgeted for health insurance, there are no wage increases currently included in the budget. She would encourage the committee to think conservatively.

Phillippi indicated that wage increases, if given, would be taken out of the general fund, so consideration of cost of wage increases compared to cost of health premium at this time is irrelevant.

Phillippi made a motion to recommend the Current WEA Trust plan as the first choice, as is, and recommend the Alternate 1 plan for second choice. Bays seconded the motion.

Discussion: James indicated as a Board Supervisor he is trying to do what's best for employees but also for tax payers. Employees have a vested interest in the health insurance, but with a slight change in the plan, they could make a very large financial difference (savings) to the County.

Wagner explained the HSA plan that is used in Calumet County with their \$2000/\$4000 deductible. Some of the expense is offset by premium savings, but other is offset with County contributions to a Health Savings Account (HSA) that helps pay the higher medical costs.

McLaughlin explained he disagreed with an earlier comment about wages not being relevant. He feels employees are seeing a loss of benefits but not given any offset. He is willing to tighten his belt but is tired of seeing money being wasted in the County.

Dye asked if we could offer the Alternate 1 plan and show that the Committee is willing to help save the County some money.

Bays Called for a vote on the Motion on the floor. Voice vote was first held but result was undetermined, so followed up by show of hands. Yes – Carlson, Bays, Phillippi, McLaughlin. No – Silka, Dye, Kaye, Larson, Zander, Gilner, James . Motion failed.

Phillippi made a motion, seconded by Zander, to bring forward Alternative Plan 1 with the same current \$250/\$400 HRA to save the County 3.1% in premium increase. Motion carried by show of hands.

Phillippi indicated she would like to see a future agenda item discussion to use the \$100,000 fund balance offset for options of higher deductibles or other funds in the future. James agreed to have it as a future agenda item.

- b. Dental - 1/1/2014 – Ameritas came in with a 0% increase in premium, no change to plan. They added three new area providers to their network **(H04)**. Heinz cautioned the one plan with “maximum allowable fee” is an unknown amount and any premium savings could be offset by an additional cost in service.
- c. Vision – 1/1/2014 – VIPA as current carrier came in with a 3% increase for 2014, which equates to an additional .35 on the single plan and .70 on the family plan, per month **(H05, 6, 7)**. The discussion was similar to Dental coverage; a minimal amount of change in premium between the plans, for not as many providers in the proposed networks.

Zander made a motion to leave the Dental and Vision plans at status quo for 2014. Seconded by Dye. Motion carried by Voice Vote.

7. Healthcare Reform

- a. Exchange Notice Review – the County is required to provide a notice to all employees by October 1, 2013, explaining their options with health insurance coverage. **(H08)** Kaye has been working on the notice and it is scheduled to go out as a paycheck stuffer on September 27. It is important to educate employees beforehand, because once information goes out they will want to know what has changed. This notice is ONLY to fulfill the requirements of the law. It explains employees COULD go to the Exchange, but if they are eligible for County insurance they are not able to participate in the Exchange. If they falsely do so, they could be subject to audit and have to pay back the subsidy, plus taxes and interest.

Bays asked if a spouse is currently under the County insurance, could they go to the Exchange for assistance? Heinz explained the County is required to offer insurance to employees working more than 30 hours per week and their dependents. A spouse, technically, is not a dependent. If they are eligible for 'reasonable coverage' under the County plan, it is a grey area because they could potentially be covered under the Exchange. However, the subsidy is based on total household income, so if their income exceeds 400% of the poverty level, they may not be eligible for subsidy and may pay more.

- b. Employee Education – **(H09)** Journey of Healthcare Reform educational piece developed by AFG was distributed. Bays said it was very educational with valuable information. Heinz suggested that there be a presentation of these points at the Veterans Day In-service. Phillippi suggested taking the first two pages of the Marketplace Coverage Handout and the Journey of Healthcare Reform handout and put them in the paychecks.

Motion made by Phillippi, seconded by Bays, to use the two pages of the Marketplace Coverage Handout and the complete Journey of Healthcare Reform handout as payroll stuffers and agreed to have the copying expense paid from her budget. Motion carried by Voice Vote.

8. Retiree Coverage Review – Heinz indicated that retirees could potentially do better with the Healthcare Exchange, but it would have to be individually reviewed. He recommended looking at it over the next 12 months and doing a look back and costing of Retiree coverage.

Phillippi reminded the HISC that in the PGAP it says that an employee retiring after 10 or more years of full-time service may remain in the group if they pay the full premium in advance. Coverage for retirees or retirees' spouse who are over 65 years of age will be offered supplemental coverage designed to supplement Medicare benefits. She asked Wagner to research and determine what obligation the County has to continue coverage for these individuals or anyone who is looking at potentially retiring in 2014, based on the County policy.

Heinz did say that if all retirees decided they wanted to go off the County insurance plan but it is still in the policy that they are eligible for coverage, they could potentially not be eligible to go out to the exchange for coverage or subsidy. Kaye is working on a letter to Retirees explaining they would be eligible for 2014 but coverage would drop in 2015; and will provide a copy of the letter to Heinz to review for the next meeting.

9. WEA – Health Risk Assessments - Moundview Memorial Hospital has agreed to conduct the HRA's at County facilities. The planned dates are October 17 and 18 with catch-up on October 31 and November 1. James read from previous HISC minutes where WEA agreed to provide \$2500 toward the cost of the Health Risk Assessments, with any leftover money going to the Wellness Committee. They also agreed to pay the full cost of the HRA above and beyond the \$2500 for all employees enrolled in the Health Plan if the County could negotiate a fee under \$40.

Larson reported that the Administrative & Finance Committee agreed to implement an "Employee Choice" fee of \$35 per month. Employees who have WEA Trust insurance and choose to participate in the upcoming HRA's in 2013, at WEA's expense, will have the \$35 per month fee waived on the 2014 premium. Employees who chose NOT to participate in the HRA will have the fee assessed on their 2014 premium. This closely follows the information that was distributed and promoted last year to encourage participation.

10. Bill Negotiation Program – This is a service where an employee signs up with an advocate that reviews any medical bills in excess of \$300. If they find errors in the bill, the employee receives back 60% of the error amount and the advocate receives the other 40% in fee. There is no cost to the employee, but they have the potential of receiving money back from expenses paid. James asked to have this item put on the October agenda for further discussion.
11. Next Meeting Date – Tuesday, October 22 at 9:30 a.m. (following Wellness)
12. Other thoughts/ideas for next meeting: Discussion on employee training on terminology, deductibles, co-pays, etc. and how much information is useful; What other counties are doing (ex. Oneida, Polk, Calumet) with plans/health insurance options for the future years; Presentation for Veteran's Day In-Service; County Fund availability; Review Retiree letters.
13. Motion by Dye, seconded by Zander to adjourn at 11:23 a.m. Motion carried by Voice Vote.

Marcia Kaye

Marcia Kaye
Acting Recording Secretary

These minutes were approved by the Health Insurance Study Committee. 10/22/13

ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE

**THURSDAY, OCTOBER 10, 2013 AT 9:00 A.M.
HIGHWAY DEPARTMENT CONFERENCE ROOM
1342 COUNTY ROAD "F", ADAMS, WI**

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

OTHERS PRESENT: Patrick Kotlowski ~ Highway Commissioner, Dan Rossiter,
Barbara Morgan and Everett Johnson

CALL MEETING TO ORDER: The Meeting of the Adams County Highway Department Committee was called to order by Chairperson – Larry Babcock at 9:00 A.M., on Thursday, October 10, 2013.

WAS THE MEETING PROPERLY ANNOUNCED? YES

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

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

APPROVAL OF MINUTES OF LAST MEETING (SEPTEMBER 12, 2013):
Motion by Johnson to approve the Minutes as printed of the Adams County Highway Department Committee Meeting for September 12, 2013 Regular Monthly Meeting, second by Morgan. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.

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

- County Road G / County Road O Drainage
- County Road B (STH 82 – CTH E) Overlay Project

COUNTY ROAD E ~ SEIS DRIVEWAY ACCESS: Joe Seis was not able to attend this meeting due to harvesting crops. Driveway application was denied because this parcel already has one access on County Road E. *Motion by Bays to grant an exception for the Joe Seis additional driveway access on County Road E, as there are no safety concerns in this area, second by Gatterman. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

COUNTY ROAD G / COUNTY ROAD O DRAINAGE: Dan Rossiter representing AECOM was present and discussed and reviewed with the Highway Committee and Commissioner the draft proposal for County Road G / County Road O drainage plans. No action taken on this agenda item; will be placed on the November 2014 agenda for a final plan approval.

**ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE MEETING
OCTOBER 10, 2013 ~ 9:00 A.M.**

COUNTY ROAD B (STH 82 – CTH E) OVERLAY PROJECT: Dan Rossiter representing AECOM was present and discussed and reviewed with the Highway Committee and Commissioner a report that was created by their company (AECOM) reference the County Road B (STH 82 – CTH E) overlay project. A copy of this report is attached to minutes and will be forwarded to D.L. Gasser Construction.

COUNTY ROAD G CONSTRUCTION UPDATE: Highway Commissioner updated the Highway Committee on the progress of the County Road G Construction project: all work has been completed except for paving, centerlining, rumble strips, ditch work and shoulder gravel; this project should be completed within the next couple of weeks.

COUNTY ROAD P BONDING / FUNDING: Ehlers prepared a draft bonding proposal which was forwarded to the Highway and Admin/Finance Committees to review. Highway Commissioner met with Admin/Finance Committee on October 4 and discussed the draft bonding proposal. No action taken on this agenda item, waiting for more information from Ehlers.

REVIEW & ACT ON RESOLUTION TO AUTHORIZE ADAMS COUNTY HIGHWAY DEPARTMENT TO APPLY FOR A \$247,000.00 C.H.I.-D (COUNTY HIGHWAY IMPROVEMENT DISCRETIONARY) AND A \$94,000 C.H.I. (COUNTY HIGHWAY IMPROVEMENT) GRANT FROM THE WISCONSIN DEPARTMENT OF TRANSPORTATION TO FUND THE RECONSTRUCTION OF CTH G FROM APACHE LANE TO BADGER DRIVE: The Highway Committee reviewed the resolution to authorize the Adams County Highway Department to apply for C.H.I. & C.H.I.-D grants. *Motion by Bays to approve and forward to County Board a Resolution to authorize Adams County Highway Department to apply for a \$247,000.00 C.H.I.-D (County Highway Improvement Discretionary) and a \$94,000 C.H.I. (County Highway Improvement) Grant from the Wisconsin Department of Transportation to fund the Reconstruction of CTH G from Apache Lane to Badger Drive, second by Gatterman. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

2014 HIGHWAY BUDGET: Highway Department received notice that the Highway Aids may be reduced by \$130,468, this is a preliminary calculation and final totals will be released in December. Administrator Coordinator Director of Finance and Admin/Finance Committee was informed of this notice at the Admin/Finance Meeting on October 4, 2013.

REPORT ON HIGHWAY DEPARTMENT OPERATIONS:

- Mowing
- Hauling gravel & hot mix with contractor on CTH G project
- Centerlining / Painting: season winding down
- New Equipment on site: Freightliner & Pickup

FINANCIAL REPORTS: *Motion by Gatterman to approve the September 2013 Financial Report as audited, second by Morgan. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE MEETING
OCTOBER 10, 2013 ~ 9:00 A.M.**

VOUCHERS: The Highway Department monthly check summary report was presented to the Committee for review. Committee members reviewed the October 7, 2013, Monthly Check Summary Report that is provided to the Highway Committee by the Administrator Coordinator / Director of Finance Department. *Motion by Bays to approve the Monthly Check Summary report as presented, second by Gatterman. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS

- COUNTY ROAD G / COUNTY ROAD O DRAINAGE

SET NEXT MEETING DATE AND ADJOURN: *Motion by Bays, second by Gatterman, to adjourn until the next scheduled meeting for the Highway Department on, Thursday, November 14, 2013 at 9:00 A.M. at the Highway Department. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

Meeting adjourned at 11:30 A.M.

Respectfully submitted,

Patrick Kotlowski, Recording Secretary

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE

LAND & WATER CONSERVATION COMMITTEE MEETING MINUTES

P139

Approved

September 9, 2013 at 1:00 p.m. Courthouse Conference Room: A231

A motion was made by James/Roekle to appoint Stuchlak as the acting chair due to the fact that neither Licitar nor Sebastiani were present. Motion carried.

Stuchlak called the meeting to order at 1:05p.m. Licitar arrived.

Licitar called the meeting to order at 1:07p.m. Roll call showed all present except for Sebastiani who was excused.

Harrison stated that the meeting was properly announced.

Motion by Roekle/Morgan to approve the September 9, 2013 agenda.

Motion made by James/Stuchlak to amend the agenda by moving item number 14 to fourth on the list. And to postpone item 10 to next month's meeting. Motion carried.

Motion made by Stuchlak/Roekle to approve the minutes for August 12, 2013 and August 20, 2013. Motion carried.

Public participation as we go.

Wildlife Abatement and Claims report and possible action. None

Report on NRCS- None

Discuss and/or act on tree planters and tree planting program- WDNR Austin Felts stated that this past year there were 50,000 trees that were planted using the tree planter. He reported that a bearing was shredded on the tree planter. More damage was done to the tree planter however the landowner will be responsible for fixing it due to the fact that he stated that he continued to use the machinery even though he knew that there was a problem. Discussion took place in regards to having the funds to repair the planter. Felts stated that the mechanic at the Wisconsin Rapids Nursery would repair the bearing. Stuchlak asked to have Felts provide a copy showing the last three years of revenue from the tree planting program. Felts stated he would provide a copy of the report showing the revenue for next month's meeting. Committee asked to have an estimate for the cost of the repair of the bearing. Felts stated that he would try and get an estimate.

Discuss and/or act on Ordinance regulating manure distribution. Ken Wagner, Corp Counsel completed the draft ordinance for the moratorium which he presented to the committee. This draft was mirrored from 2 other counties that have adopted this ordinance in Wisconsin. It states that there will be a one year moratorium that can be reviewed yearly, fee decided by committee. Motion made by Roekle/Morgan to send this draft ordinance to the Advisory Group for their input and return to the October committee meeting with their recommendations. Discussion occurred. It was decided that Ken Wagner would facilitate the next Advisory Group meeting to be held prior to the October committee meeting. Roll call showed Stuchlak and Bork No's and Morgan, Roekle, James, Licitar yes's, motion carried.

Report on L&WC Department report. Reports were given in the committee's packets. Evans reported on Big Roche a cri Inventory. She stated that our interns for the summer were excellent and that if we receive another grant next year she would like to have them return. A draft report of the inventory will be provided by the next committee meeting. Evans handed out updated information regarding the grants that can be applied for through the DNR for municipality dams. The committee requested that Evans and Harrison work with Ayres and Associates to see if we can apply for the dam grants. Sibilsky gave his report. Discussion occurred in regards to the Opitz Heifers. Harrison stated in her report that the baseflow project is going very well and that all the volunteers have their measurements in for the past 2 months.

Central Wisconsin Windshed Partners report and possible action. Licitar reported that at the October meeting they will be discussing plantings and spacing of the trees/shrubs with the local utility companies.

Golden Sands Resource Conservation and Development report and possible action. None

USDA Farm Services Agency report. None

Report on Duck Creek Activities. Robin Skala, President of Duck Creek Advisory Group, reported that their next meeting will be at Al Schwan's property for a tour of his privately owned dam on Duck Creek. She stated that presently there is no flow in Duck Creek from Edgewood onward. Base flow readings were attempted on August 21, 2013 but there was not enough water to test at Edgewood. On October 12, 2013 they will have a booth at the Lake Alliance Trade show booth. She mentioned that at their next meeting DNR representatives would be attending and she invited the committee members to attend as well.

Financial report. None

Discuss and/or act on placement of buoys on Big Roche a Cri Lake. Discussion occurred. James stated to postpone this item to next month's meeting.

Discuss and/or act on SWRMP cost share agreement. Sibilsky stated that he was not able to get the owner's signature for the cost share prior to the meeting. He explained that Patterson's agreement needed to be revised due to a correction made with the property line. The neighboring property, Grams, would be the new cost share agreement in addition to the revised Patterson cost share. Motion made by Stuchlak/James to give the authority to the chair to approve/sign the cost share agreements prior to next October's committee meeting and bring the cost share agreement back to the October meeting to be reviewed. Motion carried.

Discuss and/or act on individual SWRMP cap for cost shares. Sibilsky explained that you can't cap projects pertaining to NR151. Discussion occurred. Motion made by James/Stuchlak to have a maximum of \$5,000.00 or 50% whichever is less on shoreline/streambank protection cost share agreements not pertaining to NR151 effective for 2014. Motion carried.

Report on Cottonville Dam Lease. Harrison reported information given by Ken Wagner, Corp Counsel that currently he is working on a lease agreement with the Shanak Foundry. They are in discussion in regards to the roof repairs. Per Robert Shanak these repairs seemed cosmetic and that they would incur the cost to have it repaired. James requested that Trena Larson confirm that by having them repair the roof as Shanak Foundry stated would meet the requirements by the WDNR. This item should also be included on next month's agenda.

Discuss and/or act on Land & Water Conservation Department website yearly cost and renewal. Harrison explained that currently the website was listed under Nick Holman(as he was the one who created the website) and that we needed to pay next year's yearly amount by October of this year. Discussion occurred. Motion made by Roekle/Morgan to have the Land and Water's website listed under Land and Water Conservation's name. Motion carried.

Communications. Hand out of the Final Report on the influence of Self-Enhancement Bias on Perceptions of Shoreline Buffer Quality.

Items for next month's Land & Water Conservation Committee meeting: Discuss and/or act on manure distribution moratorium. Discuss and/or act on appointing a facilitator for the Advisory Group. Discuss and/or act on placement of buoys on Big Roche a Cri Lake. Discuss and/or act on Memorandum of Understanding between Adams County and WDNR for increasing lake level and base flow monitoring in Central Wisconsin. Committee has requested separate accounts set aside for revenues for contributions/donations and tree planting.

Next meeting date: October 14, 2013 at 1:00p.m.

Motion by Stuchlak/Roekle to adjourn at 3:00p.m. Motion carried.

Respectfully submitted;
Michelle Harrison

LAND & WATER CONSERVATION COMMITTEE MEETING MINUTES

P141

Approved

October 14, 2013 at 1:00 p.m. Courthouse Conference Room: A231

Sebastiani called the meeting to order at 1:00p.m. Roll call showed all present except for Roekle who was excused. Jack Allen sitting in for her. Harrison stated that the meeting was properly announced.

Motion by James/Morgan to approve the October 14, 2013 agenda. Motion carried.

Motion made by Licitar/Stuchlak to approve the minutes for September 9, 2013. Motion carried.

Public participation as we go.

Wildlife Abatement and Claims report and possible action. None

Discuss and/or act on Operational agreement between Adams County and the USDA Natural Resources Conservation Service- Due to government shut down, Michelle Komisky was not able to attend to present.

Report on WDNR- Austin Felts reported that he does not have an estimate for fixing the tree planter as of yet. He gave a handout to the committee showing the revenues from the past three years for the tree planter.

Report on L&WC Department activities. Evans reported on the Big Roche a Cri Inventory. Handout was given on the details. Sibilsky was asked about a Stormwater runoff issue at Camelot. Sibilsky stated that the issue ended up being a Town of Rome issue. Harrison was asked about the NR 151 inventory at Mason Lake. She stated that she was currently working on the prep work for Sibilsky who would be resuming the inventory in late October. Larson stated that Harrison would be attending a class for self enrichment. She would be leaving early two days a week. Committee expressed support of the flex schedule for Michelle Harrison for self enrichment.

Central Wisconsin Windshed Partners report and possible action. Next meeting is at the end of the month.

Report on Golden Sands Resource Conservation and Development. Stuchlak stated that at their last meeting they approved 2 new memberships. Americorps was discussed. They voted to combine Wildlife Committee with the Forestry/Ag Committee.

USDA Farm Services Agency report. None

Report on Duck Creek Activities-Bill Euclide reported that at last month's meeting the group toured the private dam on Duck Creek.

Financial report. Discussion took place. Overages were discussed. Committee asked Larson what was budgeted for 2014 in repair and maintenance under the dams. Larson replied that she would get that information for them. Motion was made to accept the financial report by Morgan/Stuchlak. Motion carried.

Discuss and/or act on Memorandum of Understanding between Adams County and WDNR for increasing lake level and base flow monitoring in Central Wisconsin. Harrison stated that this agreement needs to be signed by Trena Larson at the meeting that is being held this Thursday for all other counties involved and the DNR. She is asking that it be reviewed by the committee prior to her signing the agreement. This agreement is for the grant that was received through the WDNR for the base flow and lake level readings. Question was asked if it was reviewed by Corporation Counsel. Larson stated that it had been. Motion was made by Stuchlak/James to approve the MOU between the DNR and Adams County.

Discuss and/or act on placement of buoys on Big Roche a Cri Lake. Allen stated that the Town of Preston does not want to be involved with the responsibility of the cost and placement of the buoys on Cottonville. He stated that he was not able to speak on behalf of the Big Roche a Cri Lake Association. Discussion occurred. Motion made by

P142

James/Allen to keep the no wake buoys on all county lakes. Discussion occurred that the agenda only states to act on placement of buoys for Big Roche a Cri Lake.

Amendment was made to the motion to *keep the no wake buoys on Big Roche a Cri Lake*. Discussion occurred.

Final amendment was made that *the County will continue to place and remove the (3) no wake buoys at the county's expense on Big Roche a Cri Lake*. Motion carried.

Larson reported for the questions asked in discussion of the financial report – for the 2014 budget \$60,000 was budgeted for repair and maintenance and \$50,000 was budgeted for capital improvements that have been earmarked for the gates seals on Arrowhead and Sherwood.

Discuss and/or act on appointment of facilitator for the Animal Waste Management Advisory Group.
Stuchlak/Morgan motioned to table the issue until a County Conservationist was hired. Motion carried.

Discuss and/or act on Draft Ordinance regulating manure distribution. All county board supervisors received a copy of a letter against this ordinance from Dairy Business Association. However, the letter references the first draft of the ordinance, and now the second draft that is before us today the language has been amended. It was stated that this ordinance is providing a process for the landowner to go through not stating that the landowner could not spread manure through a center pivot system. Motion made by James/Stuchlak to approve the ordinance regulating distribution of manure by spray irrigation. Discussion occurred. Motion to amend Page 4, line 147, change *yearly to annually*. Motion carried. Motion made by Stuchlak/James to amend Section 7, Line 78 change *applicant to LWCD* and remove in line 79 *at the applicant's expense*. Lines 82-84 remove the entire sentence that starts with *The applicant*, and ends with *the owner or resident*. Motion carried. Motion made by Morgan/James in line 66 remove *and residents*. Motion carried. Motion made by Stuchlak/James to approve the ordinance regulating distribution of manure by spray irrigation with amendments. Roll call showed all yes's. Motion carried.

Discuss and/or act on Cottonville Lease Agreement with Shanak Foundry & Machine Co. Ken Wagner, Corp Counsel explained the issue regarding the roof. He stated that Cottonville Inc. would be fixing the roof at their expense. Wagner also explained that the lease was for 20 years however, the DNR needs to approve any lease over 10 years. Motion made by James/Licitar to approve the lease with Cottonville Inc. subject to DNR approval. Motion carried.

Discuss and/or act on SWRMP/cost share for Monroe Township. Sibilsky stated that this project is for 68 linear feet of Rip Rap for a cost of \$10,652.00 cost share of 70% \$7456.40. This will fix a huge washout. Motion made by James/Stuchlak to approve the cost share for the Monroe Township. Motion carried.

Discuss and/or act on Reesa Evans and Charles Sibilsky to attend training on November 6th and 13th, 2013 for Wisconsin River TMDL. Discussion took place. This training was not budgeted for. Motion made by James/Allen to approve Evans and Sibilsky to attend the training. Motion carried.

Clarification from Ken Wagner that the Ordinance regulating manure distribution did not make it on the County Board agenda for October's meeting. The amendments will be made and it will be on the county boards next month's agenda.

Communications -None

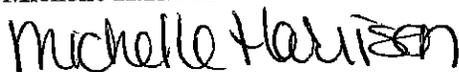
Items for next month's Land & Water Conservation Committee meeting: Revisions of the Draft Ordinance be sent to the LW Committee and Advisory Group.

Next meeting date: November 4, 2013 at 1:00p.m.

Motion by Stuchlak/Morgan to adjourn at 2:57p.m. Motion carried.

Respectfully submitted;

Michelle Harrison



Call to order by Chairman Allen at 8:33 a.m. The meeting was properly noticed.

Roll Call: Allen, James and Miller. Excused: Djumadi and Kotlowski. Also present: Cable, Hamman, Nicole Mrzena and Phillippi.

Motioned by James/Miller to approve the agenda. Motion carried by unanimous voice vote. Motioned by Miller/James to approve September 19 & 30, 2013. Motion carried by unanimous voice vote.

Item #6 Open and/or act on bids for tax foreclosure property. An information sheet was handed to Committee regarding 2 tax deed parcels that are currently unsellable as is - one is located in the Town of Rome and one in the City of Adams. The Rome property is split in two by a roadway and has specials fees attached to the property that would be ongoing to be paid by the County. An inquiry to the entities show they would not be exempt. Possible options were noted, to be discussed at a later time. The City property was found to have been condemned in 2011. Further information is being gathered for future process.

Item #7 Discuss letter for Gary Voboril revoking termination. Cable was impressed by Voboril's professionalism in continuing to complete the tasks in his contract. He remains focused and is communicating consistency. What's needed: concern vastness sanitary cleaning consistent basis. Level of sanitary - medical services, level of public coming in. James walked thru the building and saw no issues, not seeing the same descriptions of rooms as what Cable's been reporting. Cable reported lifting toilet seats early in the morning from cleaning the previous night and concerns related to the sanitary side of things. She is not doing specific inspections; however, there is dust on top of fire extinguishers/hand towel containers. She believes there is a role for Voboril to continue to provide a service in the building but there is another need, which is deeper cleaning once per week. Miller stated that he did not see the filth, as was described. He saw some dust maybe, but the areas were clean. He did not see the building as being unclean. James had concerns regarding the length of time Price/Wimmer ran the department and hadn't brought these concerns forward. The past few months have not been an issue. There is a difference between germs/live bacteria and clean/sanitary. Cable stated that their contract belongs to property. Cable will continue to work with Voboril/Hamman. They will have conversations about this in the future. Cable was very specific about the time of her checks. James would like a timeline of her checks. Hamman explained that the courthouse uses the same sanitization products that Voboril uses. The committee is in consensus and will continue with Voboril's contract until December 31, 2013. Direction from the committee is for Voboril to work through Hamman on future items.

Item #8 Discuss timeline of events related to Voboril cleaning contract.

- June 17, 2013
- June 18, 2013 - closed session
- July 2, 2013 - closed session to reinstate contract with addendum for 90 days
- July 11, 2013 - addendum approved and executed
- August 13, 2013 - update
- August 23, 2013 - update
- September 19, 2013 - No revoking letter yet/update

Item #9 Discuss and/or act on (fairgrounds) Roof repair quotes. Have not received any quotes. Left phone messages, waiting for return calls.

Item #10 Update on warranty items for Health & Human Services project. Milwaukee Stove will be coming next Wednesday to replace the thermostats. The current problem is that they are not switching

P 174 from cooling to heating; they may not be programmed right. Hamman and Brian met and looked at the insulation problem. The job superintendent will be back to vacuum and put insulation back in place. Cable talked about the security system's current condition. TECC Security is not working, it is 15 years old and not able to be repaired. She is in the process of getting a new quote and will take it to her committee. She is looking into different options, possibly a key swipe to get in/out. Since they are not receiving any alerts, the medical supplies in the building are not safe.

Item #11 Discuss and/or act on change order and/or invoices related to Health & Human Services/Community Center project. There were none.

Item #12 Discuss and/or act on roof report of Health & Human Services Building. To be placed on next month's agenda.

Item #13 Discuss and/or act on infrared imaging to identify hot spots in roofs. Motioned by James/Miller to approve infrared imaging contract for Health & Human Services roof for \$3,000 - \$4,000. Motion carried by unanimous voice vote.

Item #14 Discuss and/or act on August 23, 2013 Building grounds part-time position. Motioned by James/Miller to formally approve part-time job description for building grounds. Motion carried by unanimous voice vote.

Item #15 Update on Safety Security meeting. None. To be placed on next month's agenda.

Item #17 Update on maintenance items. Hamman said that the field drain was replaced in 2nd floor mezzanine mechanical room in LEC. EGS Stone Works is waiting on for product so they can start the roof top cap replacement on the Courthouse Annex. Genrich and Hamman flagged and mapped the lawn irrigation system; at the Community Center the sidewalk will go over a section of the system will have to eliminate two heads and cap a line. Advance Janitor Service cleaned the carpets and waxed the floors. The locking mechanism in the handicap door has been fixed. Inspection of the Health & Human Services building is satisfactory.

Items on next agenda:

Discuss Airport Manager's Quarterly Report;
Discuss and/or act on TECC Security System options;
Discuss and/or act on Voboril Cleaning contract language for 2014;
Discuss and/or act on (fairgrounds) Roof repair quotes.

Next meeting date: November 1, 2013 at 8:30 a.m.

Item #16 Tour of storage facility.

Motioned by James/Miller to recess the meeting at 9:25 a.m. to take a tour of the storage facility. Motion carried by unanimous voice vote. Motioned by James/Miller to adjourn at 10:00 a.m. Motion carried by unanimous voice vote.

Respectfully submitted,


Cindy Philippi
Recording Secretary

These minutes have not been approved.

Public Safety & Judiciary Committee
Wednesday, October 9, 2013
9:00 a.m. – Conference Room A260

MINUTES

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

Committee members present: Bob Eggebrecht, Marge Edwards, Al Sebastiani, Bill Miller, and Terry James

Others present: Carol Collins, Kris Steffens, Ken Wagner, Kathie Dye, Terry Reynolds, Jane Gervais, Marilyn Rogers, and Sam Wollin

Motion by James to approve the agenda, seconded by Edwards. All in favor, motion carried unanimously.

Motion by Miller to approve the prior meeting minutes (September 18th), seconded by Edwards. All in favor, motion carried unanimously.

There was no public participation. There was no correspondence.

Eyes of Hope Shelter—Kris Steffens—Present

Steffens provided the Committee with her monthly report for September 2013. Steffens discussed her report and stated there were 10 strays, 2 abandoned, 6 of the 10 strays reclaimed, 2 euthanized, and 10 adoptions for September. Steffens stated it will cost \$7,500 to put concrete on the front runs to ensure that the dogs will not be able to dig out in the future. Steffens stated veterinary care was down in September, but continues to be a problem overall with the increase in veterinary costs.

Family Court Commissioner – Dennis McFarlin – Not Present

Child Support – Ken Wagner – Present

Committee was provided with the performance measures and check summary for September 2013. Wagner discussed the performance measures. Wagner informed the Committee that federal operations for Child Support are working at reduced hours or furloughed. The IRS cannot issue refunds so Child Support Offices would not receive any monies for tax intercept. A six month log of calls from the Call Center indicates that calls remain steady at 250-300 per month with hold time down to 30 seconds. Caseloads at the end of September compared to last year were slightly up. Wagner requested hiring an LTE for secretarial duties while the Child Support Director position is vacant. Wagner stated there are monies in the budget as the full-time director's wage is not being paid. **Motion by James to approve hiring an LTE at \$13.32 per hour not to exceed 90 days without coming to Committee, seconded by Eggebrecht. All in favor, motion carried unanimously.** Wagner will get the Personnel Recruitment Form for Sebastiani to sign. Wagner informed the Committee that after speaking with the State there is no longer a need for him to have a cooperative agreement.

Clerk of Circuit Court – Kathie Dye – Present

Dye provided the Committee with the monthly expense report for September 2013. Dye stated her office is running smoothly and is on target with the budget. Dye stated her jury budget will not be as bad as she had originally thought as some trials for this year have been rescheduled for next year. Dye informed the Committee that she needs to fill a Deputy Clerk of Court position in her office as Mary Deane has resigned. She gave a two week notice and her last day will be October 18th. **Motion by James to approve filling the Deputy Clerk of Court position, seconded by Eggebrecht. All in favor, motion carried unanimously.** Since it has been less than one year from the Deputy Clerk of Court interviews, Dye was informed by Marcia Kaye that she could go to the alternate from the last interview.

P146

Register in Probate – Terry Reynolds – Present

Reynolds provided the Committee with the monthly expense report for September 2013. Reynolds explained that the juvenile court legal fees and probate legal fees are over budget. Reynolds stated the CHIPS and guardianship cases are increasing and hitting her budgets hard. Reynolds stated that other counties are also having the same problem with an increase in CHIPS cases this year. Reynolds stated there is nothing new to report on Teen Court. Reynolds informed the Committee that the resolution signed last month was in the wrong format and was not approved by Corporation Counsel and Administrative Coordinator/Director of Finance. The resolution has now been approved and needs signatures so it can go to County Board in October.

District Attorney – Tania Bonnett – Not Present

Committee was provided the Community Service monthly report for September 2013. Bonnett was in court and not able to attend.

Emergency Management – Jane Gervais – Present

Gervais provided the Committee with the monthly expense report for September 2013. Gervais explained her contracted services budget line is over budget due to the expenses paid for the lightning strike. Insurance will cover all of the expenses except \$2,500. Gervais stated she submitted her Plan of Work to the State which was due on September 30th and the financial summary is due at the end of October.

Medical Examiner – Marilyn Rogers – Present

Rogers provided the Committee with the monthly activity report and check summary for September 2013. Marilyn discussed the report and answered the Committee's questions. Rogers explained the State sends out a report of percentages for each county on donor registry. 51.7% of citizens in Adams County are on the donor registry. Rogers is meeting with driver's education classes to inform students of that choice. Rogers informed the Committee that the Executive Committee approved the new pay structures for her office.

Sheriff's Office – Sheriff Wollin – Present

Wollin informed the Committee that the agency participated in an alert challenge in Sauk County. The agency that takes top prize is awarded \$7,500. One employee from the Sheriff's Office participated and took 7 out of 10. Wollin stated it was a good learning experience. Wollin stated there is a vacant Jail Deputy position that he will need approval to fill at next month's meeting. Wollin informed the Committee of the next drug take back scheduled for October 26th. There is no expense to the Sheriff's Office as the DA's Office pays for it. The Sheriff's Office boxes up all the medications and sends them out for disposal. Wollin informed the Committee that once a month or every six weeks the Sheriff's Office will participate in "Coffee with a Cop" to eliminate barriers between the Sheriff's Office and the public. Coffee A Go Go will be hosting the first one.

Chief Deputy Fahrenkrug – Not Present

Monthly revenue and expense reports for September 2013 were provided to the Committee. Wollin discussed the reports and answered the Committee's questions.

Motion by Miller to approve vouchers and monthly expense reports as presented, seconded by Edwards. All in favor, motion carried unanimously.

Identify upcoming agenda items: Kathie Dye requested the Committee discuss the possibility of sending a team to court security training in Appleton in March 2014.

Set next monthly meeting date as November 13th at 9:00 a.m.

Jail tour began at approximately 10:20 a.m. Eggebrecht was not present. Committee members had a group picture taken in support of Domestic Abuse Awareness Month. Committee toured the visiting area, nurse's station, POD, booking, dispatch, and was able to look at the incident command truck in the garage area. Lunch was served at 11:35 a.m.

Motion by Edwards to adjourn, seconded by Miller. All in favor, motion carried unanimously. Meeting adjourned at 12:00 p.m.

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

Respectfully Submitted,

Carol A. Collins
Recording Secretary

Adams County Safety Committee
Meeting Minutes - Corrected
September 11, 2013

The meeting was called to order at 3:30 by Chairman Paul Pisellini.

The meeting was properly noticed.

Roll call was taken. Committee members Pat Kotlowski and Brenda Quinnell were in attendance.

Brenda moved to approve the agenda. Motion seconded by Pat. All were in favor; motion carried.

Brenda moved to accept the minutes of the August 19, 2013 meeting, seconded by Pat. All in favor; motion carried.

There was no public participation.

Marcia Kaye joined the meeting at 3:34.

Correspondence: Brenda offered a copy of the e-mail she received from Alpha Terra explaining that our request for two components of their proposal to be completed was rejected because those components were part of a larger package contingent on a two year commitment. They did propose that they would complete the two requested components, but at a project rate greater than what was in their proposal.

Paul offered a copy of the e-mail from the Director of Finance noting that the Admin/Finance Committee is recommending funding for the Safety Program in the amount of \$30,000.00 in the 2014 budget.

Pat noted that Deb DeWitt from Aegis contacted him and she will be in the area and available to meet with this Committee on Sept 26 at 1:00.

There were no other communications, correspondence or other business.

Paul opened the discussion to re-review the RFP's from MEUW and Alpha Terra. Brenda reported that she spoke with the Corporation Counsel Ken Wagner regarding the procedure for reconsideration of an RFP previously rejected. Attorney Wagner noted that if the item was properly noticed on the agenda and if a member that voted to reject the proposal motioned to bring it back for re-consideration, then the RFP could be re-considered.

The RFP's were reviewed and discussed. Paul requested to meet with a Representative from MEUW for a presentation or review of their services. He asked that committee members keep track of any questions they may have regarding the services. The committee will ask MEUW to provide a contract prior to the meeting to be reviewed by Corporation Counsel and the Committee. Brenda contacted MEUW and they are available on September 26 for a meeting.

The next agenda will include meeting with Aegis and MEUW Reps and review/possible action on the MEUW contract.

The next meeting will be held on September 26, 2013 at 1:00 p.m.

Pat moved to adjourn the meeting. Motion was seconded by Brenda. All in favor; motion carried. The meeting adjourned at 4:17.

Submitted by:

Brenda Quinnell

Recording Secretary

Approved on September 26, 2013

Adams County Safety Committee
Meeting Minutes
October 28, 2013

The meeting was called to order at 2:01 by Chairman Paul Pisellini.

The meeting was properly noticed.

Roll call was taken. Committee members Pat Kotlowski and Brenda Quinnell were in attendance. Also in attendance were: Trena Larson, Administrative Coordinator/Director of Finance; and Marcia Kay, Personnel Director.

Pat moved to approve the agenda. Motion seconded by Brenda. All were in favor; motion carried.

Pat moved to accept the minutes of the September 26, 2013 meeting, seconded by Brenda. All in favor; motion carried.

There was no public participation.

There were no communications or correspondence.

The contract from MEUW was reviewed and discussed. It was noted that they would need a workspace on the days they were here and that reserving a meeting room should be sufficient, since much of the time would be spent in the field. They would also need a filing cabinet and limited access to personnel for clerical work such as copying and information distribution. Brenda moved to recommend accepting the agreement with MEUW and to move the agreement to Executive Committee. Motion seconded by Pat. All in favor; motion carried. Trena will draft a resolution and put it on the Executive Committee agenda. The Committee supports Trena contacting MEUW to begin audits and Emergency Plans this fall based on the existing budget. Discussion was held on the process of future implementation.

A discussion was held regarding other county employees attending the 30 hour OSHA training as mentioned in another committee. Chairman Pisellini recommended only sending the Personnel Director Marcia at this time, as discussed during the previous meeting.

Future agenda items should include re-defining this committee, including new Board Rules and better alignment between the Board Rules and the Handbook. The next meeting should also include meeting with the MEUW employee.

The next meeting will be held on January 6, 2014 at 2:00 p.m.

Pat moved to adjourn the meeting. Motion was seconded by Brenda. All in favor; motion carried. The meeting adjourned at 3:04.

Submitted by:
Brenda Quinnell 
Recording Secretary
Unapproved

ADAMS COUNTY SOLID WASTE COMMITTEE
Wednesday, October 9, 2013, 6:00 PM
Landfill Office, 1420 Hwy 21, Friendship, WI 53934

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

OTHERS PRESENT: Myrna Diemert
Trena Larson, Admin & Fin. Director
Neil Carney, Ayres
Barb Morgan
Everett Johnson

CALL MEETING TO ORDER: The meeting of the Adams County Solid Waste Committee was called to order by Chair, Larry Babcock at 6:03 P.M.

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

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

APPROVAL OF OPEN SESSION MINUTES FROM SEPTEMBER 11, 2013: *Motion by Bays, second by Johnson, to approve the Open Session minutes as presented for the September 11, 2013 meeting. All in favor. Motion carried.*

PARTICIPATION ON AGENDA ITEMS: There was no public participation.

COMMUNICATIONS/CORRESPONDENCE/OTHER BUSINESS: There was no other communications, correspondence, or other business to present.

UPDATE ON 2014 BUDGET: Ms. Diemert reviewed changes to the 2014 Proposed Budget made by the Administrative Coordinator and Finance Committee. Recent changes in WI law will not allow increasing fees for garbage collection services without having a negative impact on the County tax levy, therefore, reductions in revenues and expenses were made. Trena Larson was in attendance to further explain the impact of the new law on the Solid Waste budget. Lengthy discussion was held. It was suggested that there may be an exemption or exception given in instances such as ours. We will contact our legislators to assist with this. Contact has already been made with Joan Ballweg.

REVIEW AND APPROVE REVISED PRICES FOR 2014: Due to the impact on the budget from the recently passed WI Act 20, discussion was held on proposed price increases for recycling services and other services which are not included in Act 20. The Director handed out a proposed revised price sheet for 2014 and discussion was held. *Motion by Bays, second by Johnson, to approved the revised price increases for recycling and other eligible services for 2014. All in favor. Motion carried.*

Next discussed was the Revised Out-of-County Incentive Rate Structure sheet and discussion was held. *Motion by Bays, second by Morgan, to approved the revised Incentive Rate Structure for 2014. All in favor. Motion carried.*

FINANCIAL REPORT: Ms. Diemert handed out and reviewed copies of the Financial Report and Monthly Check Summary for September, 2013. *Motion by Johnson, second by Gatterman, to approve the Financial Reports and Check Summary as presented. All in favor; motion carried.*

SITE REPORT: Ms. Diemert handed out and reviewed copies of the Site Report dated October 9, 2013 (see attached copy). Discussion was held. *Motion by Gatterman, second by Johnson, to approve the Site Report as presented. All in favor. Motion carried.*

APPROVE ANY VEHICLE/EQUIPMENT PURCHASES/RENTALS: There were no other purchase requests.

EMPLOYEE UPDATE: Ms. Diemert updated the Committee on the status of the employees.

APPROVAL OF ANY TRAININGS OR CONFERENCES: There were no other new trainings or conferences to approve.

IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS: The following items may be placed on the next agenda: Update on 2014 Budget, Incentive Tip Fee Rates, and updates on pertinent items.

NEXT MEETING DATE AND ADJOURN: The next regular monthly meeting will be held on Wednesday, November 13, 2013 at 6:00 PM at the Landfill.

Motion by Gatterman, second by Bays, to adjourn until the next meeting. All in favor. Motion carried. Meeting adjourned at 7:53 P.M.

Respectfully submitted, Myrna Diemert, Recording Secretary

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE

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

ADAMS COUNTY SURVEYOR'S REPORT # 479

Report for the month of October, 2013

**The 2103 Government Corner Maintenance Project
Records Modernization project:**

We are continuing to work on updating tie sheets.
This will continue into November.

The North Quarter Corner of Section 25, T20N, R7E was destroyed along with all but one witness. Lampert-Lee and Associates requested restitution under resolution 70-1997 for resetting the corner and preparing a new Monument Record. I have approved the request and will process once I receive the Monument Record. They will receive \$135.00.

Monuments were set and Monument Records were completed for the CTH G project in Leola. This was a continuation of the work started in August.

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

Respectfully Submitted;


Gregory P. Rhinehart,
Adams County Surveyor

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

SUMMARY OF ACCOUNTS 2013

	<u>RETAINER</u>	<u>PROJECTS</u>	<u>MISCELLANEOUS</u>
Budget	\$3,900.00	\$25,500.00	\$ 300.00
JANUARY	325.00		100.00
Balance	\$3,575.00	\$25,500.00	\$ 200.00
FEBRUARY	325.00		
Balance	\$3,250.00	\$25,500.00	\$ 200.00
MARCH	325.00	6,977.15	
Balance	\$2,925.00	\$18,522.85	\$ 200.00
APRIL	325.00		
Balance	\$2,600.00	\$18,522.85	\$ 200.00
MAY	325.00	4,158.67	
Balance	\$2,275.00	\$14,364.18,	\$ 200.00
JUNE	325.00		
Balance	\$1,950.00	\$14,364.18	\$ 200.00
JULY	325.00	4,758.64	
Balance	\$ 1625.00	\$ 9,605.54	\$ 200.00
AUGUST	325.00		
Balance	\$ 1300.00	\$ 9,605.54	\$ 200.00
SEPTEMBER	325.00		
Balance	\$ 975.00	\$ 9,605.54	\$ 200.00
OCTOBER	325.00		
Balance	\$ 650.00	\$ 9,605.54	\$ 200.00
NOVEMBER			
Balance			
DECEMBER			
Balance	\$		
Grand Total	\$ 0.00	\$ 0.00	\$ 0.00

Adams County Traffic Safety Commission

Meeting Minutes August 14, 2013

Present:

Laurie Falash	Sheriff's Office	Herb Barnes	AF Schools
Jon Sonnenberg	Rome Hwy and Public Works	Dennis Premo	Hwy Dept.
Robert Heldt	WIS-DOT	Lisa Krizan	Public Health
Daniel Stainbrook	WIS State Patrol		

Meeting called to order: 10:10

Meeting properly announced?

Approval of agenda

Approval of minutes

Treasurers Report Balance of \$216.50

Public participation : Tom Croke present representing New Chester Township and the request for speed reduction on Cth E from 4th Ave to 6th Ave. Lengthy discussion with the Commission motioning to install intersection signs with 45 advisory speed limit until the construction intended from 2014 of passing lanes with the road recovery plan. All were in favor and Motion carried. Motion made by Falash 2nd by Premo/Sonnenberg

Construction and detour report Dennis reports Cth C overlay is finished along with Cth G North of Cth O.

Cth G from 73 to Apache La starts Monday the 19th. Detour will be West of O on W to Hwy 73.

State Trooper Stainbrook request some input on possibility of resolving the confusion of drivers at Cth D and 1st. He states that with two stops signs 200 yards from each other that drivers are confused and not stopping at both. Talk of a rumble strip and a night type stop sign there. Dennis will speak to the Commissioner and we will address it at the next meeting.

Lisa Krizan spoke to the group of her involvement with Adams County Child Death Review Team and a case they looked into involving the death of a 26 year old Woman in a traffic fatality this past winter. Although the deceased was over the age limit of their norm they found that use of her seatbelt may have saved her life. The Review team would like support of Traffic Safety in correspondence to State Representative to increase seatbelt violations in the State. State Trooper Stainbrook advised that Troopers have fought for the same and it never passes in Madison. It was decided that Lisa would draw a letter and that we would endorse it and

forward it on with the possibility of the County Board endorsing as well. Lisa also requested the availability of the DOT texting simulator for students this school year. Will do some research and it address at next meeting.

Jon Sonnenberg reported The State Shoot was very successful in the Town of Rome with a high volume of traffic and no problems. Upcoming is the 110 Harley Davidson Anniversary celebration with a week long of activities including a organized ride on the Wednesday of that week. Adjoining municipalities have been notified and volunteer help is needed as well. This is all scheduled for the 4th week of August 2013.

Meeting adjourned 11:40 Sonnenberg/Premo

Next Meeting to be held on November 13, 2013 at 10:00 A.M.

Spencer Falash



Adams County UW-Extension
569 N. Cedar Street, Suite 3
Adams, WI 53910
608-339-4237 (phone)
608-339-4266 (fax)
711 for Wisconsin Relay

Extension Committee Agenda

October 8, 2013

1:00PM

Adams County Community Center Room 103

1. Call to Order
2. Roll Call
3. Was the Meeting Properly Announced?
4. Approve the Agenda
5. Approve Extension Minutes of September 10, 2013
6. Public Participation
7. Communications
8. Items for Action or Discussion
 - a) Review and Place on File Monthly Reports of Jennifer Swensen, Donald Genrich, Mary Ann Schilling and Theresa Wimann
 - b) Review Calendars of Extension Education Staff
 - c) Review Check Summary and Financial Statement for September.
 - d) 2014 Budget Update
 - e) Sign Amendment to Adams County Extension Agents Contract
 - f) 2014 PILD (Public Issues Leadership Development) Conference
 - g) Drainage Board Nominations
 - h) Report on 3-Year Review Process - Schilling
 - i) Community Center
9. Set Next Meeting Date
10. Agenda Items for Next Meeting
11. Time of Adjournment

Any person wishing to attend who, because of a disability, requires special accommodation, should contact the UW-Extension at 608-339-4237 at least twenty-four (24) hours before the scheduled meeting time so appropriate arrangements can be made.

This is a public meeting. As such, all members or a majority of the members of the County Board may be in attendance. While a majority of the County Board Members, or the majority of any given County Board Committee may be present, only the above Committee will take official action based on the above agenda.

Florence Johnson
Extension Committee Chair
Approved Via Phone