

ADAMS COUNTY BOARD OF SUPERVISORS MEETING  
Adams County Board Room, July 20, 2010 6:00 p.m.

1. Call to Order by the Chairman
2. Was the meeting properly announced?
3. Moment of Silence
4. Pledge of Allegiance
5. Roll Call
6. Approve the Agenda
7. Approval of June 15, 2010 minutes.
8. Public Participation (if requested by the County Board Chair)
9. Announcement of Meetings, Report of Supervisors Claims read by the County Clerk, and appoint (6) Supervisors to approve claims Allen, James, Klingforth, Kotlowski, Licitar, Morgan and to review during recess.
10. **Claims:** None
11. **Correspondence:** A letter from Governor Jim Doyle awarding Adams County a Homeland Security grant totaling \$4,500 for a WISCOM radio to the law enforcement command vehicle.
12. **Appointments:**
13. **Unfinished Business:** None
14. **Reports and Presentations:**
  - a. Administrative Coordinator/Director of Finance
  - b. Miscellaneous
    - 2009 audit report by Schenck
    - Update RID- Daric Smith
    - Chamber of Commerce update
    - Health and Human Services 2009 annual report

15. Review Committee Minutes

Ad Hoc Med 6/3, 6/21, 6/29	County Board 6/15	Parks 6/2, 7/7
Admin & Fin 6/14	Executive 6/8	Plan & Zoning 6/2, 7/7
Airport 6/14	Extension 6/14	Property 6/7, 6/25, 6/30
CWCAC Ad Hoc 3/12	Health Ins. 6/1	Pub S & J. 5/12, 6/9
CWCAC Board 4/28	Highway 6/10	Solid Waste 6/9
CWCAC Bldg 3/12, 4/2, 4/16	Humane Soc 6/1, 6/29	SCLS 6/14
CWCA Client 4/28	L & W 5/10, 5/18, 6/14, 7/12	Surveyor 7/7
CWCAC EPF 3/19, 4/16	Library 6/28	

16. **Resolutions:**

**Res. #37:** To authorize the Highway Commissioner to act on behalf of Adams County to apply for \$463,200.00 from the Wisconsin Department of Transportation Surface Transportation Program Rural Component (STP-Rural) for the purpose of funding the design for the reconstruction of River Road from STH 13 to the Columbia County Line.

**Res. #38:** To authorize the Highway Commissioner to act on behalf of Adams County to apply for \$7,286,097.34 from the Wisconsin Department of Transportation Surface Transportation Program Rural Component (STP-Rural) for the purpose of funding the reconstruction of CTH Z from 18<sup>th</sup> Lane to the Wood County Line.

**Res. #39:** To approve the State of Wisconsin authorized user, local Government Customer Service Agreement with US Cellular for the contract term through June 30, 2012.

17. **Ordinances:**

**Ord. #07:** To establish a fee for Non-IV-D Participants for services related to Part D of Title IV of the Social Security Act according to the fee scheduled identified in the ordinance.

**Ord. #08:** To rezone a portion of a parcel of land in the Town of New Haven, owned by Bernard Gussel Jr., 2 acres on property located at 5155 on 2<sup>nd</sup> Lane in the SE $\frac{1}{4}$ , SW $\frac{1}{4}$ , SW $\frac{1}{4}$ , SE $\frac{1}{4}$ , Section 26, Township 14 North, Range 7 East, Lot 1 of CSM, amended to reflect that the following change from a A-1 Exclusive Agriculture District to an R1 LL Single Family Residential District.

18. **Denials:** None

19. **Petitions:** None

20. Approve Claims

21. Approve Per Diem and Mileage

22. Motion for County Clerk to correct errors

23. Set next meeting date.

24. Closed Session (None)

25. Adjournment



**JIM DOYLE**  
GOVERNOR  
STATE OF WISCONSIN

RECEIVED JUL 08 2010

July 2, 2010

Al Sebastiani, County Board Chair  
Adams County  
402 Main Street  
Friendship, WI 53934-0144

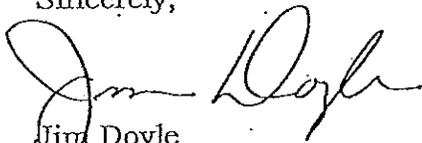
Dear Mr. Sebastiani:

I am pleased to award Adams County a Homeland Security grant totaling \$4,500 for a WISCOM radio in the law enforcement command vehicle.

Director Jane Gervais, at Adams County Emergency Management, is identified as the project director. The Wisconsin Office of Justice Assistance will be forwarding the grant award documents and additional information to their attention.

Thank you for your participation in this program and your commitment to the safety of all Wisconsin citizens.

Sincerely,

  
Jim Doyle  
Governor

**MANAGEMENT LETTER**  
**ADAMS COUNTY, WISCONSIN**  
**DECEMBER 31, 2009**



**Schenck**

CPAs AND SO MUCH MORE.

To the County Board  
Adams County, Wisconsin

We have completed our audit of the basic financial statements of Adams County (the "County") for the year ended December 31, 2009. The County's financial statements, including our report thereon dated June 8, 2010, are presented in a separate audit report document. Professional standards require that we provide you with the following information related to our audit.

Our Responsibilities Under U.S. Generally Accepted Auditing Standards, OMB Circular A-133 and the State Single Audit Guidelines

As stated in our engagement letter, our responsibility, as described by professional standards, is to plan and perform our audit to obtain reasonable, but not absolute, assurance that the financial statements are free of material misstatement and are fairly presented in accordance with accounting principles generally accepted in the United States of America. Because an audit is designed to provide reasonable, but not absolute, assurance and because we did not perform a detailed examination of all transactions, there is a risk that material errors, fraud, noncompliance with the provisions of laws, regulations, contracts and grants or other illegal acts may exist and not be detected by us.

In planning and performing our audit, we considered the County's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinions on the financial statements and not to provide assurance on the internal control over financial reporting. We also considered internal control over compliance with requirements that could have a direct and material effect on major federal and state programs in order to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with OMB Circular A-133 and the State Single Audit Guidelines.

As part of obtaining reasonable assurance about whether the County's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit. Also in accordance with OMB Circular A-133 and the State Single Audit Guidelines, we examined, on a test basis, evidence about the County's compliance with the types of compliance requirements described in the "U.S. Office of Management and Budget (OMB) Circular A-133 Compliance Supplement" and the State Single Audit Guidelines applicable to each of its major federal and state programs for the purpose of expressing an opinion on the County's compliance with those requirements. While our audit provides a reasonable basis for our opinion, it does not provide a legal determination on the County's compliance with those requirements.

Planned Scope and Timing of the Audit

We performed the audit according to the planned scope and timing previously communicated to you in our correspondence about planning matters.

## Significant Audit Findings

### *Consideration of Internal Control*

In planning and performing our audit of the financial statements of the County as of and for the year ended December 31, 2009, in accordance with auditing standards generally accepted in the United States of America, we considered the County's internal control over financial reporting (internal control) as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the County's internal control. Accordingly, we do not express an opinion on the effectiveness of the County's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses. However, as discussed below, we identified a certain deficiency in internal control that we consider to be a significant deficiency.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the financial statements will be not be prevented or detected and corrected on a timely basis. A significant deficiency is a control deficiency, or a combination of control deficiencies, that is less severe than a material weakness, yet important enough to merit attention by those charged with governance. We consider the following deficiency to be a significant deficiency in internal control:

#### Finding 2009-01 Year End Closing and Financial Reporting

This finding is described in detail in the schedule of findings and responses on page 3 of this report.

#### *Qualitative Aspects of Accounting Practices*

Management is responsible for the selection and use of appropriate accounting policies. In accordance with the terms of our engagement letter, we will advise management about the appropriateness of accounting policies and their application. The significant accounting policies used by the County are described in Note A to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during 2009. We noted no significant transactions entered into by the County during the year for which there is a lack of authoritative guidance or consensus. There are no significant transactions that have been recognized in the financial statements in a different period than when the transaction occurred.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. We are not aware of any particularly sensitive accounting estimates used by management in the preparation of the financial statements.

#### *Difficulties Encountered in Performing the Audit*

We encountered no significant difficulties in dealing with management in performing and completing our audit.

#### *Corrected and Uncorrected Misstatements*

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. The financial statements reflect all accounting adjustments proposed during our audit. The adjustments included various end-of-year payable, receivable and reclassification entries. These entries are considered routine in nature and normally do not vary significantly from year to year. Copies of the audit adjustments are available from management.

*Disagreements with Management*

For purposes of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

*Management Representations*

We have requested certain representations from management that are included in the management representation letter dated June 8, 2010.

*Management Consultations with Other Independent Accountants*

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the County's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

*Other Audit Findings or Issues*

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to conducting the audit. These discussions occurred in the normal course of our professional relationship and our responses were not a condition to completing the services as your auditor.

In addition, during our audit, we noted certain other matters that are presented for your consideration. We will review the status of these comments during our next audit engagement. Our comments and recommendations are intended to improve the internal control or result in other operating efficiencies. We will be pleased to discuss these matters in further detail at your convenience, perform any additional study of these matters, or assist you in implementing the recommendations. Our comments are summarized in the memorandum attached to this letter.

This communication, which does not affect our report dated July 20, 2009 on the financial statements of the County, is intended solely for the information and use of the County Board, management, and others within the County, and is not intended to be and should not be used by anyone other than these specified parties.

Sincerely,

*Schauck SC*

Certified Public Accountants  
Stevens Point, Wisconsin  
June 8, 2010

ADAMS COUNTY, WISCONSIN  
December 31, 2009

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**REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON  
COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS  
PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

To the County Board  
Adams County, Wisconsin

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of Adams County, Wisconsin, as of and for the year ended December 31, 2009, which collectively comprise Adams County's basic financial statements and have issued our report thereon dated June 8, 2010. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered Adams County, Wisconsin's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion of the effectiveness of Adams County, Wisconsin's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of Adams County, Wisconsin's internal control over financial reporting.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the financial statements will not be prevented, or detected and corrected on a timely basis.

Our consideration of the internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be deficiencies, significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined above. However, we identified a deficiency in internal control over financial reporting, described in the accompanying schedule of findings and responses that we consider to be a significant deficiency in internal control over financial reporting. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Adams County, Wisconsin's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of basic financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Adams County, Wisconsin's response to the findings identified in our audit are described in the accompanying schedule of findings and responses. We did not audit Adams County, Wisconsin's response and, accordingly, we express no opinion on it.

This report is intended solely for the information and use of management, County Board, and federal and state awarding agencies, and is not intended to be and should not be used by anyone other than these specified parties.

*Schenck SC*

Certified Public Accountants  
Stevens Point, Wisconsin  
June 8, 2010

ADAMS COUNTY, WISCONSIN  
 Schedule of Findings and Responses  
 For the Year Ended December 31, 2009

**Section I - Internal Control Over Financial Reporting**

Finding No.	Control Deficiencies
-------------	----------------------

**2009-01      Year End Closing and Financial Reporting**

**Condition:** While the current staff of the County maintain financial records which accurately report revenues and expenditures throughout the year, preparing year end adjusting, closing and GASB 34 conversion entries necessary to prepare financial statements, including related notes, and state financial reports require additional expertise that would entail additional training and staff time to develop. The County contracts with Schenck and their knowledge of current accounting principles and regulatory requirements of the Wisconsin Department of Revenue to prepare required journal entries and financial reports for the County in an efficient manner.

**Criteria:** The review of financial statements by staff with expertise in financial reporting is an internal control intended to prevent, detect and correct a potential misstatement in the financial statements or notes.

**Cause:** The additional costs associated with hiring staff experienced in preparing year end adjusting, closing, and GASB 34 conversion entries and financial reports, including additional training time outweigh the derived benefits.

**Effect:** The financial statements of the County could be misstated.

**Recommendation:** We recommend the County continue reviewing the adjusting, closing and GASB 34 conversion entries along with the financial reports prepared by Schenck. While it may not be cost beneficial to hire additional staff to prepare these items, a thorough review of this information by appropriate staff of the County is necessary to obtain an adequate understanding of the County's financial report.

**Management Response:** Management believes the cost of additional staff time and training to prepare year-end closing entries and reports outweigh the benefits to be received.

**Section II - Compliance and Other Matters**

There are no findings related to compliance and other matters that are required to be reported under governmental auditing standards generally accepted in the United States of America for the year ended December 31, 2009.

SUMMARY FINANCIAL INFORMATION

1. Governmental Fund Balances

Presented below is a summary of the various County governmental fund balances on December 31, 2009, including a comparison to the prior year. This information is provided for assisting management in assessing financial results for 2009 and for indicating financial resources available at the start of the 2010 budget year.

	2009	2008
General Fund		
Reserved		
Prepaid Items	\$ 177,505	\$ 135,763
Delinquent taxes	2,020,279	1,512,294
Long-term advance to solid waste fund	-	155,556
Unreserved		
Designated for subsequent years' expenditures	2,285,377	1,939,112
Designated for compensated absences	545,492	670,072
Undesignated	2,549,766	2,347,689
Total General Fund	<u>7,578,419</u>	<u>6,760,486</u>
Special Revenue Funds		
Reserved		
Human Services		
Inventories and prepaid items	2,343	834
Solid waste	-	1,601,699
Unreserved - Designated		
Library	22,713	25,651
Human Services	16,908	24,837
CDBG	251,584	110,287
Economic development loans	208,625	278,776
Unreserved		
Human Services	367,225	225,493
Total Special Revenue Funds	<u>869,398</u>	<u>2,267,577</u>
Capital Project Funds		
Reserved		
Communication Systems Project	584,764	2,431,649
Debt Service Fund		
Reserved		
Retirement of long-term debt	2,812,771	3,030,854
Unreserved - Designated	231,674	-
	<u>3,044,445</u>	<u>3,030,854</u>
Total Governmental Fund Balances	<u>\$ 12,077,026</u>	<u>\$ 14,490,566</u>

2. Human Services Department Operating Results

A comparative summary of the human services department's operating results for the year ending December 31, 2009 and 2008 follows:

	2009	2008
Revenues		
Taxes	\$ 1,686,560	\$ 1,517,696
Intergovernmental	4,853,847	4,735,178
Public charges for services	2,384,332	2,438,772
Intergovernmental charges for services	16,406	-
Miscellaneous	5,050	1,524
Total Revenues	<u>8,946,195</u>	<u>8,693,170</u>
Expenditures		
Health and human services	8,779,435	8,406,904
Capital outlay	10,854	2,632
Total Expenditures	<u>8,790,289</u>	<u>8,409,536</u>
Excess of Revenues Over (Under) Expenditures	<u>155,906</u>	<u>283,634</u>
Other Financing Sources (Uses)		
Transfer in	11,876	729,287
Transfer out	(32,470)	(32,470)
Total Other Financing Sources (Uses)	<u>(20,594)</u>	<u>696,817</u>
Net Change in Fund Balance	135,312	980,451
Fund Balance (Deficit) - January 1	<u>251,164</u>	<u>(729,287)</u>
Fund Balance - December 31	<u>\$ 386,476</u>	<u>\$ 251,164</u>

### 3. Highway Department Operating Results

A comparative summary of the highway department's operating results for the year ending December 31, 2009 and 2008 follows:

	2009	2008
Operating Revenues		
Charges for services	\$ 1,709,908	\$ 2,113,566
Operating Expenses		
Operation and maintenance	7,130,691	7,854,404
Depreciation	557,945	515,816
Total Operating Expenses	7,688,636	8,370,220
Operating Income (Loss)	(5,978,728)	(6,256,654)
Nonoperating Revenues (Expenses)		
Property tax levy	3,411,563	3,629,860
State grants and aids	1,718,296	1,682,468
Miscellaneous	51,691	14,292
Transfer from general fund	-	577,100
Total Nonoperating Revenues	5,181,550	5,903,720
Net Income (Loss)	\$ (797,178)	\$ (352,934)

As shown above, the net loss totaled \$797,178. The primary reason for the large loss in 2009 is that additional ROW purchases were made in 2009 that were planned for 2010.

#### 4. Solid Waste Department Operating Results

In 2009, the County converted the operations of the solid waste department to an enterprise fund. Enterprise funds account for financial transactions similar to a private business operation. A summary of the Solid Waste department operating results for the year ended December 31, 2009 follows:

	<u>2009</u>
Operating Revenues	
Charges for services	\$ 1,450,060
Other	11,844
Total Operating Revenues	<u>1,461,904</u>
Operating Expenses	
Operation and maintenance	2,100,861
Depreciation	333,198
Total Operating Expenses	<u>2,434,059</u>
Operating Income (Loss)	<u>(972,155)</u>
Nonoperating Revenues (Expenses)	
Property tax levy	333,113
State grants and aids	146,157
Interest income	86,603
Total Nonoperating Revenues	<u>565,873</u>
Transfers in	<u>390,083</u>
Net Income (Loss)	<u>\$ (16,199)</u>

5. Summary of Machinery Operations Cost Pool

Transportation cost pools are used to accumulate those costs of the Highway Department where the intent is to recover expenses of operations, including depreciation on highway buildings and equipment, directly from user charges for service. The cost pool accounting system is designed to match all revenues and expenses of a particular operation and aid management in determining the adequacy of rates being charged and the cost effectiveness of each operation. Presented below is a summary of the machinery operations cost pool of the Highway Department internal service fund for 2009 compared to 2008.

	2009	2008
Operating Revenues		
Charges for services	\$ 1,133,363	\$ 1,574,230
Operating Expenses		
Personnel	189,866	194,603
Fuel	192,803	338,572
Other operating supplies	257,119	334,279
Shop overhead	135,010	152,937
Depreciation	394,122	312,355
Total Operating Expenses	<u>1,168,920</u>	<u>1,332,746</u>
Net Income (Loss)	<u>\$ (35,557)</u>	<u>\$ 241,484</u>

As shown above, the machinery operations cost pool incurred a net loss of \$35,557 compared to a net income of \$241,484 in 2008.

## COMMENTS AND RECOMMENDATIONS

### GENERAL

#### Monitoring of Annual Expenditure Budgets

In accordance with state statutes the County adopts a budget each year that establishes a property tax levy. In addition, the budget details expenditure appropriations for various cost centers or activities of the County. Although many of the cost centers are accounted for in the County's general fund, there are also significant expenditure appropriations established in the human services, highway and solid waste funds.

To maintain greater control over budget variations of expenditure overruns or revenue shortfalls for all County departments, it is recommended that a more detailed policy be developed establishing limits for reporting variations up to and including transfers per Wisconsin Statutes. During 2009, we noted some expenditure accounts of the County that significantly exceeded the budget without any transfers made to increase the appropriation. We did note in committee minutes where additional department expenditures were authorized, but, in some cases, specific amounts or spending levels were not listed.

Accordingly, in order to increase internal control over the budget process, we recommend the County establish specific procedures to identify accounts with projected budget overruns and the resulting subsequent action. Any procedures established should be put in place for all County accounting funds, including human services, highway and solid waste.

**MANAGEMENT'S RESPONSE:** The County Board currently adopts the budget at the department level. The Administrative & Finance Committee reviews on a monthly basis the budget to actual comparison at the account level for each department. The Administrative Coordinator/Director of Finance reviews on a monthly basis the budget to actual comparison at the detail line item level for each department. The County will review a policy, which will encompass all departments, to establish the formal levels at which a budget transfer or revision will be adopted to maintain greater control over budget variations.

## COMMENTS AND RECOMMENDATIONS

### HUMAN SERVICES

#### Youth Aids Reporting

During our testing of youth aids expenditure claims, we noted that the department over reported expenses throughout the year. The department had not been reconciling the monthly claims to the total expenses as reported on the county's general ledger. This resulted in the County paying the state back approximately \$25,000. The state did allow the county to amend the claims since final reconciliation was not completed when the error was found. Once the state's final reconciliation was received, it was determined that the County still over-claimed by \$3,314. State and federal single audit guidelines require that expenses reported agree to the county's general ledger. We recommend the department review its reporting procedures and implement changes as needed to ensure that expenses are appropriately claimed within state and federal guidelines.

**MANAGEMENT'S RESPONSE:** The Health & Human Services Department Fiscal & Support Services manager is auditing the Youth Aids upon reporting every month including balancing the year to date reported amounts with the year to date expense lines. Another audit is then completed when payment is received.

#### Receipting of Restitution and Background Check Money

The department receives money from clients for restitution owed to others and to pay for background checks. During our receipt walkthrough, we noted that the department was holding these receipts until an invoice to pay the provider for these services was received rather than depositing the money with the county treasurer the date it was received. In one instance, the money was held for three months.

We recommend the department review its procedures regarding these types of receipts. The department could consider depositing the receipts the date it is received and recording the deposit in a liability account. Then, when the invoice is received, the invoice could be posted to that liability account.

**MANAGEMENT'S RESPONSE:** The Health & Human Services Department will begin utilizing a liability account for receipting and payment of restitution and background check monies.

## COMMENTS AND RECOMMENDATIONS

### SHERIFF

#### Civil Process Fees

During our walkthrough of billing procedures for civil process fees, we noted that the department was not using the most current rates when billing for the service. The Public Safety and Judiciary Committee approved new rates in August 2008 which were to be effective as soon as appropriately put in place. However, those new rates were not communicated to the person responsible for preparing the billings. The department did not realize the incorrect rates were being used until September 2009.

We recommend that the department review its procedures to ensure that changes approved by the committee are communicated to the appropriate personnel in a timely manner.

**MANAGEMENT'S RESPONSE:** The Fiscal & Support Services Manager position was filled in May 2009, assuring any new fees, policies, procedures or changes in service brought to the committee for approval are effective immediately upon department notification by the Sheriff, Chief Deputy or a designated representative.

1 RESOLUTION 2010 - 37

2  
3 RESOLUTION TO

4 Authorize the Highway Commissioner to apply for a \$463,200.00 grant from the  
5 Wisconsin Department of Transportation to fund the design for the  
6 reconstruction of River Road from STH 13 to the Columbia County Line.

7  
8 **INTRODUCED BY:** Highway Committee

9  
10 **INTENT & SYNOPSIS:** To authorize the Highway Commissioner to act on  
11 behalf of Adams County to apply for \$463,200.00 from  
12 the Wisconsin Department of Transportation Surface  
13 Transportation Program Rural Component (STP-Rural)  
14 for the purpose of funding the design for the  
15 reconstruction of River Road from STH 13 to the  
16 Columbia County Line.

17  
18 **FISCAL NOTE:** Estimated total design cost is \$579,000.00. This is a  
19 program in which the WisDOT pays for the project  
20 costs and then bills the project sponsor (Adams  
21 County) for 20% of the cost, which would be an  
22 estimated cost to Adams County of \$115,800.00 which  
23 would then in turn be billed to the City of Wisconsin  
24 Dells.

25  
26 **WHEREAS:** Good roads are critical to Agriculture, Industry, Tourism and  
27 business in general; and

28  
29 **WHEREAS:** The area along River Road is undergoing extensive  
30 development thus improving the tax base in Adams County  
31 as a whole; and

32  
33 **WHEREAS:** River Road meets the requirements to be considered for  
34 funding under the STP Rural Program; and

35  
36 **WHEREAS:** The City of Wisconsin Dells has requested the County to  
37 allow them to access the County's entitlement under the STP-  
38 Rural Program for the design of River Road; and

39  
40 **WHEREAS:** The City of Wisconsin Dells has committed to funding the  
41 local share of the project and has obtained the funds to do  
42 so; and

43  
44 **WHEREAS:** Obtaining grant funding for the reconstruction and  
45 maintenance of roads minimizing the impact to the local tax  
46 levy; and

47  
48 **WHEREAS:** Funding via grant is available for 80% (\$463,200.00) of the  
49 River Road design project.

50 **NOW THEREFORE, BE IT RESOLVED:** That the Adams County Board of  
51 Supervisors hereby approves and authorizes the Highway Commissioner to act on  
52 behalf of Adams County and apply for \$463,200.00 from the Wisconsin  
53 Department of Transportation Surface Transportation Program Rural Component  
54 for the purpose of funding the design for the reconstruction of River Road from  
55 STH 13 to the Columbia County Line; and

56  
57 **BE IT FURTHER RESOLVED:** That that the Adams County will comply with  
58 State and Federal rules for the program and will meet the financial obligations  
59 under the grant as stated in the fiscal impact of the resolution.

60  
61 Dated this 8TH day of July, 2010

62 Garry Badrock  
63  
64 Thomas Johnson  
65  
66  
67 Michael J. Keckeisen  
68  
69

Dean R. Morgan  
Patricia [Signature]  
\_\_\_\_\_

70 Adopted \_\_\_\_\_  
71 Defeated \_\_\_\_\_ by the Adams County Board of Supervisors this  
72 Tabled \_\_\_\_\_ day of August, 2010  
73  
74

75 \_\_\_\_\_  
76 County Board Chair County Clerk



48 **BE IT FURTHER RESOLVED:** That that the Adams County will comply with  
49 State and Federal rules for the program and will meet the financial obligations  
50 under the grant as stated in the fiscal impact of the resolution.

51  
52 Dated this 8TH day of July, 2010

53  
54 Kerry Bakewell

Dean R. Morgan

55  
56 Florence Johnson

Patricia Williams

57  
58 Michael J. Keckisen

59  
60  
61 Adopted \_\_\_\_\_  
62 Defeated \_\_\_\_\_ by the Adams County Board of Supervisors this  
63 Tabled \_\_\_\_\_ day of August, 2010

64  
65  
66  
67 \_\_\_\_\_  
County Board Chair

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

RESOLUTION 2010 - 39

RESOLUTION TO APPROVE AGREEMENT WITH US CELLULAR

INTRODUCED BY: Administration & Finance Committee

INTENT & SYNOPSIS: To approve the State of Wisconsin Authorized User, Local Government Customer Service Agreement with US Cellular for the contract term through June 30, 2012.

FISCAL NOTE: Funding done through normal budgetary process.

WHEREAS: Adams County will continue to receive the best pricing available by using the State of Wisconsin Authorized User, Local Government Service Agreement with US Cellular; and

WHEREAS: The need for cellular service by county employee's to conduct county business is not likely to decrease over the term of the contract;

NOW THEREFORE, BE IT RESOLVED: That the Adams County Board of Supervisors hereby approves the State of Wisconsin, Local Government Customer Service Agreement with US Cellular for the contract term through June 30, 2012.

Recommended for adoption by the Administrative & Finance Committee this \_\_\_\_\_ day of \_\_\_\_\_, 2010.

*Bruce Word*

Adopted \_\_\_\_\_  
Defeated \_\_\_\_\_ by the Adams County Board of Supervisors this  
Tabled \_\_\_\_\_ day of \_\_\_\_\_, 2010.

County Board Chair

County Clerk

ORDINANCE 2010 - 07

ADAMS COUNTY CHILD SUPPORT AGENCY FEE SCHEDULE

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

WHEREAS, the Adams County Child Support Agency provides services to the public related to Part D of Title IV of the Social Security Act (42 U.S.C. §§ 651, et seq.), including IV-D Participants; and

WHEREAS, there are substantial costs related to serving the needs of Non-IV-D Participants which can be identified and can and should be recouped by the agency, including Account Reconciliation at \$35 per year, maximum of \$200 per year, Income Withholding at \$35 per employer, Credit for Direct Payments at \$35 per incident; and Annual Adjustment under Wis. Stats. § 767.553 at \$35 per year; and

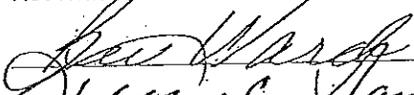
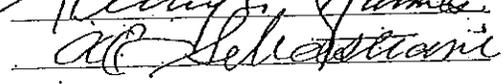
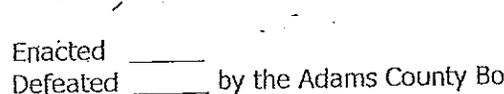
NOW THEREFORE, the Adams County Board of Supervisors does hereby ordain as follows:

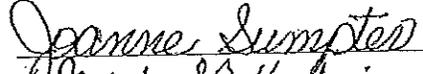
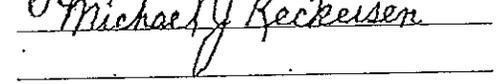
- (1) The Adams County Child Support Agency shall charge Non-IV-D Participants for services related to Part D of Title IV of the Social Security Act (42 U.S. C. §§ 651, et seq.), according to the following fee schedule:
- (2) Fee Schedule:
  - a) Account Reconciliation: \$35 per year, maximum of \$200 per year;
  - b) Income Withholding: \$35 per employer;
  - c) Credit for Direct Payments: \$35 per incident;
  - d) Annual Adjustment under Wis. Stats. § 767.553: \$35 per year.

Section [ ] Severability. All sections, subsections, paragraphs, clauses, words, and provisions of this Ordinance are to be severable, and the unconstitutionality or illegality of any section or subsection shall not affect the validity of the remaining sections or subsections. This ordinance does not supersede any applicable federal or state statutes or regulations that are more restrictive.

Section [ ] Effective Date. This Ordinance shall take effect and be enforced immediately after the adoption by the Adams County Board of Supervisors.

Recommended for enactment by the Public Safety & Judiciary Committee this \_\_\_\_ day of \_\_\_\_\_, 2010.

Enacted \_\_\_\_\_  
 Defeated \_\_\_\_\_ by the Adams County Board of Supervisors  
 Tabled \_\_\_\_\_ this \_\_\_\_ day of \_\_\_\_\_, 2010.

ADAMS COUNTY, WISCONSIN

\_\_\_\_\_  
Chairman

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

AMENDMENT OF ADAMS COUNTY ZONING ORDINANCE

WHEREAS: The Adams County Board of Supervisors adopted the amended Adams County Zoning Ordinance as Ordinance No. 46-2006 on September 19, 2006, which was effective upon publication on September 27, 2006, and which was approved by the town board of the Town of New Haven on October 19, 2006, such approval having been filed with the Adams County Clerk pursuant to section 59.69 of the Wisconsin Statutes; and

WHEREAS: On May 28, 2010, Bernard Gussel Jr., petitioned the Adams County Board of Supervisors to amend the county zoning ordinance to rezone a portion of a parcel of land in the Town of New Haven, as hereinafter described; and

WHEREAS: A public hearing, with due notice, was conducted on that petition by the Adams County Planning and Development Committee on July 7, 2010, and the Adams County Planning and Development 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,

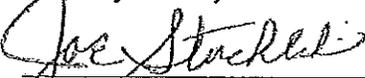
The County Board of Supervisors of the County of Adams does ordain as follows:

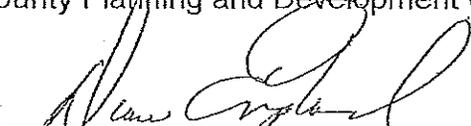
Zoning Change. The Adams County Zoning Ordinance, Ordinance No. 46-2006, and the corresponding zoning maps are hereby amended to reflect that the following described portion of property be changed from a A-1 Exclusive Agriculture District to an R1 LL Single Family Residential District;

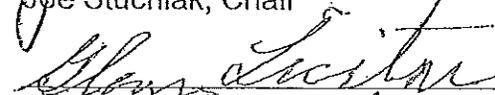
2 acres on property located in the SE ¼, SW ¼, SW ¼, SE ¼, Section 26, Township 14 North, Range 7 East, Lot 1 of CSM 5155 on 2<sup>nd</sup> Lane, Town of New Haven, Adams County, Wisconsin.

Published in the Times-Reporter, the official newspaper of Adams County, on the \_\_\_\_\_ day of July, 2010.

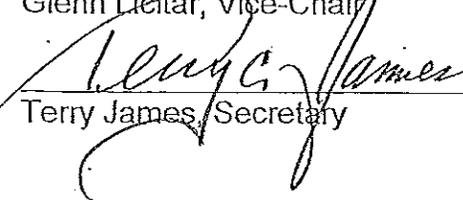
Recommended for enactment by the Adams County Planning and Development Committee on this 7<sup>th</sup> day of July 2010.

  
\_\_\_\_\_  
Joe Stuchlak, Chair

  
\_\_\_\_\_  
Diane England

  
\_\_\_\_\_  
Glenn Licitar, Vice-Chair

  
\_\_\_\_\_  
Barb Morgan

  
\_\_\_\_\_  
Terry James, Secretary

  
\_\_\_\_\_  
Karl Kingforth

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

Enacted \_\_\_\_\_  
Defeated \_\_\_\_\_ by the Adams County Board of Supervisors  
Tabled \_\_\_\_\_ this \_\_\_\_\_ day of July, 2010

Medical Examiner Ad Hoc Committee Minutes  
Thursday, June 3, 2010  
Conference Room A260  
Adams County Courthouse, Friendship, WI

Call the Meeting to Order. Chairman Terry James called the meeting to order at 12:35 pm.

Was the meeting properly announced? Yes.

Roll Call. Present were Supervisor Terry James, Sheriff Darrell Renner, Coroner Terry Scheel, Community Member Jeremy Normington, Lieutenant Dave Carlson and Recording Secretary Sandra Green Sheriff's Department.

Absent/Excused: District Attorney Mark Thibodeau.

Approve the agenda. Motion to approve the current agenda. Renner/Normington. MC/UN

Approve prior meeting minutes. Motion to approve minutes from May 24, 2010. Scheel/Renner. MC/UN. Motion to approve minutes from May 19, 2010. Normington/Sheel, MC/UN.

Terry James requested a motion for #5 to follow #10 – Motion by Renner/Scheel, MC/UN.

Public participation (*If requested by the Committee Chair*). None.

Correspondence. None.

Discuss/Report on visit to Columbia County Medical Examiner's Facility. James requested comments, corrections to anything from the Columbia County Medical Examiner visit. Terry James asked when a DA would become involved with an autopsy. Lt. Carlson explained when that might happen. All felt it was a very good visit and felt the openness and honesty with all involved from Columbia County was very impressive. It is always a team effort among all agencies involved to decide whether an autopsy is required.

Terry Scheel thinks it would be in our best interest to have Angela Hinze to be in here for one year to have our Medical Examiner's office up and running and in good standing here in Adams County. Terry James agrees it might be the way to go. More discussion was held.

Sheriff Renner asked whether or not the intent to renew was in the contract in case something comes up where either side chooses to not renew the contract beyond one year. Sheriff Renner wanted to clarify what the committee's job is which is to decide whether or not we hire Medical Examiner or create our own in Adams County. Jack Albert confirmed this to be correct. Terry James asked Jack Albert about developing a Resolution after one or two more meetings. Jack explained how we should complete this process and how it goes in front of the County Board. The committee will be able to show that this is a fiscally responsible decision by going with an ME outside of the County based on the budget information submitted. Terry James and Jeremy Normington asked if there could be a skeleton Resolution developed by our next meeting. Jack will try to have this done for us. It was suggested we decide today whether or not we go in house or out to hire a medical examiner and we can go from there.

Discuss information from other counties. Terry James handed out some paperwork that was put together from Juneau County Coroner and Marquette County Coroner's offices that show expenses and revenues. Jack Albert suggested calling two other counties to inquire whether or not they would go to an ME again or what they would do differently. This kind of inquiry would fit into the fit and form of this decision making process.

Discuss potential budget for Adams County. Terry James asked Terry Scheel regarding the budget compared to having an ME here or hiring Angela and Terry Scheel said his budget he put together for this was \$8,000 higher than Columbia County's estimate. If we contract through Columbia County, Angela would be doing the training for us and that would save us a lot of money right off the top.

**Action items for next meeting:** Jack Albert from Corp Counsel will have a skeleton resolution done by the next meeting for the committee to review.

**Set next meeting date.** Next meeting June 21, 2010 at noon, in conference room A260.

**Adjournment.** Meeting adjourned at 1:30 pm. Normington/Scheel, MC/UN.

Submitted by: Recording Secretary, Sandra Green, Fiscal and Support Services Manager, Sheriff's Department.

*These minutes are not yet approved by this Ad Hoc Committee.*

Cc: Sebastiani / James / Renner / Carlson / July / Scheel / County Clerk Dept / Green / Normington / Thibodeau / McGhee/Petkovsek/Albert

Medical Examiner Ad Hoc Committee Minutes  
Monday, June 21, 2010 12:00 p.m.  
Conference Room A260  
Friendship, WI

Call meeting to order. Chairman Terry James called the meeting to order at 12:00 p.m. in room A260 of the Adams County Courthouse.

Was the meeting properly noticed. Yes.

**Roll call.**

Present: Supervisor Terry James; Sheriff Renner; Coroner Terry Scheel; Community Member, Jeremy Normington

Absent/Excused: District Attorney Mark Thibodeau

Others Present: Lieutenant Dave Carlson; Corporation Counsel Jack Albert; Administrative Coordinator Barbara Petkovsek; Supervisor Al Sebastiani; and Jake Roseberry, Roseberry's Funeral Home

**Approve the Agenda.**

Motion by Scheel seconded by Renner to approve the agenda. Voice vote. Motion carried.  
Motion by Renner seconded by Scheel to move to Item #8 on the agenda (Discuss information regarding Oconto and Door Counties). Voice vote. Motion carried.

**Discuss information regarding Oconto and Door Counties.**

A phone call was placed to Kevin Hamman, Oconto County Administrative Coordinator, regarding Oconto County's experience in changing from a Coroner to a Medical Examiner and contracting services with Brown County. Hamman's comments included the following:

- Oconto County went from a Coroner to a Medical Examiner in 2007 at the urging of the sitting Coroner as the Coroner position was overworked/underpaid as she was putting in 30-35 hours per week for inadequate compensation and there was lack of administration for the Coroner position.
- Brown County proposed providing a Contract to Oconto County
- Service was improved with very few complaints from users – Sheriff's Dept; medical profession
- Deputy ME's are getting \$3 per hour on-call with the on-call part of the budget being \$25,000
- Budget numbers
  - 2006 \$43,730 – coroner system
  - 2007 \$76,667 – medical examiner system
  - 2010 \$91,663 – medical examiner system
- Currently an old squad car is provided for use; however, when that is no longer operational will pay county standard mileage

- Current rates for deputy medical examiners' are as follows:
  - \$75/investigation
  - \$25/cremation
  - \$35 hospice call
  - \$3/hr. on call
- Oconto County had no negative experiences in converting to a medical examiner and putting the contract in place with Brown County. Hamman felt the additional cost was worth the improved service. The Brown County contract is inclusive of Medical Examiner Administrative Services and operating supplies.

A phone call was placed to Grant Thomas, Door County Corporation Counsel regarding the county's conversion from a Coroner to a Medical Examiner and their experience contracting services with Brown County. Thomas's comments included the following:

- Door County moved to the medical examiner position in 1983. Thomas's understanding was that when the then current coroner was not going to run for office, a local physician was willing to provide services but did not want to run for office. That physician provided services from 1983-1996 when he retired.
- The ME system with Brown County began in late 1996
- The Door/Brown county contracts works well with a little nurturing to resolve any concerns
- Door County has retained their own ME and deputies with Brown County providing Administrative Services
- The Door County Sheriff, DA, Corporation Counsel, Administrator meet at least once a year to review the contract and relationship with Brown County
- Door County's contract with Brown County is currently \$15,801.60

Approve minutes from the June 3, 2010 meeting.

Motion by Scheel seconded by Renner to approve the minutes as printed. Voice vote. Motion carried

Public participation (*If requested by the Committee Chair*). None

#### Correspondence.

Chairman James requested Lieutenant Carlson to share his conversation with District Attorney, Mark Thibodeau regarding the medical examiner position. Carlson explained the visit to Columbia County and the conversations held with Columbia County District Attorney. Carlson encouraged Thibodeau to contact Columbia County District Attorney Jane Kohlwey. District Attorney Thibodeau indicated that he is neutral on the subject of a medical examiner but would like the following items to be considered by the committee in making any decisions:

- The committee/county board maintains their statutory rights in choosing deputy medical examiners.
- That investigators have an individual that they can work with.
- assurance that he has the ability to use UW Madison facilities for autopsies when necessary

Terry Scheel was excused from the meeting at 12:30 p.m.

**Review Corp. Counsel skeleton Resolution and verbiage.**

Jack Albert, Corporation Counsel, presented a draft ordinance, "Appointing a medical examiner and adopting an intergovernmental agreement with \_\_\_\_\_ County to provided medical examiner services", for discussion. Discussion held regarding the ordinance, preparing a written document reporting the work of the Ad Hoc Committee, making a recommendation to the PS&J and Executive Committees at a joint meeting on July 14th on presenting the ordinance to County Board.

Motion by Normington seconded by Renner to have an ordinance prepared along with an intergovernmental agreement for Columbia County to provide medical examiner services to Adams County. Motion carried. Roll call vote -- voting YES were Normington, Renner and James. Absent/Excused were Scheel and Thidodeau.

Next meeting date set for Tuesday, June 29<sup>th</sup> at 12:00 p.m. Agenda items to include review and sign prepared document on analysis of Ad Committee and discuss and/or act on resolution and intergovernmental agreement to be presented to PS&J and Executive Committees for consideration to present to County Board.

Respectfully Submitted,

Sandra Green

Recorded by Barbara A. Petkovsek, Administrative Coordinator/Director of Finance

Minutes unofficial until approved by committee.

Medical Examiner Ad Hoc Committee

MINUTES

Tuesday, June 29, 2010, 12:00 pm

Conference Room A260

Friendship, WI

1. Call the Meeting to Order. Meeting called to order at 12:05 pm.
2. Was the meeting properly announced? Yes
3. Roll Call: Terry James, Terry Scheel, Darrell Renner. Excused/Absent: Mark Thibodeau and Jeremy Normington. Also in attendance: Lt. David Carlson, Sheriff's Dept.
4. Approve the Agenda. Motion by Scheel/Renner. MC/UN
5. Approve minutes from the June 21, 2010 meeting. Motion by Renner/Scheel. MC/UN
6. Public participation (*If requested by the Committee Chair*). None.
7. Correspondence. Jack had Diane send a letter of Thank you to Oconto and Door Counties. Copies were shared.
8. Discuss additional information regarding Oconto and Door Counties. Oconto sent their entire contract along. Additional discussion was held. Door County noted Brown County has not adjusted their rates in a very long time. Can the county provide the same service in house for what the other county is charging? In Door County the answer is clearly "No".
9. Discuss additional information regarding Columbia County. Discussed.
10. Review prepared document and finalize recommendation. The two page document was reviewed and signed by the committee. The recommendation is to now take this to PS&J, Executive Committee and eventually forward to the County Board. This document is an overview of our meetings, minutes and visits to Columbia, etc. Motion to approve the document titled "Recommendations to the Public Safety and Judiciary Committee and the Executive Committee. Medical Examiner Ad Hoc Committee Report". Motion by Renner/Scheel, MC/UN. Darrell Renner, Terry James and Terry Scheel all vote yes. Just prior to adjournment, Jeremy Normington joined the meeting and was able to sign and approve the document.
11. Set next meeting date and time only if needed.
12. Adjournment. Meeting adjourned at 12:25 pm. Motion by Scheel/Renner. MC/UN

"Any person wishing to attend who, because of a disability, requires special accommodation should contact the Administrative Coordinator Office at 608-339-4579 at least 24 hours before the scheduled meeting time so appropriate arrangements can be made."

NOTE: 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.

## ADMINISTRATIVE & FINANCE

June 14, 2010

9:00 a.m., Room A160

Meeting called to order by Chairperson West at 9:05 a.m. Present: West, Sebastiani, Ward, Kotlowski. Excused, Renner.

Meeting was properly noticed.

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

Motioned by Ward/Kotlowski to approve the May 14, 2010 Administrative and Finance Minutes. Motion carried by unanimous voice vote.

No public participation, no correspondence.

Discussion took place on the Hutchison property. The committee discussed the \$120,000 grant for clean-up. On June 25<sup>th</sup> the Property Committee will open bids. For this project, Liberty Tire is asking \$150.00 a ton, Solid Waste Department currently pays them \$120.00 a ton to them. Alternate bid 2 is to scrap 6 inches of surface soil. The committee may consider bid 2 depending on budget availability and the amount additional funding needed. Alternate bid number 2 was not part of original grant proposal. Costs and options for clean-up were in the initial money allocated on this project. Ward suggested the use of a Huber to sort or pile tires to save money, this could be looked into. The County has no legal requirements to clean up the property. We may need to submit a receive a case closure from the DNR, if DNR grants closure this may or may not impact the value of the property. Dennis and Joe will be collecting water samples today. The well from the property and adjoining neighbors' properties will be checked. The Fair Market Value of property is \$51,700.00. Myrna suggested using screened buckets to reduce weight and cost associated when cleaning up surface soil.

Barb Petkovsek will provide a financial update each meeting of project funds related to Hutchison property.

Motioned by Ward/Sebastiani to consider alternate bid #2 at the next meeting with no intent to accept, and/or based on budget dollars available. Motion carried by unanimous voice vote.

Ward mentioned there should be no cost to Solid Waste in regards to tipping fees on Hutchison property.

Barb Petkovsek reported:

The Coroner is right at 41% of revenues. Clerk of Court indigent expense is 57%, over spent expenses. Tax lister account publication is over 58%. The Highway has a shortage on paint and may need to lay off employees if paint doesn't come in soon. Ward asked, "What do the painters do when it is raining?" Barb not sure, but will find out. Barb attended the Stevens Point Wisconsin County Executive & Administration meeting. They said the next 3 budget cycles will be tough.

2009 Audit reports & draft financials will be presented at the July meeting, then forward to July County Board meeting.

Motioned by Kotlowski/Sebastiani to approve check register as printed. Motion carried by unanimous voice vote.

Unity is currently proposing a 30% increase in Health Insurance. Health Insurance will be going out on bids; we may need to start exploring two different plans. Executive Committee will guide negotiations and changes to insurance if any. For example: previous years changes included one million life coverage time rather than two million.

Wisconsin Retirement Estimates are in for:

- Protected
- Elected
- Teachers
- General

categories.

The committee request Barb provide Unemployment figures/average cost of a position by next meeting.

September, 18 thru 21, 2010 AI will be gone.

September, 13 thru 17, 2010 West will be gone.

Tentative dates for 2011 budget will be September 29, 30, October 1, 4.

The next Department Head meeting is June 24, 2010.

Formal Credit Card Policy was presented: The committee made alternate recommendations, to look at one company and have a summary bill, then cap money amounts and have one office administering it, a central location with one vendor and one summary bill.

There will potentially be a Milk Source presentation at the July County Board meeting, placed at the top of the agenda.

John West will be appointed on the Technology Steering Committee.

The Committee wants to know what the Communications Bond Project Principal payment for April 2011 is, by the next meeting.

Wisconsin County Association has changed the Joint Powers Agreement relating to Public Finance Authority Res. # 30-2010, this is in the County Board packet. The amendment is being handed out to the County Board Supervisors.

MIS Department update: Dawn McGhee reported the 200 hour contract was reviewed and approved by both Jack/Barb. Motioned by Sebastiani/Ward to fill the service support 8 weeks, 200 hour minimum contract. Motion carried by unanimous voice vote.

Treasures report:

Currently we are under 50 parcels that are un-paid.

M&I Bank fees are in excessive, \$18,199.14 service charges. Stop payment charge is \$20.00, NSF charge, is \$20.00 and Wire Transfer charge, are \$15.00 each.

Now account interest is .5%, with no charges. There is a Sweep account where interest is 1%. The bank will charge \$35-\$50 for collateralization which is an annual fee to be protected over \$250,000.00.

Motioned by Sebastiani/Ward to transfer funds from M&I Bank to Grand Marsh for general expenditures. Motion carried by unanimous voice vote.

Set next meeting date for July, 9th at 9:00 a.m.

Motioned by Ward/Kotlowski to adjourn at 12:30 p.m. Motion carried by unanimous voice vote.

Respectfully Submitted,

  
Cindy Phillippi,  
Recording Secretary

These minutes have not yet been approved.

Adams County Airport Commission  
Minutes for the June 14, 2010 Meeting

Call to Order: Meeting was called to order by Chairman B. Miller at 7:03PM.

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

Audience: Mike Hartz, hangar owner.

Was the meeting properly announced? Yes

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

Approve the Minutes: Motion by Kotlowski, Second by Reuterskiold to approve the May 17, 2010 minutes. All voted aye, motion carried.

Airport Managers Report:

Correspondence: None

Financial Review Monthly Check Summary:

Scott reported that with 42% of the year having passed just 23% of the revenue has been received and 22% of the expenses have been paid. Both are much less, Scott indicated, because fuel sales have been less than budgeted. Only one category is slightly higher at 52%, gas and electric, but reflects the winter heating of the Welcome Center and by mid summer should be in line. Also, a fertilizer expense that should have been in the -343 account (repair/maintenance – grounds) was incorrectly placed in the -340 account (repair/maintenance – vehicles). After the correction the -340 account will be at 21% and the -343 at 40%, both within line. Scott will see to the correction.

Fuel Report:

Scott reported that fuel sales were 6538 gallons from 1/1/10 through 6/14/10 which reflects a 35% increase over last year's 4261 gallons. Scott also reports a delivery of 4200 gal. was received over the past month and the wholesale prices have dropped dramatically allowing for only a 5 cent increase in retail to \$3.80 per gallon.

Reabe Spraying Service Lease Request:

Scott presented a one year lease for Reabe stating that the lease is the same as last year except for the lease amount which is now is \$1,000 rather than the previous \$500. The contract has been delivered to Corp Counsel for approval. Scott also

Adams County Airport Commission  
Minutes for the June 14, 2010 Meeting

reported that the lease amount is effectively the same as the 2 year lease with Agri-care. Motion by Johnston, Second by Miller to approve the Reabe contract subject to the contract's approval by Corp. Counsel. All voted Aye. Motion Carried.

6-Year Improvement Plan Update:

Scott informed the commission that there is nothing new to report and that he believes the hangar area construction will take place this fall. He also reported that he has a meeting scheduled this week with a representative of Mead & Hunt, the airports engineer, and will give a report at the next meeting.

Adams County Tower on Co. Hwy. F:

Scott handed out two documents from the FAA, a "Notice of Presumed Hazard" and a "Public Notice". The Notice of Presumed Hazard states that the 325' AGL structure exceeds obstruction standards and/or would have an adverse physical or electromagnetic interference effect upon navigable airspace or air navigation facilities and that the structure is presumed to be a hazard to air navigation. The letter goes on to say that "if the structure were reduced in height so as not to exceed 300 feet AGL, it would not exceed obstruction standards and a favorable determination could subsequently be issued". The original approval from the airport and county was 300' AGL.

According to Scott, Communication Services apparently asked the FAA to reconsider and the second letter is the public notice requesting comment. Scott suggested to all in attendance that they may wish to write. The comment period runs to 7/8/10 and a determination by the FAA will be made thereafter. Until the FAA makes their determination the consensus of the group was to take no action on the request.

Courtesy Car:

Scott informed the group that a car is being provided to the airport by the Sheriffs Department. It is a 2006 former squad that will be ready for delivery very soon and no immediate cost to the airport is anticipated.

Ultralight Procedures:

Still in progress with nothing new to report.

Motion by Johnston, Second by Reuterskiold to approve the airport manager's report. All voted aye, motion carried

Adams County Airport Commission  
Minutes for the June 14, 2010 Meeting

Grounds Keeper Report:

Sundsmo reported the grass keeps growing. The weed eater is in for repairs and the garden tractor has been throwing belts but he has a handle on that repair. All other equipment is up and running.

Motion by Johnston, Second by Kotlowski, to approve the grounds keepers report. All aye, motion carried.

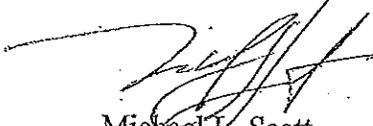
Audience Comments:

None.

Next meeting set for July 12, 2010 at 7PM.

There being no further business a motion was made by Reuterskiold, Second by Johnston to adjourn. All aye, motion carried. Meeting was adjourned at 7:42PM.

Respectfully Submitted,



Michael L. Scott  
Airport Manager

**Central Wisconsin Community Action Council, Inc.**  
**Ad Hoc Committee Meeting Minutes**  
**CWCAC Wisconsin Dells Office**  
**March 12, 2010**

**Present Committee Members:** Jim Layman, Ross Swinehart, Muriel Harper, John Atkinson,  
Kristine Koenecke, and John Earl

**Excused Absence:** None

**Staff:** Donna Lynch

1. Committee Chair Jim Layman called the meeting to order.
2. Ross Swinehart made a motion to approve the agenda. Seconded by Kristine Koenecke. Passed by unanimous vote.
3. Muriel Harper made a motion to approve the minutes of the February 12, 2010 meeting. Seconded by Kristine Koenecke. Passed by unanimous vote.

The Ad Hoc Committee supports a proposal to change:

- a. Addition of a "By-Laws Index" (attached)

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- b. **By-Law 2.05** When a vacancy occurs on the Board of Directors the remaining two Board members representing that County will make recommendations to the Executive Director. The Executive Director will make recommendations to the EPF Committee who will approve the appointee to complete the term for that County as soon as possible.

*(The Ad Hoc Committee supports a proposal to add this paragraph to provide for filling of a board member vacancy. With this addition all following paragraphs under Article II will be renumbered: 2.05 to 2.06, 2.06 to 2.07, 2.07 to 2.08, 2.08 to 2.09, 2.09 to 2.10, 2.10 to 2.11, 2.11 to 2.12, 2.12 to 2.13, 2.13 to 2.14)*

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- c. **By-Law 3.03** No person shall hold a ~~specific~~ the same elected office ~~or committee chair position~~ on the board for more than ~~four (4)~~ eight (8) consecutive years.

**By-Law 3.03 would now read:**

No person shall hold the same elected office on the board for more than eight (8) consecutive years.

*(The Ad Hoc Committee supports a proposal to change this paragraph to retain talent and preserve continuity of the board.)*

\*\*\*\*\*

- d. *Articles of Incorporation – Article 10* No member shall serve more than ~~ten (10)~~ fifteen (15) consecutive years.

*Article 10 would now read:*

*No member shall serve more than fifteen (15) consecutive years.*

*(The Ad Hoc Committee supports a proposal to change this paragraph to retain talent and preserve continuity of the board.)*

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- e. *By-Law 3.04* Standing Committees shall elect their chairs at their first meeting following their new committee appointments

*(The Ad Hoc Committee supports a proposal to add this paragraph.)*

\*\*\*\*\*

- f. *By-Law 4.06* The President shall nominate and the ~~Board of Directors~~ EPF Committee shall approve ~~temporary or permanent~~ Ad Hoc committees, as it deems necessary to conduct the business of the corporation. Officers may be chairpersons of committees. These committees shall report to the full board.

*By-Law 4.06 would now read:*

The President shall nominate and the EPF Committee shall approve Ad Hoc committees, as it deems necessary to conduct the business of the corporation. Officers may be chairpersons of committees. These committees shall report to the full board.

*(The Ad Hoc Committee supports a proposal to change this paragraph in the interest of conducting business in a timely manner. The Ad Hoc Committees will report back to the full board.)*

\*\*\*\*\*

- g. *By-Law 4.07* The Board of Directors shall determine, subject to applicable laws and regulations, rules and procedures for the Board of Directors, using the current Robert's Rules of Order as a guideline.

*By-Law 4.07 would now read:*

The Board of Directors shall determine, subject to applicable laws and regulations, rules and procedures for the Board of Directors, using the current Robert's Rules of Order as a guideline.

*(The Ad Hoc Committee supports a proposal to change this paragraph defining Robert's Rules of Order as the guideline.)*

\*\*\*\*\*

h. ~~By-Law 5.08 Ad Hoc Committees shall be appointed by the Board President and approved by the full Board to address specific topics or issues as needed.~~

*(The Ad Hoc Committee supports a proposal to delete this paragraph and refers to proposed change of By-Law 4.06)*

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4. Ross Swinehart made a motion to adjourn. Seconded by Muriel Harper. Motion passed by unanimous vote.



## MEETING MINUTES

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

Meeting Date: April 28, 2010

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

Board Members:

*Present:* Bill Gomoll, Ross Swinehart, John Atkinson, John Stevenson,  
Jim Layman, Joe Garvin, Muriel Harper, Joan Koscal,  
Charlie Krupa, John Earl, Joan Fordham, and Kristine Koenecke

*Absent:* Fran Dehmlow and Scott Beard

*Unexcused Absence:* None

Staff Present: Fred Hebert, Donna Lynch, Kari Labansky, Craig Gaetzke,  
Susan Tucker, and Lisa Williams

Guests: Dixie Marquardt, Deb Carroll, and Larry Kelly

### Opening

1. Motion was made by Ross Swinehart to adopt the agenda with the revision of moving Action Item #4 Executive Director 2009 Performance Review & 2010 Compensation (Closed Session if needed) to Action Item #1. Seconded by Joan Koscal. Passed unanimously.  
MOTION CARRIED.

Motion was made by Ross Swinehart to adopt the February 24, 2010 meeting minutes with the revision of 1) page 6, paragraph 3, last sentence, "The Wisconsin Dells Bank/Dells Improvements will be paid off by the end of 2009" which will now read "...by the end of 2010" and revision of future minutes to include 2) Under Committee Reports, state who gave highlights of the report and "see attached committee meeting minutes"; attach copies of committee minutes rather than restating all in the board meeting minutes; any discussion during the full board meeting will be noted. Seconded by Joan Fordham. Passed unanimously. MOTION CARRIED.

2. President's Comments

John Earl commented that Jim Layman will be reporting on the Ad Hoc Committee By-Law Change Proposals. The Annual Board Meeting has been moved from April to June. Fran Dehmlow was defeated in her election in Adams County and John Stevenson reported that he would no

longer be serving on our board due to a rearrangement of committees by the Columbia County Chair. We will experience a change in our committees with Fran who served on Client Services and John Stevenson who served as fifth member of the EPF Committee. An ideal lot was located in Necedah for our next HOME Project, Walnut Grove Estates. A report was given to the Client Services Committee on the American Reinvestment & Recovery Act (ARRA) services and accomplishments with no problems anticipated. We have two candidates to replace the vacancy of Evans Littlegeorge, David Singer from Lyndon Station and Dwayne Olson from Necedah. Craig Gaetzke reported three new hires in the Weatherization Unit to assist in spending down the ARRA funding.

3. Executive Director's Report

Fred commented that overall the agency continues to do well. He stated we still have not received a report back from the ARRA auditor that was here in February. As a result of the extensive Office of Reinvestment & Recovery (ORR) Audit at North Central CAP in Wisconsin Rapids a number of discrepancies were discovered with the ORR recommending that the North Central CAP Board of Directors immediately release their Executive Director who has since resigned. Senator Herb Kohl has invited the Southwest CAP Executive Director to speak at a Senate Fact Gathering Lunch in Washington, DC representing the State of Wisconsin's Community Action Agencies. Fred distributed a draft copy of long-term agency goals which included 1) Reduce the incidence and causes of poverty, 2) Expose and ensure availability of agency programs and services to all communities in our geographic area, and 3) Expand and extend our finite resources. John Earl encouraged board members to contact him or Fred with any suggestions or revisions.

Motion was made by Bill Gomoll to accept the Executive Director's Report of April 28, 2010. Seconded by Kristine Koenecke. Passed unanimously. MOTION CARRIED.

4. Budget & Finance Report

Kari Labansky presented the April 28, 2010 Budget & Finance Report. The Statement of Revenue and Expenses for period ending March 31, 2011 reflected Total Revenues at \$1,703,111.52 and total expenses at \$1,672,938.05 with a total profit of \$30,173.47. Total profit at the same time last year was \$262,594.71; Kari clarified this was due to the Revolving Loan Fund for Glenville Timberwrights. Restricted funding totaled \$202 and unrestricted funding totaled \$29,971. Unrestricted funding includes rent in our office buildings which we can adjust; we monitor this and can charge more as long as we don't go over the market value of rent for the building. The unrestricted Community Development Block Grant reflects a combination of five different CDBG Grants with the largest amount from Sauk due to the Sauk Flood Funding. Depreciation is not included in these figures.

The Comparative Balance Sheet for period ending March 31, 2010 reflected total assets of \$7,495,119.86 and total liabilities of \$4,010,888.83 with a fund balance of \$3,454,057.56.

A chart reflecting CWCAC Assets as of March 2010 was presented. The largest portions of the chart included Long Term Receivables at 48% and Long Term Property & Equipment at 37%.

The Cash Flow Statement for March 2010 reflected total cash sources at \$625,076.68 and total cash uses at \$576,742.56 with actual cash at end of month of \$374,603.62.

Motion was made by Joan Fordham to accept the April 28, 2010 Budget & Finance Report. Seconded by Joan Koscal. Passed unanimously. MOTION CARRIED.

5. Committee Reports

a. Building Committee

Bill Gomoll gave highlights of the Building Committee Report of March 12, 2010 (see attached minutes).

Bill Gomoll gave highlights of the Building Committee Report of April 2, 2010 (see attached minutes).

Bill Gomoll gave highlights of the Building Committee Report of April 16, 2010 (see attached minutes). Kristine Koenecke reported that Greg Schmidt contacted her and requested a chance to bid on the Walnut Grove Estates Project; Fred will call him regarding the bid process. John Earl clarified the Walnut Grove Estates property location is identified as "The Rogers Addition" in the Building Committee Meeting minutes of April 2<sup>nd</sup>. It is located on Highway 21 within approximately 200 yards of the Post Office with a Dollar General across the street and is next to another low income housing project. At one time there was a home on the site which was razed. Earnest money in the amount of \$500 has been paid with no further action being taken without board approval.

Motion was made by Joan Fordham to accept the Building Committee Reports of March 12, 2010, April 2, 2010, and April 16, 2010. Seconded by Joan Koscal. Passed unanimously. MOTION CARRIED.

b. Client Services Committee

Joan Koscal gave highlights of the Client Services Committee Reports of April 28, 2010 (see attached minutes).

Motion was made by Bill Gomoll to accept the Client Services

Committee Report of April 28, 2010. Seconded by Charlie Krupa. Passed unanimously. MOTION CARRIED.

c. EPF Committee

John Earl gave highlights of the EPF Committee Report of March 19, 2010 (see attached minutes).

John Earl gave highlights of the EPF Committee report of April 16, 2010 (see attached minutes).

Fred encouraged all board members to attend the CWCAC 11<sup>th</sup> Annual Golf Outing on June 10, 2010. John Earl mentioned that he spoke with the Client Services Committee after their meeting this morning and asked if they would consider reviewing the By-Laws to make sure they coincide with the Articles of Incorporation and also review the Personnel Policies.

Motion was made by Muriel Harper to accept the EPF Committee Reports of March 19, 2010 and April 16, 2010. Seconded by John Atkinson. Passed unanimously. MOTION CARRIED.

c. Ad Hoc Committee

Jim Layman gave highlights of the Ad Hoc Committee Report of March 12, 2010 (see attached minutes).

Motion was made by Ross Swinehart to accept the Ad Hoc Committee Report of March 12, 2010. Seconded by Kristine Koenecke. Passed unanimously. MOTION CARRIED.

6. Program Reports

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

Manager Reports were distributed in the Board Packets for review prior to the meeting. Craig Gaetzke reported that Weatherization is on track completing 52 units in March. This is normally a one year program ending in June however due to the ARRA funding we will be receiving an amendment to continue the program into 2011. Susan Tucker reported that the percentage served in 2009 went from 250 to 271 in 2010. Part of the increase can be attributed to ARRA funding for Rapid Rehousing. No applications for crisis rental assistance are being accepted as funding has not yet been received. Lisa Williams reported that in February there was a 2% decrease in households served in 2010 and a 24% increase in donated and/or purchased plus USDA food. In March there was a 3%

increase in households served in 2010 and a 35% increase in donated and/or purchased plus USDA food. There are 188 vouchers leased up for Section 8. Voucher issuance has been frozen by WHEDA as they await the results of a HUD appeal for additional funding.

Motion was made by Joan Koscal to accept the Weatherization, Homeless, Hunger Reduction, Employment & Training, and Business Development Program Reports of April 28, 2010. Seconded by John Stevenson. Passed unanimously. MOTION CARRIED.

7. Old Business

John Earl displayed a plaque to be given to Buffalo Phil's and Knuckleheads for their generous contribution to the 2009 Holiday Train Event raising funds for the food pantry.

Motion was made by Ross Swinehart to mail the two applications for nominations to fill Evans Littlegeorge's vacancy to all board members requesting return of ballots by May 14<sup>th</sup>. Seconded by Jim Layman. After discussion motion was made by Muriel Harper to amend the motion to distribute the two applications for nominations to fill Evens Littlegeorge's vacancy to all board members today with ballots to be returned by May 14<sup>th</sup>. Seconded by Joan Fordham. Motion passed by voice vote of 10 in favor and 2 opposed. MOTION CARRIED.

8. New Business

The board reviewed the motion which reads: The Board of Directors of Central Wisconsin Community Action Council, Inc. approves the Executive, Personnel, and Finance Committee recommendation of accepting the Executive Director's 2009 Performance Evaluation. John Earl clarified that Executive Director Compensation will be discussed separately. John reviewed the February 12, 2010 letter from the EPF Committee to the Board of Directors regarding the Executive Director's Annual Performance Evaluation. After discussion motion was made by Joan Fordham to amend the original motion to now read: The Board of Directors of Central Wisconsin Community Action Council, Inc. approves the Executive, Personnel, and Finance Committee recommendation of accepting the Executive Director's 2009 Performance Evaluation (letter dated February 12, 2010), excluding references to compensation. Seconded by Ross Swinehart. Motion passed by unanimous voice vote. MOTION CARRIED.

Motion was made by Ross Swinehart to go into Closed Session regarding discussion of the Executive Director's Compensation. Seconded by Kristine Koenecke. The board went into Closed Session by unanimous roll call vote. The board resumed in Open Session by unanimous roll call vote.

Motion was made by Charlie Krupa to approve a certificate from Trappers Turn in the amount of \$500 to be awarded to Fred in appreciation of the work he has done over the last year. Seconded by Ross Swinehart. Motion passed with 11 in favor and 1 opposed. MOTION CARRIED

The board reviewed the Code of Conduct and Conflict of Interest Policies with a request to change wording in policies to be gender neutral.

Motion was made by Ross Swinehart to accept the motion which reads: The Board of Directors of Central Wisconsin Community Action Council, Inc. approves the Building Committee recommendation of purchase of property in Necedah described as; Juneau County Certified Survey Map #1372 Plat No. "4" with the south boundary identified as N89° 26'15"E, and the east boundary identified as N0°35'41"W, with an address of 107 Highway 21, Necedah, WI 54646 for our next HOME Project, Walnut Grove Estates, for an amount not to exceed \$25,000. After discussion seconded by Muriel Harper. Passed unanimously. MOTION CARRIED

The board reviewed the By-Laws Changes supported and proposed by the Ad-Hoc Committee:

1) Addition of a "By-Laws Index"

2) Addition of By-Law 2.05: When a vacancy occurs on the Board of Directors the remaining two Board members representing that County will make recommendations to the EPF Committee who will approve the appointee to complete the term for that County as soon as possible. After discussion motion was passed by unanimous vote amending By-Law 2.05 to exclude County Board Representatives. Motion was made by Joan Fordham to approve By-Law 2.05 as amended which would now read: When a vacancy occurs on the Board of Directors, the remaining two Board members representing that County will make recommendations to the Executive Director. The Executive Director will make recommendations to the EPF Committee who will approve the appointee to complete the term for that County as soon as possible, with the exception of County Board Representatives. Seconded by Muriel Harper. Passed unanimously. MOTION CARRIED.

3) With the addition of By-Law 2.05 all paragraphs under Article II will be renumbered: 2.05 to 2.06, 2.06 to 2.07, 2.07 to 2.08, 2.08 to 2.09, 2.09 to 2.10, 2.10 to 2.11, 2.11 to 2.12, 2.12 to 2.13, 2.13 to 2.14; no motion to approve necessary as this is a clerical revision.

4) Revision of By-Law 3.02 to include the words "by ballot" which would now read: In the event a vacancy occurs in any one of the officer positions, the Board of Directors shall have the authority to fill, by ballot, such a vacancy from its membership. After discussion motion was made by Ross Swinehart to approve the revision of By-Law 3.02. Seconded by

John Atkinson. Passed unanimously. MOTION CARRIED.

5) Revision of By-Law 3.03 to specify that no person shall hold "the same" instead of "a specific" elected office, eliminating "or committee chair position" on the board for more than "eight (8)" years instead of "four (4)". Motion was made by Ross Swinehart to approve the revision of By-Law 3.03 which would now read: No person shall hold the same elected office on the board for more than eight consecutive years. After discussion seconded by Charlie Krupa. Motion passed by voice vote with 10 in favor and 2 opposed. MOTION CARRIED.

6) Revision of Articles of Incorporation - Article 10 to specify that no member shall serve more than "fifteen (15)" instead of "ten (10)" consecutive years which would now read: No member shall serve more than fifteen (15) consecutive years. After discussion motion was passed by voice vote with 10 in favor and 2 opposed to amend the revision to exclude County Board Representatives. Motion was made by Ross Swinehart to approve the motion as amended which would now read: No member shall serve more than fifteen (15) consecutive years with the exception of County Board Representatives. Seconded by John Atkinson. Motion passed by voice vote with 7 in favor and 5 opposed. MOTION CARRIED.

7) Addition of By-Law 3.04: Standing Committees shall elect their chairs at their first meeting following their new committee appointments. Motion made by John Stevenson to approve the addition of By-Law 3.04. Motion passed by unanimous voice vote. MOTION CARRIED.

8) Revision of By-Law 4.06 changing "Board of Directors" to "EPF Committee" approving "Ad Hoc Committee" eliminating "temporary or permanent Ad Hoc Committees" and adding that these committees shall report to the full board. After discussion motion was made by Ross Swinehart to approve the revision of By-Law 4.06 which would now read: The President shall nominate and the EPF Committee shall approve Ad Hoc Committees, as it deems necessary to conduct the business of the corporation. Officers may be chairpersons of committees. These committees shall report to the full board. Motion passed by voice vote with 11 in favor and 1 opposed. MOTION CARRIED.

9) Revision of By-Law 4.07 adding "using the current Robert's Rules of Order as a guideline". After discussion motion was made by Charlie Krupa to approve the revision of By-Law 2.07 which would now read: The Board of Directors shall determine, subject to applicable laws and regulations, rules and procedures for the Board of Directors, using the current Robert's Rules of Order as a guideline. Motion passed by unanimous voice vote. MOTION CARRIED.

10) Deletion of By-Law 5.08: Ad Hoc Committees shall be appointed by the Board President and approved by the full Board to address specific

topics or issues as needed. With the revision of By-Law 2.06 this By-Law becomes obsolete.

John Earl and the Board of Directors thanked Fred and presented him with a gift of appreciation for all the good things he makes happen at the agency.

9. Next Meeting

Wednesday, June 23, 2010 @ 10:00 a.m.

10. Adjourn

Bill Gomoll made a motion to adjourn. Seconded by Joan Fordham. Passed unanimously. MOTION CARRIED.

*Central Wisconsin Community Action Council, Inc.*  
*Building Committee Meeting Minutes*  
*March 12, 2010*

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**Present:** Bill Gomoll, Ross Swinehart, Jim Layman, John Stevenson, John Atkinson, and John Earl

**Absent:** Scott Beard and Charlie Krupa

**Staff:** Fred Hebert, Ed Czerkas, and Donna Lynch

**Guests:** Ray Bolton of ADCI, Darren of Shields Heating, and Craig of BTU

1. The meeting was called to order and motion passed by unanimous vote approving the agenda.
2. Motion passed by unanimous vote approving the minutes of the January 15, 2010 meeting.
3. Ray Bolton introduced Darren of Shields Heating and Craig of BTU who presented heating options for Walnut Grove Estates. Committee members discussed an electrical heat pump allowing for air exchange throughout the building and will make a decision after a heating cost comparison with Wood Hollow and final costs are presented from the vendors. Ray presented a preliminary drawing of the building including room for parking and garages, laundry capabilities in each unit, and individual heat pump units off the decks. The Committee agreed to the installation of Energy Star appliances.
4. Committee members asked Fred to continue negotiations with the owner of Lorra-Lyn Estates for Lots 27 and 28.
5. Fred provided an update on the Mauston Senior Housing Development. CAP Services of Stevens Point continues to work with our agency and the Department of Commerce on the project.
6. An update on our rental properties reflected Pine Grove and Wood Hollow as fully occupied, four units occupied and one eviction at Kirk-Wood with a current waiting list and two Section 8 applicants interested, and fourteen units occupied at Wyona Lake.
7. Ed Czerkas presented a report on maintenance and repairs for each of our buildings. He is very busy with projects at each of our locations and has plans in 2010 to sealcoat/stripe the parking lot and replace crosswalk boards at the Wisconsin Dells Office. The quarterly inspections at Wood Hollow and Kirk-Wood are coming up in March.
8. Fred reported that the building at our Portage Office location is for sale. The Committee authorized Fred to gather more information and present at the next meeting.
9. Next Meeting – April 16, 2010 @ 11:30 a.m.

*Central Wisconsin Community Action Council, Inc.*  
*Special Building Committee Meeting*  
*Building Committee Meeting Minutes*  
*April 2, 2010*

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**Present:** Bill Gomoll, Ross Swinehart, Jim Layman, Scott Beard, Charlie Krupa, John Stevenson, and John Atkinson

**Absent:** John Earl

**Staff:** Fred Hebert

**Guests:** Ray Bolton of ADCI

1. The meeting was called to order and motion passed by unanimous vote approving the agenda.
2. Motion passed by unanimous vote approving the minutes of the March 12, 2010 meeting.
3. Committee members discussed the purpose of the meeting which was to review potential sites in Necedah for construction of our eight- unit Affordable Apartment Building.
4. Ray Bolton, ADCI Architect and Consultant, presented various options including:  
**Site A – "Lorra-Lyn Estates"** which has three options, each discussed in detail. The building size and requirements for eight garages presents a major issue with conforming to lot size and configuration. None of the three options were ideal. Consensus of the committee was to abandon continuation of efforts for Lorra-Lyn Estates as an acceptable location.  
**Site B – "Mound View Golf Course"** - This is a defunct golf course purchased by the Village of Necedah. Two specific locations were reviewed and discussed. Again, the primary concern was building and garage sizes conforming to lot configurations. Based on a physical site visit, both engineering and architecture suggest that purchasing Lots 104 through 110 would accommodate our construction needs.  
**Site C – "The Rogers Addition"** – This is property recently listed by the owner with awareness occurring on April 1<sup>st</sup>. Fortuitously, while our engineer, architect, board member (Charlie Krupa), and Executive Director were negotiating with Roger Herried, Necedah Village Administrator, Mr. Herried provided information about the availability of a 2.5 acre parcel within the Village limits. Upon a site visit and obtaining survey information the site was assessed to be ideal for the project. The Committee passed two motions regarding this new information.
5. Motion was approved by unanimous vote authorizing the Executive Director to proceed with an offer to purchase Site C - "The Rogers Addition" property in Necedah in the amount of \$25,000 for construction of Walnut Grove Estates.
6. Motion was approved by unanimous vote authorizing the Executive Director to pursue planning with the architect and engineer for the use of Site C – "The Rogers Addition" property in Necedah for construction of Walnut Grove Estates.
7. Next Meeting - April 16, 2010 @ 11:30 am (carpool from Dells) 12:30 am (meeting) in Necedah. Please let Donna know if you will be carpooling (608) 254-8353.

*Central Wisconsin Community Action Council, Inc.*  
*Building Committee Meeting Minutes*  
*April 16, 2010*

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**Present:** Bill Gomoll, Ross Swinehart, Scott Beard, John Stevenson, John Atkinson, and John Earl

**Absent:** Jim Layman and Charlie Krupa

**Staff:** Fred Hebert

**Guests:** Dorene Schink of Focus on Energy

1. The meeting was called to order and motion passed by unanimous vote approving the agenda.
2. Motion passed by unanimous vote approving the minutes of the April 2, 2010 meeting.
3. Dorene Schink from Focus on Energy presented information on the Wisconsin Renewable Energy Assistance Program and how she would be able to assist us on the Walnut Grove Estates Project offering financial incentives for installation of energy saving appliances and materials. Dorene will provide us with a list of independent contractors to consider for a Solar Site Assessment. Our architect and engineer will provide options for forced air heating with individual furnaces or a boiler with air exchanges for each unit which Dorene will analyze and make recommendations for Committee consideration.
4. Fred stated that a preliminary purchase offer letter has been sent for our new HOME Project Building site on Highway 21 in Necedah. We received a preliminary acceptance back and will have forwarded \$500 earnest money towards the purchase. This purchase is contingent on board approval at the April 28<sup>th</sup> meeting.
5. A local general contractor is being considered for the Walnut Grove Estates project but nothing has been finalized yet. Fred will continue to review the budget as the project progresses. The Environmental Review has been sent to the State of Wisconsin Department of Commerce. The State has assured us they will review our information as quickly as possible. We are hoping for an October/November timeframe for completion.
6. Ed Czerkas presented a report on maintenance and repairs for each of our buildings. An update on the Beaver Dam building included: 1) A concrete contractor will be making recommendations for repair of beams in the basement of our Beaver Dam building, 2) The Western Wear Store vacated, and 3) One apartment is vacant and due to be filled in June.
7. Fred is pursuing purchase of the Portage Office Property and will continue to update the Committee on progress.
8. Next Meeting - May 14, 2010 @ 11:30 am

Central Wisconsin Community Action Council, Inc.  
Client Services Committee  
April 28, 2010

The meeting was held at CWCAC headquarters at 9:00 a.m. Committee members present: Joan Koscal, Joe Garvin, Muriel Harper, Kristine Koenecke, John Earl and Joan Fordham. Staff present: Craig Gaetzke, Susan Tucker, Lisa Williams and Kari Labansky.

The purpose of the meeting was to review ARRA Services.

1. Joan Fordham called the meeting to order. Joan Koscal moved, Muriel Harper seconded that the agenda be approved. The motion passed.
2. Joan Koscal moved, Kristine Koenecke seconded that the minutes of our February 5, 2010 meeting be approved with the typo in #3 corrected (eliminate "is"). The motion passed.
3. Craig Gaetzke reviewed the programs that he is responsible for with the ARRA funding. He said that Wisconsin is not over-reporting the jobs created by the stimulus dollars. We have hired three FTE in the Weatherization program and five in CSBG. Some of the jobs are new and some represent retained jobs that would have otherwise been lost.
4. Susan reported on the Employment and Training efforts with ARRA funds. Chuck Moran has been able to work with at least 87 people to further their education, especially in the Certified Nursing Assistant area where there is no other funding available. They have also been able to provide car loans and to help people with the enrollment fee for Badger Care-Plus (served 211 people). She has also been working with Rapid Rehousing for Homeless, paying security deposits, rent, utility bills and fees for storage units. She expects to spend out the dollars before two years are up. Susan is trying to work toward sustainability, and expressed a concern about creating a new group of people who believe they have entitlements, rather than a helping hand up.
5. Lisa said that part of her salary is being taken out of ARRA funds, but that there is not much other impact on her work.
6. Kari reported that she has not had much of a problem filing the financial reports. She said that state wide, other CAP agencies are having more problems spending the funds than we are having. She said that we had a good plan to spend the funds from the start.
7. The next meeting will be prior to the June meeting. We will review reports of compliance on our current programs, and attend to any other issues that may come up by then.

Joan Koscal moved, Kristine Koenecke seconded that the meeting be adjourned. The motion passed and the meeting adjourned at 9:50 a.m.

Respectfully submitted,

Joan Fordham  
Chair

*Central Wisconsin Community Action Council, Inc.*

*EPF Committee Meeting Minutes*

*CWCAC Wisconsin Dells Office*

*March 19, 2010*

**Present Committee Members:** John Earl, Ross Swinehart, and Joan Koscal

**Excused Absence:** Muriel Harper and John Stevenson

**Staff:** Fred Hebert, Kari Labansky, and Donna Lynch

**Guest:** None

1. The meeting was called to order and motion passed by unanimous vote approving the agenda.
2. Motion was made by Joan Koscal approving the minutes of the February 12, 2010 meeting. Seconded by Ross Swinehart. Motion passed by unanimous vote.
3. Personnel issues were reviewed. Motion was made by Joan Koscal to reclassify Leticia Castillo from hourly to administrative due to her responsibilities in her role as our Dodge County Representative. Seconded by Ross Swinehart. Motion passed by unanimous vote. Motion was made by Ross Swinehart to approach the Client Services Committee with the assignment of reviewing and updating the Agency Personnel Policy Manual and By-Laws. Seconded by Joan Koscal. Motion passed by unanimous vote.
4. Kari Labansky presented the Finance Report. The Cash Flow Statement for the month of February 2010 reflected actual cash at the end of month at \$326,269.50. We won't see any more donations for River Haven as Renewal Unlimited has taken over responsibility for the shelter. We will be billing Weatherization Program expenses in the same month moving forward which will reflect a higher cash balance. A change is being considered in our Accounting Software Package. Renovations to accommodate renters at the Wisconsin Dells Office are almost paid off; renovation costs were included in their rent.
5. Committee Members reviewed the February Board Meeting.
6. The Committee reported they would like to have recruitment for Evans' vacancy completed by the end of April for candidate approval at the June Board Meeting.
7. Fred reported on the CSBG Tri-Year Survey. The surveys are a federal requirement and mailed out to low income clients for their feedback on various issues including the areas of health, jobs, housing, transportation, and food. Craig Gaetzke will present survey results to the full board in June.
8. Fred reported on the Revolving Loan Fund with a \$100,000 loss from Wissell Properties out of Beaver Dam which filed bankruptcy and Glenville Timberwrights out of Baraboo with a loan of \$400,000 which is doing well in rebuilding their business.

9. Committee members reviewed the Code of Conduct and Conflict of Interest Policies for staff and board. Fred reported that Federal and State guidelines will soon likely be requiring board members to sign a Code of Conduct Policy. The Code of Conduct Policy will be sent to board members in April for their review and consideration of implementation at the June Board Meeting.
10. Motion was made by Joan Koscal to go into Closed Session for the purpose of reviewing the Executive Director's 2009 Performance Evaluation and Compensation. Seconded by Ross Swinehart. Motion passed by unanimous roll call vote. The Committee went back into Open Session. Motion was made by Joan Koscal to approve the Executive Director's 2009 Performance Evaluation. Seconded by Ross Swinehart. Passed by unanimous vote. The issue of compensation will be handled in Closed Session at the full board meeting in April.
11. Next Meeting -- April 16, 2010 @ 10:00 a.m.

*Central Wisconsin Community Action Council, Inc.*

*EPF Committee Meeting Minutes*

*CWCAC Wisconsin Dells Office*

*April 16, 2010*

*Present Committee Members:* John Earl, Ross Swinehart, Muriel Harper, John Stevenson, and Joan Koscal

*Excused Absence:* None

*Staff:* Fred Hebert and Donna Lynch

*Guest:* None

1. The meeting was called to order and motion passed by unanimous vote approving the agenda.
2. Motion was made by Joan Koscal approving the minutes of the March 19, 2010 meeting. Seconded by Ross Swinehart. Motion passed by unanimous vote.
3. Personnel issues were reviewed. The State has required 70% of Weatherization-ARRA funding be spent by September 30<sup>th</sup> so three LTE-Crew Workers have been hired for six months. Holly Sindelar will not be returning to work; her position has been filled by Lili Cifuentes who has been hired full-time working 20 hours morning Reception and 16 hours assisting Donna. Holly will be recognized by the agency with a plaque and note of gratitude for her service. Community Development Block Grant proposal letters have been sent to our municipalities. We hope to be awarded enough grant funding to keep all three CDBG staff members employed. Motion was made by Joan Koscal to go into Closed Session. Seconded by Muriel Harper. The Committee went into Closed Session by unanimous voice vote. Motion was made by Joan Koscal to resume in Open Session. Seconded by Muriel Harper. Committee resumed in Open Session by unanimous voice vote.
4. Kari Labansky will present the Finance Report to the full board at the April 28<sup>th</sup> meeting.
5. With the federal government possibly requiring board members to sign a Code of Conduct/Conflict of Interest Form in the near future, forms will be sent in board packets for board member review and discussion at the April 28<sup>th</sup> meeting.
6. Motion was made by Muriel Harper to accept the nomination of Dave Singer, Kildare Town Board Supervisor, as replacement to fill Evans' vacancy on the board. Seconded by Joan Koscal. Motion passed by unanimous vote. A board member application will be mailed.
7. Fred invited committee members to the 11<sup>th</sup> Annual CWCAC Golf Classic on June 10<sup>th</sup> at Trappers Turn in Wisconsin Dells.
8. Committee members discussed 2010 goals for the Executive Director. Suggestions included keeping the agency moving forward, increasing community awareness of programs and services, and increasing partnerships with other agencies to develop dental clinics. Fred said he will also present goals for discussion at the next EPF Committee meeting.

9. Fred commented on the positive progress of the Dental Clinic in Prairie du Sac. They now have \$7,500 to hire a Grant Writer, St. Vincent's has offered to purchase a building, and the Federally Qualified Health Care Provider, Access is prepared to staff the clinic. CWCAC will be the fiscal agent. The group's plan is to implement the clinic within two years.

10. Next Meeting – May 14, 2010 @ 10:00 a.m.

ADAMS COUNTY BOARD OF SUPERVISORS MINUTES  
ADAMS COUNTY BOARD ROOM  
June 15, 2010 6:00 PM

The Adams County Board of Supervisors meeting was called to order by Chairperson Sebastiani at 6:03 p.m.

**Roll Call of Supervisors:** Dist. # 01-Glenn Licitar; Dist. #02-Diane England; Dist. #03-Larry Babcock; Dist. #04-Al Sebastiani; Dist. #05-Jerry Kotlowski; Dist. #06-Dean Morgan; Dist. #07-Joe Stuchlak; Dist. #08-Patrick Gatterman; Dist. #09-Pat Townsend; Dist. #10-Joanne Sumpter; Dist. #11-Jack Allen; Dist. #12-Florence Johnson; Dist. #13-Michael Keckeisen; Dist. #14-Bev Ward; Dist. #15-David Renner; Dist. #16-John West; Dist. #17-Bill Miller; Dist. #18-Terry James; Dist. #19-Karl Klingforth; Dist. #20-Deena Griffin.

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

Motioned by Licitar/Griffin to approve the May 18, 2010 minutes. Motion carried by unanimous voice vote.

**Claims:** Motioned by James/Stuchlak to deny Verizon claim WIPR100086 damage date 4-15-2010 at 971 CTH Z, Arkdale Wisconsin. Motion to deny Verizon claim carried by roll call vote, 20 yes.

**Correspondence:** None

**Appointments:** Motioned by Sumpter/Gatterman to approve appointing Jeff Weinkauff to ACRIDC to replace Harvey Wagner. Motion carried by roll call vote, 20 yes.

**Reports and Presentations:** County Board Tour will be July 29<sup>th</sup>, 2010.

**Unfinished Business:** None

Chairman Sebastiani deviated from Res. #30 to Res. #31.

**Resolutions:**

**Res. # 31:** Motioned by Johnson/Sumpter to adopt Res. #31 to request State law changes to allow Counties the use of the design-build construction method. Motion to adopt Res. #31 carried by roll call vote, 20 yes.

Chairman Sebastiani deviated from Res. #32 to Res. #33.

**Res. # 33:** Motioned by Johnson/Klingforth to adopt Res. #33 to enter into an Agreement with the Town of Strongs Prairie to accept out of County waste at the Adams County Landfill Site. Motion carried by roll call vote, 17 yes, 3 no. Voting no, James, Keckeisen and Licitar.

**Res. # 34:** Motioned by Ward/Stuchlak to adopt Res. #34 to amend the recently approved County Board Rules to state the proper placement and jurisdiction of the Housing Authority and Drainage Board. Motion to adopt Res. #34 carried by roll call vote, 20 yes.

**Res. # 35:** Motioned by Renner/Sumpter to adopt Res. #35 to allow the use of utility terrain vehicles on State funded ATV trails within Adams County and open road routes to ATV usage. Motion to adopt Res. #35 carried by roll call vote, 19 yes, 1 abstain. Abstaining, Miller.

**Res. # 36:** Motioned by Griffin/Ward to adopt Res. #36 to create a part-time Library Assistant I position at 18-20 hours per week. This position is classified in Group 4, PA II of the Courthouse Local 1168 Union contract. Motion to adopt Res. #36 failed by roll call vote, 12 yes, 8 no. Voting no, Allen, Gatterman, Keckeisen, Kotlowski, Morgan, Sebastiani, Sumpter, and West.

Chairman Sebastiani deviated back to Res. #30 and Res. #32.

**Res. # 30:** Motioned by West/Sumpter to adopt Res. #30 to approve execution of Joint Exercise of Powers Agreement to cause the creation of and to become an Initial Member of the Public Finance Authority for the purpose of issuing conduit revenue bonds. Motion to adopt Res. #30 carried by roll call vote, 20 yes.

**Res. # 32:** Motioned by Babcock/ Griffin to adopt Res. #32 to place an advisory referendum on the November ballot in support of a constitutional amendment firewalling the State of Wisconsin Transportation fund. Motion to adopt Res. #32 carried by roll call vote, 19 yes, 1 no. Voting no, Ward.

**Recess:** Motioned by Allen/Johnson to recess at 7:45 p.m. Motion carried by unanimous voice vote.  
**Reconvene:** Called back to order by Chairman Sebastiani at 8:00 p.m. Roll call 19 present, 1 excused. Excused, Ward.

**Ordinances:**

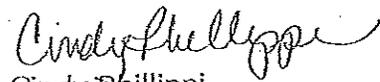
**Ord. #05:** Motioned by Kotlowski/Klingforth to enact Ord. #05 to rezone a portion of a parcel (5 acres) owned by Alice Foat, Town of Jackson, located in the SE ¼ SE ¼, Section 19, Township 15 North, Range 7 East at 3379 5<sup>th</sup> Lane, changed from an A-1 Exclusive Agricultural District to an A-3 Secondary Agricultural District. Motion to enact Ord. #05 carried by roll call vote, 19 yes, 1 excused. Excused, Ward.

**Ord. #06:** Motioned by Stuchlak/James to enact Ord. #06 to rezone a portion of a parcel owned by Doreen M. Schultz & Patricia Ann Jespersen Miller, Town of Adams located in the NW ¼, NE ¼, Section 13, Township 17 North, Range 5 East, changed from an A-1 Exclusive Agricultural District to an A-3 Secondary Agricultural District. Motion to enact Ord. #06 carried by roll call vote, 18 yes, 1 no, 1 excused. Voting no, Johnson. Excused, Ward.

Motioned by West/Gatterman to approve claims. Motion carried by unanimous voice vote.  
Motioned by James/Allen to approve per diem and mileage. Motion carried by unanimous voice vote.  
Motioned by Johnson/Sumpter to have the Clerk correct any and all errors and to read back at the next meeting if so requested. Motion carried by unanimous voice vote.

Set next meeting date for July 20, 2010 at 6:00 p.m. September Board Meeting will be on the 28<sup>th</sup> at 6:00 p.m.

Motioned by West/James to adjourn at 8:02 p.m. Motion carried by unanimous voice vote.  
Respectfully submitted,

  
Cindy Phillippi  
Recording Secretary

Minutes of Executive Committee Meeting  
Tuesday, June 8, 2010 -- 9:00 a.m.  
Room A-260

Meeting called to order by Al Sebastiani, Chair, at 9:00 a.m. The meeting was properly announced.

Members present: Al Sebastiani, Beverly Ward, and Joe Stuchlak.  
Members excused: David Renner and Larry Babcock.  
Others present: Barb Petkovsek, Administrative Coordinator/Director of Finance;  
John Albert, Adams County Corporation Counsel;  
Marcia Kaye, Personnel Director;  
Dan Calef, Library Director; and  
Diane Heider, Legal Assistant, Recording Secretary.

Motion by Stuchlak, seconded by Ward, to approve the Agenda. Motion carried by unanimous vote.

Motion by Ward, seconded by Stuchlak, to approve the Minutes of Executive Meeting of May 11, 2010. Motion carried by unanimous vote.

No new correspondence.

There was no public participation.

Discussion was held regarding a Resolution to Approve the Addition of a Part-Time Position at the County Library. Motion by Ward, seconded by Stuchlak, to approve said Resolution. Motion carried by unanimous vote.

Marcia Kaye presented the Personnel Director monthly report of department activities.

Jack Albert presented the Corporation Counsel monthly report of department activities. Jack was later excused to attend Circuit Court proceedings.

Motion by Ward, seconded by Stuchlak, to convene in closed session at 9:37 a.m. to discuss and/or act on strategy for upcoming County/Union contract negotiations. Motion carried by unanimous vote.

The Committee reconvened in open session at 10:25 a.m., went to recess, and reconvened at 10:32 a.m.

Motion by Ward, seconded by Stuchlak, to approve the Resolution to Approve Amendments to the County Board Rules. Motion carried by unanimous vote.

Motion by Ward, seconded by Stuchlak, to appoint Diane Heider, Legal Assistant, as Recording Secretary of the Executive Committee Meetings. Motion carried by unanimous vote.

Barb Petkovsek presented the Administrative Coordinator/Director of Finance monthly report of department activities.

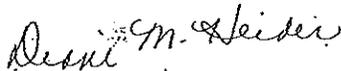
Motion by Ward, seconded by Stuchlak, to approve vouchers. Motion carried by unanimous vote.

Action items for next meeting: None.

Next meeting date will be July 13, 2010 at 9:00 a.m. in Room A-260.

Motion at 11:05 a.m. by Stuchlak, seconded by Ward, to adjourn. Motion carried by unanimous vote.

Respectfully submitted,



Diane M. Heider, Legal Assistant  
Recording Secretary

**Extension Committee**  
**Minutes of Meeting**  
**June 14, 2010 @ 1:00 PM**  
**Adams County Community Center**  
**569 N. Cedar Street, Room 103**  
**Adams, WI 53910**

1. **Call to Order:** Meeting was called to order at 1:15 PM in Room 103, Adams County Community Center by Committee Chair, Florence Johnson.
2. **Roll Call:** Board Members: Diane England, Jack Allen, Karl Klingforth, Glenn Licitar and Florence Johnson. Agents Present: Felts-Podoll, Swensen and Genrich. Others Present: Tom Schmitz - UW-Extension Central District Director, Barb Petkovsek – Adams County Administrative Coordinator, Marcia Kaye – Adams County Personnel Director, Al Sebastiani – Adams County Board of Supervisors Chairman
3. **Was the Meeting Properly Announced:** Yes
4. **Agenda Approval:** Motion by Klingforth and Second by Allen to approve agenda. Motion carried.
5. **Approve Minutes:** Motion by Licitar Second by Klingforth to accept minutes of the Extension Committee Meeting of May 6, 2010 as presented. Motion carried.
6. **Public Participation:** Fran Dehmlow discussed a topic from Health & Human Services meeting. Court ordered parenting and financial management classes are provided by Edie Felts-Podoll and HHS would like the replacement for Edie Felts-Podoll to continue providing this educational programming.
7. **Resource/Extension Communication:** None
8. **Items for Action or Discussion:**
  - a) **Review Financial Statements and Check Summaries:** April and May Check Summaries were reviewed. Motion by Klingforth Second by Allen to place Financial Statements for April and May on File. Motion carried.
  - b) **Review and Place on File Monthly Reports of Donald Genrich, Jennifer Swensen and Edie Felts-Podoll and Approve Out-of-County Calendars for Donald Genrich, Edie Felts-Podoll and Jennifer Swensen:** Motion by England Second by Licitar to place Monthly Reports on file and approve monthly calendars for agents. Motion carried.
  - c) **Discussion with Tom Schmitz, UW-Extension Central District Director:**
    - **Department Leadership** – Motion by Licitar Second by England to appoint Don Genrich as Department Head effective July 1, 2010. Annual \$3,000 stipend is attached to the Department Head position.
    - **Refilling the Family Living Position** – Motion by England Second by Allen to refill the Family Living Educator position at 100% FTE with a salary range between \$40,000 - \$50,000. Motion by Klingforth Second by Licitar to amend salary range \$40,000 - \$55,000. Motion carried. Amended motion to refill the Family Living Educator position at 100% FTE with a salary range between \$40,000 - \$55,000. Motion carried. Schmitz discussed time line for filling the position and potential for hiring a limited term employee for the interim until a permanent replacement can be hired.
    - **Retention Award** – Don Genrich distributed “Request for Market Adjustment in Salary” to committee. Motion by Licitar Second by England to increase Genrich’s salary \$8,500 annually beginning July 1, 2010. Motion carried.

- Rank Change - Jenifer Swensen received a \$3,500 increase in salary beginning May 1<sup>st</sup> due to the completion of her Master's Degree and the induction into the Department of 4-H Youth Development as an Assistant Professor. This is a contractual agreement determined when she was hired in 2005.
  - d) Youth Serving on Board: Al Sebastiani discussed the effort of developing "Youth on Boards" in Adams County. They have discussed having three youth chosen from the A-F School District one each from the Freshman, Sophomore & Junior classes. Committees where youth may participate could include Solid Waste, Extension, Parks, Health & Human Services. Discussion continues with A-F Schools, 4-H Youth Development and County to finalize.
  - e) WACEC Travel: Klingforth's and Johnson will meet at Community Center at 9:15 a.m. They will travel to Licitar's to continue to bus pick-up point in Portage at Petrol. Bus will leave Petrol at 11:30 a.m. to travel to Milwaukee for the State WACEC Annual Conference
  - f) 4-H Insurance: Recommended by committee to add 4-H to County Mutual Insurance. Contract to be forwarded to Mary Ann Bays, Treasurer and then to Corp Counsel, Jack Albert.
9. Set Next Meeting Date: Next meeting date is set for 9:00 a.m. July 13, 2010, in room 103 at the Adams County Community Center.
10. Agenda Items for Next Meeting:
- Hiring Status of Family Living Educator Position
  - Retention Award for Jennifer Swensen
  - Attendance & Presentation at National 4-H Youth Development Annual Conference
11. Adjourn: Motion by England and Second by Licitar to adjourn. Motion carried. Meeting adjourned at 3:30 p.m.

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

Diane England, Committee Secretary

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



Health Insurance Study Committee

Tuesday, June 1, 2010

9:00 a.m.

Conference Room A260

Members present included: Diane England, Terry James, Barb Petkovsek, Karen Bays, Cheryl Thompson, Marcia Kaye, and Mary Ann Bays. Others present: Al Jaeger – AFG (Associated Financial Group) and Liz Hendricksen.

Barb Petkovsek opened nominations for Chair of the Committee. Diane England was nominated for Chair, with no other nominations. Motion by Mary Ann Bays to close nominations for Chair. Barb opened nominations for Vice Chair of the Committee. Terry James was nominated for Vice Chair. Motion by Mary Ann Bays to close nominations for Vice Chair. The Chair of the Committee is Diane England and Vice Chair if Terry James.

**Health Care Reform.** Al distributed a handout summarizing the key areas of the Health Care Reform that take effect within the next year. Discussion took place on the list of items.

**Health Reimbursement Account (HRA) Funding Analysis Report (FAR).** Al explained how the HRA works for Adams County in relation to the health plan and reviewed how the report was setup. This shows the current year funding of the HRA; the funding has remained steady with funding in equal to the funding going out.

**Unity 2009 Financial Reports.** Al distributed the Unity report which showed that the County's utilization of the medical plan is 13.4% over the premium payments to Unity and with the administration fees, this results in a total increase of 22.1% more than the premiums paid to Unity. Al reviewed the highlights with the Committee. Al also distributed the Claim Utilization Report for both out of network and Rx90 Mail Order program. Out of Network utilization on the plan is currently 41% and there are 20 members utilizing the mail order program.

**Health Insurance RFP.** The RFP will be sent out in the next couple of weeks with the results back in August. The Committee discussed the what the premium increase would be for 2011, and based on the loss of the plan, a 22% increase plus the general health care industry increase of 8+ % could be factors, along with the new mandates from health care reform adding costs estimated between a 2-4 ½ % increase. The County could estimate approximately a 30% increase in health insurance premiums leaving the plan as is. Al brought up that the County can look at a high deductible plan with the HRA funding to keep the premiums affordable.

**Unity Explanation of Benefits (EOB) – Verification of Claims Processed.** Al distributed handouts of the MyUnity webpage where employees can view information regarding the plan including their claims processing. If an employee wants to see all bills processed this is where the billings would be available to see, and if an EOB was issued an employee can access the EOB there as well and re-print if necessary. There are several other features available including the ability to view the schedule of benefits and certificate of coverage, as well as request ID cards, change a primary care provider, update demographics information or ask an expert a question using a secure message center.

**Consumerism Training Feedback.** Jay Scott of AFG conducted consumerism trainings for employees in May. There was good feedback and a lot of interest in the Healthwise Manuals. There were requests for additional information from Unity regarding particularly the wellness reimbursement programs and the mail order program. The other request that was submitted to Jay was that employees would like to see for the Flexible Spending Account (FSA) that the County implement the use of the Benny Card, this would add a cost to the administration of the program. The Committee will look at this at renewal time.

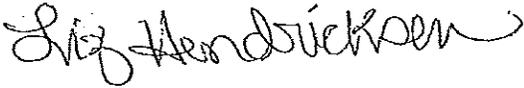
**Wellness Committee Update.** The walking trails map/brochure that was created by the WE CAN (Community Wellness Committee) was distributed for review. The Adams County wellness committee will have 100 copies of the brochure created and available for distribution to employees that are

interested. The Committee utilized the wellness budget for the purchase of the Healthwise manuals and brochures & magnets for the Wellness Committee for employees. The Committee also discussed possibly a need to send mailings of wellness information to Highway, Sheriff, and Solid Waste employees so that information will make it home to the household of the employees. The Committee will begin to work on the budget for next year. There was discussion regarding not being able to utilize the wellness budget for prizes or awards. The Committee would like to consider whether this would be a benefit so that there could be some competitions and this would aide in increasing participation. The funding is not tax levy but rather savings based on employee's contributions to tax-free benefit plans. Also, the bee logo was created in a stencil format by the Highway Department to be used to stencil the logo on the walking routes in the City of Adams and Village of Friendship.

The next meeting was not set, a meeting will be set once the RFP results are back at the end of August. There was discussion regarding education about the options with health insurances, including health savings accounts (HSA) and Health Reimbursement Accounts (HRA) possibly being conducted at that time.

Motion at 10:55 a.m. by James, second by Karen Bays to adjourn.

Respectfully submitted,



Liz Hendricksen  
Recording Secretary

ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE

THURSDAY, JUNE 10, 2010 AT 9:00 A.M.  
HIGHWAY DEPARTMENT CONFERENCE ROOM  
1342 COUNTY ROAD "F", ADAMS, WI

MEMBERS PRESENT: Larry Babcock, Chairperson  
Florence Johnson, Vice-Chairperson  
Patrick Gatterman, Secretary  
Dean Morgan  
Michael Keckeisen

OTHERS PRESENT: Ronald Chamberlain ~ Highway Commissioner, Everett  
Johnson and Barbara Morgan

MEMBER ABSENT: Michael Keckeisen ~ Excused

**CALL MEETING TO ORDER:** The Meeting of the Adams County Public Works Committee was called to order by Chairperson – Larry Babcock at 9:00 A.M., on Thursday, June 10, 2010.

**WAS THE MEETING PROPERLY ANNOUNCED? YES**

**ROLL CALL:** BABCOCK, JOHNSON, GATTERMAN AND MORGAN. MEMBER ABSENT: MICHAEL KECKEISEN ~ EXCUSED

**APPROVAL OF MINUTES OF LAST MEETING (MAY 13, 2010 REGULAR MONTHLY MEETING):** *Motion by Morgan to approve the Minutes as printed of the Adams County Highway Department Committee Meeting for MAY 13, 2010 Regular Monthly Meeting, second by Gatterman. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**PUBLIC PARTICIPATION ON AGENDA ITEMS: NONE**

**ADAMS COUNTY HIGHWAY DEPARTMENT POLICY INVASIVE SPECIES:** *Motion by Gatterman to approve the Adams County Highway Department Invasive Species Policy as presented, second by Johnson. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED. (POLICY ATTACHED TO MINUTES)*

**PLANTING IN RIGHT-OF-WAY:** *Motion by Morgan to notify property owners by regular mail their violations of plantings in the right-of-way and to mow the right-of-way in the fall and all future years and to publish a notice in the newspaper, second by Johnson. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**STATE DEPT OF TRANSPORTATION TRAFFIC MAINTENANCE AGREEMENTS – PAINT AVAILABILITY:** The Highway Commissioner updated the Committee on the paint status and budget impacts from the lack of paint that is not available at this time for the State Department of Transportation Traffic Maintenance Agreement; this topic will be placed back on the July Agenda for further discussion and updates.

ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE MEETING  
June 10, 2010 ~ 9:00 A.M.

WISDOT AUTOMATIC VEHICLE LOCATION – GLOBAL POSITIONING SYSTEM (AVL – GPS): *Motion by Gatterman to approve the State / Municipal Agreement for the Automatic Vehicle Location – Global Positioning System, pending Corporation Counsel approval, second by Babcock. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

COUNTY ROAD “Z” (18<sup>TH</sup> LANE TO WOOD COUNTY LINE) OFFERING PRICES AND JURISDICTIONAL OFFERS: NONE

COUNTY ROAD “Z” (STH 82 TO CTH “F”) OFFERING PRICES AND JURISDICTIONAL OFFERS: *Motion by Morgan to approve offering prices as prepared by Timber-Selissen Land Specialists for parcels: 108, 130, 179 and 181 for the County Road “Z” (State Road 82 to County Road “F”) Project, second by Babcock. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

COUNTY ROAD “Z” (STH 82 TO CTH “F”) TREES OF HISTORICAL SIGNIFICANT: *Motion by Johnson to allow planting trees external of the right-of-way on County Road “Z” between State Road 82 to County Road “F” to mitigate other trees of historical significant if necessary per WisDOT and FHWA, second by Morgan. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

RESOLUTION TO PLACE AN ADVISORY REFERENDUM ON THE NOVEMBER BALLOT IN SUPPORT OF A CONSTITUTIONAL AMENDMENT FIREWALLING THE STATE OF WISCONSIN TRANSPORTATION FUND: *Motion by Morgan to approve and send to County Board a Resolution to Place an Advisory Referendum on the November Ballot in Support of a Constitutional Amendment Firewalling the State of Wisconsin Transportation Fund, second by Gatterman. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

REPORT ON HIGHWAY DEPARTMENT OPERATIONS:

- Seal Coating ~ Portage County
- Grubbing ~ County Road “Z” (STH 21 to CTH “F”)
- Crackfilling ~ County Roads & in Town of Springville
- Sink Hole Excavation ~ Town of New Chester
- Culvert Replacement ~ County Road “G” (CTH “C” to STH 73)

FINANCIAL REPORT: *Motion by Morgan to approve the May 2010 Financial Report as audited, second by Babcock. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

VOUCHERS: The Highway Department check summary report was presented to the Committee for review. Committee members reviewed the June 4, 2010, Check Summary Report that is provided to the Public Works Committee by the Administrator Coordinator / Director of Finance Department. *Motion by Johnson to approve the check summary report / vouchers as presented, second by Gatterman. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS: NONE

ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE MEETING  
June 10, 2010 ~ 9:00 A.M.

ADJOURN AND NEXT MEETING DATE: *Motion by Gatterman, second by Johnson, to adjourn until the next scheduled meeting for the Highway Department on, Thursday, July 8, 2010 at 9:00 A.M. at the Highway Department. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

Meeting adjourned at 11:05 P.M.

Respectfully submitted,

Ronald Chamberlain, Recording Secretary

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

**ADAMS COUNTY HUMANE SOCIETY BOARD OF DIRECTORS**  
**Minutes of the Board Meeting**  
**June 1, 2010**

Adams-Columbia Electric Cooperative – 4:45 pm

President Brenda Merkle called the regular meeting of the ACHS Board of Directors to order at 4:52 pm. The meeting was held at ACEC.

**Those in attendance:** Brenda Merkle, Mary Anne Keul, Linda Mohns, Lynn Moen, Carol Berry, Christopher Kulke, Lynn Westlund and Al Schmidt

**Guests:** Christina Ackerman

**Approval of Minutes:** The minutes of 05/13/10 were approved by motion from Mary Anne, seconded by Lynn M. as amended

**Treasurer's Report:** The April treasurer's report was reviewed and accepted as presented.

- Linda reported that the cost of tax prep had gone up
- Linda needs addresses of new board members and received them immediately.
- The credit for insurance hasn't been received yet. Mary Anne will look into this.
- New T-shirts have been ordered.
- Newsletter articles need to be in by the end of July.
- Budget Committee needs to be made up. The budget needs to be done by the end of July.
  - Linda and Mary Anne volunteered to be the Budget Committee.

**Manager's Report:** The May Manager's Report was reviewed.

- Staffing is still a huge issue. Amy put in her two weeks notice due to finding another job. Monica is going on vacation for two weeks. Hiring is not an option at this point due to it being too stressful to get the work done and train at the same time. When Monica comes back she will be offered the position of Assistant Manager. Mary Anne proposed to staff the building with 2 ½ people there each day plus any volunteers so that the work can get done and the animals can be cared for properly. Everybody agreed.
- Bell labs are just about done with their testing and will be sending a check. If they need testing for other items they will let us know.
- The rabies clinic was a success but we do need to be more careful with sloppy writing and misspellings. The possibility of having a person from the Courthouse to offer dog licenses was suggested for future clinics.
- Laurie Angell from MATC have agreed to come up and give training to staff members on restraining animals and other helpful tips. They are willing to do this for free and long as can come in early to clean so they can do training while we are closed. Extra staff time, Lunch and a hotel for Laurie Angell were all approved for this event.

**NEW BUSINESS:**

**Contract Review:**

- The Contract Committee gave an overview of the contract in progress. More work needs to be done on it but so far it is looking good.

**Upcoming events:**

June 5, 2010

Brat Fry, two weekends in a row is how the lottery worked

Sept. 24, 2010

Brat Fry, need more volunteers if possible

**Adjourn: Motion made by Christopher to adjourn at 6:30 pm seconded by Lynn W.**

**Motion carried.**

Next BOD Meeting: June 29, 2010 at 4:45 pm at ACEC.

Minutes respectfully submitted by:

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Carol Berry, Secretary

Date

**ADAMS COUNTY HUMANE SOCIETY BOARD OF DIRECTORS**  
**Minutes of the Board Meeting**  
**June 29, 2010**

Adams-Columbia Electric Cooperative – 4:45 pm

Linda Mohms called the regular meeting of the ACHS Board of Directors to order at 4:55 pm. The meeting was held at ACEC.

**Those in attendance:** Mary Anne Keul, Linda Mohms, Lynn Moen, Carol Berry, Christopher Kulke and Al Schmidt

**Guests:** Christina Ackerman

**Approval of Minutes:** The minutes of 06/01/10 were approved by motion from Lynn, seconded by Mary Anne, as amended.

**Treasurer's Report:**

- Since there were two meetings within the last month there was no formal Treasurer's Report at this time.
- American Humane Society dues are due. Christina wasn't aware that we were a member and will look into.
- Discussion regarding Storage Pod outside and its need. Christina will assess and get back to the Board.

**Manager's Report:**

- We now have two Huber workers working and getting a lot done. Cory and Daniels hours have been cut to help payroll.
- Monica is back and is the Assistant Manager and is doing very well.
- Laurie Angell from MATC came up and gave training to staff members on restraining animals and other helpful tips. They also gave one on one time helping to train Monica.
- Christina purchased bowls and buckets with the funds from Bell Labs. Cabinets are still needed and Al will look into with the go ahead to purchase cabinets if the right ones can be found for under \$500.00 or come back to the board and present what would be needed.

**OLD BUSINESS:**

**Building Insurance & D&O Insurance – Patti Blaschka from Veitenhaus Insurance**

- Mary Ann passed out a handout of the proposed insurance. The agent is very knowledgeable. Everybody is asked to read the handout for a conference call at the next meeting.
- A motion was made by Linda and seconded by Al to put into effect immediately the D&O portion of the insurance. The motion passed unanimously

**Strategic planning**

- This is tabled until after the contract and annual meeting.

**Carolyn Willard calendar project**

- The calendar is looking incredible. Still working on financing. Christopher will be giving Carolyn contact information to Concept Printing in Necedah.

**Recap of WiFed meeting on 5/2/10.**

- On hold because Brenda isn't here.

### Update of Contract progress

- The contract is coming along very well. We need to set up another meeting of the contract committee soon.

### NEW BUSINESS

#### Bylaw review

- A motion for a change to the bylaws was made by Lynn and seconded by Linda on Page 2; Section 6, and paragraph (2) from: Board Meetings – for the purpose of conducting the business of the Society, to be held on the second Thursday of each month. To read: Board Meetings – for the purpose of conducting the business of the Society, to be held once a month on a date set by the current Board of Directors.

#### Credit Card for Christina

- A motion was made by Mary Anne and seconded by Christopher for both Christina and Lynn to have credit cards with a limit of \$500.00 each. Receipts will still be needed and turned into Linda in a timely manner.

#### Proposed 2011 budget

- Al joined to budget committee along with Linda and Mary Anne.
- The new budget was presented and a motion was made by Lynn to accept the new budget with the addition of the D&O Insurance and seconded by Al. The motion passed unanimously.

#### Building painting

- Gib Check is going to be painting the Shelter. Mary Anne will notify Christina as to when.

#### Cell Phone for Christina

- Tabled to discuss next week.

#### Office Supplies

- All orders for office supplies go to Linda so that she can utilize the discounts that are available to her.

#### Upcoming events:

Sept. 24, 2010      Brat Fry, need more volunteers if possible

Adjourn: Motion made by Linda to adjourn at 6:55 pm seconded by Lynn  
Motion carried.

Next BOD Meeting: July 20, 2010 at 4:45 pm at ACEC.

Minutes respectfully submitted by:

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Carol Berry, Secretary

Date

# LAND & WATER CONSERVATION COMMITTEE MEETING MINUTES

DATE: May 10, 2010 TIME: 9:00 a.m. PLACE: Room A230

**Present:** Diane England, Glenn Licitar, Barb Morgan, Kevin Bork, Joe Stuchlak, Karl Klingforth. Terry James was excused.

**Call to Order:** Meeting was called to order by Barb Petkovsek, Adams County Administrative Coordinator/Director of Finance at 9:20 a.m.

**Was the meeting properly announced?** Yes

**Approve Agenda:** Motion by Klingforth, seconded by Licitar to approve the agenda. Motion carried unanimously.

**Appointment of Officers:** Motion by Klingforth seconded by Licitar to name Joe Stuchlak as Chairman of the Land & Water Conservation Committee. Motion carried unanimously.

Motion by England, seconded by Stuchlak to nominate Terry James as Vice Chairman of the Land & Water Conservation Committee. Motion carried unanimously.

Motion by Stuchlak, seconded by Klingforth to nominate Licitar as Recording Secretary of the Land & Water Conservation Committee. Motion carried unanimously.

**Approval of Minutes:** Motion by Bork, seconded by Klingforth to approve the minutes from the April 12, 2010 and April 20, 2010 Planning and Development Committee meetings. Motion passed unanimously.

**Public Participation:** Chair Stuchlak stated he would take public participation as needed, allowing each participant three minutes.

Motion by Morgan, seconded by Klingforth at 9:31 a.m. to convene in closed session per § 1985(1)(G) Wis. Stats., for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. Roll call: England – yes; Licitar – yes; Morgan – yes; Bork – yes; Stuchlak – yes; Klingforth – yes. Motion carried.

Motion by Licitar, seconded by England to reconvene to open session. Roll call: England – yes; Licitar – yes; Morgan – yes; Bork – yes; Stuchlak – yes; Klingforth – yes. Motion carried

Motion by Morgan, seconded by England at 10:37 to take a short break. Motion carried unanimously.

Meeting called to order by Chair Stuchlak at 10:45 a.m.

Motion by Klingforth, seconded by Bork to deviate from the agenda and go to item T next. Motion carried unanimously.

**Cost Containment Procedures:** Mike Irwin of DCM Landscape was present to voice concerns and ideas concerning Adams County's cost sharing bidding process. He asked that this item be put on the June agenda. Murphy stated that the county has followed the same cost containment procedures for 8 years successfully, and that the cost containment procedures are in line with state standards. Motion by Klingforth, seconded by Stuchlak to continue "as is" and table the

item and agendaize it for June. Roll call: England – yes; Licitar – yes; Morgan – yes; Bork – yes; Stuchlak – yes; Klingforth – yes. Motion carried. Murphy requested that if any LWCC member initiates discussions with a private contractor regarding policy development, that he be notified and be included in the discussions. The Committee acknowledged Murphy's request.

Motion by Klingforth, seconded by Morgan to return to item B on the agenda. Motion carried unanimously.

**Shermalot Ski Team:** Dave Fink represented the Ski Team. He said he would like to see the Ski Team be able to work within state law and with the Town of Rome. Jack Albert, Corporate Counsel stated that the Ski Team would have to comply with State and Town ordinances as well as all County ordinances.

Fink stated the team would be incurring great expense to comply with the Draft Agreement and asked for \$5,000 to help pay for the cost to extend dock. He also asked permission to install an irrigation system and bleachers and be able to use the County lawn tractor to maintain the lawn area. They would also like to participate in monitoring the dam. Albert stated these items were not in the agreement and they are an administrative matter.

Movement and placement of the buoys was discussed. Fred Nickel, Parks Department, stated that Wednesday and Saturday evenings were not practical for Parks personnel to remove and replace the buoys around the public swimming beach before and after the shows. Murphy stated LWCD's intent is to place buoys 100 feet from the dam. McLaughlin asked Murphy and Nichols to put their intents in writing so they can be considered by Town of Rome Board during Town Ordinances.

Reesa Evans, Land & Water Conservation Dept., stated that there are liability issues. She added "To protect myself from any potential liability, I want to restate my original position in opposition to the ski team using the dam. I believe it's a potential danger to the earthen dam, plus giving any group special treatment or exceptions creates an additional potential liability".

Motion by Klingforth, seconded by Bork to accept the agreement with modifications to items #7 and #14 and direct parties to work out acceptable language in other areas. Roll call vote: England – yes; Licitar – yes; Morgan – yes; Bork – yes; Stuchlak – yes; Klingforth – yes. Motion carried

Motion by Licitar, seconded by Morgan to meet again May 18 at 5:30 to discuss. Motion carried unanimously

**Easton Dam Update:** Bremer reported that the majority of the work is complete and the road should be paved this week or next, depending on weather.

**Wildlife Abatement and Claims Program:** No report.

**WDNR Report:** No report

**NRCS:** Tonya, NRCS Soil Conservationist, reported that Conservation Stewardship program signups are until the end of May.

**Resolution for Adams County Surveyor to Define Property Boundaries for Lots 1-5 and 16-18 in New Haven Assessor's Plat #1 (#2010-25):** Murphy informed the Committee that the person who serves as County Surveyor is also an MSA Professional Services, Inc. employee, so the agreement is actually between MSA and the County. Therefore, the resolutions needs to be changed to reflect MSA Professional Services, Inc. in place of Adams County Surveyor. Motion by Stuchlak, seconded by Bork to approve the correction to Resolution #2010-25. Motion carried unanimously.

**Central Wisconsin Windshed Partners:** Motion by Stuchlak, seconded by England to appoint Glen Licitar as Adams County Land & Water Conservation representative to the Central Wisconsin Windshed Partners. Motion carried unanimously.

**North Central Land and Water Cons Assoc:** Motion by Stuchlak, seconded by Klingforth to appoint Diane England as Adams County Land & Water Conservation representative to the North Central Land and Water Conservation Association. Motion carried unanimously. The next meeting is June 18 in Antigo. If England is unable to attend, Klingforth will attend.

**Golden Sand Resource, Conservation and Development:** No meeting, thus, no report.

**USDA Farms Services Agency:** Bork reported that 68% of corn and 15% of soy beans have been planted.

**Land & Water Resources Management Plan and 2010 Annual Plan of Operations:** Murphy reviewed these plans with the new Committee.

**Citizen Based Lake Monitoring Program:** A PowerPoint presentation explaining the Lake Monitoring and Clean Boat, Clean Water programs was given by Evans.

**Soil & Water Resource Management Program (SWRMP):** Murphy discussed this program in Sibilisky's absence.

**Dam Inspection and Operation Maintenance Program and Current Projects:** Bremer brought the Committee up to date.

**Stormwater Runoff Ordinance:** A PowerPoint presentation explaining SRO permit policies and violations was given by Bremer.

**Citizen Based Stream Monitoring Program:** Johnson gave a report on this volunteer-based program.

**Annual Tree and Shrub Sale:** Johnson informed the Committee that the program brought in a profit of \$3,660.

**Cost-sharing contracts and /or grant applications:** Motion by Licitar, seconded by England to approve the Wagner Riparian Buffer cost-sharing contract. Motion carried unanimously. Motion by Bork, seconded by Klingforth to approve the Bula-Geringer Farms cost-sharing contract. Motion carried unanimously.

**Travel and training requests:** None

... **Communications:** Murphy requested the Committee to consider sending a letter to the counties that don't belong to the Wisconsin Land & Water Conservation Association (WLWCA) asking them to reconsider their membership. The Committee gave Murphy permission to send the letter. Murphy asked for a consensus to provide the Big Roche-A-Cri Advisory Group a support letter for improving the Highway 13 boat launch. Permission granted.

**Financial Report:** No report

**Items for June L&WC Committee Meeting:** Cost containment procedures, Shermalot Ski Team.

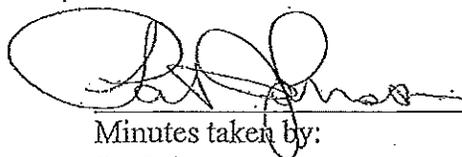
Motion by England, seconded by Licitar to adjourn at 1:13 p.m. Motion passed unanimously.

**Next scheduled meetings:**

Tuesday, May 18, 2010 at 5:30 p.m. and Monday, June 14, 2010 at 9:00 a.m.

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Submitted by:  
Joe Stuchlak  
Land & Water Conservation  
Committee Chair



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Minutes taken by:  
Pat Johnson  
Conservation Clerk

**LAND & WATER CONSERVATION COMMITTEE MEETING**

DATE: May 18, 2010 TIME: 5:30 p.m. PLACE: Room A230

**Present:** Diane England, Glenn Licitar, Barb Morgan, Joe Stuchlak, Karl Klingforth, Terry James. Kevin Bork was excused.

**Call to Order:** Meeting was called to order by Chair Stuchlak at 5:30 p.m. All members present except Kevin Bork (excused).

**Was the meeting properly announced?** Yes

**Approve Agenda:** Motion by James, seconded by Licitar to approve the agenda. Motion carried unanimously.

**Shermalot Ski Team:** Discussion occurred regarding revisions of the agreement. Items 7 and 14 had been expanded, and previous Exhibit A was replaced with a new Exhibit A. Ski team representative thanked all those who worked on the agreement. Motion by James, seconded by Licitar to approve the agreement. Roll call: England – yes, Licitar – yes, Morgan – yes, Stuchlak – yes, Klingforth – yes, James – yes, Bork – excused. Motion carried.

**Cost Sharing Contracts:** Motion by Morgan, seconded by England to approve the Loftus and Dean cost sharing contracts contingent upon Chair approval once dollar amount is determined. Motion carried (5 – yes; 1 – no; James).

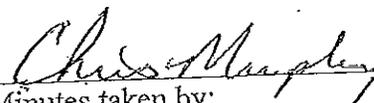
**Communications:** Murphy reviewed his letter to the Rome Town Board regarding input on Chapter 14 Municipal Code of Ordinances. Murphy requested a LWCC member attend the June 1, 2010 LWCB. No one is available so the consensus of the Committee is that it is acceptable to recruit another Board Member.

Motion by Morgan, seconded by Licitar to adjourn at 5:50 p.m. Motion passed unanimously.

**Next scheduled meeting:**  
June 14, 2010 at 9:00 a.m.

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Submitted by:  
Joe Stuchlak  
Land & Water Conservation  
Committee Chair

  
Minutes taken by:  
Chris Murphy  
County Conservationist

# LAND & WATER CONSERVATION COMMITTEE MEETING MINUTES

DATE: June 14, 2010 TIME: 9:00 a.m. PLACE: Room A206

**Present:** Diane England, Glenn Licitar, Barb Morgan, Joe Stuchlak, Karl Klingforth, Terry James, Kevin Bork.

**Call to Order:** Meeting was called to order by Chair Stuchlak at 9:00 a.m. All members were present.

**Was the meeting properly announced?** Yes

**Approve Agenda:** Motion by James, seconded by Klingforth to approve the agenda. Motion carried unanimously.

**Approval of Minutes:** Motion by Licitar, seconded by England to approve the minutes from the May 10, 2010 and May 18, 2010 Land and Water Conservation Committee meetings. Motion passed unanimously.

**Public Participation:** Chair Stuchlak stated he would take public participation as needed, allowing each participant three minutes.

Motion by Klingforth, seconded by Licitar to deviate from the agenda and go to Item B first. Motion carried unanimously.

**Wildlife Abatement and Claims Program:** Barry Benson presented the fencing project for Owen Rock Cranberry in Leola Township. The project had been approved by the committee and the DNR in 2008; however, with budget cuts the money was not available. The money may now be available, and the paperwork has to be resubmitted to the DNR. Motion by James to deny project due to the \$30,600 budget increase. No second. Morgan asked how this would affect the LWCD budget and Murphy informed her that we're the "pass through". The money will come in and go out. Benson informed the committee that the project will be funded by hunting license sales. Motion by Klingforth, seconded by Licitar to approve the fencing project. Roll call vote: Klingforth – yes; Bork – yes; Morgan – yes, Stuchlak – yes; Licitar – yes; England – yes; James – No. Motion passed 6 to 1.

**NRCS:** Michelle Kominsky reported that the Soil Conservationist will be transferring to the Sparta office August 25. Michelle will soon be taking maternity leave. All status reviews are complete.

**Easton Dam Update:** Murphy reported he spoke to Chris Goodman and they will be sending a Certificate of Substantive Completion to Great Lakes Marine. Since the Easton Lake District is pursuing hydraulic dredging, the lake filling can begin after the gate adjustments are complete. Easton Lake District provided letter and documents proving they have met agreement requirements. Motion by James, seconded by Morgan to start filling Easton Lake once adjustments have been made to the dam gates. Motion carried unanimously.

Motion by James, seconded by Klingforth to return to Item A. Motion carried unanimously.

**Cost Containment Policy for Cost Shared Projects:** James spoke on behalf of DCM Landscaping concerning the bidding process. After discussion, Murphy provided the committee with a revised "Adams County Land and Water Conservation Department Cost Containment Procedures" policy. The primary change is that the three bids are submitted to the Land & Water Conservation Department and they are opened on a specified date and time. Motion by James to continue with agenda and

agendaize the changed policy approval for the July committee meeting. No second. Motion by Klingforth, seconded by Licitar to take a five minute recess to review the new cost containment procedure policy. Motion carried unanimously.

Motion by Morgan, seconded by Licitar to resume the meeting at 9:51 a.m. Motion carried unanimously.

Motion by James, seconded by England to approve the cost containment procedures with accompanying bid sheet with bid sheet to reflect the addition of Item 7 "All bids shall be returned by (specify deadline date) to the Land & Water Conservation Committee". Roll call vote: Klingforth – yes; Bork – yes; Morgan – yes; Stuchlak – yes; Licitar – yes; England – yes; James – yes. Motion carried 7 to 0.

**Cottonville Dam Repairs:** There was no discussion on report from Bremer in the committee packet. Stuchlak was aware of the additional \$10,000 needed for the concrete repairs.

**2010 Soil & Water Resource Management Program Allocation policy:** Sibilsky pointed out that the changes to the policy are: \$5,000 (down from \$20,000) will be applied to practices that address Shoreline erosion, and \$25,000 (up from \$10,000) will be applied to practices that address Streambank erosion. Motion by James, seconded by Morgan to approve the 2010 Soil & Water Resource Management policy changes. Roll call vote: James – yes; England – yes; Licitar – yes; Stuchlak – yes; Morgan – yes; Bork – yes; Klingforth – yes. Motion carried 7 to 0.

**Shermalot Ski Team:** Murphy reported that he had received the ski team's schedule and insurance certificate.

**Central Wisconsin Windshed Partners:** Sibilsky reported that Dick Colby was appointed the new farmer representative. Licitar reported he will be unable to attend the June 21 meeting, however, Sibilsky will be there to represent Adams County.

**North Central Land and Water Conservation Association:** Murphy and England will be attending the annual meeting on June 18<sup>th</sup> in Antigo, WI.

**Golden Sands Resource, Conservation and Development Report:** James reported that Reesa Evans had been reelected as Secretary. Stuchlak reported that the 2010 Prairie Chicken Festival was a success. Stuchlak and James will be attending the Agro-forestry Demonstration Tour in Custer, WI in September and encouraged anyone who was able to attend do so.

**USDA Farm Services Agency:** Bork was unable to attend – no report.

**Aquatic Invasive Species:** Evans gave a PowerPoint presentation on Aquatic Invasive Species in Adams County and the volunteer program that is monitoring the lakes.

**NR151 and Farmland Preservation/Working Lands:** Sibilsky is currently doing an inventory of Easton farmland. Licitar suggested inviting Representative Fred Clark to a meeting to discuss Working Lands program. It was decided the committee would bring a "check list" to the next committee meeting as discussion points with Rep. Clark.

**Speech and Poster Contest:** Johnson gave a brief overview of this national competition.

**Cost-Sharing Contracts:** Currently all contracts are brought before the committee for approval before contract is signed with Murphy getting approval from Chair Stuchlak on the rare occasion there is no time to bring the contract before the full committee ahead of time. Motion by Bork, seconded by Klingforth to keep the process "business as usual" and if there is a problem with a contract, Chair Stuchlak will bring it before the committee. Roll call vote: Stuchlak – yes; Licitar – yes; England – yes; James – no; Klingforth – yes; Bork – yes; Morgan – yes. Motion carried 6 to 1.

**Great Lakes Commission Grant:** Murphy applied for and received a \$30,000 grant from the Great Lakes Commission for excavating a flood plain at Big Springs. Motion by Morgan, seconded by Bork to approve grant and accept the \$30,000. Roll call vote: Klingforth – yes; Bork – yes; Morgan – yes; Stuchlak – yes; Licitar – yes; England – yes; James – yes. Motion carried 7 to 0.

**Travel and Training Requests:** None

**Communications:**

- A letter to counties who have not joined WLWCA was distributed to the committee members for their signatures.
- A letter from BT Squared concerning surveying at Big Spring Creek was presented.
- Murphy shared an email from WLWCA concerning a new formula for dues. The committee agreed they preferred option 1 which will increase our dues to \$1,347/year.
- Permission given to Murphy to write Bev Ward a thank you note for attending the June 1 WLCW Board meeting. Stuchlak will give the note to Bev before the County Board meeting.
- Permission given to Murphy to draft a letter to recognize that conservation is important to our county and staff needs to be maintained at the state level to be sent to Land & Water Conservation Board.
- Stuchlak reported that he, along with Murphy and Morgan, attended the Milk Source tour, and he was very impressed with the company and feels it will be a fantastic addition to Adams County.

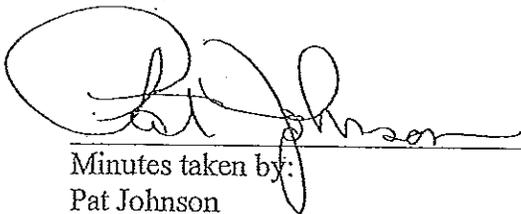
**Financial Report:** Motion by James, seconded by Bork to approve the May financial report. Motion carried unanimously.

**Items for July L&WC Committee Meeting:** Discussion and possible action on staffing, discussion points for meeting with Representative Clark.

Motion by James, seconded by England to adjourn at 12:03 p.m. Motion passed unanimously.

**Next scheduled meeting:**

Monday, July 12, 2010 at 9 a.m.



Minutes taken by:  
Pat Johnson  
Conservation Clerk

# NOT APPROVED

## LAND & WATER CONSERVATION COMMITTEE MEETING MINUTES

DATE: July 12, 2010 TIME: 9:00 a.m. PLACE: Room A206

**Present:** Diane England, Glenn Licitar, Barb Morgan, Joe Stuchlak, Karl Klingforth, Terry James. Kevin Bork was absent.

**Call to Order:** Meeting was called to order by Chair Stuchlak at 9:00 a.m.

**Was the meeting properly announced?** Yes

**Approve Agenda:** Motion by James, seconded by Licitar to approve the agenda. Motion carried unanimously.

**Approval of Minutes:** Motion by Morgan, seconded by Klingforth to approve the minutes from the June 14, 2010 Land and Water Conservation Committee meeting. Motion passed unanimously.

**Public Participation:** Chair Stuchlak stated he would take public participation as needed, allowing each participant three minutes.

**Wildlife Abatement and Claims Program:** No report

**NRCS:** No report

**Dam Update:** Bremer reported on the nine county-owned dams. He stated Easton Lake is almost filled. Discussion occurred regarding the vegetation in the lake. The vegetation that is being seen now is not aquatic and the Lake District should be harvesting it. James questioned the status of the Tri-Lakes gauges and Bremer reported that they are working and reporting to the website. Mr. Fornasiere asked about the accuracy of the elevation of the Morning Glories on the Tri-Lakes. Bremer replied that the elevation is off slightly, but site gauges are accurate and he is working with the DNR to get adjustments made. The lake levels won't change.

**Central Wisconsin Windshed Partners:** Sibilsky reported they approved new officers and he (Sibilsky) is Secretary. The by-laws have been changed to reflect the need for only three members to be present for a quorum instead of five.

**North Central Land and Water Conservation Association:** No report. Murphy and England did not attend meeting due to work commitments.

**Golden Sands Resource, Conservation and Development Report:** No report – meeting is Thursday, July 15.

**USDA Farm Services Agency:** No report.

**Non-Metallic Mining:** Bremer reported on the six Adams County non-metallic mines. He stated that operations is the responsibility of Planning & Zoning and reclamation is responsibility of LWCD.

**Animal Waste Storage:** Murphy reported that there is an Animal Waste Storage ordinance currently on the books that covers any animal waste storage facility in Adams County. He would like to bring a

revision to the committee in August with the initial idea of having it finalized in October or November. Discussion ensued concerning runoff of animal waste from properties.

**County Conservation Aids Grant:** Johnson distributed information about this grant. This year, the \$1,809 allocated for Adams County is being used to stock the Petenwell Flowage with muskie.

**Meeting with Representative Clark:** Murphy will contact Rep. Clark and invite him to the next committee meeting August 9. After the Republican candidate has been decided, he/she will be invited to a committee meeting in September or October.

**Cost-Sharing Contracts:** None

**Travel and Training Requests:** None

**Communications:** Don Fornasiere, representing Tri-Lakes, thanked Reesa Evans for attending the Taste of Rome and helping at their booth. Stuchlak reported that the first Goose Lake Watershed District meeting went well. There was a good turnout and many good questions were asked. Murphy updated the committee on staffing issues. McLaughlin, P & Z has declined the offer to transfer Bremer to P & Z, along with his non-metallic mining, shoreland protection and farmland preservation responsibilities. Murphy reviewed the communications presented in the committee packet

Motion by James, seconded by England at 10:30 to take a short minute break.

Chair Stuchlak called the meeting back to order at 10:36 a.m.

**Financial Report:** Motion by James, seconded by Licitar that current financial reports were received, but will delay approval until the next committee meeting. Motion passed 5-1; Morgan voted no.

**Items for the August L&WC Committee Meeting:** Meeting with Representative Clark, animal waste storage ordinance, review of staff reports.

Motion by James, seconded by Klingforth to adjourn at 10:46 p.m. Motion passed unanimously.

**Next scheduled meeting:**

Monday, August 9, 2010 at 9 a.m.

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Minutes taken by:  
Pat Johnson  
Conservation Clerk

**Adams County Library  
Board Minutes  
6/28/10**

The meeting was called to order by President Nelson at 1:05 p.m. Present were Nelson, Heideman, Director Calef, Townsend, Kreten, Challoner and Albrecht. Renner was excused.

President Nelson verified that the meeting was properly announced.

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

Public input was invited. There was no input.

Motion to approve the minutes of the May meeting was made by Heideman, 2<sup>nd</sup> by Kreten and carried unanimously.

The monthly bills were discussed.

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

**Communications & Reports:**

The letter of resignation from Rene Elkington

**South Central Library System report:**

Townsend reported a new SCLS director has been hired.

**Scrapbook Update:**

Tabled until the July meeting

**Director's Report:**

- A. Circulation for May was 8142 compared to 7786. We are up 4000 for this year and last year was a record year. The popularity of the library continues to grow!
- B. The resolution to create a part-time Library Assistant I position went to the County Board meeting on June 15<sup>th</sup>. It was narrowly defeated 12-8 (a 2/3<sup>rd</sup> majority was needed). Other options were discussed – none proved possible at this time. Further compounding the problem, Rene will be leaving at the end of August. Motion to start the hiring process to replace Rene Elkington was made by Heideman, 2<sup>nd</sup> by Albrecht and carried unanimously. Rene will be missed!
- C. The Administrative Council – all Directors' meeting – was held May 27<sup>th</sup>. The delivery budget for 2011 was approved. Our cost will go up \$79. Fees for ILS (formally Link) services will remain the same in 2011.
- D. The summer reading program kicked off June 14<sup>th</sup>. The first special performance was held June 24<sup>th</sup>. Our performer did not show up, so "Dan the Storyman"

(Director Calef) was pressed into service. The summer school program sent over about 120 children for the performance.

- E. Work on the 2011 County Budget will begin in July. Outlook is not good. Health care costs are expected to rise 30% and the total budget increase will be limited to 2%.
- F. The front book drop is still in place – hoping to have it removed soon.

**Review Internet Use Policy:**

Reviewed – it was changed March 2010.

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

- A. Library Scrapbook
- B. Book sale during Crazy Days
- C. Honoring Rene for her years of service

The meeting was adjourned at 1:30 p.m.

The next meeting will be held Monday, July 26, 2010, at 1:00 p.m. at the Adams County Library.

Respectfully submitted by Barb Albrecht, Secretary

JUNE 2010 CASH INCOME REPORT

DATE	FINES	BK SALE	LIB CARDS	PASSTHRUS (& other income)	FEES (fax, postage etc)	LOST/DMG	DONATIONS (or GRANT)	COPIES	TOTAL
1	33.10	11.00	4.00	207.30	10.00		0.90	36.65	302.95
2	7.30	2.00	2.00		4.00	9.00		9.25	33.55
3	13.20	3.50						31.50	48.20
4	12.80	1.00						10.75	24.55
5	6.65		2.00					24.00	32.65
6	0.00							0.00	0.00
7	10.50				14.00			33.25	57.75
8	19.50	1.00	4.00		18.00	10.00	0.05	48.75	101.30
9	10.30				-6.00		0.80	27.50	44.60
10	15.20	0.50			4.00		0.01	19.25	38.96
11	38.85	7.49		-40.00	4.00			21.00	31.34
12	0.50	1.50						12.75	14.75
13	0.00							0.00	0.00
14	13.70				2.00		0.10	39.75	55.55
15	35.55	0.50				22.00	1.85	32.70	92.60
16	3.80	3.50			8.00			22.50	37.80
17	7.05				4.00			20.00	31.05
18	16.10	2.50	2.00		2.00			11.25	33.85
19	1.50		2.00					8.50	12.00
20	0.00							0.00	0.00
21	25.30			-40.00	18.00	27.00	5.00	27.95	63.25
22	13.10		4.00		2.00		0.60	30.50	50.20
23	11.40	2.00	2.00		4.00	3.00		33.25	55.65
24	11.15	0.50			1.00			19.25	31.90
25	4.20		4.00		14.50			30.45	53.15
26	27.70							32.00	59.70
27	0.00							0.00	0.00
28	1.50	17.50	2.00		6.00	20.00	2.00	32.60	81.60
29	19.85	0.50			14.00			20.75	55.10
30	9.90	1.00	6.00		10.00		0.01	18.75	45.66
31	0.00							0.00	0.00
<b>TOTAL</b>	<b>369.70</b>	<b>55.99</b>	<b>34.00</b>	<b>127.30</b>	<b>145.50</b>	<b>91.00</b>	<b>11.32</b>	<b>654.85</b>	<b>1489.66</b>



JUNE 2010 DIRECTOR'S REPORT

ITEM	CHECKING	SAVINGS	DONATION	CHECK NO
BALANCE FORWARD MAY	861.17	14855.75	2320.24	
MAY INCOME (deposited in June)				
CHECKING ACCOUNT DEPOSIT	171.90			
Transferred from savings				
SAVINGS ACCOUNT DEPOSIT		517.25		
Interest	0.10	11.20	0.24	
DONATION ACCOUNT DEPOSIT			1529.71	
TOTAL	1033.17	15384.20	3850.19	
JUNE EXPENDITURES				
VOID CHECK (6/1)	4.00			#817
Adams Postmaster (OLL mail) (6/11)	-15.04			#821
Century Springs (water) (6/14)	-14.05			#822
Moki Lane Publishing (bk) (6/14)	-13.00			#823
Upstart (SRP t-shirt) (6/14)	-4.25			#824
Sue Moran (wkshop mileage) (6/17)	-90.00			#825
Verizon North (Comp lab internet) (6/24)	-107.82			#826
Audit adjustment correction (5/31)	5.53			
Amazon.com (FOL/SCLS) (6/7)			-85.67	#363
Baker&Taylor (FOL donation) (6/14)			-53.66	#364
Reid Miller (no-show) (void check) (6/24)			0.00	#365
Amazon.com (Wellumson) (6/25)			-57.57	#366
Baker&Taylor (various donations) (6/25)			-160.26	#367
Hans Mayer (SRP performer) (6/30)			-410.00	#368
TOTAL (JUNE BALANCE FORWARD)	798.54	15384.20	3083.03	
JUNE CASH INCOME				
FINES				369.70
BK SALE				55.99
LIBRARY CARDS				34.00
PASSTHRUS (Non-Income)				127.30
FEES (& postage)				145.50
LOST/DAMAGED				91.00
DONATIONS & GRANTS				11.32
COPIES				654.85
TOTAL JUNE CASH INCOME				1489.66
ACTIVITIES & CIRCULATION				
Reference Questions	978			
Interlibrary Loan Requests	1249			
Interlibrary Loan Checkouts	2569			
Total Circulation	9913			
Interlibrary Photocopies	58			
Interlibrary Loans Out of System	69			
Microfilm Used in House	45			
Typewriter Users	4			
Stereo Users	2			
Library Material Copies (b&w - color)	2211			
New Borrowers	61			
Total Volunteer Hours	127			
Computer Users	1551			

**Parks Committee Meeting**  
**Courthouse Conference Room A231**  
**June 2, 2010 8:30 a.m.**

**Call to Order:** Meeting was called to order at 8:33 a.m. by County Clerk, Cindy Phillippi.

The meeting was properly announced.

**Roll Call:** Committee Members: Dave Renner, Joanne Sumpter, Deena Griffin, and Bill Miller, Jerry Kotlowski - excused. Others present: Cindy Phillippi - County Clerk, Fred Nickel - Parks Director, Darren Tolley - Petenwell Park Manager, Mark Miller - Castle Rock Park Manager, Rita Kolstad - Parks Admin. Clerk/Bookkeeper, Ron Chamberlain - County Highway Commissioner.

**Approve Agenda:** Motion by Renner/Sumpter to approve the agenda as presented. Motion carried.

**Previous Minutes:** Motion by Sumpter/Renner to approve the May 5, 2010, minutes as printed. Motion carried.

**Agenda Items:**

**Youth Governance Program:** Phillippi reviewed the proposed new school program with Committee. Sumpter volunteered to mentor a student (s) if the program is implemented.

**Election of Committee Chairperson, Vice Chairperson, and Secretary:** Motion by Miller/Renner to appoint the following Parks Committee members to the following positions: Chairperson - Joanne Sumpter, Vice Chairperson - Jerry Kotlowski, and Secretary - Deena Griffin. Motion carried by unanimous vote.

**Correspondences /Special User Requests:** Motion by Renner/Griffin to approve the Grand Marsh Snowmobile Club to hold their annual softball tournament at Patrick Lake Park September 4-6, 2010, per Adams County Park Ordinance # 6-2008, Sec. 1.6. Motion carried by unanimous vote.  
Director read a letter requesting the County to approve the use of UTV's on Adams County ATV trails and road routes.

**Public Participation on Agenda Items:** Director reported receiving a call from a Town of Monroe Supervisor regarding repairs that are needed on a recently sealcoated Town road that leads to Petenwell Park. Discussion followed. The Highway Commissioner reported the Highway Department would not take the cost of the repairs out of their budget as it was a DOT project and DOT monies involved in the project; however, DOT has stated they will not pay for the road repairs. Highway Commissioner's recommendation is the Township pursue the sealcoating Contractor to make the repairs at no additional costs since it failed upon use. Highway Department will perform a traffic count study once the Highway Z project is completed. Providing the traffic count is high enough, the road could possibly be re-classed and funding may be available for road repairs and improvements.

**Adams County Park Ordinance Revision for Lake Arrowhead County Park:** Motion by Renner/Griffin to approve placement of a swim beach closure sign at specified times at Lake Arrowhead Park per Adams County Park Ordinance No. 6-2008, Section 1.6 & 9.2, per Corporation Counsel's approval. Motion carried by unanimous vote.

A beach closed sign for the ski team shows will be erected at Arrowhead Park.

**Harbor Fest:** Director met w/PACCRS Representatives and reviewed previous Harbor Fest information. Department offered to allow the group to distribute handouts at the Park Father's Day weekend to advertise the event for 2011.

**Park Fee(s) Schedule:** Schedule was mailed in the Committee packet. Any changes to fees are typically made in December or January.

**Hwy 21 Wayside Maintenance Implementation:** June 17, 2010, the Parks Department begins maintenance of the site. Petenwell Park staff will maintain the wayside. Committee discussed use of portapottys at the site or using the current pit toilets. Hwy Commissioner reported on parking lot issues. County user fee will be implemented at the site beginning 2011.

**Swim Program Vehicle Replacement:** Director reported the swim program truck is being repaired. The Health and Human Services van is not being used at this time; however, the back seat is missing at this time.

**Park's Payment to General Fund:** Director reported the Department has made three annual payments to the General Fund of a five year payment plan. Annual payment is made at the end of each year automatically taken from the budget by the Director of Finance.

**Trails Management Report and UTV Resolution:** Coordinator reported the trails are open for the season other than a few trails are closed for logging at this time. Coordinator reported Corporation Counsel has reviewed the proposed UTV resolution. Letters have been mailed to the Townships notifying them of the proposed Resolution to include an option to opt out of the UTV Pilot Program. Discussion followed. Motion by Renner/Griffin that any trails that are less than 12' wide need to be made one - way trails if the UTV Pilot Program is passed by Adams County Board of Supervisors. Roll call vote, Miller abstained from voting, rest all yes. Motion carried.

**Employee List:** Distributed to Committee. Director reported having discussed the LTE and seasonal employee's annual wage increase with the Personnel Director and the Director of Finance. Finance Committee will be reviewing. Drug screening will begin to be performed on park employees.

**Recreation Report by Committee Members:** Miller reported a pontoon boat was anchored at Jordan Lake near the public access, the owner was notified and boat was removed from that location.

**Revenue Report:** Reviewed by Committee.

**Expense Check Summary Report and Fund Balances for Castle Rock and Petenwell Parks:** Reviewed by Committee.

**Future Agenda Items:** Parks Master Plan, Castle Rock Park Development Proposal, Castle Rock Park Tour, and Power Loading Signs.

**Set Next Meeting Date:** July 7, 2010, 8:30 a.m., Courthouse Conference Room A231. Committee to tour Castle Rock Park immediately following meeting.

Motion by Griffin/Renner to adjourn and reconvene at Petenwell County Park to tour facilities and grounds and possible act on the proposed land acquisition from WRPC. Motion carried by unanimous vote.

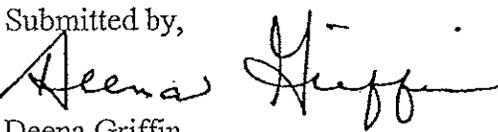
Motion by Renner/Griffin to reconvene at 11:05 a.m. at Petenwell County Park. Motion carried by unanimous vote.

Renner stated the purchase of the land from WRPC should be pursued and the Parks Director should find out the costs of a land appraisal and report back to the Committee at the July Committee meeting. Director should also find out the managed forest land open (MFLO) payoff as well as the expiration of the MFLO order.

Committee toured Petenwell Park.

Adjourn: Motion by Griffin/Renner to adjourn at 11:55 a.m. Motion carried by unanimous vote.

Submitted by,

  
Deena Griffin

Secretary

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

**Parks Committee Meeting  
Courthouse Conference Room A231  
July 7, 2010 8:30 a.m.**

**Call to Order:** Meeting was called to order at 8:32 a.m. by Chairperson Sumpter.

**The meeting was properly announced.**

**Roll Call:** Committee Members: Joanne Sumpter, Dave Renner, Deena Griffin, Bill Miller, and Jerry Kotlowski. Others present: Fred Nickel – Parks Director, Darren Tolley – Petenwell Park Manager, Mark Miller – Castle Rock Park Manager, Rita Kolstad – Parks Admin. Clerk/Bookkeeper, Fran Dehmlow – Concerned Citizen, and Ron Chamberlain – County Highway Commissioner at 9:00 a.m.

**Approve Agenda:** Motion by Kotlowski/Miller to approve the agenda as presented. Motion carried.

**Previous Minutes:** Motion by Renner/Griffin to approve the June 2, 2010, minutes as printed. Motion carried.

**Agenda Items:**

**Correspondences /Special User Requests:** Sumpter reported another County Supervisor verbally requested the Parks Department provide a discount to Veterans at the County Parks. Committee will discuss at the August Committee meeting.

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

**Monroe Town Road Concerns:** Committee will review previous minutes regarding the Town of Monroe road concerns and discuss at the August meeting. Ron Chamberlain, Highway Commissioner, joined meeting at 9:00 a.m., and reported the traffic counters should be installed in approximately three weeks on Bighorn Drive and Blackhawk taking counts for at least two weeks. Ron offered to attend a Town of Monroe meeting to review road alternatives for the Town. A possible joint meeting with the Parks Committee and the Highway Committee may be scheduled afterwards.

**Power Loading Signs:** Director reported a sign is ordered. Signs will be posted at Camelot, Arrowhead, Sherwood, and Roche-A-Cri landings where the most damage occurs.

**Hwy 21 Wayside Maintenance Implementation:** June 17, 2010, the Parks Department began maintenance of the site. Petenwell Park staff are maintaining the wayside. The restrooms are not open yet; however, they are in good condition so the Department would like to maintain them. Possible County user fee will be implemented at the site beginning 2011.

**Trails Management Report:** Coordinator reported the ATV trails that were closed for logging are re-opened. The UTV Pilot Program passed at County Board so the two year program became effective in Adams County July 1, 2010. It is up to the DNR whether the program continues after the Pilot Program is completed.

**Employee Positions' Openings & Fillings:** Two LTE's have resigned and other staff are picking up their hours that aren't currently getting full-time hours such as swim program staff. Department is hiring an additional Park Patrol person to fill-in as needed.

**Parks Master Plan:** Once the land appraisal bid specs recommendations are received from the DNR for the proposed Petenwell Park land acquisition, Director will bring back to Committee to review.

**Recreation Report by Committee Members:** Miller reported another boat was anchored at Jordan Lake near the public access and was cited.

Sumpter reported getting a positive comment on Castle Rock Park's enforcing the quiet time at the Park even on the busy holiday weekends.

Miller reported the Lake Association is considering taking over the boat landing at Roche-A-Cri from the DOT.

**Revenue Report:** Reviewed by Committee.

**Expense Check Summary Report and Fund Balances for Castle Rock and Petenwell Parks:** Reviewed by Committee.

**Future Agenda Items:** Town of Monroe road concerns, Possible Park user discount for Veterans, and Castle Rock Park Master Plan.

**Set Next Meeting Date:** August 3, 2010, 9:00 a.m., Courthouse Conference Room A231.

Motion by Kotlowski/Griffin to adjourn at 9:22 a.m., and reconvene at Castle Rock County Park to tour facilities and grounds. Motion carried by unanimous vote.

Motion by Griffin/Renner to reconvene at 10:00 a.m. at Castle Rock County Park. Motion carried by unanimous vote.

Director reviewed the Castle Rock Park Master Plan as Committee toured Castle Rock Park

**Adjourn:** Motion by Griffin/Kotlowski to adjourn at 10:30 a.m. Motion carried by unanimous vote.

Submitted by,

Deena Griffin  
Secretary

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

ADAMS COUNTY  
PLANNING & DEVELOPMENT COMMITTEE  
MEETING MINUTES: June 2, 2010  
Room A260

Chairman Joe Stuchlak called the Adams County Planning & Development Committee meeting to order at 8:33 A.M. with the following members present: Randy Theisen, Barb Morgan, Karl Klingforth, Diane England and Terry James. Glenn Licitar was excused. Others present were: Phil McLaughlin, Zoning Administrator; Cathy Allen, Recording Secretary and Greg Rhinehart, County Surveyor. Was this meeting properly announced? Phil McLaughlin stated that it was. Roll Call.

Terry James made a motion to approve the Agenda as presented. Karl Klingforth seconded the motion. All in favor. Motion carried.

Barb Morgan made a motion to convene into closed session per §19.85(1)(g), Wis. Stats., for purposes of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. Karl Klingforth seconded the motion. Roll Call Vote: 6 – Yes. Motion carried.

Terry James made a motion to reconvene in open session per §19.85(2), Wis. Stats., to consider and vote on appropriate matters. Karl Klingforth seconded the motion. All in favor. Motion carried.

Karl Klingforth made a motion to recess until the Public Hearing scheduled for 9:30 A.M. Barb Morgan seconded the motion. All in favor. Motion carried.

RECESS: 9:10 A.M.  
RECONVENE: 9:30 A.M.

Chairman Stuchlak asked if this meeting was properly announced. Phil McLaughlin stated that it was. Roll Call. Jack Albert, County Corporation Counsel joined the meeting.

Public Hearings: Lydell & Michelle Capritta/Christina E. Harper – Reconsideration of a denial of a Modification request to the length to width ratio under Section 4.63 of the Adams County Land Division Ordinance for the purpose of adding more width to Lot 2 from Lot 1 on property located in Pt. of Gov't Lot 1, Section 34, Township 15 North, Range 7 East, Lots 1 & 2 of CSM 2156 on County Road G, Town of Jackson, Adams County, Wisconsin. Terry James made a motion to grant the Modification on the above named property. Karl Klingforth seconded the motion. Roll call vote: 6 – Yes. Motion carried.

Corporation Counsel left the meeting at 10:17 A.M.

Alice Foat – Rezoning request of a portion of a parcel (5 acres) from an A1 Exclusive Agriculture District to an A3 Secondary Agriculture District of the Adams County Comprehensive Zoning Ordinance to allow the parcel to be split on property located in the SE ¼, SE ¼, Section 19, Township 15 North, Range 7 East, at 3379 5<sup>th</sup> Lane, Town of Jackson, Adams County, Wisconsin. Barb Morgan made a motion recommend enactment of the zoning change, on the above-described property, and forward to the County Board for final action. Diane England seconded the motion. Roll Call Vote: 6 – Yes. Motion carried. Doreen M. Schultz & Patricia Ann Jespersen Miller – Rezoning request of a parcel (40 acres) from an A1 Exclusive Agriculture District to an A3 Secondary Agriculture District of the Adams County Comprehensive Zoning Ordinance to allow the parcel to be split on property located in the NW ¼, NE ¼, Section 13, Township 17 North, Range 5 East, Town of Adams, Adams County, Wisconsin. (Note: Majority of parcel is zoned Conservancy under the Adams County Ordinance). Randy Theisen made a motion recommend enactment of the zoning change,

ADAMS COUNTY  
PLANNING & DEVELOPMENT COMMITTEE  
MONTHLY MEETING:  
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on the above-described property, and forward to the County Board for final action. Barb Morgan seconded the motion. Roll Call Vote: 6 – Yes. Motion carried.

Chairman Stuchlak closed the Public Hearing portion of the meeting.

Jodi Helgeson, Register of Deeds joined the meeting at 10:41 A.M. Ms. Helgeson informed the Committee that the flat fee for recording documents in the Register of Deeds will take affect on June 25, 2010 which will involve a change-over of software. She also stated that employee training on the Policy & Procedure Manual update has been completed. Ms. Helgeson stated she will be helping Emergency Management at a training exercise in Juneau County in the near future. Terry James made a motion to accept the Register of Deeds report. Karl Klingforth seconded the motion. All in favor. Motion carried.

Phil McLaughlin presented the minutes from the May 5, 2010 Planning & Development meeting to the Committee. Karl Klingforth made a motion to approve the minutes as presented. Barb Morgan seconded the motion. All in favor. Motion carried

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

Department updates. Mr. McLaughlin presented the Committee members with copies of NR115 in preparation of future revisions to the Shoreland Ordinance. He also discussed the Resolution regarding department requests for radios and base stations.

Phil McLaughlin presented the Financial Report for the month of April and the Comp Time Report to the Committee for review. Terry James made a motion to approve the Financial Report and Comp Time Report as presented. Karl Klingforth seconded the motion. All in favor. Motion carried.

Discussion was held as to procedures for filing a complaint with the Planning & Zoning Department, what kind of complaints and what Townships are under the jurisdiction of the Zoning Ordinance.

Upcoming agenda items: The Board of Adjustment requests to have members Ron Jacobson and Cathy Croke be put on the July Planning & Zoning Agenda to discuss possible revisions to the County Zoning Ordinance.

Correspondence: None.

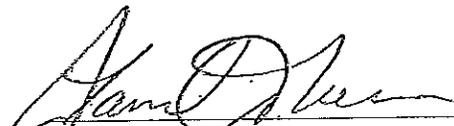
The next Planning & Zoning Committee meeting will be scheduled for July 7, 2010.

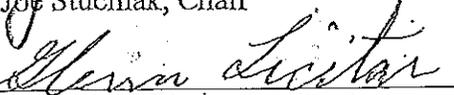
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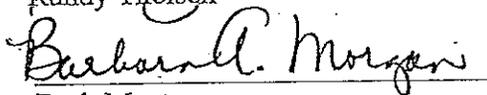
Terry James made a motion to adjourn. Barb Morgan seconded the motion. All in favor. Motion carried.

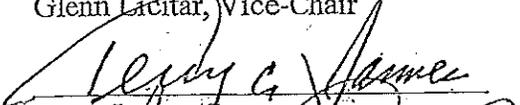
Adjourned: 11:22 A.M.

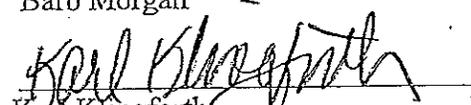
  
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Joe Stuchlak, Chair

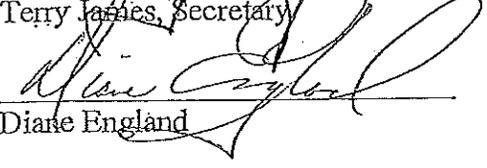
  
\_\_\_\_\_  
Kandy Theisen

  
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Glenn Licitar, Vice-Chair

  
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Barb Morgan

  
\_\_\_\_\_  
Terry James, Secretary

  
\_\_\_\_\_  
Karl Klingforth

  
\_\_\_\_\_  
Diane England

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

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE.

ADAMS COUNTY  
PLANNING & DEVELOPMENT COMMITTEE  
MEETING MINUTES: July 7, 2010  
Room A260

Chairman Joe Stuchlak called the Adams County Planning & Development Committee meeting to order at 8:30 A.M. with the following members present: Randy Theisen, Barb Morgan, Karl Klingforth, Glenn Licitar, Diane England and Terry James. Others present were: Phil McLaughlin, Zoning Administrator; Cathy Allen, Recording Secretary and Greg Rhinehart, County Surveyor; Cathy Croke and Ron Jacobson were also present. Was this meeting properly announced? Phil McLaughlin stated that it was. Roll Call.

Karl Klingforth made a motion to approve the Agenda as presented. Terry James seconded the motion. All in favor. Motion carried.

Phil McLaughlin explained that Cathy Croke and Ron Jacobson were representing the Board of Adjustment with a request for clarifications to be made to the wording in the Adams County Comprehensive Zoning Ordinance in regards to park model recreational vehicles. Discussion was held regarding size limitations, sanitation requirements and mobility. Terry James made a motion to revise the Adams County Comprehensive Zoning Ordinance to state that park model recreational vehicles not be allowed in Adams County unless placed in a licensed campground or RV park. Barb Morgan seconded the motion. Roll Call Vote: 7 – Yes. Motion carried.

Terry James made a motion to deviate to item #7 Public Participation. Glenn Licitar seconded the motion. All in favor. Motion carried. Chairman Stuchlak stated that public participation would be taken throughout the meeting.

Phil McLaughlin presented the minutes from the June 2, 2010 Planning & Development meeting to the Committee for review. Randy Theisen made a motion to approve the minutes as presented. Diane England seconded the motion. All in favor. Motion carried.

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

Karl Klingforth made a motion to deviate to item #13 Department Updates. Diane England seconded the motion. All in favor. Motion carried. Mr. McLaughlin informed the Committee that Inspector Jeff Krueger turned in his resignation, with his last day being July 8, 2010. Discussion followed. It was the Committee's consensus to change the October Committee Meeting date to Tuesday October 5, 2010, so both secretaries could attend a Wisconsin Fund update session in Stevens Point on the 6<sup>th</sup>.

Phil McLaughlin presented the Financial Report for the month of May and the Comp Time Report to the Committee for review. Barb Morgan made a motion to approve the Financial and Comp Time Reports as presented. Terry James seconded the motion. All in favor. Motion carried.

Diane England made a motion to deviate back to item #10 Register of Deeds. Karl Klingforth seconded the motion. All in favor. Motion carried. Jodi Helgeson presented a copy of a proposed resolution to establish a continuing appropriations carryover account to fund the social security number redaction project and explained that \$5.00 of every recording fee will go into this separate account to fund the redaction project. Karl Klingforth made a motion to establish the continuing appropriations account and change the \$25 fee noted on the proposed resolution to the correct fee of \$30. Barb Morgan seconded the motion. Roll Call Vote: 7 – Yes. Motion carried. Ms. Helgeson stated that the fee changeover for recording a document went fairly smooth.

ADAMS COUNTY  
PLANNING & DEVELOPMENT COMMITTEE  
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Land Information-Act 314: First phase of the flat fee has been implemented. The second phase will be the Social Security redaction project. The third phase to organize the Land Information Committee is pretty much in place, it just needs to have a realtor in the group. Diane England made a motion to accept the Register of Deeds report as presented. Glenn Licitar seconded the motion. All in favor. Motion carried.

Terry James made a motion to deviate to item #16 Correspondence. Karl Klingforth seconded the motion. All in favor. Motion carried. There was no correspondence, although Joe Stuchlak thanked Phil McLaughlin for going the Town of Easton Planning Commission meeting in June. He stated that it was well done and informational. Barb Morgan stated that Mr. McLaughlin also attended a New Chester Town Board meeting and that it was appreciated.

Terry James made a motion to recess. Glenn Licitar seconded the motion. All in favor. Motion carried.

RECESS: 9:22 A.M.  
RECONVENE: 9:30 A.M.

Chairman Stuchlak called the meeting to order at 9:30 A.M.

Public Hearings: Bernard E. Gussel, Jr. – Rezoning request of a portion of a 52.60 acre parcel (2 acres) from an A1 Exclusive Agriculture District to an R1 LL Single Family Residential District of the Adams County Comprehensive Zoning Ordinance to allow residential use on property located in the SE ¼, SW ¼, SW ¼, SE ¼, Section 26, Township 14 North, Range 7 East, Lot 1 of CSM 5155 on 2<sup>nd</sup> Lane, Town of New Haven, Adams County, Wisconsin. Karl Klingforth made a motion recommend enactment of the zoning change, on the above named property and forward that recommendation to the County Board for final action. Randy Theisen seconded the motion. Roll call vote: 7 – Yes. Motion carried.

Mr. McLaughlin informed the Committee that if there is discussion at the Land & Water Committee meeting as far as getting back into the Working Lands Initiative, he needs to know about it, because there will be a lot of work to get done before that can happen.

Item #17 Discussion on building/sanitary inspector. Joe Stuchlak asked about sharing an employee from the Land and Water Department. Chris Murphy stated that serving two masters does not work. He also stated that he would be meeting with Marcia Kay and Barb Petkovsek regarding staffing in the Land and Water Conservation Department in the morning. Terry James made a motion to revert to Item #12 DATCP. Karl Klingforth seconded the motion. All in favor. Motion carried.

Mike Murray from the Department of Agriculture, Trade and Consumer Protection (DATCP) joined the meeting at 10:04 A.M. Mr. McLaughlin thanked Mr. Murray for coming and explained to the Committee that since Milk Source has had an informational meeting in the Town of New Chester and seems to have purchased some properties in Adams County, that it would be advantageous to have Mr. Murray present to explain what level of regulation Adams County may or may not have over Livestock Facilities with 500 animal units or more. Since ATCP 51 was adopted as part of the Adams County Comprehensive Zoning Ordinance in 2006, a Conditional Use Permit would be required. Regulation would be limited to manure and odor management. Department of Natural Resources approval would be needed for over 1000 animal units, which would monitor

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PLANNING & DEVELOPMENT COMMITTEE  
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how many animal units (all at once or in phases), odor management, land spreading and waste storage. Mr. Murray indicated that DATCP would be available to assist Adams County in reviewing any permits submitted and checking engineering for manure storage and such. The process and requirements (licenses) for zoned and un-zoned townships are the same, with the exception that zoned townships have a say as to where the farm can be located.

Terry James made a motion to deviate back to item #17- Discussion on filling upcoming Sanitary/Building Inspector position. Randy Theisen seconded the motion. All in favor. Motion carried. Discussion followed. Terry James made a motion to proceed with the process to retain the position and seek a replacement. Diane England seconded the motion. Roll Call Vote: 7 – Yes. Motion carried.

The next Planning & Zoning Committee meeting will be scheduled for August 4, 2010.

Terry James made a motion to adjourn. Glenn Licitar seconded the motion. All in favor. Motion carried.

Adjourned: 11:06 A.M.

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Joe Stuchlak, Chair

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

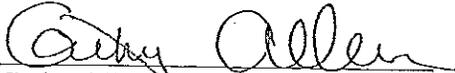
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Glenn Licitar, Vice-Chair

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Barb Morgan

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Terry James, Secretary

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Karl Klingforth

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Diane England

  
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Cathy Allen, Recording Secretary

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE.

ADAMS COUNTY PROPERTY COMMITTEE

Monday, June 7, 2010 8:30 A.M.

Room A260, Courthouse

Friendship, WI 53934

Call to order Dave Renner called the meeting to order at 8:30 a.m.

Was the meeting properly announced? Yes

Roll Call Present were the Supervisors Renner, Kotlowski, Allen, Griffin and Miller. Also present were Wendy Newsom, Tracy Hamman, Cindy Phillippi and Helmer Lecy.

Approve the Agenda – Motion by Allen seconded by Miller to approve the agenda. Voice vote. Motion carried. Motion by Allen seconded by Griffin to move item number 9 up to number 7. Voice vote. Motion carried.

Approve Minutes – May 10, 2010 – Motion by Allen seconded by Miller to approve the May 10, 2010 minutes as printed by Petkovsek. Voice vote. Motion carried.

Public Participation on Agenda Items – Mr. Helmer Lecy spoke on behalf of the Old Farmers Group to make an addition to the building on the north side of the fairground. Motion by Allen seconded by Renner to allow addition to the building. No discussion. Voice vote. Motion carried. Mr. Lecy asked that a copy of the minutes of the meeting be sent to him, and he left the meeting. Allen questioned if someone should check to make sure that the property is not in Shoreland Protection. No further discussion.

Discuss/act on county owned properties for possible sale – Tabled until next meeting.

Update on clean up of Hutchison Property (amended 5/26/10 6:15 p.m.) – A fence has been put up on the property. No further discussion.

Motion by Allen seconded by Kotlowski to recess for the Building/Facilities tour. Voice vote. Motion Carried. The decision was made, based on Petkovsek's absence to only tour the Courthouse and the Law Enforcement Center. The other facilities will be toured at the next meeting.

Building/facilities tour of:

- a. Courthouse
- b. Law Enforcement Center

Motion by Griffin seconded by Kotlowski to reconvene meeting. Voice vote. Motion carried.

Discuss and/or act on facility improvements and financing of same – Discussion on facilities to be held after all facilities have been toured. It was suggested that Dawn McGhee be available for the tour next month.

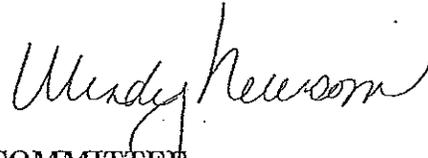
Update on maintenance items – Tracy Hamman – Update on sign at Community Center, purchase of refrigerators for break areas complete, update on Energy Audit from Alliant and Ayres report on Community Center. The cost of the Atomic Clocks would be \$33.08 each for the 12" clocks. If 25 clocks were purchased the total cost would be \$827.00.

Set next meeting date and agenda items – Next meeting date is Tuesday, July 6<sup>th</sup> at 8:30 a.m. The remaining 3 properties, Community Center, Health & Human Services and the Foreclosed Property at 117 S. Main St., Adams will be toured at the next meeting.

Adjournment – Motion by Griffin seconded by Kotlowski to adjourn. Voice vote. Motion carried.

Deena Griffin, Secretary

Wendy Newsom for Barbara Petkovsek, Recording Secretary

A handwritten signature in cursive script that reads "Wendy Newsom". The signature is written in dark ink and is positioned to the right of the typed name "Wendy Newsom".

MINUTES ARE UNOFFICIAL UNTIL APPROVED BY COMMITTEE.

ADAMS COUNTY PROPERTY COMMITTEE

Friday, June 25, 2010

1:00 p.m.

Room A260

Courthouse - Friendship, WI 53934

The meeting was called to order by Chairman Renner at 1:00 p.m.

The meeting was a properly announced.

**Roll Call.** Present were Supervisors Renner, Kotlowski, Griffin and Miller. Supervisor Allen was excused. Also present were Barbara Petkovsek, Liz Hendricksen and Tracy Hamman.

**Approve the Agenda.** Motion by Kotlowski, second by Miller to approve the agenda. Motion carried by voice vote.

**Approve Minutes of June 6, 2010.** Motion by Miller, second by Kotlowski to approve the June 6, 2010 minutes as printed. Motion carried by voice vote.

**Public Participation on Agenda Items.** Public participation will be considered during the agenda items.

**Discuss and/or act on concerns with dogs at the fairgrounds – Steven Cichacki.** Concerns were brought to the Committee's attention regarding citizens use of the fairgrounds for exercising and/or walking their dogs, and feces being left on the fairgrounds. Concerns included the health related matters such as e-coli due to feces left on the grounds. Discussion was held regarding a possible ordinance regarding dogs at the fairgrounds, and the possibility of this being modeled after the policy that the County Parks Department uses. The Committee directed Barb Petkovsek to get sample ordinances and policies from other Counties and the Parks Department.

**Lenny Hutchinson Property – open bids, discuss bids, accept and/or reject any and all bids.** Dennis Johnson of Ayres Associates joined the meeting via conference call. Others present for bid opening included: Linda McFarlin, Joe Lally, Mr. Hintz, and Mr. Washkovic. Mr. Hintz joined the meeting and submitted bid on behalf of Hintz Excavating at 1:05 p.m. per the wall clock and time was 1:00 p.m. per Barb Petkovsek's watch. The Committee commenced opening and reading of bids by Petkovsek. Mr. Washkovic raised concern regarding Mr. Hintz submission of bid at 1:05 p.m. on wall clock and 1:05 p.m. per cell phone atomic time clock. Bids were received and read for the following entities: Hintz Excavating, Robinson Borthers Environmental, Inc., Washkovic Lawns Inc., and Joseph L. Bollig & Sons, Inc.. See attached bid tabulation sheet. Hintz Excavating was the apparent low base bid. Motion at 1:45 p.m. by Kotlowski, second by Griffin to recess for Corporation Counsel Jack Albert to provide counsel regarding acceptance of Hintz Excavating bid. Motion carried by voice vote. Chairman Renner called the meeting back to order at 2:35 p.m.. Corporation Counsel Jack Albert entered meeting and recommended that per his review of the facts presented the Committee should accept all bids for consideration and evaluation. Discussion was held regarding the bid security and how long this could be held, as well as when the award would be given. All bids will be forwarded to Ayres and Associates for review and evaluation of bid pursuant to specifications. Bid security can be held up to 45 days. The Committee discussed dates for meetings and award of bids.

Set next meeting date and agenda items. The next meeting date previously scheduled is Tuesday, July 6<sup>th</sup>. Motion by Griffin, second by Miller to set a joint Property & Administrative and Finance Committee meeting on Friday, July 9<sup>th</sup> at 1:00 p.m. for the purpose of notice of award for the base bid and/or alternate bid 1 and/or alternate bid 2 that is in the best interest of the County. Motion carried by voice vote. Notice should be given to all four vendors of the meeting.

Adjournment. Motion by Kotlowski, second by Griffin to adjourn at 3:03 p.m. Motion carried by voice vote.

Respectfully Submitted,



Barbara Petkovsek  
Recording Secretary

**MINUTES ARE UNOFFICIAL UNTIL APPROVED BY COMMITTEE.**

Property Committee  
Minutes for June 30, 2010 – 8:30am  
Courthouse Conference Room A160

Chairman Dave Renner called the meeting to order. The meeting was property announced.

Roll Call: Dave Renner, Jerry Kotlowski, Bill Miller, Deena Griffin, Jack Allen. Also present, Mary Ann Bays, Treasurer.

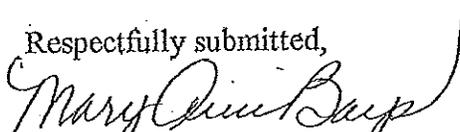
Motion by Jack Allen, seconded by Deena Griffin to approve the agenda as printed. Motion carried unanimously.

The committee left the courthouse at 8:45 am to do Tax Deed property inspections. Inspections and bids were set on the following property: 4-784-10; 4-1483; 4-1663; 6-144; 14-672-20; 18-329-10; 24-1519; 24-1520; 24-2024; 24-2025; 26-2085; 26-2474-20; 30-1156; 30-3057; 30-3435; 30-4895; 34-2117; 201-780.

Returned to the courthouse for final discuss on bidding process. Mary Ann Bays will visit the following properties in the afternoon and take pictures to bring back to committee for final bids on July 6<sup>th</sup>. Those properties are: 12-125-10; 12-177; 20-1816; 32-563-10; 32-1276; 32-1825;

Motion by Deena Griffin, seconded by Jack Allen to adjourn at 12:00 pm

Respectfully submitted,



Mary Ann Bays, Acting Secretary

## PUBLIC SAFETY &amp; JUDICIARY MINUTES

May 12, 2010

9:00 a.m. - Conference Room A260

1. Call the Meeting to Order. Meeting called to order at 9:00 am.
2. Was the meeting properly announced? Yes
3. Roll Call: Members present: Al Sebastiani, Mike Keckeisen, Beverly Ward, Joanne Sumpter, Terry James  
Others present: David July, Sandra Green, Barb Petkovsek, Terry Scheel, Deb Barnes, Dee Helmrick, Terry Reynolds-Warner, Dennis McFarlin and Jane Gervais.
4. Approve the Agenda. Motion by James/Sumpter. MC/UN.
5. Approve minutes of prior meeting. Approved. Motion by Sebastiani/James. MC/UN.
6. Public participation (*If requested by the Committee Chair*). None.
7. Correspondence. None.

Nominations to be in order for Chairman – Al Sebastiani is nominated by Beverly Ward for Chairman of the committee. There were no other nominations. Motion by James/Ward, MC/UN. Beverly Ward was nominated by Terry James for Vice Chair. There were no other nominations. Motion by James/Sumpter. MC/UN. Motion by James to close nominations and close the ballots. MC/UN.

8. Coroner - Terry Scheel. Approval of Vouchers and Monthly Expense Report.  
There was discussion of a death in the county. This person will be an organ/tissue donor. At least 60 people will benefit from his organs being donated. Program so in case people do not have their driver's license with them when they pass, the information will be in a statewide system. Working toward the Coroner to Medical Examiner transition and excited to be a part of this committee. Terry is also working on getting his certification as well. He's hoping to have this certification complete by the time the transition is in place. The test is in St. Louis as it is not offered in WI. He'd also like to go on record with being displeased with recent articles in the newspaper and inaccuracies in these articles. This person commenting in the articles did not have all the facts and should have obtained them prior to posting an article in the newspaper. Questions and discussion were held regarding the requirement for investigations.
9. Family Court Commissioner – Dennis McFarlin.  
Approval of Vouchers and Monthly Expense Report.  
Mr. McFarlin asked the committee if he could spend a couple of minutes to explain what his office does and aspects of the Family Court Commissioner budget which runs around \$35,000-\$40,000. A General Information Session – providing information to the public regarding family law. He provides guidance to where they can receive further information on procedures regarding Child Support. He has these sessions a couple times a month from 5-6pm the second Tuesday at the Community Center and is the 1<sup>st</sup> and 3<sup>rd</sup> Tuesdays in the Law Library.
10. Child Support – Deb Barnes.  
Approval of Vouchers and Monthly Expense Report.  
Provided a little more information regarding the General Listening Sessions Mr. McFarlin spoke about.  
Review Performance Measures for April 2010. Handout - discussion was held.  
Review Check Summary. No questions.  
Discuss Office Activities. Moved two employees so they each have their own office and is working out well. They are also replacing a combination lock on their main door because they were having some problems with it.

Highlights from the 2010 Director's Dialog. This is a two day meeting. She provided the highlights from this meeting.

Discuss CSA Non-IV-D fee ordinance. Handout was discussed regarding the Adams County Child Support Agency Fee Schedule. The new fees include 1) Account Reconciliation at \$35/year, maximum of \$200/year, Income Withholding at \$35/year, Credit for Direct Payments at \$35/incident; and Annual Adjustment under Wis. Stats. 767.553 at \$35 per year.

11. Clerk of Circuit Court – Dee Helmrick.

Approval of Vouchers and Monthly Expense Report.

Approve conference/training, if any. None mentioned.

Discuss General Operations of Department. Criminal Clerk position is out on Medical Leave. Has a Deputy that will also be gone for two weeks on Medical Leave and things are getting busy. She will be trying to gain additional help in the office. She has a person coming in to do some office work acquired through Experience Works Program. Barbara is on her third day and is working out well so far.

Barbara will be there 24 hours per week. Dee learned the newer models of copy machines have a hard drive that stores copies of every paper that goes through the machine. She communicated with Captain Beckman who found that EO Johnson has a policy regarding this. There are solutions to this per EO Johnson and this will be looked at in other Departments in the County. All copy machines that will be replaced with the county need to have the hard drive removed from the machine before leaving the building.

Community Service Coordinator's Monthly Report. The work is taking place in various departments in the County including Jail painting, highway cleanup, 4<sup>th</sup> of July celebration and others. They are non-profit and community based. There are a minimum number of hours that must be put in per month in order to be qualified to be a part of the program. More discussion was held regarding the Community Service program.

12. Register in Probate – Terry Reynolds Warner.

Approval of Vouchers and Monthly Expense Report.

Approval for attendance at the WI Register in Probate Conference – Baraboo, WI. This is being held at the Wilderness in the Dells. No hotel expenses. All eleven counties are involved in the District and the local District is the one hosting this conference.

Discussion was held regarding foster home placement and training of foster home parents. You must have 40 hours of training before a child can be placed in the home. More discussion was held.

Review of April's account payable and receivable. Discussion regarding the postage account.

Teen Court discussion was held.

Discussion was held regarding use of accumulated vacation and Compensatory Time in the Department.

13. District Attorney – Janis Cada. Not present.

Approval of Vouchers and Monthly Expense Report.

14. Emergency Management – Jane Gervais

Approval of Vouchers and Monthly Expense Report. One question. Report on Communications System Upgrade, Excess Bond Monies – will be meeting with Administrative Coordinator and Departments requesting communications equipment tomorrow. This will be brought back to the committee in June and then will go to Admin. & Finance Committee for approval. Solid Waste/Parks/Planning & Zoning/Highway /Sheriff are the Departments requesting use of the monies. Discussion was held regarding the use of these monies.

Grant status report. There are no Grants at this time.

Office Activities. She attended a Flood Fighting Operations training last month. She also attended a two day Terrorism conference. Participated in a table-top exercise as well that focused on a long term power outage. Next week she will be attending a two day training plan for Special Needs communities. A Hazmat Tabletop exercise is scheduled for June 19<sup>th</sup>, 2010, in Juneau County.

Ten minute recess at 10:55 am.

Meeting called back to order at 11:05 am.

15. Sheriff's Department. Chief July spoke for Sheriff Renner.

Department Operations: Apology on behalf of Sheriff Renner that he could not be here today. Chief July shared some notes from the Sheriff to pass onto the committee:

Received a \$1000 donation from Big Spring Congregational Church for Project Lifesaver.

Also received donations from Castle Rock Lions and Stewards of the Dells who each donated \$100 to the K9 program. The Sheriff's Department also received a Thank You letter from Juneau County for assistance in searching for the two boaters.

Animal Shelter/Animal Control Report. Enclosed in packet. In regard to the budget for Animal Control, the Department will have a deficit in that line. Discussion was held regarding the Kolb case and animals being held and what it is costing the Sheriff's Department. The billing compiled includes costs associated from January 27, 2010 through June 7, 2010 is approximately \$6000 to be recuperated. Supervisor Keckeisen will now be the representative at the Humane Society meetings.

Approval Conference/Training if any. None.

Discussion was held regarding the K9 Account and if there is enough money. Chief July explained how the LE/K9 OT hours are now divided between the two expense accounts and how this affects the budget.

Approval of Vouchers and Monthly Expense Report. There were several questions asked regarding the vouchers. It was requested by the committee that all members bring their monthly vouchers with them to the committee meeting so when questions are asked it will be easy to provide an explanation.

Discussion was held regarding the Airport needing a Courtesy Car and if one of the Ford Crown Victoria's could be given to them. This matter will be brought forward at the next meeting where we will invite Mike Scott and Mary Ann Bays to the meeting as well as Jack Albert to provide information on how insurance liability issues with donating this vehicle will affect the County.

Jail Revenue – Including Safe Keepers Report. Currently we have zero Safekeepers. The only source of that has been Monroe County recently.

Video Conferencing Return on Investment Report. Currently at \$21,000. There has been a recent spike in transports recently and we are looking into the recent increase in transports.

Annual Jail Tour by Supervisors. This is mandatory by State Statute and will need to have this done of this month prior to the Jail Inspection if possible. In agreement to use the Public Safety & Judiciary Committee for the inspection. The annual Jail Tour has been scheduled for June 9, 2010 and will include lunch.

Sending officers to funerals of fallen officers. Question from the committee regarding this. It was agreed there should be at least one officer sent to the funerals to represent these out of respect. We should be represented as a County at these funerals. Chief July agreed and will provide this information to the Sheriff.

The Committee will convene in closed session per § 19.85(1) (e) and (1)(g), Wis. Stats., for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.

Motion to go into closed session at 11:50 am, Ward/Sumpter, MC/UN.

The Committee will reconvene in open session per § 19.85(2), Wis. Stat., to consider and vote on appropriate matters. Motion to go to open session at 12:20 pm by Sebastiani/Ward. MC/UN

16. Set next meeting date. Next meeting is scheduled for June 9<sup>th</sup>, 2010 in Conference Room A260.

17. Action items for next meeting.

- Terry will give an update on Teen Court
- Ordinance on Non4d
- Discussion on car given to airport.

18. Adjournment. Motion to adjourn at 12:43 pm by Ward/James, MC/UN

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

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

Cc: Sebastiani / James / Keckeisen / Sumpter / Ward / Renner / July / Beckman / McFarlin / Cada / Scheel / Gervais / Helmrick / Warner / Barnes / County Clerk Dept / McGhee / Green

PUBLIC SAFETY & JUDICIARY MINUTES

June 9, 2010

9:00 a.m. - Conference Room A260

1. Call the Meeting to Order. Meeting called to order at 9:00 am. Motion by Ward/Sumpter, MC/UN.
2. Was the meeting properly announced? Yes.
3. Roll Call: Members present: Al Sebastiani, Beverly Ward, Mike Keckeisen, Joanne Sumpter, Terry James  
Others present: Sheriff Renner, David July, Sandra Green, Deb Barnes, Dee Helmrick, Terry Reynolds-Warner, Jane Gervais, Janis Cada, and Mike Scott.
4. Approve the Agenda. Approved. Motion by Ward/Sumpter. MC/UN.
5. Approve minutes of prior meeting. Approved. Motion by Ward/James. MC/UN.
6. Public participation (If requested by the Committee Chair). None.
7. Correspondence. None.
8. Dawn McGhee, MIS  
Discuss/Act and/or appoint a designee to the Technology Steering Committee. This meeting is held every month.  
Sheriff Renner suggested Les Beckman to be the member of this committee.  
Motion by Sumpter/Sebastiani MC/UN.
9. Coroner – Not Present  
Approval of Vouchers and Monthly Expense Report.
10. Family Court Commissioner – Dennis McFarlin – Not Present  
Approval of Vouchers and Monthly Expense Report.
1. Child Support – Deb Barnes  
Approval of Vouchers and Monthly Expense Report.  
  
Review Performance Measures for May 2010;  
  
Review Check Summary;  
  
Discuss Office Activities; she is scheduled for the 10<sup>th</sup> in the AM to do the Policy & Procedure Manual Training. Tory will be out on medical leave for a while.  
  
Discuss and act on CSA Non-IV-D fee ordinance; Discussion was held. Committee will act on this and will then go to county Board next month. She would like to offset the impact of any loss of funding with this ordinance. Deb will make a correction to the ordinance suggested by Bev Ward and will then have the committee sign it. Motion to approve ordinance with corrections and forward to County Board. Motion by Ward/Sumpter, MC/UN.
2. Clerk of Circuit Court – Dee Helmrick - Dee had to be in court so all papers were left with the committee.  
Approval of Vouchers and Monthly Expense Report.  
  
Approve conference/training, if any  
  
Discuss General Operations of Department  
  
Community Service Coordinator's Monthly report

13. Register in Probate – Terry Reynolds Warner  
Approval of Vouchers and Monthly Expense Report.

Teen Court: She is not receiving very good feedback. Said it was held up in the DA's office. She asked for some materials and information. Made some suggestions starting with the City and Village. They are more than willing to go forward with the Teen Court. They will need kids to sit on this board and the kids that came from Student Government Day would be an excellent place to start. It is suggested by Supervisor Ward to invite Jennifer Swenson in the extension office to the next PS&J meeting to give us an update on Teen Court. Jennifer Swenson will be notified by Sandra Green.

14. District Attorney – Janis Cada  
Approval of Vouchers and Monthly Expense Report submitted.

15. Emergency Management – Jane Gervais  
Approval of Vouchers and Monthly Expense Report.

Discuss and/or act on Resolution to authorize utilization of excess communication system capital project bond funds. Question was asked if there was any type of tracking on the monies spent so far. Jane informed Supervisor Ward there is and provided a copy of these expenditures. More discussion was held regarding the expenditures. The skyward fund balance says we have \$577,487. Supervisor James said, in reality there is \$562,029. It appears that \$15,000 was taken from EM budget and maybe should have from the communication system project. The committee said to take it to Admin. & Finance to discuss. Resolution may need to be changed to reflect Finance Committee's decision, next month.

Grant status report. Radio replacement Grant that had Jane applied for had been closed out at the end of February. She did receive the check for this grant and applied a portion to the EM budget and reimbursed the City of Adams \$2,798.00 for their purchase. She will also be applying for the WISCOM Mobile Radio Grant, after having much discussion with the Sheriff, Chief Deputy and a representative from Office of Justice Assistance. There is no match for this grant. This is a WISCOM mobile radio that includes 16 frequencies, an antenna and \$1,100 for installation costs. One concern is this is through EF Johnson and we weren't sure if this was compatible with Motorola. After much discussion OJA sees no reason it wouldn't be compatible. The best spot for the antenna would be on the Community Center but will need to go to property for this request, if approved for the grant. She will be working on this grant with Kathy, EM Director from Dane County.

Office Activities. She attended an EM planning for special needs communities Training. This training was a very good training. The preparedness committee is trying to set up some sort of database for the special needs population throughout the county so she will provide the preparedness committee with info. from the training. She assessed her first spill that occurred on Hwy. 21 on May 28. Next week she is attending a New Director's Training, which is required in her Plan of Work. Next Sat. is a Hazmat table top exercise with Juneau County. She is still in need of four Hazmat Technicians. Supervisor Ward asked if Jane felt she had received the training she was promised when she came into this position. Jane mentioned some areas that would be good to receive training. Motion to have Jane contact Lenora Borchardt to see her availability to provide training and dollar figure to do this and report back to the committee next month. Motion by Ward/Sumpter MC/UN.

16. Sheriff's Department – Sheriff Renner and Chief July

Sheriff Renner – Communications  
Animal Shelter/Animal Control Officer Report.

Department Operations. Sheriff Renner welcomed the new committee. He attended the Badger Sheriff's meeting last month and they provided a lot of new information. The Sheriff shared with the committee what he had learned at this meeting. Sheriff Renner has been appointed as a member to the Ad Hoc Committee for Medical Examiner. He met with several people when they toured the Columbia County Medical Examiner's Office.

Sheriff Peterson from Waushara County is heading a group of local Sheriff's regarding the farmer wire thefts. It is costing the farmers thousands of dollars. Sheriff Peterson sent a letter to the salvage yards since these are the kinds of places the stolen wire would be taken in hopes they would contact the Sheriff's office.

Email in regard to the tower extension for the tower out by County F. There was a sign on this tower requesting an extension on the permit from the Sheriff. Discussion was held. They are working on a 25' extension on this permit. The FAA says it's a hazard to navigation and it is a problem and Mike Scott, the airport manager is not in favor of this extension. If issues are not resolved it will be the County's responsibility to discuss this with Communication Services. Adams County complaint of violation from the neighbor of the ACHS – the noise has been escalating for no apparent consideration for the neighbors and no consistent quiet time on a day to day basis from AM to PM. Received by Planning and Zoning. This is being looked into and more of an informational note.

Animal Shelter / Animal Control Officer Report – was not submitted.

#### Chief July

Approval of Vouchers and Monthly Expense Report.

Discuss/Act on transfer of Sheriff's Department squad to the airport. Chief July selected a squad car that is keyed separately and agreed that would be the vehicle to transfer over to the airport. This will be stripped at some point in the future. The insurance/liability issues were discussed. The forms each driver would need to complete were discussed as well. They were given a copy of the courtesy car policy which was handed out to the committee. The question was asked by Supervisor Sebastiani "who would be liable if there was an accident with the vehicle?" They are hoping these pilots would be responsible for their own actions while using the Courtesy Car. Authorize the Sheriff's Department to transfer a squad to the airport for use as a courtesy car. Motion by Ward/Keckeisen, MC/UN.

Update on annual membership fees with M&I Credit Card Co. - Informed the committee a letter was sent out requesting a waiver of the membership fees charged in April. The committee recommended the person who is on the account call and have the fees waived, this would be a much faster approach rather than a letter.

2010 Committee Jail Tour/Luncheon. Will complete agenda and then attend the luncheon and jail tour.

Sale of Squads. Sold two squads and were able to get \$1000 more than usual because of the taxi cab market in Chicago.

Discussion on leasing vs. purchasing of Sheriff's Dept. squads for the 2011 budget process. Chief July explained the difference in savings of maintenance on leasing vs. purchase of squads. More discussion was held regarding the squads in the Sheriff's Department. Motion to budget in 2011 to stay with leasing Sheriff's Department vehicles. Ward/James, MC/UN. Sumpter has a recommendation in the leasing process to purchase no more Ford Expeditions.

Discussion on hiring of jail officer and interview process. Up to 75 applicants for this one position. The position is vacant at this time. The testing is being administered to all applicants and will be given at all testing locations throughout the state and will take place on the 24<sup>th</sup> of June. It will take approximately 2-3 weeks to receive the results back. Interviews will require a chair or the chair and a designee.

Discussion/Action on reapplication of COPS Grant. Copy placed in the packets to all committee members. Sheriff and Chief were being contacted regarding this grant. This is the grant where they pay for the wages and benefits for three years and is incumbent on the County to keep the position for one additional year (expenses paid by the County). If they are going to apply, they must update the grant application in order to be considered for this next year. Is something we want to pursue for an investigator position? Discussion was held. Sheriff Renner states he didn't plan on pursuing this grant because of the economy and it was agreed by the committee this is not the time. No action shall be taken at this time.

17. Action items for next meeting.

Terry James: Medical Examiner's Agenda

Sandra Green: Notify Jennifer Swenson in extension office to attend meeting next month regarding Teen Court.

Jane Gervais:

1. Update on the tower extension out by County F. (Mike Scott).
2. Jane will contact Lenora to see her availability to provide training (and dollar figure to do this) and will report back to the committee next month.

Sheriff's Department:

1. Update on the Jail Officer testing and interview process.
2. Chief July will provide a copy of the completed COPS Grant Application to Supervisor Ward.
3. A complete expenditure listing regarding the Kolb Case will be provided to each committee member.

18. Set next meeting date. July 14<sup>th</sup>, 2010 at 9:00 am in Conference Room A260.

19. Approval of all vouchers and expense reports: Motion by Sumpter/Ward, MC/UN.

20. Adjournment. Adjournment: Recess to Jail for tour at 11:18 am. The committee toured the jail which included sampling the food served to the inmate population. Meeting adjourned at 12:30 pm. Motion by Ward/James, MC/UN.

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

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

Cc: Sebastiani / James / Keckeisen / Sumpter / Ward / Renner / July / Beckman / McFarlin / Cada / Scheel / Gervais / Helmrick / Warner / Barnes / County Clerk Dept / McGhee / Green

**ADAMS COUNTY SOLID WASTE COMMITTEE**  
**JUNE 9, 2010, 6:00 PM**  
**LANDFILL OFFICE, 1420 HWY 21, FRIENDSHIP, WI 53934**

**MEMBERS PRESENT:** Larry Babcock, Chair  
Florence Johnson, Secretary  
Mike Keckeisen  
Patrick Gatterman

**OTHERS PRESENT:** Myrna Diemert, Solid Waste Director  
Everett Johnson  
Barbara Morgan

**MEMBERS ABSENT/EXCUSED:** Dean Morgan, Vice Chair

**CALL MEETING TO ORDER:** The meeting of the Adams County Solid Waste Committee was called to order by Chair, Larry Babcock, at 6:06 P.M.

**WAS THE MEETING PROPERLY ANNOUNCED?** YES

**ROLL CALL & APPROVAL OF AGENDA:** BABCOCK, JOHNSON, KECKEISEN, GATTERMAN. MORGAN WAS ABSENT/EXCUSED. *Motion by Keckeisen, second by Gatterman, to approve the Agenda as presented. All in favor. Motion carried.*

**APPROVAL OF OPEN SESSION MINUTES FROM MAY 12, 2010:** *Motion by Johnson, second by Keckeisen, to approve the Open Session minutes as printed for the May 12, 2010 meeting. All in favor. Motion carried.*

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

**COMMUNICATIONS/CORRESPONDENCE/OTHER BUSINESS:** There was no correspondence or other business to present.

**DEAN MORGAN JOINED THE MEETING AT 6:23 P.M.**

**FINANCIAL REPORT:** Ms. Diemert presented the Financial Report and Monthly Check Summary for May 2010 and discussion was held. *Motion by Keckeisen, second by Babcock, to approve the Financial Report for May 2010. All in favor. Motion carried.*

**SITE REPORT:** Ms. Diemert handed out and reviewed copies of the Site Report dated June 9, 2010 (see attached copy) and discussion was held. *Motion by Gatterman, second by Morgan, to approve the Site Report as presented. All in favor. Motion carried.*

**UPDATE/ACT ON STRONGS PRAIRIE/OUT-OF-COUNTY WASTE:** Ms Diemert reported that the Town approved and signed the revised Agreement at a Special Meeting on May 24th. The Solid Waste Committee will need to approve the revised Agreement and it will go to County Board in June. *Motion by Johnson, second by Keckeisen, to approve the "First Amendment and Supplement To Negotiated Settlement Agreement, Dated March 17, 2004 Between The Town of Strongs and*

*Adams County" pending review & approval by Corporation Counsel. All in favor. Motion carried.*

**USDA ARRA GRANT UPDATE:** Ms. Diemert reported that a few more documents were submitted as requested and she is waiting for word from the USDA. Construction work needs to begin shortly.

**UPDATE LANDFILL OPERATIONAL ORDINANCE #16-1989:** Ms. Diemert stated that she and Corporation Counsel have met several times during the month to work on the Ordinance language. She passed out revised copies of the Ordinance and discussion was held regarding the permit process. She also explained that the enforcement and penalty portion is still being worked on by Corporation Counsel and staff. Committee members were asked to review the document and make any comments or suggestions. Work will continue on the Operational Ordinance.

**EMPLOYEE UPDATE:** Ms. Diemert reported that Pam Parks has transferred back to DHSS and the position has been reposted to the Union and will be advertised in the paper if no qualified Union person applies. The LTE will continue to stay on.

Ms. Diemert next reported that Mr. Helgeson's employment has now been terminated. She reminded the Committee that they have already approved filling this vacancy on 7/8/09. She asked the Committee to re-approve the Personnel Recruitment Form since it has been a few months. *Motion by Keckeisen, second by Morgan, to re-approve filling the vacancy by dating and initialing the Personnel Recruitment Form. All in favor. Motion carried.*

**RE-APPROVE SCALE/ROUTING SOFTWARE PURCHASE:** Ms. Diemert presented information on the RouteOptix Scale Software program and described its features. Money was budgeted in the MIS budget and has been carried over for this project. She said this software program will perform 90-95% of the duties that are being done manually by staff at the scale. MIS, GIS, Admin & Finance staff & SW Staff have all been involved in the demonstrations. *Motion by Keckeisen, second by Johnson, to approve the purchase of the RouteOptix Scale Software. All in favor. Motion carried.*

**DISCUSS HUTCHINSON PROPERTY CLEAN-UP:** Ms. Diemert updated the Committee on the Brownfield grant, bid process, and clean-up on the Hutchinson property. She explained that Admin & Finance Committee is meeting at 9:00 on Monday, June 14<sup>th</sup> to discuss the project and she invited Committee Members to attend since this will affect our revenues.

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

**IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS:** The following items will be placed on the next agenda: Fuel contracting approval.

**NEXT MEETING DATE AND ADJOURN:** The next regular monthly meeting will be held on Wednesday, July 14, 2010 at 6:00 PM at the Landfill. *Motion by Gatterman, second by Keckeisen, to adjourn until the next meeting. All in favor. Motion carried.*

Meeting adjourned at 8:52 P.M.

Respectfully submitted,  
Myrna Diemert, Recording Secretary

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

**MINUTES**  
**SCLS BOARD OF TRUSTEES**  
June 14, 2010 12:15 p.m.  
SCLS Headquarters

**Present:** J. Ashford, R. Barden, C. Chapman, F. Cherney, P. Cox, L. Davis-Brown, M. Furgal, J. Harrington, J. Healy-Plotkin, N. Holman, T. Iaccarino, B. Keen, S. Martin, T. McIlroy, H. O'Donnell, G. Poulson, J. Pugh, N. Stevenson, P. Townsend, D. Wiganowsky

**Also Present:** H. Moe, S. Morrill, T. Herold

**Absent:** M. Cole

**Excused:** M. Nelson, P. Westby

**Call to Order:** J. Pugh, President, called the meeting to order at 12:15 p.m.

- a. Introduction of guests/visitors and new board members: Nancy Stevenson, newly appointed Portage County Trustee, was introduced as well as David Wiganowsky, newly appointed Dane County Trustee.
- b. Changes/additions to the agenda: none
- c. Requests to address the board: none

**Minutes:** R. Barden moved approval of the May 10, 2010 minutes. G. Poulson seconded. Motion carried.

**Bills for Payment/Financial Statements:** T. Iaccarino reviewed the bills for payment in the amount of \$214,781.68 and moved approval. L. Davis-Brown seconded. Motion carried.

**President's Report:** J. Pugh noted there was a great turn out for Phyllis Davis's retirement party with lots of good food and drinks.

**Committee Reports:**

**Recruitment:**

T. Iaccarino moved approval of the board to go into closed session for the consideration and selection of candidates as authorized by Wisconsin Statutes Section 19.85(1)(c).

C. Chapman seconded. A roll call vote was taken. The board went into closed session at 12:30 p.m.

The board reconvened into open session at 12:45 p.m.

S. Martin moved approval on behalf of the recruitment committee to accept the recommendation for System Director. G. Poulson seconded. Motion carried.

**Budget Committee:**

Review and action on the 2010 mid-year budget: T. McIlroy moved approval of the 2010 mid-year budget as presented. P. Townsend seconded. Motion carried.

Review and action on the resource contracts for 2011: G. Poulson moved approval of the Supplementary Services Agreement for 2011 and the Statutory Resources Services Agreement for 2011 as presented. J. Healy-Plotkin seconded. C. Chapman abstained. Motion carried.

**SCLS Foundation Report:** L. Davis-Brown noted the fundraising planning committee met May 13<sup>th</sup>. A goal has been set to raise \$30,000 with a major donation of \$10,000 and a commitment to match dollar amounts. Key talking points are being drafted by Mark Ibach. The Cornerstone Award ceremony will be held on November 10, 2010 with the location yet to be determined.

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

**System Director's Report:**

S. Morrill discussed the handout "Value of 2009 Summer Library Program to the SCLS Community", which indicates SLP participation and the value it represents.

S. Morrill also noted the handout regarding the Badger Net contract extension. The stimulus grant that will provide fiber to many member libraries and lower monthly costs for bandwidth is on hold. The Department of Administration needs to sign a contract extension with WBAA (a cooperative of the telcos involved with BadgerNet), and that contract extension has not yet been signed. If this extension is not signed soon, the stimulus grant funding may be in jeopardy, due to the need to move forward with the project by a certain period of time. WLA has asked the WI Dept. of Administration to grant a five-year extension of the contract with the WI BadgerNet Alliance because it is critical to the completion of the \$28.7 million BadgerNet Fiber Grant project to expand broadband Internet. It will also ensure that our libraries and schools have the bandwidth they need at an affordable price. The Wisconsin Library Association is asking supporters to contact their legislators about this issue, and board members are urged to do so.

At the May meeting, it was mentioned that Rio had an acting director. A new director, Erin Foley, has started. Monroe also has a new director who will begin at the end of the month.

The first All-Directors meeting was held in May. From the staff perspective, the meeting was a great success. We had over 40 library directors in attendance, and everyone was engaged and interested in the presentations. All of the motions regarding fees for 2011 were approved unanimously. One thing that was approved at that meeting was a contract addendum that libraries need to sign to participate in our ILS and network. This addendum will be sent to the libraries and will be signed by Janet when they are returned.

The first Multitype Summit was also held in May, and was also a great success. The day consisted of a wonderful keynote speaker that talked about multitype cooperation and reports from a number of multitype libraries about what they do at their libraries. Attendees learned a lot about each other, and plans are to do another one in 2011. The costs for this year's summit were mostly paid with LSTA grant funding.

The migration to a new online catalog and integrated library system is moving ahead, although the date for the migration is now scheduled for January, rather than September. The contract was also renegotiated to allow a different payment schedule. Costs have not been increased.

S. Morrill had the honor of attending the opening of the new Lester Entrance at McMillan Memorial Library last week. There was a large crowd, and the appreciation for the Lesters was evident. The Lesters have contributed large donations to many SCLS libraries, and have four libraries in the system named after them.

Speaking of naming rights of libraries, many of you have probably heard that the South Madison Branch will be named after the Goodman family, who last week gave a substantial donation that completed the fundraising campaign for the branch.

Two libraries have scheduled advocacy training as planned by Mark Ibach and the Advocacy Committee. Three more libraries have expressed interest, and staff will be promoting the sessions at their library visits.

**Administrative Council (AC) Report:** The minutes may be viewed here; <http://www.scls.info/committees/ac/minutes/2010-02-18.pdf>. T. Herold briefly discussed the All Directors meeting and what was accomplished.

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

**Other Business:**

Review and action on North Freedom plan for compliance:

The North Freedom Director did not complete the required courses for certification within a specific time period and the library is not in compliance. A compliance timetable was presented to the board for approval. S. Martin moved approval of the compliance timetable for North Freedom. J. Ashford seconded. Motion carried.

**Information sharing:** G. Poulson noted Jack Taft, a former trustee and president of the SCLS Board, passed away in May.

S. Martin passed around a picture of a 5 year old receiving her first library card at the Portage Public Library.

Meeting adjourned at 1:23 p.m.

Heidi Moe, Recorder

## System Director's Report, June 2010

### What Matters Now

Last December, Seth Godin (one of my favorite bloggers and thinkers) and a group of "big thinkers" released a small ebook called "What Matters Now." Each page is written by a different author on a different big idea ranging from "compassion" to "willpower" to "expertise." For the past six months, I've been using the pages to inspire myself and to share with staff.

Today, I stumbled on "evangelism." The introduction reads, "The future belongs to people who can spread ideas. Here are ten things to remember." The first couple of points fit so neatly with what I've been thinking and reading this month related to library advocacy that I just have to share them:

1. *Create a cause. A cause seizes the moral high ground and makes people's lives better.*

Thankfully, the "cause" of libraries is already well-established, along with the value in people's lives. At our July board meeting, Cheryl Becker will be sharing a statistical picture of SCLS libraries that will illustrate the use of libraries in our system. And last month, we shared with you the press release related to the value of the Summer Library Program.

This month, I've come across a couple of interesting articles that provide further evidence of the impact of libraries:

- A recent, large study by the University of Nevada found that the presence of books had more impact on the number of years a child stays in school than parents' income or years of education.

While the study focuses on books in the home, libraries can provide books for those families that can't afford to own a library of books.

- A wonderful article from the Wisconsin State Journal on June 27<sup>th</sup> talks about the value of the Dane County bookmobile to the rural residents it serves. My favorite part:

"It's more important today than ever," said Glodowski. Not everyone can afford the latest version of a Kindle electronic book, or the \$7.99 for a paperback book, or even driving to the library, she said.

"You can read a book anywhere, you don't have to have a battery, you don't have to have a power source, you can read a book upside down, in a tree."

2. *Love the cause. "Evangelist" isn't a job title. It's a way of life. If you don't love a cause, you can't evangelize it.*

More great news for libraries is that people are passionate about them. The wonderful stories at our "Libraries for Real Life" site illustrate that. The site continues to grow, and some SCLS libraries are now planning to add video stories.

Another great illustration of the passion for libraries comes from the Milwaukee School District, which is expecting to start the next school year with as few as five librarians for nearly 100 elementary and K-8 schools in the district. Some students formed the "Rescue our Librarians Club" and one of them read this statement at a public meeting about the issue:

"We are the future of America. We are students at La Escuela Fratney who formed the Rescue Our Librarians Club—the RLC. We want the budget cuts to stop so we can keep our library and librarian. Some adults say 'Read a lot, don't watch TV,' but then they take away our library. That's not good. . . . It's not fair if a school doesn't have a librarian. And it's not fair if some schools have a librarian and others don't. We want to help other students and schools to have their own librarians, too."

The love of libraries and the willingness to evangelize for them clearly spans the generations. While libraries and library systems are facing very serious budget threats, if we are all willing to become evangelists for this worthy cause, the future can belong to us.

Stef

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If you'd like to read more from the "evangelism" page or any other part of "What Matters Now", here's the link: <http://www.squidoo.com/Whatmattersnowfreebook>

If you'd like to read more about that study on books and education, see <http://www.livescience.com/culture/books-education-children-100521.html>

To read the complete article on the Dane County bookmobile, see [http://host.madison.com/wsj/news/local/education/article\\_3813ec1c-ce61-5b3d-be77-e59a388c9da7.html](http://host.madison.com/wsj/news/local/education/article_3813ec1c-ce61-5b3d-be77-e59a388c9da7.html)

For the complete piece on the school librarian crisis in Milwaukee, see [http://www.rethinkingschools.org/archive/24\\_04/24\\_04\\_librarian.shtml](http://www.rethinkingschools.org/archive/24_04/24_04_librarian.shtml)

SOUTH CENTRAL LIBRARY SYSTEM  
Circulation and ILL Statistics

May 2010

	*2009 Population	2009 Circulation	**2009 Collection	2009 Annual Expenditures	Same Mo. Circ. 2009	Current Mo. Circ.	Mo. ILL Borrowed	Mo. ILL Loaned	YTD Circ. 2010
ADAMS									
Adams City	18846	106969	36644	347240	7786	8142	2807	3571	48480
Rome	3238	33503	18373	144007	2525	2436	79	2	11561
TOTAL	22084	140472	55017	491247	10311	10578	2886	3573	60041
COLUMBIA									
Cambria	783	25734	8949	101508	1869	2391	1058	923	10917
Columbus	4932	120637	48736	352995	8368	8316	2595	4041	46814
Lodi	3013	99967	31277	241754	7584	7816	3622	2566	40981
Pardeeville	2096	43402	19696	144979	3072	3198	1391	1466	18502
Portage	10140	224804	73976	535035	17194	14789	5051	5337	84085
Poynette	2542	69927	21707	144382	5690	5409	2117	1937	29372
Rio	997	31836	27183	138751	2295	2158	155	0	10528
Wis. Dells	5241	102074	44139	479191	7468	8477	3860	2826	46532
Wycocena	736	15188	9872	61369	998	1111	529	550	6265
Other City	28338								
TOTAL	58818	733569	285535	2199964	54538	53665	20378	19636	293996
DANE									
Belleville	2212	79268	34445	283441	5335	5875	2166	4303	32896
Black Earth	1351	40842	22825	128572	2828	3124	1339	2165	16896
Cambridge	1280	64992	27472	181018	5091	5160	1873	2181	26521
Cross Plains	3497	93701	46343	352363	6671	7007	1854	3874	38823
Deerfield	2232	59537	24052	180946	4089	4673	2699	2369	25993
Deforest	8500	405680	81695	698180	31345	33210	7122	10129	169344
Marshall	3707	59712	33036	210460	4480	4358	1509	4079	23863
Mazomanie	1629	39260	21031	111387	2731	2550	1361	1748	14761
McFarland	7368	227566	67290	530006	17705	17348	4953	8716	92393
Middleton	17020	794573	117202	1670176	60063	61507	18951	17718	324367
Monona	8228	290364	69156	683808	21509	21445	6877	6798	120114
Mt. Horeb	6744	225903	56551	635344	16881	17041	8425	6752	95059
Oregon	8807	323320	65170	659844	23093	23239	8425	6277	126669
Stoughton	12840	284043	69624	777944	20879	21155	8011	5898	116823
Sun Prairie	26100	601840	107458	1639964	43030	46691	12116	12627	246056
Verona	10270	577206	85446	997542	41462	42799	12075	9156	237035
Waunakee	11170	283102	74403	712962	19725	19918	6249	8887	111467
Madison	227700	4846206	924252	13761520	377810	370288	70058	42621	1968475
DCLS	113373	172011	48023	4331205	15051	13985	2696	5320	62891
TOTAL	474028	9469126	1975474	28546682	719780	721373	176759	161618	3850446
SUB TOTAL	554930	10343167	2316026	31237893	784629	785616	200023	184827	4204483

	*2009 Population	2009 Circulation	**2009 Collection	2009 Annual Expenditures	Same Mo. Circ. 2009	Current Mo. Circ.	Mo. ILL Borrowed	Mo. ILL Loaned	YTD Circ. 2010
GREEN									
Albany	2175	47663	20191	85194	3181	3855	279	4	19790
Brodhead	3226	77402	44711	235355	5725	5805	1498	3890	34021
Monroe	15290	239454	94620	863454	17944	17043	4957	7781	95889
Monticello	1168	74115	37925	130553	no report				0
New Glarus	2115	85582	30368	240021	6413	6375	2892	4325	35973
Other Cty	12373								
TOTAL	36347	524216	227815	1554527	33263	33078	9626	16000	185613
PORTAGE									
Amherst	1058	15850	19347	34054	no report	no report			4070
Portage Cty	69727	505822	189034	1892054	35966	40067	621	71	209894
TOTAL	70785	521672	208381	1926108	35966	40067	621	71	213964
SAUK									
Baraboo	11830	268879	73640	801397	19395	20230	7417	5865	112564
Lavalle	325	0	0	10047	0	518	226	272	1690
N. Freedom	631	20815	8235	39127	1556	1557	649	946	8620
Plain	808	34388	16476	116976	2434	2653	1316	1655	15263
Prairie du Sac	3744	145945	51583	324768	10916	10383	4017	4299	59404
Reedsburg	9153	289365	83826	624345	19848	21920	5578	9640	117004
Rock Springs	369	4086	8350	35330	0	1496	360	641	6673
Sauk-City	3310	140298	46435	357415	10307	10194	3326	3330	52675
Spring Green	1518	101248	33081	243953	7462	7542	2529	3237	40206
Other Cty	26786								
TOTAL	58474	1005024	321626	2553358	71918	76493	25418	29885	414089
WOOD									
Apoin	839	11363	14242	32273	728	932	102	0	3721
Marshfield	23286	453482	143308	1420109	33336				77995
Nekoosa	2629	41891	30443	180240	3217	2863	196	0	8477
Pittsville	926	32064	17983	64954	2595	2035	25	0	11326
Vesper	532	7934	13310	36689	561				0
Wis. Rapids	18470	524744	109805	1525518	38523	39386	9366	8682	218016
Other Cty	33092								
TOTAL	79774	1071478	329091	3259783	44896	45216	9689	8682	319535
SUB TOTAL	245380	3122390	1086973	9293776	186043	194854	45354	54638	1133201
GRAND TOTAL	800310	13465557	3402939	40531669	970672	980470	245377	239465	5337684

\*Based on DOA Official Population Estimates 1/01/09 and includes all those individuals who pay library taxes directly to the indicated community

\*\*Collection includes books, serials, audio, film, video, and other materials such as software, art prints, and toys.

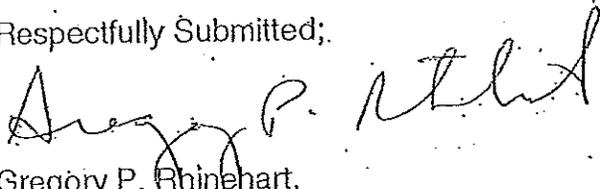
ADAMS COUNTY SURVEYOR'S OFFICE  
GREGORY P. RHINEHART, COUNTY SURVEYOR  
(608)-339-4226 (608)-339-3808  
P.O. BOX 187 -- FRIENDSHIP, WI 53934

ADAMS COUNTY SURVEYOR'S REPORT # 440  
July 7, 2010  
Report for the month of June, 2010

Work has continued on the 2010 Monument Maintenance Program.

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

Respectfully Submitted;

  
Gregory P. Rhinehart,  
Adams County Surveyor.

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

SUMMARY OF ACCOUNTS 2010

	<u>RETAINER</u>	<u>PROJECTS</u>	<u>MISCELLANEOUS</u>
Budget	\$3,600.00	\$21,900.00	\$ 500.00
JANUARY	300.00		100.00
Balance	\$3,300.00	\$21,900.00	\$ 400.00
FEBRUARY	300.00	8,250.00	
Balance	\$3,000.00	\$13,650.00	\$ 400.00
MARCH	300.00		
Balance	\$2,700.00	\$13,650.00	\$ 400.00
APRIL	300.00	2,843.25	
Balance	\$2,400.00	\$10,806.75	\$ 400.00
MAY	300.00		
Balance	\$2,100.00	\$10,806.75	\$ 400.00
JUNE	300.00		
Balance	\$1,800.00	\$10,806.75	\$ 400.00
JULY			
Balance			
AUGUST			
Balance			
SEPTEMBER			
Balance			
OCTOBER			
Balance			
NOVEMBER			
Balance			
DECEMBER			
Balance			
Grand Total \$			



## PLANNING AND ZONING DEPARTMENT

P.O. BOX 187, COURTHOUSE  
FRIENDSHIP, WI 53934  
PHONE: 608-339-4222  
[www.co.adams.wi.gov](http://www.co.adams.wi.gov)

### ADAMS CO PLANNING & DEVELOPMENT COMMITTEE

July 7, 2010 – Room A260 -Courthouse  
Friendship, WI 53934 – 9:30 A.M.

Bernard E. Gussel, Jr. – Rezoning request of a portion of a 52.60 acre parcel (2 acres) from an A1 Exclusive Agriculture District to an R1 LL Single Family Residential District of the Adams County Comprehensive Zoning Ordinance to allow residential use on property located in the SE ¼, SW ¼, SW ¼, SE ¼, Section 26, Township 14 North, Range 7 East, Lot 1 of CSM 5155 on 2<sup>nd</sup> Lane, Town of New Haven, Adams County, Wisconsin.

Appearing for with testimony: Patrick Hickey, representing Mr. Gussel.

No one appearing against.

Correspondence: Notification from the Town Board of New Haven that they met on May 20, 2010 and have no objection to the zoning change.

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



22-471  
11.00

180  
57

NE-SW

22-478  
39.94

22-483-10  
2.71  
Incl Lt. 1 M21023  
117.83 139.55 162.52

22-493  
34.97

22-479 22-480  
1.07 1.42  
Lt 2 M3141 Lt 1 M3141  
325.65 284.99

SEE DE

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SW-SE

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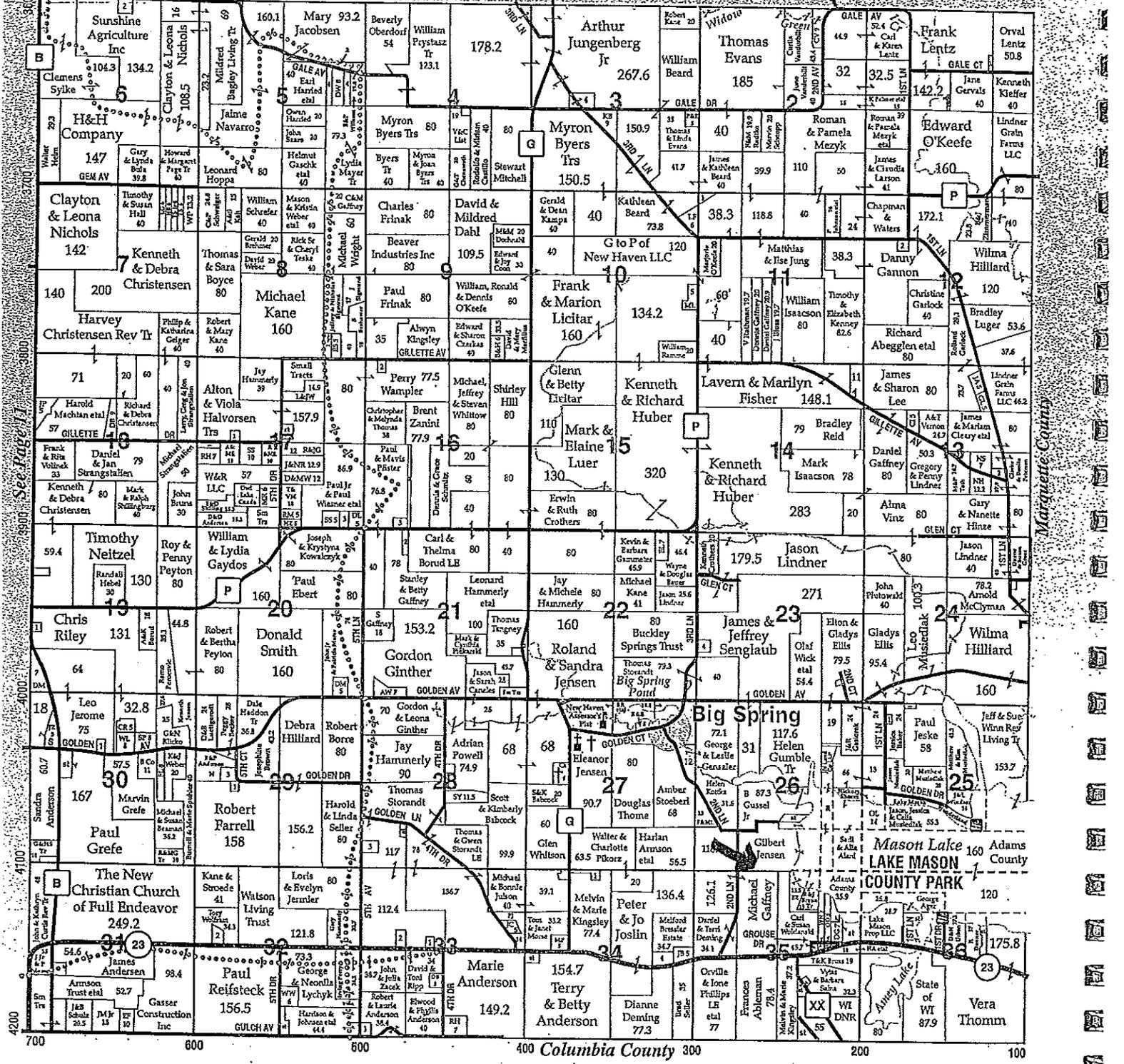
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Adams, WI

# D.L. GASSER CONSTRUCTION

## Asphalt Paving - Gravel - Excavation

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Wisconsin Dells - Baraboo

# GASSER

