

ADAMS COUNTY BOARD OF SUPERVISORS MEETING MINUTES
Adams County Board Room, March 20, 2012 6:00 p.m.

The Adams County Board of Supervisors meeting was call to order by the Chairman Sebastiani at 6:05 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-Joseph Stuchlak; Dist. #08-Patrick Gatterman; Dist. #09-Patricia Townsend; Dist. #10-Heidi Roekle; Dist. #11-Jack Allen; Dist. #12-Florence Johnson; Dist. #14-Bev Ward; Dist. #15-David Renner; Dist. #16-John West, Dist. #17-Bill Miller; Dist. #18-Terry James, Dist. #19-Dave Repinski; Dist. #20-Lori Djumadi. Excused, Dist. #13-Mike Keckeisen. Also present, Beckman and Theisen from the SAYL program – Metoyer from SAYL was excused.

Motioned by Allen/Repinski to approve the agenda. Motioned by Miller/Allen to amend the agenda moving unfinished business Res. #8 after Res. #28. Motion to amend carried by unanimous voice vote. Motion to approve amended agenda carried by roll call vote 19 yes, 1 excused. Excused Keckeisen. (2 SAYL, yes, non-binding vote, 1 excused).

Motioned by Licitar/Kotlowski to approve February 21, 2012 minutes. Motion carried by unanimous voice vote.

Announcement of Meetings, Report of Supervisors Claims read by the County Clerk, and appoint six (6) Supervisors to approve claims Johnson, Stuchlak, Kotlowski, Licitar, Miller and Morgan.

Claims: None

Correspondence: Letter from County Board Supervisor Bev Ward.

Appointments: Motioned by Repinski/Ward to appoint Veterans Service: Tom Shackelford to replace Rushell Moyer (term expires 4/2013), Jim Kane to replace Gerry Camp (term expires 4/2014), reappointment of Ed Heideman (term expires 4/2015). Motion carried by unanimous voice vote. (2 SAYL, yes, non-binding vote, 1 excused).

Motioned by Stuchlak/James to appoint members to Board of Adjustment: Tom Feller and Bob Beaver. Motion carried by unanimous voice vote. (2 SAYL, yes, non-binding vote, 1 excused).

Reports and Presentations:

A. Miscellaneous

- Administrative Coordinator/Director of Finance report
- Daric Smith, RIDC
- Adams County Cancer Awareness Team & UW Carbone Cancer Center (10 minute presentation) was postponed until the April County Board Meeting.
- Motioned by Ward/James to approve the 2011 Dog License Report. Motion carried by unanimous voice vote.
- Motioned by Stuchlak/Roekle to approve the 2011 Annual Fair/Agricultural Society Report. Motion carried by unanimous voice vote.
- Motioned by James/Repinski to approve Ordinance 1 & 2-2012 Town of Rome Chapter 10 Zoning. Motion carried by unanimous voice vote.

Resolutions:

Motioned by James/Stuchlak to deviate to Res. #21. Motion carried by unanimous voice vote.

Res. #21: Motioned by Ward/West to adopt Res. #21 to pay the sum of \$5,000.00 from Adams County Contingency Fund Account #100 E 75 59100 to the Oxford Library System.

There were 15 citizens who were recognized under public participation related to this resolution.

Motioned by Renner/Djumadi to amend at the end of the third whereas by inserting, "and be placed in a miscellaneous line item of the budget". Motion to amend carried by roll call vote, 17 yes, 2 no, 1 excused. Voting no, James and Repinski. Excused, Keckeisen. (2 SAYL, yes, non-binding vote, 1 excused). Motion to adopt amended Res. #21 carried by roll call vote, 15 yes, 4 no, 1 excused. Voting no, James, Johnson, Repinski, and Roekle. Excused, Keckeisen. (2 SAYL, yes, non-binding vote, 1 excused).

RECESS: Motioned by Allen/Stuchlak to recess at 7:20 p.m. Motion carried by unanimous voice vote.

RECONVENE: Called back to order by Chairman Sebastiani at 7:35 p.m. 19 present, 1 excused. Excused, Keckeisen. (2 SAYL, yes, non-binding vote, 1 excused).

Res. #14: Motioned by West/Renner to adopt Res. #14 a resolution authorizing the issuance and sale of \$5,550,000 general obligation refunding bonds, series 2012a. Motion to adopt Res. #14 carried by roll call vote 19 yes, 1 excused. Excused, Keckeisen. (2 SAYL, yes, non-binding vote, 1 excused).

Res. #15: Motioned by Johnson/Kotlowski to adopt Res. #15 to recognize Greg Soley's retirement on April 9, 2012, and honor his 25 years of service to Adams County and the Adams County Highway Department. Motion to adopt Res. #15 carried by roll call vote, 19 yes, 1 excused. Excused, Keckeisen. (2 SAYL, yes, non-binding vote, 1 excused).

Motioned by Kotlowski/Stuchlak to deviate to Res. #20. Motion carried by unanimous voice vote.

Res. #20: Motioned by Renner/Roekle to adopt Res. #20 to provide initial approval of a limited guaranty by Adams County for Midwestern Disaster Area Revenue Bond Financing for Hilbert Communications, LLC to finance a project for acquisition, construction and installation of certain telecommunications infrastructure, for purpose of providing wireless internet and telephone communication services to businesses, governmental units and residents of rural communities where such service is currently unavailable or prohibitively expensive. Adams County guarantee shall not exceed \$2,200,000, equal to the amount of improvements for said infrastructure made within Adams County.

Steven Schneider provided an overview and power point presentation.

There were 2 citizens who were recognized under public participation related to this resolution.

Motion to adopt Res. #20 carried by roll call vote, 17 yes, 2 abstaining, 1 excused. Abstaining, West and Sebastiani. Excused, Keckeisen. (2 SAYL, yes, non-binding vote, 1 excused).

Res. #16: Motioned by Allen/Roekle to adopt Res. #16 a resolution to approve out-of-state travel and accommodations for Sarah Grosshuesch, Health Officer, to Chicago, IL on April 11 to April 13, 2012 and December 5 to 7, 2012. Motioned by Townsend/Allen to amend the **fiscal note** striking "mileage \$170.28; a total of \$170.28" and in **now therefore be it resolved** "in the amount of \$170.28". Motion to amend carried by roll call vote, 19 yes, 1 excused. Excused, Keckeisen. (2 SAYL, yes, non-binding vote, 1 excused). Motion to adopt amended Res. #16 carried by roll call vote, 19 yes, 1 excused. Excused, Keckeisen. (2 SAYL, yes, non-binding vote, 1 excused).

Res. #17: Motioned by James/Ward to adopt Res. #17 to increase the hourly wages for on-call Sheriff's Office employees who work in Dispatch and Animal Control from \$11.00/12.00 to \$15.00; Jail from \$11.00 to \$16.00; Transport from \$11.00 to \$14.00; and Patrol Deputies from \$12.00 to \$17.00. Motion to adopt Res. #17 carried by roll call vote, 17 yes, 2 no, 1 excused. Voting no, Djumadi and Repinski. Excused, Keckeisen. (2 SAYL, yes, non-binding vote, 1 excused).

Res. #18: Motioned by Miller/James to adopt Res. #18 to re-establish three (3) Patrol Sergeant positions for a total of four (4) Patrol Sergeants and one (1) Dispatch Sergeant in order to increase the internal

management capabilities of the Adams County Sheriff's Office. Motioned by James/Ward to amend the fiscal note adding after the last sentence, "The increase in pay will be paid from existing budget lines within the Sheriff's Office budget." Motion to amend carried by roll call vote, 18 yes, 1 no, 1 excused. Voting no, Djumadi. Excused, Keckeisen. (2 SAYL, yes, non-binding vote, 1 excused). Motion to adopt amended Res. #18 carried by roll call vote, 17 yes, 2 no, 1 excused. Voting no, Djumadi and Repinski. Excused, Keckeisen. (2 SAYL, yes, non-binding vote, 1 excused).

Res. #19: Motioned by Licitar/Ward to adopt Res. #19 to establish the annual compensation for the positions of County Clerk, Register of Deeds, and Treasurer; and establish the employee contribution portion of the health insurance and Wisconsin Retirement System (WRS) contribution for eligible elected officials. Motioned by Stuchlak/West to amend the **FISCAL NOTE:**

	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
Register of Deeds	\$60,000	\$60,000	\$60,000	\$60,000
Treasurer	\$60,000	\$60,000	\$60,000	\$60,000

And, **NOW, THEREFORE, BE IT RESOLVED,**

	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
Register of Deeds	\$60,000	\$60,000	\$60,000	\$60,000
Treasurer	\$60,000	\$60,000	\$60,000	\$60,000

by striking the 2013, 2014, and 2015 wages of the Register of Deeds and Treasurer and inserting 2013 as \$57,000, 2014 as \$58,000 and 2015 as \$59,000. Motion to amend carried by roll call vote, 11 yes, 8 no, 1 excused. Voting no, Allen, Djumadi, Gatterman, Renner, Repinski, Townsend, Ward and West. Excused, Keckiesen. (2 SAYL, yes, non-binding vote, 1 excused).

Motioned by Ward/Allen to amend the **FISCAL NOTE and NOW, THEREFORE, BE IT RESOLVED,:**

	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
County Clerk	\$60,000	\$60,000	\$60,000	\$60,000
Register of Deeds	\$60,000	\$60,000	\$60,000	\$60,000
Treasurer	\$60,000	\$60,000	\$60,000	\$60,000

by striking the 2013, 2014, 2015, and 2016 wages for the County Clerk, Register of Deeds and Treasurer and replacing the wages in both the **FISCAL NOTE and NOW, THEREFORE, BE IT RESOLVED,**

	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
County Clerk	\$61,962.59	\$61,962.59	\$61,962.59	\$61,962.59
Register of Deeds	\$58,207.29	\$58,207.29	\$58,207.29	\$58,207.29
Treasurer	\$58,207.29	\$58,207.29	\$58,207.29	\$58,207.29

This would be a 3.6% increase from the 2012 wages.

Motion to amend carried by roll call vote, 11 yes, 8 no, 1 excused. Voting no, Djumadi, England, James, Licitar, Miller, Repinski, Roekle and Stuchlak. Excused, Keckeisen. (1 SAYL, yes Beckman, 1 SAYL, no Theisen, non-binding vote, 1 excused).

RECESS: Motioned by West/Repinski to recess at 9:15 p.m. Motion carried by unanimous voice vote.

RECONVENE: Called back to order by Chairman Sebastiani at 9:30 p.m. 19 present, 1 excused. Excused, Keckeisen.

Motioned by Stuchlak/England to amend the **FISCAL NOTE and NOW, THEREFORE, BE IT RESOLVED:**

	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
Register of Deeds	\$60,000	\$60,000	\$60,000	\$60,000
Treasurer	\$60,000	\$60,000	\$60,000	\$60,000

by striking the 2013, 2014, and 2015 wages of the Register of Deeds and Treasurer and inserting 2013 as \$57,000, 2014 as \$58,000 and 2015 as \$59,000. Motion to amend carried by roll call vote, 13 yes, 6 no, 1 excused. Voting no, Babcock, Djumadi, Renner, Repinski, Ward and West. Excused, Keckiesen. (1 SAYL, no Beckman, 1 SAYL, yes, Theisen, non-binding vote, 1 excused).

Motion to adopt amended Res. #19 carried by roll call vote, 13 yes, 6 no, 1 excused. Voting no, Babcock, Djumadi, Renner, Repinski, Ward and West. Excused, Keckiesen. (2 SAYL yes, non-binding vote, 1

excused).

Res. #22: Motioned by Stuchlak/James to adopt Res. #22 to revise the 2012 Adams County Land & Water Conservation Department Budget to include additional grant funds. Motion to adopt Res. #22 carried by roll call vote 19 yes, 1 excused. Excused, Keckeisen. (2 SAYL, yes, non-binding vote, 1 excused).

Res. #23: Motioned by West/James to adopt Res. #23 to amend Resolution 59-2008 to acknowledge and substitute Eyes of Hope Shelter, Inc., in lieu of the Adams County Humane Society, as the designated pound or humane society to receive funds from dog license fees. Motion to adopt Res. #23 carried by roll call vote 19 yes, 1 excused. Excused, Keckeisen. (2 SAYL, yes, non-binding vote, 1 excused).

Res. #24: Motioned by Johnson/Allen to adopt Res. #24 a resolution to approve out-of-state travel for Jennifer Swensen, UW-Extension 4-H/Youth Development Educator. Motion to adopt Res. #24 carried by roll call vote 19 yes, 1 excused. Excused, Keckeisen. (2 SAYL, yes, non-binding vote, 1 excused).

Res. #25: Motioned by Johnson/Repinski to adopt Res. #25 a resolution commemorating the 100th Anniversary of Cooperative Extension, a division of the University of Wisconsin-Extension. Motion to adopt Res. #25 carried by roll call vote 19 yes, 1 excused. Excused, Keckeisen. (2 SAYL, yes, non-binding vote, 1 excused).

Res. #26: Motioned by Allen/Stuchlak to adopt Res. #26 to adopt amended rules to govern the County Board consistent with the requirement of seating a new County Board.

Motioned by Djumadi/Ward to amend page 14, Rule XXIII:

3. **Technology Steering Committee.** **The MIS Department will coordinate the formation of a Technology Steering Committee whose** Purpose is to identify; areas where the investment in technology will be of the most value to the County, trends that may make technology more important to an area, and mandates, rulings, and guidelines that may make changes to infrastructure necessary, allowing balanced input into the overall future technology plans for Adams County Government.

a. **Membership.** The Technology Steering Committee will include 7 members. The Committee members should be named as follows: **MIS Manager and/or representative** Administrative Coordinator/Director of Finance or representative ((ad hoc member) anyone deemed necessary by the committee, appointed by the committee serving limited term,)) a member of GIS, Health and Human Services ((1) designated by the oversight committee), Public Safety & Judiciary ((1) designated by the oversight committee)) and **(1) (2)** County Board Member (as designated/appointed by the County Board Chair).

Motion to amend carried by roll call vote, 19 yes, 1 excused. Excused, Keckeisen. (2 SAYL, yes, non-binding vote, 1 excused).

Motioned by England/Townsend to amend page 25, Rule XXVI, C inserting: Administrative Coordinator/Director of Finance as such: "The **Administrative Coordinator/Director of Finance and** Corporation Counsel shall review all Resolutions and Ordinances prior to them being submitted to the County Clerk's Office for the Board Meeting." Motion to amend carried by roll call vote, 17 yes, 2 no, 1 excused. Voting no, Ward and West. Excused, Keckeisen. (2 SAYL, yes, non-binding vote, 1 excused).

Motioned by England/Townsend to amend page 25, Rule XXVI, D inserting: Administrative Coordinator/Director of Finance, Corporation Counsel, Personnel Director as such: "Copies of late (should be exceptions and not the Rule) Resolutions or Ordinances shall be provided to all Supervisors, **Administrative Coordinator/Director of Finance, Corporation Counsel, Personnel Director** and Department Heads, and shall be read by the County Clerk." Motion to amend carried by roll call vote, 10 yes, 9 no, 1 excused. Voting no, Babcock, Gatterman, Kotlowksi, Miller, Roekle, Sebastiani, Stuchlak, Ward and West. Excused, Keckeisen. (2 SAYL, no, non-binding vote, 1 excused).

Motion to adopt amended Res. #26 carried by roll call vote, 18 yes, 1 no, 1 excused. Voting no, Ward. Excused, Keckeisen. (2 SAYL, yes, non-binding vote, 1 excused).

Res. #27: Motioned by Ward/Licitar to adopt Res. #27 to freeze the scheduled 2012 step increases for positions evaluated on the Carlson-Dettmann Adams County Pay Structure. Motion to adopt Res. #27 carried by roll call vote, 17 yes, 2 no, 1 excused. Voting no, Allen and Roekle. (2 SAYL, yes, non-binding vote, 1 excused).

Res. #28: Motioned by Johnson/Renner to adopt Res. #28 to amend the Adams County Personnel & General Administrative Policies adopted November 2011 and create a separate employee handbook.

Motioned by West/Gatterman to amend:
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- Full-time and regular part-time employees ~~that working up to 80 hours per two week pay period~~ shall accrue vacation based on the following schedule:

Years of Service	Prorated Vacation Hours per Year	Vacation accrued per regular work hour
0-6	80 Hours	.0384 hrs
7-12	120 Hours	.0577 hrs
13-19	160 Hours	.0769 hrs
20+	200 Hours	.0962 hrs

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~~Full-time employees working 12 hours shift schedules shall accrue vacation based on the following schedule:~~

Years of Service	Vacation accrued per Year	Vacation accrued per pay period
0-6	84 hours	3.231
7-12	126 hours	4.856—.847
13-19	168 hours	6.462
20+	210 hours	8.087—.077

Motion to amend carried by roll call vote 19 yes, 1 excused. Excused, Keckeisen. (2 SAYL, yes, non-binding vote, 1 excused).

Motioned by West/Renner to amend:
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3.01 Accumulation. All full time and part time employees shall earn 0.046154 hours per regular work hours. All full-time employees shall earn one (1) day per month and accumulate up to twelve (12) days of sick leave per calendar year. Regular part-time non-union employees shall be pro-rated based upon the average number of hours in the employee's workweek. Total maximum accumulation of sick leave is one hundred eight (108) 864 hours workdays. A day shall mean the number of hours in the employee's workday. All sick leave days shall be computed on the whole basis per the following formula depending on the date of hire:

- A. On or before the 16th—First (1st) day of month hired.
- B. On the 17th or after—First (1st) day of following month hired.

Motion to amend carried by roll call vote, 19 yes, 1 excused. Excused, Keckeisen. (2 SAYL, yes, non-binding vote, 1 excused).

2.02 Observed Holiday. If a legal holiday falls on Saturday, ~~or if Christmas Eve falls on a Sunday~~ the preceding Friday is considered the observed holiday. If a legal holiday falls on Sunday, ~~or if Christmas falls on a Saturday~~ the following Monday is considered the observed holiday. ~~If Christmas Day falls on a Saturday, the following Monday shall be considered the observed holiday.~~ Holiday pay shall be paid by the County on the observed holiday when the legal holiday falls on a Saturday or Sunday. Employees who work on an observed holiday shall be paid straight time for hours worked in addition to any holiday pay they are entitled to receive unless the employee qualifies for overtime under FLSA. In order to qualify for holiday pay, the employee must work the last regularly assigned work day before and the first regularly assigned work day after the given holiday, unless off due to an excused absence.

Motion carried by unanimous voice vote, 13 yes, 6 no, 1 excused. Voting no, Djumadi, James, Kotlowski, Renner, Repinski, and Townsend. Excused, Keckeisen. (2 SAYL, yes, non-binding vote, 1 excused).

Motion to adopt amended Res. #28 carried by roll call vote, 13 yes, 6 no, 1 excused. Voting no, Djumadi, England, Gatterman, James, Renner, and Repinski. Excused, Keckeisen. (1 SAYL yes, Theisen, 1 no Beckman, non-binding vote, 1 excused).

Unfinished Business: Res. #8 To amend the Adams County Personnel & General Administrative Policies adopted November 2011. Motioned by Allen/Miller to bring back Res. #8. Motion carried by unanimous voice vote. Motioned by Miller/Allen to rescind Res. #8. Motion carried by unanimous voice vote. (2 SAYL, yes, non-binding vote).

Ordinance:

Ord. # 02: Motioned by James/Licitar to enact Ord. #2 to amend the Adams County Shoreland Wetland & Habitat Protection Ordinance to rezone a portion of land in Town of Rome to change from Conservancy District to a Recreational/Residential District. Motion to enact Ord. #2 carried by roll call vote 17 yes, 2 no, 1 excused. Voting no, Renner and Townsend. Excused, Keckeisen. (2 SAYL, yes, non-binding vote, 1 excused).

Petition: None

Motioned by Kotlowski/Roekle to approve claims as submitted. Motion to approve claims carried by unanimous voice vote. (2 SAYL, yes, non-binding vote).

Motioned by Allen/Ward to approve per diem and mileage as submitted. Motion to approve per diem and mileage carried by unanimous voice vote. (2 SAYL, yes, non-binding vote).

Motioned by Johnson/Roekle 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. (2 SAYL, yes, non-binding vote).

Set next meeting date for April 17, 2012, 9:30 a.m.

Motioned by West/Johnson to adjourn at 11:20 p.m. Motion to adjourn carried by unanimous voice vote.

Respectfully submitted,

Cindy Phillippi, Adams County Clerk